

## Glenrothes Area Committee

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



Wednesday, 21 August 2024 - 2.00 p.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of Meeting of Glenrothes Area Committee of 22 May 2024. 3 – 7
4. **SUPPORTING THE PLAN 4 GLENROTHES AREA: COMMUNITY RECOVERY FUND - LESLIE HERITAGE TRUST** – Report by the Head of Communities and Corporate Development 8 – 12
5. **SUPPORTING THE PLAN 4 GLENROTHES AREA: COMMUNITY RECOVERY FUND** – Report by the Head of Communities and Corporate Development 13 – 16
6. **AREA CAPITAL UPDATE REPORT 2024-2025** – Joint Report by the Executive Director Finance & Corporate Services and the Head of Communities and Corporate Development 17 – 21
7. **HOUSING REVENUE ACCOUNT - SELLING LOCK UPS WITHIN MIXED TENURE BLOCKS** – Report by the Head Of Housing Services 22 – 29
8. **AREA ROADS PROGRAMME 2023/24 - FINAL REPORT** – Report by the Head of Roads & Transportation Services 30 – 36
9. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services 37 – 39
10. **GLENROTHES AREA COMMITTEE FORWARD WORK PLAN** 40 - 44

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

Lindsay Thomson  
Head of Legal and Democratic Services  
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14 August 2024

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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 - GLENROTHES AREA COMMITTEE – BLENDED MEETING**

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

22 May 2024

2.00 pm – 3.45 pm

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

**ATTENDING:** Norman Laird, Community Manager (Glenrothes), Chris Miezitis, Area Community Development Team Manager and Louise Whyte, Capital Projects Manager, Community Projects Team, Communities and Neighbourhoods Service; Dawn Jamieson, Safer Communities Team Manager and Brian Westwater, Safer Communities Lead Officer, Housing Services; Murray Gibson, Community Inspector, Glenrothes; David McCabe, Community Policing Sergeant, Glenrothes, Police Scotland; David Scott, Station Commander, Scottish Fire and Rescue Service; and Diane Barnet, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Altany Craik.

**108. DECLARATIONS OF INTEREST**

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

**109. MINUTE**

The committee considered the minute of the Glenrothes Area Committee of 27 March 2024.

**Decision**

The committee agreed to approve the minute.

**110. SUPPORTING THE GLENROTHES LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST – CLD SUMMER PROGRAMME**

The committee considered a report by the Head of Communities and Neighbourhoods Service detailing an application from the Glenrothes Area Community Learning and Development Team seeking £36,188.84 of funding to support Community Learning and Development (CLD) led activity for children, young people and families during the summer break.

**Decision**

The committee:-

- (1) agreed that £36,188.84 was allocated from the Local Community Planning Budget to support this CLD led activity; and

- (2) noted that this CLD led activity formed part of a wider summer partnership programme.

**111. SUPPORTING THE PLAN 4 GLENROTHES AREA: COMMUNITY RECOVERY FUND**

The committee considered a report by the Head of Communities and Neighbourhoods Service providing the necessary information for a decision to allocate funding for various projects from the Community Recovery Fund (CRF) for the Glenrothes Area. The report also provided a summary of funds committed so far from the CRF and funding proposals under consideration.

**Decision**

The committee agreed to approve the following amounts from the Community Recovery Fund totaling £137,936:-

- (1) 252 Memorial Hall - £11,500;
- (2) Star Village Hall: Access - £13,748;
- (3) Police Scotland - £49,609; and
- (4) The Polar Academy - £63,079.

**112. BALGEDDIE FIRS PLAY AREA – RE-ALLOCATION OF AREA CAPITAL FUNDING**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement to transfer Area Capital previously allocated to Balgeddie Firs play area and reallocate this to Riverside Park toddler play area (pond park).

**Decision**

The committee agreed the transfer of the £50,000 previously allocated to Balgeddie Firs in 2019 to the Riverside Park toddler play area to support the continued investment in Riverside Park.

**113. PLAY STRATEGY IMPLEMENTATION – GLENROTHES AREA**

The committee considered a report by the Head of Communities and Neighbourhoods Service relating to the proposed implementation programme for Glenrothes area and requesting approval of the approach adopted taking cognisance of the issues noted in the report.

**Decision**

The committee:-

- (1) agreed the suggested approach for? delivery of the Strategy;
- (2) delegated to officers to consult with ward members with a view to selecting one play park improvement project in their ward for 2024/25 and to progress the natural/open spaces listed in the report;

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- (3) additionally, agreed that if there was no consensus amongst ward members in selecting one play park improvement project, that officers brought an options report to a future meeting of this committee for determination; and
- (4) otherwise, agreed the approach identified to allocate investment.

### 114. **GLENROTHES LINKED TOGETHER – ONGOING FUNDING REQUEST AND OUTCOMES BRIEFING**

The committee considered a report by the Chief Inspector, Central Local Area Commander, Police Scotland outlining outcomes in addressing antisocial and violent behaviour through the Community Recovery Funded additional Police resource following a rise in antisocial behaviour and violent crime.

#### **Decision**

The committee:-

- (1) having earlier agreed a further year's funding for 2024/25 (see Para. No. 111 (3) – 'Community Recovery Fund' above), noted the outcomes and impact of the additional Police resource between June 2023 and April 2024;
- (2) agreed that the additional Police resource was key to a successful ongoing partnership approach dedicated to antisocial behaviour and violent crime as a priority issue;
- (3) noted Police Scotland would continue to match fund this spend to continue to support a team of two Police Officers dedicated to countering antisocial behaviour; and
- (4) requested regular elected member briefings at intervals on progress of Glenrothes Linked Together – between now and the next annual update report to this committee, circa May 2025.

### 115. **SAFER COMMUNITIES TEAM UPDATE REPORT**

The committee considered a report by the Head of Housing Services providing an update on the operational activity of the Safer Communities Team within the Glenrothes area during the 12-month period 1 April 2023 to 31 March 2024.

#### **Decision**

The committee:-

- (1) noted the activity to date as detailed in the report; and
- (2) requested that officers arrange an elected member workshop relating to antisocial behaviour to include, for instance, information on the council's powers and any constraints in addressing this type of behaviour.

**116. OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN GLENROTHES AREA – 1 APRIL 2023 TO 31 MARCH 2024**

The committee considered a report by the Community Inspector, Glenrothes, Police Scotland providing information on matters impacting on or involving Police Scotland which had relevance to community safety in the Glenrothes policing area.

**Decision**

The committee noted the update provided.

**117. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN ANNUAL PERFORMANCE REPORT- 1 APRIL 2023 TO 31 MARCH 2024**

The committee considered a report by the Station Commander, Scottish Fire and Rescue Service providing incident information for the period 1 April 2023 to 31 March 2024. The incident information enabled the committee to have an overview of the Scottish Fire and Rescue Service (SFRS) Glenrothes area against its key performance indicators (KPIs).

**Decision**

The committee noted the progress across a range of KPIs detailed in the report.

**118. PROPERTY TRANSACTIONS**

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

**Decision**

The committee noted the contents of the report.

**119. GLENROTHES AREA COMMITTEE WORK PROGRAMME**

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

**Decision**

The committee:-

- (1) noted the draft workplan for the Glenrothes Area Committee;
- (2) in relation to Para No. 114 (4) – 'Glenrothes Linked Together' - further update report due circa May 2025;
- (3) pilot School Exclusion Zone, Pitcoudie Primary School – outcome report to be considered at a future meeting, date to be confirmed by Roads and Transportation Service; and

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- (4) agreed that committee members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items within the remit of the committee, including items for scrutiny, to be added to the workplan.

21 August 2024.  
Agenda Item No. 4

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## Supporting the Plan 4 Glenrothes Area: Community Recovery Fund – Leslie Heritage Trust

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**Report by:** Paul Vaughan, Head of Communities and Neighbourhoods Service

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**Wards Affected:** 14

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### Purpose

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To present for consideration an application received from Leslie Heritage Trust for grant funding from the Leslie Common Good Fund.

### Recommendation(s)

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Members are asked to consider an application from Leslie Heritage Trust for £8,400 towards the cost of Archaeological Investigations at Christ Kirk on the Green, Leslie, situated on Common Good Land.

### Resource Implications

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Leslie Common Good Fund has a current value of **£215,950**, leaving an amount of **£207,550** if this application is successful.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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The project has the support of Ward members.

The Leslie Heritage Group was formed in response to aspects of the Neighbourhood, Recovery and Renewal Plan for Leslie which highlighted that the people of Leslie felt they were not sufficiently consulted about changes that impact their environment, or that promote their heritage.

A community consultation, implemented in partnership between the Leslie Heritage Trust and Community Learning and Development, conducted in June 2023 showed that 56% of people support the excavation, and 14% scored a 'maybe' response to the proposed excavation on Common Good Land.



A public meeting was held on 9<sup>th</sup> November 2023 when Leslie Heritage Group presented the results of the community consultation. Fife Council Archaeologist presented an outline of the aims and objectives of the excavation and presented the results of a geo-physical scan.

Three Oral History sessions have been conducted at locations across Leslie in partnership between the Group and Fife Council.

Experts in medieval Scottish history have been consulted to support the interpretation of any footprints or artefacts and ensure that the result of the dig is as beneficial as the process.

## 1.0 Background

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- 1.1 Applications to Common Good Funds should be able to demonstrate a benefit to the inhabitants of the former Burgh concerned.
- 1.2 The grant application should normally be a maximum of 50% of the total project cost except in circumstances where funding is for the maintenance of Common Good property.
- 1.3 The applicant is seeking an amount of £8,400 towards the total project cost of £16,800.
- 1.4 In 2022, having been identified as an area amongst the most profoundly affected by the public health restrictions during Covid, Fife Council's Community Learning and Development Team facilitated the public engagement in and publication of Leslie Neighbourhood Development Plan.
- 1.5 A Place Standard exercise was undertaken, the results of which clearly illustrated that the people of Leslie valued their outdoor spaces and viewed them as an asset to the local community. The exercise demonstrated that there was a comparatively very strong sense of connection between community and local heritage in Leslie.
- 1.6 A strong sense of local heritage, and an interest in understanding more about local heritage, was demonstrated across all age groups within the community: much beyond the late mediaeval period isn't widely understood within the community or across Fife.
- 1.7 Leslie Heritage Group was established formally in November of 2023 following an adult learning program where learners interest in local heritage and history was explored. A main objective of the Heritage Group has been to establish and better understand the early mediaeval foundations of the Town.
- 1.8 In the summer of 2023, with support from Fife Council's Community Learning Team, the Heritage Group conducted a community enquiry on the history and heritage of Leslie to look in more depth at aspects of the findings from the Place Standard Questionnaire, which was conducted in 2022 as part of the Leslie Neighbourhood Development Planning process. This enquiry, amongst other things, sought to establish support for a community dig (appendix A)
- 1.9 With this public support Leslie Heritage Group have set about the process of securing an archaeological dig at the Greenside, initially working with St Andrews University, to carry out a geo-survey to confirm if the land supports the written documents and has potential to provide archaeological finds.

- 1.10 The Group have secured partial funding from Skene, and instructed Rocket Heritage, based in Dundee, to facilitate the dig. They have also taken the opportunity to conduct the dig over the Doors Open weekend, to attract interest into Leslie from further afield, working with Leslie Town Hall to support the process.
- 1.11 It is hoped that the dig will uncover the footprint of an early medieval church that gave the area its name before it became Leslie, previously known as Fettykil from Fiodh Cill, the Gaelic for wooden church. Like many ancient sites the documents are not crystal clear but there is written evidence that supports religious settlement on the Greenside from at least the 10th century; nearly all other 'Cill' sites in Fife have the 'Cill' element as a prefix before a Saints name, usually an early Celtic or Culdee Saint.
- 1.12 The order in this place name suggests that the wooden aspect is somehow notable, significantly so given that all churches in this period were at least initially made from wood. There have been several rebuilds and slight relocations all within the same area and the Greenside still contains some of the earliest buildings to be found in Leslie.
- 1.13 The process of community engagement in the consultation and planning of the archaeological dig is as crucial and beneficial to the community of Leslie as any results from the dig itself. Leslie Heritage Group with the support of Community Learning and Development aim to ensure maximum opportunity for local people to observe, participate, celebrate, and capitalise on this event.

## **2.0 Project Summary Information**

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- 2.1 The works will be undertaken by the Rock Heritage Group, an accredited service provider, who will conduct archaeological excavations and analysis to establish the historical position of this settlement, with possible links to a wooden church and Celtic Saint.
- 2.2 The works will commence in September 2024 and will take place within a four-week period.
- 2.3 An initial 5 x 5 metre trench will be excavated on the Northeast quadrant of the Green. No trace of the archaeological excavations will be evident at the conclusion of the works being undertaken.
- 2.4 A series of monthly talks, held at Leslie Masonic Lodge, commenced this February and a photographic exhibition will be hosted at Leslie Library covering the archaeological exploration and its findings.
- 2.5 The perceived benefit to Common Good Land and the inhabitants of the area concerned are described as engaging the local community in Place Based Learning and assisting in community participation regarding the conservation of non-renewable heritage resources of Leslie through the investigation of a Sacred Landscape.

## 3.0 Project Costs

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- 3.1 The overall cost for the project is £16,800.
- 3.2 The remaining cost has been secured through a funding application to the Skene Trust
- 3.3 The project expenditure is as follows:

Written Scope of Work to Fife Council Archaeological Unit	£300 + VAT
2 x Archaeologists totalling 40 working days	£9,600 + VAT
Mini Excavator hire	£900 + VAT
Project Report	£1,200 + VAT
Contingency Budget	£2,000 + VAT
Sub Total	£14,000 + VAT
<b>TOTAL AMOUNT</b>	<b>£16,800 + VAT</b>

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## 4.0 Conclusions

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- 4.1 The application meets the criteria for Common Good Funding.
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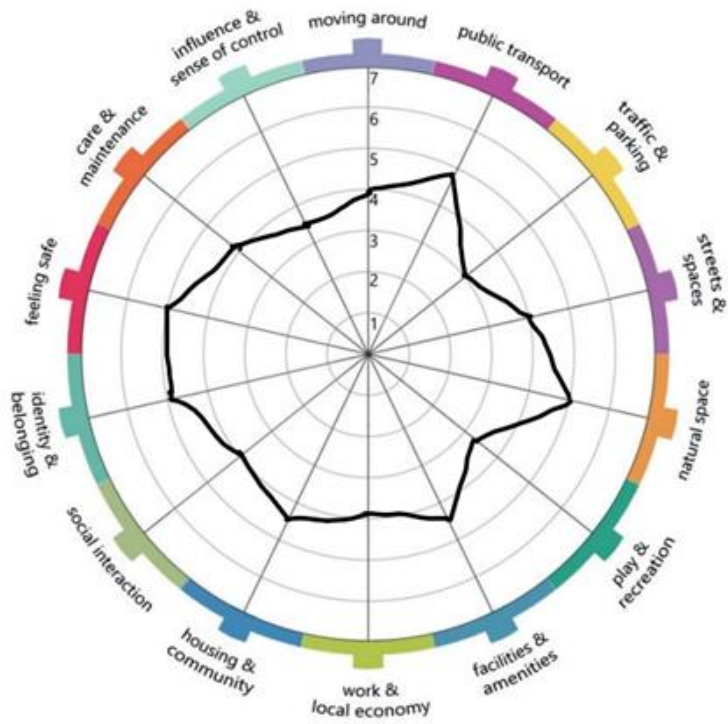
### Background Papers

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

### Appendix A: Place Tool Exercise and Community Consultation

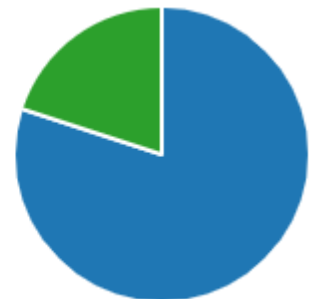
#### Report Contact:

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“Do you agree with the Heritage Group developing an archaeological dig on Common Ground in Leslie to uncover the history of the area and promote history with younger generations?”

● Yes	56
● No	0
● Maybe	14



Leslie Heritage Group also took this opportunity to gauge whether local residents believed that engaging with the history and heritage of Leslie would benefit the community overall:

● Yes	70
● No	0



21 August 2024.  
Agenda Item No. 5

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## Supporting the Plan 4 Glenrothes Area: Community Recovery Fund

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**Report by:** Paul Vaughan, Head of Communities and Neighbourhoods Service

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**Wards Affected:** 13,14,15

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### Purpose

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To provide members with the necessary information to allocate funding for various projects from the Community Recovery Fund (CRF) for the Glenrothes Area.

To provide members with a summary of funds committed so far from the CRF, and funding proposals under consideration.

### Recommendation(s)

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The Committee is asked to approve the following amounts from the Community Recovery Fund totalling **£ 215,000**.

- |                          |          |
|--------------------------|----------|
| 1. Markinch Town Hall:   | £20,000  |
| 2. The Friendship Cabin: | £15,000  |
| 3. Glenrothes Wellbeing  | £53,060  |
| 4. The Lomond Centre:    | £127,000 |

### Resource Implications

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There are sufficient funds available in the Community Recovery Fund to support the submitted proposals.

This would leave a balance of **£ 100,372** unallocated of the Community Recovery budget.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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There has been extensive consultation in the production of the Plan4Glenrothes Area.

Throughout 2022, a series of officer meetings reviewed the existing plan and established key priorities for Members consideration.

Monthly People and Place Leadership Group meetings were facilitated throughout the year up until November 2022 to support the review of the Plan for Glenrothes.

Elected Members attended a workshop in August 2022 focusing on one of the key priorities, 'Tackling Poverty in Glenrothes', that included briefings from key partners involved in the management and delivery of services aimed at tackling poverty related issues, such as welfare support and food and fuel crisis intervention.

A further Members workshop was facilitated in November on this theme, with the specific aim of discussing and seeking comment on potential projects that could be funded through the Community Recovery Fund.

Consultation with community groups and individuals throughout 2022 helped shape and gather support for the four key themes identified within the Plan.

Throughout 2023 consultation with partners across all sectors on the alignment with CRF and Plan4Glenrothes priorities continued, facilitated by the People and Place Leadership group and the Glenrothes Against Poverty multi agency action group.

Elected members have taken part in 8 workshops to date to discuss CRF priorities. The proposals presented in this report were discussed at the most recent member's workshop.

## 1.0 Background

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- 1.1 On 25th August 2022, the Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 22nd September approved the 'Help with Cost of Living: Extending Community Support' report which set out a general approach and criteria for the Fund, including the allocation of £9m across the seven Area Committees. Glenrothes Area has received an allocation of £1.303m as part of this allocation.
- 1.2 The specific criterion for the fund is as follows.
  - Projects should link to Local Community Plan priorities.
  - Projects should take account of Plan for Fife recovery priorities (Community Wealth Building, Tackling Poverty, Economic Recovery, Climate)
  - Projects should provide assessment of benefit to ensure no unintended consequences.
- 1.3 The Community Recovery Fund is available over a two-year period.

## 2.0 Project Summary Information

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### 2.1 Markinch Town Hall, £20,000

Markinch Town Hall provides a unique music and performing arts space in the community, hosting several local and visiting performers each year. The venue is ran entirely by volunteers, including ongoing janitorial and cleaning duties. The funds will be

used to fix and replace windows at the front of the building, purchase new tables and chairs, replace and refurbish lighting, including stage lighting, in the hall, and to refurbish the hall floor.

## 2.2 **The Friendship Cabin, £15,000:**

The Friendship Cabin provides a specialist respite service, offering support and social activities to individuals with mental health problems, learning difficulties and dementia. The Service requires these funds to support running costs for one year. Attendance at the provision is free. During this year the Friendship Cabin will be supported by Fife Council and Fife Voluntary Action to develop a sustainable and long term operational model, independent of any dependence on Fife Council grant funding.

## 2.3 **Glenrothes Wellbeing, £53,060:**

This is a collaborative project between Fife Sports & Leisure Trust and the Glenrothes Community Learning and Development Service which aims to improve the wellbeing of people facing increased disadvantage by removing some of the barriers to physical activity. The project is split into three initiatives, which will target young people through the 16+ CLD programme, older people, and unemployed adults as an outcome of the People & Place Employability Pathway Development Group.

## 2.4 **The Lomond Centre, £127,000**

The funds will be used to contribute towards the overall cost of £235,000 to install a new Community and Training Kitchen facility. This will ensure that current provision is sustained in the longer term, and that new opportunities can be developed.

The Community & Training kitchen, and associated activity and eating space, will be central to the development of the Lomond Centre as a Community Hub where Services, group activity, community and social events can all be accessed and supported in the same venue, benefitting local residents and the wider population of Glenrothes Area.

# 3.0 **Community Recovery Fund Overview**

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3.1 Glenrothes Area Committee has so far committed £987,628 of the initial £1.303 Million allocated to the Glenrothes Area Community Recovery Fund.

3.2 There remains an unallocated balance of £100,372.

3.3 28 separate projects have so far been allocated funds to support a variety of work, all of which align with one or more of the four key themes of the Glenrothes Area Community Plan: “Tackling Poverty”, “Develop and Support Community Leadership”, “Supporting Positive Mental Wellbeing” and “Town Centre & Surrounding Villages”.

3.4 There are five projects which have each been allocated one year’s funding so far, with a second year of funding to be allocated later this year pending successful evaluation of year 1 of each project. These projects are:  
Homestart; Collydean Neighbourhood Centre; Glenrothes YMCA; Fife Gingerbread and Bike

## 4.0 Conclusions

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- 4.1 These proposals meet the broad criteria for the Community Recovery Fund. They also contribute to the 'Plan 4 Fife 2021-2024' and 'Glenrothes Area Local Community Plan' themes "Tackling Poverty", "Develop and Support Community Leadership", "Supporting Positive Mental Wellbeing" and "Town Centre & Surrounding Villages".
- 4.2 The establishment of these projects will assist in developing a response to the cost-of-living crisis and post Covid recovery for individuals, families, and communities across the Glenrothes Area. Learning gained from these projects will be used to influence and direct future service delivery across the area.
- 4.3 Approved proposals of £10,000 and higher are subject to committing to a Service Level Agreement. Other approved proposals will commit to an evaluation process on impact and outcomes within a timescale and framework agreed between Council Officers and Area Committee Members.
- 4.4 Approving these proposals will leave an allocation of **£100,372** in the Community Recovery Fund to support other projects.

### Background Papers

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

- 'Help with Cost of Living : Extending Community Support'. Fife Council Cabinet Committee, 22nd September, 2022.
- [Plan4Fife Local Outcome Improvement Plan 2017 – 2027](#)
- [Recovery and Renewal Plan4Fife 2021 – 2024 Update](#)
- [Plan for Glenrothes Area 2019 - 2022](#)
- [Glenrothes Area Local Strategic Assessment 2022](#)

### Report Contact:

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21 August 2024

Agenda Item No. 6

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## Area Capital Update Report 2024-2025

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Report by: Eileen Rowand, Executive Director (Finance and Corporate Services)

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Wards Affected: All

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### Purpose

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The purpose of this report is to advise members of the current status of the additional capital investment awarded to Glenrothes area in the 2017-20 budget and the subsequent 2021-31 Capital Investment Plan.

### Recommendations

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Members are asked to note the information contained in the report and the relevant Appendices for the Capital funding allocations.

### Resource Implications

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Resources are available per the capital allocations agreed in the 2017-20 budget round and the 2021-31 Capital Investment Plan.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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None

## 1.0 Background

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- 1.1 The purpose of this report is to advise members of the progress of the additional Capital Investment received for the Communities' Directorate in the 2017-20 budget and the 2021-31 Capital Investment Plan.
- 1.2 In the 2017-20 budget, Investment totalling £6.3m has been allocated between the seven different geographical boundaries of Fife covering multiple years. By area, this equates to £0.200m in 2017-18 and a further £0.200m in 2018-19 to each area combined with an allocation of £0.500m to each area to Improve Health through Leisure and sport over a five-year period. This provides a total of £0.900m per area.
- 1.3 In the 2021-31 Capital Investment Plan, Area Capital funding received an additional £1.090m. By Area this equates to £0.156m in 2021-22 and 2022-23.

## 2.0 Governance

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- 2.1 On 28 March 2017, the Executive Committee approved revised governance and scrutiny arrangements for the additional capital investment. At that meeting, the committee approved the following:
  - Area Capital Budgets will be managed through the existing delegated authority for local community planning budgets to area committees.
  - All projects, including project business plans and allocations, will be approved by each area committee.
  - As the funding is capital in nature, certain criteria is required to be met in terms of the type of project that can be funded. In addition to the guidance around what is capital in nature, projects should meet a recognised priority within the Local Community Plan.
  - A short project outline template will be developed for each bid and will provide details on funding requested (including match funding), expected outcomes and capital criteria eligibility.

## 3.0 Progress to Date

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- 3.1 A total of £1.018m has been approved for Glenrothes Area to date.
- 3.2 £0.038m remains unallocated at this stage for Glenrothes Area.

## 4.0 Conclusions

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- 4.1 This report and its Appendices are intended to give members information on Area Capital Investment for the Glenrothes Area.

### List of Appendices

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1. Budget Detail.
2. Project Detail.

## **Report Contacts**

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**Glenrothes Capital Budget****Appendix 1**

<b>Glenrothes Area Capital</b>	<b>Approved Budget (£m)</b>
Glenrothes Area Capital Funding 2017-19	0.400
Improving Health through Leisure and Sport 17-22	0.500
New Allocation 21-31 Capital Plan	0.156
<b>Total Budget</b>	<b>1.056</b>

<b>Glenrothes Area Capital</b>	<b>Spend to Date (£m)</b>
Glenrothes Area Capital Funding 2017-19	0.393
Improving Health through Leisure and Sport 17-22	0.499
New Allocation 21-31 Capital Plan	0.126
<b>Total Spend</b>	<b>1.018</b>

<b>Glenrothes Area Capital</b>	<b>Available to Allocate (£m)</b>
Glenrothes Area Capital Funding 2017-19	0.007
Improving Health through Leisure and Sport 17-22	0.001
New Allocation 21-31 Capital Plan	0.030
<b>Total Available to Allocate</b>	<b>0.038</b>

**Project Detail****Appendix 2**

<b>Glenrothes Area Capital Funding 2017-19</b>	<b>Project Spend (£m)</b>
John Dixon Park	0.025
Glenrothes Strollers	0.015
Lomond Car Park	0.056
Kinglassie Skate Park/Muga Lighting (Lochty Park Ballcourt)	0.006
Glenwood Allotments	0.048
Tanshall Skate Park	0.137
Gilven Park Car Park	0.040
Carleton Park Car Park	0.065
Collydean Park - Floodlighting for a MUGA at Magnus Drive	0.001
<b>Total Allocated to Projects</b>	<b>0.393</b>

<b>Improving Health through Leisure and Sport 17-22</b>	<b>Project Spend (£m)</b>
Crinan Place Play Area	0.000
Solway Dornoch Place	0.014
Cadham Terrace Play Area	0.044
Huntsman Road Play Area	0.043
Play Areas - Landscaping - Ward 14	0.134
Gilvenbank Car Park	0.030
Barnton Place Play Area	0.049
Willow Crescent Play Area	0.050
Balgeddie Firs Play Area	0.050
Lyle Avenue Play Area	0.050
Warout Walk Play Area	0.036
<b>Total Allocated to Projects</b>	<b>0.499</b>

<b>New Allocation 21-31 Capital Plan</b>	<b>Project Spend (£m)</b>
Collydean Park - Floodlighting for a MUGA at Magnus Drive	0.026
Back Burn River Project	0.100
<b>Total Allocated to Projects</b>	<b>0.126</b>

21 August 2024

Agenda Item No. 7

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## Housing Revenue Account - Selling Lock Ups within mixed tenure blocks

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**Report by:** John Mills, Head of Housing Services

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**Wards Affected:** Wards 13, 14 and 15

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### Purpose

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This report provides an overview of the proposal to sell lockups in the Glenrothes area where Fife Council is a minority owner within a block, or a sale would be straightforward and beneficial in removing all future maintenance obligations for the Housing Revenue Account and Council Tenants.

### Recommendation(s)

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Members are asked to:

- consider this report and
- agree to sell the lock ups detailed within Appendix 2

### Resource Implications

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48 of the proposed lock ups are tenanted, any sale would therefore reduce the rental income received unless the tenant chooses not to buy and rents elsewhere. However, for the 11 lockups which are void, the sales would reduce the void loss incurred.

Each sale will incur £250 property estates fees with an additional £100 outlay fees for searches, if required.

If Housing Services do not sell the lock ups and are unable to receive the co-operation of the other owners to undertake repairs, then they risk further deterioration. This may become a health and safety issue if for example there was an asbestos roof collapse. There would be immediate resource implications and the burden would fall on the Council to address this.

### Legal & Risk Implications

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There is a risk that if these lock ups are not sold that they will continue to deteriorate and pose a health and safety risk.

### Impact Assessment

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

### Consultation

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The Glenrothes Area Housing Team and the former Glenrothes Area Residents Association (GARF) were consulted.

## 1.0 Background

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- 1.1 Glenrothes has 2364 lock-ups which is the highest concentration of lock-ups in Fife, of which most have an asbestos sheet roof. Many components such as roofs, gutters, downpipes and fascia have reached or are nearing the end of their natural service life and require proper maintenance to continue the letting of the lock up.
- 1.2 However, Glenrothes is unique in that many lock-ups were sold into private ownership in the past creating mixed tenure blocks. These blocks have proven difficult to carry out repairs in due to requiring agreement from private owners. Lock-ups currently without repair issues may face the same challenges in future to maintain them when they reach the end of their service life.
- 1.3 A workshop was held for Glenrothes Area Committee on the 3<sup>rd</sup> May 2024 on the Fife wide Lockup Programme and this highlighted projects completed in Glenrothes Area including demolitions and essential maintenance programmes. The challenges faced when improvements are required in mixed tenure blocks were discussed in detail. The outcome of the workshop was to consider selling lockups in minority ownership on a pilot basis. An evaluation should be undertaken at the end of this exercise to assess the effectiveness of this approach.

## 2.0 Current Position

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### 2.1 Breakdown of Lock-up availability within Glenrothes

<b>Total no. of Lock ups</b>	<b>2364</b>
<b>Currently Let</b>	<b>1826</b>
<b>Total no. Of Voids available for let</b>	<b>126</b>
<b>Total no. of Voids (unavailable for let due to major repair issues)</b>	<b>412</b>

- 2.2 At June 2024, of the 2364 lockups 412 remain unavailable to rent with 126 available but empty due to low demand. 195 of the above voids are due to roof related conditions and cannot be repaired in isolation. This results in a barrier to carrying out necessary works.
- 2.3 A recent test consultation at Pitcoudie Avenue, and Rowallan Green, Glenrothes has shown that many owners are unable or unwilling to contribute towards the costs of repairs. Appendix 1 contains further information. This is a trend noted in other empty lockups that have remained so for some time. Though cost may be a barrier for some owners, the selling of lockups could help resolve some current HRA void rent losses.

## 3.0 Proposal

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- 3.1 To address some of the current and future void loss caused by repair issues in mixed tenure blocks, Housing Services propose the following:
  1. The selling of selected lockups in the Glenrothes area where Fife Council is a minority owner within a block or where a sale would prove straightforward and

beneficial (e.g., 2 in a block lockups) to reduce current and potential future void rent loss.

2. Lockups will only be sold when it results in a block becoming fully private to remove all current and future maintenance issues from the HRA.
3. Current tenants will be approached to buy the lock-up. If multiple tenants are within the block, then agreement to sell must be reached with all of them to remove our ownership responsibilities.
4. Where a lockup is currently empty, private owners within the block will be approached for notes of interest. If no notes of interest are received, then surrounding properties will be approached for notes of interest. If no interest is generated the lock-up will be placed on the open market for sale.
5. Proceeds of sales will return as capital receipts to the HRA. This could assist with the planned maintenance programme for lockups in Glenrothes and to upgrade the blocks where the Council has complete ownership. Information on the lock-up programme will be shared with elected members at Ward meetings.

3.2 Selling these lockups would remove some current and future maintenance issues. In addition, this would help generate extra revenue for Fife Council to be reinvested into remaining lockups while also reducing void loss and future maintenance expenses. Many lockups also sit empty due to low demand making them a long-term void loss that may never be removed. Reducing the relatively large proportion of lockups within Glenrothes compared with the rest of Fife will also make maintenance of the remaining stock easier.

3.3 Private owners may also be able to obtain more economical costs and alternative maintenance solutions not available to Fife Council. The findings from these sales could also assist in the development of a clear policy position on the sale of lockups in all areas.

3.4 **Lockups (LUPs) where Fife Council is in minority ownership within the block**

<b>Total LUPs with no reported Issues</b>	<b>51</b>
<b>Total LUPs with reported Issues</b>	<b>8</b>
<b>Total Potential Sales</b>	<b>59</b>

Average LUP Market Value	£5,000
Average LUP Value (with known issues)	£3,200

Total LUPS with current Tenants	48
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Total LUPS that are Void	11
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A list of lockups in which Fife Council is in minority ownership or where a sale could prove straightforward and beneficial (e.g., 2 in a block lockups) has been compiled. Although the potential revenue is shown, the actual is likely to be lower once the internal charges to dispose of these assets are factored in. We also propose to offer existing tenants a discount from the market value. This is based on all current sitting tenants agreeing to buy the lock-up which may not occur for many reasons such as price or preferring renting. Any sales that go ahead could however generate revenue and remove future maintenance obligations.



## 4.0 Case Studies

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- 4.1 Two test cases of our proposed approach were recently completed, and further details are available in appendix one.
- 4.2 One has proceeded to sale and is awaiting conclusion. The other was too costly for the tenant at a price of £3200 inclusive of legal fees. Consideration is required on the minimum offer the Council would accept to conclude a sale. The proposal is to therefore suggest a framework for pricing (appendix 3).
- 4.3 Valuations and sale negotiations were undertaken by the Property Estates Team. Going forward a project team will be created with a representative from Housing Estates, Property Estates and Legal Services will take on the estimated 59 potential lock up sales on a programmed basis. We have already been approached by 10 existing tenants who are in scope for this project indicating a desire to purchase their lock-ups.

## 5.0 Conclusions

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- 5.1 Glenrothes has the highest concentration of lockups in Fife with many components such as roofs, gutters, downpipes, and facia nearing the end of their natural service life. As such to continue letting these lock-ups proper maintenance will be needed. However, Glenrothes has many mixed tenure blocks where maintenance has and will continue to be challenging due to requiring owner approval.
- 5.2 To address some of the current and future void loss potential because of repair issues in mixed tenure blocks, it is proposed that Fife Council sell selected lockups within Glenrothes. These would be where Fife Council is a minority owner within a block or where a sale would prove straightforward and beneficial to reduce void loss, generate extra revenue from sales to invest into remaining lockups while reducing future maintenance expenses.
- 5.3 Additionally, Private owners may be able repair lockups more economically and find alternative maintenance solutions not available to Fife Council. However, where tenants remain, the sale risks not going ahead due to one or multiple tenants declining to buy. In these instances, an alternative lock-up to rent would be offered to the tenant to allow a sale to proceed.
- 5.4 A further update report will be provided next year outlining the number of lock-ups sold and how the additional income generated will be re-invested in the remaining stock.

**John Mills**  
**Head of Housing Services**

## **List of Appendices**

Appendix 1 – LUP Decision Matrix Pitcoudie Avenue & photos  
Appendix 2 – Table breakdown of sales within existing LUP stock  
Appendix 3 – Pricing Framework

## **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

## **Report Contact**

Donna Christie (Lead Officer)  
[Donna.Christie@fife.gov.uk](mailto:Donna.Christie@fife.gov.uk)

## Appendix 1 – LUP Sale/Purchase Decision Matrix

The following questions will be asked for each individual site looked at to determine the best course of action.

### 18 Pitcoudie Avenue, Pitcoudie, Glenrothes

How many LUPs within the site do we own? 1 out of 4 (Block 18-21)

Current condition? Poor – Severe roof leak. Building Services advise roof cannot be repaired or replaced. The gutters of the block had also collapsed and would require replacement along with the fascia. Roof would need to be replaced for entire block and other owners in block have declined all works.

High demand area? No- No one on waiting list for street.

Occupancy rates? 0% - Current Tenant has vacated and it won't be possible to rent out.

Suitable relocation for tenants? No – No other LUPs available in area

Owner(s) able or willing to contribute to roof replacement costs? No

Alternative use of the site identified? No

Owner(s) willing to sell? If not is an exchange agreeable? No –We are in a minority and owners wish to keep LUPs.

Does selling rid us of future maintenance responsibilities of the whole site? Yes

Are there any vehicular access rights? -No

Is there interest in purchasing from the in-situ tenant(s)? - No

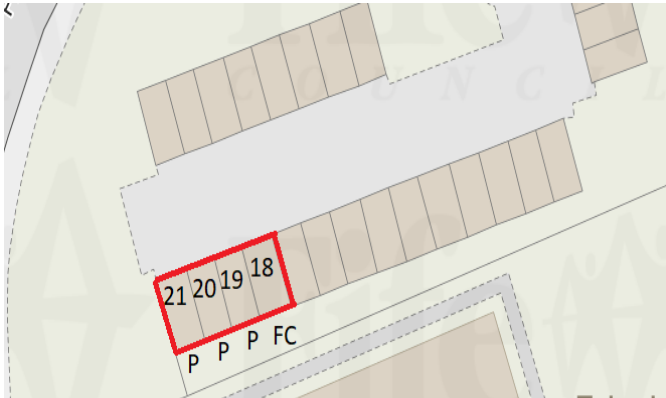
Does selling create a mixed tenure block? – No- Selling would make block entirely private.

Decision: Propose to sell to other owners in block.

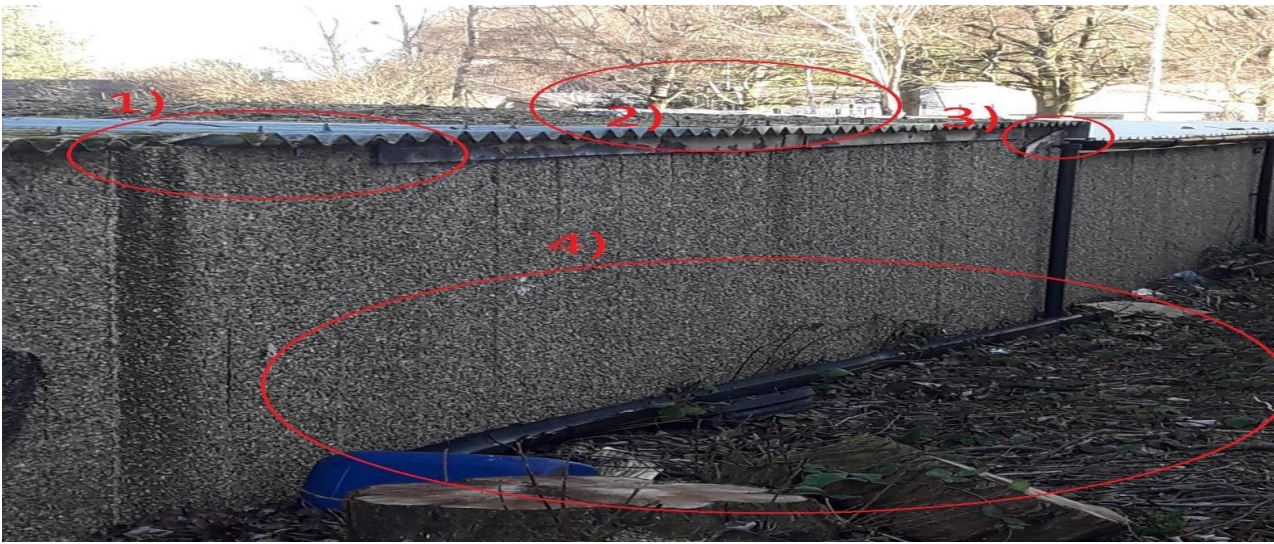
Valuation: £3200

Outcome: One owner offered £2800 due to the condition of the lock-up versus the £3200 valuation that was accepted on 16/01/23. We are currently awaiting conclusion of the sale.

Reference Photos



P= Private, FC= Fife Council



1)Rear Facia Missing and roof damaged. 2) Severe roof leak 3) Facia pulling away and downpipe not connected to gutters. 4) Gutter for block has fallen off.

## Appendix 2 – Table breakdown of lockups in Glenrothes

Area	Let	Void (Available)	Void (Unavailable)	Total	Potential Sales
Glen North	142	12	9	163	17
Glen Central	433	47	123	603	15
Glen West	1098	164	221	1483	26
Glen East	27	1	2	30	1
Thornton	37	0	4	41	0
Leslie	36	2	11	49	0
Markinch	18	0	0	18	0
Star	4	0	0	4	0
Kinglassie	7	0	0	7	0

## Appendix 3

### Glenrothes Lock Up Sales Framework Example

#### Tenanted (To be sold to current tenant)

Estimated Market Value: £5000      Tenant Discount: 50%

**Good Condition Offer price: £2500 -£2750** (inclusive of fees)

**Repairs needed offer price: £1250-£1500** (inclusive of fees)

#### Void (To be sold to other owners, residents or on the open market)

Estimated Market Value: £5000

**Good Condition Offer price: £3900-£4150** (inclusive of fees)

**Repairs needed offer price: £2500-£2750** (inclusive of fees)

21 August 2023

Agenda Item No. 8

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## Area Roads Programme 2023/24 – Final Report

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

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**Wards Affected:** 13, 14 & 15

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### Purpose

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The purpose of this report is to advise the committee on the delivery of the 2023-24 Area Roads Programme (ARP).

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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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 2023-24 ARP.

## 1.0 Background

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- 1.1 Committee agreed the list of projects forming the 2023-24 ARP on 25<sup>th</sup> January 2023 (2023 GAC 14, Para 36 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

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- 3.1 The attached appendices show the Glenrothes Area Programme for 2023-24. 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

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

### Report Contact

Vicki Storrar, Lead Consultant (Roads & Lighting Asset Management)  
Bankhead Central, Glenrothes  
Telephone: 03451 55 55 55 (VOIP Number 475144)  
Email: [vicki.storrar@fife.gov.uk](mailto:vicki.storrar@fife.gov.uk)

Alistair Donald  
Service Manager (Roads Design & Build)  
Bankhead Central, Glenrothes  
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**Glenrothes Area Committee**  
**Area Roads Programme 2023-24**

**Appendix 1**

**Carriageway Schemes**  
**Outturn**

<b>Ward</b>	<b>Town</b>	<b>Street</b>	<b>Location/Description</b>	<b>Estimate</b>	<b>Outturn Cost</b>	<b>Progress at 31st March 2024</b>	<b>Comments</b>
14	Rural	U023 (formerly K1)	From Ballingall Mill to access to West Conland Farm	£152,943	£194,128	Complete	Scheme extended to Committee boundary due to deterioration
15	Glenrothes	C126 Woodside Road	From Warout Road mini R/A to east of Polar Road Jct	£95,000	£65,797	Complete	
15	Glenrothes	B921 Kinglassie Road	Bankhead R/A to Stenton R/A	£280,000	£233,891	Complete	
13	Rural	B921 From Kinglassie to B922 Junction	Kinglassie to West of B922 junction	£75,000	£76,124	Complete	
13	Rural	C50 Auchmuir Bridge to Fife Boundary	Auchmuir Bridge to Fife Boundary	£310,000	£362,117	Complete	
15	Glenrothes	Adrian Road / Eskine Place	Adrian Road - Lumsden Road to Stuart Road, Erskine Place - full length	£52,000	£45,918	Complete	
15	Glenrothes	U040 Finglassie R/A	Jct Mar Drive & Parbroath Road plus section into Mar Drive	£85,780	£86,513	Complete	
15	Glenrothes	B921 Kinglassie Road	(Stenton R/A to Bankhead R/A)	£310,000	£248,293	Complete	Scheme started early due to significant deterioration completed March 2024
<b>TOTAL</b>				<b>£1,390,723</b>	<b>£1,312,782</b>		



**Glenrothes Area Committee**  
**Area Roads Programme 2023-24**

Appendix 2

**Footway Schemes Outturn**

<b>Ward</b>	<b>Town</b>	<b>Street</b>	<b>Location/Description</b>	<b>Estimate</b>	<b>Outturn Cost</b>	<b>Progress at 31st March 2024</b>	<b>Comments</b>
14	Star	C32 Main Street	Ferniehead / Drum Terrace / Burnbank	£103,470	£3,254	Postponed	Deferred to 2024-25 due to contractor availability.
15	Thornton	Main Street	Station Road to Burnbank Terrace (both sides)	£92,308	£0	Postponed	Deferred to 2024-25 due to contractor availability.
14	Rural	B9130 Coaltown Road, Markinch	High St to Roadmans Cottage	£68,069	£76,920	Complete	
15	Glenrothes	Beaufort Drive	182-192 and at zebra crossing	£35,000	£36,635	Complete	
<b>TOTAL</b>				<b>£298,847</b>	<b>£116,809</b>		

**Glenrothes Area Committee**  
**Area Roads Programme 2023-24**

**Appendix 3**

**Road Safety & Traffic  
Management Schemes  
Outturn**

<b>Ward</b>	<b>Town</b>	<b>Street</b>	<b>Location/Description</b>	<b>Estimate</b>	<b>Outturn Cost</b>	<b>Progress at 31st March 2024</b>	<b>Comments</b>
14	Markinch	B9130 Markinch	Speed reduction measures	£11,000	£0	Cancelled	Road narrowed to accommodate new shared use path which will help reduce speed
13	Glenrothes	C128 Golf Course Road	Pedestrian Crossing facility	£55,000	£37,779	Complete	
14	Glenrothes	C132 Hunstmans Road	Pedestrian Crossing	£35,000	£42,667	Complete	
15	Thornton	Whole Village	20mph zone improvements	£25,000	£0	Postponed	Consultation delays and contractor availability
<b>TOTAL</b>				<b>£126,000</b>	<b>£80,446</b>		

**Glenrothes Area Committee**  
**Area Roads Programme 2023-24**

Appendix 4

**Lighting Schemes Outturn**

<b>Ward</b>	<b>Town</b>	<b>Street</b>	<b>Location/Description</b>	<b>Estimate</b>	<b>Outturn Cost</b>	<b>Progress at 31st March 2024</b>	<b>Comments</b>
13	Glenrothes	Tanshall Ph 2	Tanshall Road East & Templehall Rd	108,000	226,832	Complete	
13	Glenrothes	Tanshall Ph 3	Durris Drive, Alford Dr, Cawdor Dr	120,000	203	Postponed	Delayed due to contractor availability.
14	Leslie	South Street West		12,000	£9,156	Complete	
13	Glenrothes	Rosemount Rd/Cres & Ratho Close		140,400	117,723	Complete	
15	Glenrothes	Glamis Ave, Beaufort Dr		230,000	2,380	Postponed	Delayed due to contractor availability.
<b>TOTAL</b>				<b>£610,400</b>	<b>£356,294</b>		

**Glenrothes Area Committee**  
**Area Roads Programme 2023-24**

**Structures Schemes Outturn**

<b>Ward</b>	<b>Town</b>	<b>Street</b>	<b>Location/Description</b>	<b>Estimate</b>	<b>Outturn</b>	<b>Progress at 31st March 2024</b>	<b>Comments</b>
15	Glenrothes	Woodside Road	Woodside Underpass Bridge deck replacement	£700,000	£11,133	Postponed	Delayed due to re-prioritising of resources to deliver Leven Railway and emergency coastal repairs

21 August 2024

Agenda Item No. 9

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 13, 14 and 15

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

---

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

### Consultation

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

## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Acquisitions

- 2.1.1 38 Laurence Park, Kinglassie**  
Date of Acquisition: 31 May 2024  
Price: £85,000

### 2.2 Leases by the Council – New Leases

- 2.2.1 Unit 16 Fife Food and Business Centre, Faraday Road, Glenrothes**  
Term: 5 years (lease renewal)  
Rent: £9,900 per annum  
Tenant: Alan Peebles t/a Agitronix
- 2.2.2 Unit 12 Fife Food and Business Centre, Faraday Road, Glenrothes**  
Term: 5 years (lease renewal)  
Rent: £9,300 per annum  
Tenant: Dryburgh Contracts Ltd
- 2.2.3 Unit 1 Food Resource Base, Faraday Road, Glenrothes**  
Term: 5 years (lease renewal)  
Rent: Stepped Rent – Yr 1 £3,000 per annum and Yrs 2-5 £3,400 per annum  
Tenant: Russell Mainstream Supply Ltd
- 2.2.4 Unit 4 Food Resource Base, Faraday Road, Glenrothes**  
Term: 5 years (lease renewal)  
Rent: £3,400 per annum  
Tenant: George Daher
- 2.2.5 24sqm, or there by, of ground at Markinch Railway Station, Balgonie Road, Markinch**  
Term: 5 years from 1 April 2024  
Rent: £0 – in return for installation of Cycle Shelter Facilities at Nil cost to the Council  
Tenant: ScotRail Trains Limited
- 2.2.6 20sqm, or there by, of ground at Glenrothes with Thornton Railway Station, Main Street, Thornton**  
Term: 5 years from 1 April 2024  
Rent: £0 – in return for installation of Cycle Shelter Facilities at Nil cost to the Council  
Tenant: ScotRail Trains Ltd

### 2.2.7 Unit 17 Flemington Road, Glenrothes

Term: 3 years  
Rent: £7,912.50 per annum  
Tenant: Steven Forisky and Derek Milligan t/a Dual Electrical Services

### 2.2.8 Unit 3 Food Resource Base, Faraday Road, Glenrothes

Term: 3 years  
Rent: £3,739.96 pa  
Tenant: Fermented for You Ltd

### 2.2.9 Unit 28 Fife Food & Business Centre, Faraday Road, Glenrothes

Term: 5 years  
Rent: £19,500 per annum  
Tenant: East Coast Refrigeration Ltd

### 2.2.10 Unit 2a Food Resource Base, Faraday Road, Glenrothes

Term: 3 years  
Rent: £2,000 pa  
Tenant: Kerrie Gourlay

### 2.2.11 Unit 2 Food Resource Base, Faraday Road, Glenrothes

Term: 3 years  
Rent: £3,400 pa  
Tenant: Victoria Hazelton

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Background Papers

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

N/A

### Report Contact

Author Name Michael O’Gorman  
Author’s Job Title Service Manager  
Workplace Property Services – Estates  
Bankhead Central  
Bankhead Park  
Glenrothes, KY7 6GH  
Telephone 03451 555555 440498  
Email [Michael.Ogorman@fife.gov.uk](mailto:Michael.Ogorman@fife.gov.uk)

21 August 2024

Agenda Item No. 10

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## Glenrothes Area Committee Work Programme

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

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**Wards Affected:**

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### Purpose

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

### Recommendation(s)

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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 implication 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

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



## 1.0 Background

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- 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

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- 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

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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

Helena Couperwhite  
Committee Services Manager  
Telephone: 03451 555555 Ext. No. 441096  
Email- [helena.couperwhite@fife.gov.uk](mailto:helena.couperwhite@fife.gov.uk)

<b>Glenrothes Area Committee of 2 October 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Local Community Planning Budget/Devolved Budget/ Anti-poverty Funding/ Capital Fund	Communities and Neighbourhoods Service	Norman Laird	
Maintenance of Community Assets in the Glenrothes Area	Property Services	Yvonne Gillespie	
Pilot School Exclusion Zone, Pitcoudie Primary School - Outcome Report	Roads & Transportation	Keith Johnston, Lesley Craig	
Area Housing Plan Update - Glenrothes	Housing Services	Charlotte Stitchell	
OnFife Six-Monthly Update	Fife Cultural Trust	Karen M Taylor, Sheona Small	
Report of the Pupilwise & Parentwise Surveys	Education	Karen Lees	
Community Recovery Fund Outcome Report	Communities and Neighbourhoods Service	Chris Mieзитis	
Glenrothes Area Community Learning and Development (CLD) Plan	Communities and Neighbourhoods Service	Chris Mieзитis	
Glenrothes Area Transportation Plan	Roads & Transportation	Emma Gilmour	
Glenrothes Area Committee Forward Work Plan			

<b>Glenrothes Area Committee of 27 November 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Glenrothes Area Committee Forward Work Plan			

<b>Glenrothes Area Committee of 22 January 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Local Area Economic Profiles (December 2024)	Business and Employability	Peter Corbett	
Glenrothes Area Committee Forward Work Plan			

<b>Glenrothes Area Committee of 2 April 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Roads Programme 2025-26	Roads & Transportation	Vicki Storrar	
Health and Social Care Locality Planning - Glenrothes	Health and Social Care	Fiona Mckay, Jacquie Stringer-fc	
Glenrothes Area Committee Forward Work Plan			

<b>Glenrothes Area Committee of 11 June 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Glenrothes Linked Together - Update	Police Scotland		
Safer Communities Team Update Report	Housing Services	Brian Westwater, Dawn Jamieson	
Operational Briefing on Policing Activities within Glenrothes area - 1 April 2024 to 31 March 2025	Police Scotland		
Scottish Fire and Rescue Service Local Plan Annual Performance Report - 1 April 2024 to 31 March 2025	Scottish Fire & Rescue Service		.
Glenrothes Area Committee Forward Work Plan			

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pupil Equity Fund	Education	Angela Logue, Zoe Thomson	
Town Centre Masterplan - Glenrothes	Business and Employability	Ronnie Hair	
Riverside Park Improvement Plan 2020 - 2030: Update	Communities and Neighbourhoods Service, Business and Employability	Kevin O'Kane, Lisa Edwards	
On-Street Car Parking	Roads & Transportation	Jane Findlay, Emma Gilmour	
Participatory Budgeting Glenrothes High Schools	Communities and Neighbourhoods Service, Education	Chris Mieзитis	
Active travel plans/routes, Glenrothes Area	Roads & Transportation	Allan Maclean, Susan Keenlyside	
Tanshall/Macedonia Regeneration	Housing Services		
Housing Revenue Account - Selling Lock Ups within mixed tenure blocks (update)	Housing Services	Joan Lamie, Donna Christie	