

**Civic Centre, Inverkeithing  
Wednesday, 15th March, 2017 – 9.30 a.m.**

---

AGENDA

Page Nos.

- |    |                                                                                                                                                                                        |         |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. | <b>APOLOGIES FOR ABSENCE.</b>                                                                                                                                                          |         |
| 2. | <b>DECLARATIONS OF INTEREST</b> - Members of the Committee are asked to declare any interest(s) in the particular items on the agenda and the nature of the interest(s) at this stage. |         |
| 3. | <b>MINUTE</b> – Minute of South West Fife Area Committee of 15th February, 2017.                                                                                                       | 5 – 9   |
| 4. | <b>ACTION LOG</b> - Update from previous meeting of 15th February, 2017.                                                                                                               | 10 - 15 |

ITEMS FOR DETERMINATION / MONITORING

- |     |                                                                                                                                                                                    |         |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 5.  | <b>PROPOSED TRAFFIC REGULATION ORDERS: FERRYTOLL AREA</b><br>- Report by the Head of Assets, Transportation and Environment.                                                       | 16 - 26 |
| 6.  | <b>OBJECTION TO ROADS CONSTRUCTION CONSENT FOR UPGRADING OF PITDINNIE ROAD, CAIRNEYHILL</b> – Report by the Head of Economy, Planning and Employability Services.                  | 27 – 34 |
| 7.  | <b>TREE PRESERVATION ORDER – THE FIFE COUNCIL (BLAIRWOOD COTTAGES, CARNOCK ROAD, OAKLEY) ORDER NO. 3 2016</b> – Report by the Executive Director (Finance and Corporate Services). | 35 – 39 |
| 8.  | <b>BEAMER ROCK LIGHTHOUSE RE-ERECTION PROPOSAL</b> – Report by the Head of Economy, Planning and Employability Services.                                                           | 40 – 48 |
| 9.  | <b>AREA TRANSPORTATION WORKS PROGRAMME 2016/17</b> – Report by the Head of Assets, Transportation and Environment.                                                                 | 49 - 57 |
| 10. | <b>FIFE CULTURAL TRUST ANNUAL REVIEW</b> – Report by the Director of Creative Development and Delivery, Fife Cultural Trust.                                                       | 58 - 68 |

11./

11. **FORMER FLEET GROUNDS – PROGRESS REPORT** – Report by the Head of Community Provision. 69 - 71

LOCAL COMMUNITY PLANNING

12. **SUPPORTING THE LOCAL COMMUNITY PLAN – LOCAL COMMUNITY PLANNING ACTION PLAN 2017/2018** - Report by the Head of Community Provision. 72 - 77

13. **SUPPORTING THE LOCAL COMMUNITY PLAN – LOCAL COMMUNITY PLANNING BUDGET REQUEST - ROSYTH GALA DAY** - Report by the Head of Community Provision. 78 - 79

14. **SUPPORTING THE LOCAL COMMUNITY PLAN – OVERVIEW OF THE COMMITTEE’S ACHIEVEMENTS OVER THE LAST FIVE YEARS** – Report by the Head of Community Provision. 80 - 97

ITEMS FOR NOTING

15. **PROPERTY TRANSACTIONS** – Report by the Head of Assets, Transportation and Environment. 98 - 99

16. **PUBLIC QUESTION TIME** - No questions have been submitted in accordance with Standing Order No. 23.

17. **NOTICE OF MOTION** – In terms of Standing Order No. 29(1), the following Notice of Motion has been submitted:-

“Committee

- Notes the sterling work carried out at the Inverkeithing Community Use facility, known locally as The Wing
- Notes that this work extends beyond the normal scope of Community Use and that this was recognised in the Community Use Review
- Recognises the contribution that The Wing has made and continues to make to the area as a whole but particularly to the South East Inverkeithing Regeneration Project
- Commends and congratulates the staff involved
- Notes and shares the concerns that reorganisation may put at risk the continuation of this exceptional work.
- Asks officers to do everything possible to ensure that the unique work of The Wing continues and flourishes”

Proposed by Councillor Dave Dempsey  
Seconded by Councillor Alice McGarry

Linda Bissett,  
Head of Democratic Services.

Fife House  
North Street  
Glenrothes  
Fife KY7 5LT

8th March, 2017.

**NOTE:**

The following presentation will be held at 9.00 a.m., **prior to the start of formal Committee business:-**

- **PROPOSED ROAD CLOSURE – MANSE ROAD AND HOPE STREET, INVERKEITHING** – Presentation by Network Rail.

The following presentation for members will take place **following the conclusion** of formal Committee business:-

- **ROSYTH WATERFRONT MARKETING ACTIVITY** – Workshop led by Ross Mackenzie, Lead Officer (Investment), Economy, Planning and Employability Services.

If telephoning, please ask for:-

Michelle McDermott, Committee Administrator, Fife House, Glenrothes

Telephone: 03451 555555, Ext. 442238; e-mail: [michelle.mcdermott@fife.gov.uk](mailto:michelle.mcdermott@fife.gov.uk)

Agendas and papers for all Committee meetings can be accessed on  
[www.fifedirect.org.uk/committees](http://www.fifedirect.org.uk/committees)



**2017.S.W.F.A.C.287**

**THE FIFE COUNCIL - SOUTH WEST FIFE AREA COMMITTEE - INVERKEITHING**

**15th February, 2017.**

**9.30 a.m. – 12.45 p.m.**

**PRESENT:** Councillors Bobby Clelland (Chair), Alice Callaghan, Pat Callaghan, Dave Dempsey, William Ferguson, Lesley Laird, Alice McGarry, Mike Shirkie, Kate Stewart, Sharon Wilson and Gavin Yates.

**ATTENDING:** Terry Haigh, Consultant Engineer, Harbours Flood and Coast, Ian Jones, Lead Professional, Roads Network Management (South Fife) and Phil Clarke, Lead Professional, Traffic Management (South Fife), Assets, Transportation and Environment; Iain Yuile, Headteacher, Dunfermline High School, Graham Belford, Depute Headteacher, Inverkeithing High School, Kate Whiteley, Headteacher, Aberdour Primary School and Scott Meal, Education Officer, Education and Children's Services; Alastair Mutch, Area Manager and Rebecca Shovlin, Policy Officer, Community and Corporate Development, Communities Directorate; David Henderson, Team Manager / Adviser (Committee Services) and Michelle McDermott, Committee Administrator, Democratic Services, Finance and Corporate Services.

**ALSO IN ATTENDANCE:** Dr. Paul Dale and Nina Paton, Scottish Environment Protection Agency (SEPA) and Stephen Ritchie, Ministry of Defence (MOD), Defence Infrastructure Organisation (DIO) (for para. 471 only) and Sean McCollum, Chairperson, Fife Alcohol and Drug Partnership (for para. 476 only).

**469. MINUTE**

The Committee considered the minute of the South West Fife Area Committee meeting of 11th January, 2017.

**Decision**

The Committee agreed to approve the minute.

**470. ACTION LOG**

The Committee considered the Action Log detailing outstanding actions from previous meetings of the South West Fife Area Committee from November, 2015 to date.

**Decision**

The Committee:-

(1)/

## 2017.S.W.F.A.C.288

- (1) noted progress to date on the Action Log; and
- (2) agreed that contact on any outstanding issues be maintained between members and the Area Manager.

### 471. RADIATION MONITORING AT DALGETY BAY

Dr. Paul Dale advised members that ongoing protection measures remained in place at Dalgety Bay, that SEPA remained fully engaged with the MOD and that SEPA continued to support and meet landowners and local communities to move matters forward. It was noted that drone surveys were continuing to be flown over the area which provided a good source of data of where to monitor in the future. Dr. Dale was also pleased to confirm that, following years of routine monitoring, it appeared that the number of sources which were moving into the bay were diminishing and this information was welcomed.

Stephen Ritchie, MOD (DIO) advised that since his last update in November, 2016 the project, unfortunately, had been delayed due to access difficulties experienced by contractors. This delay meant that the window of opportunity for various parts of the project to take place had now passed and access to the site for the project to continue would now be delayed until Summer 2019. Mr. Ritchie advised that this delay was outwith the DIO's control but that discussions were continuing among interested parties to resolve any issues the particular landowner had.

Mr. Ritchie reported that the contract to remove the material that was being stored in Rosyth was in hand. All new material would continue to be stored in Rosyth but once there was a stockpile, this would be removed to a different depository location. Dr. Dale did, however, confirm that the material stored in Rosyth was contained in a suitable facility.

Mr. Ritchie advised that the planning application process was almost complete and that the DIO were in regular contact with officers of the planning authority and did not anticipate any delays in the planning application being considered.

Following questions from members regarding the delays in the project and how matters could be taken forward, Dr. Dale confirmed that he would continue to engage with all appropriate parties over the next few weeks to try and resolve issues and that a further meeting of the Implementation Group may be convened within six to eight weeks if progress was not forthcoming. If there was no significant progress at that time, SEPA would then consider its position in relation to its regulatory function. Dr. Dale confirmed, however, that SEPA hoped the process would continue on a voluntary basis. Dr. Dale also confirmed that SEPA would continue to keep all parties, including the local community, informed of any progress.

### Decision/

**Decision**

The Committee:-

- (1) thanked Dr. Dale and Mr. Ritchie for their updates and their continued support; and
- (2) noted that Dr. Dale would update members on progress following negotiations with all parties involved.

**472. PROPOSED WAITING RESTRICTIONS: RIDGE WAY, DALGETY BAY**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking agreement to the promotion of a Traffic Regulation Order (TRO) to introduce waiting restrictions in Ridge Way, Dalgety Bay.

**Decision**

The Committee:-

- (1) agreed, in the interests of road safety, to the promotion of a TRO to introduce the restrictions as detailed in Drawing No. TRO/17/04 with all ancillary procedures; and
- (2) authorised officers to confirm the TRO unless there were objections which were not withdrawn within a reasonable period.

**473. FLOODING EMERGENCY PROCEDURES**

The Committee considered a report by the Head of Assets, Transportation and Environment providing an update to members on the review of Fife's Flooding Emergency Procedures as directed by the Executive Committee detailing the arrangements in place to manage flood risk at 17 risk sites within the South West Fife Area.

**Decision**

The Committee noted the contents of the report.

**474. VERBAL UPDATE: FLOODING MATTERS**

Ian Jones, Lead Professional, Roads Network Management (South Fife), Assets, Transportation and Environment provided a verbal update on flooding matters in the South West Fife Area (a briefing having been circulated separately to members). Aspects covered included:-

- information on the pods and flood barriers maintained within the South West Fife area;
- updates/

## 2017.S.W.F.A.C.290

- updates on the flooding issues relating to Park Road, Rosyth; Erskine Brae, Culross, Havens Edge, Limekilns and Tinian Crescent, Newmills; and
- an update relating to Bevan Place, Rosyth.

### **Decision**

The Committee welcomed and noted the update and the content of the briefing.

#### **475. AREA TRANSPORTATION WORKS PROGRAMME 2017/18**

The Committee considered a report by the Head of Assets, Transportation and Environment advising members of the projects which were proposed for approval to form the Area Transportation Works Programme in the South West Fife Area for delivery in the 2017/18 financial year.

### **Decision**

The Committee:-

- (1) approved the contents of the report and attached Appendices; and
- (2) agreed to delegate authority to the Head of Assets, Transportation and Environment to amend the lists of category 1 and 2 projects in line with available resources/funding as the programme developed, in consultation, as appropriate, with the Chair, Area Manager and Committee members.

#### **476. FIFE ALCOHOL AND DRUG PARTNERSHIP UPDATE**

The Committee considered a report by the Chair of the Fife Alcohol and Drug Partnership updating members on alcohol and drug related statistical data and advising of the local service provision being undertaken to address alcohol and drug related harm.

### **Decision**

The Committee noted the contents of the report.

*Councillors Pat Callaghan and Sharon Wilson left the meeting during consideration of the above item.*

477./



## 2017.S.W.F.A.C.291

### 477. SCHOOL ATTAINMENT AND ACHIEVEMENT

The Committee considered a report by the Executive Director (Education and Children's Services) on the 2015/16 School Attainment and Achievement for the secondary and associated primary schools serving the South West Fife Area and updating the Committee on the progress made by the schools towards improving educational attainment and achievement in line with the Fife Council Plan and, where appropriate, the Local Community Plan.

The Headteacher of Dunfermline High School and the Depute Headteacher of Inverkeithing High School delivered detailed presentations on the achievements and performance of their specific schools and answered Councillors' questions on the contents of their particular reports.

#### **Decision**

The Committee:-

- (1) thanked Iain Yuile, Graham Belford and Kate Whiteley for the updates on their specific schools;
- (2) agreed to note the information provided in the primary and secondary schools' reports; and
- (3) agreed that early engagement take place with the newly elected South West Fife Area Councillors in May to review the future format of the school attainment and achievement reports.

*Councillor Kate Stewart left the meeting during discussion of the above item.*

### 478. PROPERTY TRANSACTIONS

#### **Decision**

The Committee noted the content of a report by the Head of Assets, Transportation and Environment advising on action taken under delegated powers in relation to property transactions in the South West Fife Committee Area.

### 479. SOUTH WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2017

#### **Decision**

The Committee noted the Forward Work Programme which would be further updated as appropriate.

## SOUTH WEST FIFE AREA COMMITTEE

South West Fife Area Committee  
15th March, 2017.  
Agenda Item No. 4

### ACTION LOG

<b>18 NOVEMBER 2015</b>				
<b>Para No.</b>	<b>Item Heading</b>	<b>To Be Actioned By</b>	<b>Notes</b>	<b>Update</b>
344.	(ii) Minute of meeting of West Fife Area Common Good Sub-Committee of 14th October, 2015.	Councillor Mike Shirkie	(ii) Minute approved. With reference to para. 55(d) of 2015.W.F.A.C.G.43 – Parkgate Community Leisure Centre - Councillor Shirkie to contact staff at the Centre with a view to a Business Plan being prepared for the proposed project.	Discussion held at Ward 5 meeting. Meeting held on 5th December, 2016.  Further update and meeting requested from G Daniell
<b>18 MAY 2016</b>				
<b>Para No.</b>	<b>Item Heading</b>	<b>To Be Actioned By</b>	<b>Notes</b>	<b>Update</b>
416.	Area Transportation Works Programme – 2015/2016 Final Report	Head of Community and Corporate Development (Alastair Mutch)	Provide clarification to members, in consultation with John McQueen, of the position with regard to adopted/unadopted grass areas and the Council's approach to this issue.	Part of Fife wide exercise being undertaken by PSOS.
421.	Local Community Plan Annual Report 2015/2016	Head of Community and Corporate Development (Alastair Mutch)	Ensure members are given an opportunity to provide input and to have sight of the draft Local Community Plans before they are submitted to the Area Committee later in the calendar year.	Councillors to be invited to further workshops regarding the LCP. Report on progress to be provided to Area Committee on the 15th March.

17 AUGUST 2016				
Para No.	Item Heading	To Be Actioned By	Notes	Update
432.	South West Fife Report – Health Improvement Team, Health and Social Care Partnership	NHS Fife (Belinda Morgan)	Provide members with a copy of the Dunfermline Ageing City Action Plan once finalised..	Ongoing

12 OCTOBER 2016				
Para No.	Item Heading	To Be Actioned By	Notes	Update
446.	Action Log	Head of Community and Corporate Development (Alastair Mutch)	<ul style="list-style-type: none"> <li>Para. 416 – Adopted/Unadopted Roads bullet point – Arrange for update to be provided once the South West Fife area position had been established within the Fife-wide exercise.</li> </ul>	Ongoing
450.	South West Fife Area Committee – Economy, Tourism and Employability Update 2016/17	Head of Economy, Planning and Employability Services (George Sneddon)	Contact Ian Jones in Transportation with Ward 6 Councillors’ concerns regarding the lack of parking facilities within the Inverkeithing area, particularly with regard to retail parking.	Ian Jones has emailed John Mitchell and Phil Clarke asking that they contact Councillor McGarry direct on this matter.
452.	Local Community Planning Budget Evaluation: Holiday Fun – Children, Young People and Family Learning	Head of Community and Corporate Development (Alastair Mutch)	Ascertain whether funding for future holiday programmes could be mainstreamed.	Options being explored with relevant staff. <b>Completed.</b>

16 NOVEMBER 2016				
Para No.	Item Heading	To Be Actioned By	Notes	Update
460.	Verbal Update: Flooding Matters	Head of Assets, Transportation and Environment (Ian Jones)	<ul style="list-style-type: none"> <li>• Follow-up with John McQueen queries raised about leaves in gullies, specifically at Park Road, Rosyth.</li> <li>• Check arrangements for next liaison meeting with Scottish Water, as requested by Councillor Laird, and follow up specific query raised by the Chair (Councillor Clelland) about water still seeping at the junction of Oakley Road and Saline Road.</li> <li>• Refer to Amey problem with overgrown trees at walkway / bridleway adjacent to Kincardine bypass.</li> </ul>	<p>Action taken to clean gullies and leaves swept.</p> <p>Scottish Water liaison meeting is held quarterly and next is 18<sup>th</sup> April 2017.</p> <p>Scottish Water liaising with Councillor Clelland to resolve the problem.</p> <p>Vegetation cut back</p>

11 JANUARY 2017				
Para No.	Item Heading	To Be Actioned By	Notes	Update
466.	Community Safety – (a) Safer Communities Team Update Report	Head of Area Services (Tricia Spacey)  Head of Area Services (Dawn Jamieson)	<ul style="list-style-type: none"> <li>Provide Councillor Dempsey with explanation of the strategy headings contained within the report.</li> <li>Arrange for future reports to provide details of warnings that were issued with regard to environmental complaints.</li> </ul> <p>Contact the Chair of the Safer Communities Committee with a view to that Committee looking at legislation being changed with regard to Fixed Penalty Notices.</p>	<p>Information requested from Safer Communities staff.</p> <p>Noted and will be incorporated into future reports.</p> <p>Safer Communities Committee writing to Scottish Government asking for legislation review for environmental offending.</p>

15 FEBRUARY 2017				
Para No.	Item Heading	To Be Actioned By	Notes	Update
470.	Action Log	Head of Community and Corporate Development (Alastair Mutch)	<ul style="list-style-type: none"> <li><b>Para. 344 (18th November, 2015)</b> - Arrange for outstanding information to be provided regarding Parkgate Community Leisure Centre.</li> </ul>	Update requested from G Daniell, Community Resources Team Manager

15 FEBRUARY 2017				
Para No.	Item Heading	To Be Actioned By	Notes	Update
			<ul style="list-style-type: none"> <li>• <b>Para. 450 (12th October, 2016)</b> – Arrange for update to be provided to Ward 6 members regarding lack of parking facilities within Inverkeithing.</li> </ul>	Update will be provided at Ward 6 meeting on the 6 <sup>th</sup> March 2017.
471.	Radiation Monitoring at Dalgety Bay	Dr. Paul Dale, SEPA	Provide update to members following discussions with local landowners.	Ongoing
474.	Verbal Update: Flooding Matters	Head of Assets, Transportation and Environment (Ian Jones)	Arrange for leaflet to be re-issued to appropriate residents with regard to the flood pod locks/access numbers.	Task in hand.
475.	Area Transportation Works Programme 2017/18	Head of Assets, Transportation and Environment (Ian Jones)	Provide Ward 1 members with further details in relation to the Carnock traffic management and road safety project.	Phil Clarke e-mailed all Ward 1 members 15/2/17 providing project details
476.	Fife Alcohol and Drug Partnership Update	Head of Community and Corporate Development (Rebecca Shovlin)	Provide Councillor Wilson with information on how many regular referrals the Partnership received.	Information gathered and response provided to Councillor Wilson.
477.	School Attainment and Achievement	Executive Director (Education and Children's Services) (Graham Belford)	<ul style="list-style-type: none"> <li>• Meet with Councillor Dempsey to discuss Inverkeithing High School's performance in more detail.</li> </ul>	Provisional dates provided to Councillor Dempsey by G Belford.

15 FEBRUARY 2017				
Para No.	Item Heading	To Be Actioned By	Notes	Update
		Executive Director (Education and Children's Services) (Scott Meal)	<ul style="list-style-type: none"> <li>• Present Shelagh McLean with the comments / suggestions raised by members with regard to the future report formatting of the school attainment and achievement reports.</li> <li>• Arrange meeting with Councillor Laird and Peter McNaughton, Head of Education to discuss governance issues.</li> <li>• Provide members with current information relating to staffing levels in schools.</li> </ul>	<p>Feedback provided to S McLean by S Meal.</p> <p>S Meal gathering data.</p>

---

## Proposed Traffic Regulation Orders: Ferrytoll Area

---

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

---

Wards Affected: Ward 5, Rosyth & Ward 6, Inverkeithing & Dalgety Bay

---

### Purpose

---

The purpose of this report is to allow the Area Committee to consider proposals for traffic Orders to:

1. amend speed limits in the Ferrytoll area;
2. prohibit all vehicles except buses and service vehicles from the Ferrytoll Bus Terminus at the Ferrytoll Park and Ride facility; and
3. restrict the type of vehicles that can use the bus lanes on the B981 Hope Street.

### Recommendation(s)

---

It is recommended that Committee:

1. agree to the promotion of Traffic Regulation Orders (TROs) to introduce the restrictions detailed in drawings nos. TRO/17/04 & TRO/17/05, with all ancillary procedures; and
2. authorise officers to confirm the Traffic Regulation Orders within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote these TROs will be approximately £2,000, which covers Transportation and Legal Services' staff costs and advertising. This will be met from approved Service budgets.

Delivery of the new infrastructure will be carried out by the FCBC (Forth Crossing Bridge Constructors).

### Legal & Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

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



## Consultation

---

The Ward 5, Rosyth & Ward 6, Inverkeithing & Dalgety Bay councillors, Rosyth / North Queensferry & Inverkeithing Community Councils and Police Scotland have all been advised.

Formal consultation required by the Roads Traffic Regulation Act 1984 for the Road Humps Order 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 Order will be made available on Fife Direct.

## 1.0 Background

---

- 1.1 The Fife Regional Council (Speed Limits) (Consolidation) (Revocation) Order 1992 originally set the speed limit of Ferry Toll Road from its junction with Ferry Toll Place, Rosyth to its junction with Castlandhill Road as 40mph (see Appendix 1).
- 1.2 After the Rosyth Strategic Link Road was constructed (including the roundabout at the end of Castlandhill Road), The Fife Council (Ferrytoll Area, Inverkeithing – 40mph Speed Limit) Order 2007 expanded the 40mph speed limit to include the new roads, the south end of Castlandhill Road, Ferrytoll Interchange Roundabout and the roundabout to the entrance of the new Ferrytoll Park and Ride facility (see Appendix 2).
- 1.3 In August 2008, the 40mph speed limit was again extended to cover the A90 southbound Off-slip and the B981 from Ferrytoll Interchange Roundabout right into North Queensferry (shown in Appendix 3).
- 1.4 Since the start of the construction of the new Forth Crossing Bridge, most of the 40mph speed limit has been reduced to a temporary 30mph for road safety purposes during the construction phase of the new roads in the surrounding area.

## 2.0 Issues and Options

---

- 2.1 The realignment of Castlandhill Road, Ferrytoll Interchange Roundabout and the B981 to North Queensferry have rendered the existing 40mph Order redundant. It is therefore proposed to revoke the original two Orders and introduce a new Order.
- 2.2 The new 40mph Speed Limit Order will cover the following sections of road (see Appendix 4).
  - 2.2.1 **Dunfermline Wynd** – From its junction with B980 Castlandhill Road in an easterly direction to the existing 20mph Zone gateway.  
  
**B980 Castlandhill Road** – From existing 30mph gateway near Hillwood Terrace, Rosyth in a southerly direction to the junction with Ferry Toll Road.
  - 2.2.2 **King Malcolm Drive** – From its junction with Milne Road, through the King Malcolm Drive Roundabout in an easterly direction to the junction with Ferry Toll Road & B981 to North Queensferry.

- 2.2.3 **Milne Road** – From a point 30 metres or thereby east of its junction with Barham Road in an easterly direction to its junction with Milne Road.
- 2.2.4 **Ferry Toll Road** – From a point 10 metres or thereby east of the junction with Ferry Toll Place, Rosyth in a southeasterly direction to the Ferrytoll Interchange Roundabout.
- 2.2.5 **Ferrytoll Interchange Roundabout** – whole length.
- 2.3 No actual 30mph Speed Limit Order is necessary to cover the B981 North Queensferry Road from King Malcolm Drive / Ferry Toll Road to Main Street, North Queensferry since the presence of street lighting dictates the 30mph speed limit in the Road Traffic Regulation Act 1984. Note, the only signage that will be present will be the terminal 30 signs at each end as no repeater signs are permitted on roads with street lights.
- 2.4 The new bus turning circle at the Ferrytoll Park and Ride facility is to have an Order to prohibit all vehicular traffic except buses and service vehicles; vehicles using the car park have a separate access road (shown in Appendix 5).
- 2.5 Dedicated bus lanes have been constructed on and around the new motorway and Ferrytoll Roundabout. Transport Scotland will be making a traffic Order to restrict the bus lanes to certain types of vehicle on the trunk roads, however, Fife Council must make a corresponding traffic Order to cover the sections that fall on the local road, B981 Hope Street.
- 2.6 The lengths of bus lane that will be covered in the Fife Council traffic Order are shown in Appendix 6 and the permitted vehicles will include:
- Buses within the meaning given by section 1 of the Public Passenger Act 1981 (i.e. “public service vehicle” being a vehicle adapted to carry more than eight paying passengers)
  - Pedal cycles
  - A vehicle being used for fire brigade, coastguard, ambulance or police purposes
  - A vehicle being used for carrying out maintenance, inspection, clearance, cleaning, or repair of, or for the erection, laying, placing, maintenance, testing, alteration, repair, or removal of any structure, works, apparatus in, on, under, or over any part of the road.
- 2.7 The existing Orders for bus lanes are to be revoked as part of this Order. These are:
- The Fife Council (A90 Ferrytoll Interchange – Southbound Bus Lane) (Traffic Regulation) Order 2000; and
  - The Fife Council (A90 Ferrytoll Interchange – Northbound Bus Lane) (Traffic Regulation) Order 2008.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of road safety, that the traffic Orders be promoted to introduce the 40mph speed limit, prohibit vehicles from the bus turning circle and to restrict the type of vehicles that can use the bus lanes.

## **List of Appendices**

1. The Fife Regional Council (Speed Limits) (Consolidation) (Revocation) Order 1992 – Extract drawing.
2. The Fife Council (Ferrytoll Area, Inverkeithing – 40mph Speed Limit) Order 2007 – Extract drawing.
3. The Fife Council (Ferrytoll Area, Inverkeithing – 40mph Speed Limit) Order 2008 – Extract drawing.
4. Speed Limits (Existing & Proposed)
5. Prohibition of Vehicles
6. Bus Lanes

## **Background Papers**

1. EqlA Summary Sheet

## **Report Contact**

Phil Clarke  
Lead Professional, Traffic Management (South)  
Bankhead Central  
03451 55 55 55 Ext No 442098  
[Phil.Clarke@fife.gov.uk](mailto:Phil.Clarke@fife.gov.uk)

## Appendix 1

The Fife Regional Council (Speed Limits) (Consolidation) (Revocation) Order 1992

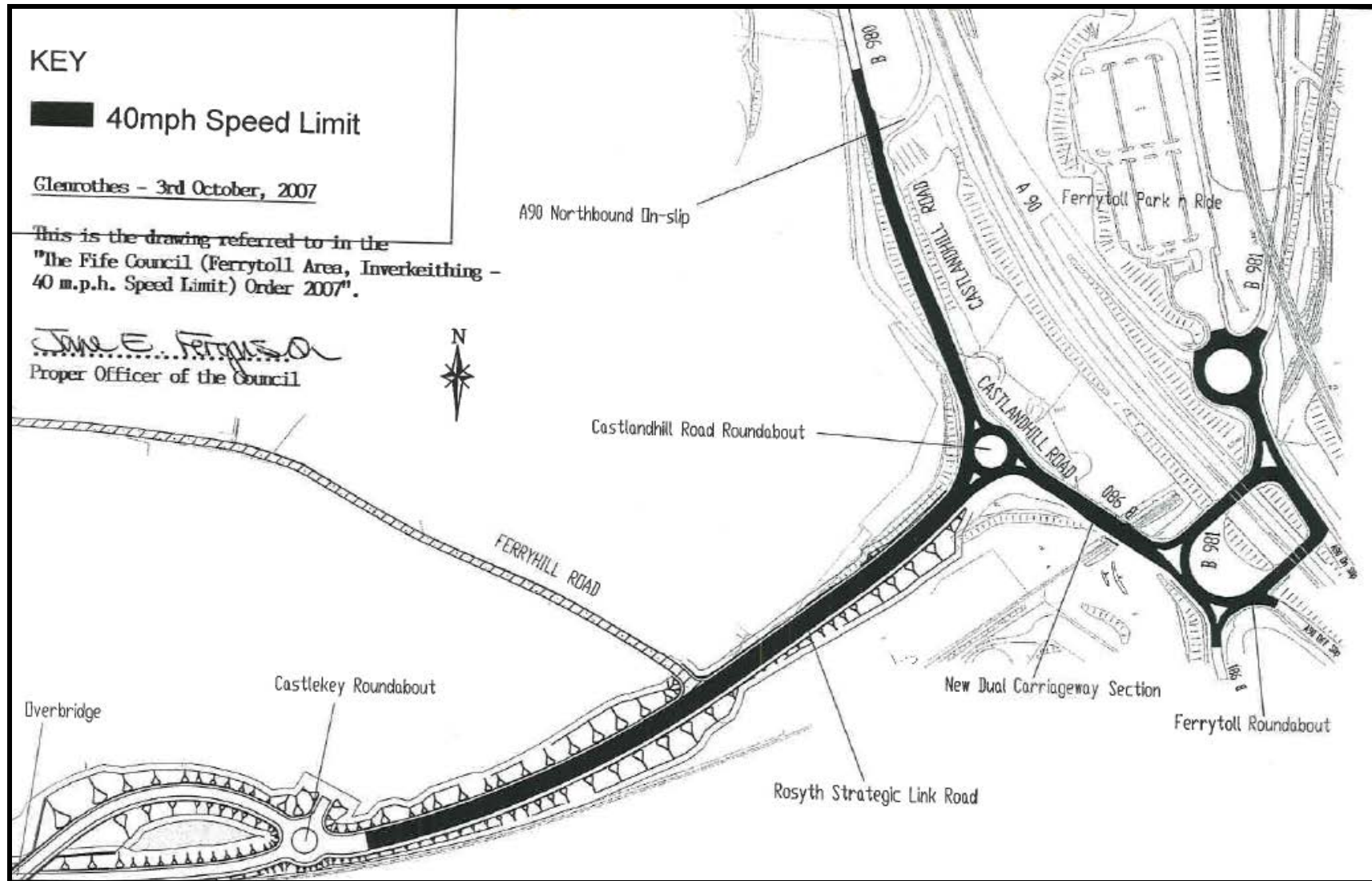


All roads within the thick black border (town boundaries) were designated 30mph.  
(e.g Ferry Toll Place & Dunfermline Wynd [east of the black line])

All roads with dashed line were designated 40mph (Ferry Toll Road)

All roads outside the black border and not highlighted were then national speed limit  
(Castlandhill Road & Dunfermline Wynd [west of the black line])

Appendix 2

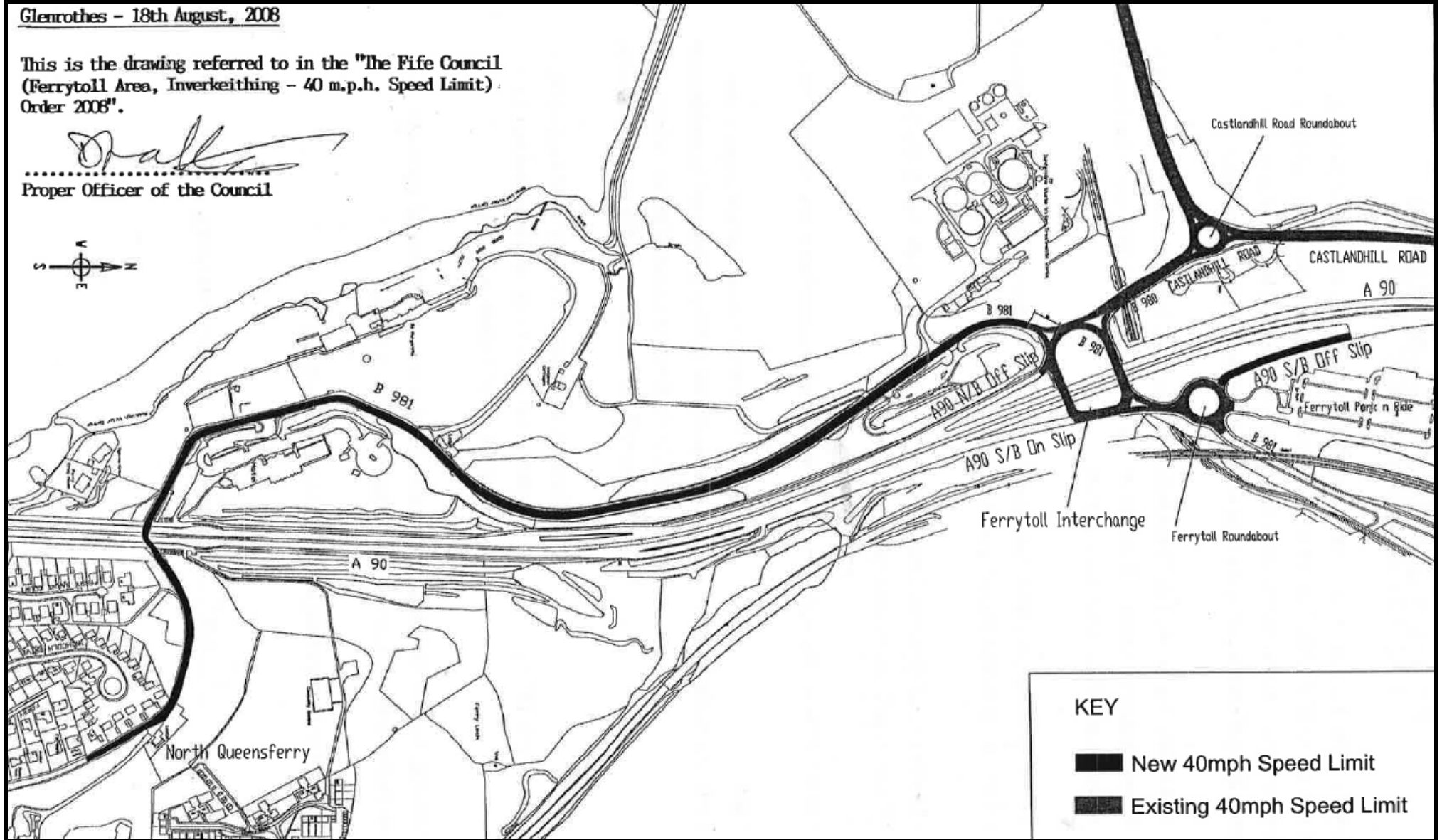


Appendix 3

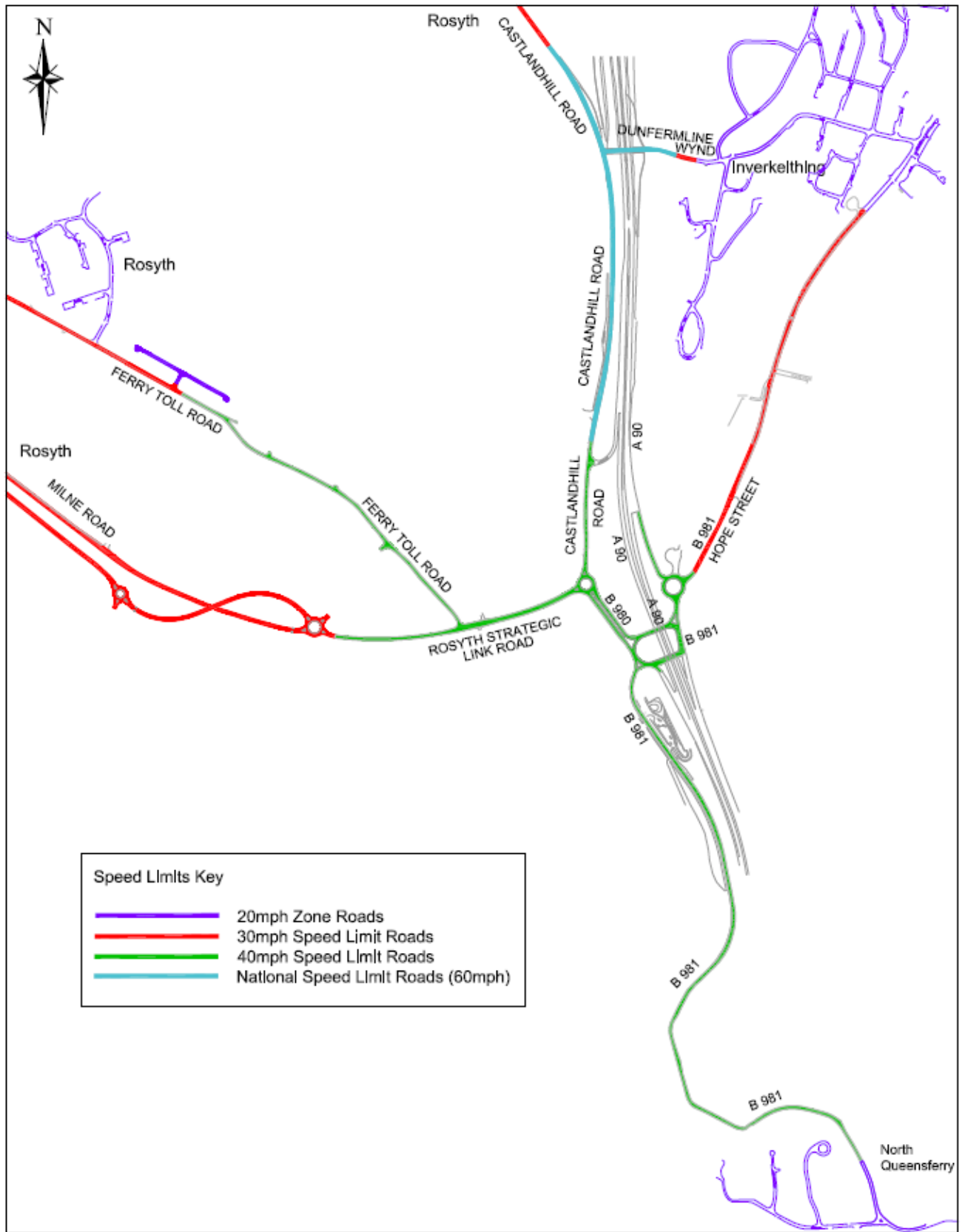
Glenrothes - 18th August, 2008

This is the drawing referred to in the "The Fife Council  
(Ferrytoll Area, Inverkeithing - 40 m.p.h. Speed Limit)  
Order 2008".

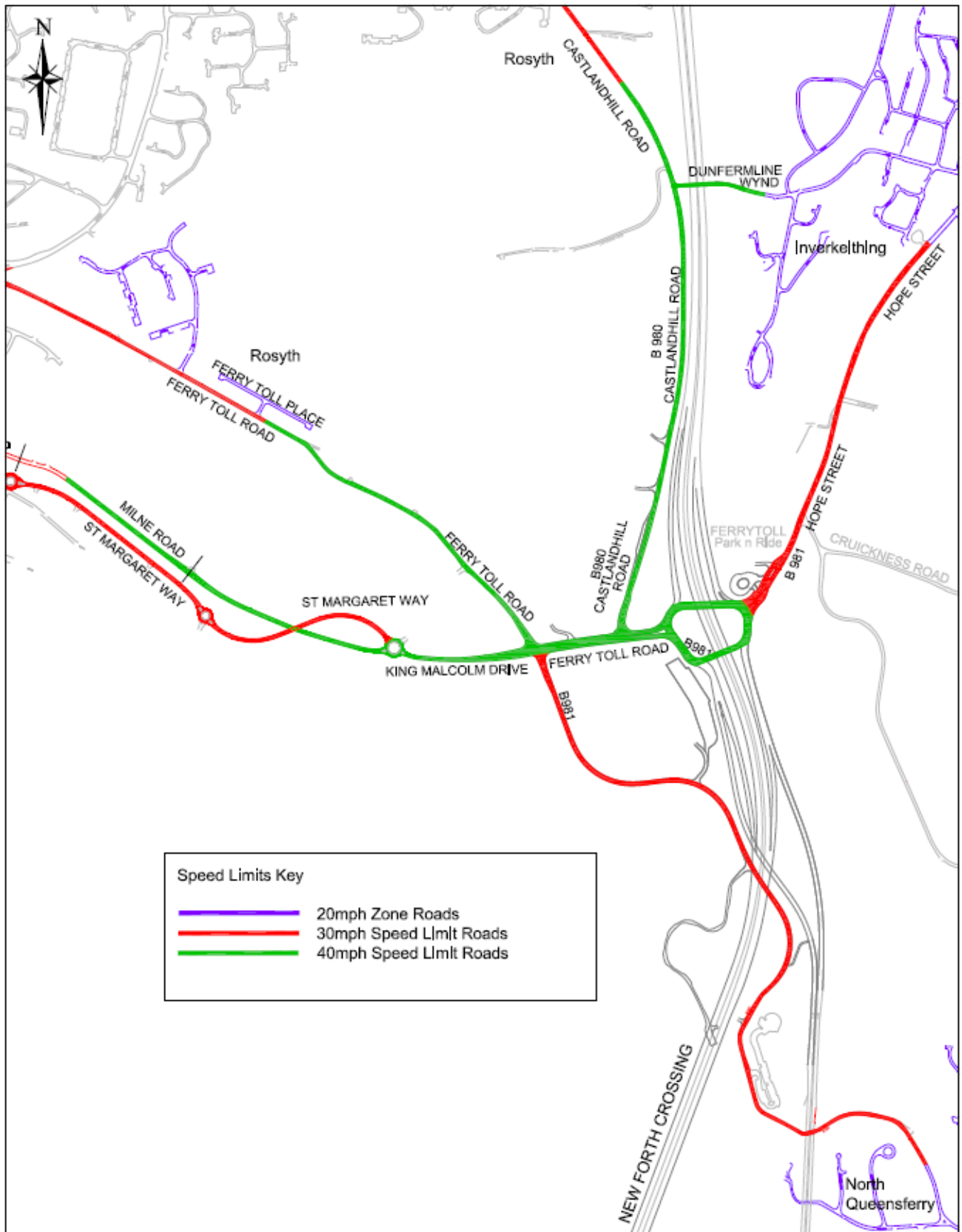
.....  
Proper Officer of the Council



## Appendix 4 – Existing Speed Limits

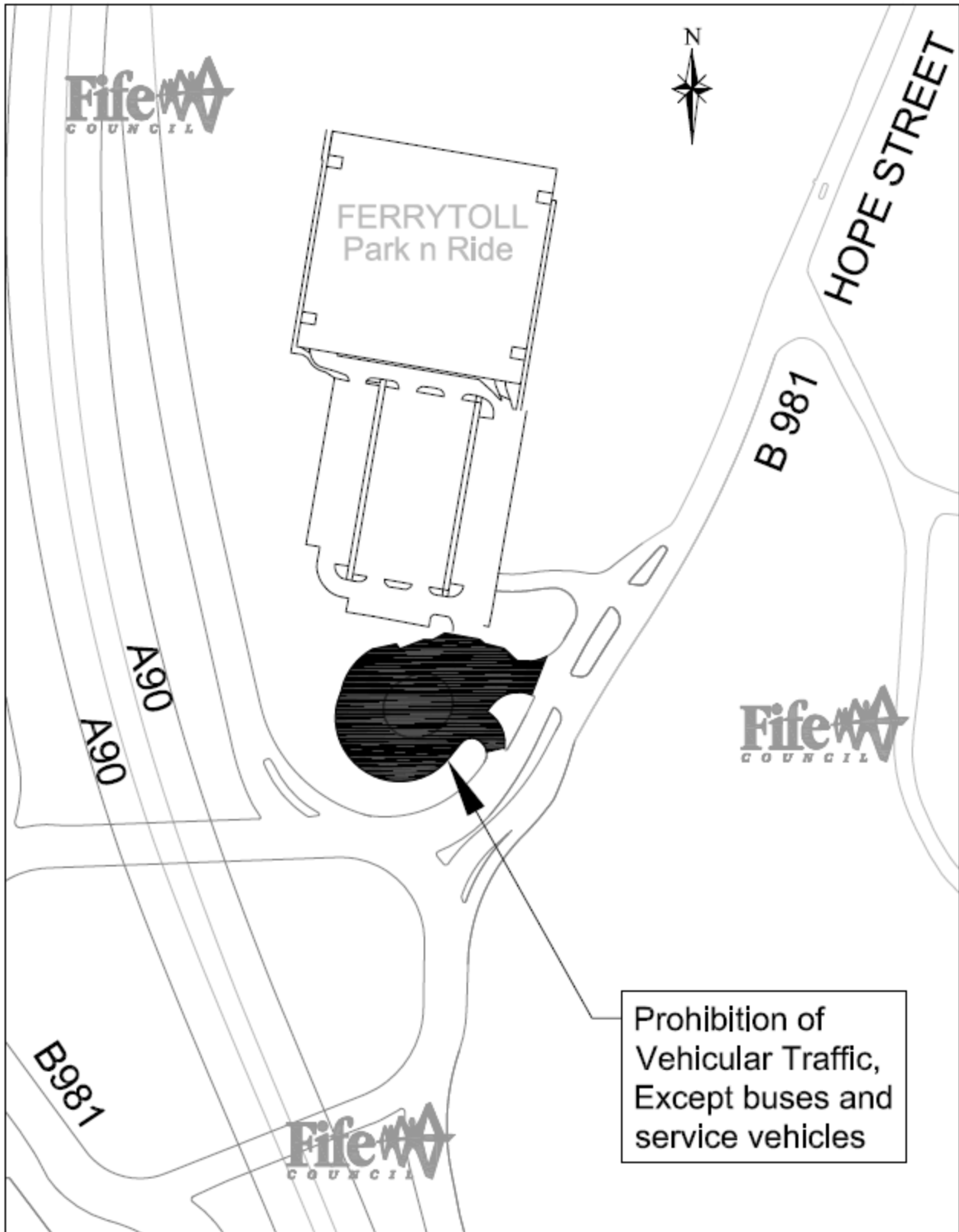


## Appendix 4 – Proposed Speed Limits

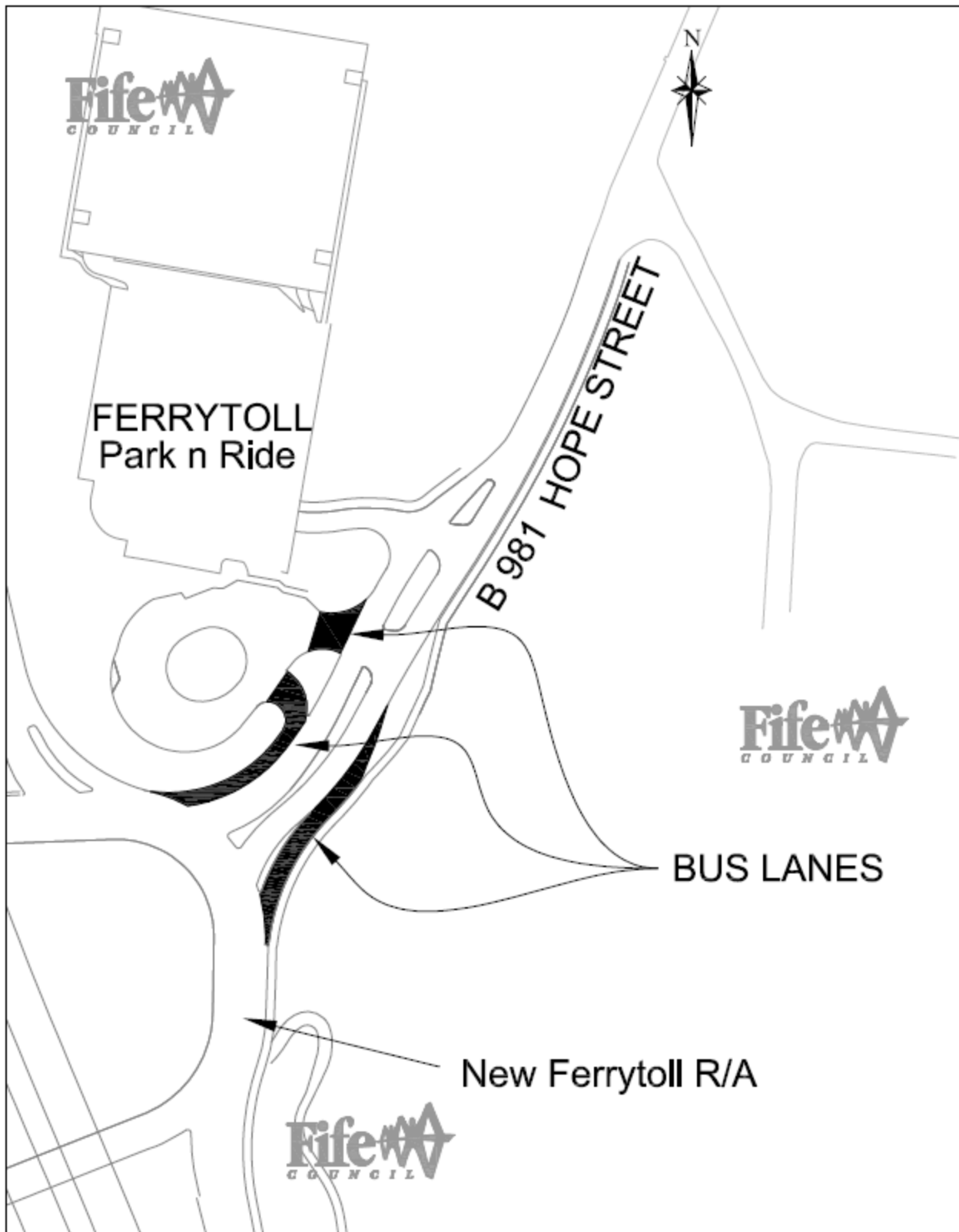




Appendix 5



Appendix 6



15th March, 2017.

Agenda Item No. 6

---

## **Objection to Roads Construction Consent for Upgrading of Pitdinnie Road, Cairneyhill**

---

Report by: Head of Economy, Planning & Employability Services

---

Wards Affected: 1 – West Fife and Coastal Villages

---

### **Purpose**

---

The report is to allow the South West Fife Area Committee to consider objections to the Roads Construction Consent application for the upgrading of Pitdinnie Road, Cairneyhill.

### **Recommendation(s)**

---

It is recommended that the Committee agree to set aside the objections and allow the Roads Construction Consent to be granted subject to the standard conditions.

### **Resource Implications**

---

There are no resource implications.

### **Legal & Risk Implications**

---

There are no legal and risk implications.

### **Impact Assessment**

---

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

### **Consultation**

---

Neighbour notification has been carried out in accordance with Section 21 of the Roads (Scotland) Act 1984.

# 1.0 Background

---

- 1.1 Planning permission in principle (14/04038/PPP) was granted on 19 July 2016 for a residential development, including the upgrading of Pitdinnie Road, on land to the south of Pitdinnie Farm, Cairneyhill. A report on the approval required by condition planning application (16/02529/ARC) for the erection of 100 houses, including the upgrading of Pitdinnie Road, was considered and approved by the West Planning Committee at its meeting on 22 February 2017. Approval was granted subject to conditions.
- On 7 September 2016 an application for Roads Construction Consent was submitted by Scott Bennett Associates on behalf of Avant Homes (Scotland) Limited for the upgrading of Pitdinnie Road.
  - A total of 9 objections have been received; 7 from individuals; a letter on behalf of the Cairneyhill Residents Group; and a letter on behalf of Muir Homes Limited.
  - A copy of the objections was passed to the developer for comment and resolution if possible. The developer has been unable to resolve the objections in this instance.
  - All details submitted in support of the Roads Construction Consent application are to the satisfaction of Transportation Development Management and comply with Making Fife's Places Planning Policy Guidance – Appendix G: Transportation Development Guidelines.
  - Resolution of the objections is the only impediment to the progress of the Roads Construction Consent application.

# 2.0 Issues and Options

---

- 2.1 In terms of Section 21 of the Roads (Scotland) Act 1984, any person other than the roads authority who wishes to construct a new road or an extension of an existing road requires a Roads Construction Consent.
- 2.2 Once the works have been completed in accordance with the approved Roads Construction Consent, a maximum one year maintenance period commences. Following a final inspection and subject to satisfactory completion of outstanding remedial works, the roads and footways covered by the Construction Consent are added to the Fife Council List of Public Roads.
- 2.3 An objection to Roads Construction Consent application must be relevant to the technical nature of the road construction details. Objections relating to the site layout and principle of the development are dealt with as part of the planning application process. Copies of objection correspondence has been provided within the background papers. The **points raised** and responses to them are summarised below.
- 2.3.1 **Pitdinnie Road is narrow with no room for widening**  
**Pitdinnie Road is a narrow country road not designed for proposed level of traffic**

Response – there is sufficient space within the public road boundary and land within the control of the developer to accommodate the upgrading works.

- 2.3.2 Upgrade does not significantly improve road network for existing users**  
**Lack of traffic calming measures**  
**Existing telephone poles not being relocated**  
**Upgrade is a single carriageway with passing places**  
**Upgrade does not comply with Transportation Development Guidelines**  
**Narrow sections of single carriageway are too long**  
**Footway not continuous**  
**No cognisance given for walking and cycling**

Response – the proposed works include a continuous footway on the west side of the carriageway; widening the existing carriageway to between 4.5 – 5.5 metres over the majority of the works; two sections of carriageway width of 3.5 metres; traffic calming measures are being provided, 5 full width speed cushions and a raised junction; and existing telephone poles are being relocated to ensure provision of wider carriageway and footway. The two sections of 3.5 metres wide carriageway are less than the recommended maximum length of 30 metres. The upgrading works are acceptable to serve both the existing and proposed trips.

**2.3.3 Loss of on-street car parking**

Response – At some point in the past, Pitdinnie Road has been widened to provide passing places. These are generally located opposite the existing houses with a couple of intermediate ones. The passing places do provide convenient on-street car parking spaces. The primary function of a road is to facilitate the movement of people and vehicles. The majority of properties fronting have off-street car parking. However, on-street parking on the widened carriageway will not obstruct the free-flow of passing vehicles.

**2.3.4 Pitdinnie Road is too dangerous to reverse into**

Response – it is best practice to enter and exit an off-street car parking space in a forward gear. If this is not possible, a car should be reversed into the parking space.

**2.3.5 Walk Bridge is not suitable for volume of traffic**

Response – There are no weight, height or width restrictions on Walk Bridge.

**2.3.6 20mph speed limit not adhered to – by observation**

Response – Adequate traffic calming measures are being provided.

**2.3.7 No street lighting proposals**

Response – The provision of street lighting would be a requirement and is covered by a standard condition.

**2.3.8 Pitdinnie Road/Main Street junction improvements not included**

Response – The Construction Consent application is only required to cover the proposed widening of Pitdinnie Road. The Pitdinnie Road/Main Street junction improvements are all within the existing public road boundary and will be dealt with by a separate Section 56 Application, which does not require a neighbour notification process.

### **2.3.9 Loss of prime agricultural land History of Pitdinnie Road development options**

Response – Not relevant to Construction Consent process.

### **2.3.10 Loss of hedgerows**

Response – The upgrading works would result in the loss and damage of existing hedgerows. Replacement hedgerows would be planted.

### **2.3.11 Road Floods**

Response – The upgraded Pitdinnie Road would include a road drainage system that complies with the Fife Council requirements for the avoidance of flood risk.

### **2.3.12 History of accidents north of Walk Bridge**

Response – In the period 1 January 2005 – 31 January 2016 there were 2 slight injury collisions and 3 damage only collisions on Pitdinnie Road (D12) between Walk Bridge and Camps Road, Carnock. The collision record over the 12 year period is not a concern.

### **2.3.13 Upgrading works not supported by a Quality Audit or Road Safety Audit**

Response – A Stage 2 Road Safety Audit has been submitted. A Quality Audit is not required.

### **2.3.14 Upgrading works not supported by a swept path analysis**

Response – Given that Pitdinnie Road is more or less straight, the submission of a swept path analysis is not necessary.

### **2.3.15 What guarantees that works will be completed?**

Response – A draft Construction Consent would be issued to the developer with a request for a Road Bond to cover the cost of the works to be lodged with Fife Council. The final Construction Consent would only be granted after the Road Bond is lodged with Fife Council.

## **3.0 Conclusions**

---

3.1 It is considered that the issues relevant to the Roads Construction Consent have been addressed and that the objections should be set aside to allow the draft Roads Construction Consent to be issued, subject to the conditions in Appendix 2, by Legal Services. The finalised Roads Construction Consent will be issued once the required Road Bond is lodged with Fife Council.

### **List of Appendices**

1. Drawing no. J2829-012 Rev C showing the proposed alterations to Pitdinnie Road.
2. Copy of recommended conditions.

## **Background Papers**

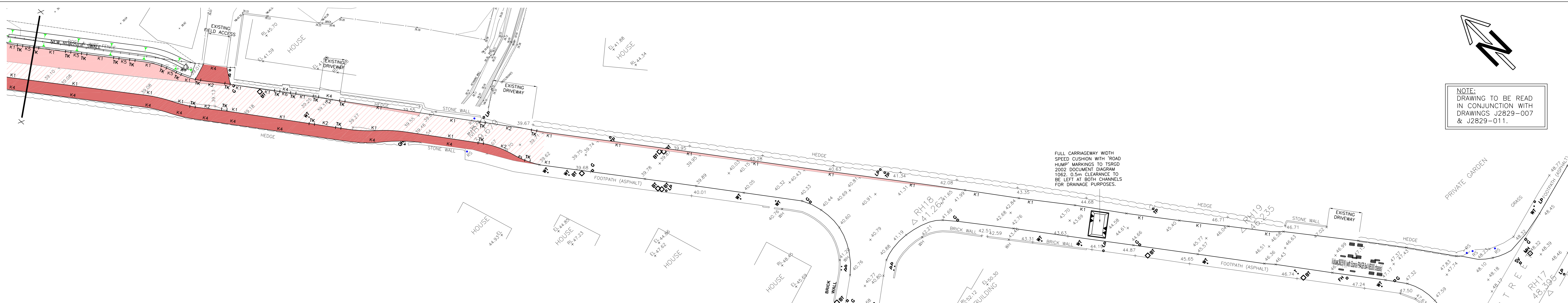
1. Copy of objection correspondence.

### **Report prepared by**

Mark Barrett  
Lead Officer Transportation Development Management (South Fife)  
Economy, Planning & Employability Services  
Kingdom House  
Glenrothes  
Telephone: 03451 55 55 55 Ext No 480210  
Email – mark.barrett@fife.gov.uk

### **Report agreed and signed off by**

Alastair Hamilton  
Service Manager – Development Management  
Economy, Planning & Employability Services  
Kingdom House  
Glenrothes  
Telephone: 03451 55 55 55 Ext No 480210  
Email – mark.barrett@fife.gov.uk

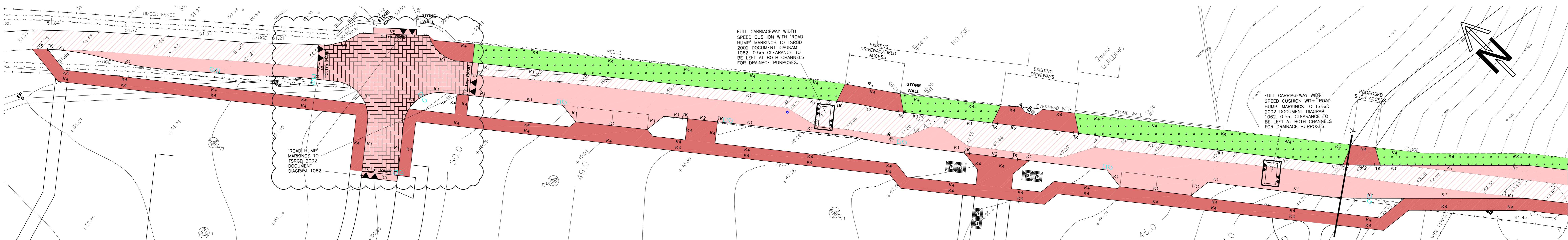


### SURFACE FINISHES LEGEND

- ADOPTABLE ROAD CONSTRUCTION
- ADOPTABLE FOOTWAY CONSTRUCTION
- EXTENTS OF EXISTING CARRIAGEWAY ON PITDINIE ROAD TO BE SCRAPED TO A DEPTH OF 150mm, WITH NEW SURFACE COURSE APPLIED OVER FULL WIDTH OF CARRIAGEWAY
- EXISTING ROAD SURFACE TO BE REPLACED WITH 20mm LIME FOOTPATH UPON COMPLETION OF WORKS

K1 = TRANSITION KERB  
 K2 = 100mm HALF BATTER KERB  
 K4 = 40mm BULLNOSE KERB  
 K6 = EDGING KERB FLAT TOP (FLUSH)  
 KB = 0-6mm BULLNOSE KERB

- ### NOTES
- THIS DRAWING IS COPYRIGHT, RESERVED AND REMAINS THE PROPERTY OF SCOTT BENNETT ASSOCIATES.
  - THE CONTRACTOR AND HIS SUBCONTRACTORS / SUPPLIERS ARE TO VERIFY ALL DIMENSIONS AND LEVELS ON SITE BEFORE MAKING SHOP DRAWINGS OR COMMENCING MANUFACTURE.
  - DO NOT SCALE THIS DRAWING. ONLY USE FIGURED DIMENSIONS. THE CONTRACTOR IS TO BE INFORMED OF THE NOTICE OF THE ENGINEER ANY DISCREPANCIES CONTAINED IN THIS DRAWING PRIOR TO WORK COMMENCING, WHERE REQUIRED THIS DRAWING TO BE READ IN CONJUNCTION WITH ALL RELEVANT DESIGN DRAWINGS & SPECIFICATIONS.
  - ALL WORK TO CONFORM TO THE RELEVANT BRITISH STANDARDS.
  - THIS DRAWING MUST BE READ IN CONJUNCTION WITH SCOTT BENNETT ASSOCIATES' HAZARD & RISK ASSESSMENT DOCUMENT. THE CONTRACTOR SHOULD ENSURE THE H & R DOCUMENT IS AVAILABLE ON SITE FOR USE BY ALL SITE PERSONNEL.
  - THIS DRAWING MUST BE READ IN ACCORDANCE WITH THE SCOTT BENNETT ASSOCIATES' CIVIL & STRUCTURAL ENGINEERING SPECIFICATION DOCUMENT. THE CONTRACTOR SHOULD ENSURE THE SPECIFICATION DOCUMENT IS AVAILABLE ON SITE FOR USE BY ALL CONTRACTORS.



REV	DESCRIPTION	BY	CHKD	DATE
C	Speed cushion and raised table details added, road hump markings added to raised table, full with reprofiling of existing carriageway clarified in legend - all as requested by File Council. Stop kerbs added at new roadside seats.	SMcF	DA	25.01.17
B	Main access now shown as raised table and proposed realignment of existing road near 79 Rose Gardens omitted as requested by File Council. Note added for full reprofiling of Pitdinie Road and extents shown.	SMcF	DA	15.12.16
A	Revised as per planning comments, associated marking provided by File Council and subsequent meeting.	SMcF	DA	01.10.16

DOCCQUET  
I hereby certify this is a true and fair copy of the plan/drawing referred to in the Application.  
Date: \_\_\_\_\_ Signed: \_\_\_\_\_

client **AVANT homes**

project **Pitdinie Road, Carneyhill**

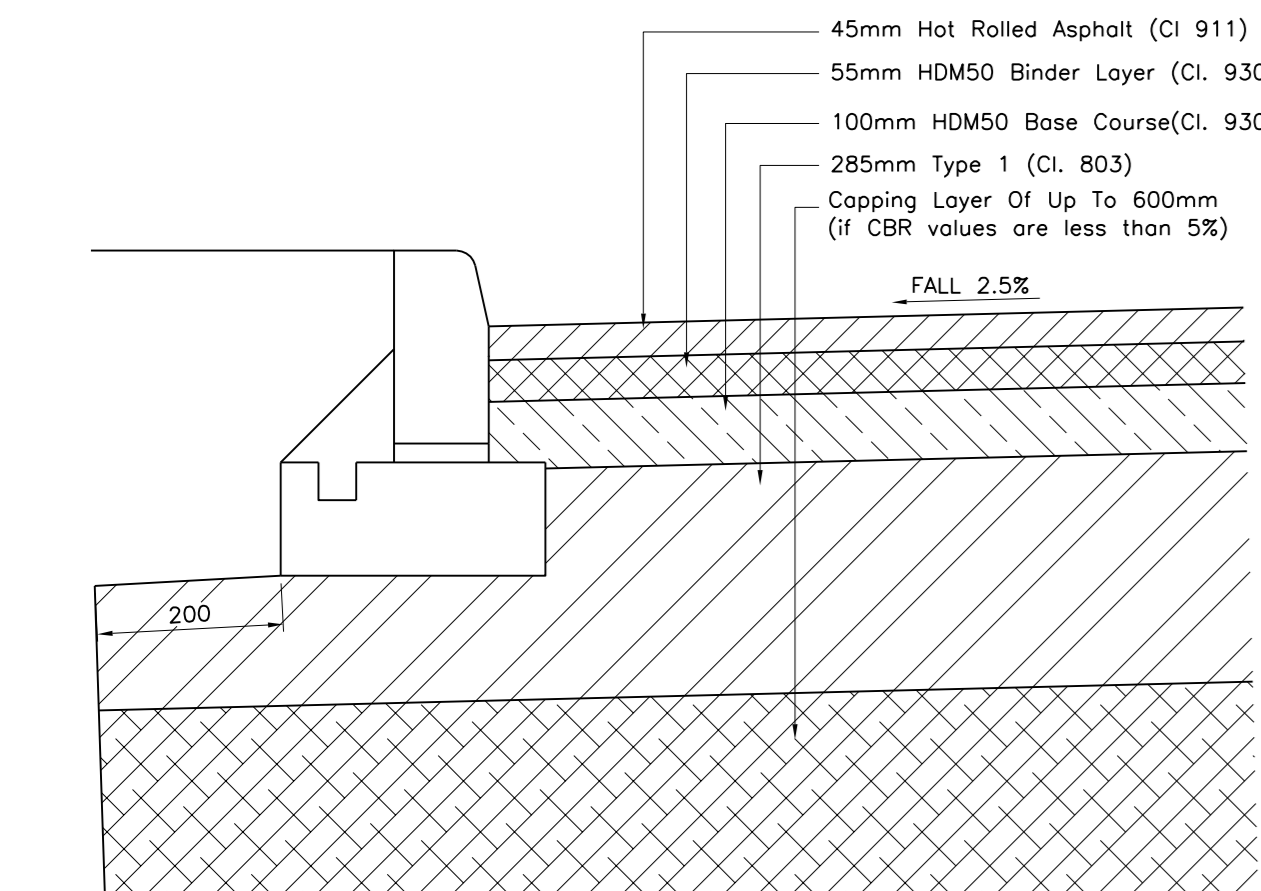
title **Surface Finishes Layout - Proposed Alterations at Pitdinie Road**

Scott Bennett Associates  
consulting civil and structural engineers

Scott Bennett Associates (Group) Ltd.,  
19 South Gyle Drive, Carnegie Campus, Dunfermline, KY11 8DF  
T: 01383 627537, F: 01383 627538, E: Enquiries@sbassoc.co.uk

issue status **Approval**

drawn	checked	date
SMcF	DA	11.02.16
scales	1:250	sheet size A0
Drawing Number	<b>J2829-012</b>	Revision
		<b>C</b>

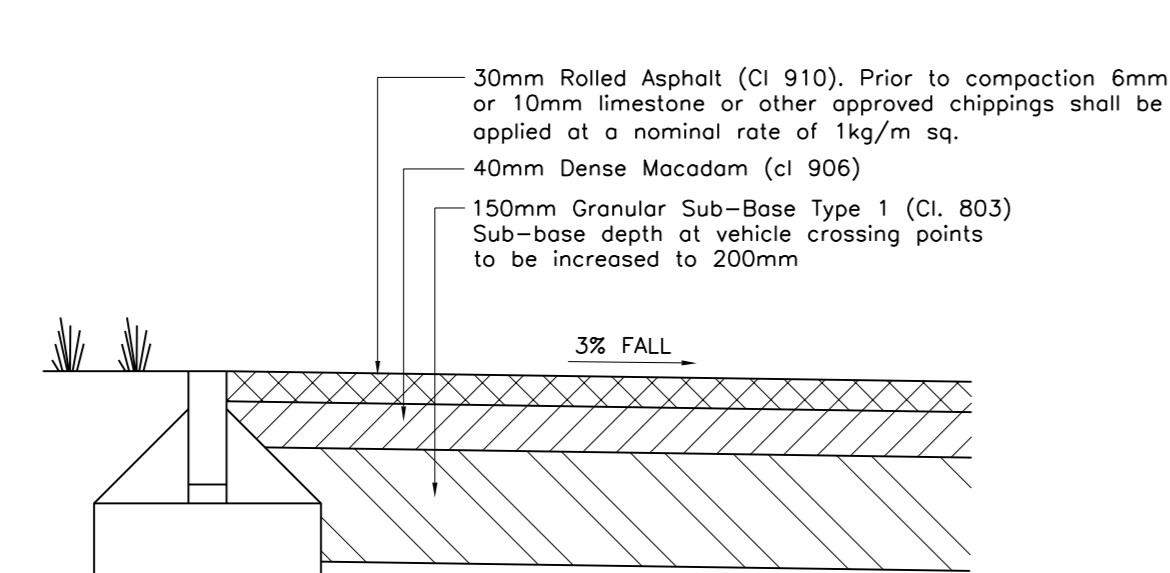


### Capping Layer Requirements

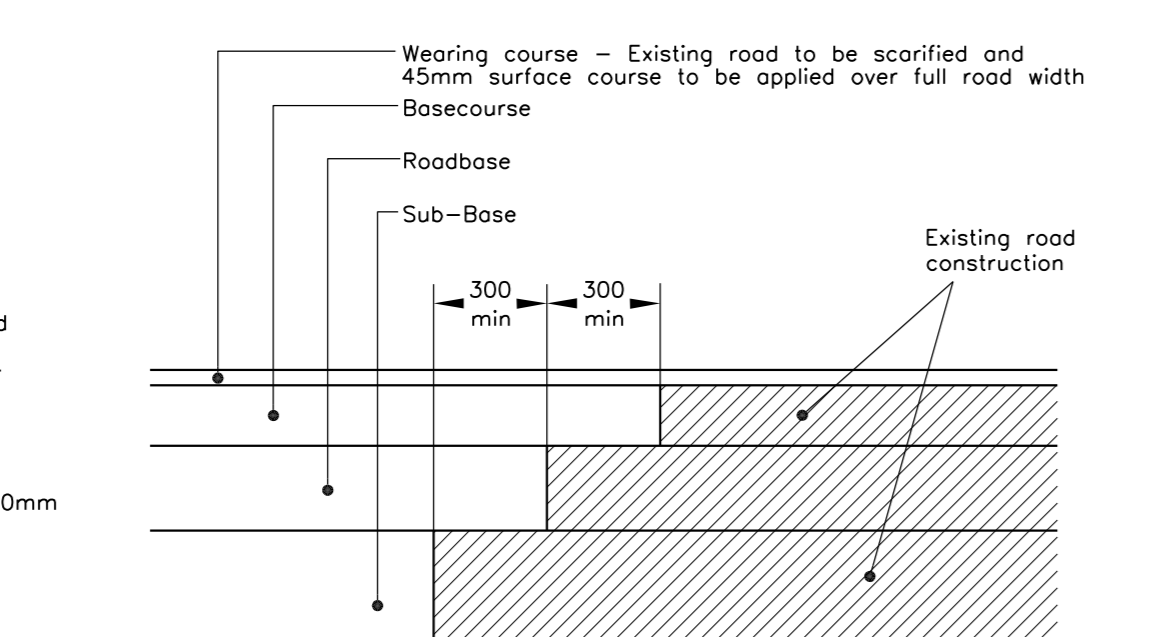
CBR Value	Depth of Capping
> 5%	0mm
2%-5%	450mm
< 2%	600mm

Notes:

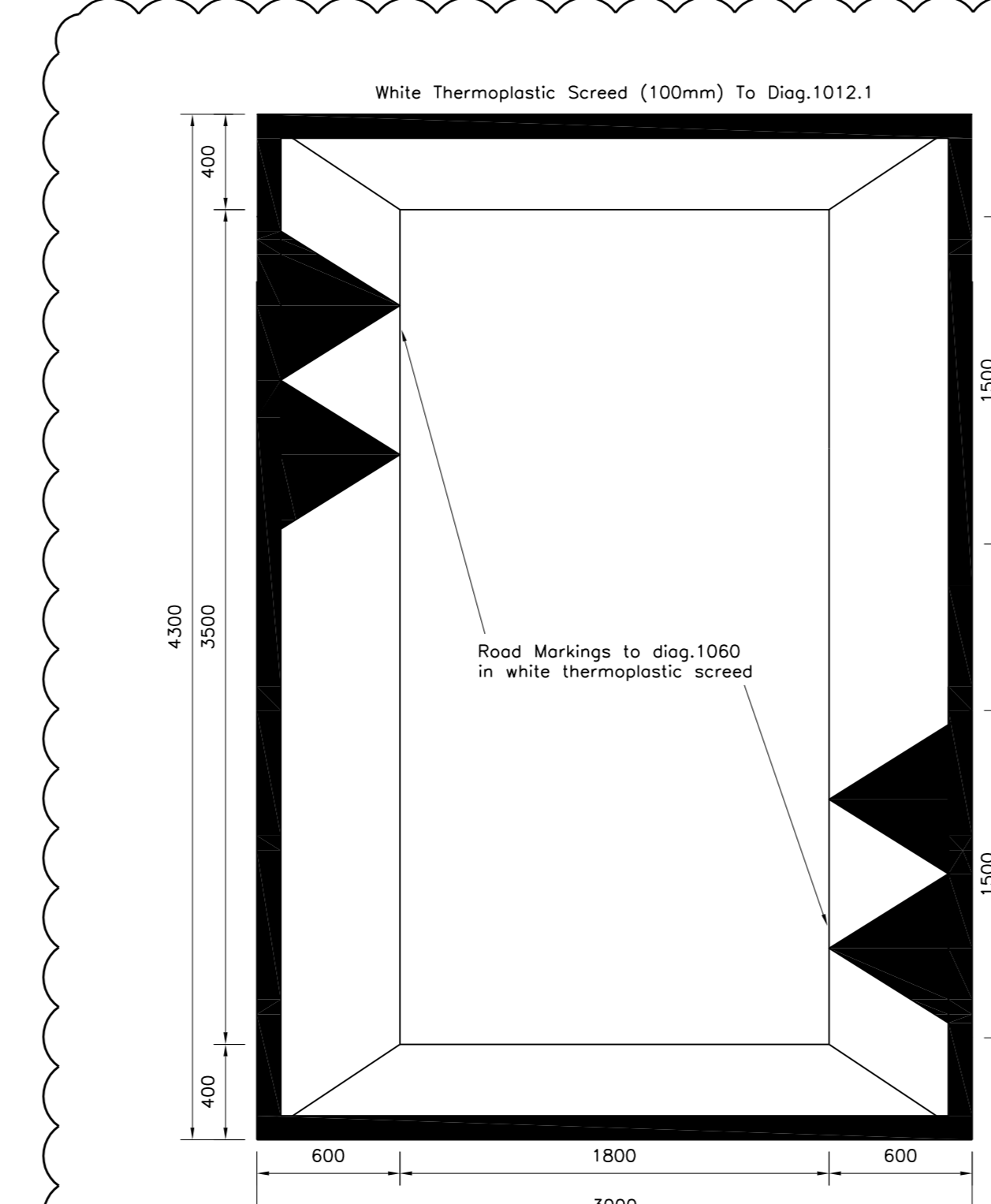
- Contractor is responsible for carrying out in situ CBR tests on formation at 25m centres to determine capping depth and thereafter to obtain approval from Roads Inspector.
- Sound Clean non friable sub-base material, free from clay or any other deleterious material. Sub-base grading to BS EN 12620, must have a minimum 10% fines value of 150µm when tested in accordance with BS 812 Part 11:1990.
- The Pavement must be protected at all times during and after construction from any activity or material which may compromise voidage and/or permeability.
- Where capping layer is required, sub-base can be reduced to 150mm.



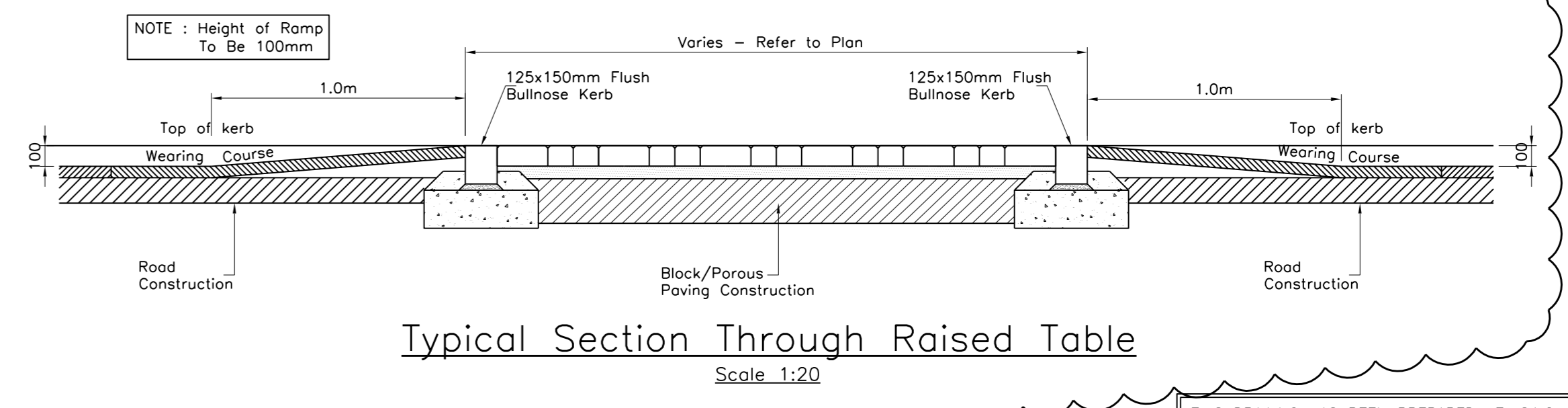
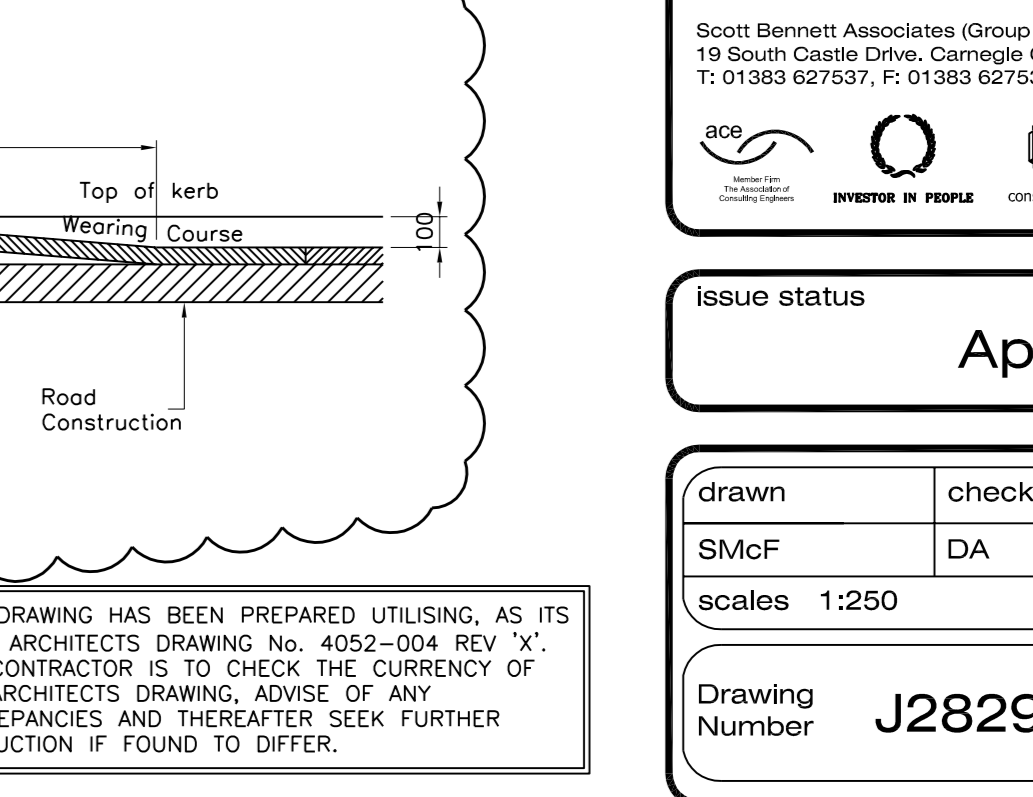
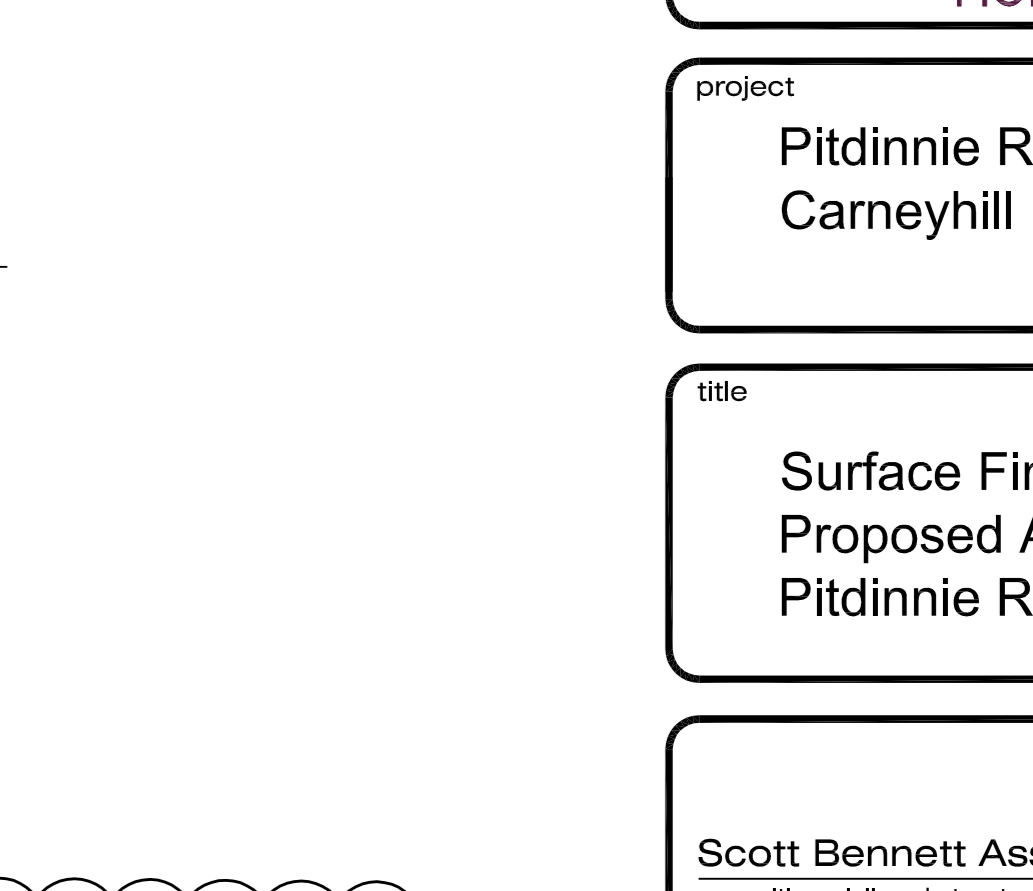
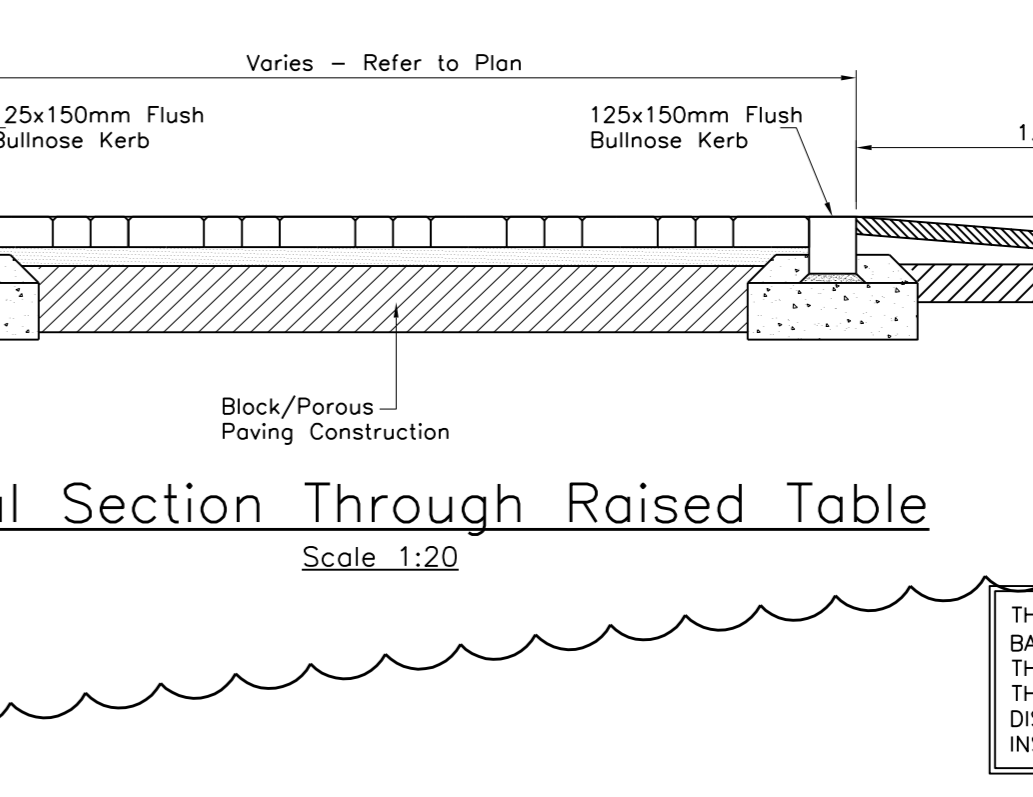
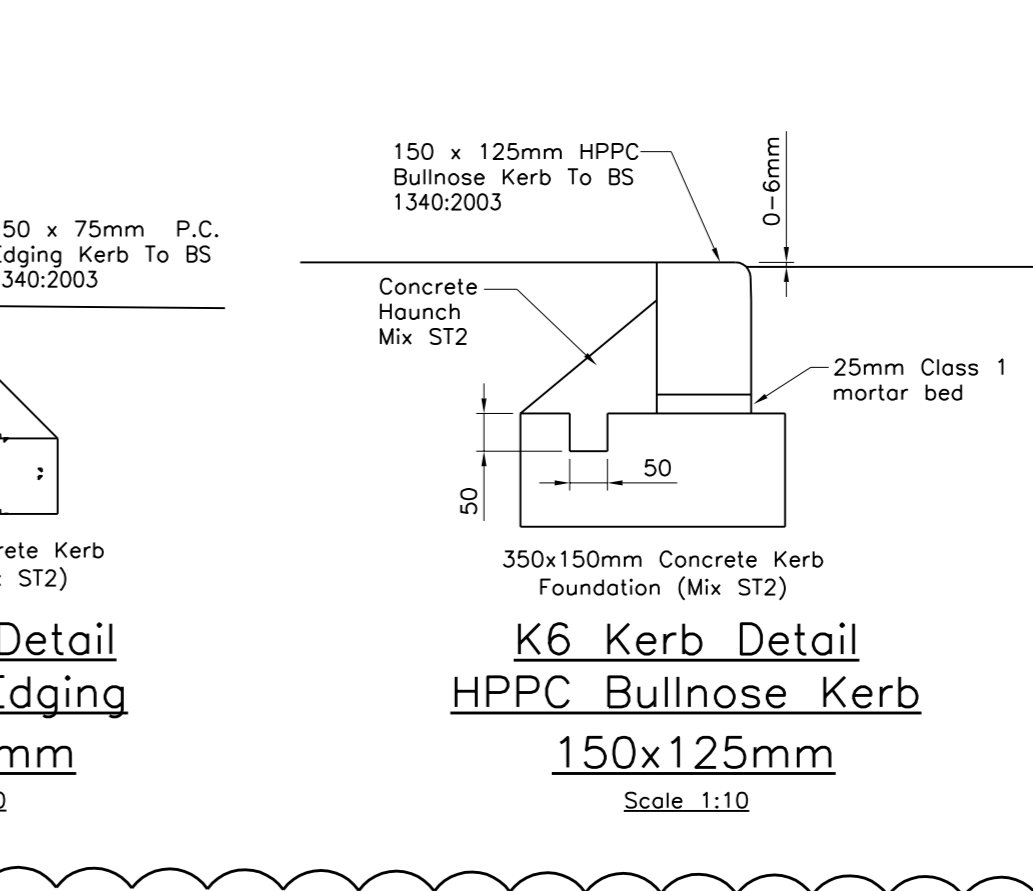
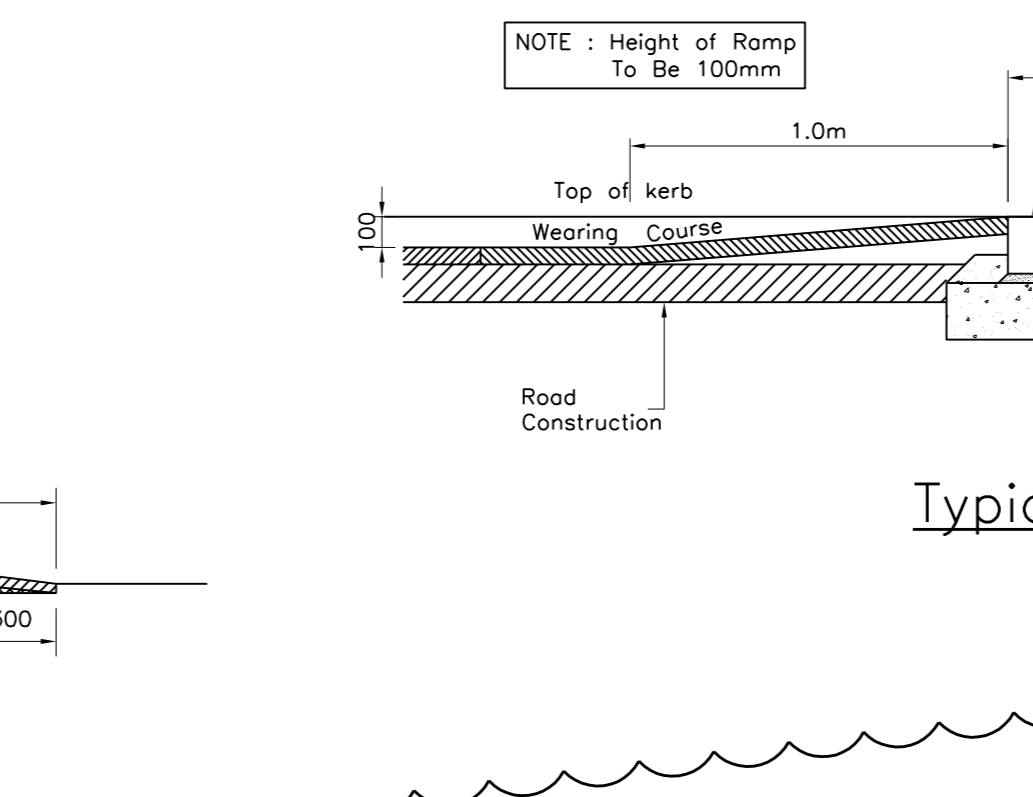
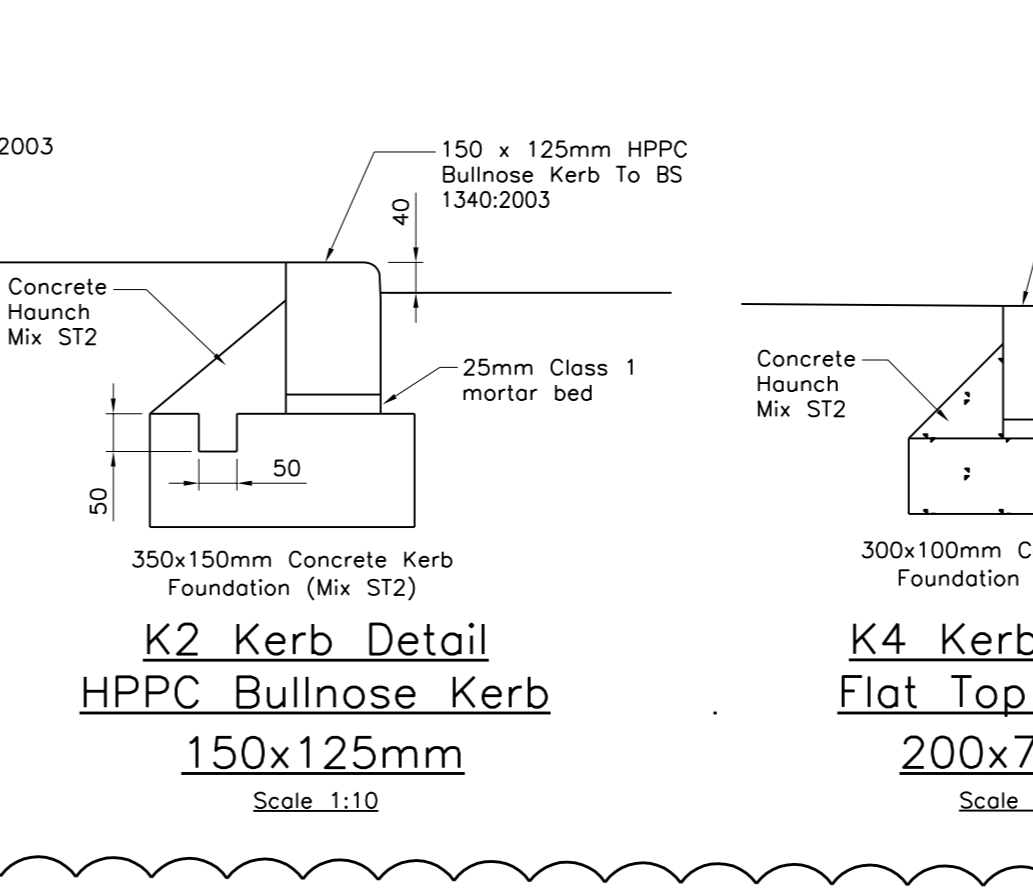
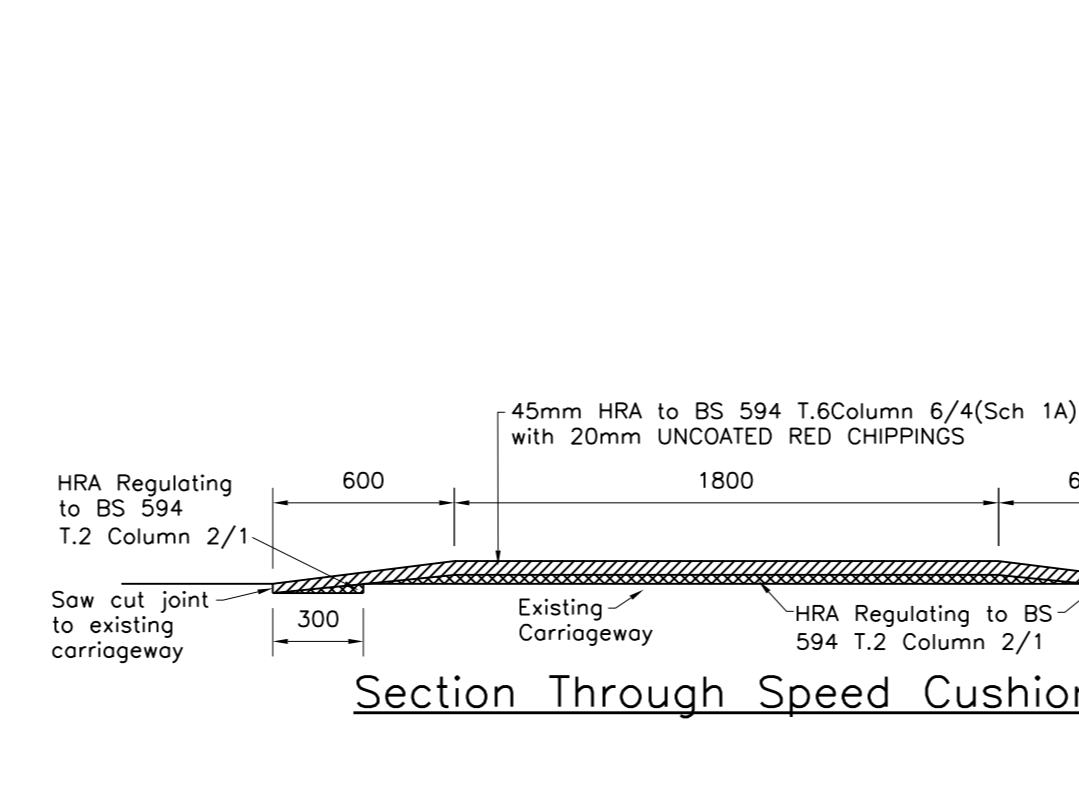
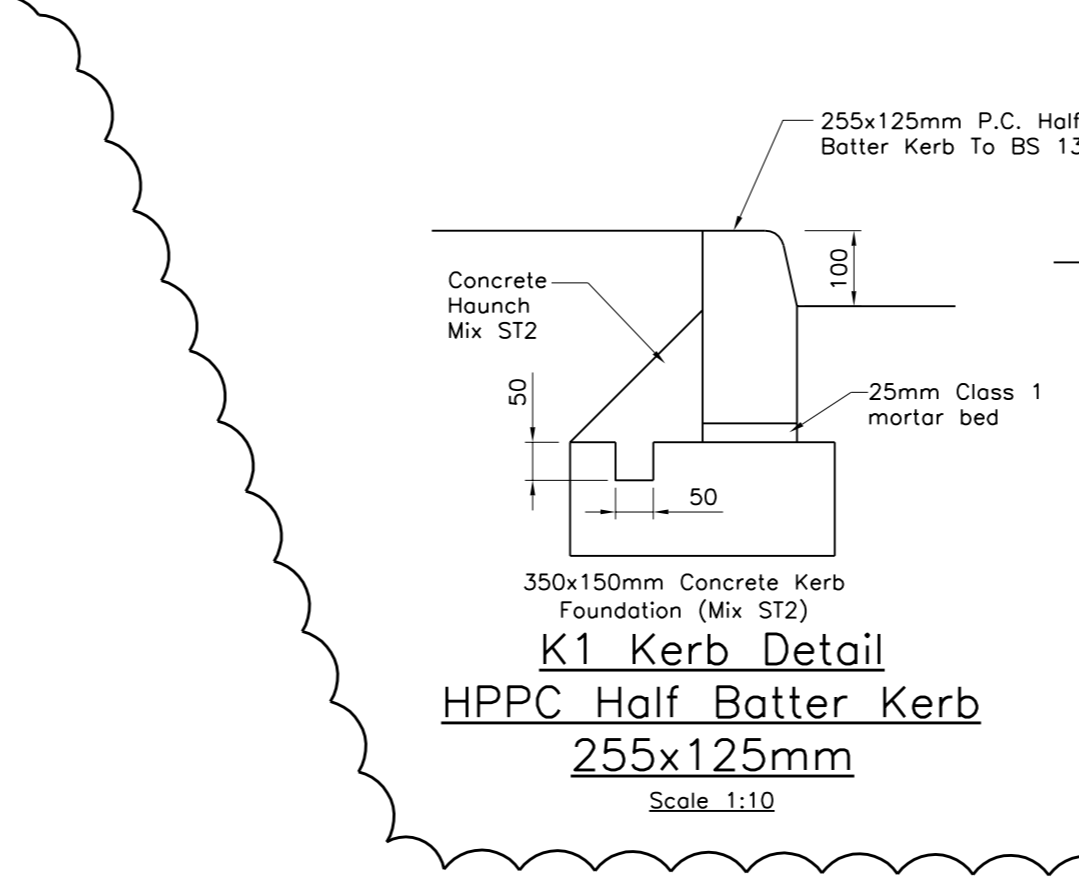
**Adoptable/Private Footway Make-Up**  
Scale 1:10



**Typical Road Construction Tie-In Detail**  
Scale 1:20



**Plan of Speed Cushion**  
Scale 1:25



**Typical Section Through Raised Table**  
Scale 1:20

THIS DRAWING HAS BEEN PREPARED UTILISING, AS ITS BASE, ARCHITECTS DRAWING No. 4052-004 REV 'K'. THE CONTRACTOR IS TO CHECK THE CURRENCY OF THE ARCHITECTS DRAWING, ADVISE OF ANY DISCREPANCIES AND THEREAFTER SEEK FURTHER INSTRUCTION IF FOUND TO DIFFER.



## APPENDIX 2

### CONSTRUCTION CONSENT CONDITIONS

**APPROVED DRAWING NOS.** J2829-009 Rev B, J2829-010 Rev A, J2829-011 Rev C and J2829-012 Rev C

#### **STANDARD CONDITIONS**

- 1 The whole of the works shall be carried out at the Developer's own expense in a consistent and workmanlike manner and in accordance with:-
  - (a) the said drawing(s);
  - (b) the Council's Transportation Development Guidelines and, as regards road lighting, the design provided or approved by the Head of Assets, Transportation & Environment;
  - (c) such other requirements or measures as the Head of Economy, Planning & Employability Services may at any time specify to ensure the satisfactory progress of the Works; and
  - (d) the relevant provisions of the Roads (Scotland) Act 1984.

declaring that the Head of Economy, Planning & Employability Services prior written approval shall be required for any amendments to the approved drawings and specifications.
- 2 Surface water drainage from the road covered by the construction consent outfalls to a proposed detention basin located on the east side of Pitdinnie Road.

With regard to the said detention basin, the developer shall, prior to the addition of the works to the Council's List of Public Roads, procure that they are granted to the Council servitude rights to discharge the surface water drainage from the Works into and out of the said detention basin by the owners thereof.
- 3 In carrying out the Works and prior to their completion, the Developer shall
  - (a) provide carriageways and footways to basecourse level, including operating roads lighting, on all the roads and footways leading to and fronting occupied properties; and
  - (b) ensure that safe pedestrian and vehicle access is maintained to all existing properties on Pitdinnie Road (D12) throughout the duration of the works; and
  - (c) provide and erect at its expense street nameplates as the Head of Economy, Planning & Employability Services may direct. Street nameplates shall be erected prior to the first house becoming occupied within the site; and

- (d) carry out roads lining and signing according to a scheme previously submitted to and approved by the Head of Economy, Planning & Employability Services.
- 4 In carrying out the Works, the Developer shall comply with all health and safety requirements, including Chapter 8 of the Scottish Development Department's "Traffic Signs Manual" where appropriate and shall carry out all repairs, reinstatements and remedial measures necessary to ensure public safety diligently. All safety matters outwith the works covered by the Construction Consent shall be the Council's responsibility.
- 5 "Building works" as defined in the Security for Private Road Works (Scotland) Regulations 1985 must not commence on Phase 1 until security for the construction of the Works has been lodged with the Council in accordance with those Regulations. Prior to house building commencing on Phase 2 the required Road Bond shall be lodged for Phase 2.
- 6 The Developer shall allow the Head of Economy, Planning & Employability Services staff access at all times for the purpose of inspecting the Works and shall meet the Council's costs of inspection on the basis of time spent on site.
- 7 The areas coloured in red and green on drawing no. J2829-012 Rev B shall be considered for addition to the Council's List of Public Roads upon receipt by the Head of Economy, Planning & Employability Services of written intimation from the Developer that the Works have been completed. In terms of section 16(2) of the Roads (Scotland) Act 1984, such addition shall take place within 12 months of satisfactory completion of the Works.
- 8 The whole of the Works shall be completed within the period of three years from this date. Any request for an extension of that period must be made in writing to the Head of Economy, Planning & Employability Services giving reasons, at least three months prior to the expiry of the period. A further charge for inspections shall be payable to the Council in respect of any extension granted on the basis of time spent on site.

### **SPECIAL CONDITIONS**

- 9 Adequate wheel cleaning facilities shall be provided and maintained throughout the operation of the construction works so that no mud, debris or other deleterious material is carried by vehicles on to the public roads.
- 10 Grit-Bins shall be provided within the site at locations determined by the Head of Enterprise, Planning & Protective Services. The grit-bins shall be yellow, UPVC or similar, minimum capacity of 0.3 m<sup>3</sup> and top loading. The Developer is responsible for ensuring there is an adequate supply of grit within the bin until such time the roads are added to the Council's List of Public Roads.
- 11 A Stage 3/4a Safety Audit shall be submitted to the Head of Economy, Planning & Employability Services three months prior to the prospective adoption date of the works. Any alterations required shall be the responsibility of the developer.

---

## **Tree Preservation Order - The Fife Council (Blairwood Cottages, Carnock Road, Oakley) Order No. 3 2016**

---

Report by: Eileen Rowand, Executive Director, Finance and Corporate Service

---

Ward Affected: 1

---

### **Purpose**

---

The purpose of this report is to ask members to consider an objection made to the above Tree Preservation Order (TPO) and decide whether to confirm the TPO with or without modifications.

### **Recommendation(s)**

---

It is recommended that the Committee considers the terms of the objection to the TPO and the response from the Executive Director (Enterprise and Environment) and decide whether or not the TPO should be confirmed.

### **Resource Implications**

---

The cost of making and advertising the TPO will be met from the approved budget of the Executive Director (Enterprise and Environment).

### **Legal & Risk Implications**

---

In terms of Regulations made under Section 161(4) of the Town and Country Planning (Scotland) Act 1997, the planning authority is required to consider any objections or representations to the Order before confirming the Order. There is no statutory right of appeal by an aggrieved party against the Council's decision to override any objection or to modify an Order to take account of any such objection. The TPO, if and when confirmed, requires to be advertised and copies served on the owners of the land affected. The making of a TPO can be challenged in the Court of Session on a point of law within 6 weeks of the making of the Order.

### **Impact Assessment**

---

An EqIA Checklist is not required for the reason that no Council policy is being changed.

### **Consultation**

---

The Executive Director (Enterprise and Environment) was consulted on the terms of the objection and a response has been on his behalf received from the Tree Protection Officer.

## **1.0 Background**

---

- 1.1 The TPO was made on 22nd December, 2016 under powers delegated to the Executive Director (Enterprise and Environment). It affects the 6 trees (3 beech, 2 oak and a sycamore) shown on the plan attached to the TPO. The trees are situated to the front of the houses forming numbers 1–3 Blairwood Cottages, Carnock Road, Oakley. The reason for making the Order was that an application for planning permission has been submitted to the Council, as planning authority, seeking to create a hardstanding for a parking area to the front of 2 Blairwood Cottages. If approved, the work could have a detrimental effect on the trees. The trees are prominently located on the main road through Oakley. They have a high amenity value and are strong landscape features in the area.
- 1.2 Notice of the making of the TPO was given to the owners and occupiers of the 3 dwellinghouses affected. In addition, notice of the TPO was also advertised in the local press and in the Edinburgh Gazette. A period of 28 days was allowed for objections to be submitted.
- 1.3 A TPO remains in force after it is made for the period of 6 months or until a decision is made to either confirm or not confirm the Order beforehand. If no decision is made within 6 months, the TPO lapses at the end of the 6 month period.
- 1.4 One objection to the TPO has been received from the owner of 2 Blairwood Cottages. The letter is included as an Appendix to this report. The essence of the objection is that only T4 is within his property and it would not be affected by the proposed works.
- 1.5 The Tree Protection Officer has responded to the objection on behalf of the Executive Director (Enterprise and Environment). The officer has advised that the access to the proposed hardstanding would need to be centrally located on the frontage of number 2 to meet transportation requirements and this, coupled with a turning area, would require the removal of T4 and possibly damage to the root structure of the trees. The officer recommends that the trees should remain protected.

## **2.0 Issues and Options**

---

- 2.1 The Committee requires to decide whether or not to confirm the TPO after considering the objection and the Executive Director's response. The Committee can uphold the objection in full or in part or not uphold the objection. If the objection is upheld in full, the TPO will lapse. If the objection is not upheld, the TPO will be confirmed as it stands or with any modifications that members deem appropriate.

## **3.0 Conclusions**

---

- 3.1 The Committee should consider the objection and response and decide whether or not to confirm the TPO, with or without any modifications.

## **List of Appendices**

1. TPO plan.
2. Letter of objection dated 11th January, 2017.

## **Report Contact**

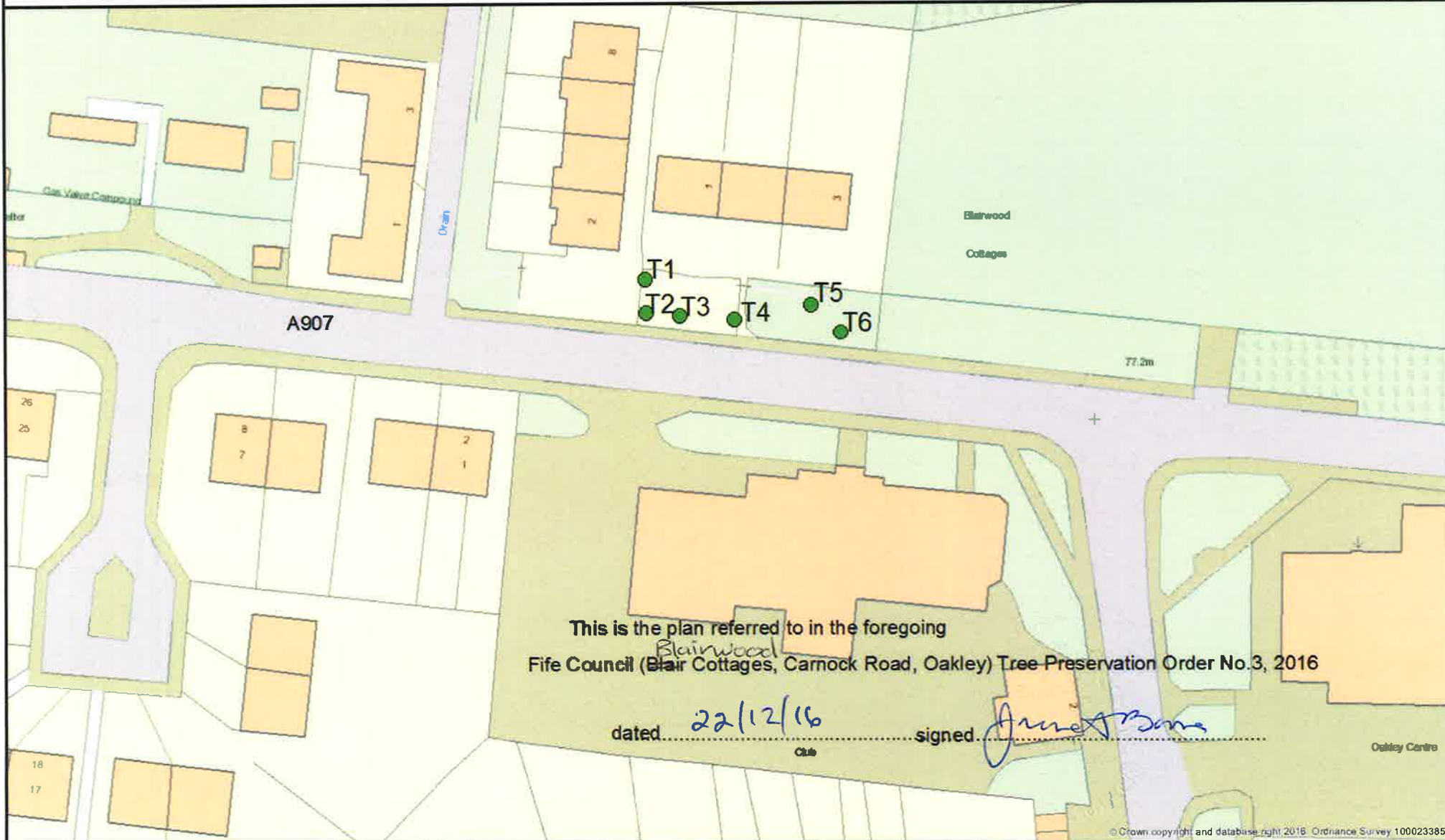
June Barrie  
Managing Solicitor (Planning & Licensing)  
Legal Services  
Fife House  
Glenrothes  
Telephone: 03451 55 55 55 Ext. 442220  
Email – [june.barrie@fife.gov.uk](mailto:june.barrie@fife.gov.uk)

Blairwood

Fife Council (Blair Cottages, Carnock Road, Oakley) Tree Preservation Order No. 3. 2016

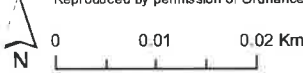
Prepared By:

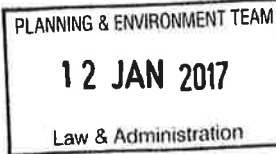
Created Date: 19 December 2016



© Crown copyright and database right 2015 Ordnance Survey 100023385

Reproduced by permission of Ordnance Survey on behalf of HMSO © Crown copyright and database right 2016. All rights reserved. Ordnance Survey Licence number 100023385. Aerial Photography © copyright Getmapping.





2 Blairwood Cottage  
Oakley  
KY12 9QQ

Ref. DEVS/0003522/JM

Dear Joanne Mullan

11/1 2017

Tree Preservation Order No. 3 2016

Having received your letter relating to a tree preservation order on a tree within my property I would like to put in an objection, to the refusal of planning application (16/02399/full)

You have stated that this would be detrimental to these trees within 1-3 Blairwood Cottages

Grounds for objection

The only tree T4 on your plan within my property would not be affected on the grounds that the porous standing area would be constructed over an old drainage ditch & towards the building where no part of the tree exists thus I am puzzled why this is detrimental to tree T4.

I trust you can appreciate this is why I would like to put in a objection to the tree preservation order stopping my planning approval.

I am more than willing to discuss further including a joint site visit if this would resolve the matter

Yours Sincerely

---

## Beamer Rock Lighthouse Re-erection Proposal

---

Report by: Head of Economy, Planning & Employability Services

---

Wards Affected: Rosyth

---

### Purpose

---

This report outlines a proposal for the re-erection of the Beamer Rock lighthouse as a WWI memorial and as a feature of landscape interest. A Committee mandate to progress the project is sought.

### Recommendations

---

The Committee is asked to:-

- (1) consider the proposal, noting that North Queensferry Community Council does not support the proposal; and
- (2) agree that Fife Council continue work to progress the project.

### Resource Implications

---

It is intended that the required funding will be sourced externally. However, any shortfall may require demands on Council resources. Until external funding is secured, the financial impact to the Council cannot be determined but will be monitored through further project development. The monument will be largely self-sustaining but its future management will rest with the Council.

### Legal & Risk Implications

---

It is possible that the required funding will not be sourced and the project cannot be implemented. No significant legal or risk implications are associated with either the implementation or the non-implementation of the project.

### Impact Assessment

---

An Equalities Impact Assessment has not been completed and is not necessary as the project will have no individual or adverse impact on any of the nine equality protected characteristics.

### Consultation

---

The Service Managers of Parks, Streets and Open Spaces and Bereavement Services were consulted during the preparation of this report.

Financial and Legal Services were also consulted.

North Queensferry Community Council, North Queensferry Heritage Trust and various stakeholder organisations were also consulted.



# 1.0 Background

---

## Proposed lighthouse re-erection project

- 1.1 The Beamer Rock Lighthouse is a small (c.6m high) Stevenson-built navigation beacon erected on the Beamer Rock in 1846 at the request of Inverkeithing town council. Although not listed, it is considered to be a nationally important historic structure.
  - 1.2 The lighthouse was dismantled and removed by Transport Scotland in 2011 to facilitate the building of the Queensferry Crossing (the rocky island was needed as a footing for the new bridge).
  - 1.3 The lighthouse is currently in storage at the Forth Crossing Bridge Constructors' yard in Rosyth. In 2014, Fife Council was approached by North Queensferry Heritage Trust (NQHT) and asked to assist with the Trust's plans to re-erection the lighthouse as a cultural, educational and recreational feature of historic interest in the local landscape.
  - 1.4 As the authority principally responsible for the curation of Fife's non-statutorily protected cultural heritage, Fife Council saw merit in the Trust's proposal and began working with the Trust to scope out the project.
  - 1.5 A number of possible locations were examined before a preferred re-erection site on the Ferryhills Forth Road Bridge cutting was agreed (see Appendix: location plan). The preferred site was chosen on the basis that:
    - the elevated site was highly visible to users of both the existing road Forth Road Bridge and the new Queensferry Crossing thus enabling what is a relatively small structure to appear as a prominent beacon in the landscape (all the more visible at night when illuminated);
    - the site is owned by Fife Council;
    - the site is close to street lighting offering the possibility of an electrical connection for external up-lighting;
    - the site is served by a tarred public path so has good existing access;
    - the site overlooks the original site of the Beamer Rock (this inter-visibility preserves landscape linkage/views to the original site of the Beamer Rock and would aid interpretation);
    - the site overlooks the Forth, the three bridges and Rosyth naval base, thus providing visual connections with the local historic landscape; and
    - the site offers place-making possibilities with the re-erection lighthouse serving as a feature of landscape art/interest and an informal *Gateway to Fife* monument.
- The site characteristics of public ownership, good visibility, public access and landscape setting are considered important for winning external funding.
- 1.6 Commemorative events, memorials and activities are currently being planned across Britain to mark, in 2018, the 100th anniversary of the end of World War I (WWI). Both the UK and the Scottish Governments are encouraging the centenary to be commemorated by local authorities. Fife Council engaged widely in 2016 with the centenary commemorations of the Battle of Jutland and a variety of Fife projects are currently underway to commemorate the 2018 anniversary.

- 1.7 Funding for 2018 WWI commemorative projects is potentially available from four separate Heritage Lottery grant schemes (including the HLF's *First World War: Then and Now* fund). Grant sources are also potentially available for the conservation and promotion of historically significant monuments; consequently, there is the potential to marry these funding streams together and to deliver a conserved and re-erected lighthouse that would serve as both a nationally important architectural structure and as a WWI centenary memorial.

## 2.0 Project Proposal

---

### Project Scoping

- 2.1 The place-making dimension of the proposal is also significant with the potential for a highly visible re-erected lighthouse to serve as a feature of landscape interest/art, as an informal *Gateway to Fife* monument, and to link with the NHTS's proposed heritage trails initiative (the re-erection site falls within the area designated on the national inventory of historic battlefield sites as the Battle of Inverkeithing).
- 2.2 It is considered that the project's success, as well as access to funding streams, would be greatly enhanced if this project were to be progressed as a partnership between the North Queensferry Heritage Trust and Fife Council. To this extent, a draft concordat was recently agreed with the North Queensferry Heritage Trust based on the understanding that:

*The Beamer Rock Lighthouse be re-erected as a cultural asset and as a WWI commemorative memorial to be unveiled as part of a joint NQHT/Fife Council civic event to fit in with the nationwide programme of WWI centenary commemorative events planned for November 2018.*

- 2.3 As this project is still at the scoping stage, detailed plans for the finished monument have not yet been agreed. However, the intention will be to create a hard standing with a raised plinth upon which the lighthouse will sit. Around the circumference of the plinth will be a bronze or stone band with an inscription or roll of honour. The monument could be stripped back to sandstone to give the appearance of a tower/folly or could be re-painted in its original red and white lighthouse colours. The final design will include benches, interpretation and up-lighting. Appendix B provides an indicative visual concept but that exact details will not be worked up until the project is formally mandated to progress.
- 2.4 A total cost for the project cannot currently be calculated as too many design variables remain outstanding and as no works have yet been tendered. However, informed analysis of the project elements indicate a global project price of between £50,000 and £100,000 depending on the final design adopted.
- 2.5 Project feasibility study actions completed to date include:
- Transport Scotland has agreed to deliver the lighthouse stones to site (which they cost as an in-kind project contribution worth £7,000).
  - Scottish Natural Heritage has indicated its support for the project (the site is within a Site of Special Scientific Interest). An ecological impact assessment has been undertaken.
  - Fife Council Parks & Recreation has cut back scrub woodland to increase visibility to and from the site (following best practice and, as an ecological mitigation measure, a nearby area of ground, equivalent to that which will be removed, has been earmarked for scrub woodland re-generation).

- Historic Environment Scotland has indicated its support for the project (the site is within an Inventory Battlefield Site area).
- Edinburgh Airport Authority and a range of other consultees have given their support for the project.
- An intrusive geotechnical assessment has been completed to test the site geomatics and to confirm its suitability for development.
- Transportation Services has agreed to supply lighting to illuminate the monument from its nearby streetlights.
- Property Services has agreed to manage the tendering process and the appointment of a suitably qualified conservation building contractor.
- Preliminary conservation discussions have been held with an accredited conservation architect (the lighthouse stones will need treatment, paint removal, a spec for the lime mortar, stabilisation of embedded rusting iron etc.).
- Early funding conversations with Historic Environment Scotland have taken place and look promising.
- Early funding conversations with the Crown Estate Commission indicate a willingness to fund interpretation (the indicative contribution is £5,000).
- Heritage Lottery Fund financed plans for the heritage trails that will link to the monument have been advanced by NQHT and an in-principle funding commitment has been secured.

## 3.0 Issues and Options

---

- 3.1 It should be noted that protracted and detailed engagement with North Queensferry Community Council over the past year has failed to win its backing for the project. The exact substance of the Community Council's objection is hard to determine and requests for a position statement have been declined but, as things stand, the proposal has been considered by the Community Council and it has voted to deny the project its support.
- 3.2 Community support is an important consideration in the minds of most funding bodies. The lack of Community Council support will make winning funding harder. Nevertheless, this project is still essentially a North Queensferry Heritage Trust proposal. Consequently, it is considered that sufficient community support can be evidenced to give the project a reasonable chance of securing funding.
- 3.3 A number of other possible re-erection sites were considered, including a site proposed by North Queensferry Community Council at the town's West Bay. However, none of these sites offered the public ownership, the visibility and the connectivity required to have a serious chance of winning funding. The West Bay option is now recognised by the Community Council as unviable because:
- the site lacks public visibility;
  - the burden of maintenance would fall to the North Queensferry Community Trust, not the Council;
  - there is no easy access to an electric supply;
  - the site offers limited inter-visibility with sites such as the Beamer Rock and Rosyth (inter-visibility is considered important for wider interpretation);

- the site does not link with the North Queensferry Heritage Trust’s proposed heritage trails; and
- the site offers little landscape interest/ art potential

## 4.0 Next Steps

---

- 4.1 If the recommendation for the Council to continue with this project is supported, the project will be progressed as a joint North Queensferry Heritage Trust and Fife Council partnership project. The intention will be to deliver a commemorative WWI centenary monument ready for civic unveiling in November, 2018.

## 5.0 Conclusions

---

- 5.1 An opportunity exists to safeguard for, and to promote in Fife, a nationally important example of early 19th century Stevenson maritime architecture. At the same time, the opportunity exists to erect a significant WWI memorial that will both commemorate and honour Fife’s contribution to the Great War.
- 5.2 The monument will also add interest and character to the landscape and will act as a cultural, educational and recreational resource.

### List of Appendices

Appendix A: Proposed re-erection site

Appendix B: Indicative visual concept

### Background Papers

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

- *The European Convention on the Protection of the Archaeological Heritage* (Revised) 1992
- *Scottish Planning Policy* 2014 (SPP) Paragraphs 135-151: Valuing the Historic Environment, particularly paragraph 150 ‘Archaeology and Other Historic Environment Assets’
- *Town and Country Planning (Scotland) Act 1997, the Planning etc (Scotland) Act 2006, and the Historic Environment (Amendment) (Scotland) Act 2011*
- *The Historic Environment Scotland Policy Statement* June, 2016 (replaces SHEP 2011 and reflects the legislative changes that were introduced by the Historic Environment Scotland Act 2014)
- *Planning Advice Note (PAN) 2/2011: Planning and Archaeology*
- *Our Place in Time - the Historic Environment Strategy for Scotland* (2014)
- *Historic Scotland’s Managing Change in the Historic Environment* (Historic Battlefields) and *Guidelines for Landscape and Visual Impact Assessment* (2002)

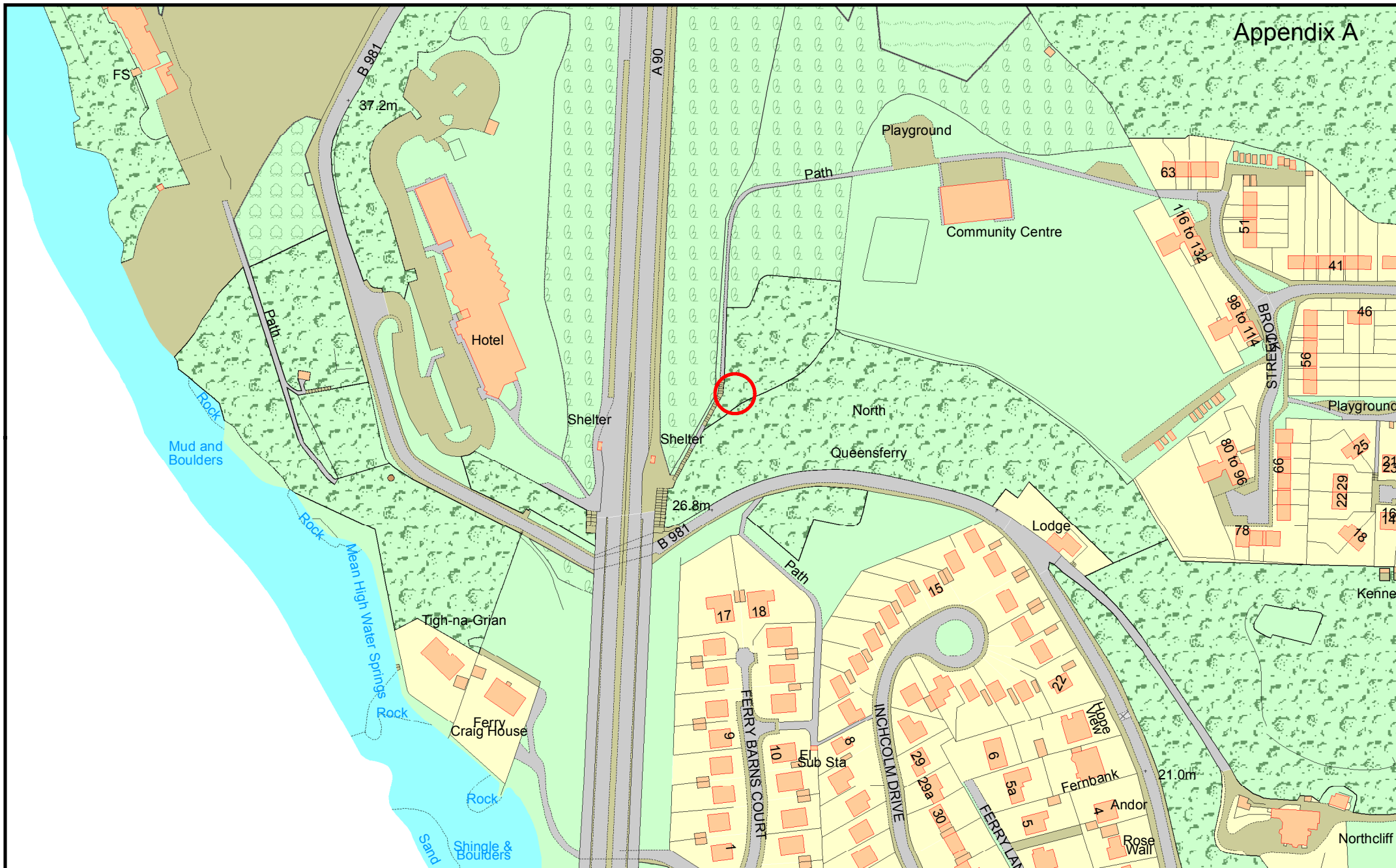
## **Report Contact**

Douglas Speirs  
Archaeologist  
Kingdom House, Glenrothes  
03451 55 55 55 Ext. 473748  
[Douglas.Speirs@fife.gov.uk](mailto:Douglas.Speirs@fife.gov.uk)

**This report has been agreed and signed off on 22/02/16 by:**

Bill Lindsay  
Service Manager (Development Plan)  
Economy, Planning and Employability Services  
03451 55 55 55 Ext. 471776 – email: [bill.lindsay@fife.gov.uk](mailto:bill.lindsay@fife.gov.uk)

Robin Presswood  
Head of Service  
Economy, Planning and Employability Services  
03451 55 55 55 Ext. 442260 – email: [robin.presswood@fife.gov.uk](mailto:robin.presswood@fife.gov.uk)



Proposed lighthouse re-erection site



**BEAMER ROCK LIGHTHOUSE  
PROPOSED RE-ERECTION SITE  
NORTH QUEENSFERRY**

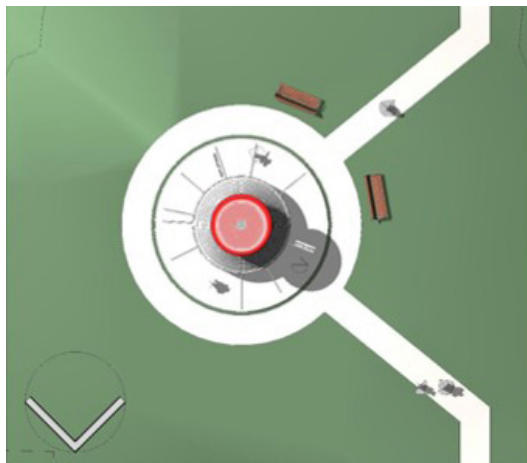


**Economy, Planning &  
Employability Services**

## Appendix B: Beamer Rock Lighthouse Re-Erection Proposal Indicative visual concept



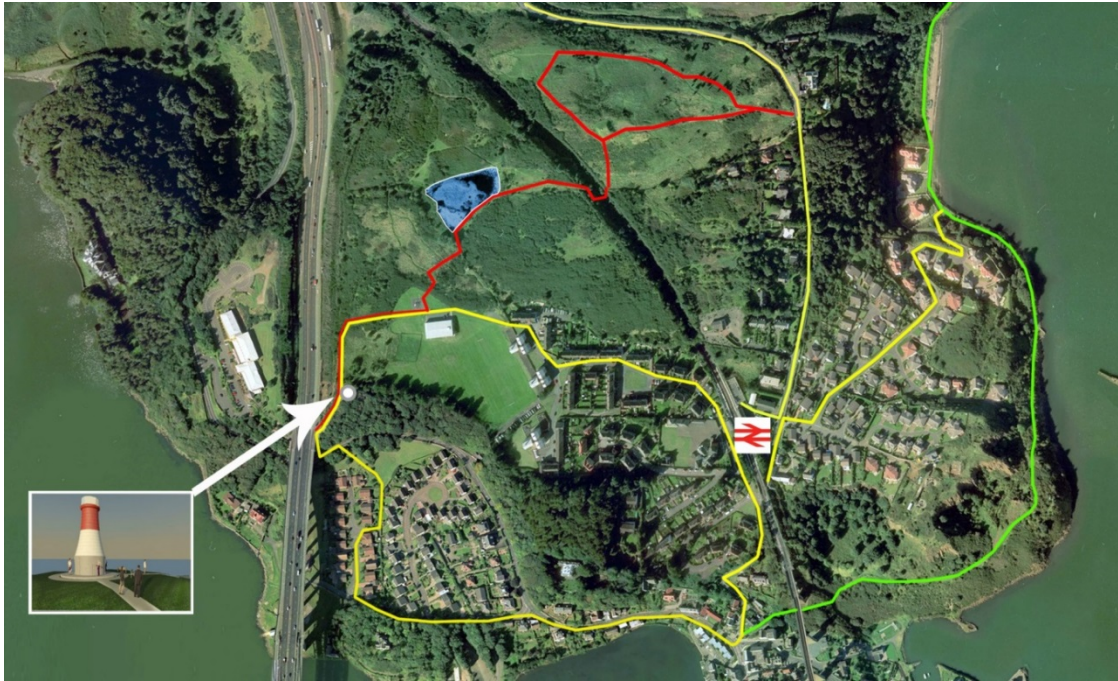
The site will be visible to traffic using both the Forth Road Bridge and the Queensferry Crossing



The lighthouse will stand in an area of low-maintenance paving. The structure will be raised on a plinth. The plinth is required to add height to the structure and to provide a suitable surface for an inscription or roll of honour. Up-lighting, benches and interpretation will be included in the final design.



Indicative idea of installed monument as it might appear to motorists (height, lighting and final finishes to be agreed as part of the design process).



Link between the re-erected lighthouse and the local network of Heritage Trails proposed by North Queensferry Heritage Trust.



15th March, 2017.  
Agenda Item No. 9

## Area Transportation Works Programme 2016/2017

---

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

---

Wards Affected: 1, 5, & 6

---

### Purpose

---

The purpose of this report is to provide members with the latest position statement on the delivery of the South West Fife Area Transportation Works Programme (ATWP) 2016/2017.

### Recommendation(s)

---

The Committee:-

- notes the report and offers comments as appropriate;
- notes that the actual timings of works are likely to be different and requests that ward councillors be made aware of significant alterations as they arise; and
- notes the current spend against the available budgets.

### Resource Implications

---

Delivery of the ATWP 2016/2017 will be met from existing budget allocations.

### Legal & Risk Implications

---

There would not appear to be any direct legal/risk implications arising from this report.

### Impact Assessment

---

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

### Consultation

---

Members have been consulted on the lists of projects forming the proposed ATWP 2016 / 2017.

## **1.0 Background**

---

- 1.1 South West Fife Area Committee on 17th February, 2016 agreed the list of projects forming the ATWP 2016/2017. This is the third progress report to Committee on the delivery of the ATWP.

## **2.0 Issues and Options**

---

- 2.1 Attached as Appendices 1–6 to this report is a detailed statement of the current ATWP which provides the latest information on progress of individual projects within the various elements of the programme.

## **3.0 Conclusions**

---

- 3.1 Good progress is being made with the delivery of the programme and it is expected that the devolved budget will be fully spent by the end of the financial year. However, it is acknowledged that fully spending the budget is not in itself a measure of success.
- 3.2 Due to the variable nature of civil engineering projects, some changes may be required within the planned schedule.

### **List of Appendices**

1. Carriageway Schemes
2. Combined Footway and Street Lighting Schemes
3. Street Lighting Improvements
4. Traffic Management
5. Lantern Replacement Programme
6. Minor Surfacing Works

### **Report Contact**

Ian Jones  
Lead Professional, Roads Network Management (South)  
Milesmark Depot, Dunfermline  
Telephone: 03451 555 555 + 480114  
Email – [ian.jones@fife.gov.uk](mailto:ian.jones@fife.gov.uk)

**ASSETS, TRANSPORTATION & ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016 / 2017 - SOUTH WEST FIFE AREA**

**PROPOSED PROGRAMME**

**TABLE OF CONTENTS**

<b>Appendix</b>	<b>Budget Heading</b>
<b>APPENDIX 1</b>	<b>CARRIAGEWAY SCHEMES</b>
<b>APPENDIX 2</b>	<b>COMBINED FOOTWAY AND STREET LIGHTING SCHEMES</b>
<b>APPENDIX 3</b>	<b>STREET LIGHTING IMPROVEMENTS</b>
<b>APPENDIX 4</b>	<b>TRAFFIC MANAGEMENT &amp; SAFETY</b>
<b>APPENDIX 5</b>	<b>LANTERN REPLACEMENT</b>
<b>APPENDIX 6</b>	<b>MINOR SURFACING WORKS</b>

**ASSETS, TRANSPORTATION AND ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016-17  
SOUTH WEST FIFE AREA  
CARRIAGEWAY SCHEMES**

APPENDIX 1

WARD	ROAD NO. / TOWN	STREET	LOCATION	ALLOCATION/ REVISED ESTIMATE		CONTACT	DESIGN		CONSTRUCTION ON SITE		COMMENTS	
							START OR ESTIMATED START	FINISH OR ESTIMATED FINISH	START OR ESTIMATED START	COMPLETION OR ESTIMATED COMPLETION		
1	LIMEKILNS	C7	START OF HOUSES TO BRUCEHAVEN ROAD	£70,000		ANDREW GEDDES EXTN 444626	COMPLETE		TO BE REASSESSED		CARRYOVER FROM 15/16	
5	ROSYTH	FERRYTOLL ROAD	FULL LENGTH	£150,000	*		COMPLETE				CARRYOVER FROM 15/16	
				£154,358								
1	A907		BOGSIDE BRIDGE TO VIOLET BANK	£95,000	*		Dec-16	Jan-17	Mar-17	Mar-17	CATEGORY 1	
				£103,755								
1	B915		A823 TO BALMULE BRIDGE	£70,000			Jan-17	Jan-17	Feb-17	Mar-17	CATEGORY 1	
1	B914	MAIN ROAD	STEELEND	£150,000	*		COMPLETE				CATEGORY 1	
				£182,396								
5	ROSYTH	WOODSIDE AVENUE	FULL LENGTH	£100,000	*		COMPLETE				CATEGORY 1	
				£97,200								
6	DALGETY BAY	SWALLOW CRAIG	FULL LENGTH	£20,000			Jan-17	Jan-17	Apr-17	Apr-17	CATEGORY 1	
6	INVERKEITHING	CHAPEL PLACE	PHASE 2	£100,000			COMPLETE				CATEGORY 1	
1	B9037		RAILBRIDGE TO OVERTON FARM	£150,000							CATEGORY 2	
1	KINCARDINE	HAWKHILL ROAD	ADOPTED SECTION TO DERESTRICTION	£25,000							CATEGORY 2	
5	ROSYTH	HILTON ROAD	ROUNDAABOUT TO HMS CALEDONIA	£125,000						CATEGORY 2		
5	ROSYTH	ABERLOUR STREET	FULL LENGTH	£40,000						CATEGORY 2		
6	DALGETY BAY	SHORE ROAD	FULL LENGTH	£150,000						CATEGORY 2		

**N.B.** \*Denotes change to budget estimate

**ASSETS, TRANSPORTATION AND ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016-17  
SOUTH WEST FIFE AREA**

**COMBINED FOOTWAY & STREET LIGHTING REPLACEMENT SCHEMES**

APPENDIX 2

WARD	ROAD NO. / TOWN	STREET	LOCATION	FOOTWAY ALLOCATION/ REVISED ESTIMATE	LIGHTING ALLOCATION / REVISED ESTIMATE	CONTACT	DESIGN		CONSTRUCTION ON SITE		COMMENTS
							START OR ESTIMATED	FINISH OR ESTIMATED	START OR ESTIMATED	COMPLETION OR ESTIMATED	
							START	FINISH	START	COMPLETION	
1	BLAIRHALL	WOODLANDS TERRACE	FULL LENGTH	£14,000 £44,195		*					CARRYOVER FROM 15/16
1	PATTIESMUIR		FROM BEND TO SETTLEMENT	£40,000 £50,000		*					CATEGORY 1
1	OAKLEY	BURNSIDE TERRACE	FULL LENGTH	£50,000							CATEGORY 2
1	HIGH VALLEYFIELD	OCHILVIEW DRIVE	FROM FORTH STREET TO NO. 47	£40,000							CATEGORY 2
5	ROSYTH	ABERLOUR STREET	FULL LENGTH	£40,000							CATEGORY 2
5	ROSYTH	RANNOCH ROAD	FULL LENGTH	£12,000							CATEGORY 2
6	ABERDOUR	SHORE ROAD	FULL LENGTH	£70,000							CATEGORY 2
6	ABERDOUR	ST. FILLANS GROVE & CRES	FULL LENGTH	£60,000							CATEGORY 2
6	DALGETY BAY	PINEWOOD DRIVE	FULL LENGTH	£40,000							CATEGORY 2

**N.B.** \*Denotes change to budget estimate

**ASSETS, TRANSPORTATION AND ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016-17  
SOUTH WEST FIFE AREA**

**STREET LIGHTING IMPROVEMENTS**

**APPENDIX 3**

WARD	ROAD NO. / TOWN	STREET	LOCATION	ALLOCATION /REVISED ESTIMATE	CONTACT	DESIGN		CONSTRUCTION ON SITE		COMMENTS
						START OR ESTIMATED START	FINISH OR ESTIMATED FINISH	START OR ESTIMATED START	COMPLETION OR ESTIMATED COMPLETION	
6	INVERKEITHING	VARIOUS	LOCALISED COLUMN REPLACEMENT	£200,000	KENNY ROBERTSON EXTN.444367	COMPLETE		Jan-17	May-17	CATEGORY 1
5	ROSYTH	VARIOUS	LOCALISED COLUMN REPLACEMENT	£238,000		COMPLETE		Jan-17	May-17	CATEGORY 1
5	ROSYTH	VARIOUS	CAMDEAN CRESCENT, PARKROAD WEST	£42,000						CATEGORY 2
6	INVERKEITHING	VARIOUS	LOCALISED COLUMN REPLACEMENT	£200,000						CATEGORY 2
5	ROSYTH	VARIOUS	LOCALISED COLUMN REPLACEMENT	£260,000						CATEGORY 2

**ASSETS, TRANSPORTATION AND ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016-17  
SOUTH WEST FIFE AREA**

**TRAFFIC MANAGEMENT & SAFETY**

**APPENDIX 4**

WARD	ROAD NO. / TOWN	LOCATION	DESCRIPTION	PROJECTED ESTIMATE		CONTACT	DESIGN		CONSTRUCTION ON SITE		COMMENTS	
							START OR ESTIMATED START	FINISH OR ESTIMATED FINISH	START OR ESTIMATED START	COMPLETION OR ESTIMATED COMPLETION		
1-9	VARIOUS SOUTH FIFE	VARIOUS	ACCIDENT INVESTIGATION AND PREVENTION	£10,000		PHIL CLARKE Extn 442098					CATEGORY 1	
1-9	VARIOUS SOUTH FIFE	VARIOUS	SAFER ROUTES TO SCHOOLS	£10,000								CATEGORY 1
1-9	VARIOUS SOUTH FIFE	VARIOUS	TRAFFIC SIGNAL IMPROVEMENTS	£10,000								CATEGORY 1
1,5,6	VARIOUS	VARIOUS	TRAFFIC CALMING	£20,000	*		COMPLETE					CATEGORY 1
				£28,000								
6	INVERKEITHING	WHINNYHILL	IMPLEMENTATION OF ONE WAY	£10,000			COMPLETE					CATEGORY 1
				£13,200	*							
5	ROSYTH	QUEENSFERRY ROAD	PARKING PROVISION	£10,000	*		COMPLETE					CATEGORY 1
				£26,240								
1	OAKLEY	STATION ROAD	RAISED TABLE CROSSING	£0			COMPLETE					INCLUDED IN TRAFFIC CALMING WORKS
1	OAKLEY	LYNDSAYS WYND/FORTH GARDENS	IMPLEMENTATION OF ONE WAY	£5,000		COMPLETE					CATEGORY 1	

**N.B. \*Denotes change to budget estimate**

**ASSETS, TRANSPORTATION AND ENVIRONMENT  
 AREA TRANSPORTATION WORKS PROGRAMME 2016-17  
 SOUTH WEST FIFE AREA  
 LANTERN REPLACEMENT**

APPENDIX 5

WARD	ROAD NO. / TOWN	STREET	LOCATION	LANTERN ALLOCATION/ REVISED ESTIMATE	COLUMN ALLOCATION / REVISED ESTIMATE	CONTACT	DESIGN		CONSTRUCTION ON SITE		COMMENTS
							START OR ESTIMATED	FINISH OR ESTIMATED	START OR ESTIMATED	COMPLETION OR ESTIMATED	
							START	FINISH	START	COMPLETION	
5	ROSYTH	VARIOUS	WHOLE TOWN	£200,000		ANGUS BROADHURST Extn 444368	COMPLETE				CATEGORY 1



**ASSETS, TRANSPORTATION ENVIRONMENT  
AREA TRANSPORTATION WORKS PROGRAMME 2016-17**

**SOUTH WEST FIFE AREA  
MINOR SURFACING WORKS & TREATMENTS**

**APPENDIX 6**

WARD	ROAD NO. / TOWN	LOCATION	WORKS COSTS		CONTACT	COMPLETION DATE	COMMENTS
6	INVERKEITHING	HILLEND ROAD, RECONSTRUCT BUS STOP	£9,000		IAN JONES Extn 480114	Oct-16	
5	ROSYTH	BARHAM ROAD & MILNE ROAD, CARRIAGEWAY PATCHING	£26,168			Aug-16	
1	LONGANNET	C5, CARRIAGEWAY PATCHING	£31,517			Jul-16	
1	B913	CARRIAGEWAY PATCHING	£40,460			Jun-16	

15th March, 2017.

Agenda Item No. 10

---

## Fife Cultural Trust – Annual Review

---

**Report by:** Michelle Sweeney, Director of Creative Development & Delivery, Fife Cultural Trust

---

**Wards Affected:** South West Area

---

### Purpose

---

The purpose of this report is to review the performance of the Fife Cultural Trust (FCT) in its operation from 1st April, 2015 to 31st March, 2016 and particularly service delivery within the South West area over the past year.

### Recommendation(s)

---

Members are asked to note and comment on the development and performance of the Fife Cultural Trust in 2015/16, to consider its operations within the South West area in particular and to identify key priorities and opportunities for FCT to support the Committee in delivering on local area priorities.

### Impact Assessment

---

An Integrated Impact Assessment is not required as the report does not propose a change or revision to existing policies and practices. This is a retrospective annual update report on the performance of Fife Cultural Trust, and an opportunity to consider in general terms challenges and opportunities for the future specifically within the South West area.

### Consultation

---

The Company's Annual Report and Accounts were approved on 7th September, 2016 by the FCT Board and accepted by the Council in its capacity as the sole member of the Company. FCT is now keen to engage with Area Committees to reflect on the performance of the Trust in each area, and to identify challenges and opportunities for the future.

## 1.0 Background

---

1.1 FCT is a non-profit distributing organisation (NPDO) so is able to retain and invest any surpluses it generates to help improve the facilities and services it provides to communities across Fife. The Trust employs a total of **491** people inclusive of **288** staff on permanent contracts, **77** on temporary contracts and **126** casual staff, the majority of whom live in Fife, and has an annual turnover of just over **£11m**. FCT manages, operates, maintains and delivers Fife Council's cultural services inclusive of its libraries, museums & heritage venues, theatres, archives and Cultural Strategy.

1.2 FCT's mission is enriching lives in Fife and we achieve this by delivering creative and cultural experiences across Fife that are entertaining, engaging, educational and accessible.

This is intrinsically linked to our 4 key strategic objectives for 2014 - 2019:

- Enhancing and promoting Fife's cultural profile and reputation
- Enhancing equality of opportunity
- Caring for, developing and celebrating Fife's culture and heritage
- Helping Fife to achieve its economic potential

1.3 Fife Council reviews the performance of FCT via regular meetings in which user figures, financial performance, investment programmes, health & safety and many other aspects of the business are assessed against the service specification within the services agreement which underpins the management fee paid by Fife Council to FCT.

## 2.0 Annual Report 2015/16

---

2.1 The fourth Annual Report for FCT can be found online by [clicking here](#).

2.2 The Annual Report was considered at the Education, Social, & Communities Scrutiny Committee on 14th February, 2017. Members of the Committee were supportive of the work of FCT and commended the development and strong performance of Fife Cultural Trust in 2015/16.

2.3 Fife Cultural Trust has faced significant financial pressures since its inception with a savings target of £1.7m applied by Fife Council. Our financial strategy responded to these pressures by developing a series of robust, well evidenced and detailed proposals, inclusive of a number of library closures, which will ensure the future sustainability of the trust and our services.

## 3.0 Our Business in the South West Area

---

### 3.1 Theatre & Programming

3.1.1 2015-16 saw a vibrant and diverse range of activities programmed into Fife Cultural Trust's theatres providing a diverse programme of entertainment including music, drama, dance, film, drama, comedy and theatre for children.

3.1.2 Over 2,300 residents in the South West Fife area enjoyed events in all our theatres with over 11,500 tickets being bought bringing in an income of £133,000.

3.1.3 Presenting an eclectic mix of high quality theatre and arts programming both within our venues and across Fife, we have grown our reputation as a theatre and arts provider with audiences of over 126,000 attending more than 700 shows this year and 15,508 watching films at our theatres, generating an income in excess of £1.5m.

3.1.4 Our theatre programming provides something for everyone and, despite the current difficult climate, our performance figures demonstrate that we have a loyal audience in Fife who continue to support our venues. We have hosted music from Aly Bain & Phil Cunningham, The Searchers & Lulu and comedy from Chris Ramsey, Craig Hill and Tom Stude. Our younger theatre goers have also been delighted with the many colourful characters featured in our Puppet Animation Festival and Totfest.

## **3.2 Museums Galleries & Archives**

3.2.1 The past year has seen visitor numbers grow across Fife's Museums and the continued support and donations from Friends, grant giving bodies and the general public allowed us to continue to develop Fife's heritage collections. In fact, visitor numbers to our museums and heritage sites reached an all-time high of over 300,000 visitors during 2015/16.

3.2.2 Work is now well underway on the major capital project Dunfermline Carnegie Library & Galleries in the heart of the town's heritage quarter. This £12.4 million facility, which is due to open in May 2017, with an official launch in late summer, is funded by Fife Council, Heritage Lottery Fund and Carnegie Dunfermline Trust. The new facility will bring fantastic cultural opportunities and it is exciting to see the new stunning architecture integrated with the world's first Carnegie Library. We are all working hard to ensure the build remains on schedule.

3.2.3 2015 saw the MAC bus continue to take Moving Stories – Fife's Great War around Fife to mark the centenary of World War One. Over 4,500 people visited the MAC on its 2015 tour which included visits to after schools clubs in Inverkeithing and Dalgety Bay. This was also complemented by a series of World War One Focus weeks with activities aimed at all ages.

3.2.4 We also engage with Fife audiences through many events including the Fife Art Exhibition which is one of Fife's most popular amateur art exhibitions attracting hundreds of exhibitors from across Fife as well as thousands of visitors each year. Many of our venues also offer exhibition space which can be used by artists and local creative organisations.

3.2.5 As always, FCT continues to look for ways to improve the scope and breadth of access to our collections and services, exploit digital opportunities, protect, conserve and develop collections to deliver diverse services and programmes outwith our buildings.

3.2.6 A summary of key performance information for each of the facilities which FCT operates within the South West area is set out within Appendix 1.

## **3.3 Libraries**

3.3.1 2015/16 saw the start of implementation of our plans to transform Fife's library network to secure its long term future. This work proved to be intensely time consuming and involved significant political and local consultation which led ultimately to the decision by Fife Council to close 16 libraries, allowing Fife Cultural Trust to re-shape the remaining network to better position it as a modern and sustainable Library service with community at its core.

3.3.2 FCT operates two full-time stand-alone libraries in Dalgety Bay and Rosyth, as well as operating four part-time libraries at Oakley, Valleyfield, Aberdour, and Kincardine. FCT also provides service and staff development support to the library service within the integrated facility operated by Fife Council within Inverkeithing.

3.3.3 All libraries within South West Fife, with the exception of Aberdour and Inverkeithing, have seen a decline in book business over the 2015/16 operating year compared to 2014/15 which is consistent with an ongoing decline at national level. Visitor numbers increased over the last year in most libraries with the exception of Kincardine and Valleyfield.

- 3.3.4 Across Fife, library books and DVD loans have declined, dropping to 1,599,366 compared to 1,680,674 in 2014/15, a 4.8% difference. Online renewals have remained stable but requests for books online rose by 19% demonstrating the continuing popularity of convenient online access.
- 3.3.5 Overall, our libraries remain well connected with both our local schools and communities and we continue to offer a whole range of services and activities to keep people engaged.
- 3.3.6 96.4% of Fife's primary schools continued to access the resources provided by the Schools Library Service to support delivery of the curriculum. 21 primary schools in the South West area used the service accessing 457 boxes and over 7,769 books.
- 3.3.7 There are 4 independent reading groups in the South West Area which are supported by the libraries collections scheme. There are also reading groups held in Dalgety Bay, Oakley and Valleyfield libraries. During 2015/16, there were 35 sessions held with 218 attendees.
- 3.3.8 Our Mobile Libraries and Home Delivery Service also continue to bring books direct to those who find it difficult to access a library building. The Home Delivery Service issued 27,122 books across Fife, with 380 book deliveries made in the South West Area.
- 3.3.9 FCT continues to support those wishing to develop their IT skills or improve their employment opportunities by offering free PC access, IT Taster sessions and working closely with our partners Job Centre Plus and Skills Development Scotland. Across FCT operated facilities within the South West area, there were 24,440 PC bookings and 1,521 attendances at IT Taster Sessions. There were 138 attendances at the job clubs in Inverkeithing and Oakley.
- 3.3.10 Local author and GP Gavin Francis helped FCT celebrate British Science Week at Oakley library in March in front of an audience of 40. Described as Oliver Sacks meets Bear Grylls, Gavin gave a unique and exciting talk about the exploration of the human body based on his award winning book 'Adventures in Human Being.'

## **4.0 Focus ON**

---

### **4.1 Health & Wellbeing**

- 4.1.1 Fife Cultural Trust recognises the wider role that cultural activity plays in enhancing the quality of life and wellbeing of individuals. As an organisation committed to enriching the lives of people living in Fife, we strive to provide cultural activities which are meaningful and stimulating and have significant experience of working collaboratively with NHS Fife on many of our activities.
- 4.1.2 In 2015/16, the Partnerships & Business Development Team continued to deliver the ground breaking Cultural Prescriptions Service across Fife. Developed in partnership with NHS Fife in 2012, it exists to offer clients with stress, anxiety and mild depression the opportunity to take part in a variety of free creative classes to enable them to learn new skills and increase their confidence and resilience.
- 4.1.3 Our Book Prescription Service, run through our Library Service, also supports individuals suffering from mild to moderate mental health issues such as anxiety and depression. During 2015/16, 1,816 books were issued with 39 new members from across Fife signing up. 252 books were issued in the South West Area.
- 4.1.4 2015/16 also saw the introduction of Walk ON, aimed at those seeking to improve their mental and physical health by combining walking and reading. These sessions have proved very popular with 30 sessions having taken place between August and February in Leven and Dalgety Bay libraries and over 320 people attending.

4.1.5 Working in partnership with agencies such as Penumbra, Matrix Fife, Fife Voluntary Action and Fife Employment Access Trust has proved invaluable when developing the volunteering opportunities for the new Dunfermline Carnegie Library & Galleries. The Project Team, who have been busy preparing the content of the museum displays and activity programme, have engaged with over 140 volunteers throughout the year in readying the building for its Spring 2017 opening. Many of the volunteers involved suffer from a range of health issues and have found working with the FCT team a positive experience and of significant benefit to them.

## **4.2 Children & Young People**

4.2.1 The ever popular Bookbug sessions continue to delight adults, babies and toddlers alike with more than 2,300 people joining in the over 100 sessions throughout the year in the South West area.

4.2.2 Across our libraries there have been a whole host of activities for school age children from Harry Potter Nights and author visits to fun craft activities. There were 21 sessions run in the South West area libraries with over 358 children enthusiastically taking part.

4.2.3 Now in its eighth year, the Big Book Brains Quiz, unique to Fife, continues to inspire a love of reading amongst primary school children with a record sign up of 117 teams. The South West area had 19 schools attend the event with 522 primary 6 pupils taking part. Torryburn Primary School were the outright winners of the competition in 2016.

4.2.4 A variety of fabulous events took place for schools throughout 2015/16 particularly during Book Week Scotland. 31 Inverkeithing Primary School pupils enjoyed an event hosted by Betterworld Books with one of Scotland's most famous children's story tellers Andy Cannon. 54 pupils from Aberdour Primary School went to see Hippobottomus at The Lochgelly Centre with Steve Smallman and 75 pupils from Park Road Primary went to see author Allan Burnett.

4.2.5 Key to our youth provision is Fife Youth Arts which, since its creation in 2014 has been led by a core team of young people and young volunteers known as Connectors and Directors, who play a vital part in the governance, development and delivery of the entire organisation. During 2015/16, activities have engaged with Fifers of all ages, with 4,622 having participated during the length of the project, the highest engagement number for Creative Youth Arts Hubs funded at the same time across Scotland.

4.2.6 Opportunities for the South West Fife area have included:

- a) Festival 15 – a great family event for all ages. 350 young people from across Fife planned, organised, engaged in workshops and performed to audiences of around 2,500. There were performances from a variety of young performers as well as Youth Music Theatre Scotland and a variety of workshops from partners including Cardboard Cities, Collision Theatre and South African Dance to name but a few.
- b) The 7 Wonders project came to South West Fife working with young people in the area to collect their ideas of the highlights in the area and working up a story for inclusion in the publication. They were involved in the publication through its many processes.
- c) Fringe 16 – Offered a great opportunity for young people across Fife to take part in this world famous event. FYA attended this year with 3 full scale productions as well as performances from Fife Young Dance Company (YDANCE), Fife Young Classical Artists, Performances from Highland Youth Arts Hub and also the Gallery Space featuring the work from FYA Young Curators (Diane Arbus).

- d) A series of free weekly taster sessions in Film and Digital Arts.
- e) There were also many opportunities to be involved with projects, for example, working in partnership with Active Schools on Dance Empowerment Day, Young Classical Artists with St Andrews University and workshops with FilmPoetry.

### **4.3 Business Development & Creative Economy**

- 4.3.1 We continue to focus on new income streams. Profits from trading activities mandated back to the Trust to support its charitable goals have grown by 56% since our establishment in 2012 and by 19% between 2015 and 2016.
- 4.3.2 We have a commitment to customer service excellence and have invested in an internationally recognised training programme, WorldHost. This is a gold standard in customer service training for any business that relies on day-to-day interaction with customers for success. By 31st March, 2016, 125 members of staff had been trained and over the course of the next year all key staff will receive training.
- 4.3.3 In business, we continue to create partnerships and secure sponsorship and business support which is fundamental to the continued growth and success of our services, securing more than £12,000 in financial support from Hiscox, Muller Wiseman and SHELL in the last year.
- 4.3.4 We continue to support the development of a network of creative individuals and businesses in Fife and to manage and co-ordinate 'Create in Fife', a hub of over 600 individuals and businesses from across Fife's creative industries. The provision of promotional opportunities, training and advice continues to be of immense value to a sector that remains under-resourced.
- 4.3.5 2015/16 saw the launch of the worldwide creative networking phenomenon, Pecha Kucha. Launched in February 2016 at Fire Station Creative, it offers local creative individuals a unique opportunity to pitch their business or ideas using 20 slides of 20 seconds. 8 creative practitioners from across Fife delivered their informative presentations to an audience of 75.

## **5.0 Future Challenges and Opportunities**

---

- 5.1 The Trust was allocated a savings target of £1.7m from Fife Council to be delivered by 2017/18 (representing a 19% reduction in Management Fee) and this target made delivery of the Financial Strategy critical to the success of the business.
- 5.2 Tough decisions have been made about the sustainability of our services but we are confident that we have brought forward robust, detailed and business efficient proposals which will secure a sustainable and forward facing future for the trust and our services. Essentially, we have proposed a fundamental reshaping of our business and in particular of the library network.
- 5.3 Fife Youth Arts has been a major success in its first 2 years. With initial funding finishing in September 2016, a small amount was secured to see the project through to March 2017. We are currently exploring a financially sustainable way forward of working with the young people involved and other key partners
- 5.4 FCT will operate the new Dunfermline Carnegie Library & Galleries project which is being funded by the Heritage Lottery Fund, Fife Council and Carnegie Dunfermline Trust and which is due to open late Spring 2017.

## 6.0 Conclusions

---

- 6.1 During 2015/16, FCT provided excellent service delivery against a background of a challenging economic climate, the corresponding impact on income generation, and the significant cultural and structural change which the organisation has been going through as part of its establishment.
- 6.2 The Trust is now looking forward and is keen to engage with Area Committees to review current operations and activities at local level. The Annual Report is seen as a key opportunity for the FCT Board to engage with Fife Council about how FCT is delivering on its priorities and any areas for improvement. Alongside this, the Board sees engagement with Area Committees about how FCT contributes and can contribute further to Local Development Plans as being critical. It is hoped that engagement with Area Committees will continue to help us to shape the nature of our service delivery at local level.

### List of Appendices

1. FCT Operations and Performance in South West Area 2015/16

### Report Contact

Michelle Sweeney  
Director of Creative Development and Delivery  
Fife Cultural Trust  
Iona House  
John Smith Business Park  
Grantsmuir Road  
Kirkcaldy KY2 6NA

Telephone: 03451 55 55 55 ext 442042

Email – [michelle.sweeney@onfife.com](mailto:michelle.sweeney@onfife.com)



**FCT Operations and Performance in South West Area 2015/16**

This Appendix gives an overview of performance of the facilities operated by Fife Cultural Trust in the South West area. For libraries, numbers of transactions are calculated by totalling books and DVD issues, visitors, PC bookings and requests

**Aberdour**

- open 11 hours per week operated by 0.4 FTE staff
- 20,539 transactions (up 0.74% from 2014/15); 37.28 transactions per opening hour (down 2.46% from 2014/15)

**Figures Based On:**

Issues:	11,647	(up 1% in one year)
Visitors:	7,972	(up 1% in one year)
PC Bookings:	287	(down 33% in one year)
New Members:	63	(up 43% in one year)
Requests	570	(up 21% in one year)

- £10,475 operating costs ; £0.51 cost per transaction

**Trend over 6 years (Comparing 2015/16 and 2009/10)**

Visitors in 2009/10 were 6,449	23.62% increase in visitors
Issues in 2009/10 were 10,843	7.41% increase in book business
PC Bookings in 2009/10 were 776	63.02% decrease in PC business

**Dalgety Bay**

- open 38.5 hours per week operated by 3.9 FTE staff
- 125,932 transactions (down 2.77% from 2014/15); 64.22 transactions per opening hour (down 3.67% from 2014/15)

**Figures Based On:**

Issues:	64,574	(down 6% in one year)
Visitors:	54,932	(up 2% in one year)
PC Booking:	4,577	(down 10% in one year)
New Members:	311	(down 18% in one year)
Requests	1,538	(up 10% in one year)

- £84,770 operating costs; £0.67 cost per transaction

**Trend over 6 years (Comparing 2015/16 with 2009/10)**

Visitors in 2009/10 were 59,420	7.55% decrease in visitors
Issues in 2009/10 were 85,155	24.17% decrease in book business
PC Bookings in 2009/10 were 5,966	23.28% decrease in PC business

## Inverkeithing

- Open 46.5 hours per week operated by Fife Council staff
- 58,325 transactions (up 1.41% on 2014/15); 24.76 transactions per opening hour (up 2.36% on 2014/15)

### **Figures Based On:**

Issues:	21,121	(up 5% in one year)
Visitors:	26,595	(no change in one year)
PC Booking:	9,468	(down 6% in one year)
New Members:	330	(down 3% in one year)
Requests	811	(up 43% in one year)

### **Trend over 6 years (Comparing 2015/16 with 2009/10)**

Visitors in 2009/10 were 32,447	18.04% decrease in visitors
Issues in 2009/10 were 37,410	43.54% decrease in book business
PC Bookings in 2009/10 were 10,723	11.70% decrease in PC business

## Kincardine

- open 20 hours per week operated by 0.6 FTE staff
- 17,071 transactions (down 9.62% from 2014/15); 16.96 transactions per opening hour (down 12.08% from 2014/15)

### **Figures Based On:**

Issues:	7,738	(down 9% in one year)
Visitors:	7,730	(down 10% in one year)
PC Booking:	835	(down 12% in one year)
New Members:	56	(down 23% in one year)
Requests	712	(down 14% in one year)

- £14,631 operating cost; £0.86 cost per transaction

### **Trend over 6 years (Comparing 2015/16 with 2009/10)**

Visitors in 2009/10 were 10,913	29.17% decrease in visitors
Issues in 2009/10 were 11,259	31.27% decrease in book business
PC Bookings in 2009/10 were 1,420	41.20% decrease in PC business

## Oakley

- open 17.5 hours per week operated by 0.7 FTE staff
- 25,358 transactions (down 0.59% from 2014/15); 28.67 transactions per opening hour (down 6.34% from 2014/15)

### **Figures Based On:**

Issues:	14,278	(down 5.6% in one year)
Visitors:	9,296	(up 10% in one year)
PC Booking:	855	(down 30% in one year)
New Members:	207	(up 118% in one year)
Requests	722	(up 12% in one year)

- £10,757 operating costs; £0.42 cost per transaction

### Trend over 6 years (**Comparing 2015/16 with 2009/10**)

Visitors in 2009/10 were 7,454	24.71% increase in visitors
Issues in 2009/10 were 13,054	9.38% increase in book business
PC Bookings in 2009/10 were 1,147	25.46% decrease in PC business

### Rosyth

- open 38.5 hours per week operated by 3 FTE staff
- 77,050 transactions (down 4.12% from 2014/15); 39.25 transactions per opening hour (down 5.15% from 2014/15)

#### **Figures Based On:**

Issues:	34,090	(down 10% in one year)
Visitors:	34,563	(up 5% in one year)
PC Bookings:	6,950	(down 13% in one year)
New Members:	332	(up 7% in one year)
Requests	1,115	(down 2% in one year)

- £41,931 operating costs; £0.54 cost per transaction.

### Trend over 6 years (**Comparing 2015/16 with 2009/10**)

Visitors in 2009/10 were 37,373	7.52% decrease in visitors
Issues in 2009/10 were 47,168	27.73% decrease in book business
PC Bookings in 2009/10 were 7,362	5.60% decrease in PC business

### Valleyfield

- open 17 hours per week operated by 0.5 FTE staff
- 14,608 transactions (down 6.45% from 2014/15); 16.97 transactions per opening hour (down 6.66% from 2014/15)

#### **Figures Based On:**

Issues:	7,616	(down 9% in one year)
Visitors:	4,936	(down 1% in one year)
PC Bookings:	1,468	(down 5% in one year)
New Members:	29	(down 12% in one year)
Requests	559	(down 22% in one year)

- £10,752 operating costs; £0.73 cost per transaction

### Trend over 6 years (**Comparing 2015/16 with 2009/10**)

Visitors in 2009/10 were 5,100	(down 3.22% in one year)
Issues in 2009/10 were 8,562	(down 11.05% in one year)
PC Bookings in 2009/10 were 1,146	(up 28.10% in one year)

### Mobile Library in West Fife Area

- 22 opening hours per week | 2 FTE staff
- 16,455 transactions (3.63% increase on 2014/15) | 19.21 transactions per opening hour (5.03% increase on 2014/15)

Figures based on:-

Issues	10,492	(up 1% in one year)
Visitors	5,620	(up 7% in one year)
New Members	92	(down 29% in one year)
Requests	251	(up 151% in one year)

- £56,514 operating costs | £3.43 cost per transaction

Trend over 1 year - 7% increase in visitors | 1% increase in book business |

No PC access available

Trend over 6 years – 19.63% decrease in visitors | 25.36% decrease in book business

No PC access available

[South West Fife is serviced by the West Fife mobile library, which also covers parts of the Dunfermline and Cowdenbeath areas. The mobile library serves those small villages and communities not served by a static library through either weekly or fortnightly visits]

Transactions = Book & DVD issues, visitors, PC bookings, new members & requests

## Former Fleet Grounds- Progress Report

---

Report by: Paul Vaughan, Head of Community Provision

---

Wards Affected: 1, 5 & 6

---

### Purpose of Report

---

The purpose of this report is to provide members with an update on the progress which has been made to the phased development and delivery of a sports village located at the Fleet Grounds, Rosyth.

### Recommendation

---

Members are asked to:-

- (a) note the progress that has been made to date on works currently on site and further works scheduled by Fife Council;
- (b) comment on South West Fife Community Sports Partnerships (SWFCSP) progress of developing sustainable operating model; and
- (c) note the date of entry for handover from FC to SWFCSP.

### Resource Implications

---

£400,000 is available from the one-off investment of £530,000 allocated to the development of sports facilities in Dunfermline and South West Fife in the Revenue Budget 2014-2017.

### Legal & Risk Implications

---

Should the community-led approach proposed to develop and operate the facility prove not to be sustainable, there would be revenue implications for the Council.

### Impact Assessment

---

An Equality Impact Assessment is not required as the report is not proposing any changes or revisions to existing policies and practices.

### Consultation

---

In developing both the initial feasibility study and subsequent business plan, South West Fife Community Sports Partnerships (SWFCSP) formerly constituted as Roysth Community Sports Partnership (RCSP), with the support of PMR Leisure, carried out extensive consultation with key stakeholders, including sports clubs, national governing bodies of sport, schools, businesses and local Councillors.

## 1.0 Background

---

- 1.1 Improved facilities for physical activity and sport are a key priority for the Council and as part of this ongoing commitment a one-off investment of £530,000 was allocated towards the development of sports facilities in Dunfermline and South West Fife via the Revenue Budget 2014-2017. £130,000 of this was earmarked for the purchase (and short-term maintenance) of part of the Fleet Grounds in Rosyth from the Ministry of Defence (MoD). The balance of which (£400,000) was earmarked to investment of improving the sports infrastructure on site
- 1.2 The acquisition of the Fleet Grounds was concluded in October 2014 and acted as a catalyst for exploring the scope for a community-led approach to the management of the facility. To support this work, South West Fife Area Committee approved funding support for the partnership, supported by PMR Leisure, to first carry out a feasibility study and then produce a detailed business plan to demonstrate the viability of the project. This recommended the creation of a new constituted group, namely, the South West Fife Community Sports Partnership (SWFCSP) who will take on the operation of the sports village at the fleet grounds.
- 1.3 The business plan proposed that the Council directly procure the works for the replacement of the Synthetic Turf Pitch (STP) using the £400,000 balance from the one-off investment highlighted in para. 1.1. If the cost of the replacement STP was less than the available funding, the balance could be used to upgrade the changing rooms and grass sports pitches.
- 1.4 Upon completion of the STP works, the facility will be leased to SWFCSP who will take on the operational management of the sports village and have in place clear policies, procedures and access arrangements to enhance customer usage.

## 2.0 Project Works Update

---

- 2.1 On-site works started on the replacement and enhancement of the STP in December 2016 and, with works progressing well, completion is scheduled by early March 2017. Works have included removal of the existing carpet and shockpad, installing a 3G synthetic turf pitch with new shockpad and repairs to the fencing and flood lighting. The contractor will also be responsible for supplying the fixtures and fittings for the STP.
- 2.2 With agreement from the partnership, additional works have been commissioned by the Council to improve access to the pavilion for people with disabilities (Equalities Act) and changing the water supply connection from the Ministry of Defence's own supply to a mains water supply for the new facility. Further works are planned to upgrade the street lighting on the access road and car parking within the site boundary. These works are expected to be completed by the end of March 2017.
- 2.3 In summary, the works commissioned on site are progressing well. The new STP is expected to be available for handover by mid-March. It is highly likely the combined costs for the works highlighted in para. 2.1 & 2.2 will be less than the available funding. The surplus from the completed works can be used by the partnership to upgrade other areas within the site, particularly the grass football pitches. The Council and the partnership will agree the monitoring and funding arrangements for this.

## 3.0 Issues & Risks

---

- 3.1 The facility, which includes changing pavilion, playing fields & car park, will be leased to the partnership. The Heads of Terms, which were agreed between parties on 7th October, 2016, highlight specific term of conditions which require the partnership to have a clear policy with regards to community access and pricing mix, as well as the delivery of a balanced programme that takes into account club use, school use, football development programmes, casual use and competitive fixtures. They also need to demonstrate that they have sustainable management and operating procedures and keep their financial plan under regular review and amend this to reflect any changes in demand and the operational costs. Our understanding is that the Partnership is reviewing the draft lease documentation and currently finalising the procedures and financial plan for the operation of the facility in preparation for taking site possession on 1st April, 2017 or earlier by agreement.
- 3.2 The partnership are reviewing options to develop close links with anchor clubs who can take an active role in the ongoing management and operation of the facility. There are ongoing discussions between the Council, SWFCSP and Scottish Football Association (SFA) with Rosyth FC to see if there is an opportunity to include them in the sports village and potentially attract capital receipt funding that would help deliver a facility that meet the ground requirements of the SJFA.
- 3.3 As highlighted in para. 2.1, the completion of the new STP and hand over to the Council is likely to be early March 2017. However, as part of the terms of the lease, SWFCSP will only take site possession from 1st April, 2017. Within this interim period, the partnership would be given site access to prepare the STP for operation although the security of the facility will still sit with Council until 1st April, 2017.
- 3.4 In the unlikely event the operation of the facility, via SWFCSP, proves not to be sustainable, there would be a revenue implication for the Council. This would need to be addressed quickly with sufficient revenue funding made available to Fife Sports and Leisure Trust who operate sports and leisure facilities on behalf of Fife Council to take on the operation of the facility. However, this would be subject to approval from their Board of Directors.

## 4.0 Conclusion

---

- 4.1 The on-site works for the construction of the new Synthetic Turf Pitch is progressing well and remains on target for completion in early March 2017. Additional works to the changing pavilion and street lighting are being advanced by the Council. In the meantime, SWFCSP are developing their management and operating procedures to ensure they create a sustainable operating model from handover on 1<sup>st</sup> April 2017

### Background Papers

- SWFAC Report 18/11/15 “Rosyth Community Sports Partnership- Business Plan for South West Fife Sports Village”

### Report Contact

Andy MacLellan  
Sports Partnership Manager  
T: 03451 555555 Ext. 446929  
E: [andy.maclellan@fife.gov.uk](mailto:andy.maclellan@fife.gov.uk)

15th March, 2017.

Agenda Item No. 12

---

## **Supporting the Local Community Plan – Local Community Planning Action Plan 2017/2018**

---

Report by: Paul Vaughan, Head of Community Provision

---

Wards Affected: 1, 5 and 6

---

### **Purpose**

---

The purpose of this report is to present an update on the Local Community Planning Partnership Action Plan.

### **Recommendation(s)**

---

Members are asked to approve the process for developing a revised Local Community Action Plan for the period 2017/2018 and approve delegated authority to authorise expenditure, if required during the forthcoming election period. Members are asked to note the projects funded by Dunfermline's Local Community Planning Budget benefitting South-West Fife, as requested at their January Meeting.

### **Resource Implications**

---

Key components of the LCPP Action Plan will require service specific support from main stream budgets. Other elements require alternative funding from Local Community Planning budgets as well as decentralised Anti-Poverty and Welfare reform monies. Amounts of less than £5,000 will be agreed at Ward level with higher amounts to be approved by Area Committee.

### **Legal & Risk Implications**

---

There are no Legal & Risk Implications associated with the delivery of the outcomes contained within the action plan.

### **Impact Assessment**

---

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

### **Consultation**

---

A Strategic Needs Assessment exercise was held with members, most recently on 6th October, 2016.



## **1.0 Background**

---

- 1.1 At the Strategic Needs Assessment session held on 6th October, 2016, elected members stressed that they wanted further involvement with the Local Community Plan's production prior to it being submitted to Area Committee. They identified a variety of issues that were missing from the data provided and these are in Appendix 1.
- 1.2 The LCP Partnership hasn't met since the October session due to the LCP section staff shortages experienced in SWF.

## **2.0 Issues and Options**

---

- 2.1 Fife has a strong history of partnership working at a strategic level. However, at a local level we are less clear in articulating our overall vision for our local areas. This is true both when we consider how best we make use of available (and reducing) resources and what impacts our collective efforts have in our communities.
- 2.2 Our goal, where practical, is to embed as much provision as we can across the range of local communities in which we operate.
- 2.3 The South West Local Community Planning Partnership needs to reconvene establishing regular meetings, review its membership, its priorities (Outcomes, Outputs, timescales, methods of measuring impact etc.), and determine clear links with other plans.
- 2.4 Partners, including Councillors, should meet in March, April & May to discuss, agree the above actions and refresh/rewrite the Plan. Following this, the refreshed Plan will be presented to the SWF Area Committee either in August or September.
- 2.5 At the South West Fife Area Committee Meeting on 11th January, 2017, there was a discussion about the Local Community Plan Update under the Forward Work Programme and it was agreed that, whilst members were aware of projects under £5,000 approved from their own ward and of projects of over £5,000 approved at Area Committee, they had no knowledge of projects that benefitted residents of South West Fife approved by Dunfermline Area Committee and it was agreed that this information should be presented to members. It is now contained at Appendix 2.

## **3.0 Financial Position**

---

- 3.1 With the forthcoming elections, it is important that activities can continue in a seamless manner, continuing to meet outcomes and improve the quality of life for the people of South West Fife. Members are asked to delegate authority to approve awards for projects taking place prior to the next Area Committee.

## **4.0 Conclusions**

---

- 4.1 In bringing forward this report, we seek to build on an already strong local community involvement across a range of provision. As Council resources continue to reduce year on year, there is no corresponding reduction in demand for support to the most vulnerable sections of our local communities. Indeed, the opposite we argue is more the case. In recognising this fact, we need to refocus our energies,

redesign our methods of engagement and respond more effectively and collaboratively to local issues. Only by embracing the localism agenda and transferring responsibilities and assets to third sector and community bodies will we bring about more vibrant, responsive and engaged local communities.

4.2 Members are asked to approve this process for developing a new Local Action Plan.

### **List of Appendices**

1. Items identified as missing from the data Strategic Needs Assessment data
2. Details of Dunfermline's Local Community Planning Budget projects that support those from South-West Fife


### **Background Papers**

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

- Improving Community Planning in Scotland, Audit Scotland report March 2013.
- Local community planning framework guidance.

### **Report Contact**

Callum Farquhar  
Community Planning Co-ordinator  
Community Provision Service  
Communities Directorate  
New City House  
Dunfermline

 03451 555555 x441004

 [callum.farquhar@fife.gov.uk](mailto:callum.farquhar@fife.gov.uk)

## **Appendix 1 - What's Missing from Strategic Needs Assessment**

**People – Mental Health** – There appeared to be a lack of a joined up service with a variety of categories of people affected including those leaving the armed forces; those being sanctioned by DWP; and those on chaotic lifestyles.

**Migrant workers** also appeared to be under the radar.

**Volunteering Opportunities** – Need to look at new ways of attracting volunteers and getting the information out to people who may wish to volunteer as it's known that a high number of people volunteering move into employment

Look at funds for driving lessons for disadvantaged families to improve employment prospects.

### **Need to consider how and where Do Local Communities Fit Into The LCP?**

Build Community Capacity by incentives and use of plain English; Link to existing Community Action Plans; Give them something they want; Tap into events during school holidays; Engage with local schools; Better Branding and use of Social Media; Neighbourhoods and Communities – tailor to local needs – make it meaningful.

**Horizons** - Reduce dependency on commuting to Edinburgh; Maximise job potential (particular focus on West Fife Villages); Make sure curriculum reflects skills needs of employers; Make community involvement at earlier stage in process

**Place** – Improve Parks and Open Spaces/Streets; Look at Empty properties - houses/shops; have reason to stop on M90; Consider Iconic Landmark; and What makes SWF a good place to live

**Horizons** - Community Engagement in decisions that affect them; How do Communities effectively engage with Health and Social Care Partnership, Area Committee; Local community Planning Partnership. Need to cut out bureaucracy and the feeling that Fife Council doesn't listen and explore our consultation processes. Many groups require support to understand and fill in funding applications

**Place** - SEIR missing from document

**Community** – A lot more than 2 distinct areas in South West Fife and need for clarification of areas of deprivation.

## **Appendix 2 – Projects supported with money from Dunfermline’s Local Community Planning Budget that benefit those from South-West Fife**

**Dunfermline Foodbank** – Although based in Dunfermline, this organisation also has distribution points in Rosyth and Inverkeithing. Moving food from donors to their central warehouse and from their central warehouse to the various distribution points was identified as a major hurdle, requiring a rota of volunteers using their own cars. Anti-Poverty funding of £12,000 was used to purchase a van to solve this issue.

**Dunfermline Advice Hub** – The Dunfermline Poverty Action Group identified that support organisations were working in silos and not entirely sure what each other did and were not always cross-referring. It was agreed that a one-stop shop in a High Street location where a variety of organisations could be based would lead to a more person-centred approach being developed. The Hub at 7 Douglas Street was established and a Co-ordinator appointed. Credit Union, CARF, Fife Childrens’ Clothing Bank, etc. operate out of it. Around 17% of those that come through the door are from South West Fife. This project is supported with £50,000 of Dunfermline’s Welfare Reform/Anti-Poverty money annually covering salaries and the lease and running costs of the shop unit used.

**Easter Holiday School Revision Project** – The four Dunfermline High Schools are supported to establish a revision project during the Easter holidays just before the main examination period. The schools target (although not exclusively) those on Free Meal Entitlement and provide a hot meal in addition to focussed support on the subjects that they are studying. This has been extremely successful and has contributed to a 10% rise in attainment of those who have attended. This costs Dunfermline’s Local Community Planning Budget around £20,000 annually.

**School Projects linked to Fairer Fife Outcomes** – Dunfermline’s Local Community Planning Budget has supported a variety of initiatives aimed at encouraging those on Free Meal Entitlement and those disengaging from education to engage better with the schools. We support a Breakfast Rugby Project at Dunfermline High; the Chicken Run Project at Queen Anne where pupils use the collected eggs to have scrambled eggs prior to lessons starting; the Team Challenge at Woodmill High for those needing a more flexible curriculum; and provided much-needed IT equipment for St. Columbas to enhance the learning environment for their students. These projects are supported with around £10,000 of Local Community Planning Budget. Students from South West Fife benefit directly.

**Police Projects** – Each year a number of initiatives are included in Dunfermline’s Local Community Action Plan. This year the concentration was on Road Safety and the budget was used for the printing of a Don’t Drink and Drive Festive message distributed throughout the Dunfermline and South-West Fife area. The Police also donate non-claimed lost property bikes to local schools with us funding any repairs required. We also fund a number of diversion activities run by the police in conjunction with CLD – “street football” and a “street-art” project being organised in conjunction with local tattoo artists. Youngsters from South-West Fife are participating in these projects. Total costs are around £3,000 a year.

**Dunfermline’s Purple Flag** – Dunfermline has recently been assessed for its night-time economy – how safe and welcoming it is and has successfully retained their Purple Flag. Each year around £15,000 is allocated from our Local Community Planning Budget to provide Taxi Marshalls; maintain a Pubwatch system; operate Safe Zones at busy periods; support the Street Pastors; get public access defibrillators; provide safety and first aid training; and improve any lighting in the Town Centre to make people feel safe. These initiatives benefit the whole of West Fife.

**Dunfermline aiming for WHO Age-Friendly City status** – During the recent Strategic Needs Assessment for Dunfermline, the research team highlighted that there will be a 69% increase in our elderly population over the next twenty years (and 50% in South West Fife). In order to assess what improvements are required to cope with this, our Local Community Planning Partnership agreed to seek World Health Organisation Age-Friendly City status for Dunfermline. A conference in March involving older people from across West Fife raised a number of issues and led to a steering group being formed to develop an action plan in conjunction with relevant services. We have allocated around £5,000 a year to this project and already decisions on resurfacing around the bus station have been influenced by how it will benefit the elderly travelling to Dunfermline from the surrounding area.

**Dunfermline’s major events Programme** – Each year there are a number of major events that draw crowds from across West Fife for example Fireworks, Fresh Air Festival, Festival of Dunfermline (inc. Hobbies exhibition) and the Comic-Con Event. Dunfermline’s Local Community Planning Budget supports the BID Company with a contribution of £50,000 a year to organise these and pays around £35,000 for the Christmas tree and lighting. In the past it has also supported major capital projects such as Fire Station Creative that are of general benefit to the whole of West Fife.

**Pittencrieff Park** - As the major destination park in the West of Fife, it receives over 800,000 visitors a year and is in frequent need of support for a variety of projects from replacing worn soft-pour surfacing; to recognising the contribution of Polish soldiers during the Second World War; to creating an all-inclusive play area and to hosting major events. The Local Community Planning Budget contributes over £10,000 a year to projects here.

**Awards Ceremonies** – Dunfermline’s Local Community Planning Budget sponsored one of the Dunfermline Press Awards in 2016 (won by a youngster from Cowdenbeath!) and next year Dunfermline will host the Beautiful Scotland Awards. These have much wider appeal than just to Dunfermline.

**Projects supported by Dunfermline’s Local Community Planning Partnership that have wider benefit other than just to Dunfermline residents:**

Foodbank Van and Support:	£12,000
Advice Hub near Bus Station	£50,000
School Revision Projects	£20,000
School Initiatives	£10,000
Police Initiatives	£3,000
Purple Flag (Night-time Economy)	£15,000
Age-Friendly City Status	£5,000
Major Events Programme	£85,000
Pittencrieff Park	£10,000
Award Ceremonies	£5,000
Total Contribution with wider benefit:	<b><u>£215,000</u></b>

15th March, 2016.

Agenda Item No. 13

---

## **Supporting the Local Community Plan - Local Community Planning Budget Request – Rosyth Gala Day**

---

**Report by:** Paul Vaughan, Head of Community Provision

---

**Wards Affected:** 5

---

### **Purpose**

---

To seek agreement from the Area Committee for a contribution from the Local Community Planning Budget to Rosyth Community Council for their Gala Day.

### **Recommendation**

---

The Committee is asked to agree to an allocation of £8,500.

### **Resource Implications**

---

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

### **Legal & Risk Implications**

---

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

### **Impact Assessment**

---

An EqIA is not required because the report does not propose a change or revision to existing policies and practices, for example, annual reports or monitoring reports.

### **Consultation**

---

Local members have been consulted on this project

## 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. The applicant is providing match funding of £3,500 towards the total project cost of £22,950. Without support this project will not go ahead.
- 1.2 Rosyth Garden City celebrated its centenary in 2016. Historically in the past the town had a children's gala event which brought together the whole community to celebrate on an annual basis. The 2016 centenary gala was a great success with over 6000 people attending on the day including over 900 primary school children and their families and the overwhelming support was for an ongoing Children's Gala.

## 2.0 Project Information

---

- 2.1 The Community Council are planning this year's event for Saturday 27th May, 2017 to bring together all 4 primary schools along with youth groups and local community organisations in the town with a day of community events located in Rosyth Public Park.
- 2.2 They have in place an experienced Rosyth Community Council Gala Sub-Committee to deliver this event numbering a core of 15-20 people along with local primary school parent representatives and others who have confirmed their support and assistance on the day.
- 2.3 The event will comprise an organised parade commencing at 11.00 a.m. through the town with bands, local schools and youth groups leading to the public park where there is a range of activities planned including music, radio roadshow, funfair, entertainment, games, sports, market stalls and community events. All 4 local primary schools are involved comprising over 1200 pupils along with a broad range of youth groups.
- 2.4 They have put in place regular meetings to arrange, investigate and book the various components for the day including all relevant Fife Council permissions, insurances and licences. The event will allow the Community Council to further enhance the growing civic pride and community spirit in the town by bringing together children, parents, carers and guardians in a controlled safe environment to come together as a community. It will facilitate greater social cohesion of the town, offer access to free entertainment for disadvantaged groups and allow people to network and strengthen community links.

## 3.0 Conclusions

---

- 3.1 Approval of the requested amount would allow this project to proceed and would meet the following outputs in the Local Community Action Plan:
  - **Access to Opportunity; Early years & health & wellbeing & greenspace use**

### Report Contact

Callum Farquhar,

Local Community Planning Policy Coordinator,

Community and Corporate Development Service, New City House, Dunfermline

☎ 03451 555555 x441004 ✉ [callum.farquhar@fife.gov.uk](mailto:callum.farquhar@fife.gov.uk)

15th March, 2017.

Agenda Item No. 14

---

## **Supporting the Local Community Plan – Overview of Committee’s Achievements over the last Five Years**

---

**Report by:** Paul Vaughan, Head of Community Provision

---

**Wards Affected:** Wards 1,5 & 6

---

### **Purpose**

---

The purpose of this report is to provide members, as requested, with an overview of the South West Fife Area Committees achievements over the last five years.

### **Recommendation**

---

Members are asked to:

- note the content of the report; and
- comment on the work that has been achieved over the past five years.

### **Resource Implications**

---

There are no resource implications arising from this report.

### **Legal & Risk Implications**

---

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

### **Impact Assessment**

---

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

### **Consultation**

---

Area Committee minutes from 24th May, 2012 onwards were referred to as were financial records relating to spend on the Area and Local Community Planning Budgets. A selection of officers who provided reports to Area Committee over the period were also consulted.



## 1.0 Background

---

- 1.1 At the South West Fife Area Committee on 16th November, 2016, elected members requested that a report be produced by the Area Manager highlighting the Committee's achievements over the last 5 years.
- 1.2 Information provided in this report covers the period 24th May, 2012 to 15th March, 2017. Under the present Fife Council Administration, the aforementioned period covers the inaugural meeting and the final meeting of the South West Fife Area Committee.
- 1.3 During this period, the Area Committee has met 49 times with the average duration of a Committee meeting being two and half hours long. On occasions, this has been exceeded due to a variety of presentations, motions, workshops and briefings on an array of subjects.
- 1.4 The South West Fife Area Committee, through delegated functions, has received and scrutinised reports, engaged in debate, made recommendations and decisions on the following: local community planning, environment, community safety, transportation & roads, education, community learning, the economy, employability, tourism, housing, health and wellbeing, sports, leisure and cultural activities.

## 2.0 Area Committee Achievements

---

- 2.1 The South West Fife Area Local Community Plan sets out how public, private and voluntary sector organisations will work together with communities to make South West Fife a better, cleaner, safer, stronger and more vibrant place to live and visit. The existing Local Community Plan identifies 3 key priorities:
  - Area investment and land use
  - Transportation and community links
  - Access to opportunity
- 2.2 Over the past 5 years, the plan has evolved and developed reflecting community needs, aspirations and Area Committee priorities. The plan has been resourced through the provision of the Area budget and, more recently, the Local Community Planning budget (LCPB). These budgets have financed a variety of projects in South West Fife.
- 2.3 Since 2012, a total of £2,005,092 has been allocated to South West Fife via the aforementioned budgets. This is additional to Service budgets allocated by Fife Council to support service delivery within South West Fife.
- 2.4 The criteria for spend over £5,000 from the LCPB requires authorisation from the Area Committee before it can be committed. Since May 2012, the Area Committee have approved 88 projects over £5,000. Projects have included town centre improvements, area regeneration, footpath creation, road re-surfacing, pedestrian crossings, holiday activity programmes, improved residential parking, gala days, play parks, skate parks, multi-use games areas, sports hub developments, participatory budgeting, memorial gardens, cultural/heritage projects and feasibility studies for a variety of initiatives.

- 2.5 Appendix 1 provides details of all projects supported by the South West Fife Area Committee during its tenure including those mentioned above. It provides details of the LCPB allocation and spend in each ward on a year on year basis for the past 5 years. In 2014-15, an additional £500,000 was allocated and carried forward to 2015-16. Hence the budget variation for these 2 financial years in comparison to the others.
- 2.6 Some of the projects listed required a match funding contribution. This was generated by the applicant organisations through a mix of local fund raising and grant awards from external bodies. It is difficult to identify the exact amount of match funding attracted to the area by the various projects, however, a broad approximation would be a further 25%. Many of the projects listed would not have been achieved or concluded without the financial support provided through the LCPB.

### **3.0 Conclusion**

---

- 3.1 The content of this report has focussed on budget spend allocated to the various projects, initiatives and therefore concentrates on quantitative information. It is difficult to summarise, highlight achievements and success over a 5 year period in a single report.
- 3.2 Over the various years, elected members have received reports detailing the potential impact of the projects requesting awards over £5,000. A range of partner agencies and Council officers have also provided evaluative reports containing qualitative data and impact statements following conclusion of specific projects, e.g. holiday activity programmes, Local Community Planning updates and annual reports. Reference to past reports should be made for more specific details and impact.
- 3.3 This report and Appendix provides a brief summary of the achievements made by South West Fife Area Committee under the present Council Administration.

#### **List of Appendices**

1. LCPB 2012 - 2017

#### **Report Contact**

Alastair Mutch  
Area Manager, (South West Fife)  
Inverkeithing Civic Centre  
03451 55 55 55 Ext no 473005  
Alastair.Mutch@fife.gov.uk

2016/17

<b>Ward 1 - West Fife &amp; Coastal Villages</b>	
<b>Total Budget</b>	<b>£70,005.00</b>
Historic Lodge Gates Ownership & Community Christmas Tree Project	£1,960.00
Dunfermline RFC Community Coach	£500.00
Floral Enhancements	£2,500.00
Holiday Programme	£6,667.00
Cycle to Success - St Serfs RC PS	£1,840.00
Valleyfield Pigeon Club & Social Club	£1,320.00
Festival of the Sea	£400.00
Oakley United FC - Aerator	£2,000.00
Steelend Gala	£1,500.00
Plant & Maintain Spring Bedding @ War Memorials in Ward 1	£886.00
Jigsaw/Icebreaker	£217.00
Book Week Scotland - Free Family Event with Aitken Drum	£250.00
Drainage North Road Saline Playpark	£4,500.00
Saline & Steelend Communication	£500.00
Feasibility Study for HVF Football Pavilion	£25,000.00
Wardlaw Parking	£12,000.00
West Fife Forum	£1,000.00
Culross Abbey Celebrations 2017	£470.00
<b>Total Spend</b>	<b>£63,510.00</b>

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget</b>	<b>£50,714.00</b>
Refurbishment of NQF Station Phase 3	£2,000.00
Rosyth Centenary Gala	£12,500.00
NQF CC Toilet Refurbishment	£3,000.00
Christmas Lights	£2,674.00
Midnight League	£2,475.00
Dunfermline Children's Gala	£1,350.00
Holiday Programme	£6,667.00
Battle of Jutland Commemoration Event	£282.00
Queensferry Road Dropped kerbs	£2,000.00
Jigsaw/Icebreaker	£217.00
Goth Area Design Fee	£2,896.00
External Tap & Water Supply - Rosyth CC	£500.00
SMAFF - Rosyth Library	£190.00
Acrobay Sensory Room	£3,000.00
Dropped Kerbs Sherbrooke Road	£2,400.00
NQF CC Heating Project	£3,000.00
NQF Christmas Tree Lights	£150.00
Youth Diversion	£144.00
Rosyth Centenary Brochures	£66.00
<b>Total Spend</b>	<b>£45,511.00</b>

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget</b>	<b>£68,421.00</b>
Christmas Lights	£4,000.00
SEIR Budget	£1,500.00
Midnight League	£2,475.00
Posts at Dalgety Bay Sports Centre	£2,000.00
Civic Centre Furniture	£615.00
ICI CISS	£230.00
Aberdour Community Council - Participatory Budget	£1,000.00
Emergency Environmental Issues	£316.00
Summer Makers Market Bunting Project	£142.00
Dalgety Bay Community Centre Car Park	£16,086.00
Sewing Group	£263.00
Holiday Programme	£7,030.00
Community Flat Cleaner	£238.00
Miscellaneous Minor Expenditure - Ward 6	£50.00
Ward 6 - Community Payback	£100.00
Plant & Maintain Spring Bedding @ War Memorials & Friary Gardens in Ward 6	£1,024.00

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget</b>	<b>£68,421.00</b>
Fraser Avenue Photography Project	£500.00
Jigsaw/Icebreaker	£217.00
Preston Quarry - Repairs to Fencing	£1,220.00
Tree Top Nursery	£1,558.00
Dalgety Bay Play Park	£20,000.00
Stitch in Time	£9,600.00
Wildflower Planting	£4,635.00
Summer Bedding	£1,076.00
Muirdean - Ballast Bank Playpark	-£20,000.00
<b>Total Spend</b>	<b>£55,875.00</b>

<b>South West Fife</b>	
<b>Total Budget including Temporary Funding</b>	<b>£40,314.00</b>
DRR	£6,969.00
Non Recurring Grants	£14,267.00
Participatory Budgeting Matched Funding	£19,078.00
<b>Total Spend</b>	<b>£40,314.00</b>

<b>LOCAL COMMUNITY PLANNING ALLOCATION</b>	<b>£229,454</b>
<b>LOCAL COMMUNITY PLANNING TOTAL SPEND</b>	<b>£205,210</b>

2015/16

<b>Ward 1 - West Fife &amp; Coastal Villages</b>	
<b>Total Budget including Temporary Funding</b>	<b>£180,334</b>
Culross Play Park	£25,000
Cairneyhill Playpark	£25,000
HVF Skatepark Project	£5,159
Culross Abbey Tourist Signs	£2,000
The Cairns	£2,227
Blairhall Village Communication & Environmental Project	£3,200
Anderson Lane, Kincardine Resurfacing Works	£15,634
Young People Taking the Lead Conference	£1,640
Valleyfield Community Club Restoration	£7,500
Feasibility Bowling Club Facility	£6,950
Dropped Kerbs Newmills	£3,600
Valleyfield Boxing Club	£5,000
Blairhall Community Activities & Events	£1,425
Steelend Gala	£2,000
Miscellaneous Minor Expenditure	£155
Mercat Cross, Kincardine	£4,033
TAPICG - Start Up	£150
Plant & Maintain Spring Bedding @ War Memorials Ward 1	£884
Planting Annual Wild Flowers Throughout Ward 1	£688
Mausoleum	£2,000
Wardlaw Crescent Parking	£12,500
Culross Fireworks Display	£250
Low to High Valleyfield Pathway Creation	£15,875
Crombie Residents Association	£1,000
Sligo Street Parking	£16,000
WFW General Funding	£2,700
Land at top of Burns Street	£7,200
Comrie Playpark	£15,000
<b>Total Spend</b>	<b>£184,770</b>

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget including Temporary Funding</b>	<b>£63,051</b>
NQF Community Centre MUGA	£27,000.00
Rosyth Christmas Lights	£3,194.70
Dropped Kerbs at Sherbrook	£3,278.31
Rosyth Community Market	£2,000.00
Midnight League	£2,470.00
Camdean Boxing Club	£4,900.00

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget including Temporary Funding</b>	<b>£63,051</b>
Rosyth Community Projects	£4,000.00
Rosyth Centenary Brochures	£2,984.00
Raising & Celebrating Achievement through ICT	£2,475.00
Nativity Project	£1,156.00
Miscellaneous Minor Expenditure	£74.35
Planting Annual Wild Flowers Throughout Ward 5	£1,275.00
What's Happening Media Project	£1,000.00
North Queensferry Christmas Lights	£1,127.00
SWF Community Sports Partnership	£1,000.00
Parkgate Community Centre - additional parking	£6,000.00
<b>Total Spend</b>	<b>£63,934.36</b>

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget including Temporary Funding</b>	<b>£202,909</b>
SE Regeneration	£39,884
Stairlift in Town House	£1,585
Town Centre Development	£15,000
Midnight League	£2,470
IHS Community Use Easter 2015	£1,800
Participatory Budgeting	£10,000
Christmas Lights	£3,273
Corte Franca	£400
IPS school pta - gym trail	£5,000
Town Twinning Ócsa	£2,924
Woodlands Management	£5,000
Fraser Avenue Cleaner	£1,500
Wall between Harbour Place & Binning Strip	£1,536
Dalgety Bay Skatepark	£15,000
Donibristle Chapel	£2,000
Dropped kerbs Hope Street	£750
The Friary - Chairs & Kitchen Improvements	£1,540
Community Payback Works throughout Ward 6	£653
Parking Provision Moray Park Dalgety Bay	£12,372
Miscellaneous Minor Expenditure	£102
Planting Annual Wild Flowers Throughout Ward 6	£4,414
Plant & Maintain Spring Bedding @ War Memorials Ward 6 & Friary Gardens	£975
Raising & Celebrating Achievement through ICT	£2,475
Inverkeithing Information Boards	£573
Replace Bin in High Street Inverkeithing	£276

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget including Temporary Funding</b>	<b>£202,909</b>
Prestonhill Quarry Fencing & Memorial	£4,292
Santa's coming to town	£600
IAI Storytelling	£359
West Fife Taxi CCTV Provision	£501
Rubbish Clearance at Prestonhill Quarry	£370
Civic Centre Improvements	£630
Returned Funding	<b>-£14,000</b>
Ballast Bank Playpark	£46,332
Town Centre Improvements	£30,000
Jubilee Park - Land Search	£2,000
<b>Total Spend</b>	<b>£202,586</b>

<b>South West Fife</b>	
<b>Total Budget including Temporary Funding</b>	<b>£54,000</b>
Holiday Fun - 2015	£25,000
Community Speed Reduction Signs	£381
Waggon Road Fencing	£5,200
Fleet Grounds Community Sports Hub Business Plan	£12,000
Jigsaw/Icebreaker	£650
Prestonhill Quarry Consultant	£925
Prestonhill Quarry Fencing	£5,919
<b>Total Spend</b>	<b>£50,075</b>

<b>LOCAL COMMUNITY PLANNING ALLOCATION</b>	<b>£500,294</b>
<b>LOCAL COMMUNITY PLANNING TOTAL SPEND</b>	<b>£501,365</b>



2014/15

<b>Ward 1 - West Fife &amp; Coastal Villages</b>	
<b>Total Budget including Temporary Funding</b>	<b>£225,483</b>
Mercat Cross, Kincardine	£2,233
Castlepark Play Area	£12,700
Steelenders Summer Programme	£376
Crombie Play Park	£5,000
Blairhall Centenary Gala Civic week	£1,684
Outdoor Play Equipment- Blairhall	£5,000
Kincardine Community Action Plan	£150
Gala Funday Valleyfield	£5,000
Drainage Crombie Playpark	£5,000
Drainage Carnock Playpark	£5,000
Spring Bedding & War Memorial Planting	£842
Crombie Crew Youth Club	£1,073
Oakley & Comrie Gala 2014	£2,450
Culross Festival	£3,000
Minor Expenditure	£26
Valleyfield Skatepark	£14,505
Blairhall Muga and Playpark	£26,900
Valleyfield Bowling Club	£4,000
Improving Access to War memorial - Limekilns	£696
Planting Wildflower Areas	£675
West Fife Woodlands Bins	£552
Upgrade Valleyfield Sports & Recreation Club	£5,000
Culross & WFV Bonfire & Fireworks Display	£250
Valleyfield Memorial Mining Disaster	£1,165
Carnock PS 150th Anniversary	£2,950
81ST FIFE ARCHERY CLUB	£150
Torryburn & Newmills Right to Buy Project	£908
Saline & Steelend Information & Access Initiative	£2,000
Café Connect - Building for the Future	£4,853
Cairneyhill Youth Club	£1,000
<b>Total Spend</b>	<b>£115,136</b>

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget including Temporary Funding</b>	<b>£ 174,382</b>
Parkgate Improvements	£17,000
Dunfermline's Children's Gala	£834
Repairs to Christmas Lights	£1,252
Midnight League	£2,450
NQF Station Refurbishment	£5,000
NQF Community Centre	£4,000
MOP Tuesday/Thursday Club	£227
Fleet Grounds Community Hub Development	£19,200
Miscellaneous Minor Spend	£59
Planting Wildflower Areas	£1,215
Park Improvements	£90,000
Resurfacing outside Parkgate	£15,076
Christmas Lights	£2,218
Queensferry Signage	£3,500
<b>Total Spend</b>	<b>£162,030</b>

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget including Temporary Funding</b>	<b>£211,724</b>
Repairs to Christmas Lights	£1,726
Fraser Avenue Initiatives	£3,204
Aberdour - Jewel fo Fife Riviera	£750
Fraser Avenue Cleaner	£1,204
PB Community Councils	£10,000
STARA - seedcorn	£150
Summer 2014 HIS Summer Programme	£1,800
Spring Bedding & War Memorials	£929
Bridging the Gap	£1,550
Friary Community Garden Water Supply	£93
Pedestrian Crossing at Moray Way	£17,500
Community Payback Works at Aberdour and Fraser Avenue	£540
Miscellaneous Minor Spend	£331
Village Welcome Signs	£500
October 2014 Holiday Programme HIS Community Use	£1,800
Bollard at Corn Exchange	£1,827
Planting Wildflower Areas	£310
Carnegie A New Musical	£500
SE Regeneration	£116
Stairlift at Townhouse	£502
Dalgety Bay Bowling Club	£12,261

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget including Temporary Funding</b>	<b>£211,724</b>
Emergency Stabilisation Repairs to Donibristle Chapel	£2,500
Christmas Lights	£2,218
Feasibility Study - Dalgety Bay Skatepark	£2,500
Wildflowers	£3,894
Inverkeithing Information day	£2,510
Ballast Bank Skatepark - Contingency	£4,012
Midnight League	£2,450
Returned Funding	-£461
<b>Total Spend</b>	<b>£77,218</b>

<b>South West Fife</b>	
<b>Total Budget including Temporary Funding</b>	<b>£90,000</b>
Summer Programme	£22,000
Fife Ensemble - In the Kingdom that Danced	£4,500
Jigsaw/Icebreaker	£650
Raising & Celebrating Achievement through ICT	£4,950
Queen Anne High School Cycle Speedway Track	£5,000
Fife Harbours Strategic Study	£1,000
Pilgrims Way	£5,000
<b>Total Spend</b>	<b>£43,100</b>

<b>LOCAL COMMUNITY PLANNING ALLOCATION</b>	<b>£701,589</b>
<b>LOCAL COMMUNITY PLANNING TOTAL SPEND</b>	<b>£397,484</b>

2013/14

<b>Ward 1 - West Fife &amp; Coastal Villages</b>	
<b>Total Budget</b>	<b>£75,377</b>
High Valleyfield Skatepark	£5,900
The Ness Play Park	£10,000
Crombie Residents Association - Seedcorn	£150
Blairhall MUGA & Playpark Project	£25,000
Play Area Refurbishment Crombie	£5,000
Valleyfield Families Summer Fun	£2,160
Mercat Cross, Kincardine	£5,000
Oakley Sports Pavilion	£5,000
Miscellaneous Minor Expenditure - WFV's	£190
Valleyfield Old Folks Lunch Club	£300
Balgownie Wood Public Access Enhancement	£2,000
Festive Poverty Project	£100
Skips for Torryburn Clean-up	£887
South West Fife Area Community Safety Events	£867
Investing in Youth & Family Initiatives	£907
Dunfermline Fire Station Open Day	£83
Create wildflower areas throughout South West Fife	£500
Garden for Heroes	£11,333
	<b>£75,377</b>

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget</b>	<b>£51,459</b>
Dunfermline Children's Gala	£2,500
South West Fife Area Community Safety Events	£867
Investing in Youth & Family Initiatives	£907
Dunfermline Fire Station Open Day	£83
Camdean Community Initiative Planning & Training Weekend	£4,788
Parkgate Refurbishment	£1,960
Rosyth Community & Heritage Development Project	£5,000
Sherbrooke Estate - Supplementary Traffic Calming	£2,500
Primrose Gardens Residents & Neighbourhood Watch Association	£250
Create wildflower areas throughout South West Fife	£265
Xmas Lights	£3,712
2014 A Year to Remember	£10,000
Parkgate Improvement Works Town Centre Regen	£20,000
Piano - Parkgate Community Centre	£900
Parkgate Youth Music  Sessions	£150
Garden for Heroes	£11,333
Contribution to last year project	-£12,900
<b>Total Spend</b>	<b>£52,315</b>

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget including Temporary Funding</b>	<b>£94,040</b>
St Peters Parking Bay	£2,088
Railway Path Drainage Project, Aberdour	£1,200
Ballast Bank Windows	£1,669
Hillfield Swifts - Instal.power water and drainage for porto-cabins	£3,000
The Bay Skate Project	£10,000
Fraser Avenue Flat - Cleaner	£1,387
Dalgety Bay Christmas lights Repairs	£1,877
Aberdour Parking	£700
Park Lane Aberdour - Wall Improvements	£180
Dalgety Bay Bowling Changing Facility	£500
Inverkeithing Busy Bees	£928
Participatory Budgeting Initiative (Community Councils Ward 6)	£10,000
South West Fife Area Community Safety Events	£867
Investing in Youth & Family Initiatives	£907
Replacement Mini Bus - Invk Concern for the Aged	£5,000
Provosts Plaque	£1,288
Dunfermline Fire Station Open Day	£83
Miscellaneous Minor Spend Inverkeithing	£320
Dalgety Bay Playgroup	£900
Inverkeithing Community Use Holiday Programmes 2013/14	£1,526
Planting at War Memorial and Friary Gardens	£842
Xmas Lights	£3,955
Dalgety Bay Bowling Club - Planning Fees	£1,777
Under 3's Provision in Inverkeithing	£1,000
Dalgety Bay Community Centre Signage	£113
Roods Square	£10,000
What About Us 2 - Outdoor Project	£560
Inverkeithing HS Community Use Holiday Programme	£1,800
Noticeboard for Fraser Avenue Comm Flat	£1,108
Create wildflower areas throughout South West Fife	£708
Garden for Heroes	£11,334
Contribution to last year project	-£3,478
<b>Total Spend</b>	<b>£74,137</b>

<b>South West Fife</b>	
Investing in Youth & Family Initiatives	£20,000
	<b>£20,000</b>
<b>LOCAL COMMUNITY PLANNING ALLOCATION</b>	£240,876
<b>LOCAL COMMUNITY PLANNING TOTAL</b>	<b>£221,829</b>

2012/13

<b>Ward 1 - West Fife &amp; Coastal Villages</b>	
<b>Total Budget</b>	<b>£126,566</b>
Funding Returned not required	-£1,670
Purchase of Tractor Mounted Rotovator	£792
Up For Grabs	£11,042
Culross Festival	£1,065
Gig on the Green	£500
Limekilns War Memorial	£4,430
High Valleyfield Social Club Refurbishment	£5,000
Renew Fence at Oakley Park	£6,200
Oakley Boys Football Club 2002-2003	£400
Blairhall Fireworks Display	£1,000
Cairneyhill & Culross War Memorials	£845
WfV's Citizen of the Year	£1,668
Oakley Astroturf	£33,000
Oakley Community Futures	£2,000
Culross Heritage Signage Project	£5,000
Driving4Success - Motor Cycle Course	£916
The Ness Play Park	£10,000
Valleyfield Designed Landscape	£6,000
Blairhall Lunch Club	£5,000
Community Noticeboard s for Limekilns and Charlestown	£1,735
Saline & Steelend Communications Group - Seedcorn	£150
High Valleyfield Skatepark	£24,100
Valleyfield Woodland Park Snowdrop Festival 2013	£2,000
Carnock Playpark	£2,266
Crombie Playpark - Seedcorn	£155
ASDAN @ St Columba's RC High School	£543
Young Volunteer Programme	£2,476
<b>Total Spend</b>	<b>£126,612</b>

<b>Ward 5 - Rosyth &amp; North Queensferry</b>	
<b>Total Budget</b>	<b>£89,857</b>
Dunfermline Children's Gala	£3,750
Out of Hours Hydrotherapy - Calaiswood School	£1,815
Purchase of Tractor Mounted Rotovator	£792
Driving4Success - Motor Cycle Course	£917
ASDAN @ St Columba's RC High School	£272
Rosyth Christmas Lights	£4,390
North Queensferry Coastal Rowing Project	£3,000
Florida Studio Theatre Playwright Winners	£960
Forker Avenue Playing Fields	£650
Miscellaneous Minor Spend	£321
Rosyth Football Club - Supply Water & Electricity	£10,000
Baby Lunch Club - Rosyth	£2,523
Red Cinema	£500
Young Volunteer Programme	£1,238
Camdean Community Club	£5,000
Rosyth Football Partnership	£4,884
North Queensferry Community Centre Lease renewal & Extension & Provision of MYGA	£3,000
Rosyth Skate Park	£10,000
Rosyth Primary Schools Initiative	£0
Rosyth Nativity Project	£350
St Johns Parent Council	£800
North Queensferry Railway Station	£5,000
Rosyth Garden City 2013	£1,200
STAG Environmental Improvements	£3,600
Commemorative Plaque for Camdean primary	£550
Take A Pride in Rosyth	£10,000
IT and Website Development - NQF	£1,000
Kings Road Primary Parent Council	£250
Rosyth Park Improvements	£12,900
<b>Total Spend</b>	<b>£89,662</b>

<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget</b>	£116,368
Out of Hours Hydrotherapy - Calaiswood School	£825
Purchase of Tractor Mounted Rotovator	£792
Christmas Lights - Inverkeithing	£3,514
Aberdour Institute Display Cabinet	£595
Inveresk Paper Mill Drawing	£150
Aberdour Primary School & Community - Gym Equipment	£3,454
Bench Relocation	£166
Dalgety Bay Sailing Club - Youth Performance Sailing Initiative	£3,200
Dalgety Bay & Hillend Gala	£3,000
HIS Media Network Sustainability Transition	£3,500
Aberdour Environmental Improvements	£94
Inverkeithing Benches	£4,775
Expressive Arts Project	£4,126
Hungarian Artists	£300
Fraser Avenue Parent & Toddler Group	£255
Hillfield Swifts 2006	£202
Dalgety Bay Twinning Association - Seedcorn	£150
Inverkeithing Floral Enhancement 2012 - Basket Watering	£384
Miscellaneous Minor Spend	£261
New Footpath entering Binning Strip Woodland Dalgety bay	£1,620
Building Refurbishment - Masonic Lodge Inverkeithing	£2,995
Purchase & Installation of Hanging Baskets and Stands in Dalgety Bay and Inverkeithing	£2,096
Grasscrete @ Ballast Bank	£9,500
Remove Shrub Beds & Returf at Ballast Bank Car Park Area	£1,343
Friary Gardens & War Memorial - Planting	£802
Friday Club - Inverkeithing Community Use	£5,000
Donibristle Playgroup - Stage Area Cupboard and Pin Board	£300
Silver Sands & Hawkraig Point Green Flag Application	£400
Fraser Avenue Community Flat initiatives	£3,463
Take A Pride in Inverkeithing - Skatepark Project	£20,000
Civic Centre Improvements	£5,000
Community Payback Projects	£252
Fraser Avenue Toddler Group	£500
Grasscrete @ Ballast Bank Phase II	£3,000
Ballast Bank Windows	£350



<b>Ward 6 - Inverkeithing, Dalgety Bay &amp; Aberdour</b>	
<b>Total Budget</b>	<b>£116,368</b>
Disabled Parking Bay for Aberdour Library and Community Centre	£410
The Bay Skate Project	£10,000
Aberdour in Bloom	£2,000
What About Us? - Outdoor Education Project	£1,800
School Cycle Parking - Dalgety Bay & Donibristle PS	£1,000
Fraser Avenue Flat - Cleaner	£400
Landscape Roundabout at entrance to ABERDOUR	£1,338
Hillfield Swifts - Instal.power water and drainage for Porto-cabins	£6,000
Hat & Ribbon Race & Reception	£260
Dalgety Bay Fairtrade Town Project - Seedcorn	£150
Inverkeithing Improvements	£3,478
ASDAN @ St Columba's RC High School	£461
Young Volunteer Programme	£1,238
<b>Total Spend</b>	<b>£114,897</b>

<b>LOCAL COMMUNITY PLANNING ALLOCATION</b>	<b>£332,791</b>
<b>LOCAL COMMUNITY PLANNING TOTAL SPEND FOR SWF</b>	<b>£331,172</b>

15th March, 2017.

Agenda Item No. 15

---

## Property Transactions

---

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

---

Wards Affected: Ward 1, 5 and 6

---

### Purpose

---

The purpose of this report is to advise members of action taken under delegated powers in relation to property transactions.

### Recommendation(s)

---

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

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

### Consultation

---

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

## 1.0 Background

---

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

## 2.0 Transactions

---

### 2.1 Disposals

#### 2.1.1 **33.6sqm land, 1 Hudson Road, Rosyth**

Date of Disposal: 27 January 2017  
Disposal Price: £1,700  
Purchaser: Jacek Sikora and Anita Silkora

#### 2.1.2 **76.94sqm land, 14 Brucehaven Crescent, Limekilns**

Date of Disposal: 31 January 2017  
Disposal Price: £2,500  
Purchaser: David Houston

### 2.2 Leases by the Council – New Leases

#### 2.2.1 **404sq m, Port Street, Inverkeithing**

Term: 1 year from 1 February 2017  
Rent: £1,000 per annum  
Tenant: Diane White

## 3.0 Conclusions

---

- 3.1 These transactions are reported back in accordance with the Scheme of Delegation.

### List of Appendices

None.

### Background Papers

None.

### Report Contact

Michael I McArdle  
Lead Professional  
Property Services – Estates  
Bankhead Central, Bankhead Park  
Glenrothes KY7 6GH  
Telephone: 03451 555555 Ext No 440268  
Email – [Michael.mcardle@fife.gov.uk](mailto:Michael.mcardle@fife.gov.uk)