

## Royal Burgh of St Andrews Community Council Agenda – February 2005

There will be a meeting of the community council at 7pm Monday 7th February in the Burgh Chambers of the Town Hall, Queen's Gardens. There will be a short break at about 8pm during which the 200 Club draw will be made.

This will be the last full meeting of the current community council session. Elections were due on 3rd March, but there were fewer candidates than places; this community council retires on 2nd March, save office bearers who will continue until the inaugural meeting of the next session. That inaugural meeting will be on Monday 7th March, followed immediately by the regular monthly meeting.

*(Copies of Agendas and Minutes of the Community Council are held at Fife Council's Local Office, St Mary's Place and the Town Library, Church Square. Those from late 1997 on are at <http://www.louisxiv.demon.co.uk/standrewscc/>)*

### 1. Apologies

### 2. Minutes of Previous Meeting

*Read for accuracy in matters of substance – harangue the secretary for minor errors (spelling etc) outwith the meeting.*

### 3. Presentations

*For anyone wishing to address the meeting on a matter relevant to St Andrews. Please contact the Secretary or Chair before the meeting. Priority will be given to those who have been invited to speak or have given advance notice.*

#### 3.1. Growth of HMOs

Michael Buchanan (Hope Street) to speak.

#### 3.2. Transportation Service

Re: the disruption that will be caused by the programme of works for the access changes to Bus Station, footway improvements to City Road, Double Dykes Rd and Hope Park Church Roundabout area. Also footway improvements works at Golf Place and finally the good news about Old Station Road/Guardbridge Road dead area belonging to Old Course Hotel – extra car parking, lighting and eventually, maybe, bridge! – FM

#### 3.3. Pilgrim Care

Rev. Marie-Louise Moffett will give a brief outline of Pilgrim Care, followed by Douglas Gray (an Elder of St Leonards Parish Church) on the current situation and then Andrew Brown, Director of the Auchlochan Trust (collaborators in Pilgrim Care's community care project for the frail elderly).

#### 3.4. Central Residents Association

TBC

### 4. Fife Councillors

#### 4.1. Frances Melville (West)

#### 4.2. Sheila Black (South)

#### 4.3. Bill Sangster (Central)

#### 4.4. Jane Ann Liston (South East)

### 5. Planning Committee

#### 5.1. Minutes

Appendix B

### 6. Matters Arising from Previous Meetings

#### 6.1. Local Walks Information

[December 7.2.2.] Archie Strachan to report current state of play.

#### 6.2. Coastal & Countryside Trust

[January 7.7] Archie Strachan is happy to attend this meeting but points out that he'll be retiring from community council. Can anyone else go as well for continuity's sake?

(7.30pm Tuesday 22 Feb, Madras College, Kilrymont Rd. Details in last month's Appendix I)

#### 6.3. Prescription Charges

[January 3.2.] Appendix C: letter written and replies received.

#### 6.4. East Area Transport Plan

[January 6.6] *Draft* of the Final Plan, and errata, received and circulating amongst interested members.

Appendix D: covering letter from Derek Crowe, East Area Transport Manager, on consultation/review steps.

### **6.5. Structure / Local / Transport Plans: Public Meetings**

Appendix E: Letter detailing meetings. St Andrews: 7-9pm Wed 20th April, Madras College, Kilrymont Road.

### **6.6. Notice Board**

[January 6.5.] Repositioning of the community council notice board at 78 South St, to the east end of the frontage, has been agreed by the new tenant. The secretary's key has been passed to Fife Council for access – who has a spare?

### **6.7. Community Councils Working Group**

[November 7.2.1] Mike Melville (Team Leader (Administration) Law & Administration (East)) writes that the interest in taking the limited number of places on this committee was very high. Unfortunately our candidate, Bette Christie, is not numbered amongst the chosen.

## **7. New Business**

### **7.1. Election: Nominations**

Appendix A: Fife Council's statement of nominations.

### **7.2. New Shelters at Bus Stops**

It appears that Transportation Service finds itself with some end-of-year budget to be spent on

... improvements to bus infrastructure along the Bogward/St Andrews Bus Station/Dundee bus corridor, a number of shelters are planned within St Andrews on the Bogward/St Andrews Bus Station part of the route.

Appendix F: list of proposed locations. There are also plans showing the exact location, but nothing to show the style of shelter proposed.

### **7.3. Mobile Library Service**

Community Librarian David Castle-Smith writes to tell us in glowing terms of the new mobile libraries, and seek our suggestions on improvements to the route served. He then goes on to point out that it "does not visit ... towns who already have a static library." There is a Housebound Service for people unable to visit a library).

### **7.4. Co-operative Groups Area Committees**

These grant-awarding bodies associated with the Scottish Co-op are looking for local members and also draw attention to their grant-awarding work.

Appendix G: More information from Tom Copeland, Area Committee Secretaries Co-ordinator, Scottish Co-op, Robert Owen House, 87 Bath Street, Glasgow, G2 2EE. 0141-304-5588. tom.copeland@co-op.co.uk.

### **7.5. Fife Community Care Plan 2004-7**

Appendix H: Fife Council Social Work Service are making this available primarily online, with an option to receive a paper copy on request.

Unfortunately the web links given are broken or do not lead to the care plan, which may be found at <http://www.show.scot.nhs.uk/fhb/publications/Joint%20Community%20Care%20Plan.pdf>

### **7.6. Fire & Rescue Service Risk Management Plan**

Appendix I: Explanation from Community Safety Committee.

Someone is needed to read the Integrated Risk Management Plan and answer questions afterwards.

### **7.7. Inquiry into Boundaries, Voting and Representation**

Scottish Civic Forum is organising meetings on behalf of the Commission on Boundary Differences and Voting Systems to seek views on the consequences of recent and near future changes in voting systems which will give us different voting methods at European, Westminster, Holyrood, Fife (and somehow they omitted to list community councils as a 5th...).

Appendix J: the Commission's 10 questions (responses by Friday 15 April 05).

There is a meeting 7-9pm Wednesday 16th February in Dundee. To book a place email [enquiries@civicforum.org.uk](mailto:enquiries@civicforum.org.uk) or phone 0131-557-6767.

### **7.8. Duckpond**

Alison Sullivan writes:

I am writing to you in the hope that something can be done to dredge the duck pond at the Lade Braes (beside the Doocot). I noticed last year that the harbour had been dredged and when the water is low in the duck pond it is very evident the amount of rubbish that is also in there. Perhaps a good time for it to be tackled would be before the arrival of any ducklings.

I live in this area and regularly walk my dog along this way. As I am not quite sure to whom I

should address this request I thought I would try you in your capacity of Community Secretary.

Hopefully you can if not action this, then you will know someone who has responsibility for this area.

[Passed to Cllr Black and Jim Hooton (Community Services) for action]

## 7.9. University Debating Society

Keir Lawson (Madras College Whole School Council representative) notes that there is considerable local concern over the University Debating Society's invitation to Nick Griffin, leader of the British National Party, to take part in a debate on the motion *"This house believes the multicultural experiment has failed."* on Wednesday 9 Feb.

[It is being reported, at time of writing, that the invitation has been cancelled and the debate topic has been changed to *"This house believes that 'no platform' policies endanger freedom of speech and student welfare."*]

## 7.10. Parades Commission Report

Scottish Executive's Justice Dept (Police Division) send the *Review of Parades and Marches in Scotland* report by Sir John Orr, a chunky book in a (light) orange cover, and a related *A Survey of Views across Scotland* booklet.

## 7.11. Police Community Newsletter

Appendix L: St Andrews extracts.

## 8. Reports from Office Bearers

### 8.1. Chair

### 8.2. Treasurer

Will give an interim statement of our financial position in preparation for hand-over at the start of next month.

### 8.3. Secretary

#### 8.3.1. Complaints Procedure & Good Practice Agreement

Responses along the lines discussed last month [January 6.1 & 6.2] was submitted.

Mike Melville (Law & Admin) acknowledged and added:

They will be incorporated into the Responses Received document on both matters.

It is the intention for the responses received to be reported first to the Community Councils Working Group on 16th February then to the Policy and Resources Committee on 7th April.

I will be writing to all Community Councils after a decision has been reached.

#### 8.3.2. Patras Book

Library service has been written to, awaiting a response.

#### 8.3.3. Arms Use

[January 7.4] Ken Cochrane will be delighted to show us the new material for approval when the project is more advanced.

#### 8.3.4. To Do

- University observance of St Andrew's Day [Dec 10.4]
- Recycling centre [January 4.3.1]
- Information Commissioner - invite to speak [January A.2.1]

## 9. Reports

### 9.1. From Committees

*Written reports of committee meetings are required by the Scheme for Community Councils.*

### 9.2. From Representatives

*For any verbal or written reports of meetings attended etc. Issues requiring decision by community council should be raised under items 6. Matters Arising or 7. New Business as appropriate.*

#### 9.2.1. Fairtrade

Bruce Ryan reports on Fairtrade Fortnight items:

- Fairtrade Breakfast with Tadesse Meskela, Ethiopian coffee producer, 8am Thursday 10 March at Northpoint Café, North Street. All Community and Fife councillors invited.
- For other events in fairtrade fortnight, visit [www.sites.ecosse.net/mycelium/fairtrade](http://www.sites.ecosse.net/mycelium/fairtrade)

### 9.2.2. Fair Share Fair

Appendix K: Chris Lesurf reports progress.

## 10. Any Other Competent Business

*Please notify Chair of AOCB items before the start of the meeting or at the break. Hint: Given that the end of the meeting is often taken in something of a rush, unless items are urgent it might be better to submit them for next meeting's New Business.*

---

### Appendix A – Nominations for Community Council Election

*From Fife Council Law & Admin*

#### Statement As To Persons Nominated

Thursday 3rd March 2005

As the number of nominations received did not exceed the number of vacancies available, no election is required for the above Community Council.

The following validly nominated persons are, therefore, duly elected Members of the said Community Council.

SURNAME Other Names	ADDRESS
CHRISTIE Elizabeth Jean	5 Braid Crescent, St Andrews
CRICHTON Kenneth Gordon	4 St Mary Street, St Andrews
DAVIDSON George Meldrum Kintail	6 Grange Road, St Andrews
DOUGLAS Richard Donald	24 Largo Road, St Andrews
FRASER Kenneth Campbell	24 Winram Place, St Andrews
GOUDIE Ian Britton James	10 Windsor Gardens, St Andrews
HOLDSWORTH John Stuart	3 Balrymonth Court, St Andrews
LE SURF Christine Anne	20 Priestden Place, St Andrews
LINDSAY Peter	5 Whitehill Terrace, Largo Road, St Andrews
MACDONALD Dennis Hardie	6 Canongate, St Andrews
MACDONALD Murdo Alexander	39 Kilrymont Road, St Andrews
MACGREGOR Donald Forbes	15 Kinkell Terrace, St Andrews
MCCARTNEY James Keith	30 Lawmill Gardens, St Andrews
MARKS Patrick Stewart Harris	40 Lawmill Gardens, St Andrews
METHVEN Elise	7 Roundhill Road, St Andrews
PETERSON Joseph A	32 Kilrymont Road, St Andrews
RYAN Bruce Martin	13 Eddie Court, St Andrews
TRICKER Carole Evelyn	35 Learmonth Place, St Andrews
UPRICHARD Penelope Margaret	Littleridge, Hepburn Gardens, St Andrews

---

### Appendix B – Planning Minutes

#### Planning Meeting – 17.1.05

Present: I Goudie, R Douglas, P Lindsay, P Uprichard.

Apologies: B Christie, B Ryan

There was a brief discussion on the National Planning Framework. "The Community Council was not invited to any of the consultations." Should it be sent to the ASCC? The Framework is driving the Structure Plan and the Local Plan.

There was also some discussion on the Local Plan, which includes about 1,000 new houses in St Andrews and area, and also on the Hospital and its proposed site on Largo Road. The original decision had been to build the Hospital at St Leonards Fields. It had been decided that Dr Goudie should write to the Primary Care Trust, requesting a copy of the paper which assessed the possible sites for the Hospitals, and other associated papers. These papers had already been requested, without success, but it was now possible to invoke the Freedom of Information (Scotland) Act.

**Decisions on previous applications** to which the Planning Committee lodged objections

5-7 Pilmour Links	new fascia sign etc. P.C. objected to sign and materials	Approved, subject to condition that the new sign shall exactly match existing fascia signs on the building.
Access ramp to 6 St. Mary's Place	P.C. objected to location of ramp	Approved, subject to conditions re management, landscaping, tree, etc.
48 Bell Street	display externally illuminated letters	P.C. objected. Approved, subject to limit of 1750 candela per square metre.
Grange Road, 12.5 metre monopole telecom mast	P.C. objected re location of mast, etc.	Approved, subject to conditions re no illumination without approval of Planning Authority etc.

Applications:

1 Kennedy Gardens	instal new gate piers and gate	NC
9 The Links	alter and extend dwellinghouse, including balconies on first and attic floors. Replace windows and re-rendering	OBJ to over-extensive balconies RD
80 North Street	change of use from meeting hall to restaurant	OBJ RD
3 Baker Lane	change of use to form 2 flats	NC
20 Horseleys Park	conservatory extension to dwellinghouse	NC
4 Windmill Road	enlarge window opening	NC
Pipelard Farm Cottage	extension to dwellinghouse	NC
32 Hay Fleming Avenue	conservatory extension	NC
7 Priory Gardens	conservatory link to garage	NC
Bus station	erect new bus station building at City Road	BR to compare application with previous application
	Demolish existing bus station building	NC
Links Trust sign Brownhills	suggest that, as the application is for 3 years, it should be stated that the sign will be removed after that period	OBJ PL
David Russell Hall, land to the north of David Russell Hall	erect 3 4-storey student blocks and associated access paths. Sufficient parking? Relationship to Green Belt?	OBJ

#### **04/04404/EADV, Display of Advance Sign, Brownhills Farm/Kinkell Farm**

*Comment by Pete Lindsay*

I write on behalf of the Royal Burgh of St Andrew Community Council planning committee.

We only wish to comment on this application as we feel it has little direct impact on St Andrews itself. The committee felt that the maximum period of consent applied for, 3 years, should be strictly adhered to, and that the presence and materials of this temporary sign should not set a precedent for further signs at this location when the course is completed.

#### **05/00039/ENID Erect New Bus Station Building**

*Objection by Bruce Ryan*

I write on behalf of St Andrews Community Council Planning Committee in response to planning application 05/00039/ENID Erect New Bus Station Building. The only apparent change between this application and the previous application (October 2004) is the shape of the overhanging external roof.

Since there is apparently little material difference, all our objections to the previous application remain. I append our objection to the previous plan.

Further, at a full meeting of the community council, concern was raised about disabled access to both the current and the planned bus station. For the planned bus station, people who have difficulty with raised kerbs or are wheelchair-bound still have to go a distance into the bus station, cross Station Road and then cross the entrance to the forecourt.

Once in the bus station, it appears that wheelchair users would not be able to get into the toilets. This is a serious concern as the bus station toilets are proposed to replace the West Port toilets which are street level and have no step. Though not particularly wheelchair friendly, the West Port are more accessible than what appears to be proposed.

The current bus station is worse. While the kerbs are dropped at the entrance to the bus station, entrance to the building is impossible for people in wheelchairs because of the steps and the narrow door. As with the proposed plan, wheelchair users have no way of using the toilets.

Therefore we suggest that while the Fife Structure Plan and the Area Transport Plan are in preparation, a relatively small amount of money is spent now to facilitate disabled access to the bus station, particularly the toilets. We also suggest provision of proper, safe arrangements for general pedestrian crossing of Station Road.

When the necessary consultation and planning stages have been achieved, money can be spent on a bus station that really suits St Andrews' needs.

### **Appendix C – Prescription Charges**

*Letter by Pete Lindsay to Iain Smith MSP, and to list MSPs for Mid-Scotland and Fife.*

I write on behalf of the Royal Burgh of St Andrews Community Council. At its January meeting it voted by a substantial majority to endorse in principle the abolition of prescription charges, in line with the ideal of a health service that is free at the point of use.

The current prescription charge system seems to us to be patchy and inconsistent in application of associated exemptions. We are particularly concerned at the lack of exemptions for some chronic illnesses; sufferers of chronic non-exempt conditions are in effect taxed for being ill. We fear that some may be discouraged from taking up their prescriptions because of charges.

A system of charges and exemptions must involve considerable administration costs the simplification of which must offset to some extent the loss of revenue from the charges themselves.

I mentioned that this issue came to a vote; even the counter proposal to full abolition, which was defeated by 2:1, called for an immediate, in-depth review of the prescription charges system and particularly of exemptions for the chronically ill. No proposal was heard in support of the status quo.

We hope that you will be able to support moves to abolish prescription charges in Scotland.

*Reply from Andrew Arbuckle MSP*

Thank you for St Andrews CC thoughts on prescription charges. There will be a meeting on this item this morning prior to it coming to Parliament. I note what you say about the need for a review of charges. At present, my own position is that the existing system does not prevent those on low incomes accessing the provision but there may be anomalies in the system that need to be knocked out.

*From Tricia Marwick MSP*

As I understand the situation, a bill has been laid before the Parliament, evidence has still to be taken by the health committee and only after that will a vote take place in the Parliament on the General Principles of the Bill. That vote is months away yet. I will look at all of the evidence as it becomes available.

*From Ted Brocklebank MSP*

While we might agree with some of your assertions about prescription charges, Scotland currently spends more on health than anywhere in Europe. Which aspects of the current health budget would St Andrews Community Council propose dropping to allow for the abolition of prescription charges?

On another matter, I shall be writing to you officially about my St Andrews World Heritage Site initiative once I have met the Minister to discuss how the Executive will support the proposal. This meeting was supposed to happen early in the New Year and now I hope to meet the Minister before the end of this month when her diary is clearer.

*From Murdo Fraser MSP*

The abolition of prescription charges for those who can currently afford to pay would involve the diversion of funds spent elsewhere in the health budget. Can you advise me which treatments or procedures currently being provided by the NHS St Andrews Community Council wish to see cut to fund this proposal?

*From Bruce Crawford MSP*

I understand that Tricia Marwick from the MSP has already replied to you providing some details on where the bill has reached. The SNP are reviewing their policy on the issue of prescription charges and should be in a position to make a statement within the next couple of weeks. I will let you know the outcome.

## **Appendix D – East Area Transport Plan**

*Covering letter from Derek Crowe, Area Transportation Manager (East).*

### **EATP 2005-2010 – Consultation Final Stage**

The East Area Transport Plan (EATP) 2005-2010 document is programmed for completion and approval by June 2005. This follows an extensive consultation and development process which has incorporated wide use of public meetings/workshops and ongoing strategy reviews.

This is the first EATP and as such it outlines strategies, plans and proposals for transport matters in East Fife over the short, medium and longer terms. This document will form part of Fife's Local Transport Strategy which is programmed to be submitted to the Scottish Executive later this year.

We are now moving towards the final stage of the consultations process for EATP and I attach a copy of the report to East Area Services Committee on 26 January 2005 which agreed the final consultation arrangements.

In that regard, as an identified key stakeholder, I attach a copy of the 'rough' draft EATP for your information and comment. The draft document will be refined and polished in terms of accuracy, appearance and document navigation and I am particularly interested in your views regarding proposed strategies and action plans. Prior to issuing the draft EATP, a number of errors/typos, etc have been identified and I also attach a copy of the latest document 'Errata' for your information.

I am seeking to conclude this consultation phase by the end of April 2005 and would therefore seek your comments by the end of March to allow their consideration. Should you wish a Transportation Officer to attend one of your meetings to give a short presentation on the draft EATP and discuss associated issues, I would be pleased to arrange this. There are limits to our capacity to deal with all such requests and in that regard a first come, first served service will be provided.

In addition to this correspondence there will be a number of public consultation meetings from mid April 2005. These are to be held in Cupar, Anstruther, Newburgh, St Andrews, Newport and

Leuchars/Guardbridge.

These meetings will cover four consultation documents

- Fife Structure Plan
- St Andrews and East Fife Local Plan
- Local Transport Strategy
- East Area Transport Plan

I hope that you can take this opportunity to provide feedback on the draft EATP and should you require any further information on this topic, please call our Transportation helpline 01334 412233 during office hours.

## Appendix E – Structure, Local & Transport Plan Consultation

*Launch event information from Pamela Ewen, Team Leader (Strategic & Corporate Policy).*

### Launch Event in the Town House, Kirkcaldy – 1st March 2005, 2pm

As you are aware a number of draft plans and guidance notes will be part of a consultation programme being undertaken by Fife Council.

Development Services will be publishing a number of draft Plans in March 2005 for public consultation. These will include:

- ‘Fife Matters’ the 20-Year Structure Plan for Fife 2006-2026 – Consultative Draft
- St Andrews and East Fife Local Plan – Consultative Draft
- Affordable Housing Supplementary Guidance – draft
- Fife Design Guide – draft

To introduce the consultation period and provide an overview of the range of publications on which your views are being sought, a Launch Event will be held on Tuesday 1st March at 2pm in the Town House, Kirkcaldy. A representative of your Community Council is invited to attend in order to find out more about what is being proposed and how your Council can take part in the consultation. It would be helpful if you would let us know if a representative is able to attend. This notification gives your Council an additional period in excess of the eight-week statutory consultation period to consider and prepare its responses.

The Launch Event will precede the formal public consultation period, which commences on 7th March 2005, together with a programme of evening events across Fife. Details of the public meetings will follow in the next few weeks.

We will contact you closer to the event with further information and copies of the consultation documents.

*Public meetings, information from Pamela Ewen, Team Leader (Strategic & Corporate Policy).*

### Fife-Wide Public Consultation Programme Of Public Meetings

Further to my letter of 18th January, which invited you to attend the Launch Event for the forthcoming consultation programme, I can now confirm the programme of public meetings.

The Launch Event in the Town House, Kirkcaldy at 2pm on 1st March will start the consultation and introduce the range of draft plans and guidance notes on which your views are being sought. The formal consultation period commences on 7th March 2005 for a period of 8 weeks, supported by a programme of evening events as follows, all of which will run from 7pm – 9pm:

Thursday 7th April	Newburgh	Tayside Institute
Tuesday 12th April	Newport	Blyth Hall
Thursday 14th April	Leuchars	School Hall
Tuesday 19th April	Cupar	County Buildings (County Hall)
Wednesday 20th April	St Andrews	Madrax College/Kilrymont
Thursday 21st April	Anstruther	Erskine Hall

[West & Central Fife details omitted – PL]

The events will provide an opportunity to find out more about what is being proposed and further information on how you can contribute to the consultation.

We would appreciate your participation and support in publicising these events and will contact you closer to the event with further information and copies of the consultation documents.

## Appendix F – New Bus Shelter Locations

*From Robin Dick, Integrated Passenger Transport Lead Officer (East), Transportation Service.*

### List of Planned Sites

	Drawing No	Bus Stop Ref No	Planned Location
1	IPT/O4/040	No 505	Canongate/Moir Crescent (opp)
2	IPT/05/041	No 493	Canongate/Learmonth Place (opp)
3	IPT/04/042	No 230	Canongate/Learmonth Place (adj)

4	IPT/04/043	No 246	Broomfaulds Avenue/Horseleys Park (adj)
5	IPT/04/044	No 255	Lamond Drive/Pipeland Road
6	IPT/04/045	No 258	Lamond Drive/Langlands Road (opp)
7	IPT/04/046	No 257	Lamond Drive/Langlands Road (adj)
8	IPT/04/047	No 511	Kilrymont Place
9	IPT/04/048	No 266	Scooniehill Road/Jamie Anderson Place
10	IPT/04/049	No 268	Scooniehill Road/Lamberton Place
11	IPT/04/050	No 508	Shoolbraids/Allan Robertson Drive
12	IPT/04/051	No 507	Shoolbraids/Forgan Place
13	IPT/04/052	No 270	Tom Morris Drive/Hamilton Avenue
14	IPT/04/053	No 418	Pipeland Road/Health Centre
15	IPT/04/054	No 473	Buchanan Gardens/David Russell Hall
16	IPT/04/055	No 234	John Knox Road/Winram Place (opp)

---

## Appendix G – Co-operative Groups

*From Tom Copeland, Area Committee Secretaries Co-ordinator, Scottish Co-op.*

As a Community Councillor you will already possess a keen sense of community spirit for the village, town or part of city that you represent. I am appealing to this sense in the hope that you would be willing to do the same for your area as part of the Co-operative Groups committee structure in Scotland. We have 12 committees that cover the whole country from Shetland in the north to Stranraer in the south. We need people with values and principles to ensure that the £150,000 plus that our committees distribute on an annual basis reaches the heart of communities where it can best be served. Experienced individuals like yourselves are in ideal positions to help decide where funds should go. Having been a Community Councillor myself in Girvan I found it very frustrating not having funds available to do the little things that would make ordinary people's lives that little bit better, if you feel the same, now is your opportunity to address the lack of funds available to you as Community Councillors.

The committees meet once per month in the evenings to discuss apart from which community groups to support other items of business relating to the Co-operative Group. The opportunity to participate in training on a wide variety of subjects is also available leading to an officially recognised Diploma. A fee of £500 is payable per year and a 40p per mile travelling allowance for car users; both are paid directly into your bank account. Train and bus fares are also refunded. If you would like more information please get in touch with me by phone or email, if you are not interested please pass this letter on to someone you feel might be.

Thank you for taking the time to read this letter and good luck with any local community initiatives you have in mind. We may be able to support them even if you don't become involved, I can forward information on how to apply for community grants if you contact me.

---

## Appendix H – Joint Community Care Plan 2004-7

*From Catriona Lyon, Service Manager Performance Management and Planning, Social Work Service.*

This year our Joint Community Care Plan looks very different from other years. We have produced an electronic version that can be accessed on [www.fifedirect](http://www.fifedirect), [www.show.nhs.uk/fhb/publications](http://www.show.nhs.uk/fhb/publications) and [www.cvsfife.org](http://www.cvsfife.org). This version allows you to link into all relevant legislation, national web sites, relevant local documents and plans.

A limited number of paper copies will be available for those who do not have access to the Internet. If you would like a paper copy please fill in the attached form and return to Maureen Robertson [Performance Management & Planning, Social Work, Fife House, North Street, Glenrothes, KY7 5LT].

---

## Appendix I – Fire & Rescue Service

*Cllr Andrew Keddie, Chair, Community Safety Committee*

### Consultation – Integrated Risk Management Planning

Fife Fire and Rescue Service is undertaking a programme of reform and modernisation, a key element for change is the way in which we will plan for, and respond to, emergencies on the basis of risk assessment and management. As a result, we have implemented 'Integrated Risk Management Planning', this is a process of identifying existing and potential risks, evaluating their potential consequences, identifying opportunities for improvement and determining the most effective resource requirements for controlling/reducing these risks.

An important component of the process is consultation, as a result please find enclosed a printed copy of the draft 'Integrated Risk Management Plan' and a questionnaire for your perusal and comment.

The IRM process focuses on outputs, driven by objectives that deliver improved community safety. These objectives will be incorporated in an annual action plan that will be published for each year covered by the IRMP. This first annual action plan covers an extended period to recognise that work is currently being undertaken on objectives relating to promoting safer communities. As a result this Action Plan covers the period 1st October 2004 to 31st March 2006.

I would be obliged if you could take the time to consider our proposals and reply using the enclosed questionnaire. A closing date of 17th April 2005 has been set for submissions.

If you require any further information, or wish to receive a copy of the Technical Appendix or CDROM containing the documents, please do not hesitate to contact us.

---

## Appendix J – Boundaries, Voting & Representation

### The Commission's Questions

Generally, the Commission is seeking views on how having different boundaries between Westminster and Scottish Parliament constituencies and four different voting systems might affect –

- voter participation;
- the relationship between public bodies and authorities and MPs/ MSPs; and
- representation of constituents by different tiers of elected members.

It has also, in particular, posed the following questions –

Q1. How important do you think it will be, either in voting or for dealing with your political representatives, to have common boundaries for Scottish Parliament and Westminster constituencies?

Q2. Do you currently experience difficulty in identifying who to approach – local council/or; constituency MSP; regional MSP5; MP; or MEPs – to deal with a particular issue? If so, what changes might make this easier?

Q3. If it is decided to keep the same boundaries, or a system of common ones, for Westminster and Scottish Parliament constituencies, what structure would provide the best way of achieving this?

Q4. How important is it to have close identification between elected representatives and specific areas? If this is significant, what is the maximum size and population for effective representation?

Q5. Would it be useful if other public bodies, such as health boards, also fitted within constituency and ward boundaries?

Q6. What impact do you think having four different systems of electing representatives will have on voters, and on how effectively constituents are represented?

Q7. What is your view on the operation of the voting systems used for elections to the Scottish Parliament and the European Parliament?

Q8. Do you think electors will be confused by having to vote using the new single transferable vote system for local government elections on the same day as using the additional member system for the Scottish Parliament elections?

Q9. Does the existing structure of constituency and regional list MSPs generally work to the benefit of constituents, or have you experienced difficulties in the representative roles of these two types of MSP?

Q 10. Are there improvements that could be made in the way MSPs are elected?

### Consultation document

A copy of the Commission's consultation paper 'Inquiry into Boundaries, Voting and Representation in Scotland' can be found on the Commission's website at [www.arbuthnottcommission.gov.uk](http://www.arbuthnottcommission.gov.uk) or by contacting –

Commission on Boundary Differences and Voting Systems, 50 Frederick Street, Edinburgh, EH2 1NG.  
Tel: 0131 225 2764 Fax: 0131 226 4338. Email: [arbuthnottcommission@scotland.gsi.gov.uk](mailto:arbuthnottcommission@scotland.gsi.gov.uk)

---

## Appendix K – Fair Share Fair

*Progress report by Chris Lesurf*

**Fair Share Fair** at the Cosmos Community Centre 10am – 12noon on Saturday 19th March.

Fife Council's Local Support Co-ordinator (Lindsay MacGregor) is going to contact me about having a stall at the Fair.

Fife Employment Accessibility Trust (FEAT) is going to be represented and so is the Fife Family Support Project (FFSP).

I also intend to invite Fife Health Council, CARF, VONEF, the Preservation Trust, the Museum and the Students Association (some of whom will be having an exhibition about food in the Museum at the same time) as well as the traders (including the charities, with the suggestion that they advertise their principles rather than using it as a fund raising event).

I shall offer the Byre a chance to have a stall too. If many of the organisations would prefer to just offer printed publicity, then it could be a combined stall.

Perhaps the CC should have a stall with written information about our purpose, copies of *Event* and a chance to meet any members who are willing to come, even if for just a few minutes.

I hope there will also be copies of St Andrews in Focus.

With my invitations to traders, I shall be offering the chance to set up an organising group to make decisions such as whether to have a tsunami collection.

Any other suggestions ?

---

## Appendix L: Police Community Team Newsletter

*Extracts from February 2005*

### **Chief Supt. Maich**

The month of January has been very traumatic for Eastern Division with the tragic murder of a 16 year old girl in Tayport on 20th January and the fatal accident at Eden Bridge on the A92 on 31st January which claimed four young lives. Both of these incidents have impacted significantly on the communities involved and the Divisional Management Team and Community Officers are working hard with our partner agencies and local councillors to provide reassurance and support. I would also take this opportunity to thank the communities for all of the assistance that is being given to officers carrying out enquiries into both incidents. Your support and co-operation is very much appreciated.

### **Open Golf Planning 2005**

The 134th Open Golf Championship is to be held at The Old Course, St. Andrews between 10th and 17th July 2005. The event will have a considerable impact on local communities. As a result detailed planning is already under way and I am working with a full-time planning team from Cupar Police Office. I have regular meetings with the other emergency services, Fife Council and the Royal & Ancient Golf Club aimed at ensuring the safety and security of players, officials and spectators combined with the safe and free flow of traffic.

In addition I would like to hear of any concerns that you the residents of North-East Fife may have regarding what happened in the year 2000, when the Open was last held in St Andrews or indeed any concerns you may have for this year's event. Whilst I intend to have someone from the Planning Team attend at certain Community Council meetings in the near future, regrettably we will not be able to attend all of them.

Please feel free to contact any member of the Planning Team on 01334 418729 or by email to open.golf@fife.police.uk with any concerns you may have and we will respond as soon as reasonably possible.

*Inspector Andy Edmonston, Golf Planning.*

### **Crime Statistics**

Detailed below are the crime figures for January 2005. The figures in brackets are the figures for 2004 for comparison, as you will see there is a significant rise which reflects the Scottish Crime Recording Standards requirement for every report of a crime to be listed, previously many members of the public would report very minor crime for our information and this would not have a crime number allocated. In some areas you may see the number of detections being higher than the number of reported crimes, this is where a crime from a previous month is detected in the current month. At the end of the financial year full crime figures will be published in the Chief Constables report and those figures will give a clear record of the total crime over the full year.

<b>1-30 January 05</b>	<b>Dom HB</b>	<b>Vandalism</b>	<b>Theft</b>	<b>BoP</b>	<b>Assault</b>	<b>Total</b>
St Andrews	2(3) / 0(0)	26(13) / 4(2)	39(31) / 7(9)	13(5) / 13(7)	7(7) / 7(7)	87(59) / 31(25)

[reported / detected]

### **Current Initiatives**

#### **Safer Neighbourhoods Campaign**

This is a Force campaign that focuses on areas of concern passed to us by communities. In East Fife speed of traffic within the villages and built up areas, as well as carrying out foot patrols in the vicinity to schools with a view to reducing people ignoring the parking restrictions in these areas will be targeted. We will give attention to the locations you have previously notified us of, and again invite you to contact us if you would like to accompany a member of the team to gauge the speed of the traffic.

Although we have just started, we have already dealt with a number of drivers.

Also under the Safer Neighbourhoods banner we are increasing foot patrols in various "problem" areas during the evenings and targeting drug dealers in our community. We need good current information on drug dealing to help with this and we receive a lot of good information from the public. If you have any information it can be passed to the Fife Constabulary Drugs Hotline on 0800 137171 or Crime Stoppers on 0800 555111 or indeed to any Police Officer, all information will be treated confidentially.

### **Events**

The Black Watch will be holding a parade in ... St Andrews on the ... 1st March.

#### **Lock it and Light it**

This scheme is currently running in St Andrews and is to receive a media re-launch in the near future In partnership with Fife Council Local Office St.Andrews, Transportation Services, ourselves and Spokes cycle shop in St Andrews, vouchers to the value of £5 can be collected at either St Andrews Local Office or St Andrews Police Station which will entitle the bearer to get a discount of £5 from security or lighting equipment purchased at Spokes for their pedal cycles. It is hoped that this offer is taken up and will result in fewer pedal cycles being used without lights during darkness hours as well as a reduction of stolen cycles.

---

### **Correspondence**

<b>Date</b>	<b>from</b>	<b>subject</b>
08/01/2005	Mr J M Buchanan	Speak to CC

15/01/2005	L'Eau Maintenance	Summer Watering
17/01/2005	Law & Admin	CC Support Working Group
17/01/2005	Returning Officer	CC Election
17/01/2005	SEPA	SEPAView magazine
19/01/2005	Fire & Rescue Service	Risk Mgmt Plan 04-09
20/01/2005	Strategic & Corporate Policy	Local / Strategic plan launch
21/01/2005	Social Work Service	Joint Community Care Plan 04-07
21/01/2005	East Area Services Committee	Agenda 26 Jan
21/01/2005	Scottish Executive Inquiry Reporters	Appeal 10 Argyle St
21/01/2005	Glasdon UK Ltd	Noticeboards – advt
22/01/2005	Scottish Co-op	Area Committee
27/01/2005	Community Services	Mobile library service
31/01/2005	Transportation services	New bus shelters
02/02/2005	ScotExec Development Dept	Marches & Parades Report
03/02/2005	Transportation Services	EA Transportation Plan – draft & errata
03/02/2005	Development Services	Programme of public meetings
03/02/2005	Scottish Executive	Rights of appeal in planning – analysis of responses
05/02/2005	Scottish Civic Forum	Boundaries, Voting & Representation in Scotland

---