

25 March 2014

Agenda Item No. 17

Review of Common Good Arrangements

Report by the Executive Directors, Corporate Services, Finance and Resources, and Environment, Enterprise and Communities

Wards Affected: All

Purpose

This report details actions necessary to complete the review of common good arrangements, and implements the Council's agreed response to the External Auditor on common good matters.

Recommendation(s)

The Committee is asked to:

- (1) note completion of the review of common good arrangements;
- (2) delegate to officers to explore options for the management and stewardship of moveable common good assets and, in doing so, to seek advice from Fife Cultural Trust which currently manages Fife Council's Museum collections;
- (3) agree management arrangements for common good land and buildings as detailed in section 2.8; namely that, from 1 April 2014:
 - Where properties are leased to external organisations with no Council Service being involved in the management of the property, that income should be credited to the common good account if it has not been already;
 - Where properties are occupied and actively managed by a Council Service, a payment reflecting rental should be charged where the obligations of maintenance and other outgoings do not outweigh any income received by that Service for the property;
 - Any existing 'rental' arrangements as set out in Appendix B should continue to be honoured.
- (4) agree to the accounting arrangements as detailed in section 2.9;
- (5) note the implications regarding rental income of the revised arrangements;
- (6) Note that further training will be provided for Members on common good, with information to be made available to community councils on the currently available information on FifeDirect.

Resource Implications

One consequence of the review will be the transfer of assets between balance sheets. Additionally allocating rental income to the respective common good funds will result in an annual drop in income to the general fund. However this will be offset at least in part by formalising arrangements for maintenance of some common good properties.

No common good funds will receive less than at present by way of income, whereas some will receive more.

Legal & Risk Implications

The inconsistencies in accounting practices have been previously identified by the External Auditor and require to be addressed.

Impact Assessment

An Integrated Impact Assessment is not necessary because the proposed arrangements are an implementation of previously agreed policies.

Consultation

The policies relating to common good land and buildings, as well as the review of the common good asset register, were extensively consulted upon at the time. It is proposed to share the contents of this report with community councils following the Committee's decision.

All services affected by the issues contained in the report have been consulted and/or have been involved in the relevant officers working group.

1.0 Background

- 1.1 Council officers initiated a review of Common Good arrangements several years ago. The review has been carried out by officers in Democratic Services, Legal Services, Finance and Resources, and Asset and Facilities Management with input from Environment, Enterprise and Communities, Transportation and Environmental Services, Local Offices and Museums and Libraries (now Fife Cultural Trust) at appropriate stages.
- 1.2 The Standards and Audit Committee considered a report by External Auditors on the Council's common good arrangements at its meeting on 25th August 2009. (minute ref. - paras 126(1) and (2) of 2009.SA.65 and 66 refer.)
- 1.3 The External Auditors made a number of recommendations in their report and, as their response to that report, the committee agreed an action plan which officers have been working to complete since.

- 1.4 Officers are now close to completing the action plan but a number of issues arising from the review require committee approval.
- 1.5 Section 2 of the report details progress in relation to implementation of the Action Plan, and actions still necessary.
- 1.6 The Policy Finance and Asset Management Committee on 22nd October 2009 (previous minute - para 285 of 2009.PFAM.190 refers) agreed to support the guiding principles of a paper on the future management of common good properties. The relevant principles are appended to the report as Appendix A.
- 1.7 The management of common good land and buildings is one of the key issues raised in the audit report.
- 1.8 The auditors discovered some key inconsistencies in the Council's management of such properties:
 - Rentals being credited to the wrong account
 - Inconsistent approaches to repairs and maintenance
- 1.9 In practice, common good land and buildings fall into one of the following categories:
 - Properties occupied by Council services without payment, e.g some administrative buildings such as Town House, Kirkcaldy, parks
 - Properties occupied by Council services with a payment to the relevant common good fund, e.g. the Links, Burntisland.
 - Properties leased to third parties, e.g. golf courses, community halls
 - Properties (usually open space) actively managed, rather than occupied, by Council services
 - Properties not actively managed by any Council service

2.0 Action Plan Progress

- 2.1 The following paragraphs list the recommendations of the external auditors as well as progress made in implementing the recommendations.

- 2.2 Recommendation 1

We would encourage the Council to review the roles and responsibilities of each committee in relation to the management of common good and ensure these are documented within each committee's terms of reference and the overall Scheme of Administration.

- 2.2.1 This action was dealt with at the review of the Scheme of Administration in June 2009.

- 2.3 Recommendation 2

We recommend that the Council ensure that the terms of reference for each committee responsible for the management of common good extend to more than the disbursement of funds.

2.3.1 This action was dealt with at the review of the Scheme of Administration in June 2009.

2.4 Recommendation 3

We would encourage committees to review the level of information received on common good throughout the year.

2.4.1 This recommendation has been addressed through the submission of annual reports to the respective area committees

2.5 Recommendation 4

Arrangements should be in place to ensure members receive relevant training on the nature of common good and their stewardship duties with respect to it.

2.5.1 This recommendation has been addressed through the Members' development programme. Further training on common good has recently been requested by a number of Members, and this will be arranged for later in the year.

2.6 Recommendation 5

The Council should ensure arrangements are in place to ensure the common good asset register includes moveable common good assets in addition to land and properties.

Land and Buildings

2.6.1 Officers have now concluded the exercise of identifying all land and buildings owned by the various common good funds.

2.6.2 These registers are now finalised, though subject to clarification and correction if new information is made available. The Council GIS system has been updated to reflect these lists and is available to view through the Common Good page on FifeDirect. Further information on what is available will be sent to all community councils as soon as possible.

Moveable property

2.6.3 An initial register of moveable property was drawn up by the officers working group, consulted on with community councils, and first included in the Annual Reports on common good funds considered by the Area Committees in 2011.

2.6.4 It is recognised, however, that the register does not necessarily reflect all the moveable common good properties and an effective scheme to manage these properties is still outstanding. The situation is complex due to the number of Services involved, the spread of the moveable assets and the lack of any clear line of responsibility in the past. In addition, some of the moveable common good property is part of the existing Museums collections managed directly by the Fife Cultural Trust on behalf of the Council, and some not.

2.6.5 It is proposed that, in relation to moveable common good property, Fife Council will continue to work with Fife Cultural Trust staff to progress this, to fully utilise the Trust's expertise in conserving common good items of value, using the same principles as those agreed in the Museums Collections Policy agreed by this Committee at its last meeting on 3rd December 2013.

Actions

2.6.6 The following actions have been progressed by officers to conclude work on this recommendation:

- All Common Good property ownership has been recorded on the Council's Property database (AMIS) and also the GIS system;
- Plans are now available through FifeDirect showing all Common Good property ownership;
- Registers including additional information on Common Good property ownership, full content still to be finalised, and plans of individual assets will also be made accessible through FifeDirect.
- The documents on FifeDirect will be refreshed on an annual basis from AMIS/GIS systems, to take account of disposals or other changes;
- Creation when necessary of accounts for common good funds which have properties but the fund has no cash.

2.7 Recommendation 6

The Council should ensure appropriate security arrangements are in place for common good assets.

2.7.1 This recommendation has been addressed through a review of security and access to the Special Collections within Dunfermline Carnegie Library. Access to the collections, which are in locked cabinets, is now always accompanied by staff. Key control to the cabinets is also now improved with a narrower range of staff able to access these. We are also computerising the catalogue records of the Murison Burns collection as part of their improved care. The responsibility for this collection now sits with the Fife Cultural Trust.

2.8 Recommendation 7

We would encourage the Council to implement these Guidelines (for the rental of common good assets with either council services or external organisation) as soon as practicable.

2.8.1 Completion of the register of common good properties has also provided information on where the rentals for these properties are being credited. Appendix B to the report identifies two key sets of properties:

- those which have, historically, been occupied by Council Services, with a payment being made to the common good fund for that occupation; and
- properties which, for the first time, are to be treated as common good which will produce an income to the relevant common good fund.

2.8.2 Examination of the register suggests that a range of services are receiving income from common good land and buildings, although the main beneficiary is Parks and Outdoors for parks which also carry a heavy maintenance burden.

2.8.3 The requirement to credit the appropriate common good funds with rental income currently going to Council services needs to be considered alongside the current adopted practice that Council Services, particularly Parks & Outdoors, have been *de facto* managing and maintaining common good properties such as open spaces for many years without payment. In these cases the costs have not been met by the common good funds. The Council needs to take account of the crucial role played by Parks & Outdoors and other services in maintaining these properties.

2.8.5 Additionally Council Services occupy a significant number of common good properties to deliver local services. A list of these properties is attached as Appendix C to the report. It is proposed that, from 1 April 2014:

- Where properties are leased to external organisations with no Council Service being involved in the management of the property, that income should be credited to the common good account if it has not been already;
- Where properties are occupied and actively managed by a Council Service, a rental should be charged where the obligations of maintenance and other outgoings do not outweigh any income received by that Service for the property.

2.8.6 Additionally there are other common good properties which are not actively managed by Services. These are listed in Appendix D to the report.

2.8.7 At present the budget holder for these properties is Democratic Services which is not best placed to effectively manage these properties.

2.8.8 It is important that these properties are managed properly on behalf of the services and we propose that ALL common good properties should be managed by Council services with appropriate management arrangements put in place.

2.8.9 Actions required to address implementation of this recommendation include:

- Complete identification of services occupying common good properties
- Complete agreement on management arrangements for all common good properties

2.9 Recommendation 8

We would encourage such a review (of the categorisation and valuation basis of the asset recorded in the common good register) to be carried out in tandem with the review of rental agreements.

- 2.9.1 This recommendation is being addressed by a review of the categories of assets and recording these assets on asset registers. Reconciliations between the asset register and common good financial statements have been completed.
- 2.9.2 Following on from this review and reconciliations, a number of accounting entries will be required to be completed to record the assets on the correct balance sheet i.e. either Fife Council General Fund or Common Good.
- 2.9.3 Consideration has been given to common good assets presently in use as operational buildings by the Council, and it is anticipated that if all expenditure (including depreciation) in respect of these assets is met out of the Common Good Fund that the fund in all cases will be rapidly depleted. This is an issue that has been encountered by other Scottish local authorities.
- 2.9.4 Therefore, an accounting scheme is accordingly proposed whereby:
 - The assets identified in Appendix C are managed and used in the provision of Fife Council services. These will be included in the Council's balance sheet, but identified as common good; and
 - as property is managed by the Council, that all income and expenditure is directed through the Council's General Fund, and not through the Common Good Fund, thus maintaining level of funds in the common good account.

A scheme of this nature has been implemented by other Scottish local authorities in respect of common good assets and has been accepted by their external auditors.

- 2.9.5 This treatment proceeds on the assumption that the assets in question will not generate any surplus of income stream in excess of ongoing costs and liabilities. It is however proposed that where income is likely to be generated from an asset, consideration can be given on a case by case basis to directing all income and expenditure for that asset to the Common Good Fund.

3.0 Conclusions

- 3.1 Significant progress has been made on this issue despite the competing priorities that all the services involved in the review have faced. This report essentially reports implementation of policies previously agreed by the Council, and the Council's agreed response to the issues raised by the External Auditor.
- 3.2 Once completed the Council will have robust arrangements in place in relation to its common good assets.

List of Appendices

- A. Guidance paper approved by Policy, Finance & Asset Management Committee

- B. List of properties (a) where a payment is made to the common good fund by Services and (b) where rental from external sources will be credited to the common good for the first time
- C. List of properties occupied by services
- D. List of properties not actively managed

Background Papers

The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973: None

Report Contacts

Author Name Andrew Ferguson
Author's Job Title Manager (Committee Services) Democratic Services
Workplace Fife House, North Street, Glenrothes, KY7 5LT
Telephone: 08451 55 55 55 (ext 442241)
Email - Andrew.Ferguson@fife.gov.uk

Author Name Laura Robertson
Author's Job Title Service Manager – Support to Services, Finance and Resources
Workplace Fife House, North Street, Glenrothes, KY7 5LT
Telephone: 08451 55 55 55 (ext 450552)
Email – Laurac.Robertson@fife.gov.uk

Author Name Michael McArdle
Author's Job Title Lead Professional, Estates
Workplace Bankhead Central, Glenrothes
Telephone: 08451 55 55 55 (ext 440268)
Email – Michael.Mcardle@fife.gov.uk

APPENDIX A: KEY ASSET MANAGEMENT PRINCIPLES FOR COMMON GOOD PROPERTIES

- 1. Land forming part of the Common Good of a former Burgh is owned by Fife Council. Fife Council is obliged to administer it in accordance with the normal principles of best value and due economy associated with local authority land holdings; it is also obliged to administer assets having regard to the best interests of the inhabitants of the former Burgh.**

It is important to recognise at the outset that Common Good land is owned by Fife Council and Fife Council have been entrusted with the statutory responsibility of looking after it. In administering it, the Council will have regard to the best interests of the inhabitants of the Burgh and one of the means by which these best interests can be established is consultation with the community, including the Community Council. Ultimately, however, the responsibility for fulfilling the statutory obligation rests with Fife Council.

- 2. Common Good property should be treated consistently across Fife.**

This principle is largely self-explanatory. Due to historical differences between the District Councils who administered Common Good property after 1975, and indeed previous practices of the Burghs, Common Good property is not always administered consistently throughout the County. Fife Council should strive to achieve consistency wherever possible, having regard to local differences where these are material.

- 3. Common Good property should be managed and disposed of as efficiently and effectively as the Council's remaining landholdings.**

Many Common Good properties - whether land or buildings - have a clear community purpose. However, just because a property is held on the Common Good does not mean it is incapable of disposal. The case law states that, where there is greater benefit to the community in disposing of the asset rather than holding onto it, then the authority is entitled to do so. In managing all of its assets, the Council is seeking to ensure that they are used to best effect, whether that is by holding the asset itself or disposing of it where it is surplus to the requirements of the Council and the community as a whole.

- 4. The Council should only consider disposing of common good property permanently for a community purpose to another organisation where there is clear benefit in doing so over retention and sufficient guarantee that the other body can secure the long term nature of the community benefit.**

There may well be situations where a community-led initiative can draw down extra funding or otherwise give added value to the community use of an existing Common Good asset. However, the Council's statutory duty to protect the Common Good is a long-term obligation and it may be, for example, that a lease with an appropriate set of obligations is preferable to outright sale in such circumstances. For the avoidance of any doubt, disposal to any other body - whether for a continuing community use or not - would constitute a "disposal" for the purposes of section 75 of the 1973 Act, and may require court authority depending on the nature of the asset.

5. **Common Good properties should be maintained to the same or similar standard as non Common Good properties also owned by the Council.**

The Council has limited resources but it is clear that it is under an obligation to maintain properties whether they are held on the Common Good or not for the best interests of the public. The Council cannot be expected to maintain the properties to a higher standard. However, the Council will be mindful in all decisions relating to common good property of its significance in historical, archaeological, architectural or landscape terms.

6. **Subject to the obligation to use the asset to its best and most economical purpose, the property may be used by Fife Council Services in the normal way. Occupation of the property should be on a notional FRI basis to ensure the property is maintained at no net loss to the Common Good Fund.**

Most modern non-housing leases are on a full repairing and insuring basis (FRI). This means that the tenant has to pay the full cost of repairs and insurance of the property. By imposing a notional FRI obligation on the Council Service using the property, this ensures that the property is maintained but that the Common Good Fund is not affected by the cost of maintenance.

7. **Any "rentals" charged from a Council Service Budget to the Common Good Fund should truly reflect the value of the property and the cost of its maintenance. It should also reflect any income derived from the property by the Council.**

This arrangement between a Council Service occupying a Common Good property and the common good fund is designed to protect the interests of the inhabitants of the former Burgh and the Common Good Fund itself. However, the true cost of maintenance is a factor which applies to the valuation of all commercial leases. Where an outside body has occupation of a Common Good asset, then similar provisions apply.

8. **Where Common Good property is leased to an outside body or otherwise disposed of, the terms of the lease, wherever possible, should be FRI to minimise loss to the Common Good Fund.**

The key driver here is to ensure that the Common Good Fund benefits from a rental which is not lost on maintenance costs.

9. **Where a Common Good property is unoccupied, the Council will seek to find a use for it, either within or outwith the Council. Disposal should be considered as an option to minimise costs to the common good. Maintenance of unoccupied Common Good properties will fall on the Common Good Fund, as will the cost of demolition. In all such instances the views of the Community Council will be sought if the property is to be sold.**

If the property is unoccupied, there is no reason why the costs of its maintenance, etc, should not come from the Common Good Fund. However, the Council is under an obligation to ensure as rapidly as possible, that properties held on the Common Good are put to beneficial use of some sort. If there is no possible beneficial use, then the demolition might have to be considered.

Disposal of the cleared site should be considered as an option. This may recoup any losses from the Common Good Fund.

10. **Where a property is disposed of and Court approval is required, the expenses of proceeding to Court and, if successful, selling the property, should be taken from the sale proceeds. It is intended the net sale proceeds would be put back into the Common Good Fund.**

There is support in the case law for such an approach. In all such instances the views of the relevant community council(s) will be sought.

SRN	Asset Name	Address	Town	Area (ha)	Asset Type	Rental
Appendix B						£
Payments made	to the common good fund by a Service					
006131	Burntisland Local Office	106/108 High Street	Burntisland	0.04	Office	5,000.00
000729	Burntisland Links	The Links	Burntisland	8.04	Park/Playing Field	500.00
000434	The Young Community Hall	Thistle Street	Burntisland	0.04	Community Hall	250.00
	West Leven Street, Burntisland	West Leven Street	Burntisland			10.00
000545	Stephen Memorial Hall	Low Causeway	Culross	0.02	Community Centre	350.00
000543	Music Institute	East Port	Dunfermline	0.30	Office	1,600.00
006176	City Chambers	Kirkgate	Dunfermline	0.13	Office	44,130.00
000636	Carnegie Leisure Centre	46 Pilmuir Street	Dunfermline	0.59	Leisure/Recreation Centre	4,500.00
000799	Dunfermline Public Park	West Drive/Park Place	Dunfermline	13.55	Park/Playing Field	200.00
000538	Carnegie Hall	East Port	Dunfermline	0.24	Theatre	10.19
000192	Friary Museum Store/ Senior Citizen	Queen Street	Inverkeithing	0.52	Museum	10,200.00
000544	Town House	6-8 Townhall Street	Inverkeithing	0.01	Office	580.00
	Wayleave and Sewer rent	Barony	Leslie			153.21
006611	St Monans Common	Hope Place	St Monans	3.39	Park/Playing Field	500.00
000789	Townhill Park	Main Street	Townhill	12.44	Park/Playing Field	92.16
						68,075.56
rental to common good for first time as a result of the review						
000825	Crail Caravan Site	Sauchope Links	Crail	6.96	Site	31,200.00
100072	Life Boat Station	30 St James Place	Kinghorn	0.03	Site	0.01
006604	Grazing Paddock	Milton Road	Pittenweem	0.19	Site	27.00
006606	Agricultural Land	West Braes	Pittenweem	3.37	Site	308.00
000723	Site For Golf Museum	Golf Place	St Andrews	0.18	Site	590.00
000724	Sea Life Centre	Bow Butts / The Scores	St Andrews	0.80	Site	4,600.00
006527	Fishermens Stores	Nos 1-9 Shoremill	St Andrews	0.02	Store	3,150.00
005969	Car Park	Bruce Embankment	St Andrews	0.51	Car Park	16,000.00
						55,875.01

SRN	Asset Name	Address	Town	Area (ha)	Asset Type	
Appendix C - Common Good Assets actively managed by Fife Council services						
005974	St Andrews Road Car Park	Station Road	Anstruther	0.30	Car Park	
100975	Car Park	George Street	Anstruther	0.01	Car Park	
005082	Cellardyke Harbour	Shore Street	Anstruther	0.79	Harbour	
000400	Easter Town Hall & Library	Cunzie Street	Anstruther	0.05	Multiple Use	
004170	Auchtermuchty Public Park	Low Road	Auchtermuchty	2.02	Park/Playing Field	
101079	Amenity Land	Newburgh Road	Auchtermuchty	0.06	Amenity Ground	
005975	Station Road Car Park	Station Road	Auchtermuchty	0.06	Car Park	
000401	Victoria Hall	19 Burnside	Auchtermuchty	0.02	Community Hall	
000402	Auchtermuchty Town Hall/Library	High Street	Auchtermuchty	0.02	Multiple Use	
100976	Station Road Park	Station Road	Auchtermuchty	0.78	Park/Playing Field	
006130	Buckhaven Burgh Chambers	1 College Street	Buckhaven	0.07	Office	
000725	Muiredge Park	Methilhaven Road	Buckhaven	3.41	Park/Playing Field	
000726	Sandwell Street Park	Sandwell Street	Buckhaven	1.95	Park/Playing Field	
000729	Burntisland Links	The Links	Burntisland	8.04	Park/Playing Field	
006131	Burntisland Local Office	106/108 High Street	Burntisland	0.04	Office	
100979	Lockups	Kirkcaldy Road	Burntisland	0.07	Garage Site	
100259	Rossend Point Park	Rossend Terrace	Burntisland	4.78	Park/Playing Field	
101073	Amenity Land	Craigkennochie Terrace	Burntisland	0.27	Amenity Ground	
005896	Links Place Car Park	Links Place	Burntisland	0.42	Car Park	
000434	The Young Community Hall	Thistle Street	Burntisland	0.04	Community Hall	
001395	Beacon Leisure Centre	Lammerlaws Road	Burntisland	1.39	Leisure/Recreation Centre	
030110	Park	Melville Gardens	Burntisland	0.32	Park/Playing Field	
101017	Haugh Road Play Park	Haugh Road	Burntisland	0.73	Park/Playing Field	
004152	Port Toilets	Links Place	Burntisland	0.02	Public Convenience	
006177	Cowdenbeath Local Office (Town House	High Street	Cowdenbeath	0.17	Office	
100295	Ground	Castle Walk	Crail	0.40	Amenity Ground	
000404	Crail Town Hall/Library	Municipal Bldgs	Crail	0.01	Multiple Use	
005977	Marketgate South Car Park	Marketgate	Crail	0.07	Car Park	
101013	Tolbooth Housing	28-30 Tolbooth Wynd	Crail	0.01	Miscellaneous Property	
101014	Auldwell Gardens Housing	Auldwell Gardens	Crail	0.09	Miscellaneous Property	
000706	Ashburn Park	St Andrews Road	Crail	0.59	Park/Playing Field	
000707	Victoria Park	St Andrews Road	Crail	0.14	Park/Playing Field	
000709	Beechwalk Park	St Andrews Road	Crail	1.80	Park/Playing Field	
101048	Victoria Playground	St Andrews Road	Crail	0.22	Park/Playing Field	
100049	Bon Accord Park	Low Causeway	Culross	2.31	Park/Playing Field	
100980	Amenity Ground	Low Causeway	Culross	0.07	Amenity Ground	
100981	Amenity Ground	Erskine Brae	Culross	0.08	Amenity Ground	
100983	West Green	Low Causeway	Culross	0.05	Amenity Ground	
000545	Stephen Memorial Hall	Low Causeway	Culross	0.02	Community Centre	
101044	Drying Green	Balgownie West	Culross	0.08	Miscellaneous Land	
100982	Village Green	Low Causeway	Culross	0.81	Park/Playing Field	
004215	Culross Public Convenience	Balgownie West	Culross	0.00	Public Convenience	
000403	Corn Exchange	St Catherines Street	Cupar	0.09	Community Hall	
005804	Fluthers Car Park	Burnside	Cupar	0.68	Car Park	
000601	Cupar Leisure Centre	Carslogie Road	Cupar	0.51	Leisure/Recreation Centre	
000700	Duffus Park	Carslogie Road	Cupar	10.88	Park/Playing Field	
101062	Amenity Ground	Coal Road	Cupar	0.18	Amenity Ground	
000717	Cart Haugh/Hood/Nicholson Park	East Bridge	Cupar	2.47	Park/Playing Field	
101019	Moathill Walk	Moathill Road	Cupar	1.30	Park/Playing Field	
101020	Little Common Play Park	Riggs Place	Cupar	0.67	Park/Playing Field	
000526	Dell Farquharson Centre	7 Nethertown Broad Street	Dunfermline	0.11	Community Centre	
006176	City Chambers	Kirkgate	Dunfermline	0.13	Office	
100033	West End Park	Urquhart Crescent	Dunfermline	1.56	Park/Playing Field	
000799	Dunfermline Public Park	West Drive/Park Place	Dunfermline	13.55	Park/Playing Field	
000637	Bruce Street Sports Hall	37 Bruce Street	Dunfermline	0.13	Leisure/Recreation Centre	
000543	Music Institute	East Port	Dunfermline	0.30	Office	
006182	St Margaret's House	9 St Margaret Street	Dunfermline	0.08	Vacant - Office	
100984	Amenity Ground	Kingseat Road	Dunfermline	0.23	Amenity Ground	
101050	Amenity Land	Park Avenue	Dunfermline	0.04	Amenity Ground	
101069	Amenity Ground	St Catherines Wynd	Dunfermline	0.11	Amenity Ground	
101088	Amenity Land	West Drive	Dunfermline	0.13	Amenity Ground	
005055	Glenbridge Car Park	Chalmers Street	Dunfermline	0.62	Car Park	
005871	West Drive Car Park	West Drive	Dunfermline	0.06	Car Park	
000512	Baldridgeburn Community Centre	Baldridge Burn	Dunfermline	0.21	Community Hall	
000636	Carnegie Leisure Centre	46 Pilmuir Street	Dunfermline	0.59	Leisure/Recreation Centre	
000193	St Margarets Cave Centre	Chalmers Street (Car Park)	Dunfermline	0.00	Museum	
007027	Office	7 Abbot Street	Dunfermline	0.07	Office	
100884	Lyne Burn Corridor	Blacklaw Road	Dunfermline	7.58	Park/Playing Field	
100985	Rumblingwell Recreation Ground	West Baldridge Road	Dunfermline	1.12	Park/Playing Field	
100986	Scobie Recreation Ground	Scobie Place	Dunfermline	0.38	Park/Playing Field	
100988	Whirlbut Park	Whirlbut Street	Dunfermline	0.72	Park/Playing Field	
100989	Garden	St Margarets Street	Dunfermline	0.10	Park/Playing Field	

SRN	Asset Name	Address	Town	Area (ha)	Asset Type	
Appendix C - Common Good Assets actively managed by Fife Council services						
101026	Memorial Gardens	Monastery Street	Dunfermline	0.35	Park/Playing Field	
000538	Carnege Hall	East Port	Dunfermline	0.24	Theatre	
100565	Harbour Masters House	Hot Pot Wynd	Dysart	0.02	Miscellaneous Property	
100991	Car Park	Shore Road	Dysart	0.97	Car Park	
100990	Townhead Park	West Quality Street	Dysart	0.28	Park/Playing Field	
000407	Elie & Earlsferry Town Hall	19 - 21 High Street	Elie & Earlsferry	0.04	Community Hall	
101060	Amenity Ground	Victoria Place	Falkland	0.23	Amenity Ground	
000192	Friary Museum Store/ Senior Citizens Cen	Queen Street	Inverkeithing	0.52	Museum	
100992	Hope Street Allotments	Hope Street	Inverkeithing	0.56	Amenity Ground	
005878	Queen Street Car Park	Queen Street	Inverkeithing	0.11	Car Park	
006181	Inverkeithing Civic Centre	Queen Street	Inverkeithing	0.37	Multiple Use	
100966	Ballast Bank Park	Preston Crescent	Inverkeithing	6.30	Park/Playing Field	
000625	Kinghorn Golf Course	Mcduff Crescent	Kinghorn	27.42	Golf Course	
005086	Pettycur Harbour	Pettycur Road	Kinghorn	0.61	Harbour	
100996	Inch View Garage Site	Inch View	Kinghorn	0.10	Garage Site	
101001	Bowbutts Garage Site	Eastgate	Kinghorn	0.20	Garage Site	
100998	South Overgate Amenity Ground	South Overgate	Kinghorn	0.64	Amenity Ground	
004313	Parks Depot	West Of Mid Road	Kinghorn	0.11	Depot	
100071	Mires Park	Orchard Terrace	Kinghorn	0.96	Park/Playing Field	
100997	Inch View Play Park	Inch View	Kinghorn	0.19	Park/Playing Field	
100999	Nethergate Play Park	Nethergate	Kinghorn	0.13	Park/Playing Field	
101000	Eastgate Play Park	Eastgate	Kinghorn	0.34	Park/Playing Field	
101055	Playground	Mid Road	Kinghorn	0.13	Park/Playing Field	
004164	Kinghorn Public Convenience	Beach Braes (St James Place)	Kinghorn	0.01	Public Convenience	
000745	Ravenscraig Park	Dysart Road	Kirkcaldy	30.34	Park/Playing Field	
005917	Esplanade Car Park (D)	Esplanade	Kirkcaldy	0.51	Car Park	
000741	Beveridge Park	Abbotshall Road	Kirkcaldy	44.67	Park/Playing Field	
000508	Adam Smith Theatre	St Brycedale Avenue	Kirkcaldy	0.40	Theatre	
101003	Sang Road Drying Green	Sang Road	Kirkcaldy	0.21	Amenity Ground	
101058	The Esplanade	The Esplanade	Kirkcaldy	3.28	Amenity Ground	
101074	Foreshore	The Esplanade	Kirkcaldy	20.40	Amenity Ground	
101075	Amenity Land	The Esplanade	Kirkcaldy	0.04	Amenity Ground	
101076	Former Drying Green	Pool Lane	Kirkcaldy	0.04	Amenity Ground	
101084	Amenity Land	Nicol Street	Kirkcaldy	0.14	Amenity Ground	
005914	Esplanade Car Park (A)	Esplanade	Kirkcaldy	0.22	Car Park	
005915	Esplanade Car Park (B)	Esplanade	Kirkcaldy	0.20	Car Park	
005916	Esplanade Car Park (C)	Esplanade	Kirkcaldy	0.35	Car Park	
005925	Nicol Street Car Park	Nicol Street	Kirkcaldy	0.25	Car Park	
005928	St James Church Car Park	Port Brae (High Street)	Kirkcaldy	0.09	Car Park	
000188	Kirkcaldy Galleries	Memorial Gardens	Kirkcaldy	0.52	Museum	
100602	Memorial Gardens	Bennochy Road	Kirkcaldy	1.15	Park/Playing Field	
101002	Volunteer's Green	Volunteer's Green	Kirkcaldy	0.38	Park/Playing Field	
004177	Kirkcaldy Public Convenience	South Esplanade	Kirkcaldy	0.01	Public Convenience	
000746	Quarry Park & Common	Back Braes	Leslie	7.48	Park/Playing Field	
101100	Monks Walk Recreation Ground	Monks Walk	Leslie	1.74	Park/Playing Field	
101011	Greenside Garage Site	Greenside	Leslie	0.10	Garage Site	
101012	The Green	Greenside	Leslie	0.68	Amenity Ground	
005937	Greenside Car Park	Greenside	Leslie	0.11	Car Park	
000494	Leslie Town Hall	High Street	Leslie	0.04	Community Hall	
000747	Meadows Park (West Common)	Mansfield	Leslie	1.81	Park/Playing Field	
000621	Leven Bowling Club	The Links	Leven	0.26	Bowling Green	
000627	Thistle Golf Course	Leven Links	Leven	36.47	Golf Course	
000628	Scoonie Golf Course	Links Road	Leven	29.00	Golf Course	
000748	Links Park & Beach	Promenade	Leven	3.80	Park/Playing Field	
000750	Letham Glen	Scoonie Brae	Leven	8.50	Park/Playing Field	
005942	Promenade Car Park	Promenade	Leven	0.33	Car Park	
006153	Carberry House	Scoonie Road	Leven	0.57	Office	
101004	Festival Gardens	Promenade	Leven	0.44	Park/Playing Field	
004184	Leven Public Convenience	Promenade	Leven	0.01	Public Convenience	
000778	Lochgelly Public Park	Hall Street/Johnston Crescent	Lochgelly	6.43	Park/Playing Field	
000535	Lochgelly Town Hall	69 - 71 Bank Street	Lochgelly	0.11	Community Hall	
101005	West End Park	Paul Street	Lochgelly	1.06	Park/Playing Field	
101077	Shrubbed Area	Commercial Street	Markinch	0.02	Amenity Ground	
101078	Shrubbed Area	Kirk Street	Markinch	0.01	Amenity Ground	
005958	Car Park	Betson Street	Markinch	0.12	Car Park	
000491	Markinch Town Hall	Betson Street	Markinch	0.08	Community Hall	
000752	John Dixon Park	Main Street	Markinch	4.96	Park/Playing Field	
100309	The Hill	Stobcross Road	Markinch	4.58	Park/Playing Field	
101006	Markinch War Memorial	Balbirnie Street	Markinch	0.09	War Memorials & Monuments	
000826	East Shore Football Park & Pav	Coach Road	Newburgh	0.90	Park/Playing Field	
010118	3 Garage Site	Scotland Terrace	Newburgh	0.03	Garage Site	
010119	5 Garage Site	The Sweerie	Newburgh	0.02	Garage Site	

SRN	Asset Name	Address	Town	Area (ha)	Asset Type	
Appendix C - Common Good Assets actively managed by Fife Council services						
010120	Garage Site	Clinton Street	Newburgh	0.00	Garage Site	
100963	Orchard	Cupar Road	Newburgh	0.13	Miscellaneous Land	
005987	Cupar Road Car Park	Cupar Road	Newburgh	0.23	Car Park	
000718	Tayside / Mugdrum Park	Abernethy Road	Newburgh	6.42	Park/Playing Field	
101007	Community Garden	64 West Road	Newport on Tay	0.06	Amenity Ground	
000114	Pittenweem Old Town Hall And Library	Cove Wynd	Pittenweem	0.01	Multiple Use	
005988	West Braes Car Park	West Braes	Pittenweem	0.10	Car Park	
000704	New Playing Field	David Street	Pittenweem	3.22	Park/Playing Field	
000705	West Braes Park	West Braes	Pittenweem	0.48	Park/Playing Field	
100953	West Braes Playing Field	West Braes	Pittenweem	1.00	Park/Playing Field	
000527	Parkgate Community Centre	Parkgate	Rosyth	0.48	Community Hall	
000169	Rosyth Library	Parkgate	Rosyth	0.07	Library	
100455	Recreation Ground	Park Road	Rosyth	10.54	Park/Playing Field	
100454	Bow Butts	The Scores	St Andrews	0.91	Amenity Ground	
000413	St Andrews Town Hall	Queens Gardens	St Andrews	0.07	Community Hall	
001212	Madras College Playing Fields	North Haugh	St Andrews	9.66	School - Land	
101053	Amenity Land	The Shore	St Andrews	0.19	Amenity Ground	
101065	Amenity Land	Hallow Hill	St Andrews	0.41	Amenity Ground	
101067	Amenity Land	Jacobs Ladder	St Andrews	0.09	Amenity Ground	
005990	City Road Car Park	City Road	St Andrews	0.29	Car Park	
000423	Victory Memorial Hall	St Marys Place, Market Street	St Andrews	0.05	Community Hall	
100337	Cockshaugh Public Park	Lades Braes	St Andrews	2.04	Park/Playing Field	
100555	East Bents	Woodburn Place	St Andrews	1.82	Park/Playing Field	
101052	Carron Bridge Recreational Area	Lade Braes	St Andrews	1.63	Park/Playing Field	
004148	St Andrews Public Convenience	Bruce Embankment	St Andrews	0.06	Public Convenience	
006611	St Monans Common	Hope Place	St Monans	3.39	Park/Playing Field	
100144	Land	The Shore	St Monans	1.44	Amenity Ground	
101087	Garage Site	Hope Place	St Monans	0.02	Garage Site	
010137	Garage Site (11 Garages)	Miller Terrace	St Monans	0.05	Garage Site	
001157	St Monans Primary School	Hope Place	St Monans	0.47	School - Primary Education	
005806	The Common Car Park	Hope Place	St Monans	0.09	Car Park	
005996	Hope Place Car Park	Hope Place	St Monans	0.05	Car Park	
101054	Car Park and Amenity Land	Forth Street	St Monans	0.04	Car Park	
000414	St Monans Town Hall	Hope Place	St Monans	0.11	Community Hall	
000111	St Monans Library	Hope Place	St Monans	0.02	Library	
004130	St Monans Public Convenience	Hope Place	St Monans	0.00	Public Convenience	
100252	Tayport Amateur Football Club	Shanwell Road	Tayport	1.91	Park/Playing Field	
000824	Tennis Court & Pavilion	Queen Street	Tayport	0.65	Park/Playing Field	
006067	Tayport Library	17 Queen Street	Tayport	0.30	Library	
100145	Tayport Common	Links Road North	Tayport	7.14	Park/Playing Field	
101009	West Common	Community Road	Tayport	4.79	Park/Playing Field	
000795	Townhill Country Park	Townhill Road	Townhill	25.43	Leisure/Recreation Centre	
100965	Townhill Woods	Forrest Road	Townhill	46.00	Miscellaneous Land	
101056	Garage Site	Moncur Street	Townhill	0.07	Garage Site	
000789	Townhill Park	Main Street	Townhill	12.44	Park/Playing Field	

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000406	Cellardyke Town Hall	Tollbooth Wynd	Anstruther	0.03	Community Hall
100128	Garage Site	St Andrews Road	Anstruther	0.04	Garage Site
006603	Anstruther Golf Course	The Golf Course	Anstruther	4.58	Site
101085	Access	St Andrews Road	Anstruther	0.06	Road Project
030179	Shop	96 High Street	Burntisland	0.01	Shop
000433	Unity Hall	Links Place	Burntisland	0.03	Community Hall
006132	Burntisland Heritage Trust	2/4 Kirkgate	Burntisland	0.01	Office
100977	Grazing Land	Haugh Road	Burntisland	2.35	Agricultural
100057	Garage Site	Haugh Road	Burntisland	0.43	Garage Site
100190	Shop (Derelict)	215 High Street	Burntisland	0.03	Vacant Property
101018	Site	Shepherd Crescent	Burntisland	0.04	Site
100978	Seamill Workshop	Haugh Road	Burntisland	0.01	Workshop
101070	Promenade	Galahill	Burntisland	0.21	Amenity Ground
101071	Beach	Kinghorn Road	Burntisland	97.33	Amenity Ground
101072	Footpath	Broomhill Avenue	Burntisland	0.02	Amenity Ground
100807	Burntisland War Memorial	Kinghorn Road	Burntisland	0.03	War Memorials & Monuments
100842	Cowdenbeath War Memorial	Foulford Road	Cowdenbeath	0.12	War Memorials & Monuments
000825	Crail Caravan Site	Sauchope Links	Crail	6.96	Site
100080	Land	Balcomie Road	Crail	4.56	Agricultural
100130	Peatfield	St Andrews Road	Crail	2.12	Agricultural
100094	Land	East Quarry Braes	Crail	0.70	Agricultural
006608	Office & Store	The Harbour	Crail	0.03	Store
100093	Land	West Quarry Braes	Crail	1.50	Agricultural
100131	Store	65 Nethergate	Crail	0.00	Store
101049	Amenity Land	Rude Well	Crail	0.30	Amenity Ground
101021	Marketgate North	Marketgate	Crail	0.28	Miscellaneous Land
101022	Marketgate South	Marketgate	Crail	0.18	Miscellaneous Land
101045	Culross War Memorial	Balgownie West	Culross	0.01	War Memorials & Monuments
006612	Site For Laundry Extension	Little Common	Cupar	0.29	Site
006534	Burgh Chambers	5 St Catherine Street	Cupar	0.02	Vacant - Office
101061	Amenity Ground	Burnside	Cupar	0.03	Amenity Ground
100987	Whirlbut Allotments	Whirlbut Street	Dunfermline	0.28	Amenity Ground
006620	Site of Normand Hall (Demolished)	Rectory Lane	Dysart	0.06	Development Land
006621	Dysart Harbour	Hot Pot Wynd	Dysart	2.21	Harbour
100174	St Serf's Tower and Cemetery	Shore Road	Dysart	0.14	Cemetery
004113	Former Elie Public Convenience	Cross Wynd Earlsferry	Elie & Earlsferry	0.01	Vacant Property
101080	Earlsferry Links Golf Course	Links Road	Elie & Earlsferry	0.00	Golf Course
100133	Land	The Loan	Falkland	0.08	Amenity Ground
100134	Falkland Golf Club	The Myre	Falkland	10.02	Park/Playing Field
100993	Queen Street Community Orchard	Queen Street	Inverkeithing	0.10	Amenity Ground
007205	Corn Exchange	4 Hope Street	Inverkeithing	0.05	Office
000544	Town House	6-8 Townhall Street	Inverkeithing	0.01	Office
100995	Abbot Place Garden	Hope Street	Inverkeithing	0.12	Amenity Ground
100994	Abbot Place Car Park	Hope Street	Inverkeithing	0.08	Car Park
101082	Inverkeithing Harbour	Preston Crescent	Inverkeithing	4.81	Harbour
101068	Cul De Sac	Kinell Road	Inverkeithing	0.01	Road Project
100363	Rossland Motel	Pettycur Road	Kinghorn	0.08	Miscellaneous Land
100070	Store	St James Place	Kinghorn	0.00	Site
100072	Life Boat Station	30 St James Place	Kinghorn	0.03	Site
100375	North Mire Refuse Site	Orchard Road	Kinghorn	2.37	Landfill Site
000742	Car Park	Pettycur Road	Kinghorn	0.21	Car Park
004166	Former Kinghorn Public Convenience	Pettycur Road North	Kinghorn	0.01	Vacant Property
101057	Coastal Slopes	Pettycur Road	Kinghorn	3.97	Amenity Ground
100359	Ravenscraig Nursery	Dysart Road	Kirkcaldy	2.70	Depot
100929	Ravenscraig Castle	Dysart Road	Kirkcaldy	0.55	War Memorials & Monuments
004318	Former Parks Depot	Southerton Road	Kirkcaldy	0.25	Vacant Property
101101	Leslie GC Car Park	Back Braes	Leslie	0.09	Site
100405	Leslie Common (East)	The Common	Leslie	1.78	Park/Playing Field
100082	Agricultural Land	Back Braes	Leslie	4.13	Agricultural
101010	Goat Field	Front Row Croftouterly	Leslie	0.11	Miscellaneous Land
101059	The Goats (footpaths)	The Common	Leslie	0.07	Amenity Ground
000497	Greig Institute	Forth Street	Leven	0.08	Vacant - Office
006180	Former Lochgelly Local Office (Town House)	Hall Street	Lochgelly	0.06	Vacant - Office
004352	Site of Former Lochgelly Works Depot	Hall Street	Lochgelly	0.11	Development Land
000409	Newburgh Clock Tower	67 High Street	Newburgh	0.00	Miscellaneous Property
100806	Newport War Memorial	Tay Street	Newport on Tay	0.00	War Memorials & Monuments
006605	Land at East & West Park	Milton Road	Pittenweem	2.00	Site
006610	Pittenweem Tolbooth	Market Cross	Pittenweem	0.00	Store
006604	Grazing Paddock	Milton Road	Pittenweem	0.19	Site
006606	Agricultural Land	West Braes	Pittenweem	3.37	Site
101081	Amenity Land (South of Town Hall)	Cove Wynd	Pittenweem	0.00	Amenity Ground
005969	Car Park	Bruce Embankment	St Andrews	0.51	Car Park

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000115	Shop	78 South Street	St Andrews	0.02	Shop
000723	Site For Golf Museum	Golf Place	St Andrews	0.18	Site
000724	Sea Life Centre	Bow Butts / The Scores	St Andrews	0.80	Site
006527	Fishermens Stores	Nos 1-9 Shoremill	St Andrews	0.02	Store
101063	Amenity Ground	Mavis Bank	St Andrews	0.93	Amenity Ground
101064	Amenity Ground	Lade Braes	St Andrews	0.74	Amenity Ground
101066	Dismantled Railway	Links Crescent	St Andrews	0.49	Amenity Ground
101086	Dismantled Railway	Old Station Road	St Andrews	1.78	Amenity Ground
101008	St Andrews Mussels Beds	Eden Estuary	St Andrews	43.00	Nature Reserve
000829	St Monans Caravan Site	The Common	St Monans	2.21	Site
100017	St Monans Heritage Collection	5 West Shore	St Monans	0.00	Museum
006600	Lilliehill Farm (Cairncubie)	Cairncubie Road	Townhill	13.56	Agricultural
006601	Lilliehill Farm (Killiebone)	Cairncubie Road	Townhill	9.52	Agricultural
101083	Amenity Land	Killiebone Road	Townhill	1.57	Amenity Ground