

South and West Fife Area Committee

Civic Centre, Inverkeithing / Blended Meeting

Wednesday, 5 November 2025 - 9.30 am



AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTES**
 - (a) Minute of meeting of the South and West Fife Area Committee of 3 September 2025. 4 - 10
 - (b) Minute of meeting of the West Fife Area Common Good Sub-Committee of 19 March 2025. 11 - 12
4. **VERBAL UPDATE ON THE FUTURE USE OF INVERKEITHING HIGH SCHOOL SITE** – Verbal update by the Head of Property Services and the Head of Communities and Neighbourhoods Service.
5. **JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME** – Report by the Head of Children and Families and Justice Services. 13 - 26
6. **SUPPORTING THE SOUTH AND WEST FIFE LOCAL COMMUNITY PLAN – ANTI-POVERTY PROGRESS UPDATE** – Report by the Head of Communities and Neighbourhoods Service. 27 - 54
7. **ANTI-POVERTY BUDGET FUNDING REQUEST - WARM WELCOME 2025/26** – Report by the Head of Communities and Neighbourhoods Service. 55 - 58
8. **ANTI-POVERTY BUDGET FUNDING REQUEST - COMMUNITY WELLBEING PROJECT** – Report by the Head of Communities and Neighbourhoods Service. 59 - 68
9. **SUMMER PROGRAMME 2025 UPDATE** – Report by the Head of Communities and Neighbourhoods Service. 69 - 85
10. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 86 - 87
11. **SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2025-27** – Report by the Executive Director (Finance and Corporate Services). 88 - 95

12. NOTICE OF MOTION - REGENERATION WORKS IN INVERKEITHING – In terms of Standing Order No. 10, the following Notice of Motion has been submitted:-

"Committee:-

- a. notes the public concern about the extent and duration of the disruption caused by the regeneration works in the centre of Inverkeithing;
- b. while accepting that disruption is inevitable during such works, believes there are lessons to be learned that might assist such projects in the future;
- c. therefore, invites members to form a Working Group to investigate; and
- d. asks that a report be presented to the committee when that investigation is complete".

Proposed by Councillor Dave Dempsey
Seconded by Councillor David Barratt

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

Lindsay Thomson
Head of Legal and Democratic Services
Finance and Corporate Services
Fife House
North Street
Glenrothes
Fife, KY7 5LT

29 October 2025

If telephoning, please ask for:

Michelle McDermott, Committee Officer, Fife House, North Street, Glenrothes
Telephone: 03451 555555, ext. 442238; email: Michelle.McDermott@fife.gov.uk

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

2025 SWFAC 99

THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE - BLENDED MEETING

Civic Centre, Inverkeithing

3 September 2025

9.30 am - 1.05 pm

PRESENT: Councillors David Barratt (Convener), Karen Beaton, Patrick Browne, Dave Dempsey, Brian Goodall, Andy Jackson, Sarah Neal, Sam Steele, Andrew Verrecchia and Conner Young.

ATTENDING: Patricia Spacey, Housing and Safer Communities Team Manager and Michael Collins, Safer Communities Lead Officer, Housing Service; Acting Inspector Barry Stewart, Police Scotland; Craig Robertson, Station Commander, Scottish Fire and Rescue Service; Alastair Mutch, Community Manager (South and West Fife), Steven Adamson, Project Manager, Mandy Conn, Community Development Team Manager, Mike Payne, Community Education Worker and Corinne Mcginley, Community Education Worker, Communities and Neighbourhoods Service; Lesley Craig, Lead Consultant and Cara Gourlay, Technician Engineer, Roads and Transportation Service; Mary Stewart, Service Manager, Martin McGroarty, Lead Professional and Mark Barrett, Lead Officer, Planning Services; Dave Thomson, Customer Experience Lead Officer, Customer and Online Services; Kenny Bisset, Lead Officer, Protective Services; Michael O'Gorman, Service Manager, Property Services; Mary McLean, Team Manager and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

232. DECLARATIONS OF INTEREST

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

233. MINUTE

The committee considered the minute of the South and West Fife Area Committee of 11 June 2025.

Decision

The committee approved the minute.

234. SAFER COMMUNITIES TEAM UPDATE REPORT

The committee considered a report by the Head of Housing Services providing an update on the operational activity of the Safer Communities Team within the South and West Fife committee area during the twelve month period 1 April 2024 to 31 March 2025.

Decision

The committee noted the activity to date as detailed in the report.

Councillor Andrew Verrecchia joined the meeting during consideration of the above item.

235. SUPPORTING THE LOCAL COMMUNITY PLAN - OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN SOUTH AND WEST FIFE AREA

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

Decision

The committee:-

- (1) noted the report and update provided; and
- (2) wished to record their thanks and appreciation to Inspector Cheryl Young for her contribution to the South and West Fife Area and wished her well in her new role.

During consideration of the above item, Councillor Andrew Verrecchia left the meeting at 10.30 am and rejoined the meeting at 10.45 am.

236. SCOTTISH FIRE AND RESCUE SERVICE ANNUAL SCRUTINY REPORT 2024/25

The committee considered a report by the Station Commander, Scottish Fire and Rescue Service providing incident information for the period 1 April 2024 to 31 March 2025.

Decision

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

Councillor Andrew Verrecchia left the meeting following consideration of the above item.

The meeting adjourned at 10.55 am and reconvened at 11.05 am.

237. SUPPORTING THE LOCAL COMMUNITY PLAN - AREA CAPITAL BUDGET REQUEST - DALGETY BAY PUMP TRACK

The committee considered a report by the Head of Communities and Neighbourhoods Services seeking approval to allocate funds from the Area Capital budget towards the Dalgety Bay Pump Track project.

Decision

The committee agreed to a contribution of £65,000 from the Area Capital budget for the provision of a pump track in Dalgety Bay.

Councillor Andrew Verrecchia rejoined the meeting during consideration of the above item.

238. ANTI-POVERTY ACTION FUNDING APPLICATION - WELFARE SUPPORT ASSISTANT

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement to allocate funds from the Anti-Poverty budget to extend one FTE Welfare Support Assistant post until 31 March 2026.

Decision

The committee agreed to a contribution of £27,053.36 from the Anti Poverty Budget for the extension of one FTE Welfare Support Assistant post until 31 March 2026.

239. ANTI-POVERTY ACTION FUNDING APPLICATION - SUMMER PROGRAMME 2025

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking retrospective agreement to allocate funds from the Anti-Poverty budget towards the Summer Programme of activities for individuals, children, young people and families.

Decision

The committee agreed:-

- (1) to a retrospective contribution of £40,053.69 from the Anti-Poverty Budget towards the Summer Programme of activities for individuals, children, young people and families; and
- (2) that any reports seeking funding for easter holiday activities 2026 be submitted to the 4th February 2026 Area Committee meeting and reports seeking funding for summer programme activities for 2026 be submitted to the 10th June 2026 Area Committee meeting.

240. PROPOSED SPEED LIMITS - C19 KINNEDDAR PARK

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce a 40mph speed limit on the C19 Saline to Comrie.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 40mph speed limit as detailed in Drawing No. TRO25_78 with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

241. PROPOSED PARKING RESTRICTIONS - MORLICH CRESCENT AND MORLICH ROAD, DALGETY BAY

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce "No Waiting" restrictions on the junction of Morlich Crescent and Morlich Road, Dalgety Bay.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce No Waiting restrictions on the junction of Morlich Crescent and Morlich Road, Dalgety Bay, as detailed in Drawing No. TRO25_19; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

242. PROPOSED PARKING PROHIBITION - DALGETY BAY PRIMARY SCHOOL, DALGETY BAY

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce a "No Waiting at Any Time" parking prohibition at Dalgety Bay Primary School at the junction of St. Bridget's Brae and Inchview Gardens.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a "No Waiting at Any Time" parking prohibition at Dalgety Bay Primary School at the junction of St. Bridget's Brae and Inchview Gardens, as detailed in Drawing No. TRO25_80; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

243. PROPOSED PARKING PROHIBITION - DUNFERMLINE ROAD, LIMEKILNS

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce a "No Waiting at Any Time" parking prohibition on Dunfermline Road, Limekilns.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a "No Waiting at Any Time" parking prohibition on Dunfermline Road, Limekilns, as detailed in Drawing No. TRO25_79; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

244. OBJECTIONS TO ROAD CONSTRUCTION CONSENT FOR HILLSIDE SCHOOL, ABERDOUR - 24/03318/RCC

The committee considered a report by the Head of Roads and Transportation Services seeking agreement to set aside an objection to the Roads Construction Consent application for the proposed roads serving a housing development at Hillside School, Aberdour which the committee had considered at their meeting on 11 June 2025 and which was deferred to the September meeting to allow more detailed information to be provided to members.

Decision

The committee agreed to set aside the objections and grant the Roads Construction Consent for Hillside School, Aberdour, subject to the standard conditions.

245. STOP UP OF FOOTPATH AND RIGHT OF WAY - GOATHILL QUARRY, COWDENBEATH

The committee considered a report by the Head of Planning Services seeking approval to promote and, if unopposed, confirm an Order under s208 of the Town and Country Planning (Scotland) Act for the stopping up of a section of footpath, including a section with claimed right of way, at Goathill Quarry, Easter Bucklyvie, Cowdenbeath in order to allow development to proceed.

Decision

The committee approved the proposed stop up of the footpath and right of way under Section 208 of the Town and Country Planning (Scotland) Act 1997, delegating its confirmation to officers if no objections were received noting that, should objections be received, the Order would require to be referred to the Scottish Government for confirmation.

246. STOP UP AND DIVERSION OF CORE PATH 738 AND RIGHT OF WAY - GOATHILL QUARRY, COWDENBEATH

The committee considered a report by the Head of Planning Services seeking approval to promote and, if unopposed, confirm an Order under s208 of the Town and Country Planning (Scotland) Act for the stopping up and diversion of a section of Core Path 738 and right of way at Goathill Quarry, Easter Bucklyvie, Cowdenbeath in order to allow development to proceed.

Decision

The committee approved the proposed diversion of the Core Path 738 and right of way under Section 208 of the Town and Country Planning (Scotland) Act 1997, delegating its confirmation to officers if no objections were received noting that, should objections be received, the Order would require to be referred to the Scottish Government for confirmation.

Councillors Patrick Browne and Andrew Verrecchia left the meeting following consideration of the above item.

The meeting adjourned at 12.30 pm and reconvened at 12.40 pm.

247. COMPLAINTS UPDATE

The committee considered a report by the Executive Director (Communities) providing an overview of complaints received relating to the South and West Fife Area for the year from 1 April 2024 to 31 March 2025.

Decision

The committee noted:-

- (1) the contents of the report; and
- (2) the complaints received and responded to in target timescales and the proportionality of service complaints.

Councillor Andrew Verrecchia rejoined the meeting during consideration of the above item.

248. REVIEW OF MOSSMORRAN AND BRAEFOOT BAY COMMUNITY AND SAFETY COMMITTEE - GENERAL ANNUAL REPORT 2024

The committee considered a report by the Head of Protective Services providing the findings of the latest 2024 general annual report for the operations at the Mossmorran and Braefoot Bay facilities.

Decision

The committee:-

- (1) noted the contents of the general report and, in particular, the continued large reduction in complaints following investment in improvement technologies at the complex; and
- (2) noted the ongoing noise and air quality monitoring arrangements introduced around the complex.

249. DELEGATED PROPERTY TRANSACTIONS

The committee considered a report by the Head of Property Services which set out a variety of transactions within the South and West Fife Area covering the period 2017 to March 2025 which may not have been previously reported to committee.

Decision

The committee noted the transactions set out in the report and noted the future reporting proposals.

250. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

251. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director (Finance and Corporate Services) relating to the Forward Work Programme of the South and West Fife Area Committee.

Decision

The committee:-

- (1) reviewed and noted the South and West Fife Area Committee Forward Work Programme; and
- (2) agreed that representatives of Network Rail be invited to attend a meeting of the committee as soon as possible to discuss current operations on the railway bridge.

**THE FIFE COUNCIL - WEST FIFE AREA COMMON GOOD SUB-COMMITTEE –
REMOTE MEETING**

19 March 2025

10.00 am – 11.10 am

PRESENT: Councillors Gordon Pryde (Convener), Auxi Barrera, Aude Boubaker-Calder, Patrick Browne, Sarah Neal and Conner Young.

ATTENDING: Andrew Gallacher, Community Manager (Dunfermline), Alastair Mutch, Community Manager (South West Fife), Communities and Neighbourhoods Services; Eleanor Hodgson, Accountant, Emma Whyte, Committee Officer, Finance and Corporate Services.

11. DECLARATIONS OF INTEREST

No Declarations of Interest were submitted in terms of Standing Order 22.

12. MINUTE

The sub-committee considered the minute of the meeting of the West Fife Area Common Good Sub-Committee of 3 June 2024.

Decision

The sub-committee approved the minute.

13. COMMON GOOD FUNDS UPDATE REPORT 2024/25

The sub-committee considered a report by the Executive Director, Finance and Corporate Services advising members of the current status of the Common Good Funds in the area to assist with the decision making process for new applications.

Members were advised that Appendix 1 of the report should have referred to Parkgate Community Centre overflow car park and the total was £20,838.

Decision

The sub-committee:-

- (1) noted the updated report and appendix; and
- (2) agreed that any refund of monies relating to electricity costs be ringfenced and not taken into account in any future revised investment.

14. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - W035 THE STABLES CULROSS

The sub-committee considered a report by the Head of Communities and Neighbourhoods Services seeking approval for an award of £10,000 from the West Fife Area Common Good Fund to assist with the costs of a new slate roof at The Stables Community Hub, Culross.

Decision

The sub-committee approved an award of £10,000 to The Stables Community Hub from the West Fife Area Common Good Fund to assist with the costs of a new slate roof.

15. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - WM001 DUNFERMLINE WW1 MEMORIAL – REPAIR AND REFURBISHMENT PROJECT

The sub-committee considered a report by the Head of Communities and Neighbourhoods Services seeking approval for a maintenance award of £195,000 from the West Fife Area Common Good Fund to assist with the costs of repairing and refurbishing the Dunfermline World War 1 Memorial.

Decision

The sub-committee approved a maintenance award of £195,000 towards the repair and refurbishment of Dunfermline World War 1 Memorial from the West Fife Area Common Good Fund.

16. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - WM002 PARK ROAD RECREATION GROUNDS CAR PARK

The sub-committee considered a report by the Head of Communities and Neighbourhoods Services seeking approval for a maintenance award of £20,838 from the West Fife Area Common Good Fund to assist with the costs of repairing the overflow car park at the rear of Parkgate Community Centre which is considered a common good asset.

Decision

The sub-committee:-

- (1) approved an award of £27,090 (total cost of the project) from the West Fife Area Common Good Fund to repair the overflow car park at the rear of Parkgate Community Centre; and
- (2) requested that a briefing note be prepared advising which common good assets the council lease.

5 November 2025.
Agenda Item No. 5

Justice Social Work Service – Community Payback: Unpaid Work Scheme

Report by: James Ross, Head of Service (Children & Families & Justice Services)

Wards Affected: 1, 5 and 6

Purpose

The purpose of this report is to update members on developments within Fife Council Justice Social Work Service concerning the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2024 to March 2025.

Recommendations

The committee is asked to: -

- a) consider and comment on the content of the attached report; and
- b) agree that further reports of the Unpaid Work Scheme by the Justice Social Work Service will be brought to this Committee on an annual basis.

Resource Implications

There are no additional resource implications for Fife Council.

Legal & Risk Implications

There are no Legal & Risk implications for Fife Council.

Impact Assessment

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

Consultation

There is no requirement for consultation.

1.0 Background

- 1.1 This report aims to update members on developments within Fife Council's Justice Social Work Service concerning the Community Payback Unpaid Work Scheme. Continuous improvement in the delivery of the Unpaid Work Scheme will help the Council meet its key objective of being a top-performing Council.
- 1.2 All statistical information and projects undertaken relate to the period of April 2024 to March 2025; however, I have included some changes to the service delivery to enable the committee to have a foresight into the current and future provision.

2.0 Funding

- 2.1 The Unpaid Work Team is funded through the Justice budget. This consists of around £995128 of which the largest percentage is accounted for under human resource costs. Other areas the budget covers include rental of facilities, vehicle hire, equipment purchase, PPE, maintenance, and training.
- 2.2 Whilst the Unpaid Work Team will provide the tools, transportation, and manpower for specific projects, it is the responsibility of the recipients to provide the necessary materials for use.

3.0 Staffing

- 3.1 The Community Payback Unpaid Work Team comprises a Lead Officer, a Senior Justice Worker, three Project Officers, ten full-time and three part-time Work Supervisors.

4.0 Legislation

- 4.1 This legislation requires Unpaid Work Orders to be completed within a specific timeframe as outlined below: -

Level One Order - 20 to a maximum of 100 hours can be imposed and should be completed within a 3-month timescale unless otherwise specified by the Sentencer.

Level Two Order - 101 to a maximum of 300 hours can be imposed and should be completed within a 6-month timescale unless otherwise specified by the Sentencer.

- 4.2 **Immediacy/Visibility**

One of the key elements of the legislation is to ensure that offenders begin work on Community Payback as soon as possible after sentence. To assist in this, Justice Service Social Work staff carry out post-sentence interviews by telephone immediately after the person has appeared in Court. This ensures that unpaid work participants commence the unpaid work requirement of their order within five working days of their appearance in Court.

- 4.3 Fife Council's Justice Social Work Service must submit an annual report on the operation of Unpaid Work in Fife to the Scottish Government as required by legislation. Information will include up-to-date figures on the number of Unpaid Work Orders imposed and completed. Types of projects undertaken and feedback from participants and recipients of Unpaid Work across Fife.

5.0 Service Delivery

- 5.1 The statistical information relates to the period 2024/25. However, it is important to make the committee aware of the current operations of unpaid work and the vision for the future (5.16).
- 5.2 The scheme has two workshops located in Dunfermline and Kirkcaldy. The Dunfermline Workshop serves the Dunfermline City and South, and West Fife Area. Five vehicles transport materials, equipment, and service users to projects in this area.
- 5.3 The Community Payback Unpaid Work Scheme normally operates seven days a week. Saturday and Sunday work is available for those participants in employment or with particular care or educational commitments.
- 5.4 The working day is 9.30 am to 4.30 pm. Shorter working days can be arranged as required to accommodate work patterns and health issues.
- 5.5 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community. Throughout the year, there have been several positive news articles in the local press.
- 5.6 There is an increasing focus on the use of social media to promote the positive work being undertaken. In the South and West Fife Area, the Community Payback Unpaid Work Team undertakes a wide range of projects from painting and litter picking to assisting communities by completing tasks such as decorating, gardening, and ground clearance. Positive media information offers an opportunity to inform the public of the good work that can be achieved by those undertaking Community Payback on our active LinkedIn Page (Fife Council Justice Social Work: Overview/LinkedIn).
- 5.7 The Service is continually enhancing the use of digital platforms to promote greater awareness and understanding of community justice in Fife, its interventions, and the positive difference this makes within local communities. We are no longer using X, but we have an active LinkedIn Page, and we are also using the Fife Council media team to share updates about Community Payback on a number of platforms, including Facebook, Instagram, and LinkedIn.
- 5.8 The scheme currently has 34 personal placements throughout Fife suitable for both males and females and is actively working on establishing working relationships to create more personal placements across the local authority. Three of these are located within the South & West Fife area, with ongoing work being undertaken to continue to expand this number. The current placements include:
- Dalgety Bay – Barnardo’s Retail
 - Dalgety Bay – Barnardo’s Kids
 - Rosyth – Barnardo’s Retail
- 5.9 Our staff are trained in the Training for Trainers model. This allows them to instruct and guide participants on the safe and effective use of relevant equipment. This will ensure the skill set of unpaid work participants is increased and will promote confidence and skills that can be utilised in the future when seeking employment.

IOSH Institute of Occupational Safety & Health

We are also investing in developing the staff group by offering training and development opportunities to enhance knowledge and awareness. Courses undertaken include COSHH (Control of Substances Hazardous to Health), CALM Training, which addresses Crisis & Aggression Limitation Management, Train the Trainer (Manual Handling). One staff member has been trained in this and trains other staff members.

Woodwork training to enable staff to utilise woodwork machinery.

First Aid training is ongoing.

HAV'S Hand arm vibration - two staff members have been trained to raise awareness of the dangers associated with vibration and the practical steps that can be taken to minimise and control the risks that it presents. They are taking the lead on Risk Assessments for all necessary garden machinery for safe usage.

Becoming Trauma Informed, Levels 1, 2 & 3.

Recognising & responding to suicide risk – training by NHS Fife.

Community Justice Scotland Unpaid work learning enhances knowledge of the wider Social Work task, shared information, and ideas about the delivery of Community Payback/Unpaid Work in other local authority areas. Ten staff members have undergone this training to date and the remaining three staff members are due to undertake this training in November 2025.

- 5.10 The Unpaid Work Team continues to work in close partnership with the Fife Coastal and Countryside Trust three days each week, supporting the management and upkeep of areas managed by the trust. Discussions are ongoing to expand this partnership into other areas in Fife.
- 5.11 To assist service users in attending and undertaking their hours, local meeting points remain in place throughout Fife, including the Dunfermline Area. This assists by allowing clients to attend directly at a work site.
- 5.12 An Unpaid Work requirement also provides the opportunity, within certain prescribed limits, for a participant to undertake other activities designed to address identified deficits in the person's lifestyle that may improve a variety of areas in their life. Other activity must not exceed thirty percent of the specified number of hours in the requirement, or thirty hours, whichever is lower. Some examples of other activities are listed below:
- Fife Connect Women's Project
 - Turn Men's Programme
 - Fife Included (provided via The Wise Group – online life skills learning platform)
 - Gym Group Initiatives
 - Road Traffic Group
 - SMART recovery groups
 - 'Short-Term Long-Lasting Therapies', which offer individuals trauma-informed tools, techniques, programmes, and therapies at a level suitable to their needs.
 - Alternative therapies
 - Parenting groups · Engagement with educational supports
 - Engagement with employability agencies
 - Mental health-related work/appointments

- Engagement with support services for substance use
- Engagement with support services for money management, including specific training that addresses literacy, numeracy, and/or problem-solving

There may also be a need to address anger management issues, alcohol, and or drug-related problems.

- 5.13 In response to the needs of women who offend, the Justice Social Work Service works in partnership with Fife Deer Centre and Lochore Meadows. Women attend one day a week, working on projects throughout the parks. Women also undertake learning in their educational facilities at the Centre. The Fife Connect Project works in partnership with Greener Kirkcaldy and a volunteer seamstress. Women learn new sewing skills while making bonding squares for babies in the Neonatal Unit within the Fife Maternity Service.
- 5.14 The service works closely with corporate Health and Safety colleagues to ensure that the correct advice and guidance are in place for the safety and well-being of staff and service users.

Current and future service delivery

- 5.15 We are embarking on connecting with other services within the Council to assist with Community engagement. Partnership working will assist both Justice Services and areas of the Council that can benefit from additional support.
- Working with Communities to assist with the clearance of community allotments. This helps with the turnaround of vacant allotments to new occupiers.
 - Working in partnership with Street Cleansing/Domestic Waste. Personal placements throughout Fife, working alongside Street Cleansing Staff and Domestic Waste Services. Participants gain hands-on work experience, build confidence, and develop skills. There may also be the opportunity to undertake further work experience through the 12-week full-time paid Life Chances Programme.
- 5.15.1 Fife Justice Service currently operates from two industrial premises located in Kirkcaldy & Dunfermline. The Kirkcaldy unit is in poor condition, with insufficient heating/insulation, and is not a suitable facility to work with those individuals on a Community Payback Order.
- 5.15.2 During the winter months, the service users work mainly indoors due to inclement weather, and this can be limited due to the condition of the Kirkcaldy unit. As a result, the Service has sought alternative, suitable premises to develop an Unpaid Work and Opportunities Hub in Glenrothes.
- 5.15.3 The Service suggested a larger unit to incorporate the wider team and possible incorporation of the Dunfermline unit in the future to create a Fife-wide hub with meet points throughout Fife, reducing barriers to engagement. This will include the eventual closure of the Dunfermline Workshop. Any savings will be reinvested into the delivery of unpaid work throughout Fife.
- 5.15.4 The proposed lease of this building will provide a significant opportunity for Justice Services to build on the provision of Unpaid Work, benefitting both service users and the community. There will be the opportunity to focus on employability and positive destinations, working towards the outcome of reducing re-offending rates and promoting public protection.

5.15.5 Securing the lease is in the final stages, and it is hoped the move into the new hub will be before the end of the year.

5:16 **Strategic Review and Development Plan for the Unpaid Work Service (2024–2027)**

A few extracts from the development plan for unpaid work over the next three years.

Purpose and Vision

The service aims to modernise delivery by becoming more accessible, trauma-informed, and employment-focused. It seeks to provide placements that foster skills, build confidence, and support transitions into employment, while also maximising value to local communities through collaborative working. The new Unpaid Work and Opportunities Hub will offer flexible, structured pathways tailored to individual needs, demonstrating a visible and rehabilitative approach to justice.

Strengthen Partnership working

- Expand income-generating work with council services (e.g. Community Projects).
- Develop partnerships with council services to create work experience opportunities.
- Create new partnerships to diversify personal placements with the objective of upskilling service users and supporting the delivery of services to communities.
- Engage with third sector agencies, local charities, and community organisations to explore co-location, partnership delivery, and use of the Opportunities Hub for rehabilitative initiatives.

Conclusion

This strategic framework positions the Unpaid Work Service as a visible, rehabilitative, and opportunity-focused intervention that reflects the needs of both individuals and communities in Fife. With a strong alignment to national justice outcomes and local improvement plans, the modernised service will support sustainable reintegration, community wellbeing, and public trust in justice social work.

6.0 Recipients Feedback

6.1 The service regularly seeks feedback from those to whom we have provided a service. The Committee will be aware that, from previous reports, our feedback has, in the main, been extremely positive. 54 recipients returned questionnaires. (Almost a 50% increase from the previous year).

6.2 A sample of quotes is provided below:

- *Great quick and efficient Service.*
- *The team did a fantastic job with the property.*
- *The Project Officer always ensures an efficient and effective Service is provided, very pleased.*
- *Staff and service users were helpful, obliging and pleasant to work with.*
- *An extremely useful facility which plugs gaps in service from Fife Council...please expand this service.*
- *I was very satisfied with the work they did a fantastic job.*
- *I would highly recommend this service and Project Officers always help where they can. I haven't had any bad reviews to give.*

- *The work was carried out efficiently with the minimum of fuss and was greatly appreciated. Both the workers and the supervisors were respectful of both our staff and our service users.*
- *I am very grateful to the supervisors and their team for the work that they have carried out in and around many of my buildings. The supervisors and manager are always very professional and approachable.*
- *There was nothing that could have been improved upon. First class service. Extremely satisfied.*
- *Assisting the management of vacant properties with Community Payback has proven to retain a community feel even for buildings with little management. Thanks.*
- *We were very grateful to have this assistance, linking in with community groups might create a variety of other local jobs or tasks. For instance, environmental/gardening groups might need seasonal help such as planting, fencing painting, flower arrangement hanging etc as well as litter picking and general keeping places tidy.*
- *I can offer no comments as to how the service could be improved as I was totally impressed by the whole process.
The coordinator was very approachable and very organized in communicating what work would be undertaken and when. The finished result was superb.*
- *The Payback team from point of contact to completion of the job are always excellent. Nothing is ever too much of a problem it is such a support to the Voluntary Sector. 100% satisfied.*
- *Fantastic service and great organisational skills from initial enquiry to completion of works.*
- *The team have been invaluable to us in helping us with jobs that we did not have the manpower or capacity to do. Every single team and person has been polite and hard working.*

7.0 Service User Feedback

- 7.1 The key results from the Service User Feedback Survey for the period of April 2024 – March 2025 are given immediately below. This information covers respondents on **all** Justice Orders and not solely Unpaid Work. A new process has been introduced in July 2025 to target all participants at the end of their Community Payback Order (as detailed below).

Response Rate

End of Involvement Questionnaire process. We are using technology to ensure all service users are afforded the opportunity to provide feedback on their experience with Justice Social Work at the end of their Order.

An order involvement cannot be closed until the form is completed with the service user's name and mobile number. Business support then send a text message directly to the service user.

The questionnaire has also been updated to make it easier for service users to complete. A questionnaire solely for unpaid work is currently being developed.

Figures for this change in process will be available for the 25/26 report.

The key results from the Justice Service User Feedback Survey for the period 1 April 2024 – 31 March 2025 are given below.

Response Rate

- Total number of Service Users who responded to the questionnaire was 45 (24 for 23/24 period).

Comments from service users regarding their experience whilst on a Community Payback Order:

- *I would like to thank the staff that assisted me whilst using the service. Along with support from other sources, it's created a better environment for the whole family.*
- *I found the service straight forward due to the guidance and understanding from my Justice Worker.*
- *My Justice Worker was extremely helpful and understanding in helping me through the worst time of my life.*
- *She is a credit to your team, and I am thankful for all her help and support*
- *My Justice Worker has been helpful and got involved in the next turn group, kept me busy, always answered any questions*
- *I didn't need help to stop offending, I'm a 43-year-old man who was suffering medically at the time of my 'crime'. My Justice Worker was wonderful to deal with, a real credit to the service.*
- *The experience was very uplifting; I felt the positives immediately.*

8.0 Unpaid Work in Fife – Demand

- 8.1 The total number of Community Payback Orders with an Unpaid Work requirement imposed in Fife from 1st April 2024 to 31st March 2025 is 640 (547 in the previous year). In demographic terms, males represent the largest cohort of participants, with 564 Orders imposed on men and 76 orders imposed on women.
- 8.2 The number of hours completed by unpaid work participants in Fife over the period covering 1st April 2024 to 31st March 2025 was 58,172 (63,219 in the previous year). Using the Living Wage of £12.21 per hour as a guide, this equates to £710,280 of financial benefit to Fife communities and Unpaid Work Recipients.
- 8.3 The total number of Community Payback Unpaid Work Requirements completed in Fife from 1st April 2024 to 31st March 2025 was 382 males (417 in the previous year) and 78 females (41 females in the previous year).

9.0 Work Undertaken in Wards

- 9.1 The work undertaken by the Community Payback Scheme and its participants benefits local schools, charities, and community organisations. The range of work can include:
- Ground clearance
 - Recycling projects
 - Building maintenance and landscaping
 - Improvements to park and community facilities
 - General gardening projects
 - Painting and decorating in community centres and churches
 - Litter picking

10.0 Projects Undertaken in the Committee Area

- 10.1 A description of some of the work undertaken in the South & West Fife Area over the period from 31st March 2024 to 1st April 2025 is noted in Appendix 1 of this report. Also included within the Appendix is a list of organisations that have benefited from work undertaken and the organisations with which we currently have arrangements in place, with whom we facilitate personalised placements.

11.0 Conclusion

- 11.1 Community Payback has continued to assist a variety of projects over the last year, from individual householders to schools and nurseries and voluntary organisations throughout Fife.
- 11.2 Community Payback through unpaid work plays a significant and positive role in local communities and repairs some of the harm caused by those who have committed offences. In addition to the benefits to local communities, the use of the other activity has been utilised to ensure that we are meeting any identified needs of service users to support them in integrating within their local communities.
- 11.3 As ever, the Unpaid Work in the Community Team would welcome the opportunity to continuously develop links with other Fife Council directorates in the coming year to improve the range of activities it can offer to those on the order as well as fill gaps where the council is unable to provide a service due to budgetary constraints.
- 11.4 Development of Unpaid Work (UPW) - Consider ways to increase the throughput of UPW Orders and provide individuals with the opportunity to complete hours in creative and flexible ways. It is also vital that the Service continue to prioritise the development of new initiatives and projects to develop skills and experience for service users. Although Unpaid Work can be viewed as one of the more punitive community-based disposals, it is recognised that providing service users with new skills and increased confidence may result in a greater likelihood of employability. With employability being one of the protective factors linked to the reduction in risk of further offending, providing development opportunities supports the reduction in recidivism and community safety.

List of Appendices

1. Work undertaken in the South & West Fife Area

Report Contact

Joan Gallo
Lead Officer
Town House Kirkcaldy
Telephone: 07515290069 - Email: joan.gallo@fife.gov.uk

**South & West Fife Area Committee
Community Payback
Unpaid Work Projects**

1st April 2024 to 31st March 2025



Service / Organisation / Recipient / Project / Task

Ward 1

- Fife Council Housing – Gardening – South Avenue, Blairhall
- Fife Council Retirement Housing – Gardening – Oakley Retirement Housing complex
- Fife Council Communities – Oakley Community Centre
- Grow West Fife – Gardening and bulky uplift – Culross
- Fife Council Communities – Indoor painting – Saline Community centre
- Fife Council Housing – Gardening/moss removal – Eastercraig Gardens, Saline
- Culross Abbey Volunteer – Gardening – Culross Abbey
- Church of Scotland – Gardening – Valleyfield Church
- Fife Council Education – Gardening/landscaping – Saline Primary School

Ward 5

- BRAG Enterprises – Gardening – Burnside Crescent, Rosyth Fife Council
- Social Work Children & families – Gardening – Webster Place, Rosyth Fife
- Council Social Care – Fence painting and tree cut back – Mossbank, Rosyth
- Fife Council Social care – Outdoor painting railing and shed – Mossbank, Rosyth
- Fife Council Communities – Indoor painting – Parkgate Community Centre
- CLP Nature Action – Beach clearing – Limekilns & Charlestown beaches
- Fife Council Communities – Indoor painting – Parkgate Community Centre

Ward 6

- Dalgety Bay Community Council – Gardening Millennium Garden – Dalgety Bay Community Centre
- North Queensferry Community Council – Indoor painting – North Queensferry Community Centre
- Fife Council Communities – Indoor painting – Aberdour Community Centre
- Fife Council Communities – Indoor painting – Dalgety Bay Community Centre
- Fife Council Communities – Gardening – Aberdour Community Centre
- North Queensferry Community Council – Gardening and bulky uplift – North Queensferry Community Centre
- Fife Council Mental Health Team – Gardening – Meadowview, Crossford
- Fife Coastal & Countryside Trust – Indoor painting – public toilets at Aberdour Silversands Beach

Regular litter picking across the South & West Fife Area:

- Torryburn beach & car parks
- Limekilns to Crombie coastal path
- Culross village
- Culross to Kincardine coastal path
- Dalgety Bay coastal path
- Rosyth playpark
- Inverkeithing Fife Coastal Path
- Inverkeithing to North Queensferry, Ferryhills Road
- Dalgety Bay Regent's Way
- Inverkeithing North
- Inverkeithing Hillend
- Dalgety Bay – Hillend
- Oakley West Fife Cycle Way
- Blairhall West Fife cycle way
- Aberdour Silversands

Regular Garden Rota across the South & West Fife Area:

- Oakley Community Centre
- Blairhall Community Centre
- Mossbank House, Rosyth individual
- Kings Crescent, Rosyth individual
- Walter Hay Sheltered Housing, Rosyth
- Wilson Way Football Pitch, Rosyth
- Torryburn Community Centre



Community Payback Unpaid Work Scheme

Introduction

Community Payback Orders are issued by the Court as a direct alternative to custody and are managed and supervised by Justice Social Work Services. Orders vary from 20 to 300 hours. The Justice Service reports on any issues or problems relating to the management of Orders directly to the Courts.

Risk Assessment

The community payback scheme is delivered throughout Fife by Project Officers and Supervisors. Working with Social Workers/Social Work Assistants responsible for the assessment, supervision, and management of the Order and the participant to whom it relates. This role includes assessing an individual's suitability for the Order using risk assessment tools and managing the participant's compliance with the Order; feedback is provided to the Court on the compliance and performance of the individual undertaking Community Payback within the local Community

Projects

The Projects Team is responsible for the provision of unpaid work placements, projects, and the direct supervision of participants. Community Payback runs 5 days per week Sunday to Thursday 09.30 – 16.30 in our Glenrothes and Kirkcaldy bases, Our Dunfermline base runs 7 days a week. We can provide personalised placements for individuals in a variety of settings such as charity shops and other voluntary organisations.

Each project is assessed by a project Officers who will link with recipients of the service to consider the needs and demands of a particular project that is being requested. The UPW Project Officers contact details are provided below, and you should make contact depending on which area the work is required.

The aim of Community Payback is to provide opportunities for participants to make reparation to the local community, for example, local schools, charities, and community organisations. A further objective of unpaid work placements in the community is to help offenders to learn and acquire new work and life skills. To improve their employability prospects and help them break the cycle of reoffending and to move away from crime.

Community Payback Project Requests

Community Payback has a very strict criteria in place that must be adhered to when allocating and assessing a project which are detailed below. Please familiarise yourself with the criteria and confirm with the area Project Officer that, the recipient, or the organisation you represent fully meets our criteria. Thereafter an assessment appointment can be arranged, to assess what work may be required and if we can assist. We then will provide advice regarding the requested project and any required materials needed to complete the job.

Please note that any recipient of our service must cover all costs of the required materials, Community Payback will provide all labour free of any charge. Once the project has been agreed a date will be confirmed by the Project Officer as to when the work can be commenced. Please note that some flexibility will be required around completion dates due to the availability of resources.

If you are Fife Council service requesting this work you **MUST** ensure you follow the correct procedure seeking assistance through the proper channels before contacting the Unpaid Work Teams i.e., Contacting the FC fencing team before requesting assistance with a fencing project. UPW cannot be seen to be taking paid work away from other services.

Community Payback Criteria

- You, the recipient, or the organisation you represent has no help available to carry out the requested work.
- You, the recipient, or the organisation has no monies available to pay for professional services /labour to carry out the requested work.
- You, the recipient, or the organisation you represent has no support network, family, or friends, regardless of their commitments, that can assist with carrying out the work.
- Work will only be considered for non-profit making, charitable or community related recipients or organisations.

In addition, all materials must be purchased, supplied, and made available on the requested project site by the beneficiary or recipients prior to any work commencing.

The work undertaken must benefit the local community of Fife and includes, charities, community organisations/centres, care homes, and local community groups.

Contacts for the 3 areas across Fife are as below

Dunfermline & SW Fife

Kimberly Cherrie

Kimberly.cherrie@fife.gov.uk

07712542569

Kirkcaldy, Kinghorn & Burntisland

Gary Meldrum

Gary.meldrum@fife.gov.uk

07515290821

Glenrothes & NE Fife

Craig Hutton

Craig.hutton@fife.gov.uk

07515291032

5 November 2025
Agenda Item No. 6

Supporting the S&WF Local Community Plan – Anti-Poverty Progress Update

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

Wards Affected: Ward Nos. 1, 5 and 6

Purpose

The purpose of this report is to update members on the activity and outcomes related to the anti-poverty work undertaken in South and West Fife in year 2024-25, in alignment with the key priorities for the area contained in the 2022 - 2025 S&WF Local Community Plan.

Recommendations

Members are asked to note and make comment on progress made in terms of activity and outcomes in relation to ongoing anti-poverty work, making recommendations where appropriate.

Resource Implications

There are no specific resource implications within this report that require agreement. The level of expenditure related to anti-poverty work for financial year 2024-25 can be found in Appendix 1. The allocated budget for S&WF for 2024/25 was £139,000 with an additional £169,185 carried forward from the previous financial year.

Legal & Risk Implications

There are no specific legal and risk implications associated with this report.

Impact Assessment

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

Consultation

The work noted in this approach is directly aligned to the core priorities found in the South and West Fife Local Community Plan. Ongoing discussions at the People, Place and Poverty Action Group meetings assisted to refine approaches to tackling poverty in the area during 2024/5.

1.0 Background

- 1.1 Local areas have been tasked with creating anti-poverty mitigations that specifically meet the needs of the local area. On that basis, there will be variations to the approaches across Fife which are due to the rurality of an area or demographic pressures, etc.
- 1.2 The Community Assistance Hubs model adopted in South and West Fife in 2022 is now well established and a wide range of advice, support, activities are available either in the Hub or nearby. Communities and Neighbourhoods' staff act as an 'anchor' for each of the Hubs where the public are welcomed to drop-in and (usually) Welfare Support Assistants (WSAs) will co-ordinate advice, support as required, signposting and referring where appropriate.
- 1.3 Appendix 1, pages 1-8, show how S&WF compares to Fife for the main poverty indicators (which are available and measurable). Broadly, S&WF tracks around where it should when taking population into account, however, there is a slightly higher percentage of older people compared to the Fife average. Consequently, resourcing activities for older adults is crucial in demonstrating how S&WF responds to local demand.
- 1.4 The Appendix 1 data also highlights how the issues of poverty and inequality should continue to be addressed, i.e. supporting those households on low incomes, tackling child poverty and improving access to advice/welfare services. These measures help to inform how support is resourced locally and move from short-term, crisis management methods to a more systematic, preventative approach.
- 1.5 Co-ordination of almost all anti-poverty work in the area is channelled through the South and West Fife Poverty Action Group (SWPAG). This multi-agency network consists of officers from key public and third sector organisations who meet every 6-8 weeks to discuss emerging themes and discuss ideas for addressing issues. The SWPAG works collaboratively to tackle poverty, working to the outcomes contained within the S&WF Local Community Plan. More information is contained in section 2.3 below.
- 1.6 Delivering services in this joined-up manner widens access to appropriate support including: targeted financial support, energy advice, benefit maximisation checks, legal advice, physical and emotional support; all of which assist in reducing the direct and indirect impacts of the cost-of-living increases over the past three years. The approach promotes choice and dignity for the recipient as part of a successful path to resilience.

2.0 Progress Update

- 2.1 The multi-agency People Leadership Group in S&WF works collaboratively to address the people-based objectives contained in the wider Local Community Plan – the SWPAG remains a subgroup of the People Leadership Group and officers report progress to this group.
- 2.2 Place-based approaches are also required in addressing sub-optimal outcomes experienced by people living in specific areas of S&WF. Place-based work is overseen locally by the Place Leadership Group, which allows officers to report where geographically focussed work has taken place. An example of this is highlighted in Appendix 1, page 15, where funding was provided to Oakley Parent and Toddler Group to ensure all participants have access to snacks while attending the group. This relatively modest sum allowed the Group to purchase snacks and bring all parents and children together at snack time, which removed any stigma and inequality that may have been faced by participants in an area of known deprivation in S&WF.

2.3 The multi-agency SWPAG exists to address the key priorities and actions contained within the S&WF Local Community Plan. The priority is to:

“Develop additional local preventative responses to support people through the ongoing cost-of-living crisis, working to move people out of poverty where possible.”

The areas of focus and actions contained within this priority include:

- Tackling and addressing fuel poverty. Estimates showed that 60-70% of households in Scotland were in fuel poverty by winter 2022/23. For S&WF, this means up to 16,440 households spending more than 10% of their total income on fuel.
- As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.
- To improve income maximisation in the area for people to effectively plan their expenditure and to have greater control of their financial situation.
- Promote the benefits of credit union membership and secure a credit union presence in S&WF either in a physical building or a satellite presence in advice hubs and in the community.
- Develop preventative, community wealth building approaches to tackling poverty through the implementation of advice hubs, which bring together key support services under one roof.
- Develop and maintain energy advice sessions and events and by targeting specific data zones/neighbourhoods in S&WF.
- Train up energy champions to build a solid knowledge base amongst staff and volunteers in the area, with a view to making onward referrals to appropriate agencies/services as required.
- Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group.

2.4 An important part of the operational approach to tackling poverty in the area is the deployment of Welfare Support staff through the Communities Directorate. Welfare staff are aligned with Community Assistance Hubs and provide a ‘triage’ type of role to support residents. Appendix 1, pages 24 and 25, show that the WSAs have almost doubled the number of people they engage with compared to 2023/24. Additionally, there’s been a 266% increase in the number of referrals to partners made year on year. This demonstrates the strong and evolving partnership networks that exist in S&WF. This approach to supporting communities also aligns strongly with Fife Council’s vision around ‘No Wrong Door’ and its implementation.

2.5 Services like the Fife Sports and Leisure Trust Community Wellbeing Project (currently Community Recovery Funded), The Well, community ceilidhs, Warm Welcome and the various community food initiatives all target and/or welcome older adults. The intention is to address poverty in older people, given the higher proportion residing in S&WF. These activities provide a space for older residents to socialise, be active and reduce the likelihood of them becoming detached from their communities.

2.6 In S&WF, evidence-based approaches are utilised in ensuring the best outcomes are achieved for local people. The data shown in Appendix 1, pages 1-8, highlights the challenges faced in S&WF and the subsequent pages detail how these issues have been addressed during the year 2024/25.

3.0 Conclusions

- 3.1 The key activities noted in the appendix to this report represent a robust and tailored approach to the needs of our local communities.
- 3.2 The advantage of taking a local approach to tackling poverty is an ability to develop and implement new and innovative methods quickly, by working with local communities and the partner agencies involved in supporting people.
- 3.3 The work highlighted in the appendix to this report highlights the level of creativity and commitment to tackling poverty in S&WF and shows the strength of the local partnerships as well.
- 3.4 Officers/partners will continue to respond to the most pressing issues faced by those experiencing or at risk of poverty, while continuing to work collaboratively to achieve the aims set out in the Plan4Fife and as overseen by the Tackling Poverty and Preventing Crisis Board.

List of Appendices

1. Annual Anti-Poverty Report – S&WF Actions and Outcomes document

Background Reports

1. South and West Fife Local Community Plan

Report Contact

Stephen Adamson
Project Manager, Anti-poverty and Community Wealth Building
Communities and Neighbourhoods
Email: Stephen.adamson@fife.gov.uk

Annual Anti-Poverty Report

South and West Fife Area Committee

AREA CONTEXT

The South and West Fife area borders the major conurbation of Dunfermline to the west and south. It stretches from Kincardine at the Clackmannanshire/Falkirk borders in the west, to Aberdour in the east. In the south of the area are the main towns of Inverkeithing, Rosyth, and Dalgety Bay, while the West Fife villages make up the main settlements in the west. The area is characteristic of a history of declining heavy industry, such as coal mining and the dockyard at Rosyth, with the Kincardine and Forth Bridgeheads providing links to opportunities outwith the area.

POPULATION

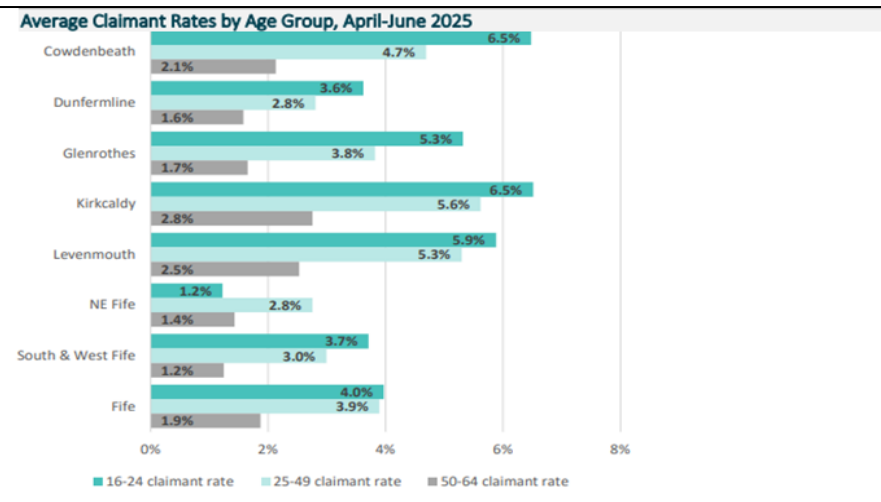
	Inverkeithing and Dalgety Bay	Rosyth	West Fife and Coastal Villages	South and West Fife Area	Fife
Total population	17,415	15,928	17,396	50,739	371,390
Children (0-15 years)	2,763	2,811	2,930	8,504	61,623
Working age (16-64 years)	10,457	10,187	10,633	31,277	229,273
Older adults (65+ years)	4,195	2,930	3,833	10,958	80,494

Data Source: NRS 2022 Population estimates. For further information see South and West Fife Local Strategic Assessment: [LSA-2025-South-West-Fife-Area.pdf](#)

LABOUR MARKET

	Claimant Count	Claimant Rate	Quarterly rate change		Annual rate change	
Cowdenbeath	1,055	4.1%	-0.2	↓	-0.1	↓
Dunfermline	975	2.6%	-0.2	↓	-1.7	↓
Glenrothes	975	3.2%	-0.1	↓	-1.0	↓
Kirkcaldy	1,755	4.8%	-0.2	↓	+0.5	↑
Levenmouth	1,040	4.6%	+0.1	↑	+0.4	↑
North East Fife	865	1.8%	-0.1	↓	-2.5	↓
South & West Fife	755	2.5%	-0.1	↓	-1.8	↓
Fife	7,420	3.2%	-0.2	↓	0.0	↔

Source: ONS Claimant Count, April-June 2025 average claimant counts and rates. The change represents the difference in percentage points between the average claimant rates for the latest quarter (April-June 2025), the previous quarter (January-March 2025) and previous year (April-June 2024).

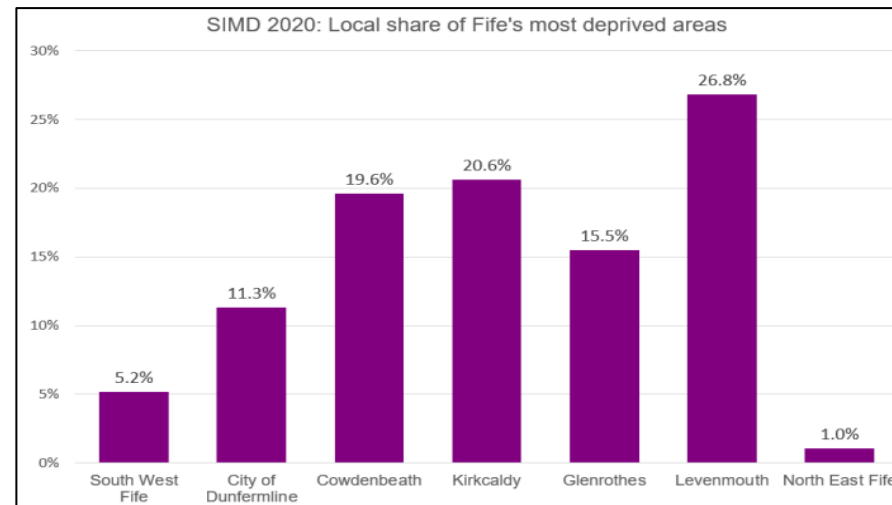
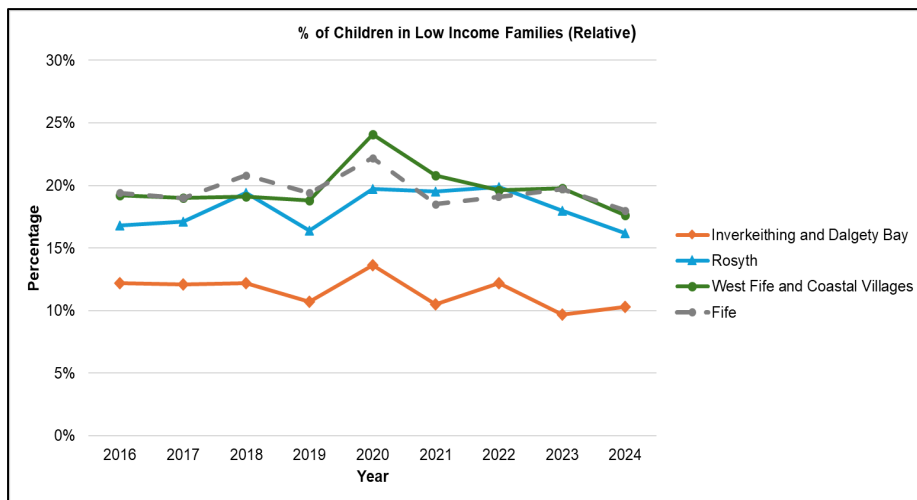


Source: ONS Claimant Count.

April – June 2025	South and West Fife Area	Fife
Average Claimant rate	2.5%	3.2%
Average Female claimants	2.1% (325)	2.6% (3,065)
Average Male claimants	2.8% (430)	3.9% (4,355)

Data Source: ONS Claimant Rate. For further information see Area economic updates [Economy | InvestFife](#)

POVERTY AND DEPRIVATION

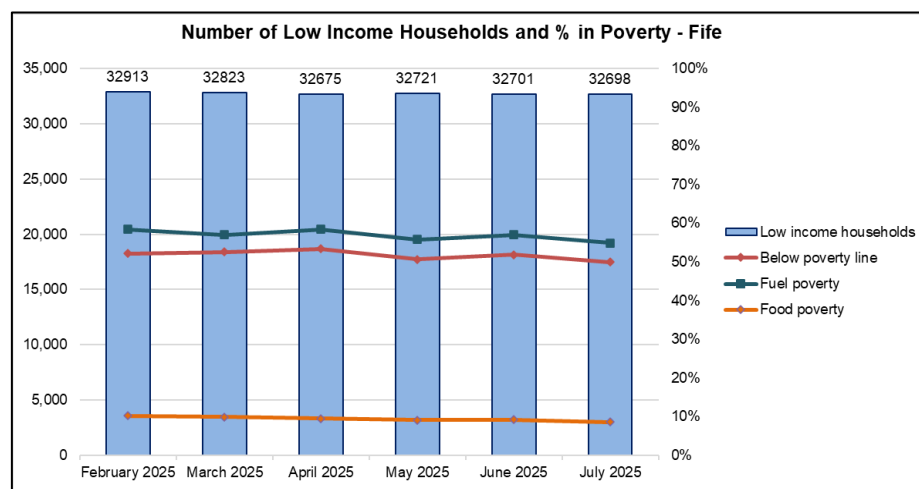
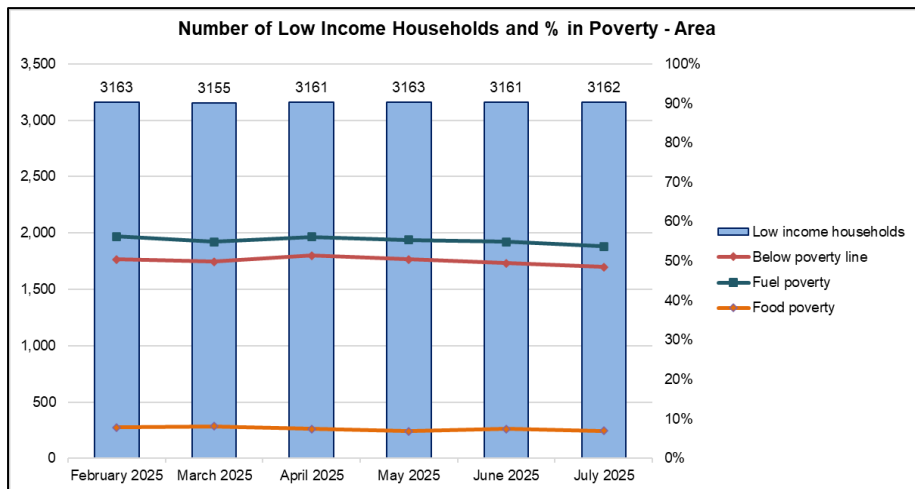


	Inverkeithing and Dalgety Bay	Rosyth	West Fife and Coastal Villages	South and West Fife Area	Fife
Children in low income families (relative poverty)	10.3%	16.2%	17.6%	14.3%	18.0%
% of working age employment deprived	5.0%	7.8%	8.6%	7.1%	9.4%
% of total population income deprived	5.9%	9.6%	10.0%	8.4%	11.9%

Data Source: DWP Children in Low Income Families: local areas statistics: <https://www.gov.uk/government/statistics/children-in-low-income-families-local-area-statistics-2014-to-2024>

SIMD data: [SIMD-2020v2-KnowFife-Quick-Brief.pdf](#)

LOW INCOME FAMILY TRACKER

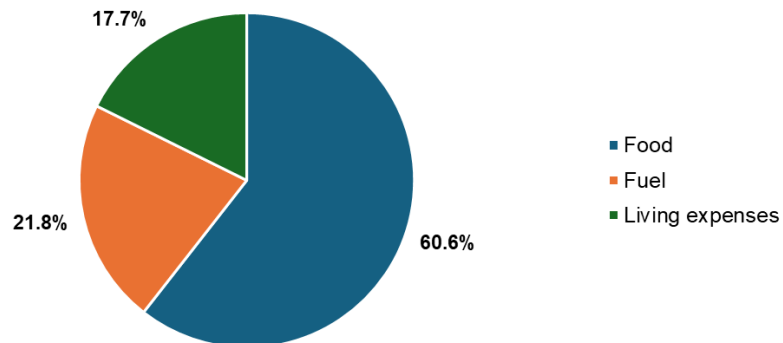


July 2025	Inverkeithing and Dalgety Bay	Rosyth	West Fife and Coastal Villages	South and West Fife Area	Fife
No of low income households	838	1,104	1,220	3,162	32,698
No of households below poverty line	412	498	625	1,535	16,324
No of households in fuel poverty	453	554	694	1,701	17,954
No of households in food poverty	69	77	74	220	2,825

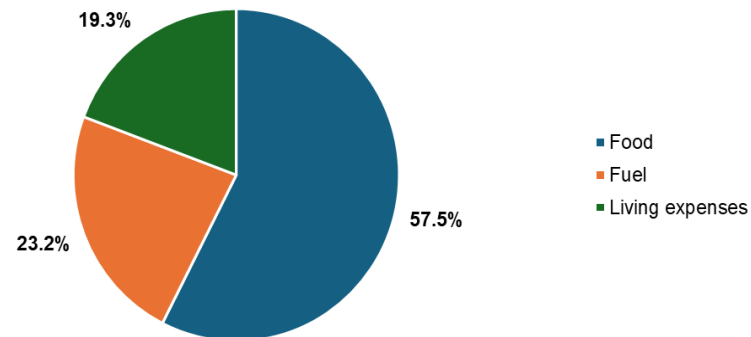
Data Source: Low Income Family Tracker (LIFT)

SCOTTISH WELFARE FUND

Percentage of Spend on Food, Fuel and Living Expenses - Area
(April 2024 - March 2025)

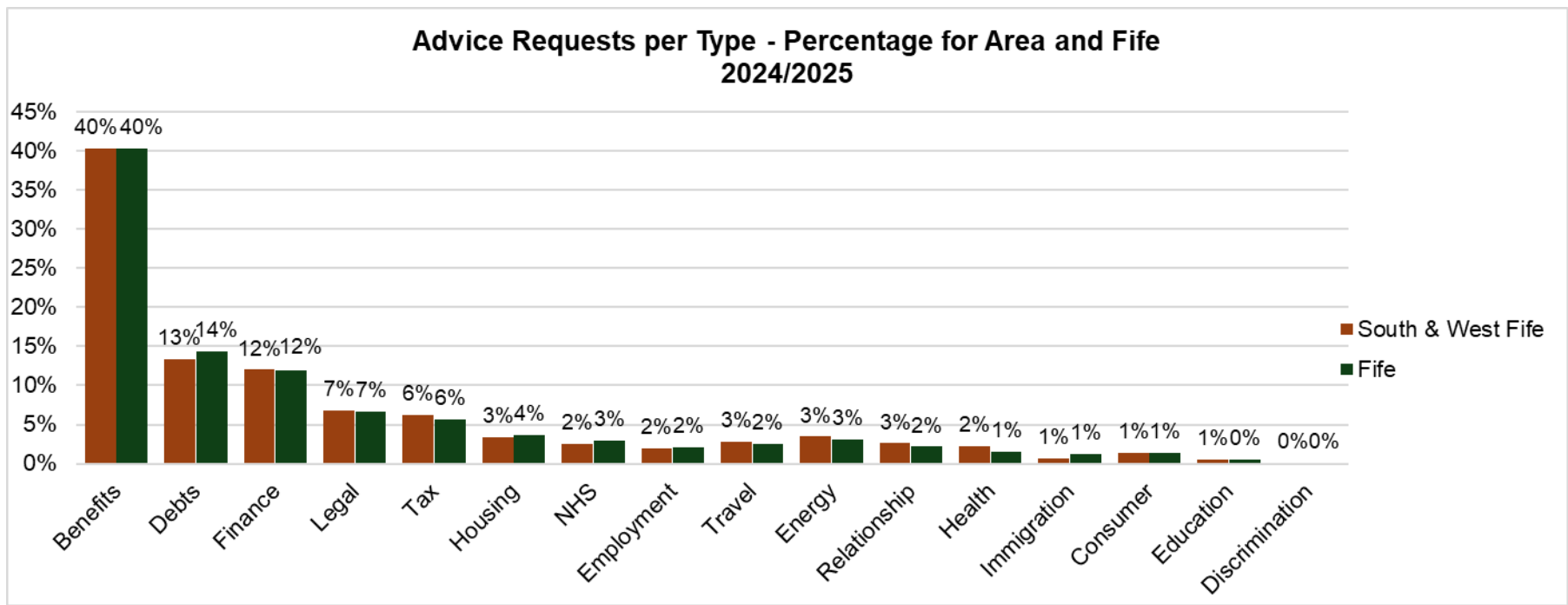


Percentage of Spend on for Food, Fuel and Living Expenses - Fife
(April 2024 - March 2025)



April 2024 - March 2025	South and West Fife Area	Fife
Crisis Grants – Total Amount Awarded (Food, Fuel & Living Expenses)	£198,310	£2,330,858
Crisis Grants – Amount Awarded for Food	£120,090	£1,340,011
Crisis Grants – Amount Awarded for Fuel	£43,165	£540,994
Crisis Grants – Amount Awarded for Living expenses	£35,056	£449,854
Data Source: Provided by the Financial Wellbeing Team		

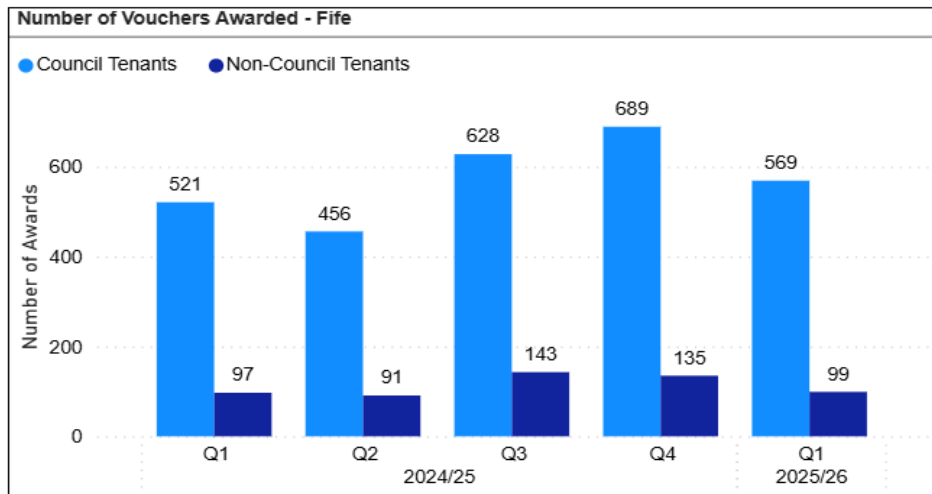
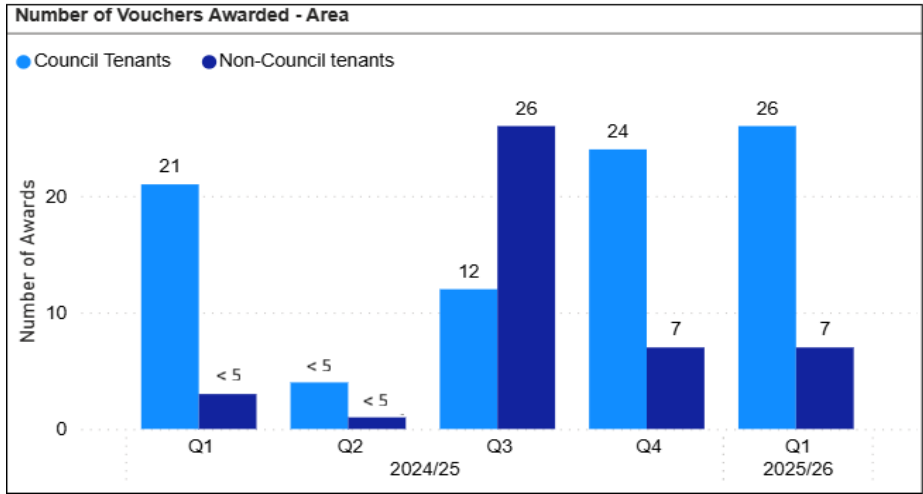
ADVICE REQUESTS CITIZENS ADVICE and RIGHTS FIFE



2024/2025	South and West Fife Area	Fife
Total Number of Advice Requests	3,174	27,301
Number of Benefits Advice Requests	1,280	10,921
Number of Debt Advice Requests	423	3,894
Number of Finance Advice Requests	381	3,233

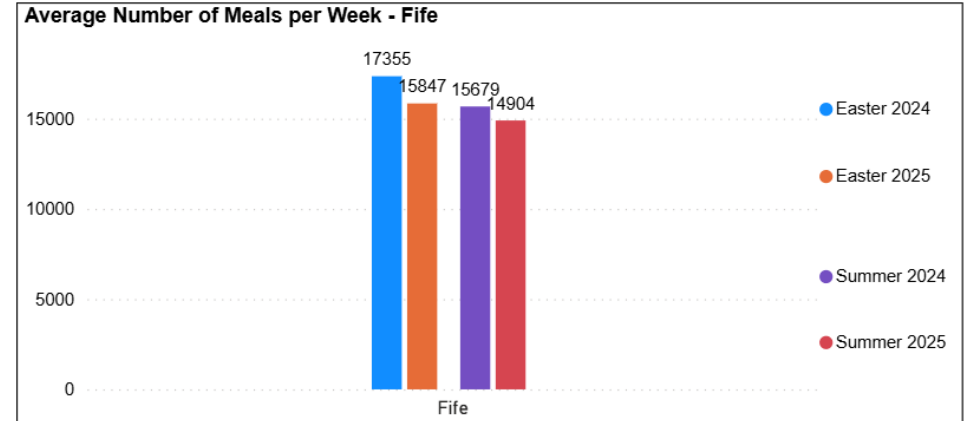
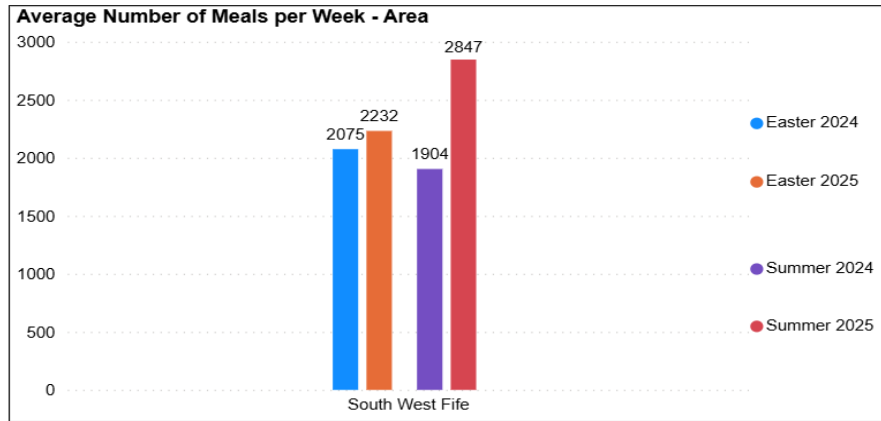
Data Source: CARF Advice Cases 2024/25

FUEL BANK VOUCHERS



2024 (Quarter - Quarter 4)	South and West Fife Area	Fife
Total Amount of Vouchers Awarded - Council Tenants	61	2,294
Total Amount of Vouchers Awarded - Non-Council Tenants	37	466
Data Source: Customer & Online Services		

CAFÉ INC Average Number of Meals per Week



Café Inc 2025 (Easter & Summer)	South & West Fife	Fife
Number of Meals Easter 2024	4,149	34,705
Number of Meals Easter 2025	4,464	31,692
Number of Meals Summer 2024*	13,327	109,745
Number of Meals Summer 2025*	17,084	89,455
Data Source: Facilities Management		

*Please note that Summer 2024 spanned 7 weeks and Summer 2025 spanned 6 weeks.

AREA ANTI POVERTY ACTIVITY / PROJECTS MONITOR

Budget	Allocation	Spend	Balance
£308,185 (including 169,185 carry forward from 23/24)		£126,381.82	£181,803.18

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
Community Food Resilience Fund	FC Communities (on behalf of Food Resilience Group)	Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group.	£4,928	<p>The SWF Food Resilience Group brings together local community food providers and community growing orgs to discuss common themes, issues, opportunities to work collaboratively and to develop and enhance their provisions.</p> <p>The money was used to assist the organisations to purchase consumables which aided them to provide a community resource that had dignity and respect for users at its core.</p>	<p>The following Food Resilience Group members were given small grants to do the following:</p> <p>Kincardine Food Hub - £428 for additional food storage equipment for bulk dry foodstuffs. EATS Rosyth - £2,000 to purchase additional food to top up pantry over the year.</p> <p>Grow West Fife - £2,500 to cover the additional costs of expanding the Repair Cafe to more community centres in the area.</p>	Mike Payne

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
The Well S&WF Outreach (Apr 24-March 25)	Fife Health and Social Care Partnership	Develop preventative, community wealth building approaches to tackling poverty through the implementation of advice hubs, which bring together key support services under one roof, so that people get the support they need quickly. Although designed to target the families/individuals in most need, these services are open and available to everyone.	£40,080	<p>Raise awareness of The Wells/Community Hubs to stakeholders throughout S&WF</p> <p>Link and establish partnerships with the Welfare Support Assistants/Community Workers to provide a more holistic approach for people living in poverty.</p> <p>Link with the foodbank/food pantries in SWF to provide health and social care help to those engaging with them.</p> <p>Continue working with community planning partners to identify additional venues for pop ups and stalls, particularly in areas that do not have a regular community support available</p>	<p>355 people access The Well in South and West Fife during 24/25. This is a 54% increase from the previous year.</p> <p>The main referrer to The Well was the Social Work Contact Centre, accounting for 63% of referrals.</p> <p>Top 3 reasons for contacting the Well:</p> <ol style="list-style-type: none"> 1. Financial support 2. Mental Health 3. Community support, for example local groups <p>Given than one of the top 3 reason people attended the Well was Financial Support its key to highlight that the Well has referred 38 people from SWF to the Well CARF staff for immediate support. Prior to the Well CARF workers, the Wells referred to the CARF generic team and where</p>	Aleks Atanasova

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
					the highest agency referrals. Follow by referrals to Fife Forum for community engagement and support and Voiceability for advocacy and benefits support.	
Oakley and Rosyth Ceilidhs	Fife Council CLD	Improve the quality of life of adults and older people by engaging with the local community to understand what services are available and identify any gaps in provision for example increasing the number of services available to older people.	£400	The project allowed individuals an opportunity to socialise, therefore reducing isolation and loneliness. As it was a free event, the financial barrier to participation was eliminated, as there was no cost involved, making it inclusive to every individual. The social aspect of the events has contributed to people's mental health and well-being because they were happy and had a great time.	The Ceilidhs were attended by 47 people. The attendees were mostly older people, especially in Inverkeithing. There were also children and young adults. What went really well was the fact that it was a free event and held during the day. It was also held during the Easter break, which allowed some families to take part. Furthermore, everybody enjoyed the stovies and a performance from a musician during the break.	Erman Maglalang

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
Temporary relocation costs and fridge purchase	Saline and Steelend Fabulous food Pantry	Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group	£5,335	With the renovation of Saline Community Centre, the pantry had to relocate to Steelend Miners Welfare Club while works were undertaken. They also required a new fridge after the old one broke down, and sought funding to provide food hygiene training and associated travel expenses	Relocating to Steelend did not affect pantry attendee numbers and allowed their weekly community food initiative to continue without disruption. The Miners Welfare charged a weekly fee for the pantry using the facility, which was fully covered by the Anti-poverty budget.	Kay Jackson
Welfare Support Discretionary Spend	FC Communities and Neighbourhoods	As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.	£7,612.79	This funding met miscellaneous expenditure requirements, allowing the Welfare staff and the Community Development team in S&WF to support those individuals in severe hardship, where support with support not available through existing	See the bottom section for a summary of WSAs activity throughout the year 2023/24.	Mike Payne

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
				provision or from partners in the area e.g. supermarket vouchers, purchase of household goods, travel costs and additional associated operational costs for frontline staff		
Summer Programme	FC Communities and Neighbourhoods	Increase the number of individuals engaging in community-based adult learning (CBAL) programmes who are supported or referred by other agencies from the People Leadership Group. Use community wealth building approaches to improve the pathways from these local learning/training opportunities to employment, further education, both for adults and school leavers.	£10,335.82	See Summer Programme Report	See Summer Programme Report	Mandy Conn

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
Furniture Plus – Essential Household Items	Furniture Plus	Develop additional Local preventative Responses to support people through the ongoing cost-of living crisis, working to move people out of poverty where possible.	£4,500	To refurbish, purchase and distribute essential household items such as appliances and furniture to low-income families, individuals facing homelessness, and other vulnerable groups within our local community. By doing so, the aim is to ensure that everyone has access to the basic essentials for a home, thereby improving their living conditions and overall well-being.	16 household in S&WF were supported through this scheme between September 2024 and March 2025 with goods totalling £2,547. Examples of the good provided included: Washing machines, freezers, cookers and bedroom furniture.	Colin Bruce
Oakley Parent and Toddler Group	S&WF CLD Fife Council	As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions	£930	To provide snacks to the parent and toddler group for the three terms and for their trip to Edinburgh Zoo	All the families that attended the on the day benefitted, for some families this was very beneficial, it was the only family trip that they had been able to do with their children over the 7-week Summer Holidays. All the toddlers have been able access snack. Snack time is an important part of the session and where	Leanne Bower

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
					the kids can try new things, get a healthy snack, practice with cutlery and eat together with their friends.	
Grub in the Hub	S&WF CLD Fife Council	Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group.	£1,640	CEW and WSAs delivered the project in Rosyth, Oakley and Valleyfield. The project provided free hot food and drinks to individuals and families. The presence of WSA provided information and support for those who needed advice on welfare support.	142 individuals have been served with nutritious hot meals during the colder months (January-April) in Rosyth, Oakley and Valleyfield. This included individuals who live on their own, individuals who are receiving income support, older people and families who are on low income. Oakley has been the busiest because a lot of families went to the café after picking up their children from school. It saved them time cooking a meal for tea that day. The time slot of 3-5 was a lot busier compared to the 12-2 lunchtime slot in Valleyfield and Rosyth.	Erman Maglalang
Funded Spaces for Junior Artists	FC Community Use	Continue to encourage and enable 'Culture of Enterprise' and 'Developing Young	£692	Offer funded spaces for young people to join the popular Junior Arts & Crafts class at Inverkeithing High	Parents of the IHS pupils who attended were surveyed and reported: <ul style="list-style-type: none"> • 100% rated the classes as 10/10 	Ethan Daish

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
		Workforce' programmes throughout the locale. Work with communities and involve young people to help shape our places developing healthy streets with community hubs, cafes and gardens, graffiti art and places to connect and enjoy		School on Wednesdays. Two people for 16 weeks, or four people for 8 weeks. Active Schools will target appropriate pupils from Inverkeithing High School to take up these spaces. Funded spaces give opportunities to children who may not always be able to attend a paid club.	<ul style="list-style-type: none"> • 100% said their confidence had improved • All reported that they enjoyed socialising, meeting new people and being creative 	
Inverkeithing Christmas Fair	Inverkeithing Community Council	As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.	£600	Selection boxes were purchased with the funding by the grant. Every child that attended the Christmas Market was gifted a Selection box from Santa	The event went well and the children benefited from the gift. In addition this was a good event bringing the community together.	Dawn Keillor
The Yum Club	Grow West Fife	Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero	£1,521.41	Set up Yum Club cooking lessons for SAFE scheme members, meal planning, shopping, and recipe advice in sessions at GWF Walled Garden, Blair Castle.	Hosted 12 Yum Club cooking lesson sessions with 49 attendances and 15 members and an active group of seven core participants. Eleven members of active WhatsApp group offering mutual support and space	Dean Nelson

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
		waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group		Sessions for up to six people, three times per month and monthly get together for up to 30. Members will learn to make tasty, nutritious and affordable dishes, take home ingredients, including fresh veg from the garden so they can replicate the meals at home for their friends and families.	to share learning and deepen friendships. Members made Thai noodles, cheese scones, parmesan shortbread, lentil and veg, minestrone soups, veg curry with Indian flatbreads, kale and bacon macaroni cheese, tandoori chicken and veg traybake, veg risotto, peach melba, pavlova and apple tarts. Yum Club was the best attended strand of the SAFE programme – 11 participants responded. It was rated 4.7 out of 5 by participants – the joint most popular of the activities offered.	
Family Connections	Treetops Family Nurture Centre	As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.	£2600	Planned to provide activities to families through the summer and Oct school holiday periods. Offering family interactive play sessions that would strengthen family bonds, provide a lunch in a relaxed social setting and	They offered up to 10 families a week during summer and the Oct break the opportunity to go to treetop and take part in various art and craft activities, as well as time to prep their own lunch and eat together as a group. They were able to fund a lifeguard and offer regular swimming	Shona Wilson

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
				relieve the financial burden placed on some families during this time.	sessions for families this was very popular. They also ran regular breakfast with Bookbug sessions to help keep families connected as well as sessions at the beach, bug hunts and sports. Ran cooking sessions for parents which also provided a family meal that day. Parents said they felt less isolated and said there should be more of this in the holidays.	
Active Eats – Eat Live Sport	FC Active Schools	Work with Health and Social Care and third sector partners is required to analyse locality health data, identify areas with greatest health inequalities and target resource accordingly to improve the health and wellbeing of S&WF residents.	£624	Work with partners out of school childcare strategy and Inverkeithing PS. Targeted individuals at Inverkeithing PS 2 mornings per week over the winter months The programme was designed to address nutritional and physical activity needs within the community. By offering breakfast and	The programme had a direct impact on 12 individuals, with 9 coming from 3 family units who benefited from both breakfast and physical activity sessions. Additionally, through partnerships, a further 19 distinct participants benefited from the physical activity input of the sessions. Over the course of the 16 sessions delivered, there were a total of 640 visits to the sessions. Attendance levels have shown a	Neil Haldane

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
				structured physical activities, the initiative sought to improve the health and well-being, attendance levels of participants.	marked improvement compared to the previous eight weeks. While four out of the twelve participants already had a perfect attendance rate of 100% this was maintained over the 8-week period, the programme has positively impacted the remaining students.	
Oakley ActivEat	Oakley Centre Management Committee	Work with Health and Social Care and third sector partners is required to analyse locality health data, identify areas with greatest health inequalities and target resource accordingly to improve the health and wellbeing of S&WF residents.	£1,567.80	ActivEat is a partnership project delivered by CLD Youth Work Staff and Active Schools it's a targeted programme which incorporates free physical activity and free food provision for targeted primary pupils P4-P7 who are inactive, accessing FSM and live in the top 20% SIMD areas.	All young people that have taken part have benefitted from additional physical activity. Young people have given positive feedback on this programme and have said that they have taken part in physical activities that they would otherwise not have the opportunity to take part in. They have tried new sports for the first time and some have even come along to the tennis sessions that run in the centre on Monday evenings as a result of trying out the tennis. Young people have also tried lots of new foods and recipes and learned about	Leanne Bower (on behalf of Oakley Mgmt Committee)

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
					what makes a healthy meal.	
Snug Bottoms – Winter Warmth from the Waist Down	New4U Clothing Bank	Work collaboratively to promote and action the Health and Social Care Locality Plan, which places a focus on living well and improve population health outcomes and reduce inequalities through targeted interventions.	£2,000	To use the funding to purchase jog bottoms for boys and leggings for girls, aged 0–18, to meet winter demand. These items are rarely donated but are essential for keeping children warm and comfortable during the colder months. The goal was to include at least one pair of suitable trousers in each winter referral package.	New4U purchased over 500 pairs of jog bottoms and leggings from budget-friendly retailers Primark/Asda. This allowed them to include warm, comfortable bottoms in each referral going out during the winter period. There are still many pairs left in stock, which will continue to be used over the coming months. It was lovely to be able to provide these items, knowing that children will be wearing soft, cosy clothes, rather than jeans that may have been passed over due to discomfort or impracticality. Local families struggling received practical, seasonally appropriate clothing for their children, reducing the financial pressure of buying new winter clothes.	Vicki Gorn

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
Next Steps	FC Communities and Neighbourhoods	Increase the number of individuals engaging in community-based adult learning (CBAL) programmes who are supported or referred by other agencies from the People Leadership Group. Use community wealth building approaches to improve the pathways from these local learning/training opportunities to employment, further education, both for adults and school leavers.	£36,278	<p>This project provides a training programme that has been identified as a gap in existing provision for young people aged between 17-24 years. Course content includes access to level 5 qualifications in Communication; ICT, Employability, Personal Development, Introduction to Tourism and Introduction to Customer Care as well as the opportunity to complete a Silver SQA (Nat 5) Youth Achievement Award. The programme was delivered jointly with C&N Service Senior youth workers and tutors.</p> <p>Need was identified through contact with this age group in SWF who struggle</p>	<p>The 18 participants achieved the following outcomes by attending the Next Steps course in 2024/25:</p> <ul style="list-style-type: none"> • ICT Level 5 – 3 achieved • Numeracy Level 5 – 1 • Literacy Level 5 – 1 • Numeracy Level 4 – 3 • Intro to Customer Care Level 4 – 4 • Youth Achievement Award Level 4 (Bronze) – 5 • Youth Achievement Award Level 5 (Silver) – 1 • Food Hygiene Certificate – 8 • Health in Communities Course – 6 • Adult Achievement Award – 2 • 7 Habits of Effective Teens – 8 • Naloxone Awareness Training – 6 • Volunteer work experience – 2 • Employment – 2 	

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
				to find a next stage programme that is not based in Kirkcaldy or Glenrothes.	<ul style="list-style-type: none"> Full-time college/uni - 1 	
Community Garden Development - Limekilns	CLP Nature Action	<p>Maximise the opportunities of physical and outdoor activities by making use of local open spaces, leisure and recreational facilities and ensure greater community leisure opportunities for people and use of all our facilities and assets, consider co-benefits of carbon sequestration, active travel, energy generation and water management for open spaces.</p>	£4,728	<p>Purchase of equipment to allow further development of garden and funds to pay sessional gardener to prepare, maintain and develop the green space ahead of school visits.</p>	<p>Gardener hours has led to high quality maintenance of existing raised beds, planters and orchard.</p> <p>Funding has also allowed expansion of garden to include a bug hotel (only possible thanks to generosity of local residents' donations), community engagement for water capture project and a partnership with EATS Rosyth whereby excess produce is donated to their pantry. CLP Nature Action produce was also used for their first ever public diner event.</p> <p>There will also be a community noticeboard situated in the garden area, which will inform the community and visitors about excess food and other key developments.</p>	Jo McFarlane

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
Welfare Support Activity	FC Communities and Neighbourhoods	<p>Develop preventative, community wealth building approaches to tackling poverty through the implementation of advice hubs, which bring together key support services under one roof, so that people get the support they need quickly. Although designed to target the families/individuals in most need, these services are open and available to everyone.</p> <p>Increase the number of individuals engaging in community-based adult learning (CBAL) programmes who are supported or referred by other agencies from the People Leadership Group. Use community</p>	Not funded through Anti-Poverty Budget	See next column	<p>Over the course of the year 2024/25 the WSAs engaged with a total of 1076 individuals (an increase of 92% from the previous year):</p> <p>Ward 1 – 486 Ward 5 – 385 Ward 6 – 205</p> <p>54 people were supported with benefit maximisation checks (down 1 from last year)</p> <p>208 were supported with completing paperwork (including online forms) - a 32% increase from last year</p> <p>60 were issued with supermarket vouchers – a 76% increase on last year</p> <p>70 were issued with foodbank vouchers – a 6% increase on last year</p> <p>24 were referred to the Fuel Bank – a 29% increase on last year</p>	Mike Payne/Stephen Adamson

Project	Partners	LCP Action	Amount	Outcomes	Update	Lead
		wealth building approaches to improve the pathways from these local learning/training opportunities to employment, further education, both for adults and school leavers.			42 were referred to the Scottish Welfare Fund - a 14% reduction on last year 234 were signposted/referred to other agencies for support - a 266% increase on last year	

5 November 2025
Agenda Item No. 7

Anti-Poverty Budget Funding Request – Warm Welcome 2025/26

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

Wards Affected: Ward Nos.1, 5 and 6

Purpose

To seek agreement from the Area Committee to allocate funds from the South and West Fife Anti-poverty budget to continue the Warm Welcome initiative for winter 2025/26.

Recommendations

Members are asked to approve £40,000 to be allocated from the S&WF Anti-poverty budget to allow the administration of a small grants scheme for local providers to continue to deliver Warm Welcome (formerly known as Warm Spaces) for winter 2025 and spring 2026.

Resource Implications

There is sufficient funding remaining in the area allocation of anti-poverty funding to support the submitted proposal.

Legal & Risk Implications

There are no specific legal and risk implications associated with this report.

Impact Assessment

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

Consultation

This winter will be the fourth year of Warm Welcome (formerly Warm Spaces) being delivered; there has been significant consultation with both elected members and communities on this initiative.

1.0 Background and Context

- 1.1 During the summer of 2022, as a direct response to the cost-of-living crisis, Fife Council committed funding to the provision of 'Warm Spaces'. This temporary funding was provided by the Scottish Government to support Fife's recovery from the pandemic and to strengthen, and sometimes re-establish, community cohesion and support for those most in need.
- 1.2 Fife Council's Cabinet Committee agreed the distribution of Local Authority Covid Economic Recovery (LACER) funding to provide additional local responses to the cost-of-living crisis, with a focus on assisting vulnerable and isolated people during the winter months. Please see background report 1, Fife Council Cabinet Committee Papers, September 2022, for more information. This became known as Warm Spaces (and latterly Warm Welcome) funding and was resourced corporately each winter from 2022/23 to 2024/25.
- 1.3 The June 2025 report to Cabinet Committee highlighted that "*Warm Spaces and Warm Welcomes were delivered by local community organisations across Fife in 2024/25. Going forward, these will be funded directly through area anti-poverty budgets and support other wrap around welfare support being provided.*"
- 1.4 The Cabinet Committee paper highlighted above in 1.3 also concludes that "*a more integrated neighbourhood-based approach to support, (which) helps people access assistance early and in ways that contribute to more positive outcomes.*"
- 1.5 To achieve this integrated, neighbourhood-based approach, S&WF Communities and Neighbourhoods service proposes to use the funding allocation to administer a small grants scheme, building on the success of the three previous winters, where local organisations and groups used their grants to provide warm, welcoming spaces with meaningful activities to residents.
- 1.6 The small grants scheme will operate from early November 2025 through the winter period or until the funding is fully allocated. C&N service staff will promote the opportunity to apply widely across the area and groups will be required to complete a South and West Fife Poverty Action Group application. No single organisation will be able to apply for more than £5,000 and groups will have to evidence how they'll spend the money. Any organisations wishing to access a small grant will be subject to the usual governance checks, in line with Fife Council procedures.

2.0 Building on Previous Success

- 2.1 Initially, Warm Spaces/Warm Welcome was designed to allow people places to visit in their community to 'heat up, enjoy a cup of tea and enjoy a little company'.
- 2.2 Take-up of Warm Spaces/Warm Welcome across Fife was good in year 1 (winter 2022/23), although it quickly became apparent that those attending/participating weren't necessarily engaging solely to go somewhere warm. The activities and sense of belonging was frequently referenced as the main reason for taking part/attending by residents.
- 2.3 Across the three winter periods to date, 22 small grants have been distributed to groups of varying sizes and scopes including: Dean Acres Community Centre, EATS Rosyth, Inverkeithing Baptist Church, Crombie Residents Association, Grow West Fife, North Queensferry Community Complex, Culross Stables, Cairneyhill Parish Church, Food for

Thought (Inverkeithing), Valleyfield Community Club. Activities are just as diverse and vary from movie screenings to social cafes and board games sessions. Appendix 1 contains an overview of the previous two Warm Welcomes in South and West Fife.

- 2.4 Through the provision of social activities, food or other entertainment, these organisations enhance community cohesion and allow themselves the opportunity to, on occasion, do something a little different to the norm, as a means of reaching the more vulnerable members of their community, e.g. high tea for older people and the provision of transport to get them to premises, the screening of movies, which requires purchasing of licenses.
- 2.5 Communities and Neighbourhoods will continue to work with existing providers to refine and develop their offerings, while actively promoting the opportunity to provide a 'Warm Welcome' to new groups too. The C&N service links to community groups ideally places them to identify need, work with groups and to offer capacity building/start-up support where required.

3.0 Conclusions

- 3.1 Delivering Warm Welcome once again will allow organisations in South and West Fife to continue their successful track record of offering support to isolated and vulnerable residents. The activities on offer vary greatly from lunch clubs and community meals to film screenings and games clubs.
- 3.2 By funding Warm Welcome locally, it allows C&N service to deliver a few key actions contained within the South and West Fife Local Community Plan.

List of Appendices

1. Overview of Spend and Activities, Warm Welcome 2023/24 and 2024/25

Background Reports

1. South and West Fife Local Community Plan
2. Fife Council Cabinet Committee Papers September 2022 - [Agenda-and-papers-for-Cabinet-Committee-meeting-22nd-September-2022.pdf](#)
3. Fife Council Cabinet Committee Papers June 2025 - [Agenda and Papers - Cabinet Committee of 26 June 2025](#)

Report Contact

Stephen Adamson
Project Manager, Anti-poverty and Community Wealth Building
Communities and Neighbourhoods
Email: Stephen.adamson@fife.gov.uk

Warm Welcome Summary 2023/24 and 2024/25

Warm Welcome 2023/24		Total spend £33,443
Group/Organisation	Activity	Average no. of attendees
Cairneyhill Parish Church	Alternate film and board games	Film screenings – 28 Board games - 8
Crombie Residents Association	Bingo, dominoes and lunch	18
Dean Acres Community Centre	'Cosy Club' lunch	24
EATS Rosyth	Community meals with music, speakers and bingo	c. 100
Food for Thought (Inverkeithing Trust)	Café and Christmas meal	60
Grow West Fife	Community Lunch	24
Inverkeithing Baptist Church	Youth café for teenagers	5
That Place in the Bay	Extended café and Christmas meal	Figures remain unverified
The Stables	Coffee morning, chair yoga and Christmas lunch	c. 150

Warm Welcome 2024/25		Total spend £29,119
Group/Organisation	Activity	Average no. of attendees
Cairneyhill Parish Church	Alternate film and board games	18
Crombie Residents Association	Bingo, dominoes and lunch	20
Dean Acres Community Centre	Café and book club	25
EATS Rosyth	Community meals with music, speakers and bingo	c. 100
Food for Thought (Inverkeithing Trust)	Extended café hours and 'Free Café February'	54
Grow West Fife	Community Lunch	10
Kincardine Community Centre	Soup and a Roll	32
Valleyfield Community Club	Winter café	50

5 November 2025
Agenda Item No. 8

Anti-Poverty Budget Funding Request – Community Wellbeing Project

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

Wards Affected: Ward Nos. 1, 5 and 6

Purpose

To seek agreement from the Area Committee to allocate funds from the South and West Fife Anti-poverty budget to continue the Community Wellbeing Project delivered by Fife Sports and Leisure Trust for an additional year.

Recommendations

Members are asked to:-

- (1) approve £45,053 to be allocated from the S&WF Anti-poverty budget to allow Fife Sports and Leisure Trust to extend the Community Wellbeing Project; and
- (2) note and comment on progress made in the first 18 months of this project.

Resource Implications

There is sufficient funding remaining in the area allocation of anti-poverty budget to support the submitted proposal.

Legal & Risk Implications

There are no specific legal and risk implications associated with this report.

Impact Assessment

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

Consultation

Ongoing consultation occurs in the delivery of this project, both with existing service users and the wider community. Consultation also takes place through existing networks in S&WF, e.g. South and West Fife Poverty Action Group (SWPAG), People Leadership Group.

1.0 Background and Context

- 1.1 In 2022, Fife Council Cabinet Committee approved £10m to be made available to support post-pandemic economic and community recovery. This fund became known as the Community Recovery Fund and the seven areas of Fife were each allocated c.£1.2m with the following guidelines:
- Area Committees will decide allocations from the fund
 - Communities should help identify priorities and projects
 - The fund can be used flexibly across the next two financial years
 - Projects and spend should support wider community recovery as well as shorter term challenges e.g. cost of living
 - Minimise any recurring revenue spend but promote innovation and pilot schemes which may influence future delivery
- 1.2 In South and West Fife, members and officers agreed to run a grant application scheme where services and third sector organisations could apply for funds to deliver a project that met one of the priorities in the Plan for Fife Recovery and Renewal Update issued in 2021 or one of the S&WF Local Community Planning priorities.
- 1.3 After a competitive process (more than double the available funding was requested across 44 applications), 19 projects were successful and approved by elected members.
- 1.4 One of those successful applications was for Fife Sports and Leisure Trust to deliver a 'Community Wellbeing' project for two years in South and West Fife, which would remove the barriers of transport and cost to physical activity in S&WF. Details about the first 18 months of delivery can be found in section 2 below.
- 1.5 The Community Wellbeing project started in spring 2024 with an end date of spring 2026. However, due to the success of the programme and impact made, officers would like to extend the project until 2027. The most suitable source of funding now is the anti-poverty budget.
- 1.6 The S&WF Local Community Plan contains the following two actions, which the FSLT project addresses:
- Improve the quality of life of adults and older people by engaging with the local community to understand what services are available and identify any gaps in provision for example increasing the number of services available to older people.
 - Maximise the opportunities of physical and outdoor activities by making use of local open spaces, leisure and recreational facilities and ensure greater community leisure opportunities for people and use of all our facilities and assets, consider co-benefits of carbon sequestration, active travel, energy generation and water management for open spaces.

2.0 Impact, Continued Success and Legacy

- 2.1 After initial engagement/awareness raising with key partners (Community Councils, centres/venues and their existing user groups, the Community Development Team and through local networks, e.g. South and West Fife Poverty Action Group (SWPAG), People and Place Leadership), a programme of physical activity classes was quickly established based on consultations carried out in the communities of S&WF.

- 2.2 Attending a gym can be a daunting prospect for older people and might not be possible for those on low incomes. FSLT only have one facility in S&WF – Dalgety Bay – which isn't easily accessed for people who don't live nearby. The Community Wellbeing Project has removed all of these barriers making physical activity and exercise affordable and achievable for a demographic for whom it may never have been an option.
- 2.3 The classes are delivered in both council and non-council venues with no cost to participants. Some participants also meet for tea/coffee and to socialise afterwards, which has led to many new friendships being created.
- 2.4 The first two months of the project prioritised engagement with communities and asking residents/community groups what types of activities they'd be interested in participating in, so once the sessions started, uptake was good. The timetable/programme of activities has evolved in response to community demand. Some highlights from the first 18 months of delivery:
- 56 sessions are delivered monthly in S&WF
 - 3,309 attendances since July 2024
 - Classes are delivered from 11 venues
 - Sessions include chair supported exercise, circuits, boxing, multi-activity workouts and led walks
 - Delivery also includes a session at the retirement housing complex in Oakley as well as the Dementia Support group at Parkgate Centre
- 2.5 A full summary of the progress so far is contained within Appendix 1. Communities across S&WF have responded exceptionally positively to this project.
- 2.6 While the classes would continue to be delivered free of charge for the duration of the funded period, FSLT will actively explore options to sustain the project beyond 2027. This will include consultation with participants which will begin in early 2026 to gain an understanding of the possibilities to continue the project beyond 2027.

3.0 Conclusions

- 3.1 By extending this project for an additional year, it will allow FSLT to further develop an already successful programme of activities which are delivered across the area. Communities are still affected by the high cost of living and, by making physical activity accessible and affordable, residents of S&WF can improve their physical and mental wellbeing, meet new people and ideally reduce their likelihood of accessing primary health/care support in the medium to long-term. Section 5 of Appendix 1 contains some participants' feedback, showing how valuable the project has been to attendees.
- 3.2 This project has been a resounding success and has already exceeded FSLT and Fife Council C&N expectations – it is often referenced as a model of good practice by the NHS Fife Health Promotion team and, by being open to all, removes any potential stigma around this being seen as something exclusively for people on low incomes.

List of Appendices

1. FSLT Year 1 Progress Report

Background Reports

1. Fife Council Cabinet Committee Papers September 2022 - [Agenda-and-papers-for-Cabinet-Committee-meeting-22nd-September-2022.pdf](#)
2. Plan for Fife Recovery and Renewal 2021 – 2024
3. South and West Fife Area Committee 13 December 2023 – Community Recovery Fund - [Agenda Pack for South and West Fife Area Committee 13th December 2023](#)
4. South and West Fife Local Community Plan 2022-25

Report Contact

Stephen Adamson
Project Manager, Anti-poverty and Community Wealth Building
Communities and Neighbourhoods
Email: Stephen.adamson@fife.gov.uk

SWF Community Recovery Fund Year 1 Report

H&W Report/Apr 2025

1.0 Concept

FSLTs plan is to use this funding to help break the barriers to physical activity faced by the people living in SWF. These include economic barriers, transport barriers and availability of provision in these local communities. Our focus will be to offer local activity sessions that are accessible, social, community building and helping people increase their physical and mental wellbeing through exercise.

1.1 Aim

- Increase provision of physical activity sessions in the SWF community
- Increase provision of social sessions in the SWF community
- Increase participation in physical activity sessions within the SWF community
- Improve the health and wellbeing of participants

1.2 Evidence

We will use data as well as participant feedback to help us evidence the benefit of this project. We hope to feedback on these parameters -

- The number of sessions available in the SWF community
- The number of people who are taking part in the sessions
- The willingness of participants to take part in the activities on offer
- The benefits/difference that participants experience from attending

1.3 Cost

The budget £91,554 will be used to fund a 36-hour full time post for 2 years for a Health and Wellbeing Instructor. There is also an allowance to cover costs for equipment that will be used to help deliver the activities across the locality at multiple sites. There are also costs included for administrative time and travel costs for the instructor.

In agreement with the Fife Council Project Manager, we have set out to deliver sessions with no cost at the beginning of the project. We may reconsider a 'pay what you can' approach at a later stage.

2.0 May 2024 – April 2025 Delivery Summary

From May 2024 to the end of August 2024 the initial focus was for the instructor to get out and meet the communities they would be working in. Building a relationship with the community venue staff and begin to fact find on what activities people would like to try. This included taster sessions, suggestion boxes, meeting with local groups that were already established and working closely with link workers/welfare workers and other third sector services to create partnerships.

The focus moving into the Autumn and Winter months was to then start setting up sessions and create a timetable to promote and start to build attendances. This started at 3-4 venues but quickly grew to over 8 sites across the SWF area. Work continued to promote the offering via on site promotion, word of mouth spreading via partners and a raise in awareness via the H&SC localities stakeholder meetings.

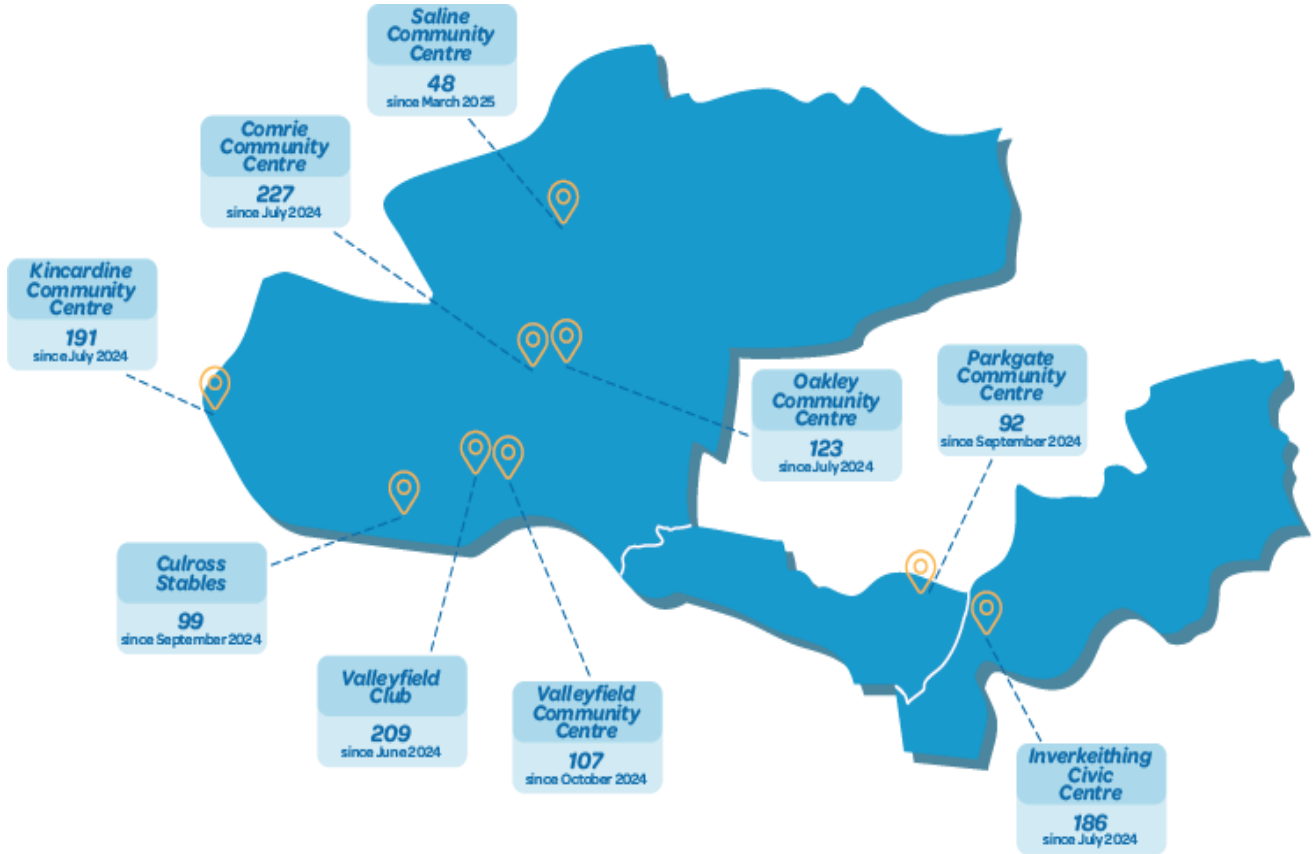
January 2025 – April 2025 the drive was to have numbers return after the Christmas break as well as look to expand to other venues such as Saline CC (which had been closed due to renovations) and Blairhall CC which had initially had poor interest when attempted previously. As we end the financial year, these plans have been successful, and we have also included some extra work delivering at a residential complex in Oakley as well as a Dementia support group in Torryburn and Parkgate every few weeks when they request our support.

3.0 Outcomes/Stats

The outcome of this work so far has been fantastic, and the engagement and support from partners to help the success has been one of the many triumphs so far. To summarise –

- At end of April 2025, we will be up to 15 sessions per week (including a walking group in Saline)
- We are delivering across 9 community centre sites in all 3 Wards
- Our total attendance figure from May 2024 – April 2025 is 1,317
- We also have 3 outreach sessions supporting other groups including the residential complex session
- We have over 40 participant feedback questionnaires completed giving their opinion on the offering and what it has meant to them
- We have successfully launched a tea and coffee social session in Comrie which we would like to see more of in other venues soon

3.1 Body Map



3.2 Body Map Figures

Centre	Attendances	From 'Month' up to March 2025
Saline CC	48	March 2025
Comrie CC	227	July 2024
Kincardine CC	191	July 2024
Culross Stables	99	September 2024
Valleyfield Club	209	June 2024
Valleyfield CC	107	October 2024
Oakley CC	123	July 2024
Parkgate CC	92	September 2024
Inverkeithing CC	186	July 2024

4.0 Summary

The success we have seen in this short space of time has been more than we would have expected. The feedback from the communities and the sites we are working in has been positive and the need for this offering is being evidenced. The hope is that this success continues into 2025, and the timetable can continue to grow with more provision being offered.

4.1 Future Plans for 2025

The focus heading into Summer will be to offer more taster sessions in the local community centres to try and raise awareness to more people while the centres are busy over the holiday period. Ideally, we would like to expand into some more walking groups where there is a want for them. As part of the social aspect of our bid, if we can also increase the number of social café style sessions that bring more communities together then we would like to add more of these to our timetable as well.

5.0 Participant Feedback

Tell us what you have enjoyed about this class?

- Lovely instructor Natalia. Great and age appropriate. Great bunch of ladies' fun and definitely helps the old bones.
- I have enjoyed that I'm getting fitter and less pain and my balance is getting better. I find the class fun and enjoyable.
- We love the class and think the instructor is excellent.

Would you recommend this class to other people?

- Over 40 participants fed back a Yes to this question

Do you think opportunities like this are needed in your local community?

Please tell us why.

- Yes, especially as no winter fuel payments for the elderly this class offers a warm space while learning how to exercise and also keep warm.
- Yes. With an aging population it helps to keep us active and connected.
- Yes, works well in local area, as people already know each other, and this helps to make classes better attended, thus opportunity works, which it may well not do in a club, sports hall or other venue that requires travel etc.

Do you have any other suggestions about activities that would improve wellbeing in your community?

- Just meeting with friends is important
- More classes and things to encourage people to go out and meet others
- Our community is well covered for different things

How did you find out about your session?

- Word of mouth
- Social media
- Flyers

If there was a cost for the class, would you still have attended?

- From 21 answers, 19 of the responses said Yes

How much would you be willing to pay?

- 14 clients responded saying they would pay £3 or more
- 4 clients responded saying they would pay up to £2
- 3 Clients responded saying they would pay £1
- Only 2 clients responded saying they would not be able to pay for the sessions

5 November 2025
Agenda Item No. 9

Summer Programme 2025 Update

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

Wards Affected: 1, 5 & 6

Purpose

To provide members with feedback on the contribution from the Anti-Poverty Budget to fund the 2025 Summer Programme for Adults, Families and Children and Young People.

Recommendation

The committee are asked to note the programme of activities and comment on the range of engagement opportunities that took place throughout the six week summer holiday period.

Resource Implications

The Anti-Poverty Budget had sufficient funds to support the full request of £40,053.69.

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

The programme was developed in collaboration with young people, adults and families. The summer programme partnership group, which comprises of Community Development officers, Community Use officers, Active Schools officers, Education staff and voluntary organisations including Eats Rosyth, developed activities spanning across the six week holiday period. Evaluations from all activities took place and has informed findings in the report. Community centre management committees also support by providing access to local resources and volunteers.

1.0 Youth Work

- 1.1 Universal Youth Work Provision met weekly, over five of the six week summer holiday period. Activities took place in Camdean Community Centre, Oakley and Blairhall community centres, High Valleyfeild, Kincardine, Ballast Bank in Inverkeithing as well as North Queensferry.
- 1.2 Activities included Nerf Wars, Festival Dyas, Roller Discos, Cinema trips and a final trip to the Blair Drummond Safari Park.
- 1.3 All sessions included lunch and snacks. Overall feedback was positive with many young people attending the Safari Park trip for the first time. Photos of young people taking part in activities is highlighted in Appendix 1.
- 1.4 The Camdean programme was delivered every Tuesday, 30 young people took part and 77 attendances were recorded.

Date	Activity (All 11am – 3pm)
8 July	Roller Disco
15 July	Nerf Wars
22 July	Cinema
29 July	Festival Day
5 Aug	Safari park (9.30am start)
Date	Activity (All 6-8.30pm)
8 July	Gaming cafe/Development group/MSP work
15 July	Gaming cafe/Development group/MSP work
22 July	Gaming cafe/Development group/MSP work
29 July	Gaming cafe/Development group/MSP work

- 1.5 Oakley and Blairhall youth clubs joined together and activities took place on Tuesdays with 55 individual young people taking part and 199 attendances.
- 1.6 One young person stated *“It’s crazy I did things I haven’t did before”* – Noah.

Date	Activity (All 11am – 3pm)
8 July	Festival
15 July	Cinema
22 July	Nerf Wars/Active Schools
29 July	Roller Disco
5 Aug	Safari Park (9.30am start)

- 1.7 High Valleyfield groups met on Wednesdays during the holidays, juniors and intermediate groups saw 44 young people with 259 attendances.

1.8 High Valleyfield seniors saw 24 young people take part with 66 attendances.

Date	Activity (All 11am – 3pm)
9 July	Festival
16 July	Nerf War/gala prep
23 July	Cinema
30 July	Roller Disco
6 Aug	Safari (9.30am start)

1.9 Community Learning and Development staff worked with 30 young people over two days to support High Valleyfield Gala. They took part in making costumes, banners and decorations for the gala float. They chose the theme Wild West and made giant horses, cowboy boots and cacti.

1.10 High Valleyfield Gala Committee feedback *“All the hard work paid off because the floats and the kids looked incredible. They all were so well behaved on the floats and had the best time”*.

1.11 Kincardine activities took place on Thursdays throughout the holidays with 13 young people and 37 attendances.

1.12 *“It was really funny playing against staff; they were too slow for us”* – WT 1 young person feedback.

Date	Activity (All 11am – 3pm)
10 July	Not on
17 July	Laser Tag
24 July	Cinema
1 Aug	Trampolining
7 Aug	Safari (9.30am start)

1.13 Activities at Inverkeithing were based at Ballast Bank and took place on Thursdays, 13 young people and 39 attendances were recorded.

1.14 1 impact statement from a young person stated *“We loved the boats at the Safari Park. I had never been on a pedal boat before”* – HB.

Date	Activity (All 11am – 3pm)
10 July	Roller Disco
17 July	Nerf Wars
24 July	Cinema Edinburgh
1 Aug	Festival day
7 Aug	Safari (9.30am start)

1.15 North Queensferry young people also took part in sessions scheduled on a Thursday evening with 18 taking part with 43 attendances.

1.16 *Alfie – “The safari was cool coz da animals, playpark and Ice cream”.*

Date	Activity (All 4.30 – 9pm)
10 July	Festival day and BBQ
17 July	Nerf Wars and BBQ
24 July	Karaoke/Food
1 Aug	Bowling/Food
7 Aug	Safari (9.30am start)

1.17 The EASYP programme has had another successful summer programme with a variety of activities. Four young people have moved into employment, three moved into further education, and five into Community Learning & Developments Next Steps Programme.

1.18 Next Steps Employability Programme also enjoyed the summer programme of activities, and one young person has gained employment, five have went on to further education.

1.19 Feedback from one young person: *DW “There wasn’t really anything I didn’t like, was scared to go on the big swing but other than that I enjoyed everything, I had fun playing archery with the group, I also enjoyed going on the boat and exploring the island, laser tag was my favourite”.*

1.20 Rosyth has a notably high number of registered Young Carers (YCs). Previous holiday provision offered in Inverkeithing saw low uptake from Rosyth-based YCs, with feedback from pupils and parents indicating that travel was a key barrier. To address this, a localised programme was proposed offering two hour sessions twice a week over a three week period delivered in the Rosyth area. These took place at Kings Road Primary School.

1.21 Six young people between the ages of 5 -12 took part in the programme.

1.22 One parent shared valuable feedback about their child, who was invited to attend the Young Carers camp. The child is currently being assessed for ADHD and experiences significant anxiety, especially when joining new groups. He often panics and refuses to participate unless accompanied by a trusted adult. The child is a carer for both his mother and his uncle, who has complex needs. His mother has a brain injury and both suffer from epilepsy, which can prevent her from transporting Jack to activities due to seizures. Despite these challenges, the child was aware of the camp through the school YC champion and wanted to attend. The family received information via a letter and found the location suitable. The parents believe their child would benefit from future camps, particularly if held on weekdays during school holidays. Activities such as swimming and mixed sports like football and basketball were highlighted as especially beneficial. This feedback illustrates the importance of designing inclusive and accessible programmes that accommodate the unique needs of young carers like this child.

2.0 Community Based Adult and Family Learning (CBAL)

2.1 The Family Fun Day Events were held at the following locations once over the 6 weeks. Although these events took place in specific centres, they were open to everyone in surrounding area:

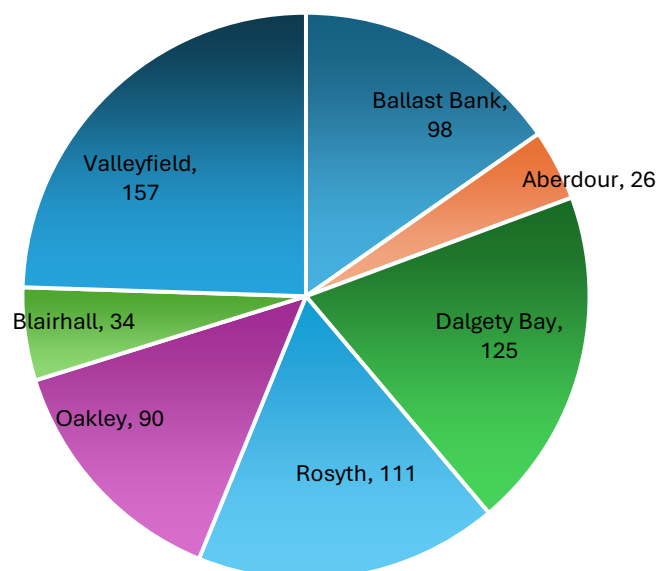
Oakley Community Centre
Ballast Bank Community Centre
Valleyfield Community Centre
Aberdour Community Centre
Parkgate Community Centre
Blairhall Community Centre
Dalgety Bay Community Centre

2.2 The events were free for all families to enjoy and included the following activities; facepainting, Air Fryer pizza making, silent discos, seed planting, bracelet making, Kids' Bingo, treasure hunt and soft play activities. Various partner agencies from and outside the council participated in the events to promote their services and engage with the community. These services were Kingdom Community Bank, Southwest Fife Early Help and Support Team, FC Welfare Support, Saline First Responders and The Well.

2.3 The events allowed the CBAL team to engage with 641 participants (adults and children), where there was an opportunity to promote the core CBAL programme. Attendances from each venue varied, with Aberdour and Blairhall having the least number of attended participants compared to Valleyfield and Dalgety Bay.

2.4 The graph below shows the number of attendances at each fun day.

Participants



2.5 Impact statements / feedback:

"Been very good for community."

"It is very friendly for both kids and Adults."

"The whole family had a great time today. Lots for the kids to do, my little one loved making her own pizza. My other child loved doing the nature hunt."

"The kids and myself had an amazing time today, so well organised and thought out. Everyone was so friendly and were so welcoming."

"It was fun, creative and well thought out. Everyone was so kind to us, we will definitely come back next year. Thank you so much."

"Great day with lots of activities for kids. Kids loved the arts and crafts, bird feeders, planting sunflowers and making pizzas. All the staff friendly and welcoming."

"Kids enjoyed, age appropriate, welcoming atmosphere."

"I really enjoyed seeing everyone have fun and was a nice touch to have fun making pizza with children. Absolutely 10-10 day."

2.6 Photos are included in Appendix 1

2.7 Community Use Schools delivered 6 arts and craft sessions over the summer holidays which took place on Friday afternoons between 1-3pm at The Wing. A total of 54 families took part.

2.8 Feedback from participants included:

"Fantastic activities for the kids! Thank you "

"Fantastic opportunity to enjoy time with my daughter. Lots of choices and activities to choose from."

"The art class's (sic) are fab for the kids. We love them."

"I loved it "

"Brilliant session and great craft materials. Thank you!"

"I love art "

"Great free activity. My son had lots of fun making things. Lots of resources to choose from. Thanks "

"I love art club "

"Daisy loves getting to express herself through art and seeing her pals!"

2.9 Community Use also delivered Summer Sports Sessions. Three sports sessions were held during the holidays in partnership with Active Schools. Each had a different theme: Racket Rally, Athletics Extravaganza, and Ball Games Bonanza. Age groups were P3-4 and P5-7. Attendees were invited to take part and compete in a friendly and engaging environment, led by Community Use Instructors. Active Schools Young Ambassadors assisted with the delivery.

2.10 Attendees were initially targeted using Active Schools data, young people who had been found to be inactive were reached out to, giving them the first opportunity to sign up.

2.11 Attendances:

Racket Rally	-	33
Athletics Extravaganza	-	54
Ball Games Bonanza	-	47
Total	-	134

2.12 Attendees were asked how much they enjoyed the session on their way out. The table below shows the number and percentages of what sessions participants enjoyed the most.

	Racket Rally		Athletics Extravaganza		Ball Games Bonanza		Totals
	P3&4	P5-7	P3&4	P5-7	P3&4	P5-7	
😊	17	12	21	25	20	14	109 (77.9%)
😐	0	6	6	3	4	10	29 (20.7%)
😞	0	0	0	0	2	0	2 (1.4%)

2.13 Photos from all groups are included in Appendix 1.

3.0 Café Inc

3.1 Throughout the summer, Café Inc was delivered across the area with the spread of community food providers spanning from Inverkeithing to Kincardine. The community food providers were as follows:

3.1.1 **Inverkeithing Tree Top (from The Wing, Inverkeithing High School)** - Tree Tops provided packed lunches (Monday – Friday) throughout the summer holidays and distributed 3260 meals to the local community.

3.1.2 **Rosyth EATS** - Ran one event per week which took place at the orchard in Rosyth. They provided both hot and cold food and served 973 meals to the local community.

3.1.3 **Oakley Community café** - The team of volunteers in Oakley provided Café Inc three times a week on a Monday, Wednesday and Friday, providing both hot and cold options over the course of the summer. They served 1552 meals to members of the local community.

3.1.4 **Valleyfield Community Club** - Ran Monday – Friday throughout the summer break, offering both hot and cold meals. They provided 1883 meals to members of the local community.

3.1.5 **Saline/Steelend Pantry Volunteers** were open on a Monday, Tuesday and Wednesday throughout the summer holidays, and served 1716 hot and cold meals to local people.

3.1.6 **Kincardine Senior Citizens Centre** were gracious enough to allow use of their facilities throughout the summer holidays while the community centre is out of action. The volunteers from the Kincardine Community Association delivered Café Inc on a Monday and a Friday, totalling 452 meals over the summer holidays.

3.1.7 **Donibristle & Kings Road Primary Schools** - As in previous years, these schools were our bases for provision delivered by Facilities Services, providing hot and cold lunches from Monday – Friday throughout the summer holidays. Donibristle in Dalgety Bay provided 2021 meals and Kings Road in Rosyth provided 1917 meals.

4.0 Conclusions

- 4.1 Funding provided allowed Community Learning & Development officers and partners the opportunity to provide free meaningful, engaging and inclusive activities for individuals, families, children and young people. Without approval and support from members, these opportunities would not have been possible.
- 4.2 This programme supports the Local Community Planning Priorities:
- Area Priority - Increase employment, training, learning and volunteering opportunities to support sustained economic growth in the area.
 - Action – 2.3 *Increase the number of individuals engaging in community-based adult learning (CBAL) programmes who are supported or referred by other agencies from the People Leadership Group. Use community wealth building approaches to improve the pathways from these local learning/training opportunities to employment, further education, both for adults and school leavers.*
 - Action – 2.4 *To promote the newly refreshed CLD plan, which prioritises the most disadvantaged learners living in the most deprived areas for adult learning opportunities. The CLD plan also has flexibility to adapt and change depending on community need.*

List of Appendices

1. Activity photos

Report Contact

Mandy Conn
Community Development Team Manager, South and West Fife
Inverkeithing Civic Centre
Email: Mandy.Conn@fife.gov.uk

Appendix 1

4.1 Family Fun Days



Picture 1 Parkgate families sitting around tables in a busy room. Families are making bracelets and planting seeds



Picture 2 Aberdour families sitting on the floor, engaging with soft play equipment, games and Services Information Stands.



Picture 3 Dalgety Bay families in a hall, some young children playing on soft play equipment, and adults talking to information stalls



Picture 4 Ballast Bank families outside in a car park, children are completing arts and crafts activities on tables.



Picture 5 Ballast Bank young children and an instructor all kneeling on the floor around a CPR training dummy.



Picture 6 A child and an adult from Aberdour making air fryer pizzas



Picture 7 A girl from Aberdour with a painted face sitting smiling at the camera, eating pizza



Picture 8 A girl in purple sitting in a large black chair having her face painted pink, Ballast Bank Community Centre.



Picture 9 a child in Parkgate showing a member of the Early Years team what she has made from playdough and feathers



Picture 10 A small group of adults and children at Aberdour sitting at an outdoor table, doing arts and crafts

4.2 Arts and Crafts Sessions, Community Use, all at Inverkeithing High School



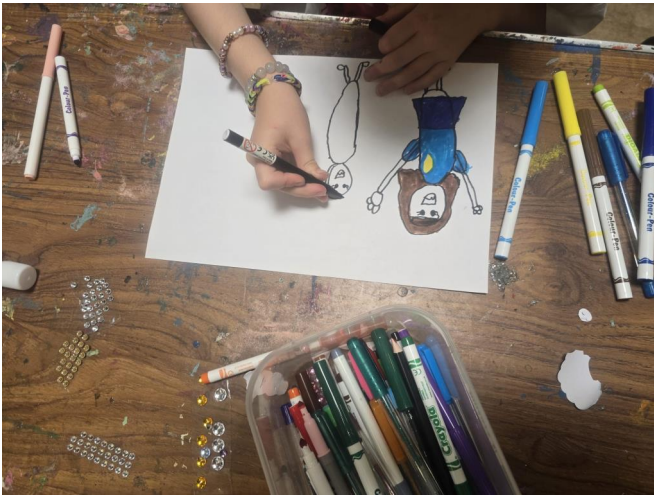
Picture 11 A cardboard heart on paper, the heart has gems glued on, turtles drawn and coloured green, and the white paper has scribbles on it



Picture 12 A cardboard heart with a cut out centre sitting on white paper. The heart shape has gems glued onto it.



Picture 13 A child is colouring in a white shape, which has been attached to a wooden lolly stick.



Picture 14 Someone drawing a picture of their family. Lots of pens and pencils on the desk



Picture 15 A Group of girls sitting at tables, colouring in white shapes



Picture 16 Children sitting around a horseshoe of tables, with drawing materials on each desk



Picture 17 A young child with a red top, wearing a handmade multi coloured super hero style eye mask



Picture 18 A group of young people standing outside in a grass circle, one child preparing to throw a shot put.



Picture 19 Children doing various activities in a large grassy field. The closest group is throwing beanbags into hula hoops



Picture 20 children competing in a running race on an outdoor grass track



Picture 21 Children throwing foam javelins as far as they can in a grass field



Picture 22 A picture taking lying on grass, showing a child mid-air whilst doing a long jump



Picture 23 Two children competing in a relay race, with three children standing at the end of the grass track watching them.



Picture 24 Two children behind a third child, watching the third child throwing items into a hula hoop

4.4 Youth Clubs



Picture 25 A large group of smiling children from Oakley and Blairhall Youth Clubs standing inside a room. Two faces are covered by emojis.



Picture 26 Children from HVF Junior and Intermediate Youth Clubs playing nerf wars behind a red and white inflatable, in a sports hall.



Picture 27 A group of young teenagers from HVF Senior Youth Club, outside, filling up water guns from an orange bucket on a table.



Picture 28 A group of young teenagers from Kincardine Youth Clubs at a trampoline park, holding laser guns, standing in a dark room with neon lights.



Picture 29 A large group of children from Camdean Junior and Senior Clubs outside of a concessionary stall at a cinema.



Picture 30 Four children from Inverkeithing Intermediate and Senior Youth Clubs in a red pedalo on a lake at Blair Drummond Safari



Picture 31 A group of children from NQF Junior and Senior Youth Clubs, posing in front of a party banner, some standing, some reclining on the floor.



Picture 32 A group of children wearing cowboy hats and bandanas, standing or kneeling on a float at the HVF Gala

4.5 EasyP and Next Step



Picture 33 A teenager from EasyP wearing a blue helmet, hanging from a harness, while a staff member pushes a red platform away behind them at the King Swing, Fordell Firs.



Picture 34 A teenager from Next Steps soars through the air in a harness on the King Swing, Fordell Firs.



Picture 35 Two teenagers from EasyP with their backs to the camera take aim at archery targets in a woodland setting in Fordell Firs.



Picture 36 A group of teenagers from Next Steps looking out at an unknown object, standing outside at the bottom on a small set of steps, set into a hill on Inchcolm

5 November 2025

Agenda Item No. 10

Property Transactions

Report by: Alan Paul, Head of Property Services

Wards Affected: 1 - West Fife and Coastal Villages

Purpose

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

Recommendation

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

Consultation

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 council officers.

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 2 rooms on the ground floor and a store at Saline Community Centre, 13 Main Street, Saline

Term: 5 years from 16 July 2025
Rent: £6,000 per annum

2.1.2 Units 2 and 3 Burnside Business Court, North Road, Inverkeithing

Term: 5 years from 16 April 2025
Rent: £18,000 per annum

3.0 Conclusions

- 3.1 These transactions are reported back in accordance with the List of Officer Powers.

Report Contact

Michael O’Gorman
Service Manager – Estates and Assets Management
Property Services
Bankhead Central
Glenrothes

Telephone: 03451 555555 Ext. 440498
Email: Michael.Ogorman@fife.gov.uk

5 November 2025
Agenda Item No. 11

South and West Fife Area Committee Forward Work Programme

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

Wards Affected: All

Purpose

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

Recommendation(s)

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

Resource Implications

Committee should consider the resource implication for council staff of any request for future reports.

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

- 2.1 The current Work Programme is included as Appendix 1 and should be reviewed by the committee to help inform scrutiny activity.

List of Appendices

1. South and West Fife Area Committee Forward Work Programme

Report Contact

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

South and West Fife Area Committee

10th December, 2025			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 11th June, 2025
Nuclear Submarine Dismantling Project - Update from Babcock and MoD	MoD / Babcock	Ken Dyke, Babcock	As requested by Councillor Goodall at 5th February, 2025 meeting.
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report – last update 30th October, 2024
Play Strategy Implementation (including Place Sufficiency Assessment update)	Communities and Neighbourhoods Service	Louise Whyte / Kevin O'Kane	As requested by Councillor Goodall at 14th February, 2024 committee meeting
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report - last update 30th October, 2024
Common Good and Settlement Trust Funds Annual Report 2024-2025	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 11th December, 2024
Gypsy Travellers' Working Group Update	Housing	Paul Short	As requested by Councillor Steele at 5th February, 2025 committee meeting.

4th February, 2026			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profile 2024/25	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report – last update 5th February, 2025
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	Annual report – last update 30th April, 2025
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report – last update 5th February, 2025

South and West Fife Area Committee

4th February, 2026			
Title	Service(s)	Contact(s)	Comments
Area Roads Programme 2026-27	Roads and Transportation Services	Vicki Storrar	Annual Report - last update 5th February, 2025
Patching Performance Report (Carriageway Repairs)	Roads and Transportation	Gordon Henderson	Annual report - last update 5th February, 2025
Community Recovery Fund Update	Communities and Neighbourhoods Service	Stephen Adamson	

29th April, 2026			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes 2024/25	Education and Children's Services	Sarah Else / Alan Cumming	Annual report – last update 30th April, 2025
Area Capital Update Report 2025/26	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 30th April, 2025
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy Conn	Annual report - last update 11th June, 2025

10th June, 2026			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 10th December, 2025
Area Roads Programme 2025-26 - Final Report	Roads and Transportation	Vicki Storrar	Annual report - last update 11th June, 2025

South and West Fife Area Committee

2nd September, 2026			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 3rd September, 2025
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Acting Inspector Barry Stewart	Annual report – last update 3rd September, 2025
Scottish Fire and Rescue Service Annual Performance Report 2025/26	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 3rd September, 2025
Complaints Update	Customer Services Improvement	David Thomson	Annual report - last update 3rd September, 2025
Anti-Poverty Progress Update 2025-26	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 5th November, 2025
Education - Pupilwise and Parentwise Surveys	Education and Children’s Services	Karen Lees	Biennial report – Last update 4th September, 2024

4th November, 2026			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report – last update 10th December, 2025
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report - last update 10th December, 2025
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2025	Protective Services	Kenny Bisset	Annual report - last update 3rd September, 2025

South and West Fife Area Committee

4th November, 2026			
Title	Service(s)	Contact(s)	Comments
Summer Provision Activities	Communities and Neighbourhoods	Mandy Conn	Annual report – last update 5th November, 2025
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 5th November, 2025

9th December, 2026			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 10th June, 2026
Common Good and Settlement Trust Funds Annual Report 2025-2026	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 10th December, 2025

27th January, 2027			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2025/26	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report – last update 4th February, 2026
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report – last update 4th February, 2026
Area Roads Programme 2027-28	Roads and Transportation Services	Vicki Storrar	Annual Report - last update 4th February, 2026
Patching Performance Report (including carriageway repairs)	Roads and Transportation	Gordon Henderson	Annual report - last update 4th February, 2026

South and West Fife Area Committee

24th March, 2027			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes 2025/26	Education and Children's Services	Sarah Else / Alan Cumming	Annual report – last update 29th April, 2026
Area Capital Update Report 2026/27	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 29th April, 2026
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy Conn	Annual report - last update 29th April, 2026

Unallocated			
Title	Service(s)	Contact(s)	Comments
Housing Service – Allocations Process Update	Housing Services	Gavin Smith	To be invited to a meeting of the Committee to provide an update on the allocations process undertaken in relation to new builds as agreed at 1st March, 2023 meeting Agreed May 2025 - Workshop and ward discussions
Active Travel Routes	Roads and Transportation Services	John Mitchell / Susan Keenlyside	As requested by Councillor Dempsey at 6th February, 2025 committee meeting Agreed May 2025 - Briefing and workshop will be arranged for November 2025
Report detailing what changes were required to incorporate carriageway thin surfacing / patching schemes into the Area Roads Programme.	Roads and Transportation	Alastair Mutch	
Flooding Update within South and West Fife Area	Roads and Transportation	Michael Anderson	As requested by Councillor Goodall at 14th February, 2024 committee meeting (Updates to be provided to Convener when available.)

Unallocated			
Title	Service(s)	Contact(s)	Comments
1-2-1 Devices Project Update	Education	Sarah Else	As agreed at 30th April, 2025 meeting
Dunfermline Learning Campus (DLC) Update	Education	Sarah Else	As agreed at 30th April, 2025 meeting
Area Capital Funding Request - Parking, Culross	Communities and Neighbourhoods	Alastair Mutch	As agreed at 3rd September, 2025 meeting - report to be submitted to future meeting of committee
Network Rail Update	Network Rail	Alastair Mutch	As agreed at 3rd September, 2025 meeting - Representatives of Network Rail to be invited to attend a meeting of the committee as soon as possible to discuss current operations on the railway bridge