

AGENDA

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1. APOLOGIES FOR ABSENCE	
2. DECLARATIONS OF INTEREST – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.	
3. MINUTE – Minute of meeting of the South and West Fife Area Committee of 14 February 2024.	4 - 7
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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.

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10 April, 2024

If telephoning, please ask for:
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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.

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

14 February 2024

9.30 am - 12.00 noon

PRESENT: Councillors David Barratt (Convener), Patrick Browne, Dave Dempsey, Graeme Downie, Brian Goodall, Sam Steele, Andrew Verrecchia and Conner Young.

ATTENDING: Alastair Mutch, Community Manager (South and West Fife) and Sarah Johnston, Access Officer, Communities and Neighbourhoods Service; Lesley Craig, Lead Consultant (Traffic Management), Vicki Connor, Lead Consultant (Roads and Lighting Asset Management) and Caroline Low, Technician Engineer, Roads and Transportation Services; Scott Clelland, Service Manager (Parks, Streets and Open Spaces), Shaun Kenyon, Team Manager (Waste Operations), Stephen Duffy, Team Manager and Archie Melville, Lead Officer (Waste Operations), Environment and Building Services; Peter Corbett, Lead Officer (Economy), Business and Employability Services; Audrey Valente, Chief Finance Officer and Jacquie Stringer, Service Manager, Health and Social Care Partnership; Steven Paterson, Solicitor and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Andy Jackson and Sarah Neal.

116. DECLARATIONS OF INTEREST

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

Councillor Conner Young joined the meeting during discussion of the above item.

117. MINUTE

The committee considered the minute of the meeting of the South and West Fife Area Committee of 13 December 2023.

Decision

The committee agreed to approve the minute.

118. DIVERSION OF A PUBLIC RIGHT OF WAY - CARRICK GROVE, DALGETY BAY

The committee considered a report by the Head of Communities and Neighbourhoods Service requesting approval for a diversion of a public right of way at Donibristle Farm Cottage, Carrick Grove, Dalgety Bay.

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Motion

Councillor David Barratt, seconded by Councillor Brian Goodall, moved the recommendations contained within the report.

Amendment

Councillor Dave Dempsey, seconded by Councillor Patrick Browne, moved that the report be deferred to a future meeting of the Area Committee to allow time for a site visit to take place which would provide members with an opportunity to come to a more informed decision.

Roll Call Vote

For the motion - 3 votes

Councillors David Barratt, Brian Goodall and Sam Steele.

For the Amendment - 5 votes

Councillors Patrick Browne, Dave Dempsey, Graeme Downie, Andrew Verrecchia and Conner Young.

Having received a majority of votes, the amendment was accordingly carried.

Decision

It was agreed that the report be deferred to a future meeting of the Area Committee and that a site visit be undertaken involving all members of the committee.

119. C53 TOWNHILL TO BOWERSHALL - PROPOSED 40MPH SPEED LIMIT

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a 40mph speed limit on the C53 Townhill to Bowershall.

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. TRO23/62 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

120. AREA ROADS PROGRAMME 2024-25

The committee considered a report by the Head of Roads and Transportation Services identifying projects which were proposed for inclusion in the 2024/25 Area Roads Programme for the South and West Fife area.

Decision

The committee:-

- (1) approved the report and Appendices 1-3 which provided a detailed list of the proposed Area Roads Programme projects;

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- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener, Depute Convener and elected members in the affected wards; and
- (3) noted Appendices 4 and 5 which provided information on the proposed street lighting works and large scale patching/thin surfacing sites.

121. **DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE ANNUAL REVIEW 2023-24**

The committee considered a report by the Head of Environment and Building Services advising of the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2023/24.

Decision

The committee:-

- (1) noted the continuing improved performance in grounds maintenance, domestic waste collection and street cleansing services in 2023;
- (2) noted the plans to deliver local priorities and help communities shape their environment; and
- (3) paid tribute to staff within the Grounds Maintenance Team in response to the work undertaken during the recent storms and thanked them for all their efforts.

The meeting adjourned at 11.10 am and reconvened at 11.20 am.

122. **FIFE LOCAL AREA ECONOMIC PROFILES 2022-2023**

The committee considered a report by the Head of Business and Employability Services providing an annual overview of the performance of the local economy and labour market in South and West Fife. The information presented was intended to provide background and context to council activity within the area and to help inform area committee discussion and decision making.

Decision

The committee:-

- (1) noted the issues raised from the analysis of the latest available data; and
- (2) acknowledged the ongoing economic challenges.

123. **HEALTH AND SOCIAL CARE LOCALITY PLANNING - SOUTH WEST FIFE**

The committee considered a report by the Chief Finance Officer, Health and Social Care Partnership (H&SCP) providing an overview of the H&SCP Locality Planning Outcomes for South and West Fife during 2023.

Decision

The committee agreed that the H&SCP provide an annual report to committee with updates on locality planning and joint areas of interest between H&SCP and community planning partners.

124. SOUTH AND WEST FIFE AREA FORWARD WORK PROGRAMME 2024-2025

The committee considered a report by the Executive Director (Finance and Corporate Services) supporting the committee's consideration of the Forward Work Programme for future meetings of the committee.

Decision

The committee:-

- (1) reviewed and noted the South and West Fife Area Committee Forward Work Programme 2024-25;
- (2) agreed that Education colleagues be requested to submit a report to the September committee meeting detailing the results of care inspectorate inspections of nursery early year provision and that six monthly updates followed thereafter;
- (3) agreed that colleagues within the Flooding, Shoreline and Harbours team be requested to provide an update, in due course, on flooding issues within the South and West Fife area following publication of the water management study; and
- (4) agreed that colleagues within the Communities and Neighbourhoods Service submit an update, in due course, on the Place Sufficiency Assessment and Play Parks Implementation Plan.

125. NOTICE OF MOTION - TRAFFIC ISSUES AT DONIBRISTLE PRIMARY SCHOOL, DALGETY BAY

In terms of Standing Order No. 10, the following Notice of Motion was submitted:-

Councillor Dave Dempsey, seconded by Councillor Patrick Browne, moved the following:-

"Committee asks for a verbal update at the next meeting to explore resource implications to alleviate the traffic problems around Donibristle Primary School, including but not restricted to the banning of traffic from the straight section of Morlich Road leading up to the school at times when pupils are out and about except for a limited number of permit holders".

Decision

The terms of the motion were unanimously agreed.

17 April 2024
Agenda Item No. 4

Diversion of a Public Right of Way - Carrick Grove, Dalgety Bay

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

Wards Affected: 6

Purpose

The purpose of this report is to request approval for a diversion of public right of way at Donibristle Farm Cottage, Carrick Grove, Dalgety Bay.

Recommendation(s)

It is recommended that members approve the proposed diversion of the right of way using section 208 Town and Countryside Planning (Scotland) Act 1997; delegating its confirmation to officers if no objections are received, and otherwise submission to the Scottish Government for confirmation.

Resource Implications

There are no resource implications as the applicant for the diversion will bear any costs.

Legal & Risk Implications

The diversion of the path must be advertised, and the public given the opportunity to object. There are no other legal obligations.

Impact Assessment

EqIA submitted and diversion has no negative impact.

Consultation

In line with guidance approved by Fife Council in November 2012, the following people or organisations have been consulted:

Any effective residents - No comments received.
Fife Access Forum - Fife Access Forum support the diversion.
Nature Scot - No comments received.
Community Council - No comments received.
Scotways (Scottish rights of way society) - No comments received.
Fife Walking Club - No comments received.
Rambler's Association - No comments received.
British Horse Society - No comments received.

1.0 Background

- 1.1 The route meets the criteria of being a public right of way and is well used. The route cuts through the applicant's property at Donibristle Farm Cottage with the garden being either side of the route. The application was granted planning permission (23/01840) in November 2023 to build an accommodation pod in the garden, erecting a new fence and realignment of a footpath. A design and access statement is attached (Appendix 2).
- 1.2 The path is in poor condition and the applicant has agreed to improve the surface of the new path and will only close the old path once the new path has been opened.
- 1.3 Concerns were raised by FC Transportation Service about the height of some of the proposed fencing which would have restricted sight lines on the path. The applicant has since agreed to lower the height of the fence which has resulted in transportation removing their objection comment.
- 1.4 At the request of the elected members, a site visit took place on 20 March 2024. The site visit was to allow the members to see the site and the implications of the diversion. The Access Officer was joined by the Planning Officer.

2.0 Issues and Options

- 2.1 Fife Council must consider whether the alternative route for the public right of way is reasonable and expedient in terms of improving the local path network and enable the development as outlined in the planning application to go ahead.

3.0 Conclusions

- 3.1 The public right of way will continue to link the same two public places and is only 59 metres longer. The surface will be of the same quality or higher and the path will be legally protected, the diversion will enable the development to proceed as outlined in the planning application.
- 3.2 The Access Team recommend that the diversion of the public right of way should be approved.

List of Appendices

1. Location map and diversion details.
2. Design and Access statement.

Report Contact

Sarah Johnston

Access Officer

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DESIGN & ACCESS STATEMENT

TO SUPPORT A RESIDENTIAL GLAMPING POD AT
DONBRISTLE FARM COTTAGE
REGENTS WAY
DALGETY BAY
KY11 8UY

www.glampitect.co.uk
contact@glampitect.co.uk
0131 202 9001

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Proposed is the change of use of land, installation of a residential glamping pod for use by an elderly family member and associated works. Also intended is the redirection of a public footpath to allow direct connection between the proposed residential glamping pod and existing family dwelling.

The proposed unit will be connected to the existing public drainage network. All proposed hard landscaping will be permeable to allow water to drain freely without the need for a dedicated surface water drainage system.

The proposed residential glamping unit is temporary in nature and defined as a 'caravan' under the Caravan Act. It will be constructed off-site by manufacturer Pod Factory and delivered in two parts, ready to connect to services.

The plot for the glamping pod is within the Applicant's Garden, situated in the coastal town of Dalgety Bay, Fife. The objective of this proposal is to provide a comfortable and convenient living space for an elderly family member in close proximity to their family.

In designing the proposed glamping site, the Fife Local Development Plan (2017) was referenced, and the following policies were considered. It is believed that the proposal is compliant with each of the following policies:

Fife Local Development Plan (FIFEplan 2017)

- **Policy 1:** Development Principles

The proposed development is located within the defined settlement boundaries of Dalgety Bay. Currently, the land use for the site is classed as 'Local Shopping Centre'. However, the proposed dwelling for an elderly family member to be closer to their support network complies with Policy 2: Homes, as outlined below.

A considered design and the temporary nature of the proposed residential glamping pod ensures the proposal will not impact any criteria outlined in Part B and C of this policy.

- **Policy 2:** Homes

As the development of 1no. residential glamping pod is specifically proposed to provide a purpose built, suitable small-scale residence for an elderly family member to be closer to their family, we suggest that this application be considered as a residential care home, for an elderly member of the community to be closer to their support network while retaining independence and high quality of life.

The proposed site also has good access to community facilities, emergency services and public transport, will provide a good residential environment and be of a scale and character appropriate to the surrounding area. There are no land uses in the surrounding area that would adversely impact the amenity of the proposed development.

- **Policy 3:** Infrastructure and Services.

This proposal is well serviced by public transport with bus stops located within only a few minutes' walk from the proposed site at the nearby shopping centre and on Moray Way, servicing routes between Dunfermline and Leven. Likewise, Dalgety Bay train station is located within 15 minutes' walk of the site.

Foul drainage will connect to the existing public network which currently services the Applicant's dwelling. See drawing 'Drainage Plan' for more information. Waste and Recycling storage will be incorporated into that of the existing dwelling. This proposal will not result in any loss of valuable infrastructure.

- **Policy 10:** Amenity

This small-scale development for a single residential glamping pod will not have a significant detrimental impact on the amenity of existing land uses. Although the current land use designated for the proposed site is 'Shopping Centre', the plot is within the private curtilage of the Applicant's dwelling. It is therefore suggested that a residential land use is more appropriate for this reason and due to surrounding residential land use.

This development will not affect air quality or produce any other significant pollution such as noise, light or odour, due to being a small-scale, single-story pod to provide a home for a single elderly person. Similarly, the small scale of the development means that privacy and visual impact to the surrounding area should not be a concern, as views will not be hindered and no overlooking into neighbouring properties will occur.

- **Policy 11: Low Carbon**

The proposed residential glamping pod is designed to be energy efficient with well-insulated floors and wall/roof coverings and the use of sustainable materials with a low life cycle environmental impact. LED light fittings will be installed as standard throughout. Water-saving sanitary fittings and appliances within the pod will deliver water efficiency to the site. The minimal surface water run-off from the pod roof will discharge into a pebble border around the dwelling.

Appropriate implementation of measures will minimise environmental impacts arising from any site works; the site will be constructed with efficient construction methods as stated in Stage 3 above thus reducing any waste and earthworks will result in no removals from the site required.

An efficient operational waste management and recycling strategy will be carried out by the resident of the new dwelling as required by Fife Council. Food waste, refuse and recycling storage will be transported to the public roadside as required on collection days.

Sustainable transport has been considered with bus stops located within only a few minutes' walk from the proposed site at the nearby shopping centre and on Moray Way, servicing routes between Dunfermline and Leven. Likewise, Dalgety Bay train station is located within 15 minutes' walk of the site. Convenient public transport connections to the site will ensure that reliance on cars is not a concern.

- **Policy 12: Flooding and the Water Environment**

It has been identified from SEPA Flood maps that the site lies in a very low-risk zone with regards to river and sea flooding. There is a small area of Medium Risk surface water flooding adjacent to the existing access to the proposed site but due to its very limited nature it is anticipated that a flood risk assessment is not required.

The proposed new footpath to the pod and redirection of public footpath will be constructed from permeable materials to allow water to drain freely without the need for a dedicated surface water drainage system. Likewise, a pebble border around the pod will be provided for run-off.

- **Policy 14 - Built and Historic Environment**

The proposed residential glamping pod and site plan is considered to meet each of the six qualities outlined in this policy due to its distinctive character and considered design, respectful of the surrounding area.

The Applicant's own dwelling, to the southeast of the proposed pod, is a listed building. The proposed development will not adversely impact the special architectural or historic interest of the building due to the temporary nature of the proposed new dwelling and use of ground screws to ensure minimal impact to the ground.

The pod's distinctive design and character is proposed to contrast with this heritage asset, in order to emphasise its historic character and celebrate the asset by contrasting with, rather than mimicking the architecture of the existing dwelling.

3.1 Location

The proposed site for the residential glamping pod within the Applicant's private garden in Dalgety Bay, approx. 5 miles southeast of Dunfermline in Fife.

The site will be easily accessible via the M90. Bus stops are located within only a few minutes' walk from the proposed site at the nearby shopping centre and on Moray Way, servicing routes between Dunfermline and Leven.

Likewise, Dalgety Bay train station is located within 15 minutes' walk of the site. Convenient public transport connections to the site will ensure that reliance on cars is not a concern.

The proposed dwelling will use existing access to the Applicant's house, off Regent's Way. It is felt that the additional traffic generated by the new dwelling will have a negligible impact to the public road.



Aerial view of proposed site location.

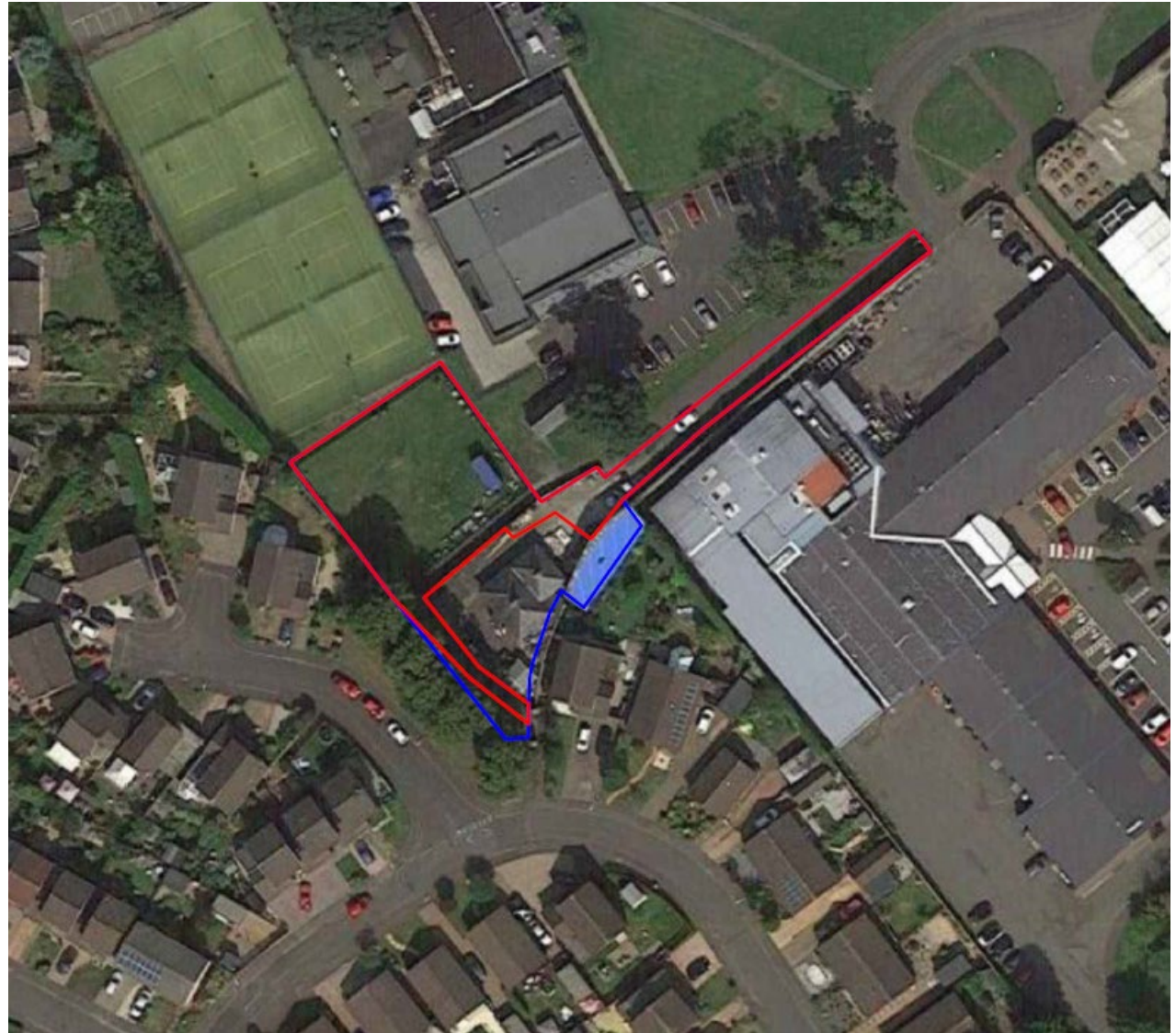
3.2 Proposed Site Information

The plot for the proposed site will occupy approx. 1,335 m² of the Applicant's land, with the majority of the site to remain as green space. The residential glamping pod will be located in 'the paddock', an area of private garden to the northwest of the Applicant's home.

The paddock is relatively flat, with no notable features, but it should be noted that it is nearby a heritage asset (the Applicant's own dwelling). In addition, a public footpath (land under ownership of the Applicant) runs between the existing dwelling and the paddock. This application proposes to divert the public footpath around the perimeter of the paddock to allow for direct connection between the new pod and existing dwelling.

Existing site boundaries are composed of mixed fencing, with some trees along the southwestern boundary between proposed site and existing dwellings. This existing vegetation provides natural screening from neighbouring properties to west of site while it is currently quite open in all other directions. The nearest neighbouring dwelling is approx. 14m west of the proposed pod location. Public tennis courts lie to the north of the site, a local bar / restaurant to the northeast and shopping centre to the east.

It is expected that the proposed residential pod will not impact any neighbouring properties due to its low height and use of natural materials to minimise visual impact.



Aerial view of proposed site.

3.3 Site Photos



View 1. Looking NW on public footpath with Applicant's garden fence on right.



View 2. Looking NW on public footpath towards proposed new route through paddock.



View 3. Facing NE on public footpath between paddock and Applicant's garden fence.



View 4. Looking SE down public footpath to be improved, Applicant's garden fence on left.



View 5. Facing SE in paddock at proposed new route of public footpath.



View 6. Facing east along site boundary with tennis courts on left. New footpath to be on right hand side of fence (to be removed).



View 7. Facing west towards tennis courts and proposed pod location in paddock on left hand side of photo.

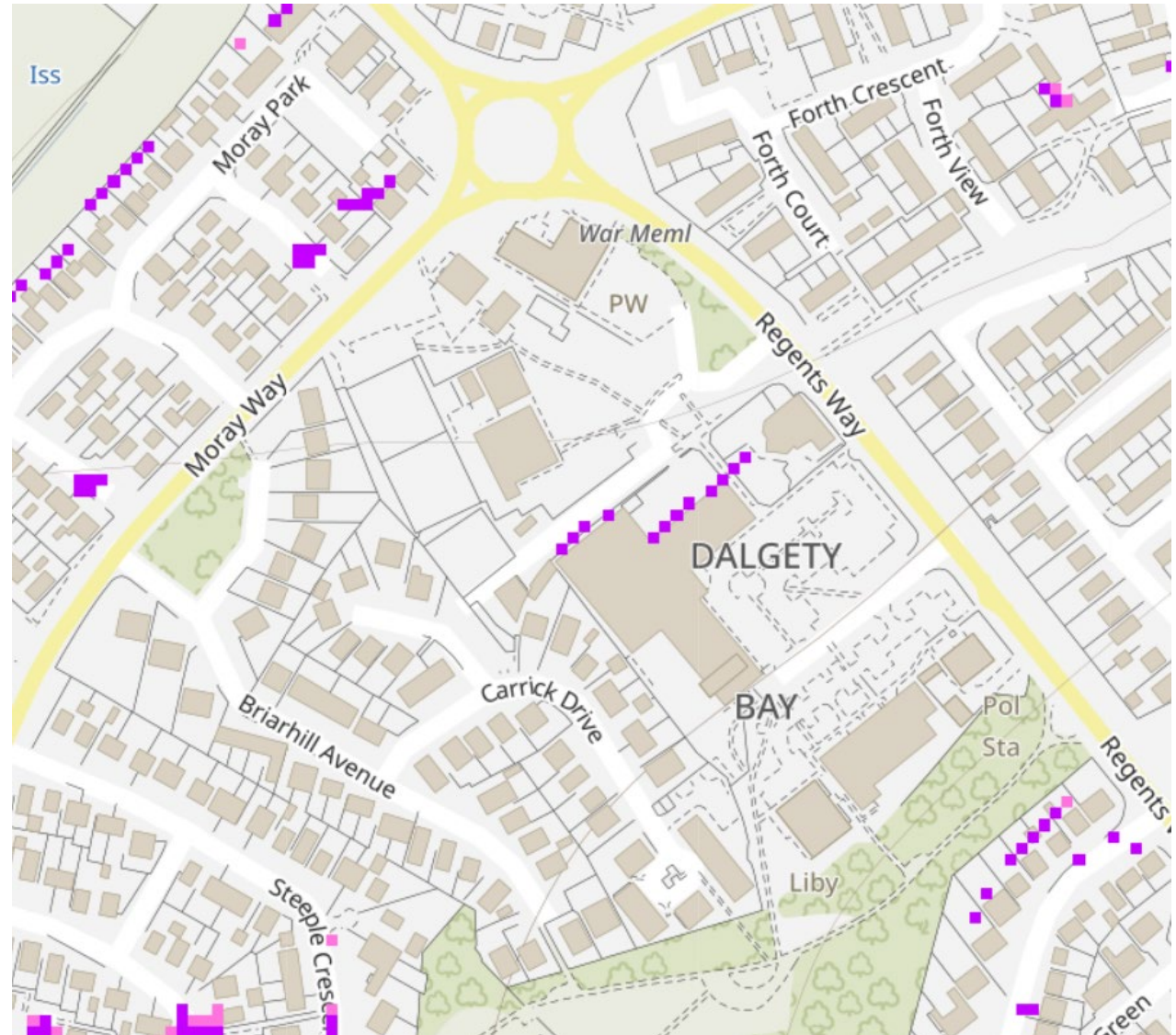
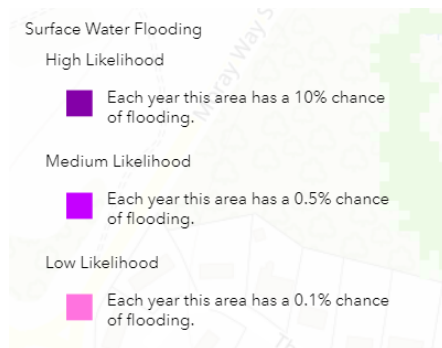


View 8. Facing south from northern most point of site. Public footpath will follow dark brown fence along paddock boundary.

3.4 Flood Risk

It has been identified from SEPA Flood maps that the site lies in a very low-risk zone with regards to river and sea flooding. There is a small area of Medium Risk surface water flooding adjacent to the existing access to the proposed site but due to its very limited nature it is anticipated that a flood risk assessment is not required.

The proposed new footpath to the pod and redirection of public footpath will be constructed from permeable materials to allow water to drain freely without the need for a dedicated surface water drainage system. Likewise, a pebble border around the pod will be provided for run-off.



Map of Surface Water Flood Risk. Source: gov.uk

3.5 Public Rights of Way

No Public Rights of Way (PROW) appear to run through or adjacent to the proposed site.

It should be noted that although it is proposed to redirect the public footpath that currently runs between the Applicant's dwelling and the paddock, it is not a recognised public right of way footpath.



Map of Public rights of way. Source: footpathmap.co.uk

3.6 Justification for Proposed Use

The purpose of this proposal is to create a suitable living arrangement for an elderly family member that promotes their well-being and facilitates stronger family connections. By living in proximity to their loved ones, elderly family members experience increased social interactions, support, and care, which have proven to have positive effects on physical and mental health for the elderly. The installation of a glamping pod offers a unique and comfortable housing solution that fulfils these objectives while respecting the privacy and independence of the elderly family member.

Additionally, by relocating the existing public footpath as part of the planning proposal, safety will be enhanced for residents of the existing dwelling and proposed glamping pod. The current public footpath may pose potential safety concerns while by relocating the footpath, we can ensure the safety of both pedestrians and residents. Similarly, the existing public footpath is currently in a state of disrepair while the Applicant will ensure that the new footpath is well maintained.

4.0 Design

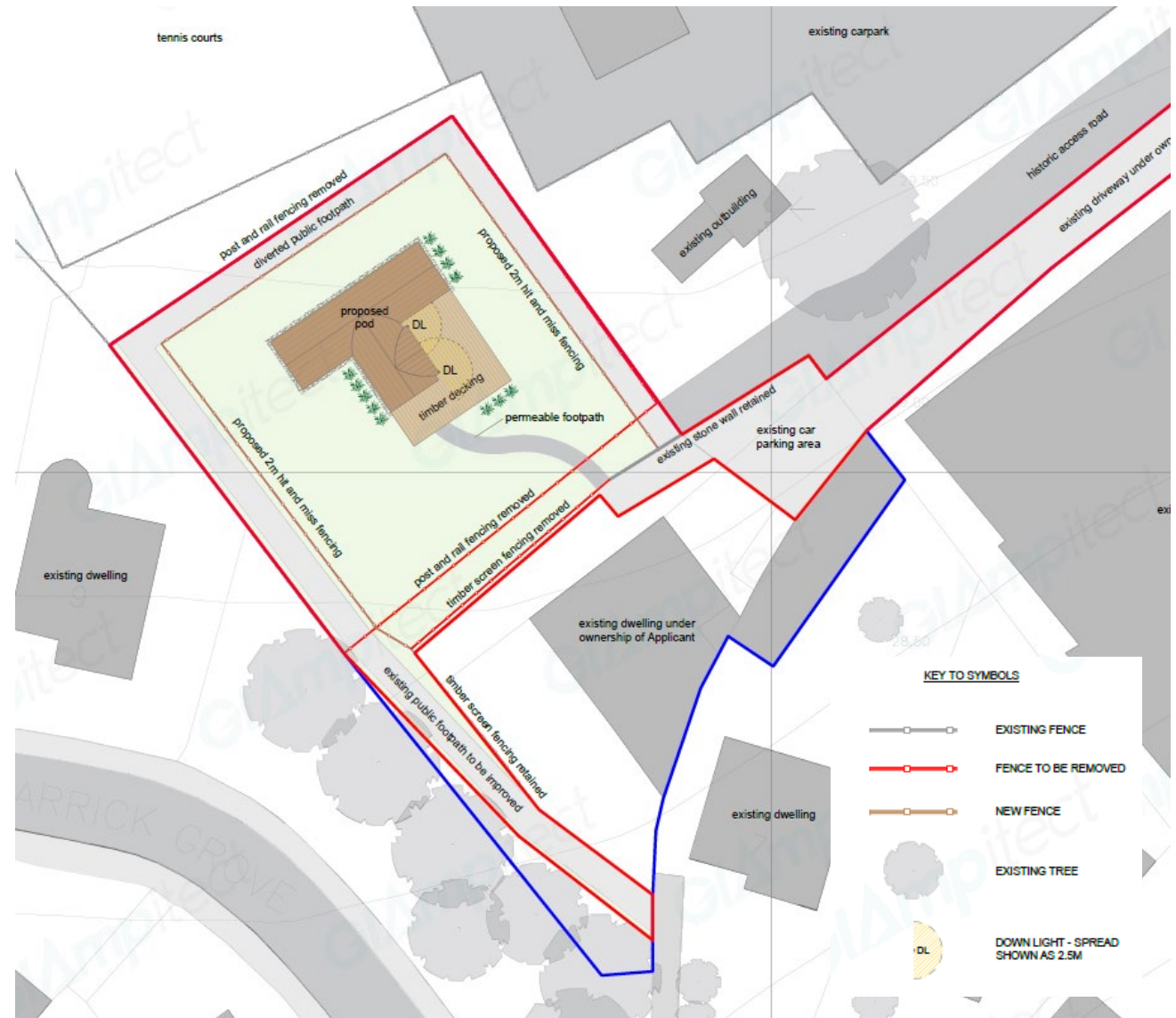


4.1 Proposed Layout

As previously discussed, the proposed residential glamping pod will utilise the existing access to the Applicant's dwelling. From the existing parking / turning area. The pod will be reached via foot along a new permeable footpath to an area of timber decking next to the pod entrance.

LED down-lighting will be provided around the pod entrance for safety when walking at night. The chosen lighting is proposed to minimise effects on local wildlife, to not to cause disruption to neighbours and is suitable for use in dark sky areas.

The existing public footpath will be diverted around the perimeter of the paddock with a new 2m hit and miss fence proposed for visual screening and security.



Proposed Layout Plan.

4.2 Landscaping

The proposed site is relatively flat but some minor levelling may be required to create suitable footings for the pod and decking (small footings or ground screws). Where needed, a minor cut-and-fill exercise will be carried out so there will be no need for the removal of any earth from the site.

Any broken ground will be re-instated (turfed where required). Suitable shrubbery will be planted around the pod to demarcate the unit and provide additional screening.

Additional planting of shrubbery and wildflowers around the pod will enhance biodiversity and benefit pollinating insects, birds, and small mammals as well as provide visual screening.



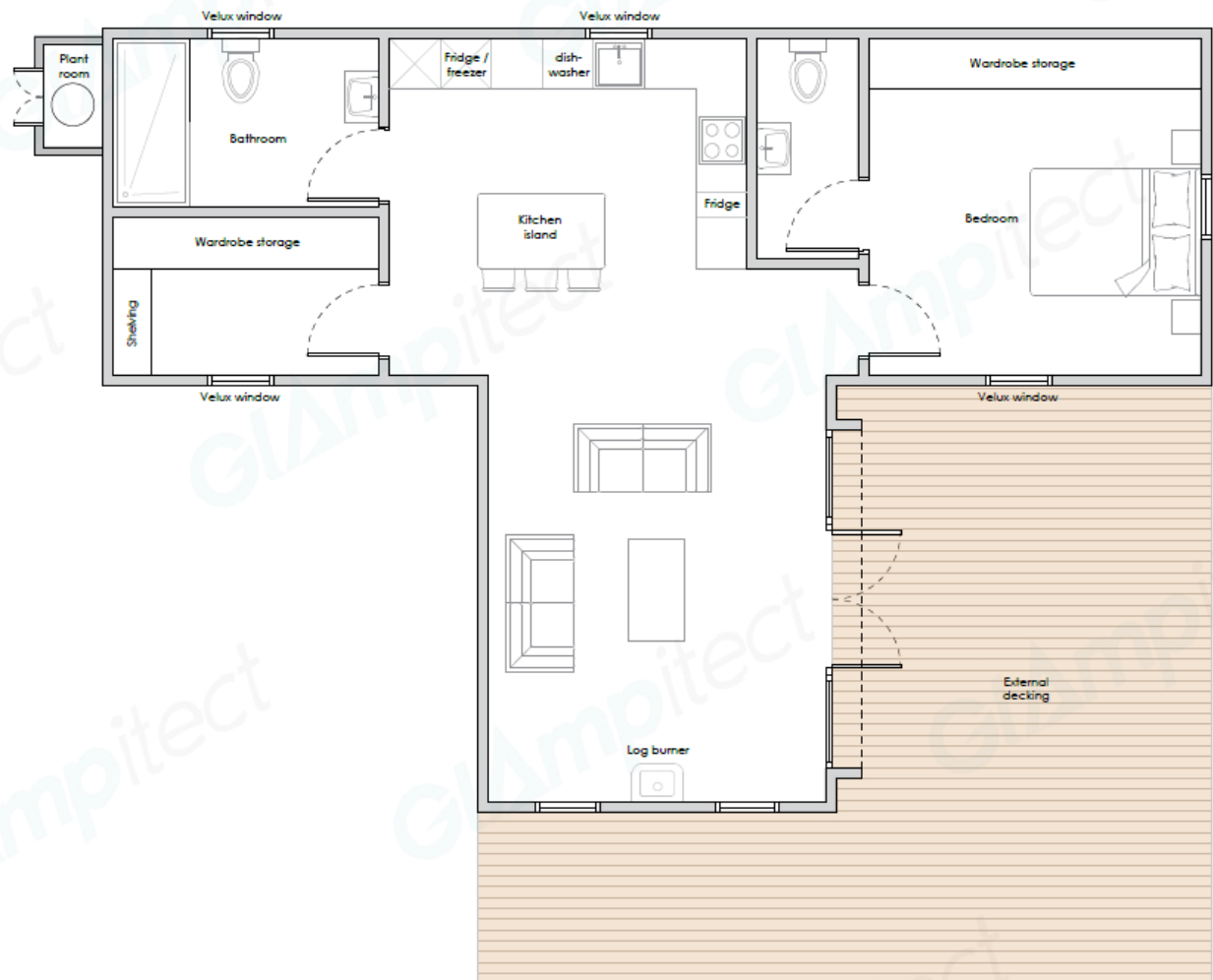
Artist Impression looking northwest towards proposed glamping pod from Applicant's existing dwelling.

4.3 Proposed Pod

1no. unit is to be installed, to be constructed off site and delivered in two parts by manufacturer Pod Factory.

The proposed residential glamping pod is considered to be a temporary structure and has been designed to meet the specifications to be defined as caravans under the Caravan Act. It is a single-story unit (approx. 3m tall) so no restriction of neighbouring views will occur.

Since the unit will be clad in natural materials, it is intended to blend into the surrounding landscape and will naturally weather over time. See 'Pod Plan and Elevations' for further drawings.



4.4 Use

Land Usage Item	Area Used	% Of Site
Greater Ownership Boundary	1,890 m ²	100 %
Site Area (Red Line Boundary)	1,335 m ²	70 %
Green Space – After Site Build	396.7 m ²	30 %
Glamping pod (1no. unit)	75.6 m ²	5.5 %
Decking Area	39.2 m ²	3 %
Public and Private Footpaths	242 m ²	18 %
Roads, Parking & Turning area	380.5 m ²	28.5 %



Artist Impression looking north towards proposed glamping pod.

4.5 Installation

Stage 1 – Access

The minimal increase in traffic associated with the new glamping pod and 1no. vehicle will be of a negligible impact to the surrounding area. The existing access is of suitable condition and width to provide easy and safe vehicle access for installation of pod, services and then become the main means of access for the pod.

Stage 2 – Groundwork

Some minor groundwork may be required to level the ground for the footings of the pod and decking. Due to the relatively flat topography of the site, no retaining walls or structures will be required.

The new residential glamping pod will connect to the public foul drainage network which currently services the Applicant's existing dwelling. See drawing 'Proposed Drainage Plan' for further information.

Service ducting will be laid for power, water and telecoms as required. Pipework will be run for water and cables for electricity and telecoms will be pulled. All services and groundwork will be conducted by local contractors.

Stage 3 – Unit Install

One residential glamping pod is to be installed, to be constructed off-site and delivered in two parts by the manufacturer Pod Factory. By choosing to build a glamping pod of a temporary nature, the site can more easily be deconstructed and returned to its current nature in the future if desired, with disruption to the landscape limited as much as possible.

Any new native trees, hedgerow and shrubbery planted will match that of the local area as closely as possible.

Stage 4 – Roads, Parking & Cleanup

No more plant/transport access is required other than to build up new private and public footpaths. These will be constructed with permeable materials to prevent the use of concrete/tarmac and the need for a dedicated run-off water management system.

Finally, a total clear-out of the site will be carried out to ensure no leftover waste from the build stage is left. All cleaning waste will be recycled where possible and safely disposed of otherwise.

The proposed residential glamping pod is designed to be energy efficient with well-insulated floors and wall/roof coverings and the use of sustainable materials with a low life cycle environmental impact. LED light fittings will be installed as standard throughout. Water-saving sanitary fittings and appliances within the pod will deliver water efficiency to the site. The minimal surface water run-off from the pod roof will discharge into a pebble border around the dwelling.

Appropriate implementation of measures will minimise environmental impacts arising from any site works; the site will be constructed with efficient construction methods as stated in Stage 3 above thus reducing any waste and earthworks will result in no removals from the site required.

An efficient operational waste management and recycling strategy will be carried out by the resident of the new dwelling as required by Fife Council. Food waste, refuse and recycling storage will be transported to the public roadside as required on collection days.

6.0 Summary



The proposed new residential glamping pod at Donbristle Farm Cottage offers numerous advantages, including proximity to family, independence, and comfort while aligning with planning policies, regulations and local objectives.

Simultaneously, the relocation of the public footpath will enhance safety, accessibility, and aesthetics for both residents and pedestrians. We are confident that this proposal will greatly improve the quality of life for an elderly family member while ensuring the proper management of public spaces.

The construction of a glamping pod of a temporary nature in this location can be achieved in less time and with less intrusive construction methods and less environmental impact, than traditional permanent builds require which is clearly favourable in terms of ecology and visual impact.

Based on the points discussed throughout this document, it is reasonable to suggest that the proposed residential glamping pod is warranted in this location, to cater for the proposed use, without sacrificing the surrounding area's beauty, ecology or heritage assets.

Objections to Proposed Seasonal Urban Clearway – Sandhaven, Culross

Report by: John Mitchell, Head of Roads and Transportation Services

Wards Affected: Ward 1 – West Fife & Coastal Villages

Purpose

The purpose of this report is to allow the South and West Fife Area Committee to consider two objections to a proposal to introduce a Seasonal Urban Clearway on Sandhaven, Culross.

Recommendation(s)

It is recommended that committee agrees to set aside the two outstanding objections to the proposed Traffic Regulation Order (TRO) introducing the seasonal urban clearway on Sandhaven, Culross as shown in drawing no. TRO23_57 (Appendix 1), to allow the Order to be made and the seasonal urban clearway put in place.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works is approximately £4000, which covers Roads and Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local ward councillors, Culross Community Council and Police Scotland are aware of the proposal.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO were made available on Fife Council's website. The closing date for objections was 29 February 2024.

During the formal consultation period, two objections were received.

1.0 Background

- 1.1 A report was brought to committee on 13 December 2023 proposing the urban clearway (2023.SWFAC.46 para. 108 refers) in response to concerns raised by the Community Council.

2.0 Issues and Options

- 2.1 During the statutory consultation period, two objections were received to the proposal. The main elements of the objections and service responses to these are outlined below with full redacted correspondence available as a background paper.

- 2.1.1 The first objector commented that they park on street and the clearway would remove that option for them outside their house. The objector was highlighting the need for parking in the village by residents, businesses and visitors.

Service Response: The objector was informed the request for this restriction came through the local member, from the community council to stop the parking in Sandhaven to reduce congestion and improve the free flow of traffic on busy days through the tourist season, especially bus services. This request was not to look at the parking provisions needed in the village. Therefore, concerns regarding parking due to this would have to be looked at separately from this order. There are two car parks to the east and west of the village that are available for parking by residents, businesses and visitors. The clearway would result in displacement of approximately eight vehicles between the hours of 9am-6pm between 1 March and 31 October. Residents will still be permitted to park outwith these times.

- 2.1.2 The second objector also mentioned parking but also raised speeding and aggressive driving as grounds for their objection.

Service Response: The objector was informed that the request for this restriction was not to address any kind of speeding. There is a mandatory 20mph speed limit in place in Culross and speed survey results have not raised concerns that would require any interventions.

- 2.2 The full redacted correspondence is contained in the background papers to this report. The objectors wished to maintain their objections.

3.0 Conclusions

- 3.1 It is considered, in the interests of road safety and traffic management, that the objections should be set aside allowing the seasonal urban clearway to proceed.

List of Appendices

1. Drawing No. TRO23_57 – Proposed seasonal urban clearway

Background Papers

1. Full Correspondence (Redacted) with Objectors

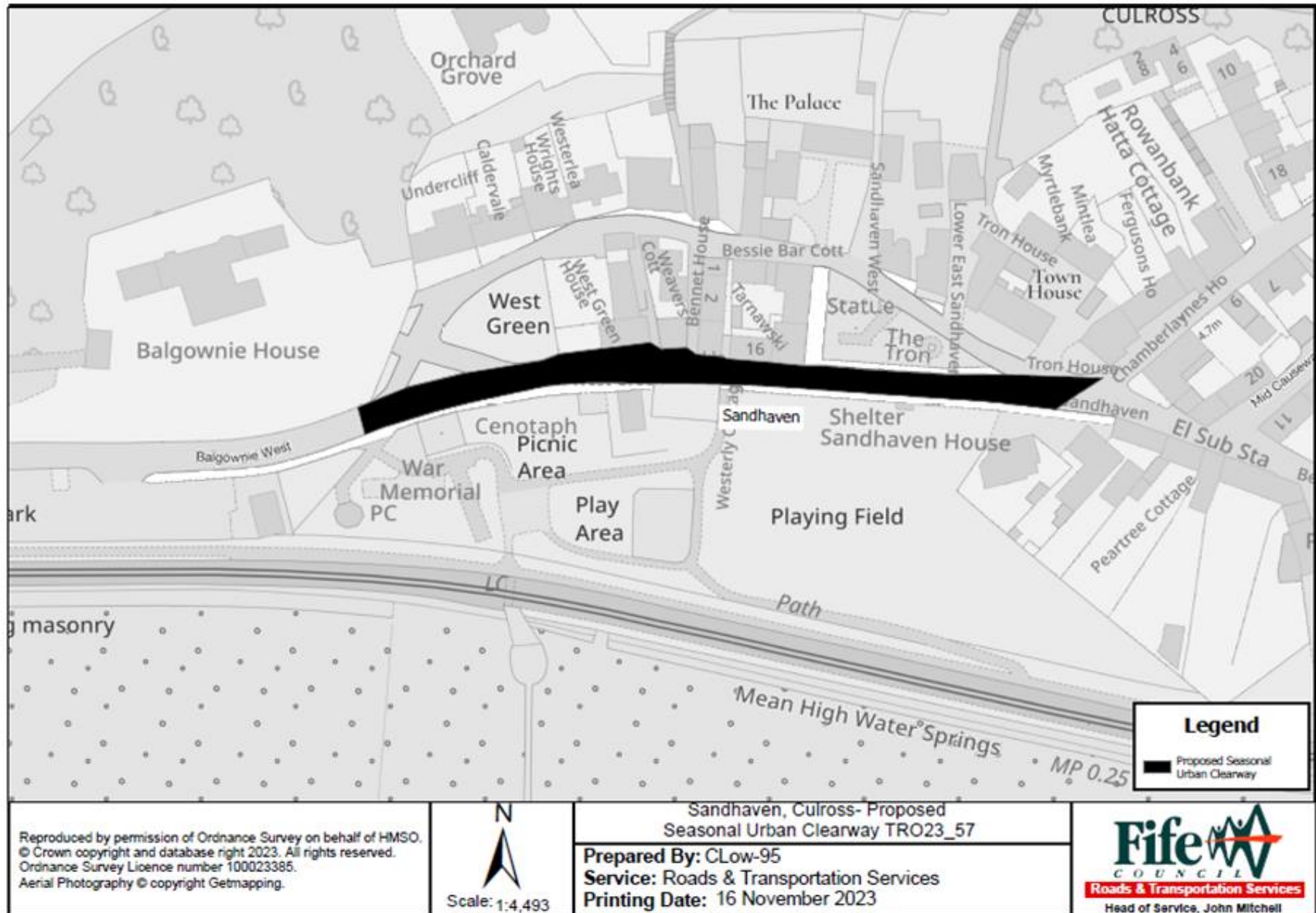
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Appendix 1



A994 Main Street, Cairneyhill – 20mph Speed Limit

Report by: John Mitchell, Head of Roads and Transportation Services

Wards Affected: Ward 1 – West Fife & Coastal Villages

Purpose

The purpose of this report is to allow the South and West Fife Area Committee to consider a proposal to lower the current 30mph speed limit on the A994 Main Street, Cairneyhill to a new 20mph speed limit.

Recommendation(s)

It is recommended, in the interests of traffic management and road safety, that committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the 20mph speed limit detailed in drawing TRO24_15 with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £6,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local ward councillors, Police Scotland and Cairneyhill Community Council are aware.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO will be made available at www.fife.gov.uk.

1.0 Background

- 1.1 A motion was agreed at the City of Dunfermline Area Committee (CoDAC) meeting of 6 February 2024 for Roads and Transportation Services to submit a report to the June 2024 meeting of the committee with options for reducing the speed limit and traffic calming measures on A994 Crossford to Cairneyhill and Kingseat Road. Kingseat Road will be the subject of a separate report in June.
- 1.2 The speed limits in Cairneyhill were originally reduced to 20mph on all residential estate roads, excluding the A994 Main Street in 2006.
- 1.3 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities and villages to 20 mph, by the end of 2025, to help make these roads safer for all road users.

2.0 Issues and Options

- 2.1 A report will be tabled on 23rd April 2024 at CoDAC proposing a reduction of the A994 Cairneyhill Road and Main Street and Waggon Road in Crossford to 20mph. Reducing the remaining roads in Crossford to 20mph is in line with the Scottish Government's National Strategy for 20mph speed limits, as these roads meet the criteria in the guidance.
- 2.2 It is proposed to reduce the A994 Main Street in Cairneyhill to 20mph in line with the Crossford proposals.
- 2.3 With both Crossford and Cairneyhill proposed to be 20mph, it is proposed to reduce the speed limit of the adjoining A994 to 40mph as a buffer to encourage slower speeds on approach to both village gateways.
- 2.4 No vertical speed reduction measures are proposed alongside the speed limit reduction. However, the streets will be appropriately signed and all flashing "Your speed" signs will be reset to the 20mph threshold.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that a 20mph speed limit is promoted to lower speeds as detailed on plan TRO24/15.

List of Appendices

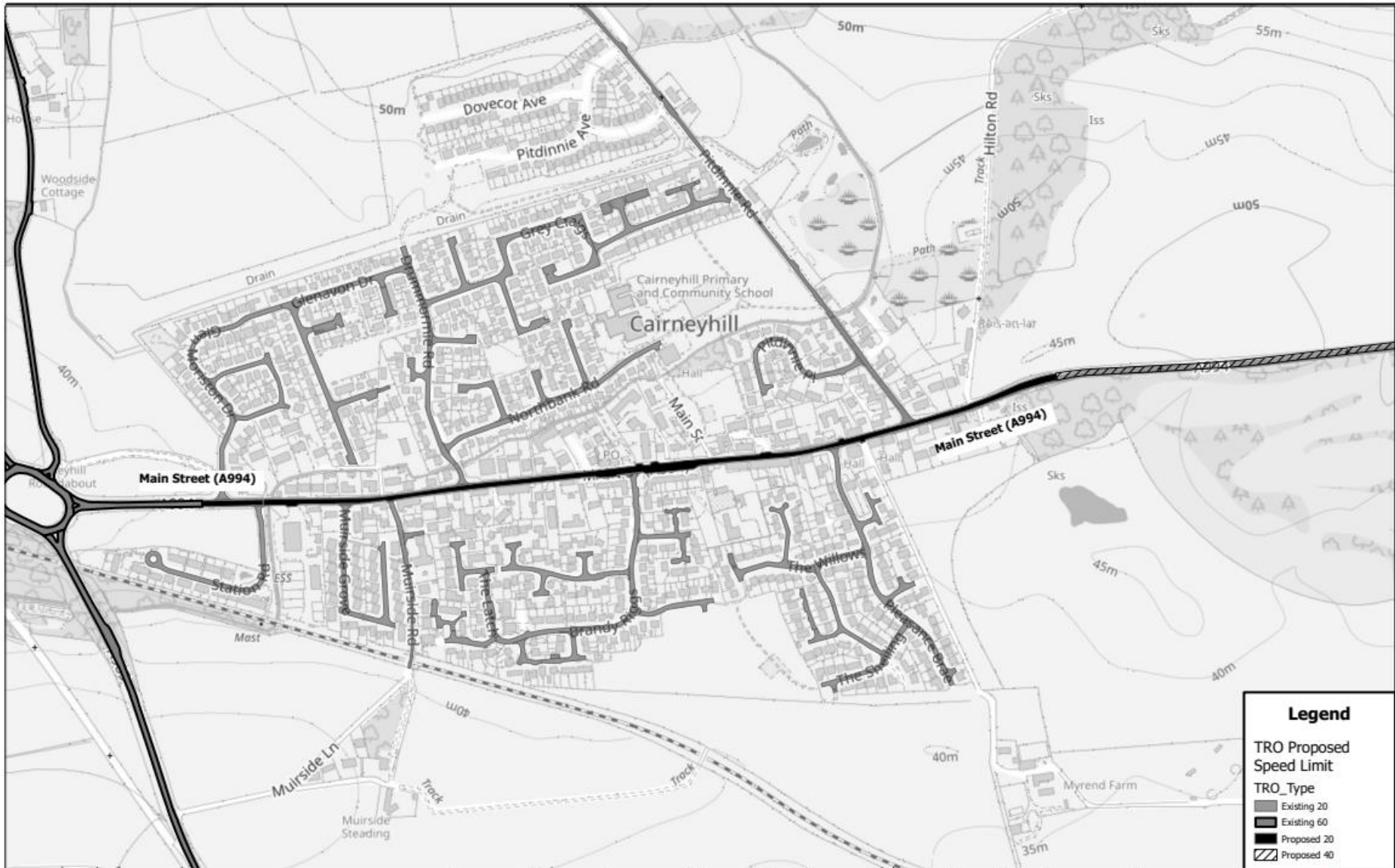
1. Drawing No. TRO24_15: Proposed 20mph Speed Limit: A994 Main Street, Cairneyhill

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Appendix 1



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 Scale: 1:4,493

Cairneyhill - Proposed 20mph Speed Limit
 TRO24_15

Prepared By: Clow-95
Service: Roads & Transportation Services
Printing Date: 02 April 2024



17 April 2024

Agenda Item No. 8

Building Fife's Future: Replacement of Inverkeithing High School (South & West Fife) – Update

Report by: Shelagh McLean, Head of Education
Alan Paul, Head of Property Services

Wards Affected: Wards 5 and 6

Purpose

This report provides the area committee with an update on project progress and outlines the key activity for the coming months.

Recommendation(s)

It is recommended that the committee:

- (1) notes the project progress;
- (2) notes the next steps outlined in section 9 of the report; and
- (3) considers and comments on the approach to engagement on the naming of the school as set out in section 8 of the report.

Resource Implications

An indicative budget of £85million, for this project, has been included in the Capital Investment Plan 2023-2033.

A business case, which will consider the investment decisions for the project, will be considered by Cabinet Committee in May 2024.

Legal & Risk Implications

Key risks are highlighted and reviewed in the project risk register. The key risks relate to the scale of the project and associated cost pressures and the requirement to complete the school for opening in August 2026.

Impact Assessment

An EqIA has not been undertaken at this time as there is no proposed change to council policy.

Consultation

Extensive public engagement has already been undertaken in relation to this proposed project. A statutory consultation in accordance with the Schools (Consultation) (Scotland) Act 2010 relating to the proposed relocation of the existing Inverkeithing High School building was considered and approved by the Cabinet Committee on 7th September 2023.

The project delivery team held separate Planning public consultation events, during April and May 2023. The events were publicised in accordance with relevant guidance and gave members of the public and stakeholders the opportunity to view the development site and proof of concept; ask the design team questions and leave written comments and feedback in order to contribute to the emerging design proposals.

Consultation has also taken place with a number of council services, including Finance, Planning, Legal and Property Services.

The Headteacher and Senior Leadership Team of the school continue to be an integral part of the project team. Wider consultation and engagement with pupils and staff groups has also been undertaken throughout the design process and will continue as the project progresses.

The new facility is yet to be named and this will be subject to future engagement with relevant stakeholders.

At the meeting on 7th March, the Cabinet Committee agreed separate arrangements for broader consideration of community use arrangements for South and West Fife. A further report considering the above will be submitted to the Cabinet Committee in Autumn 2024.

1.0 Introduction

- 1.1 The purpose of this report is to provide the area committee with an update on progress with the proposed replacement of Inverkeithing High School and to highlight the planned activity in the coming months. The project is to provide a replacement secondary school for the South & West Fife area (SWF), to replace the existing Inverkeithing High School. The school will relocate from the existing site at Hillend Road, Inverkeithing to a new site, south of the A985 (Admiralty Road, Rosyth), The Fleet Grounds, Rosyth.

2.0 Background

- 2.1 Inverkeithing High School is rated as Category C for condition and the replacement of this school is a key element of the strategic plan for secondary provision within the Dunfermline, South and West Fife area.
- 2.2 In 2017, Inverkeithing High School had a published capacity of 1735. However, due to the age and construction of the school, some areas of the buildings have encapsulated asbestos containing material. Whilst this in itself does not present any concern to building users, any repair/refurbishment work to areas containing such material must be undertaken in very controlled circumstances, with no pupils or staff present during the time of such works. For this reason, it was agreed to retain spare capacity within the building, to provide decant accommodation in the event that work is required during term time, temporarily reducing the capacity to 1634 until a new school could be constructed. The capacity was further reduced to 1605 pupils in 2021 to provide dedicated classrooms for the Supported Learners Service area of the school.
- 2.3 The school is currently experiencing a peak in pupil numbers. Pupil roll projections indicate that this peak is anticipated to remain until 1-2 years after the completion of the new school build. It is, therefore, proposed that the council will construct a new facility with core accommodation for 1735 pupils, to replace the existing life-expired, poor condition facility. Additional capacity will be created through the use of the community facilities in the new facility. These spaces will be utilised to deliver the curriculum in the first 1-2 years after occupation, after which they will revert to dedicated community spaces.

- 2.4 Of the 18 secondary schools in Fife, only Inverkeithing High School is rated as 'D' for Accessibility – the building is inaccessible and unable to be reasonably adapted to be made accessible.
- 2.5 The Scottish Government Core Facts return, in May 2023, reported that Inverkeithing High School has a condition rating of 'C' - Poor – showing major defects and/or not operating adequately. This latest return also reported that Inverkeithing High School has a suitability rating of 'C' - Poor – showing major problems and/or not operating optimally (the school buildings impede the delivery of activities that are needed for children and communities in the school).
- 2.6 The building would require extensive maintenance and refurbishment to bring it to the condition and suitability standards of a modern secondary school fit to deliver the 21st century curriculum, with flexibility for the future. It cannot, however, be reasonably adapted to be made accessible.
- 2.7 In the last five years, there has been the requirement for significant investment in the routine maintenance of the school, which has not impacted on the overall condition. Details are as follows:
- Since 2019, approximately £1.3million has been spent on refurbishing and repairs to the school for issues such as replacement windows and doors, electrical inspection and repairs, door security and creating new internal and external spaces for supporting learners.
- 2.8 Condition surveys identify future lifecycle and maintenance costs as being in the region of £24.5million for the existing school.
- 2.9 Therefore, the most immediate drivers for the construction of a replacement school are the accessibility and condition of the existing buildings.

3.0 Proposed project

- 3.1 The proposed secondary school for the South and West Fife area (SWF) is an exciting opportunity to create a new learning environment which will benefit learners and community users now and in the future.
- 3.2 The proposed facilities within the new building will support improved positive destination outcomes and meet the needs of the wider pupil community by allowing the removal of a school buildings which are in poor condition, with limitations for accessibility and suitability to meet the needs of learners and building users.

4.0 Sustainability

- 4.1 As the project has developed, work has continued to focus on the delivery of ambitious energy targets, reducing the council's carbon emissions and supporting the work to tackle the climate change emergency.
- 4.2 The project has been designed using Passivhaus principles with the aim of achieving Passivhaus certification. Passivhaus is a quality assured standard and methodology for a low energy building which can help create buildings which use around 75% less energy than standard practice for UK newbuild. Passivhaus features are:

- Super insulation
- Stringent levels of airtightness
- Minimal thermal bridging
- Optimisation of passive solar gain
- Mechanical ventilation with heat recovery
- Simple compact shape

5.0 Work to date

Site Assessment

- 5.1 In November 2020, the Education and Children’s Services Committee considered a report entitled “Building Fife’s Future – Inverkeithing High School Options Appraisal” which provided the outcome of the options’ appraisal of educational requirements and technical assessments for the two site options for the replacement of Inverkeithing High School.
- 5.2 The paper outlined the extensive site assessment which had previously been undertaken to review all available sites against these criteria and concluded that the site at Fleet Grounds, Rosyth was the preferred location for the replacement school.
- 5.3 A plan showing the location of the replacement school is shown in Appendix 1.

Design

- 5.4 The design for the new school has been progressing well with the project team continuing to engage with key stakeholders, including the Headteacher, senior school staff, pupils and community use, to further develop the designs in line with the brief to meet the school’s requirements. The designs have also been developed in line with the Scottish Government Learning Estate Strategy guiding principles.
- 5.5 Visuals of the replacement school are shown in Appendix 2.

Planning

- 5.6 The project delivery team held four Planning public consultation events over the months of April and May 2023 in Parkgate Community Centre, Rosyth and Inverkeithing High School. These events were publicised through media advertisement, complying with relevant legislation and promotional flyers were posted in a number of local libraries, public buildings and schools within the Inverkeithing High School catchment area. These events gave members of the public and stakeholders the opportunity to view proposals, ask the design team questions and leave written comments and feedback. In addition, a dedicated website was created which contained information and updates on the proposal and the provision for members of the public to make comments and complete an online questionnaire.
- 5.7 Planning Consent was granted by West and Central Planning Committee on 7 February 2024 for the erection of new high school (Class 10), formation of associated sports pitches, landscaping and footpaths, erection of floodlighting, formation of vehicular access and associated infrastructure (ref – [23/01942/FULL](#)).
- 5.8 There are a number of conditions that relate to transport improvements, including a significant upgrade to Admiralty Road (A985), that will enhance options for available pedestrian and active travel routes to the new facility.

6.0 Land Matters

- 6.1 The site at Fleet Grounds comprises of green open space to the south, in Fife Council ownership, with land zoned for employment, which is currently owned by Scottish Enterprise, making up the northern third of the site.
- 6.2 Heads of Terms have been agreed with Scottish Enterprise to acquire the northern part of the site and Legal Services have been instructed to carry out conveyancing work based on these terms, which includes valuation by the District Valuer.
- 6.3 The green open space was subject to a lease arrangement with South and West Fife Community Sports Partnership, which includes the adjacent changing pavilion and all-weather sports pitch, but the terms of this arrangement have been mutually varied for Fife Council to take back control of the space and allow the development to proceed.
- 6.4 A number of organisations use the Community Use facilities within the existing Inverkeithing High School Community Wing. Once the new facility is complete, all Fife Council Community Use activity currently ongoing at Inverkeithing HS, with the exception of swimming, will transfer to the new secondary school (SWF) at Fleet Grounds, Rosyth. At the meeting on 7th March, the Cabinet Committee agreed separate arrangements for broader consideration of community use arrangements for South and West Fife which will take account of:
- The impact of the loss of the school to Inverkeithing
 - The strong community desire to retain or replace the existing community use and sports facilities in Inverkeithing
 - The findings of the Fife-wide review of leisure, cultural services and facilities being undertaken to inform future strategy and service delivery.
- 6.5 A further report considering the above will be submitted to the Cabinet Committee in Autumn 2024.

7.0 Delivery Programme

- 7.1 A programme has been developed to meet the timescales associated with Phase 2 of the Scottish Government Learning Estate Investment Plan, which requires occupation of the new building by August 2026:

Planning Approval	February 2024
Detailed design	April 2024
Final business case	May 2024
Financial close	June 2024
Construction starts	July 2024
Construction completion	June 2026
Occupation	August 2026

8.0 Consultation

Education

- 8.1 In accordance with the Schools (Consultation) (Scotland) Act 2010, the Education Service consulted with a range of stakeholders on the proposed relocation of the existing Inverkeithing High School.
- 8.2 The Statutory Consultation Report was presented, considered and approved by the Cabinet Committee on 7 September 2023.

Ongoing

- 8.3 The Headteacher and leadership team of the school have been an integral part of the design process and this will continue throughout the life of the project. Engagement sessions have been held with senior teaching and non-teaching staff on the design of internal and external learning and support spaces.
- 8.4 The project delivery team has engaged with other key stakeholders including Facilities Management and Community use and will continue to do so as the project progresses.

Planning

- 8.5 There will be ongoing engagement with adjacent landowners and stakeholders i.e. Mowi, Rosyth Civil Service Club, Transport Scotland, International Decorative Surfaces (IDS), Scottish Enterprise and Ministry of Defence, in order to deliver requirements of Planning conditions.

Future Engagement on school name

- 8.6 As the replacement school will now be located within Rosyth, a future engagement with relevant stakeholders will be carried out on a new name for the school. It is anticipated that this engagement exercise will commence in the summer term 2024.
- 8.7 This engagement will consider the views of stakeholders including pupils, parents, staff and the wider community.
- 8.8 Officers would welcome the views of local elected members of how this engagement process can be designed and implemented to best reflect the aspirations of their communities.
- 8.9 The outcome of this engagement will be brought back to a future area committee for a decision on the school name.

9.0 Next steps

- 9.1 The full business case will be presented to Cabinet committee in May 2024.
- 9.2 Following approval of the business case, the project will enter financial close where the council commits to the construction contract.
- 9.3 Engagement regarding the naming of the school will commence in the summer term.

List of Appendices

1. Map showing location of replacement school
2. Visuals of the replacement school

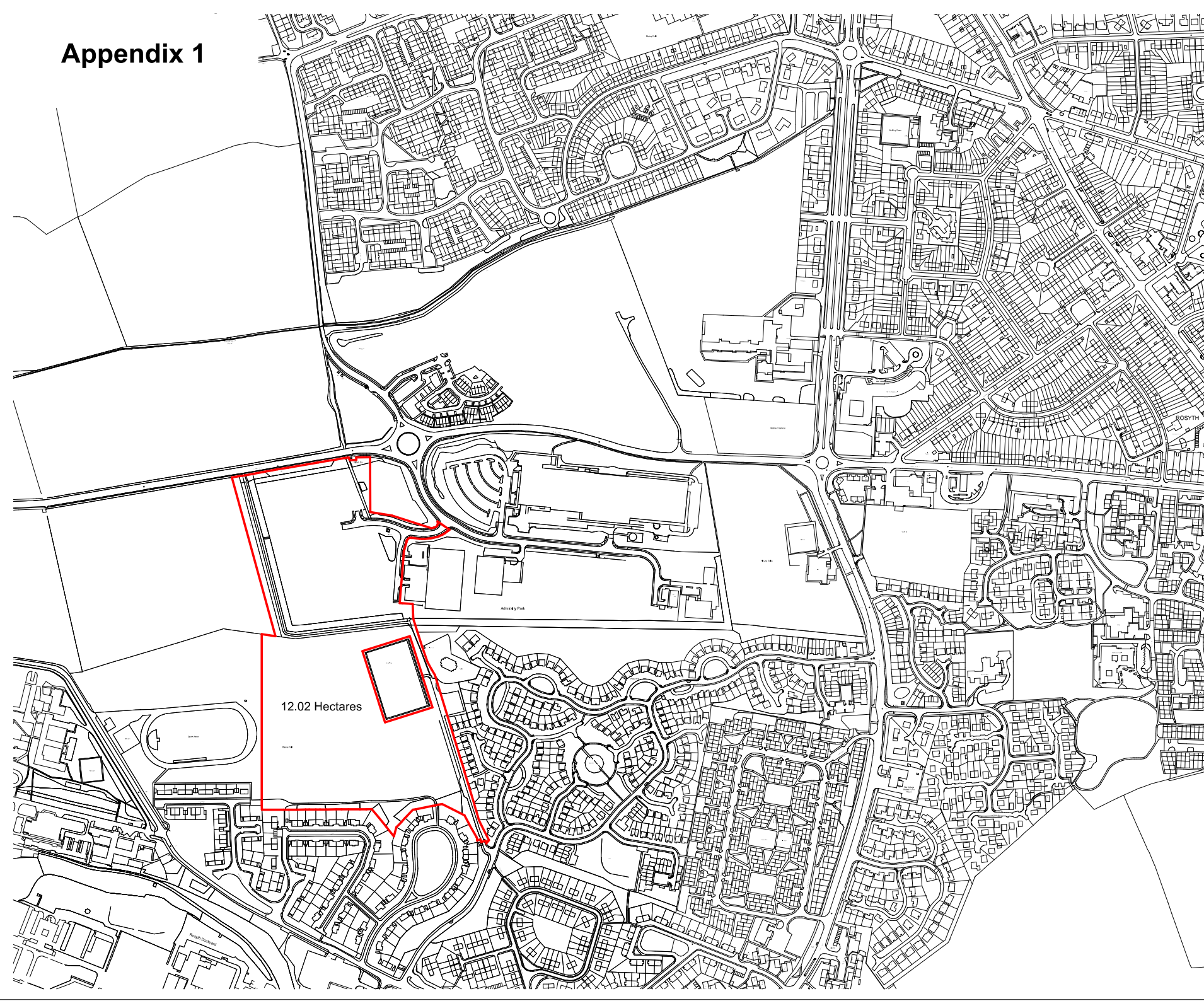
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Appendix 1



12.02 Hectares

Notes

THIS DRAWING READ IN CONJUNCTION WITH:

PO2	Red line boundary update	20/03/22	KP	SB
PO1	First revision	27/02/23	GP	SB
Rev	Description	Date	Dr	By
01/04/23		27/02/2023		SB
KP				SB



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Client name
Fife Council

Project
South & West Fife New High School

Drawing
Site Location Plan

Computer file P:\2022\20220608\00_AHR_South West Fife New High School\01_Site Location Plan.dwg	Plot date
Project number 2022.00688.000	Scale 1 : 2500
Drawing number SWF-AHR-XX-XX-DR-A-900000	Plot date 27/02/23

This drawing is to be read in conjunction with all related drawings. All drawings should be checked and verified on site before commencement of work or production of documents. The contractor should be notified immediately of any discrepancy. This drawing is copyright and remains the property of AHR.

Visuals of replacement school



17 April 2024

Agenda Item No. 9

Report on Educational Outcomes – 2022/23

Report by: Shelagh McLean, Head of Education

Wards Affected: 1, 2, 3, 4, 5, 6

Purpose

The purpose of this report is to provide the South & West Fife Area Committee with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23. This report also provides an overview of the range of strategies being developed to support our key priority to raise attainment.

Recommendation(s)

The committee is asked to consider and comment on:

1. the overall progress in raising levels of attainment in 2022/23; and
2. the strategies being implemented to raise attainment.

Resource Implications

There are no resource implications arising from this report.

Legal & Risk Implications

There are no direct legal implications arising from this report. However, there is the need to continue to raise the awareness of school leaders, local authority officers and elected members to maximise the potential of data, new systems and approaches to inform future actions to support school improvement.

Impact Assessment

An EqIA has not been completed and is not necessary as no change or revision to existing policy is proposed.

1.0 Background

- 1.1 Our ambition is to improve attainment and to provide an appropriate curriculum for all learners. This report specifically relates to the attainment of pupils in the senior phase of their learning, i.e. stages S4-S6. In addition, it reports on how they have performed in securing a positive destination.
- 1.2 The senior phase of the curriculum also provides us with the opportunity to:
 - improve employability skills
 - increase levels of sustained positive destinations
 - contribute to a prosperous Fife economy and improve life chances for all
- 1.3 School improvement in Scotland is focused on the use of the senior phase benchmarking tool, generally known as Insight. This improvement tool has two key release dates and provides a rounded view of attainment across a range of outcomes. An initial release in September provides information on all qualifications sat by young people within the Scottish Credit and Qualifications Framework for the previous session. This local benchmarking data provides details on the performance of year groups S4, S5 and S6. The national benchmarking data is updated in February with details of the destinations of all young people who left school in the previous session. The February data allows analysis of how young people have performed by the time they leave school.
- 1.4 In terms of analysis of attainment and achievement performance, the Education Service now publishes two statistical reports to schools. The first of these, the School Attainment Report, is provided to schools in early October, after the formal September Insight release, and discussion centres on the school's local benchmark data which shows how well each stage cohort S4 to S6 has performed across the range and level of qualifications. Discussions at individual school meetings feed into school planning and target setting.
- 1.5 At the end of March, a second report, the School Outcome Report, goes to schools and focuses on the national benchmarks which show how well the school's leavers have performed. The discussions with schools at this point focus on areas such as literacy and numeracy to see how well-equipped leavers are to go onto sustained and positive destinations, as well as considering overall levels of attainment and the types of destinations young people are achieving.
- 1.6 This report considers the data for 2022/23, as it stands in March 2024. This includes data from both the September and February Insight updates for the school year 2022/23.
- 1.7 As per national guidance, we take an 'outcomes'-based approach to attainment with the focus on all our young people at the point of exit rather than individual 'year on year' attainment.
- 1.8 The increased emphasis on 'outcomes' means a clear focus on the 'destination', 'employability' and range of appropriate qualifications achieved by the time our young people leave school rather than the overall attainment of any year group.
- 1.9 This report also presents information regarding attainment at key stages in learning (the end of stages S4 and S5). These provide an indication of how well learning is progressing.
- 1.10 We continue to improve our data sharing with schools through the Power BI platform.

2.0 Our Vision

- 2.1 Our shared vision across Fife, which also takes account of the key recommendations in the 15 to 24 Learner Journey Report, is to improve the opportunities for all learners by improving attainment.
- 2.2 This vision is being realised through jointly delivering on the following:
- a greater depth in work towards understanding and interrogating data
 - ensuring sharing of practice at Headteacher events and across local authorities, including visits to other schools outwith Fife
 - the review of subject choices and offers at school level
 - development of curricular pathways
 - more collaborative approaches across our secondary schools and the college to provide a relevant, coherent and appropriate curriculum for all learners, informed by local context and need
 - allowing all young people across Fife access to more curricular options and opportunities, including all levels of apprenticeships based on a policy of equity and equality
 - collaborative working with subject specialists to ensure greater understanding of subject areas
- 2.3 As a result of the above, the Directorate Improvement Plan 2023-26 has a focus on improving the following outcomes:
- **Attendance** - improving attendance is a key factor in raising attainment. Lower levels of attendance are a significant barrier to learning for many disadvantaged groups of pupils (e.g. those living in poverty, those with particular support needs – like young carers). Improving attendance will be a key factor in closing the attainment gap.
 - **Attainment** - with a particular focus on literacy and numeracy. Literacy and numeracy are educational outcomes for which performance was relatively strong in the period leading up to the Covid pandemic. Many elements of Fife’s approach (e.g. our use of the Model for Improvement, Workshop for Literacy, Conceptual Understanding of Numeracy) continue to be held in high regard nationally. Re-establishing these approaches and ensuring that they are used rigorously across Fife’s school system will be a key element in supporting further improvement in literacy and numeracy. This will be a key enabler for further improving wider attainment.
 - **Positive Destinations** - by ensuring that the curriculum design of schools supports the needs and aspirations of all learners and by identifying and supporting appropriate pathways into post school opportunities.

3.0 The context of the local area

- 3.1 Schools covered by this local area report are those in the South & West Fife and Dunfermline areas: Dunfermline HS, Inverkeithing HS, Queen Anne HS, St Columba’s RCHS, and Woodmill HS.
- 3.2 School context is known to have a significant influence on educational outcomes. Two factors have a particular influence on outcomes at a cohort level:

- Socio-economic factors, including household poverty (measured by registration rates for free school meals) and area deprivation (most commonly measured by SIMD, the Scottish Index of Multiple Deprivation).
- The Additional Support Needs (ASN) of pupils, including: learning, physical and communication support needs (these can usually be addressed through support for learning within the classroom), and family, emotional and mental health needs (these are related to socio-economic factors in many cases, and often require a partnership approach to support).

3.3 Appendices 1A and 1B provide an overview of key data relating to these factors. As may be noted, schools in the South & West Fife / Dunfermline area:

- Have a lower level of Free School Meal Registration than the Fife average and Scotland.
- Have a relatively small number of pupils living in areas of disadvantage, particularly in SIMD decile 1.
- Have a relatively large number of pupils living in SIMD decile 10.
- Have learners whose recorded Additional Support Needs are similar to those seen across Fife as a whole.

4.0 Attainment

Attainment in literacy by the end of stage S4

- 4.1 Literacy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of literacy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1C provides an overview of attainment in literacy by the end of stage S4 for Fife and the local area.
- 4.2 Levels of attainment for literacy at SCQF level 4 have seen a general improvement across Fife in recent years, with some evidence of a closing of the attainment gap.
- 4.3 Overall attainment at SCQF level 4 in the South & West Fife / Dunfermline area shows an improving trend. Literacy attainment for learners in SIMD Quintile 1 has seen a significant improvement over the last three years, with a significant closing of the attainment gap.
- 4.4 Generally, levels of attainment for literacy at SCQF level 5 have shown an improvement across Fife over the last three years. Outcomes for pupils living in SIMD Quintile 1 have also seen an improvement, with a closing of the attainment gap.
- 4.5 Attainment at SCQF level 5 in the South & West Fife / Dunfermline area closely matches the level of attainment seen across Fife, both overall and for learners in SIMD Quintile 5. There is a similar improvement trend for learners in SIMD Quintile 1, but with outcomes in the South & West Fife / Dunfermline area lagging behind those seen across Fife as a whole.
- 4.6 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the South & West Fife / Dunfermline area relate to a relatively small group of learners.

Attainment in numeracy by the end of stage S4

- 4.7 Numeracy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of numeracy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1D provides an overview of attainment in numeracy by the end of stage S4 for Fife and the local area.
- 4.8 Levels of attainment for numeracy at SCQF level 4 have been broadly constant across Fife in recent years, in each SIMD quintile, with outcomes in 2022/23 similar to those seen in 2019/20.
- 4.9 Overall attainment at SCQF level 4 in numeracy for the South & West Fife / Dunfermline area is similar to outcomes across Fife for SIMD Quintile 5 learners. Generally, outcomes have been generally higher for learners in SIMD Quintile 1 and overall. There was a significant improvement for learners in SIMD Quintile 1 in 2022/23.
- 4.10 Generally, levels of attainment for numeracy at SCQF level 5 across Fife have seen a gradual improvement in the past two years.
- 4.11 Overall attainment at SCQF level 5 in numeracy for the South & West Fife / Dunfermline area have followed a similar trend to outcomes across Fife. Outcomes for learners in SIMD Quintile 5 are similar to Fife, whilst outcomes in SIMD Quintile 1 and overall are somewhat higher.
- 4.12 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the South & West Fife / Dunfermline area relate to a relatively small group of learners.

Wider attainment by the end of stage S4

- 4.13 Wider attainment by the end of stage S4 provides a foundation for leaving school, or for further study and achievement in stages S5 and S6.
- 4.14 Appendix 1E provides an overview of attainment at SCQF level 4 by the end of stage S4. For both Fife and the area, improvements have been seen since 2018/19 for those achieving 1+ to 5+ awards at SCQF level 4. Outcomes seen in the South & West Fife / Dunfermline area at SCQF level 4 have generally been above those seen across Fife and for similar areas in Scotland.
- 4.15 Appendix 1F provides an overview of attainment at SCQF level 5 by the end of stage S4. Outcomes for both Fife and the area have seen a general improvement over the past five years. Improvements have been seen since 2018/19 for those achieving 1+ to 5+ awards at SCQF level 5 across Fife. In the local area, outcomes have improved since 2018/19 for those achieving 1+, 4+ and 5+ awards at SCQF level 5; outcomes are similar for those achieving 2+ and 3+ awards. Outcomes seen in the South & West Fife / Dunfermline area at SCQF level 5 have generally been above those seen across Fife but below those seen for similar areas in Scotland.
- 4.16 Appendix 1G provides an overview of attainment at SCQF level 6 by the end of stage S5. Outcomes for Fife have seen a general improvement over the past five years, for those achieving 1+ to 5+ awards at SCQF level 6. Improvements have also been seen since 2018/19 in the South & West Fife / Dunfermline area at SCQF level 6 for those achieving 2+ to 5+ awards (with a fall in those achieving 1+ awards in 2022/23). Outcomes seen in

the South & West Fife / Dunfermline area at SCQF level 6 have generally been above those seen across Fife but below those seen for similar areas in Scotland.

Overall attainment of school leavers

- 4.17 Overall attainment of school leavers can be measured by two different scales of tariff points:
- Total tariff points reflect the total achievement across the course of the senior phase. They reflect: the number of awards achieved across all subjects, the grades achieved in each award, and the SCQF level of the awards in question.
 - Complementary tariff points are a more focussed measure of the key qualifications achieved by each school leaver. They are based on the tariff points of the qualifications most likely to influence their post school life chances.
- 4.18 Appendix 1H provides an overview of the complementary tariff awards for Fife and the local area. Appendix 1I provides an overview of the total tariff awards for Fife and the local area. In each case, tariff points are shown for three groups of pupils:
- The bottom 20% - those pupils whose outcomes are furthest from attainment
 - The top 20% - those pupils with the greatest overall attainment outcomes
 - The middle 60% - the remaining pupils, representing the majority of the cohort
- 4.19 It should be noted that these groupings are relative to the schools' own rolls, rather than any wider population of school leavers. Hence, the social context of pupils in each grouping will vary with local area.
- 4.20 As measured by both tariff scales, the attainment of South & West Fife / Dunfermline area school leavers is generally higher than the Fife average for each of the three tariff groups (bottom 20%, middle 60%, and top 20%).
- 4.21 The difference in outcomes between the South & West Fife / Dunfermline area and Fife may reflect:
- A higher staying on rate to stage S6 (see the data in Appendix 1J);
 - The relatively large proportion of learners living in SIMD decile 10 and relatively small proportion of learners living in SIMD decile 1 (see Appendix 1B).

5.0 Destinations of School Leavers

- 5.1 Skills Development Scotland (SDS) tracks the post school destinations of pupils who leave school each year. In conjunction with the Scottish Government, they publish data on the initial destinations of school leavers, as well as information relating to the sustained destinations of school leavers, six months later.
- 5.2 Appendix 1J provides an overview of the initial positive destinations of school leavers for Fife and the local area. This includes destinations by stage of leaving, as well as destinations of key groups of pupils (looked after school leavers, those living in SIMD Quintile 1, those with Additional Support Needs).
- 5.3 The level of positive destinations in the South & West Fife / Dunfermline area has improved steadily over the past three years, ahead of the improving trend seen across Fife.

- 5.4 The initial post school destinations of school leavers with Additional Support Needs in the South & West Fife / Dunfermline area have also improved, ahead of the Fife trend. Outcomes for school leavers who were looked after or who lived in SIMD Quintile 1 fell in 2022/23 and are below the Fife average.
- 5.5 Appendix 1K shows destinations of school leavers, by category of destination.
- 5.6 The range of positive destinations which school leavers in the South & West Fife / Dunfermline area entered in 2022/23 demonstrates the main destinations are continuing education (with 73.7% entering either higher or further education), and employment (with 19.0% entering employment directly from school). In the South & West Fife / Dunfermline area, a greater proportion of school leavers entered both higher education and continuing education than the national average.

6.0 Action Planned to Further Raise Attainment

What will bring about further improvement and more consistency across all schools?

- 6.1 Effective self-evaluation is at the heart of continuous improvement and 'How good is our school? 4 (HGIOS4) provides a basis for schools to reflect and undertake self-evaluation. The framework underpinning self-evaluation in HGIOS4 supports the Directorate and school leaders to work together and challenge teachers to:
- Ensure educational outcomes for all learners are improving
 - Address the impact of inequity on well-being, learning and achievement
 - Consistently deliver high quality learning experiences
 - Embed progression in schools for learning, life and work from 3-18
- 6.2 We have reflected on the way we engage with schools and agreed to increase our level of scrutiny through a focus on attainment in October. These Secondary Headteacher meetings focus on specific areas of attainment, to build capacity for improvement via sharing of good practice from within and outwith the local authority.
- To continue to provide all secondary schools with an opportunity to engage in collective scrutiny with Education Managers and Heads of Service
 - Support schools to improve attainment continuously over time and/or maintain consistently ambitious standards of attainment for all learners through Insight training
 - Support schools in closing the attainment gap in our joint work with Education Scotland Attainment Adviser.
- 6.3 In schools, this is undertaken through a rigorous process of review of attainment in SQA exams involving curriculum leaders and class teachers. Each school's attainment report and action plan are discussed with Heads of Service and Education Managers and these form the basis for the School Improvement Plan. Evaluation of progress with the plan is carried out in April time.
- 6.4 Headteachers are available to attend area committee workshops to share information with elected members in their wards.
- 6.5 Schools are also expected to take part in Learning Partnerships. These involve working with, and learning from, other schools to inform school improvement.
- 6.6 A round of scrutiny will take place from April, following the publication of the updated Insight outcomes as noted in this report.

A strengthened performance framework supporting improvement

- 6.7 The Directorate has undertaken a review of support arrangements for performance management and its use of data to support improvement. Work is being undertaken through collaborative working with school leaders, via engagement with key groups of primary headteachers, and a new Collaborative Network with a focus on performance and improvement in the secondary sector. Key elements in this approach are:
- A new modelling approach, to help better assess the potential impact of multiple barriers to learning for individual learners. This is enabling better targeting of support for learners, through a “Risk Prediction Tool”, which is being piloted with secondary schools.
 - A revised approach to benchmarking performance. The data underpinning the “Risk Prediction Tool” is being used to refresh the Directorate’s approach to setting stretch targets, ensuring that the Directorate and schools have improvement goals that are ambitious but achievable. Pilot stretch targets based on this new approach are being used by schools this year.

7.0 Conclusions

- 7.1 The evidence in Appendix 1, summarised in sections 3-5, shows that:
- Pupils in the South & West Fife / Dunfermline area are less likely to live in household poverty or areas of deprivation than pupils in the rest of Fife.
 - Outcomes at SCQF level 4 by the end of stage S4 are strong in the South & West Fife / Dunfermline area. This is reflected in outcomes for literacy, numeracy and wider attainment, which are better than those seen across Fife as a whole and similar areas in Scotland.
 - There is scope for improvement for higher levels of attainment (SCQF levels 5 and 6). Wider attainment at SCQF level 5 (by the end of stage S4) and SCQF level 6 (by the end of stage S5) are below the outcomes achieved in similar areas of Scotland, although above the Fife average.
 - Generally, positive destinations have seen an improving trend over the past three years, ahead of an improving trend across Fife.
 - There is scope for improvement for some measures of equity, including, literacy outcomes for S4 learners in SIMD Quintile 1; positive destinations of looked after school leavers and those living in SIMD Quintile 1.
 - When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the South & West Fife / Dunfermline area relate to a relatively small group of learners.

List of Appendices

1. Area Level School Attainment Report
 - A. School Context Information
 - B. SIMD Profile of the Area Pupils
 - C. Attainment of Literacy by the End of Stage S4
 - D. Attainment of Numeracy by the End of Stage S4
 - E. Attainment at SCQF Level 4 by the End of Stage S4
 - F. Attainment at SCQF Level 5 by the End of Stage S4

- G. Attainment at SCQF Level 6 by the End of Stage S5
 - H. Overall Attainment of School Leavers (Complementary Tariff)
 - I. Overall Attainment of School Leavers (Total Tariff)
 - J. Staying On Rates and Overall Positive Destination Rates
 - K. Initial Leaver Destinations by Category
2. Glossary of Education Terms
 3. The Scottish Index of Multiple Deprivation (SIMD)

Background Papers

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

- **Education and Children’s Services Directorate Improvement Plan 2023-26** (available at: [Education & Children’s Services Directorate Improvement Plan 2023-26 \(fife.gov.uk\)](https://www.fife.gov.uk/education-and-childrens-services-directorate-improvement-plan-2023-26))
- Know Fife briefing: **SIMD 2020 Focus on South & West Fife** (see: [https://know.fife.scot/_data/assets/pdf_file/0031/177664/SIMD-2020v2-Focus-on-South & West Fife.pdf](https://know.fife.scot/_data/assets/pdf_file/0031/177664/SIMD-2020v2-Focus-on-South-&West-Fife.pdf))

Sources of evidence

The information provided in this report is based on analysis of data from several sources, including Scottish Government Statistics and the Insight benchmarking tool February 2023 update.

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Appendix 1A – School Context Information

Secondary Schools Context

South West Fife / Dunfermline

The table below is taken from the September Pupil Census return and shows any additional support needs recorded for all pupils. Pupil can have more than one need. Highlighted figures indicate a significantly higher need rate for the Area compared to all of Fife.

School Roll - From September Census

Year	2022/23			
	School Name	Female	Male	Total
▲	Dunfermline High School	721	726	1447
	Inverkeithing High School	786	774	1560
	Queen Anne High School	902	904	1806
	St Columba's R C High School	411	461	872
	Woodmill High School	705	689	1394
	Total	3525	3554	7079

The table below displays the proportion of pupils on the school roll who are registered for free school meals (FMR). Data is taken from the annual Healthy Living Survey and the annual pupil census.

% of Pupils with FMR

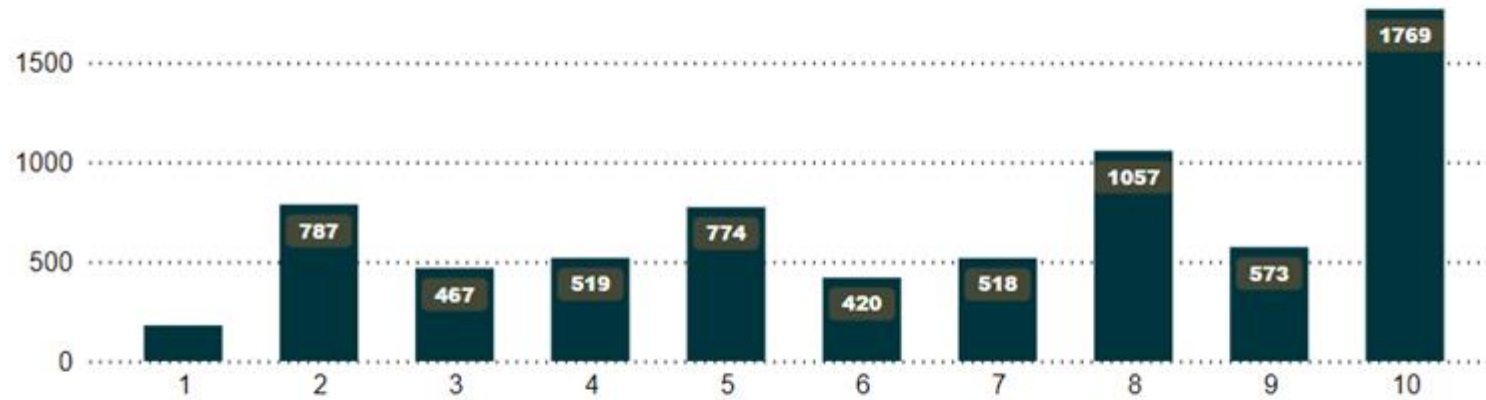
	2019/20	2020/21	2021/22	2022/23
Area	12.7%	13.4%	14.6%	14.8%
Fife	17.1%	17.9%	19.3%	19.3%
National	17.1%	19.1%	19.3%	19.7%

Support Need	Year	2022/23		
		NeedType	Area	Fife
Any	▲	Students with at least one need	37.0%	41.4%
Communication		Autistic Spectrum disorder	3.5%	3.8%
		Communication Support Needs	0.5%	0.4%
		Deafblind	0.0%	0.0%
		English as an Additional Language	4.2%	4.6%
		Hearing Impairment	0.8%	0.8%
		Language or Speech Disorder	2.0%	1.9%
		Visual Impairment	0.7%	0.7%
	Family/Emotional/Mental Health		Bereavement	1.2%
		Family Issues	1.9%	2.7%
		Looked After	1.2%	1.8%
		Mental Health Problem	1.7%	2.9%
		Risk of Exclusion	0.1%	0.5%
		Social, Emotional and Behavioural Difficulty	8.4%	10.8%
		Substance Misuse	0.1%	0.2%
		Young Carer	1.2%	1.5%
Learning		Dyslexia	11.2%	10.5%
		Learning Disability	1.2%	1.6%
		Other Moderate Learning Difficulty	2.1%	3.7%
		Other Specific Learning Difficulty (eg numeric)	2.6%	3.7%
		Interrupted Learning	2.2%	4.0%
Other		More Able Pupil	0.1%	0.4%
		Other	1.9%	1.8%
Physical		Physical Health Problem	4.0%	3.8%

Appendix 1B – SIMD Profile of the Area Pupils (pupils in stages S1-S6)

South West Fife / Dunfermline

Number of Pupils per SIMD Decile



Percentage of Pupils per SIMD Decile compared to Fife

Year	1	2	3	4	5	6	7	8	9	10	Total
2022/23											
Roll	180	787	467	519	774	420	518	1057	573	1769	7064
% of Roll	2.5%	11.1%	6.6%	7.3%	11.0%	5.9%	7.3%	15.0%	8.1%	25.0%	100.0%
% of Fife	8.5%	13.1%	10.8%	10.0%	11.4%	7.0%	7.7%	11.0%	9.9%	10.6%	100.0%

Appendix 1C – Attainment of Literacy by the End of Stage S4

SQA Attainment - Literacy & Numeracy by Stage

South West Fife / Dunfermline

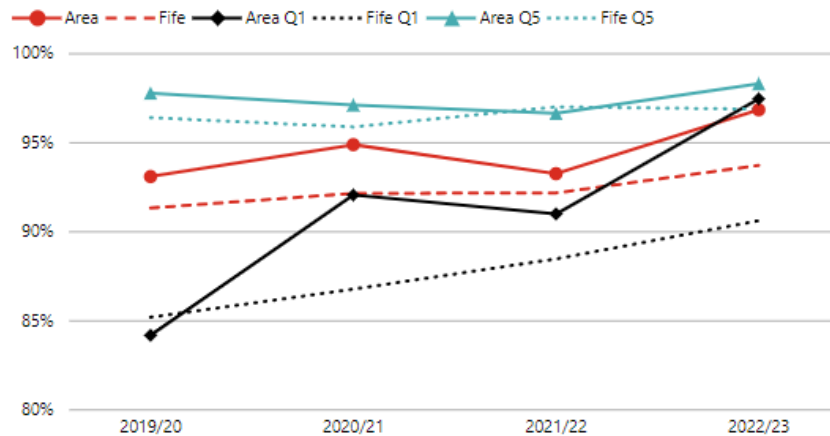
Stage

S4

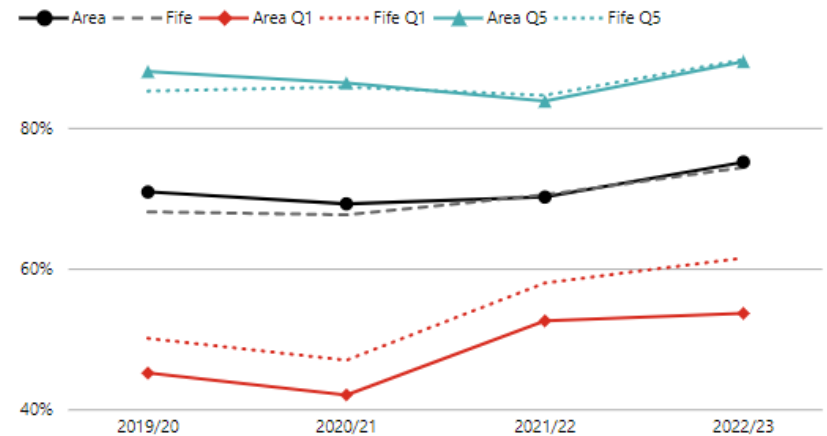
Subject Choice

Literacy

% of Pupils with Level 4+



% of Pupils with Level 5+



Measure	Literacy Level 4+							
	2019/20		2020/21		2021/22		2022/23	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	84.1%	85.2%	92.0%	86.7%	91.0%	88.4%	97.4%	90.6%
2	89.2%	89.0%	93.2%	91.9%	90.3%	89.7%	94.3%	91.1%
3	93.5%	92.1%	94.0%	92.5%	89.3%	91.1%	96.0%	94.8%
4	93.5%	95.1%	95.3%	94.5%	94.7%	95.2%	96.3%	95.8%
5	97.8%	96.4%	97.1%	95.8%	96.6%	97.0%	98.3%	96.8%

Measure	Literacy Level 5+							
	2019/20		2020/21		2021/22		2022/23	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	45.1%	50.1%	42.0%	47.0%	52.5%	57.9%	53.6%	61.5%
2	59.9%	60.5%	56.8%	60.6%	52.7%	62.5%	63.5%	69.1%
3	67.3%	71.0%	67.7%	71.4%	69.8%	72.8%	69.3%	72.9%
4	71.4%	76.7%	71.9%	77.4%	74.1%	77.2%	80.7%	80.9%
5	88.0%	85.2%	86.4%	85.8%	83.8%	84.6%	89.4%	89.7%

Appendix 1D – Attainment of Numeracy by the End of Stage S4

SQA Attainment - Literacy & Numeracy by Stage

South West Fife / Dunfermline

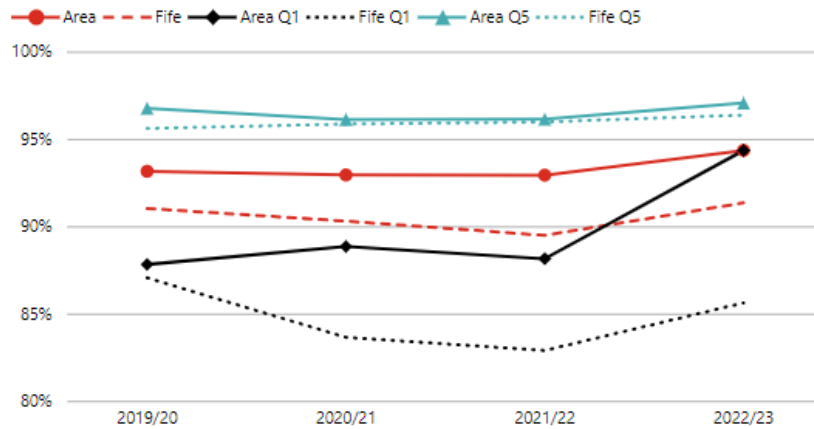
Stage

S4

Subject Choice

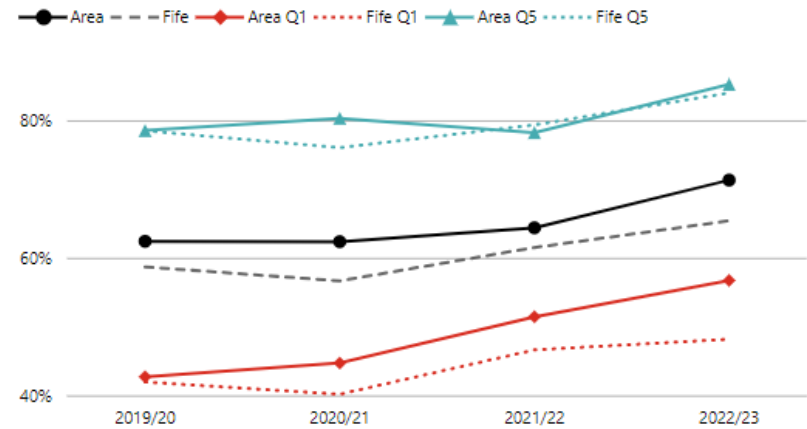
Numeracy

% of Pupils with Level 4+



Measure	Numeracy Level 4+							
	2019/20		2020/21		2021/22		2022/23	
Year	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	87.8%	87.0%	88.8%	83.6%	88.1%	82.9%	94.3%	85.6%
2	90.4%	88.8%	90.6%	88.7%	89.9%	86.5%	93.1%	89.7%
3	93.2%	91.6%	90.5%	90.6%	90.2%	89.8%	93.3%	92.8%
4	92.7%	92.8%	94.6%	93.9%	95.3%	93.5%	91.9%	93.3%
5	96.8%	95.6%	96.1%	95.8%	96.1%	96.0%	97.0%	96.4%

% of Pupils with Level 5+



Measure	Numeracy Level 5+							
	2019/20		2020/21		2021/22		2022/23	
Year	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	42.7%	41.9%	44.7%	40.1%	51.4%	46.6%	56.7%	48.1%
2	52.1%	50.7%	50.0%	47.5%	47.3%	50.1%	60.4%	58.4%
3	54.4%	58.4%	56.0%	57.6%	61.4%	64.2%	64.0%	66.4%
4	64.9%	66.9%	61.5%	65.6%	66.8%	70.6%	73.3%	73.2%
5	78.5%	78.5%	80.3%	76.0%	78.2%	79.3%	85.2%	84.0%

Appendix 1E – Attainment at SCQF Level 4 by the End of Stage S4

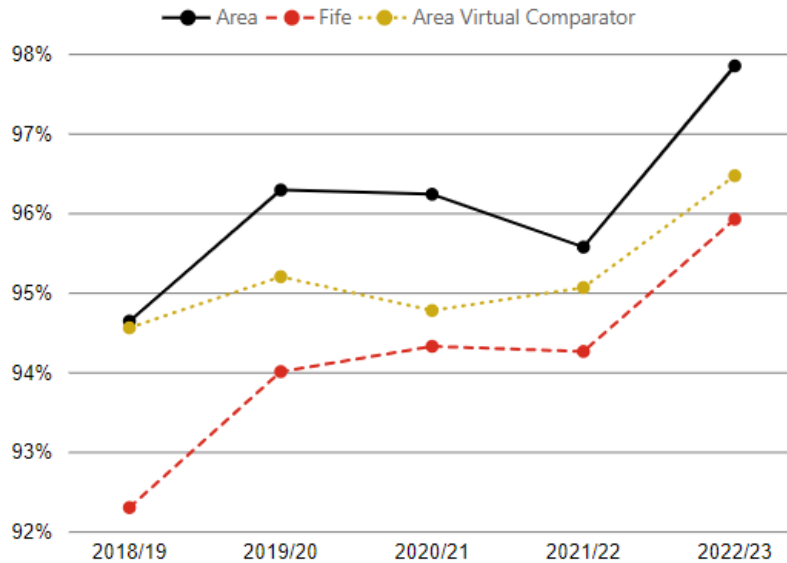
Breadth and Depth of Attainment

South West Fife / Dunfermline

Stage and Level

S4 Level 4

Five year trend for 1 or more passes at National 4 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 4									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	94.6%	92.3%	96.3%	94.0%	96.2%	94.3%	95.6%	94.3%	97.8%	95.9%
2 or more	92.2%	89.4%	93.8%	90.5%	93.9%	91.7%	93.0%	91.3%	95.4%	92.7%
3 or more	90.1%	86.3%	91.9%	87.5%	91.6%	88.7%	90.6%	88.4%	92.7%	89.5%
4 or more	85.1%	81.7%	89.3%	84.3%	88.2%	85.5%	87.7%	84.6%	88.8%	86.4%
5 or more	77.5%	74.1%	86.3%	79.9%	82.6%	81.2%	83.0%	79.4%	84.1%	82.2%

Appendix 1F – Attainment at SCQF Level 5 by the End of Stage S4

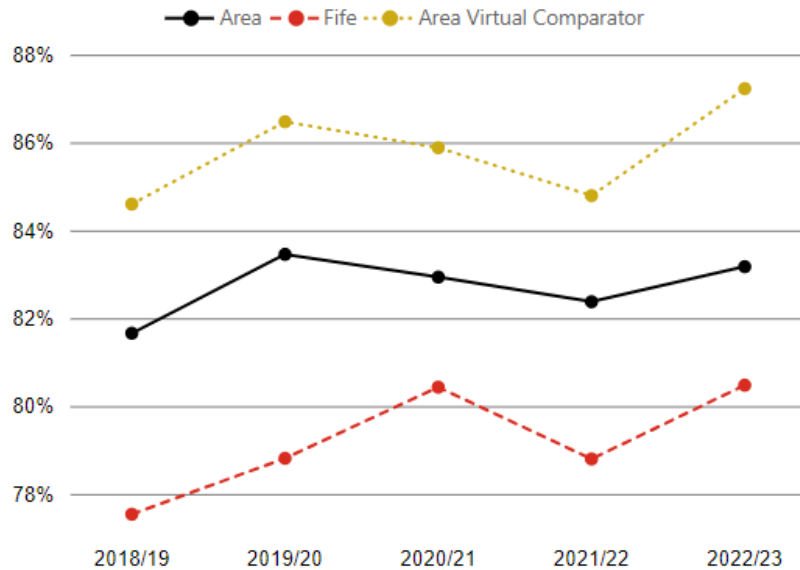
Breadth and Depth of Attainment

South West Fife / Dunfermline

Stage and Level

S4 Level 5

Five year trend for 1 or more passes at National 5 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 5									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	81.7%	77.5%	83.5%	78.8%	82.9%	80.4%	82.4%	78.8%	83.2%	80.5%
2 or more	74.6%	68.5%	75.8%	70.4%	72.8%	71.3%	76.1%	68.8%	74.6%	71.1%
3 or more	67.8%	60.8%	69.7%	63.1%	66.5%	63.9%	70.8%	60.3%	67.7%	63.6%
4 or more	59.3%	52.7%	61.7%	56.3%	59.8%	56.6%	63.1%	52.6%	61.0%	56.0%
5 or more	50.5%	43.9%	54.2%	48.8%	52.0%	48.4%	56.3%	45.6%	53.7%	48.5%

Appendix 1G – Attainment at SCQF Level 6 by the End of Stage S5

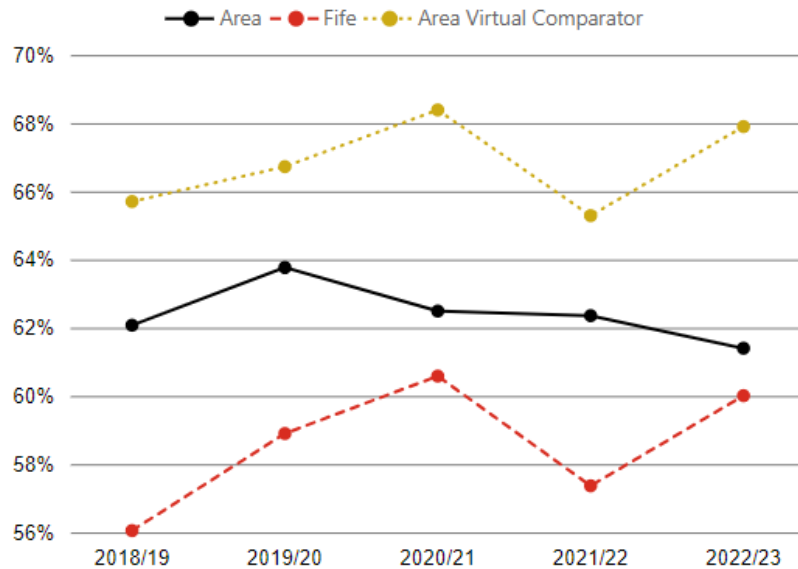
Breadth and Depth of Attainment

South West Fife / Dunfermline

Stage and Level

S5 Level 6

Five year trend for 1 or more passes at National 6 for the school in S5 as a percentage of the S4 cohort.



Stage and Level	S5 Level 6									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	62.1%	56.1%	63.8%	58.9%	62.5%	60.6%	62.4%	57.4%	61.4%	60.0%
2 or more	50.9%	44.3%	55.7%	48.7%	53.8%	50.8%	54.6%	46.3%	52.4%	47.4%
3 or more	40.9%	35.7%	46.5%	40.3%	44.9%	41.9%	46.1%	37.4%	43.7%	38.6%
4 or more	31.3%	27.1%	33.9%	30.2%	33.9%	31.8%	37.2%	28.2%	35.4%	30.8%
5 or more	20.4%	17.0%	22.1%	19.6%	21.1%	19.7%	24.1%	17.7%	23.3%	20.5%
6 or more	0.5%	0.9%	1.7%	2.7%	1.1%	2.5%	4.0%	4.0%	5.6%	5.4%

Appendix 1H – Overall Attainment of School Leavers (Complementary Tariff)

Average Tariff Points for Leavers, Split into Top 20%, Middle 60% and Bottom 20% of pupils by Tariff

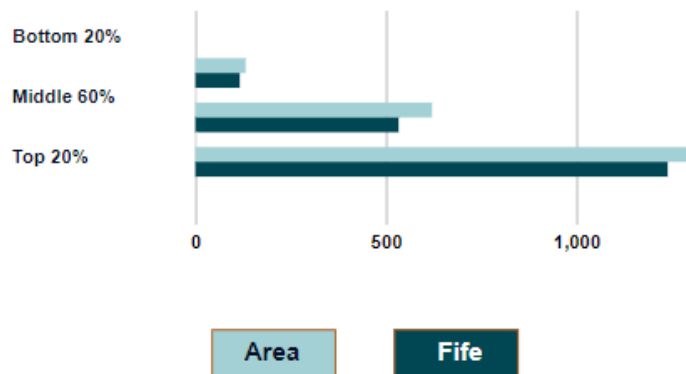
South West Fife / Dunfermline

- Total Tariff
- Complementary Tariff

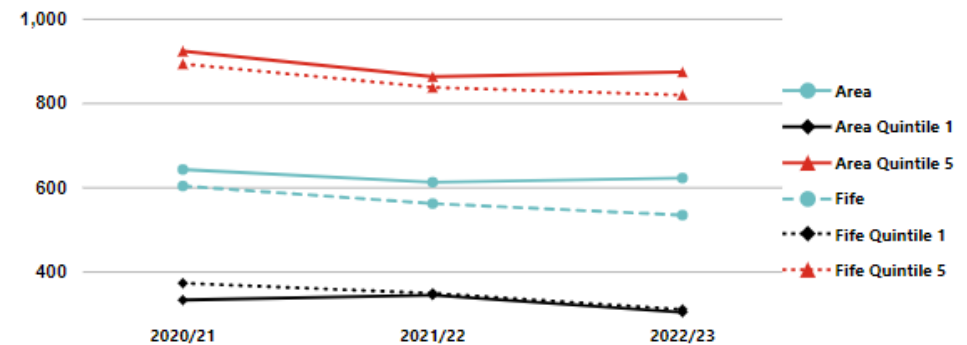
Average Tariff for Leavers	2020/21	2021/22	2022/23
Complementary Tariff			
Bottom 20%	131	132	132
Middle 60%	641	611	621
Top 20%	1,303	1,292	1,295

Average Tariff for Area Leavers by SIMD Quintile	Quintile		2020/21	2021/22	2022/23
Complementary Tariff	1	Bottom 20%	96	89	95
		Middle 60%	332	343	303
		Top 20%	984	1,001	1,030
	5	Bottom 20%	253	218	247
		Middle 60%	922	862	873
		Top 20%	1,409	1,411	1,385

Academic Year 2022/23



Average Leavers Tariff Points



Appendix 11 – Overall Attainment of School Leavers (Total Tariff)

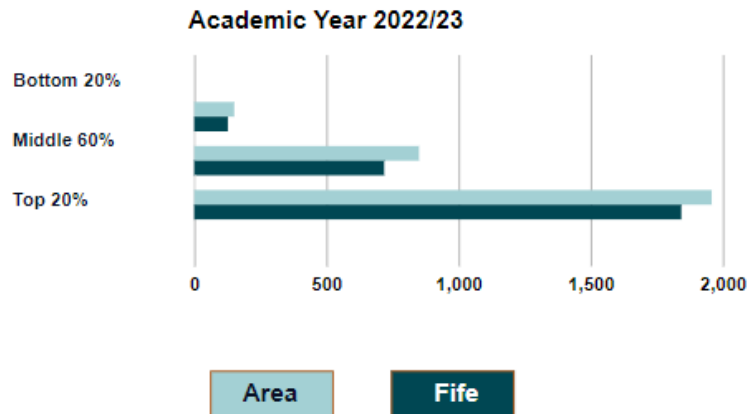
Average Tariff Points for Leavers, Split into Top 20%, Middle 60% and Bottom 20% of pupils by Tariff

South West Fife / Dunfermline

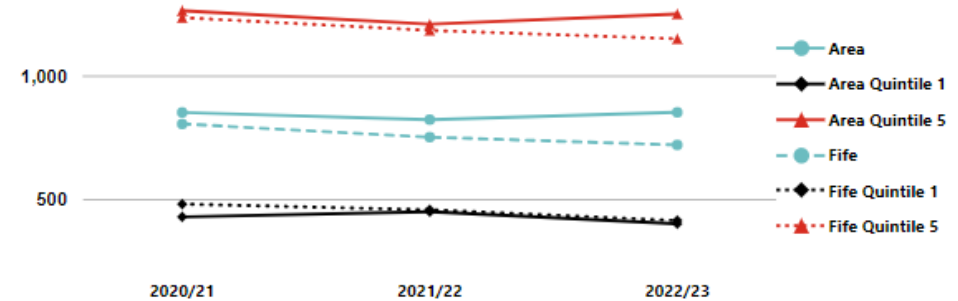
- Total Tariff
- Complementary Tariff

Average Tariff for Leavers	2020/21	2021/22	2022/23
Total Tariff			
Bottom 20%	144	148	151
Middle 60%	850	821	851
Top 20%	1,889	1,931	1,958

Average Tariff for Area Leavers by SIMD Quintile	Quintile		2020/21	2021/22	2022/23
Total Tariff	1	Bottom 20%	104	94	101
		Middle 60%	427	448	399
		Top 20%	1,326	1,501	1,479
	5	Bottom 20%	308	259	305
		Middle 60%	1,262	1,208	1,249
		Top 20%	2,031	2,091	2,078



Average Leavers Tariff Points



Appendix 1J – Staying on Rates and Overall Positive Destination Rates

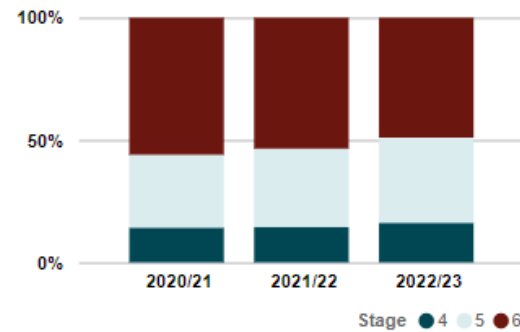
South West Fife / Dunfermline

Initial Positive Destination Rates

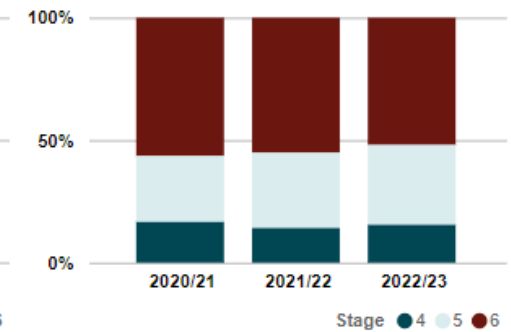
Pupil Stage	S4		S5		S6		All Leavers	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
2020/21	89.0%	90.2%	89.9%	90.5%	98.3%	96.6%	94.5%	93.9%
2021/22	92.1%	91.0%	94.3%	93.8%	96.7%	96.5%	95.3%	94.8%
2022/23	93.5%	93.2%	93.1%	92.8%	98.8%	97.7%	96.1%	95.3%

S5 staying on rates represent the proportion of the prior year's S4 roll who were on the S5 roll in September.
S6 staying on rates represent the proportion of the prior year's S5 roll who were on the S6 roll in September.

Fife Leavers by Stage



Area Leavers by Stage



Staying on Rates

	2020/21	2021/22	2022/23
Area S5	84%	81%	80%
Fife S5	84%	84%	81%
Area S6	69%	72%	64%
Fife S6	67%	69%	60%

Looked After

Most Deprived Quintile

Additional Support Needs

All Leavers

Year	Area LAC	Fife LAC	Area SIMD Q1	Fife SIMD Q1	Area ASN	Fife ASN	Area All	Fife All
2020/21	87.0%	85.3%	91.1%	90.7%	91.4%	91.0%	94.5%	93.9%
2021/22	90.9%	86.2%	92.7%	93.4%	93.3%	92.7%	95.3%	94.8%
2022/23	82.4%	85.6%	90.1%	92.1%	94.0%	93.6%	96.1%	95.3%

Appendix 1K – Initial Leaver Destinations by Category

Initial Leaver Destinations

South West Fife / Dunfermline

	2020/21	2021/22	2022/23		2020/21	2021/22	2022/23		2020/21	2021/22	2022/23
No. of Leavers	1250	1324	1282		3,751	4,088	3,920		50,719	55,211	54,719

South West Fife / Dunfermline				Fife				National %			
Year	2020/21	2021/22	2022/23	Year	2020/21	2021/22	2022/23	Year	2020/21	2021/22	2022/23
Destination	Area	Area	Area	Destination	Fife	Fife	Fife	Destination	National	National	National
Positive	94.5%	95.3%	96.1%	Positive	93.9%	94.8%	95.3%	Positive	95.5%	95.6%	95.9%
Higher Education	43.0%	40.3%	42.3%	Higher Education	39.4%	35.8%	35.5%	Higher Education	45.1%	41.3%	40.3%
Further Education	28.2%	29.3%	31.4%	Further Education	29.9%	31.9%	32.8%	Further Education	23.3%	25.5%	26.6%
Training	3.5%	3.1%	2.6%	Training	4.1%	3.0%	4.0%	Training	3.7%	2.9%	3.4%
Employment	19.0%	22.0%	19.0%	Employment	19.9%	23.4%	21.9%	Employment	22.6%	25.1%	24.3%
Personal Skills Development	0.3%	0.3%	0.2%	Personal Skills Development	0.2%	0.3%	0.5%	Personal Skills Development	0.5%	0.4%	0.8%
Voluntary	0.4%	0.4%	0.5%	Voluntary	0.4%	0.4%	0.6%	Voluntary	0.4%	0.5%	0.5%
Not Positive	5.5%	4.7%	3.9%	Not Positive	6.1%	5.2%	4.7%	Not Positive	4.5%	4.4%	4.1%
Unemployed Seeking	3.1%	2.3%	2.0%	Unemployed Seeking	3.4%	2.3%	2.6%	Unemployed Seeking	2.5%	2.3%	2.2%
Unemployed Not Seeking	1.9%	2.0%	1.7%	Unemployed Not Seeking	2.2%	2.3%	1.9%	Unemployed Not Seeking	1.7%	1.5%	1.6%
Unknown	0.5%	0.4%	0.2%	Unknown	0.6%	0.6%	0.2%	Unknown	0.3%	0.5%	0.3%
Total	100.0%	100.0%	100.0%	Total	100.0%	100.0%	100.0%	Total	100.0%	100.0%	100.0%

Appendix 2 – Glossary of Education Terms

This appendix defines some of the key terms referred to in the paper.

Insight is a benchmarking tool designed to help bring about improvements for learners in the senior phase (S4 to S6). The system is updated twice annually, around September for attainment results, and February for school leavers' data. It is particularly valuable to inform improvement planning and provides schools with a range of information to help support school improvement.

Insight uses **Tariff Points** to measure the overall attainment of school leavers. The overall attainment of each school leaver is assigned a number of tariff points that depends on: the number of awards achieved, the SCQF level of each award achieved, the grade of each award (if graded), and the number of credit points assigned to the award (which reflects the number of hours typically needed to complete that particular award). Two summary measures are reported at school level:

- **Total tariff points** – which provide a measure of the total attainment achieved by school leavers during the senior phase.
- **Complementary tariff points** – which reflect the key qualification set achieved each school leaver – the core set of qualifications most likely to influence their post school opportunities and life chances.

The **virtual comparator** is a sample-based benchmark that reflects pupils with similar characteristics to those of a given school. This allows for the influence of a range of factors on school attainment, including: social context (SIMD), levels of recorded additional support needs (ASN), and stage of leaving.

SCQF levels indicate the general level of difficulty of an award, enabling broad comparisons to be made between the skills and learning required to achieve a range of different qualifications.

SCQF levels are a key element of the **Scottish Credit and Qualifications Framework (SCQF)**, which is the national qualifications framework for Scotland (see: <https://scqf.org.uk/about-the-framework/>).

Appendix 3 – The Scottish Index of Multiple Deprivation

SIMD (Scottish Index of Multiple Deprivation). SIMD is the Scottish Government's standard approach to measuring relative levels of deprivation across Scotland. It provides information about a range of resources and opportunities available to families living in a local community. These relate to income, employment, education, health, access to services, crime and housing.

The current version of SIMD has been in use since an update in 2020. Further information can be found at: <https://www.gov.scot/collections/scottish-index-of-multiple-deprivation-2020/>

Within education, there are two common classifications used to measure the social context of school pupils; these are SIMD Quintiles and SIMD Deciles. Both reflect the overall level of multiple deprivation recorded by SIMD for the area where pupils on the school roll live.

SIMD Quintiles. Each local area in Scotland is classified as being within one of five families, called SIMD quintiles.

- SIMD Quintile 1 (often abbreviated to **SIMD Q1**) refers to the 20% most deprived areas in Scotland, as measured by SIMD.
- SIMD Quintile 5 (often abbreviated to **SIMD Q5**) refers to the 20% least deprived areas, as measured by SIMD.

SIMD Deciles. Each local area in Scotland is classified as being within one of ten families, called SIMD deciles.

- SIMD Decile 1 refers to the 10% most deprived areas in Scotland, as measured by SIMD.
- SIMD Decile 10 refers to the 10% least deprived areas, as measured by SIMD.

SIMD Deciles 1 and 2 combined make up **SIMD Quintile 1**.

For the purposes of SIMD, Scotland is divided into 6,976 local areas, named datazones. These are designed to group together households with a similar social context. The table below shows the 5 local areas within the South & West Fife area that lie within SIMD Quintile 1.

Data Zone	Name	Total population	Working age population	SIMD20 Rank	Fife Rank	SIMD Quintile	SIMD Decile
S01009388	Inverkeithing Spittalfield	726	495	800	50	SIMD Q1	SIMD Decile 2
S01009280	High Valleyfield East	903	538	829	53	SIMD Q1	SIMD Decile 2
S01009281	High Valleyfield West	776	486	940	64	SIMD Q1	SIMD Decile 2
S01009269	Oakley North	890	541	1016	73	SIMD Q1	SIMD Decile 2
S01009270	Comrie East	586	356	1344	96	SIMD Q1	SIMD Decile 2

Further information regarding the SIMD profile of the South & West Fife area can be found in the Know Fife briefing: **SIMD 2020 Focus on South & West Fife** (see: https://know.fife.scot/_data/assets/pdf_file/0033/177666/SIMD-2020v2-Focus-on-South-and-West-Fife.pdf).

Public Health Report and Young People Health and Wellbeing Survey Results

Report by: Shelagh McLean, Head of Education and Children's Services

Wards Affected: South and West Fife

Purpose

The purpose of this report is to inform elected members of the director of public health report 'Children and Young people in Fife - the Building Blocks for Health' and provide the results of the Fife Young People's Health and Wellbeing Survey, carried out in March 2023.

Recommendation(s)

Members are invited to:

- (1) note and comment on the survey results, as provided through the Fife Young People's Health & Wellbeing Survey; and
- (2) endorse the next steps outlined in response to the survey results.

Resource Implications

There are no direct resource implications arising from this report.

Legal & Risk Implications

There are no direct legal/risk implications arising from the report.

Impact Assessment

An EqIA has not been completed and is not necessary because this report does not propose introduction of a policy or a change to existing policy.

Consultation

Prior to implementation of the Fife Survey, a national pilot took place in March 2019, with three Community Planning Partnerships, to test the technology, national census administration and the questions as drafted at that stage. This provided helpful feedback on question content which enabled revisions to be made. The questionnaire content group made revisions. The final amended questionnaires were checked by the content group for fluency, readability and ethical considerations, before going live. Amended questions, for Fife, were implemented, following consultation with members, to suit the needs of our Young People.

1.0 Director of Public Health Report

Situation

- 1.1 The Director of Public Health annual report provides a mechanism to present the key issues relating to health and wellbeing for local areas and enable more targeted local responses to be developed. This year's report is focussed on 'Children and Young people in Fife- the Building Blocks for Health'.

2.0 Background

- 2.1 The report has two sections - a text section, with chapters and topic specific summaries, and an information supplement. These are available at:-

[Director of Public Health Report 2023 | NHS Fife](#)

[Director of Public Health Annual Report \(nhsfife.org\)](https://www.nhs.uk/fife/public-health/annual-report/)

- 2.2 The report highlights the importance of The United Nations Convention on the Rights of the Child (UNCRC) and children's rights across all services, not just children's services; The Promise to care experienced children and young people; inequalities in health outcomes and in health behaviours; the social determinants of health, including poverty, housing, diet, exercise and mental health; and the early impact of the pandemic.

Assessment

UNCRC and The Promise

- 2.3 The United Nations Convention on the Rights of the Child (UNCRC) Scotland Act was given Royal Assent on 16 January 2024 and the provisions will be in force on 16 July 2024. This is a landmark for children's rights, which applies up to the age of 18, and recognises the impact of decisions across public services which may impact on children directly or indirectly. Similarly, implementing the recommendations in The Promise to care experienced children and young people requires a fundamental rethink in how public services are delivered to this group to improve outcomes.

Population

- 2.4 The report shows that the number of under 18s in Fife is currently declining, with 71,746 estimated in 2021, 19% of the population in 2021. Children aged 0-4 contributes most to this reduction. The proportion of children recorded as having additional support needs in Fife has increased and meeting the needs of those with disability and neurodiversity is central to realising children's rights.

Maternal health and births

- 2.5 The birth rate in Fife is declining, in a similar pattern to Scotland, with 3157 births in 2021. Aspects of maternal and reproductive health impact on the mother but also on child health outcomes in the longer term. This applies, for example, to smoking, obesity and alcohol use in pregnancy. There are marked inequalities in health behaviours such as smoking and breastfeeding between areas of most and least deprivation. Smoking in pregnancy at maternity booking in appointments, in Scotland, is among the highest in Europe and Fife has one of the highest rates in Scotland, although these are declining over the whole of the country.

Child poverty

- 2.6 Child poverty rates in Scotland and Fife have risen recently from 17% in 2020 to 23% in 2021/22 before housing costs. This rate varies across Fife from 11% to 35.9% and many of the health indicators in the report show variation with deprivation and poverty.
- 2.7 Fife action on child poverty is reported annually, focussing on six priority group which comprise 90% of families with child poverty: *lone parents, families affected by disability, mothers under 25, children under one, more than three children and ethnicity*. Actions for the NHS include income maximisation and Anchor institution ambitions around employment, for example.
- 2.8 Other aspects relevant to health include housing and food insecurity. 390 children were living in households in temporary accommodation in Fife at 31 March 2022 and, according to the Trussell Trust, in Fife, 5,506 foodbank parcels were given out to children in 2021/22, a reduction on the previous year.

Child development and wellbeing

- 2.9 Preventive and mitigating action around adversity childhood experiences (ACEs) and trauma informed approaches are important protective interventions that can strengthen the impact of services in meeting needs of the population. Prevention of factors associated with abuse and neglect, including domestic abuse, and appropriate responses when this is identified is crucial for child wellbeing.
- 2.10 The Heckman curve demonstrates the cost effectiveness of interventions in early life and is highlighted to demonstrate the known importance of investment early in the life course, tying in with the science of child development. Bonding, social connection and environment shape long term future physical and mental health and wellbeing.
- 2.11 Mental health and wellbeing in children and young people has been a concern before the pandemic but this has been exacerbated by withdrawal of usual activities and support at that time. In Fife, the Our Minds Matter Framework aims to implement the vision of supports available from universal to specialist level.
- 2.12 Alcohol and drug related admissions for young people in Fife are higher than the rate in Scotland, an indicator of serious harm. Children and young people also experience significant harms through loss of a parent to drug deaths, as well as risk to their own health in the short and long term, including fetal exposure. Tackling these requires specific preventive measures but also universal measures tackling poverty, housing, education and employment, as well as specialist services to support those with greater or more complex needs.

Service aspects

- 2.13 Across health and partnership agencies, universal and targeted approaches are in place and are being developed further, for example, in immunisation and dental health. Examples of good practice include perinatal mental health, the Family Nurse Partnership and the work being undertaken through the Whole Family Wellbeing Fund. Positive areas for promoting wellbeing include access to green space, the contribution of the third sector and Youth Work.

- 2.14 The Fife partnership Children Services Plan sets out the multiagency aims and objectives to address the concerns identified through both the Director of Public Health report and the survey.

3.0 Fife Young People Health & Wellbeing Results

- 3.1 The survey was designed to help promote and/or improve the wellbeing of children and young people in Fife, which is a specified duty within the Local Government in Scotland Act 2003.
- 3.2 The survey was designed to help us to understand the wellbeing needs of children and young people across Fife and to inform our work to improve services for children and families. Gathering the information is especially important, at this time, to help form an accurate picture of young people’s wellbeing after the pandemic and to help support their recovery.

Implementation

- 3.3 Young People (YP) had an opportunity to complete the survey in a school setting between 13th – 31st March 2023. Due to some local circumstances, such as staff absence, an extension was provided for some schools to complete the survey up to one week following the easter break, 17th-21st April 2023.
- 3.4 Learners undertaking the survey were assigned a code that was linked to the following individual characteristics: geographical area, sex, stage, additional support need (ASN) and SIMD. This approach meant that no learners could ever be individually identified but that some information was available about how outcomes differed according to individual characteristics within the wider school cohort.
- 3.5 The survey was carried out within primary school classrooms and Personal, Social Education (PSE) classes for stages S1-S4. S5/6, where PSE is not delivered, were given opportunities within the school day to complete the survey.
- 3.6 Children & Young People have previously participated in individual topical surveys prior to Covid, including the Scottish Schools Adolescent Lifestyle and Substance Use Survey (SALSUS) but this was the first time a Health & Wellbeing Survey has been carried out in this way with a range of different topics covering all aspects of wellbeing . Questions previously asked within the SALSUS survey had differences in wording therefore comparative data is limited.

Participant Response

- 3.7 63% of our Young People completed the survey; this is a very positive response. As a comparison, the National Census received a 58% response rate and, locally, the last Pupilwise survey (completed in 2017) received a 55% response rate.
- 3.8 In total, 21,607 responses were included in the dataset for stages P5 – S6. The response rate decreased with stage, particularly so for S4 - S6.

Table 1 – Response Rate by Stage

Stage (Year Group)	Number of Responses	Response Rate Fife	Response Rate in 2021/22 National Survey
P5	3347	82.54%	70.64%
P6	3250	78.69%	69.25%

Stage (Year Group)	Number of Responses	Response Rate Fife	Response Rate in 2021/22 National Survey
P7	3178	74.44%	72.33%
S1	2962	70.29%	65.47%
S2	2795	64.79%	61.02%
S3	2752	63.56%	56.35%
S4	1766	42.67%	45.30%
S5	1103	36.10%	38.50%
S6	454	24.96%	30.02

High Level Findings

- 3.9 Across the reported measures, analysis indicates attitudes to school; views on neighbourhood and life at home; physical health and mental health and wellbeing, differ by stage, sex and deprivation.
- 3.10 This being the first time completing this survey, where possible, we have compared Fife with National data. For comparison purposes, the results by stage have been weighted to match the Fife school roll, this removes the impact of the varied response rates by stage.
- 3.11 Data has been broken into the seven Areas of Fife and analysis has considered comparisons to the Fife data, where evidence shows if an area of Health & Wellbeing is better than or worse than the overall Fife results.
- 3.12 After analysis of all the responses, results were classified as positive responses or negative. So, at the simplest level, a better response is one with more positive or less negative responses than the rest of Fife.
- 3.13 The better or worse shows the area's results are "statistically significantly" different to the rest of Fife. That is based on a Z test, looking at the differences between the two groups, using a 95% confidence level and the much better or much worse uses a 99% confidence level. If we picked a random sample of pupils from Fife, then 95% of the time they would have a result closer to the Fife average than those labelled better or worse so these area's results stand out as unusual.
- 3.14 If the Fife data has 1% of pupils saying something, then if an area has 3% it will be highlighted as significantly different, whereas a question which has a 50%:50% positive to negative response and one area has a 48%:52% response doesn't stand out as different, even though the change is 2% in both cases. It is also influenced by the number of responses.
- 3.15 South and West Fife had about the same worse than as better than results.

South and West Fife

- 3.16 Health & Wellbeing topical data where the South and West Fife showed better than results than the rest of Fife included:

- Community – A High % of Young People liked where they lived
- Eating & Drinking - More Young People were likely to eat breakfast on weekdays and eat fruit & vegetables than the rest of Fife
- Young People spend time taking part in physical activity and results are better than the rest of Fife

3.17 Areas where South and West Fife showed results worse than that of the rest of Fife included:

- School – Teachers listening to what Young People had to say and having a say in what they learn at school
- Social Media – Young People reported spending more time on social media
- Young People reported they spent less time on hobbies than that of the rest Fife
- Mental Health – Young People answered questions worse than that of the rest of Fife.

Appendix 1 – Provides the full results where South and West Fife showed a significant difference with that of the rest of Fife.

4.0 Conclusion and Next Steps

- 4.1 The results of the survey identify and confirm priority areas for Health & Wellbeing within Education and Children's Services and the evidence has been used already to help support the development of the Health & Wellbeing [Strategy](#) for Education & Children's Services, 2023-2026. Five Key areas have been identified. Mental Wellbeing, Physical Wellbeing, Health Inequalities, Relationships and Behaviour and Communication.
- 4.2 Analysis of data shared with key strategic partners locally and Fife wide to enable discussion and used to help shape future direction, specifically considering key finding areas and differences in characteristics.
- 4.3 Area data is shared and time given to discuss and support approaches required within local area planning, including further support to schools to include priorities within school improvement planning. As an example, Local Improvement Frameworks have protected time to explore the work required to best target Children & Young People within the Glenrothes cluster.
- 4.4 Data analysis shared with our colleagues in Health, where work will also take place to inform new strategies, adapt planning and respond to the needs of our Children and Young People. As an example – School Nursing will ensure that staff are trained in areas of the results most relevant within areas and consider the pathways required.
- 4.5 The Education & Children's Services' Directorate will consider how this data impacts, and informs, the priorities within the wider areas of improvement, in particular, other aspects of the directorate improvement plan, including Engagement, Positive Destinations and Achievement.
- 4.6 Engagement with young people, parents and carers, in sharing aspects of the results and helping inform future work and support, will be taken forward.

List of Appendices

Full South West Results - [SW Area Results.xlsx](#)

For Illustration Purposes Only (Below)

Questions	Question Section	Area	ASN: No	ASN: Yes	Deprivation: Less Deprived	Deprivation: More Deprived	Gender: F	Gender: M	Stage: P5	Stage: P6	Stage: P7	Stage: S1	Stage: S2
I feel like I have a choice in what I am learning in school	School	Inverkeithing	Much Wor	No signific	Much Wor	Worse	Worse	Much Wor	No signific	No signific	No signific	Much Wor	No signific
My teachers listen to what I have to say	School	Inverkeithing	Much Wor	No signific	Much Wor	Much Wor	Much Wor	Worse	No signific	No signific	No signific	Much Wor	No signific
I feel positive about my future	School	Inverkeithing	Much Wor	No signific	Much Wor	No signific	Much Wor	Worse	No signific	No signific	No signific	Much Wor	No signific
I feel like my teachers treat me fairly	School	Inverkeithing	Much Wor	No signific	No signific	Much Wor	No signific	Worse	No signific	No signific	No signific	Much Wor	No signific
Do you think that the area in which you live is a good place to live?	Community	Inverkeithing	Better	Much Bett	Better	No signific	Much Bett	Much Bett	No signific	No signific	No signific	No signific	Much Bett
Do you have an adult in your life who you can trust and talk to about any personal problems?	Relationships	Inverkeithing	No signific	Much Bett	Better	No signific	No signific	Much Bett	No signific	No signific	No signific	No signific	No signific
If a friend was being bullied, I would help them or tell someone who would help them	Relationships	Inverkeithing	Much Wor	No signific	Worse	No signific	No signific	No signific	No signific	No signific	No signific	No signific	Much Wor
Does anyone who you live with have a mental health problem?	People you live with	Inverkeithing	Better	Much Bett	Much Bett	No signific	Much Bett	Much Bett	Better				No signific
Does anyone who you live with have a disability?	People you live with	Inverkeithing	No signific	Much Bett	Better	No signific	Much Bett	No significant difference					Better
Does anyone who you live with have none of the above?	People you live with	Inverkeithing	Much Wor	No signific	Much Wor	No signific	Much Wor	Much Wor	Worse				Much Wor
How often do you enjoy being with the people you live with?	People you live with	Inverkeithing	Much Wor	No signific	Much Wor	No signific	Worse	Worse	No signific	No signific	No signific	No signific	Worse
Has someone called you name(s)?	Bullying	Inverkeithing	Much Bett	No signific	Better	No signific	Much Bett	Worse	No signific	No signific	No signific	Better	No signific
I feel like I can make decisions in my life	Mental Health	Inverkeithing	Worse	No signific	Much Wor	No signific	No signific	Worse	No signific	No signific	No signific	Worse	No signific
Even if I'm having a difficult time, I feel like I will be ok	Mental Health	Inverkeithing	Worse	No signific	Worse	No signific	No signific	No signific	No signific	No signific	No signific	No signific	No significant differ
There are lots of things that I worry about in my life	Mental Health	Inverkeithing	No signific	No signific	Much Wor	No signific	No signific	No signific	No signific	No signific	No signific	No signific	Worse
When I do something, I try my hardest	Mental Health	Inverkeithing	Worse	No signific	Much Wor	No signific	No signific	No signific	No signific	No signific	No signific	No signific	No significant differ
Please say how much you agree or disagree with this sentence: "Even if I am having a difficult time, I feel like I will be OK"	Mental Health	Inverkeithing	No signific	No signific	No signific	No signific	Worse	No significant difference					No signific
My life is just right	Health	Inverkeithing	Much Wor	No signific	Worse	No signific	No signific	Worse	No signific	No signific	No signific	Much Wor	No signific
I am open to the possibility of water fluoridation in my local area?	Health	Inverkeithing											
How often do you usually eat vegetables?	Eating and Drinking	Inverkeithing	Better	Better	Better	No signific	Much Bett	Better	No signific	No signific	No signific	No signific	No signific
How often do you usually have breakfast on weekdays (more than a glass of milk or fruit juice)?	Eating and Drinking	Inverkeithing	No signific	Much Bett	No signific	No signific	No signific	Better	No signific	No signific	No signific	No signific	Better
How often do you usually eat fruit?	Eating and Drinking	Inverkeithing	No signific	Much Bett	No signific	No signific	Much Bett	No signific	No signific	No signific	No signific	No signific	Better
Can you swim unaided (without floats or armbands)?	Physical Activity	Inverkeithing	Better	No signific	No signific	No signific	Much Bett	Much Bett	No signific	No signific	No signific	No signific	Better
For this next question, add up all the time you spent doing physical activity yesterday?	Physical Activity	Inverkeithing	Better	No signific	No signific	Much Bett	Much Bett	No signific	No signific	No signific	No signific	No signific	Better
Do you have access to a bicycle?	Physical Activity	Inverkeithing	No signific	Much Bett	No signific	No signific	No signific	No signific	No signific	No signific	No signific	No signific	No signific
Do you attend any sports clubs or organised sport / physical activity sessions in your free time (outside school hours)?	Physical Activity	Inverkeithing	No signific	Better	No signific	No signific	Better	No signific	No signific	No signific	No signific	No signific	Better

Report Contacts:

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 Education and Children's Services
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17 April 2024.

Agenda Item No. 11

Justice Social Work Service – Community Payback: Unpaid Work Scheme

Report by: Christine Moir, Head of Education

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 2022 to March 2023.

Recommendation(s)

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 The purpose of this report is 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 assist the council in meeting its key objective of being a top-performing council.

2.0 Funding

- 2.1 The Unpaid Work Team is funded through the Justice budget. This consists of around £852,686 of which the largest percentage is accounted for under human resource costs. Other areas the budget covers include vehicle hire, rental of facilities, equipment purchase and maintenance.
- 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, Senior Social Work Assistant, three Project Officers and eleven 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 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 commitments.

- 5.2 From 21 March 2022, Scotland's legal Covid-19 restrictions, including the wearing of face coverings, ended. To ensure the safety of employees and service users, masks continued to be worn in vehicles, workshops and enclosed spaces.
- 5.3 Gradually, from April 2022 the staff/service user ratio was increased to 1:4. In June 2022, the scheme returned to pre-pandemic operations with the ratio of 1:5.
- 5.4 The scheme has two workshops located in Dunfermline and Kirkcaldy. The Dunfermline Workshop serves the South and West Fife Area. We also have five vehicles operating in this area transporting materials, equipment and service users to projects.
- 5.5 The full working day is 9.30 am to 4.30 pm with limited half days 9.30 am to 12.30 pm and 1.30 pm to 4.30 pm. Other work patterns can be made available to service users when staffing allows.
- 5.6 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community and, throughout the year, there have been several positive news articles in the local press.
- 5.7 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, litter picking, supporting food banks and 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 and now has its own X page (previously Twitter) to showcase the work of the service.
- 5.8 The service has taken advantage of the opportunities presented through social media, in particular, our X page @fcjusticesw, to spread the word on the work we undertake in the community, why we do it and how it helps. This has already proved a highly effective strategy with a focus on continuing communication between partners, the wider group of stakeholders and communities. Improved communication will continue to stimulate dialogue, enhance knowledge and further develop confidence in justice systems for the public and key stakeholders.
- 5.9 Unpaid work raised £430 for The Samaritans during the festive period in 2022. The money raised was due to making Christmas holly wreaths and selling them to the local community. This was an ideal opportunity to share the work of the unpaid work scheme and it is hoped similar projects can be replicated at different times of the year.
- 5.10 The scheme currently has thirty-four 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. Five of these are located within the South and 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
Kincardine – Community Café
Kincardine - Fairshare

- 5.11 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. 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 will then train all staff members. Woodwork training to enable staff to utilise woodwork machinery. First Aid training is ongoing. Becoming Trauma Informed, Levels 1, 2 & 3. Community Justice Scotland Unpaid work learning which enhances their knowledge of the wider Social Work task and shared information and ideas about the delivery of Community Payback/Unpaid Work in other local authority areas. Seven staff have undergone this training to date and it is hope all staff members will complete this training in the future.
- 5.12 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. Discussions are also taking place with Historic Environmental Scotland to look at ways we can assist with the care of Scotland's historic environment. NHS Greenspace is also an area we are hoping to invest in once the initiative is up and running.
- 5.13 To assist service users in attending and undertaking their hours, local meet points remain in place throughout Fife including the Dunfermline Area. This assists by allowing clients to attend directly at a work site where PPE and equipment are brought to them by UPW staff, rather than having to muster at the central workshop point and drive from there, saving time and allowing work to commence more quickly.
- 5.14 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 the lower. Such areas include specific training, which addresses issues of literacy, numeracy and/or problem-solving. There may also be a need to address anger management issues, address alcohol and or drug-related problems. Attendance at the Justice Service Road Traffic Offenders Programme, which has multi-agency engagement from Community Safety, Transportation Services, the Procurator Fiscals Office, Police Scotland and the Scottish Ambulance Service has also been used for this purpose.
- 5.15 In response to the needs of women who offend, the Justice Social Work Service works in partnership with Fife Deer Centre. Women attend one day a week working on projects throughout the park 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 ward.
- 5.16 The service works closely with corporate Health and Safety colleagues to ensure that the correct advice and guidance is in place for the safety and wellbeing of staff and service users alike.

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. The format of receiving feedback has changed and this has made a positive impact and response. 101 recipients returned questionnaires.

6.2 A sample of quotes are provided below:

The Club committee was pleased with the whole process and found it difficult to suggest improvements. From start to finish it ran very smoothly and finished long before expected.

From my initial discussion with the community payback co-ordinator to discuss the task, to the onsite arrival of the community payback team, and subsequent completion of the task. It was all completed in a very satisfactory way. My sincere thanks to all members of the community payback service and team.

The squads that attended were very polite, considerate, and keen to make a difference to an elderly group.

Both myself and my client were very impressed with the efficiency, flexibility, and amount of work undertaken by the teams involved. It made a tremendous difference to the family home and garden and gave the mother the incentive to start addressing the standards within the family home. So grateful! I cannot suggest any way to improve the service.

We always appreciate the work that the guys do. They're always very approachable and the supervising staff are very obliging.

Very helpful in the service provided. Because of the service provided a vulnerable Family have benefited from this in many ways and their living circumstances improved.

Thank you so much for sending along the teams to help build the marquees for the Harbour Gala. The whole group were amazing, quick workers and very friendly. We were so grateful for their help this year and in previous years.

It was asked of the team to decorate 2 rooms for the tenant as they were only given 2 days to carry out the work. When the keys were returned the team had decorated every room asked of them and also the hall, bathroom and painting of woodwork. This was over and above what was asked and myself and the new tenant was exceptionally happy with the work as it gave the tenant a fresh start in their new home.

From the feedback I have received from both staff and the Community Centre users, the most appropriate comment would be "keep up the good work", several persons using the Centre have already commented positively not only on the work being completed timely and with minimum disruption, but also how they feel this is a valuable use of Community payback.

The Criminal Justice Unpaid Work which is carried out in my Ward and across Fife do this work to a level which is exemplary and again many thanks to all the team.

7.0 Service User Feedback

7.1 Justice Service User Feedback Survey 2022/2023. The key results from the Service User Feedback Survey for the period April 2022 – March 2023 are given immediately below. This information covers respondents on **all** Justice Orders and not solely Unpaid Work.

Response Rate

Justice Service User Feedback Survey 2022/23

A QR code has also been introduced and is on all appointment cards as well as posters exhibited throughout the service. Service users can share their views at any time during their Court Order.

Justice Service User Feedback Survey 2022/2023

The service user feedback questionnaire has been shortened to make it easier to complete. The key results from the Justice Service User Feedback Survey for the period 1 April 2022 – 31 March 2023 are given below.

Response Rate

- Total number of Service Users who responded to the questionnaire was 54.

Type of Order

- 100% of the respondents were subject to a Community Payback Order

What do you think about the amount of information given?

- Too much – 0%
- About right – 91%
- Not enough – 9%

How easy or difficult was it to understand the information given?

- Very easy – 61%
- Fairly easy – 35%
- Fairly difficult – 2%
- Very difficult – 2%

During your contact with us, did you feel that you were treated with respect?

- Always – 78%
- Most of the time -15%
- Sometimes – 7%
- Never – 0%

During your contact with us, do you think your circumstances were considered?

- Yes, Completely – 83%
- Yes, partly – 13%
- No, not much – 4%
- No, not at all – 0%

Do you think that being on an Order has helped you?

- Strongly agree - 46%
- Agree - 35%
- Disagree - 9%
- Strongly disagree - 11%

Do you believe this Order has helped you to stop or reduce offending?

- Helped stop offending - 83%
- Helped reduce offending - 6%
- It didn't help - 11%

Overall, how satisfied were you with the service received?

- Very Satisfied – 41%
- Satisfied – 57%
- Unsatisfied – 2%
- Very unsatisfied – 0%

Are there any other comments you wish to add that would help us improve our service?

My supervising officers were at all times completely professional and extremely supportive.

I can't fault any of the gaffers that looked after me.

Professional and supportive.

Prior to starting my CPO I had preconceived idea's of what it might be like and I did have some sleepless nights over it all, even after I had done my induction I envisaged all sorts of work I might be doing and under what supervision I would be. It was a real struggle to get to grips with it all and as my first day fast approached. When I got home after completing my first shift, my wife asked me how it all went and I told her 'do you know what it was not that bad' and all my fears were laid to rest. I have met some really nice guys and have worked alongside them and this really helped in getting my head around the situation I found myself in. The supervisors were great to work for and I found that I really benefited from being in company again and having a certain routine to work to. If I were to sum up my experience I would say that doing the payback order turned my life around.

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 1 April 2022 to 31 March 2023 is 614 (373 in the previous year). In demographic terms, males represent the largest cohort of participants with 539 Orders imposed on men and 75 women.

8.2 The number of hours completed by unpaid work participants in Fife over the period covering 1 April 2022 to 31 March 2023 was 65815 (15752 in the previous year). Using the Living Wage of £10.18 per hour as a guide, this equates to £669,996 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 1 April 2022 to 31 March 2023 was 301 males (83 in the previous year) and 43 females (11 females in the previous year).

8.4 A few comparisons from bordering local authorities:

Local Authority Area	Number of Orders Made
Dundee City	447
Falkirk	462
Fife	614
Perth & Kinross	296

9.0 Work Undertaken in Wards

- 9.1 The work undertaken by the Community Payback Scheme and its participants benefit 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 individual homes
 - Litter picking

10.0 Projects Undertaken in the Committee Area

- 10.1 A description of some of the work undertaken in the South and West Fife Area over the period 31 March 2022 to 1 April 2023 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 that we currently have arrangements in place with whom we facilitate personalised placements.

11.0 Conclusions

- 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. The number of Orders has increased in the last year following the pandemic and is returning to pre pandemic levels.
- 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

Appendix 1 - Work undertaken in the South and West Fife Area

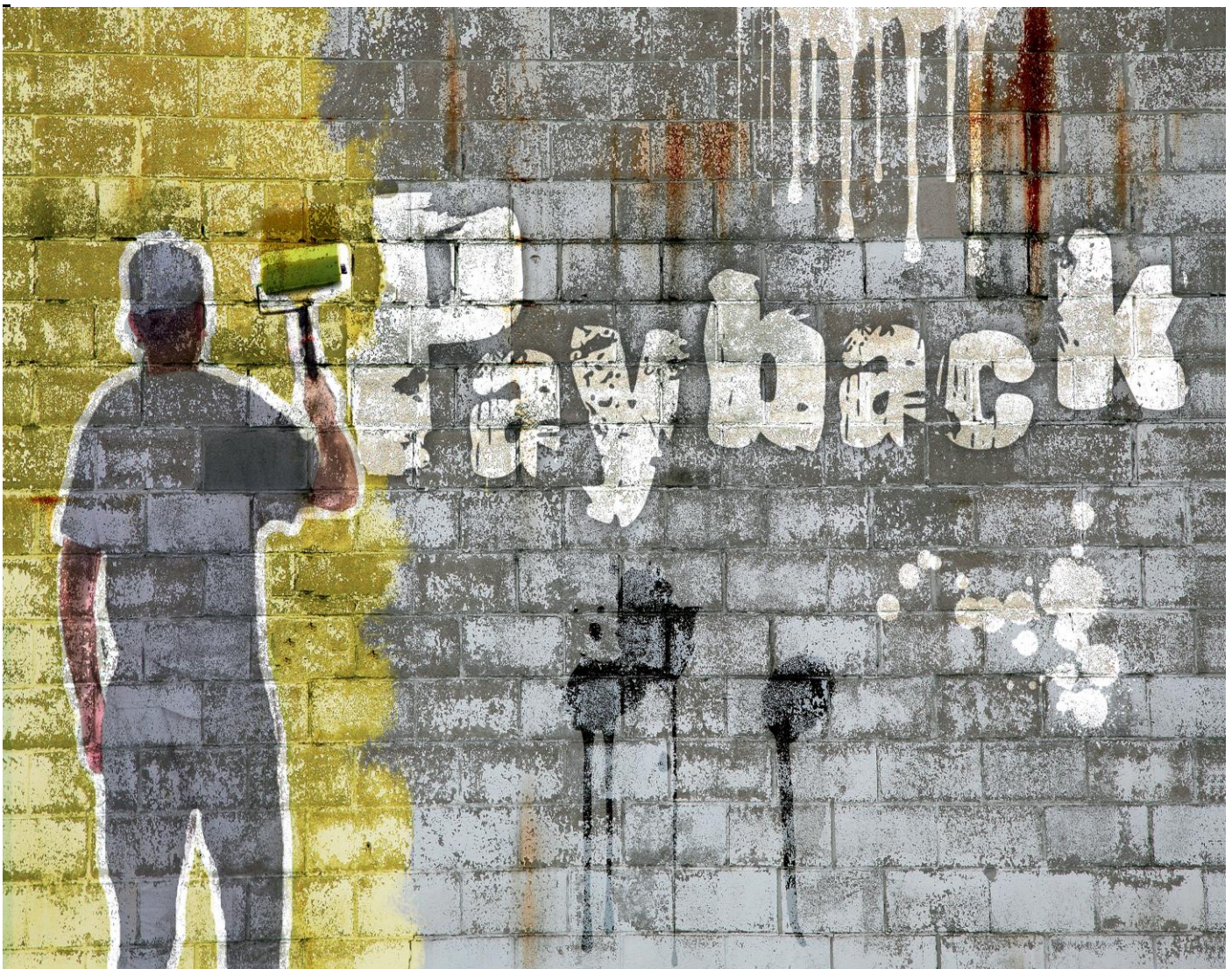
Report Contact

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

1st April, 2022 to 31st March, 2023

Service / Organisation / Recipient



South and West Fife Area Project and Tasks

Community Payback

Unpaid Work Projects

1st April, 2022 to 31st March, 2023

SERVICE / ORGANISATION /RECIPIENT/PROJECT/TASK

Ward 1

- Grow West Fife – Gardening – Culross
- Grow West Fife – Gardening – Culross
- Culross Community Council – Village clear up weeding/moss removal – Culross
- Carnock Community Council – Tree Planting
- Fife Council Community Use – Kincardine Community Centre – indoor painting
- Fife Council Community use – Oakley Community Centre – indoor painting
- Fife Council Community use – High Valleyfield centre – pool table uplift and delivery

Ward 5

- Fife Council – Rubbish uplift and gardening Park Road Rosyth
- Fife Council – Rubbish uplift Craig Street Rosyth
- Fife Council Retirement Housing – Walter Hay Court – Fence painting
- Fife Council Social Work – Sherbrook Road Rosyth – Indoor painting
- Fife Council Social Work – Sherbrook Road Rosyth – Gardening
- Fife Council Family Support – Webster Place – rubbish uplift
- Fife Council Social work – rubbish uplift – Admiralty Road Rosyth
- Fife Council Social work – indoor painting – Aberlour Street Rosyth

Ward 6

- NQF Community Council – gardening & painting at war memorial NQF
- Fife Council Family Support – North Queensferry Brock Street – rubbish uplift
- NQF Community Use – indoor painting – NQF Community Centre
- NQF Community Use – area clearance, bush cut back & path edging – NQF Centre & surrounding areas
- NQF Community Use – NQF Community Centre – rubbish uplift
- Fife Council – Cllr David Barrett – Inverkeithing war memorial – railings painting

Regular litterpicking across SW Fife areas below:

- 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 QF Ferryhills Road

- Dalgety Bay Regents way
- Inverkeithing north
- Inverkeithing hillend
- Dalgety Bay – Hillend
- Oakley West Fife cycleway
- Blairhall West Fife cycleway

Regular Garden Rota across SW Fife areas below:

- Oakley Community Centre
- Blairhall Community Centre
- Mossbank house Rosyth individual
- Kings Crescent
- Rosyth individual
- Walter Hay Sheltered housing Rosyth
- Camdean PS garden Rosyth
- Wilson Way football pitch Rosyth
- Torryburn Community Centre

**Fife Council
Justice Services
Community Payback
Unpaid Work Scheme**

1.0 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.

2.0 Risk Assessment

The Community Payback by Offenders Scheme is delivered throughout Fife by Project Officers and Supervisors. Working with Social Workers 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.

2.1 PROJECTS

The Projects Team is responsible for the provision of unpaid work placements, projects, and the direct supervision of participants. Community payback runs 7 days per week 09.30 – 16.30. 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 project officers who will link with recipients of the service to consider the needs and demands of a 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.

Community Payback aims 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 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 has a criterion that must be adhered to when allocating and assessing a project which is detailed below. Organisation or individual recipients must meet our criteria. Thereafter an assessment appointment can be arranged, to assess what work you require and if we can assist. We provide advice regarding the required materials needed to complete the job.

Please note that any recipient of our service must cover the costs of their materials, all labour is free. Once the project has been agreed a date will be confirmed by the Project Officer as to when the work will commence. Flexibility will be required around completion dates due to the availability of resources.

The criteria that we work to in Community Payback Unpaid Work are:

All Fife Council service providers such as Children and Families and Adults must go through appropriate local authority teams/providers and have explored alternative supports before approaching Community Payback Fife Council must be contacted before Community Payback to ensure paid work is not being taken away from other services.

You must ensure:

- Individuals cannot do the work themselves.
- The individual/organisation has no monies available to pay someone to complete the work.
- They have no family or friends, regardless of their commitments that cannot do the work for them.
- Work will only be considered for non-profit making charitable organisations.
- We are unable to replace any Fife Council Service who have responsibility for completing the task you are requesting.
- In addition, all materials must be purchased and supplied by the beneficiary or recipients before any work commencing

The work undertaken benefits both the local and wider communities of Fife and includes charities, community organisations/centres, care homes, and the disabled. The range of work can include:

- litter picking
- recycling projects
- wooden fencing repairs and painting
- basic landscaping & basic path work
- improvements to park and community facilities
- general gardening projects
- painting and decorating in community centres, voluntary organisations and churches.
- making and repairing garden furniture.
- community festivals/events
- snow and ice clearing

Contacts for the three areas across Fife are as below

Dunfermline & SW Fife

Kimberly Cherrie

Kimberly.cherrie@fife.gov.uk

07712542569/01383 621469

Kirkcaldy, Kinghorn & Burntisland

Gary Meldrum

Gary.meldrum@fife.gov.uk

07515290821

Glenrothes & NE Fife

Craig Hutton

Craig.hutton@fife.gov.uk

07515291032/03451 555555 400010

17 April 2024

Agenda Item No. 12

Supporting the Local Community Plan – Local Community Planning Budget Request - Brock Street Playpark, North Queensferry

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 6

Purpose

To seek agreement from the area committee for a contribution from the Local Community Planning Budget for the Brock Street Playpark, North Queensferry.

Recommendation(s)

The committee is asked to agree an allocation of £10,000 from the Local Community Planning Budget 2023-24.

Resource Implications

There is sufficient funding available in the South and West Fife Local Community Planning budget (Ward 6 and Area allocation) should the contribution be agreed.

Ward 6 councillors approved this request at their ward meeting on the 19 February 2024, hence the request for support from the fiscal year 2023-24.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Ward 6 councillors have been consulted on this project and reviewed the submitted application. The local community were also engaged as part of the North Queensferry Local Action Plan consultation.

1.0 Background

- 1.1 Residents that took part in the North Queensferry Local Action Plan consultation confirmed the need for the play park refurbishment under theme 3 'Community Facilities & Activities'.
- 1.2 The 'North Queensferry Community Complex' are acting as the lead organisation due to the location of the park and community facility.
- 1.3 Ward 6 councillors have been involved in discussions with members of the local group and are fully supportive of their LCP Budget application.
- 1.4 This report is to seek agreement from the area committee for a contribution from the Local Community Planning budget from the Ward 6 and Area allocation.

2.0 Project Information

- 2.1 The project's objective is to upgrade the equipment in the Brock Street Play Park. The current equipment is deemed to be dated, dull and uninspiring by park users and residents.
- 2.2 Feedback from children and young people indicates that they want play equipment for younger children but also an area designated for more adventurous and challenging activity.
- 2.3 Through the design and provision of specific equipment, it is intended that the park is accessible to all regardless of capability.
- 2.4 The community organisation is working closely with Fife Council Parks Development staff to deliver this project and a commitment has been given that Fife Council will continue to maintain the facility in the future.
- 2.5 Indicative costs provided by the applicant group highlight a total project cost of £160,000. The group have been successful with an application to Fife Environment Trust and received £30,000. Funding is also being provided through Fife Council's Play Park Strategy. The group continue to fundraise and apply to different funders to meet the overall project costs.

3.0 Conclusion

- 3.1 This project provides significant opportunities for the targeted community and will contribute to the Plan4Fife and South and West Fife Area Local Community Plan themes.

Report Contact

Alastair Mutch
Community Manager, South and West Fife
Inverkeithing Civic Centre
Telephone: 03451 55 55 55 + VOIP Number 473005
Email: alastair.mutch@fife.gov.uk

Community Recovery Fund – Dalgety Community Trust and Kingdom Community Bank Update

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

Wards Affected: 1,5 and 6

Purpose

To provide members with an update on progress following the approval of Community Recovery funding on 25 January 2023 to Dalgety Community Trust and Kingdom Community Bank.

Recommendation(s)

Members are asked to:-

- (1) note the progress made by Dalgety Community Trust regarding the feasibility study for the development of the proposed community hub;
- (2) note that a meeting is to be arranged with Ward 6 Councillors and Dalgety Community Trust enabling the Trust to present the feasibility study in more detail; and
- (3) note the progress made and make comment on year 1 of the financial development and education project.

Resource Implications

Whilst there are no resource implications pertaining to this update, funding was awarded on the following basis in January 2023:-

- (1) Dalgety Bay Community Hub - £30,000.
- (2) Financial Development & Education Outreach Officer - £40,704.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Workshops to discuss Community Recovery fund proposals were held with elected members in 2022. Further discussions took place at Ward meetings throughout 2022 -23 regarding the allocation of this funding. Reports were presented to S&WF Area Committee on 25 January 2024 and 13 December 2023 awarding Community Recovery funding.

1.0 Background

Dalgety Community Trust

- 1.1 At the South and West Fife Area Committee on 25 January 2023, members approved Community Recovery funding for Dalgety Community Trust to conduct a comprehensive feasibility study in relation to the creation of a new Community Hub in the heart of Dalgety Bay.
- 1.2 Dalgety Community Trust (DCT) stated that this initial phase of the project would include:
 - Understanding and interpreting the community's requirements in the context of a new community hub
 - Developing a project brief including considering the project budget
 - Helping to refine the initial business case for the new community hub
 - Producing initial architectural concepts
 - Undertaking and participating in community engagement around the architectural concepts with the local community and with other key stakeholders.
- 1.3 Dalgety Community Trust have made significant progress with this initial phase of the project and, in most instances, concluded the required work.

Financial Development and Education

- 1.4 Members approved funding for the first year of a two year financial development and education project. This has allowed Kingdom Community Bank (KCB) to employ a Financial Development and Education Outreach Officer to work specifically in the communities of South and West Fife (S&WF), promoting financial inclusion, education and the benefits of credit union membership, see Appendix 1 - Project Proposal Form. Year two of the project will be funded from the S&WF Poverty Action budget.
- 1.5 As is well-documented, credit unions have a proven track record of building financial resilience with those who may be more financially vulnerable. The two year KCB project aims to work with partners and key stakeholders to embed financial resilience, education and budgeting to local residents, promoting credit union membership and its associated benefits to the wider community.

2.0 Progress

- 2.1 Dalgety Community Trust and Kingdom Community Bank have provided detailed updates on the progress made over the past year for use within the production of this report. The level of detail provided by both organisations gives a good overview of progress made as well as highlighting the significant work undertaken.

Dalgety Community Trust

- 2.2 Since March 2023, the Trust have spent the last 11 months preparing a full feasibility study for the new hub, including developing architectural concepts, a comprehensive business plan and conducting further engagement work with the local community.
 - 2.2.1 Working with Community Enterprise Scotland, and Lee Boyd Architects, DCT have gained valuable insights into the potential design and viability of the community hub in Dalgety Bay. This work has produced a Feasibility report, comprising:

- Architectural design concepts for new hub
- Cost estimate prepared by professional quantity surveyor
- Environmental Strategy
- Structural Engineering report
- Landscaping design
- Business Plan including the project brief.
- Community engagement research report prepared by Community Enterprise

Understanding and interpreting the community's requirements in the context of a new community hub

- 2.2.2 'Community Enterprise' conducted a comprehensive community-wide survey, receiving responses from 255 individuals. Respondents were given the option to indicate how many household members their answers represented. Taking this into account, the survey estimates that it reflects the views of 434 other household members: 159 children and 275 adult household members.
- 2.2.3 In addition, DCT reached out to a wide range of individuals representing various organisations including Dalgety Parish Church, Primary Schools and local businesses. Other engagement activities have included open meetings, 1-2-1 conversations with residents and local business representatives.
- 2.2.4 One of the primary schools facilitated a focus group involving primary 7 pupils. DCT feel that the children's input significantly influenced the outcome of not only the feasibility study but also the draft business case, ensuring that the voices of children and families were heard and considered.
- 2.2.5 Through the survey results 'Community Enterprise' confirmed strong support for development of the new hub, with 92% expressing favourable views. Only 4% remained unsure and another 4% were not in favour.
- 2.2.6 Survey respondents emphasised that the community hub should feel inclusive, accessible, welcoming, bright, open and modern. Additionally, they want an eco-friendly, flexible, affordable and well-managed environment. Extended opening hours were also deemed important by the community members.

Developing a project brief including considering the project budget.

- 2.3 A project brief and outline business case have been produced. DCT believe that the business case includes a robust financial model which is both sustainable and will lead to the building up of reserves for the Trust.
- 2.3.1 Based on the consultation and community engagement and the continued discussions, the community have stated that they want a multi-purpose community space, café, local produce outlet, wellbeing activities space, enterprise, learning zone, events and heritage space.
- 2.3.2 DCT have identified that the community hub will have a focus on:
- **Wellbeing:** Promoting wellbeing, physically and mentally, for the people of this community
 - **Enterprise:** Developing social enterprises that will sustain the project long term while creating local wealth and stimulating enterprise across the community
 - **Learning:** Promoting learning and skills development

- **Place:** Focussing support on a clear geographical place – strengthening the community of Dalgety Bay and bringing people together
- **Heritage:** Embedding shared heritage into the model

Producing initial architectural concepts

- 2.4 Architectural design concepts have been produced. The brief provided to the architect by DCT went beyond producing images of what the community hub would look like but required to influence and direct the business plan and feasibility study.
- 2.4.1 As part of this overall package, a cost estimate, environmental strategy, structural engineering report and landscaping design have also been produced by other professionals.

Undertaking and participating in community engagement around the architectural concepts with the local community and with other key stakeholders

- 2.4.2 DCT have established an engagement subgroup as part of their Board. This subgroup is tasked with developing a comprehensive engagement strategy and timeline for activities in the next phase of the project.
- 2.4.3 Over the next 12 months, the subgroup will consider various engagement activities including pop-up engagement events, 1-2-1 meetings, open meetings and gatherings. The subgroup will ensure representation from various stakeholders, including Trust members, Dalgety Bay Community Council (through their co-opted Director on the Trust Board), key businesses, various Fife Council Services and the Health & Social Care Partnership.
- 2.4.4 DCT advised that certain documentation and findings from the community engagement sessions remain confidential at this stage as it has still to be shared and fed back to the wider community. However, they have requested that a meeting is arranged with local councillors to present the feasibility study and associated documentation in more detail.
- 2.4.5 Regular updates will be disseminated through newsletters, Dalgety Bay Diary entries, media releases and social media posts. Alongside this, the project team will host stalls at public events such as the Gala and the Horticultural Show to continue the conversation and engagement with the community.

Financial Literacy and Education Project - Kingdom Community Bank (KCB)

- 2.5 In early April 2023, Kingdom Community Bank (KCB) successfully recruited a Financial Development and Education Outreach Officer to be based solely in South and West Fife.

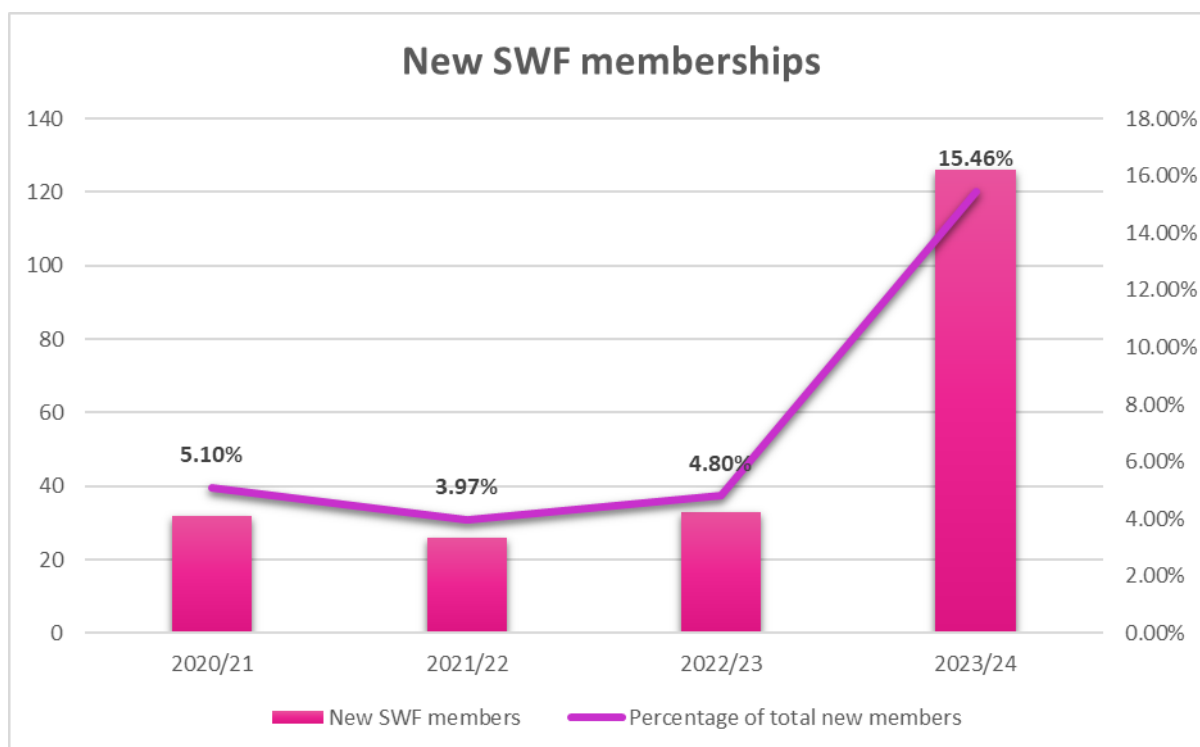
Raising Awareness

- 2.6 KCB successfully engaged with over 2,300 people (up to early March 2024) across a wide range of community venues – public sector, third sector and private businesses. KCB will launch a marketing campaign later in 2024 with the aim of further increasing the awareness of credit unions and the benefits of membership. Most people will take time to consider joining their local credit union but getting their name known and ensuring people have basic information about what a credit union is and isn't, is a helpful starting point.

Membership Growth

2.7 A key measure of success in raising awareness of the benefits to individuals of joining their local credit union is to analyse the number of new members over a given period. KCB track sign-ups by postcode and thus monitor those signing up in South and West Fife; they also look at the membership sign-up trend over time. Prior to this project, they saw an average of 30 new members from S&WF each year from 2021 to 2023. This is around 5% of the new member applications received in Fife for each of those years. The number of new members in S&WF increased by over 300% during this first year of funded activity and represented just over 15% of the new members across Fife in the same period.

2.7.1 The graph below charts the change in membership numbers mentioned in section 2.20:

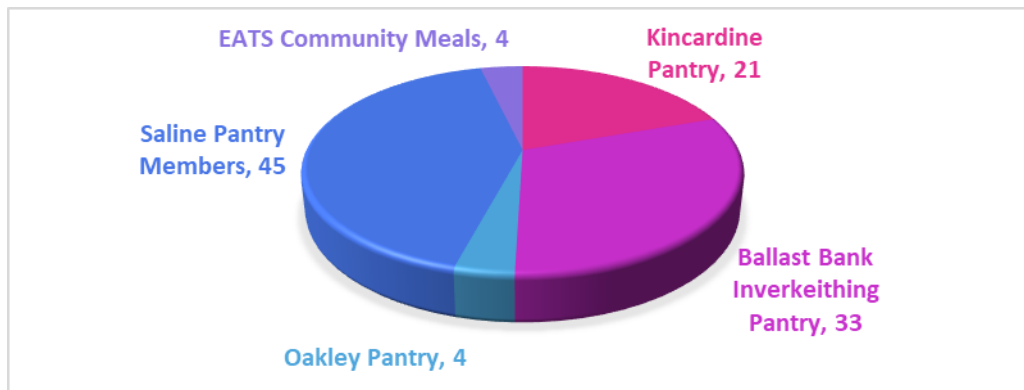


Pantry Savings Project

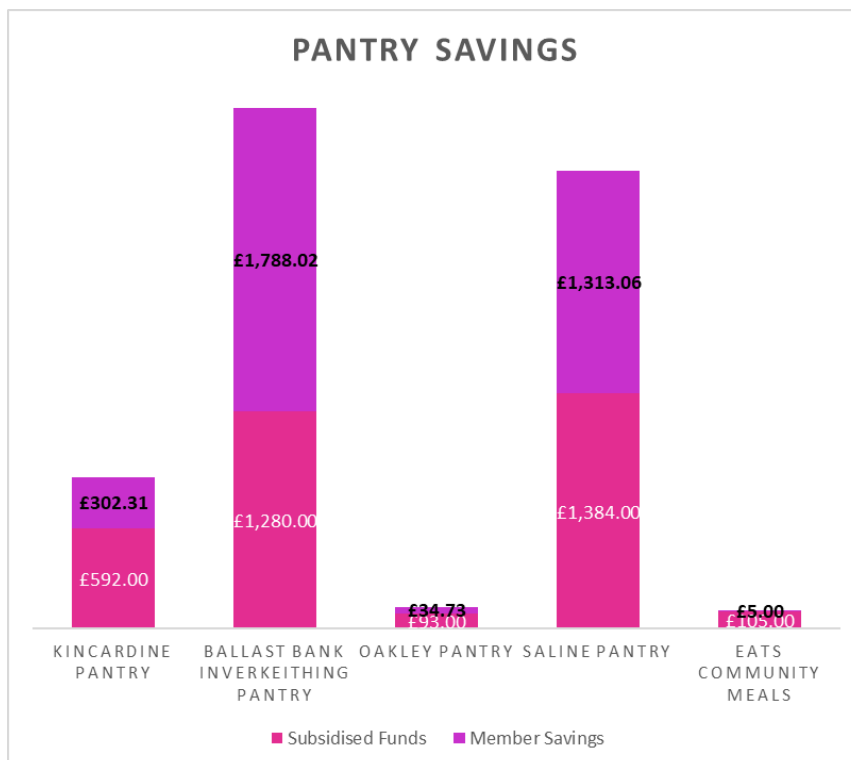
2.8 The initial focus of the project was to work with the community food providers in the area (Appendix 1 – Project Proposal). The pantries and community cafés in S&WF attract high numbers of local people and fulfil a crucial role in offering affordable, locally sourced food. While they are all open to everyone, it is acknowledged that many people on low incomes benefit from the food on offer, as well as the social contact from attending.

2.8.1 KCB worked with five pantries in the local area to encourage their members to join their local credit union and start saving. The expectation was to help people with limited financial resources to begin their savings journey at a modest level and try to develop the habit of saving. This would put them on a stronger financial footing and give them greater options in future. Through this work, KCB secured 107 participants and invested just under £3,500 in saving incentives (matching the pantry charge for an initial 12 week period to ensure they were not directly out-of-pocket to start with). The incentive scheme was funded through the South and West Fife Poverty Action Group budget. At the time of writing, these members have saved just under £3,500 of their own money, almost exactly matching the subsidy level. A significant achievement with a demographic who may not have found it very easy to save at this time.

2.8.2 The chart below shows the breakdown of Pantry Savings Project members:



2.8.3 The graph below shows the level of savings achieved by customers of these pantries:

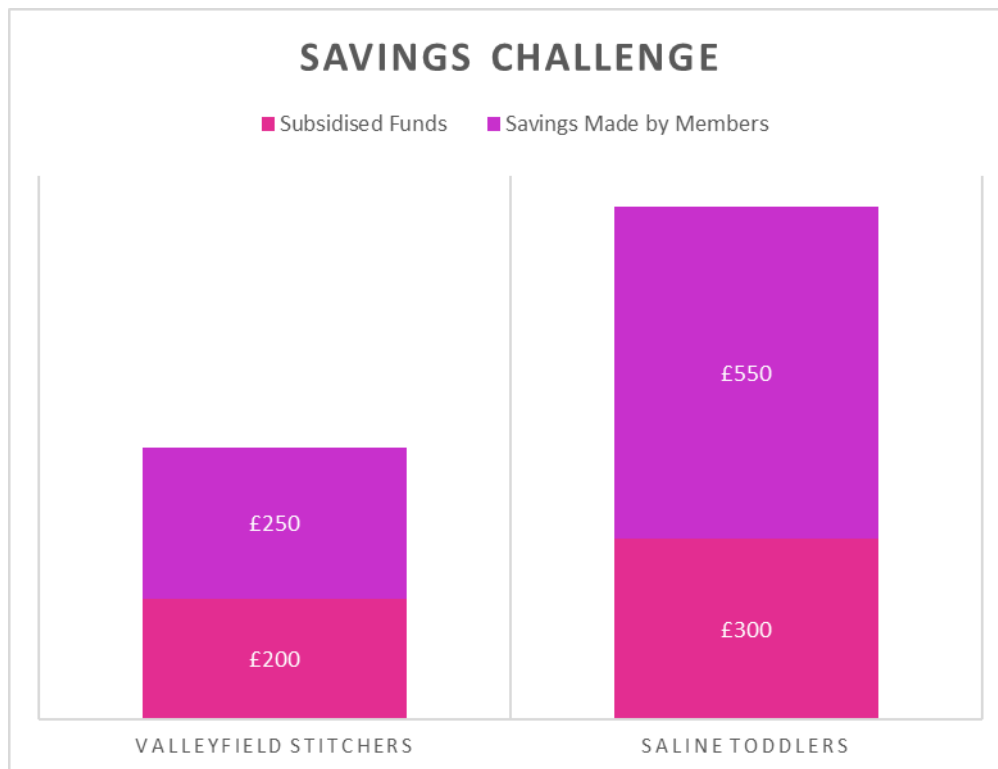


2.8.4 By increasing the amount of saving in the area, the burden is potentially reduced on crisis interventions, e.g. the Scottish Welfare Fund and, more importantly, high-risk, high-interest loan providers.

Savings Challenge Project

2.9 The 'Find-a-Fiver' savings challenge was targeted at local parents and toddlers' groups, as a pilot, to encourage small scale savings through the local credit union. This was designed to develop a savings habit, make people feel better that they had some savings and give them a gateway to save more and borrow at an affordable cost should they need to. This project was piloted in Valleyfield and Saline and was successful in securing savings that outstripped the subsidised contribution. The pilot saw nine members join, receive a total savings contribution of £500 and then go on to save £800 of their own monies. This has demonstrated that people are not just interested in taking the 'free money' and ending their involvement, but they are using this as a kick-start to their savings journey and greater financial resilience.

2.9.1 The chart below shows the level of savings by two groups participating in the 'Find-a-Fiver' challenge:



2.9.2 The plan is for KCB to continue to roll this challenge out to other groups in S&WF, where it is anticipated that similar results will be achieved.

Savings and Loans

2.10 Credit unions need to lend money to be profitable, but their primary goal is to encourage saving and good financial literacy and health. They want to help local people to avoid high cost lenders but are mindful to always ensure that they are helping people and not putting them in a position that is unaffordable for them. So, although they promote loans, they also promote saving and encourage people to save. Taking on lots of members just to provide loans, with very few savings, would not be a sign of success.

2.10.1 The new members recruited in South and West Fife over the last year have taken out loans worth £3,000 but, in turn, have combined savings of £7,853 at time of writing. This demonstrates success – people are not just joining to borrow money during these difficult times, they are saving money too.

2.10.2 The graph below compares the level of new members savings with the amount that new members have borrowed since the beginning of the project.



3.0 Next Steps

Dalgety Community Trust

- 3.1 DCT have advised that next phase of the project will include.
- community engagement on the finalised architectural concepts and business plans;
 - further development of the funding strategy and fundraising for the work required to achieve planning consent;
 - preparing the planning application; and
 - funding and retaining a Development Officer for the Trust.
- 3.2 The Trust currently has funding reserves to enable them to retain the services of Community Enterprise and Lee Boyd Architects on a limited brief who will carry out further community engagement, develop a funding strategy and assist in securing large grant funds to deliver this multi-million pound project.

Financial Literacy and Education

Raising Awareness

- 3.3 As part of an awareness-raising campaign, KCB is developing a detailed marketing plan involving social media, print publications, posters and leaflets and other promotional activities – coinciding with their 20th anniversary this year. Their new branch serving the Dunfermline and SW Fife area opened in the Kingsgate Shopping Centre in March 2024.

Membership Growth

- 3.4 KCB have advised that they expect an increase in new membership applications as a result of the opening of the new branch and the marketing mentioned above. They will specifically focus on the risks of loan sharks and high-cost lenders and provide comparison charts to show that borrowing from KCB is considerably cheaper.

Savings and Loans

- 3.5 The cost of loan comparison charts will help people understand that there are cheaper alternatives. KCB plan to work with some local employers to encourage payroll saving too. They have also reviewed their loan interest rates to make them even more affordable and, in some cases, they can provide loans at similar interest rates to some high street banks.

Year Two

- 3.6 As well as building on the achievements in year one, in year two the project will include work with local employers and schools.
- 3.7 According to the Joseph Rowntree Foundation (2021), 61% of working-age adults in poverty live in a household where at least one adult is in work. It is likely that this figure is now higher than when the research was conducted due to price increases for food and fuel. It is known that many of the people presenting for support for welfare, debt and food/fuel support in the area are in work.
- 3.8 By working with local employers, KCB will promote the implementation of payroll saving schemes, encouraging staff to make savings that come straight off their salary into a newly opened savings account. The positive correlation between financial resilience and good mental health and wellbeing is well documented so, by engaging with KCB, employers are investing in the long-term wellbeing of their staff.
- 3.9 Working with primary schools in S&WF, the project will raise awareness of the benefits of lifelong saving to young people by promoting positive messages around saving money. This will be delivered via interactive, age-appropriate workshops and KCB will work with school staff to ensure a consistent, meaningful programme of delivery.
- 3.10 KCB will continue to build on the momentum achieved in S&WF during the first year. This continued development through to the end of the two year project will leave a lasting legacy of financial resilience and literacy across the communities of South and West Fife.

4.0 Conclusion

- 4.1 The report content details the significant progress made by Dalgety Community Trust – Dalgety Bay Community Hub and the Financial Development and Education Worker, Kingdom Community Bank on the initiatives that they received funding for.
- 4.2 Both projects will continue to update councillors and officers through meetings and written briefings out with the area committee.

List of Appendices

1. Kingdom Community Bank Community Recovery Fund Project Proposal Form

Background Papers

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

- 'Community Recovery Fund', South and West Fife Area Committee, 25th January 2023.

Report Contacts

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Community Manager, South & West Fife
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Email: Alastair.Mutch@fife.gov.uk

Stephen Adamson
Project Manager, Anti-Poverty & CWB,
Inverkeithing Civic Centre,
Telephone: 03451 55 55 55 + VOIP Number **480248**
Email: Stephen.Adamson@fife.gov.uk

	Community Recovery Fund Project Proposal	Document ref
		CRF01

Proposal Title:	Improving Financial Education in South and West Fife			
Brief Summary of Proposal:	This proposal outlines a two-year project focused on increasing credit union membership in South and West Fife. Objectives include growing membership, promoting financial literacy, and fostering lasting improvements in budgeting and financial resilience. The approach involves collaboration with community partners, schools, employers, and local agencies to integrate financial education into various programs. The proposal addresses the ongoing cost-of-living crisis, emphasising measures to improve financial wellbeing and reduce reliance on high-cost credit options. The allocated funds will support a development worker employed by Kingdom Community Bank, equipped with necessary resources. The project aims to benefit at least 1,000 people over the period and increase credit union membership in the region.			
Select relevant Area or Fife wide:	Cowdenbeath		Levenmouth	
	Dunfermline		North East Fife	
	Glenrothes		South and West Fife	x
	Kirkcaldy		Fife wide	
If Fife wide, will the proposal deliver across all 7 areas?				
Project Lead	Sofia Dogan			
Lead Organisation	Kingdom Community Bank			
Date	06/01/2023			

Community Recovery Fund - Background

At its meeting on 25 August 2022, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 22nd September 2022 approved the 'Help with Cost of Living: Extending Community Support' report which set out a general approach and criteria for the Fund, including the allocation of £9m across the 7 Area Committees with the remaining £1m to be used to support initiatives spanning several areas or of Fife wide significance.

Approach

- Area Committees will decide allocations from the fund
- Communities should help identify priorities and projects
- The fund can be used flexibly across financial years 22/23 and 23/24
- 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

Specific Criteria

- Projects should link to Local Community Plan priorities
- Projects should take account of Plan for Fife recovery priorities (Community Wealth Building, Tackling Poverty, Economic Recovery, Climate)
- Projects should provide assessment of benefit to ensure no unintended consequences

Monitoring & Evaluation

- Applicant organisations will be asked to provide 6-monthly progress reports at 6 months, 12 months and 18 months. Where applicable, a final report will be required upon completion.
- We expect organisations to source best value and provide verification of the budget spend.

DETAILS OF PROPOSAL

1.	<p>What benefits will the proposal deliver and what are the timescales for delivery? Please also include in this section the consideration given to any unintended consequences associated with the proposal, during implementation or upon completion.</p>
	<ul style="list-style-type: none"> • We will work with established groups/partnerships to raise awareness of credit union membership and the benefits it can bring. Working collaboratively in the area, we will offer support to individuals to allow them to take control of their financial situation by encouraging membership of Kingdom Community Bank (or other credit unions if appropriate). The project (lasting up to two years) will have the following aims: <ol style="list-style-type: none"> 1. To increase the number of credit union members in South and West Fife; 2. To embed a culture of financial literacy and education across the area; 3. To leave a legacy of improved budgeting, saving and financial resilience in the area, where credit union membership is promoted widely by all services and partners. • We will achieve these three key aims in the following ways: by working with existing community food providers to promote credit union membership to customers and the wider communities of S&WF and by working collaboratively with Community Education colleagues to embed financial resilience, education and budgeting into new and existing learning programmes. • We'll also work across all wards in the area to improve financial literacy/education, starting from school age children, right through to people in retirement. This will be achieved in a variety of ways, but the designated staff member will attend all relevant partnership meetings, engage with key stakeholders and work collaboratively with FC/partner agencies in the area. • In time, we'll also work with small local and larger employers to promote credit union membership to staff, either individually or via payroll deduction schemes. This model of community wealth building has proven to be popular in other areas of the country and can reduce in-work poverty levels. • To achieve a long-term legacy in the area, we'll also work with schools to promote lifelong saving and budgeting. We can target various demographics this way: the pupils, the staff and the parent/carer community. • The money will be spent on a development worker, to be employed by Kingdom Community Bank, including resources required to carry out the role in a rural area e.g. tablet, mobile phone etc. • The need has been identified in several ways, namely through the ongoing cost-of-living crisis and the subsequent increase in demand on frontline crisis intervention services. A preventative measure to work further 'upstream' like this will improve the financial outlook of both individuals and communities in the medium to long term. We also know that high cost credit options, including payday loans and 'loan sharks' should be avoided where possible – we believe this project will reduce the likelihood of residents accessing these less than ideal options. • This has the potential to support a minimum of 1,000 people over the duration of the project. We'd like to quadruple credit union membership in South and West Fife, while working with employers, schools and the wider community to raise awareness.
2.	<p>Please detail which priorities this proposal meets.</p>

a)	Recovery and Renewal Plan 4 Fife Update priorities met.	
<p>This proposal aligns with the Recovery and Renewal Plan 4 Fife by addressing the priorities of "<i>Tackling poverty and preventing crisis</i>" and "<i>Leading economic recovery.</i>" Specifically, the project focuses on enhancing financial resilience and wellbeing through the development of credit unions and the community development finance initiative (CDFI). By increasing credit union membership, promoting financial literacy, and mitigating the reliance on high-cost credit options, the proposal contributes to the broader goals of poverty reduction and economic recovery outlined in the Recovery and Renewal Plan for Fife.</p>		
b)	Local Community Plan priorities met.	
<p>This proposal aligns with the Local Community Plan priority of promoting the benefits of credit union membership and establishing a credit union presence in South and West Fife. The Outreach Officer, in post since April 2023, plays a crucial role in actively engaging with the community. By working in partnership with existing community food providers, Community Education colleagues, and various community partners, the proposal aims to increase credit union membership and embed financial literacy. Additionally, the plan to work with schools, employers, and the wider community reflects a comprehensive approach to promoting credit union membership and financial wellbeing in the region, in line with the Local Community Plan priorities.</p>		
3.	What consultation has taken place regarding the proposal? (e.g., with communities, Elected Members, other Services, partner organisations, at People and Place Leadership Groups)	
4.	List the desired outcomes and benefits, and what measures of success will be used.	
Outcome	Benefit	Measurement
Increased Kingdom Community Bank Membership	Enhanced financial wellbeing for individuals and communities	Number of new Kingdom Community Bank Members
Financial Literacy and Education Integration	Improved budgeting skills and financial resilience in the community	Evaluation of financial education programs
Legacy of Improved Budgeting and Savings	Long-term positive impact on budgeting habits and savings culture	Follow-up surveys on budgeting practices
Collaboration with Community Partners	Strengthened community ties and support networks	Number of partnerships established and sustained
Engagement with Schools for Lifelong Saving	Increased awareness and practice of lifelong saving	Participation rates in school-based programs
Promotion of Kingdom Community Bank Membership with Local Employers	Reduction in in-work poverty levels and access to better financial options	Percentage of employees participating in Payroll Saving Scheme
Support from Employers for Credit Unions	Community wealth building and reduced reliance on high-cost credit options	Number of employers engaged in promoting Kingdom Community Bank membership



Community Recovery Fund Project Proposal

Document ref

CRF01

Positive Impact on 1,000 People	Tangible improvement in financial wellbeing for a significant number of individuals	Tracking individual progress and success stories
Quadrupling Kingdom Community Bank Membership	Significant growth in community participation in local credit union	Comparison of current and targeted Kingdom Community Bank membership numbers

COSTS

5.	Provide a breakdown of the proposal's costs.																
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 80%;">Cost Description</th> <th>£</th> </tr> </thead> <tbody> <tr> <td>Staff (including on costs)</td> <td>£37,000</td> </tr> <tr> <td>Travel</td> <td>£3,000</td> </tr> <tr> <td>Stationery, equipment, resources</td> <td>£1,000</td> </tr> <tr> <td>Admin</td> <td>£1,000</td> </tr> <tr> <td>Training/development</td> <td>£1,000</td> </tr> <tr> <td></td> <td>£</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td>£43,000</td> </tr> </tbody> </table>		Cost Description	£	Staff (including on costs)	£37,000	Travel	£3,000	Stationery, equipment, resources	£1,000	Admin	£1,000	Training/development	£1,000		£	Total:	£43,000
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Admin	£1,000																
Training/development	£1,000																
	£																
Total:	£43,000																
6.	How much funding are you requesting from the Community Recovery Fund?																
<p>Contributing management, support, and training to staff member.</p>																	
7.	Where Community Recovery Fund monies are requested to fund a portion of the total proposal cost, list below all other sources of funding and indicate whether this funding is confirmed or pending.																

RISKS

8.	What are the risks associated with this proposal?		
Risk Description	Probability Score (1-5)	Impact Score (1-5)	Overall Score (Probability x Impact)
Limited Community Engagement	3	4	12
Low uptake in Financial Education Programs	3	3	9
Resistance from Employers to promote Payroll Saving Scheme	2	3	6
9.	For each risk, please detail the mitigation measures in place.		
Risk	Mitigation Measures		
Limited Community Engagement	Implement targeted outreach campaigns, community events, and effective communication channels to enhance awareness. Regular feedback sessions and adjustments to outreach strategies based on community input.		
Low uptake in Financial Education Programs	Conduct pre-program assessments to tailor content to community needs. Offer incentives for participation and work in partnership with Community Education Workers, Welfare Workers, local volunteers, or community groups to endorse and encourage involvement.		
Resistance from Employers to promote Payroll Saving Scheme	Develop a compelling business case highlighting benefits for employers, such as enhanced employee financial wellbeing and reduced financial stress. Provide resources and support to make implementation seamless for employers.		

If you have any queries relating to this application, please email tessa.ramsay@fife.gov.uk

All completed application should be emailed to tessa.ramsay@fife.gov.uk no later than Friday 8th September 2023

PROPOSAL SIGN OFF

10.	Can you confirm the proposal does not have any of the following:		
Recurring costs			
Unintended consequences			
Duplication with existing projects / initiatives			
11.	Approval		
Approved By	Role	Date	
	Community Manager		
	Accountant		
	Area Committee		
	Cabinet Committee (if Fife wide)		

17 April 2024
Agenda Item No. 14

South and West Fife Area Local Community and Community Learning and Development (CLD) Plans

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

Wards Affected: Wards 1,5 and 6

Purpose

To provide an annual update to members on progress of the South and West Fife Local Community Plan and Community Learning and Development Plan.

Recommendation(s)

Members are asked to:

- (1) note the ongoing progress in both plans to develop projects in response to locally identified priorities;
- (2) consider and comment on the work to date and assist officers to identify any gaps in delivery based on community need; and
- (3) carry on supporting both plans as they continue to adapt and change to support recovery and reform.

Resource Implications

Various funding sources are used to deliver priorities in both plans, these include the Local Community Planning, Communities & Neighbourhoods Service and Partner budgets, the Community Recovery Fund as well as external funding options.

Legal & Risk Implications

There are no legal or risk implications arising from this report.

Impact Assessment

An Equality Impact Assessment is not required for this report.

Consultation

Extensive consultation has taken place in the production of both plans. In relation to the 'Plan4South & West Fife, this has included public consultation, a workshop with elected members, service and partner engagement.

1.0 Background

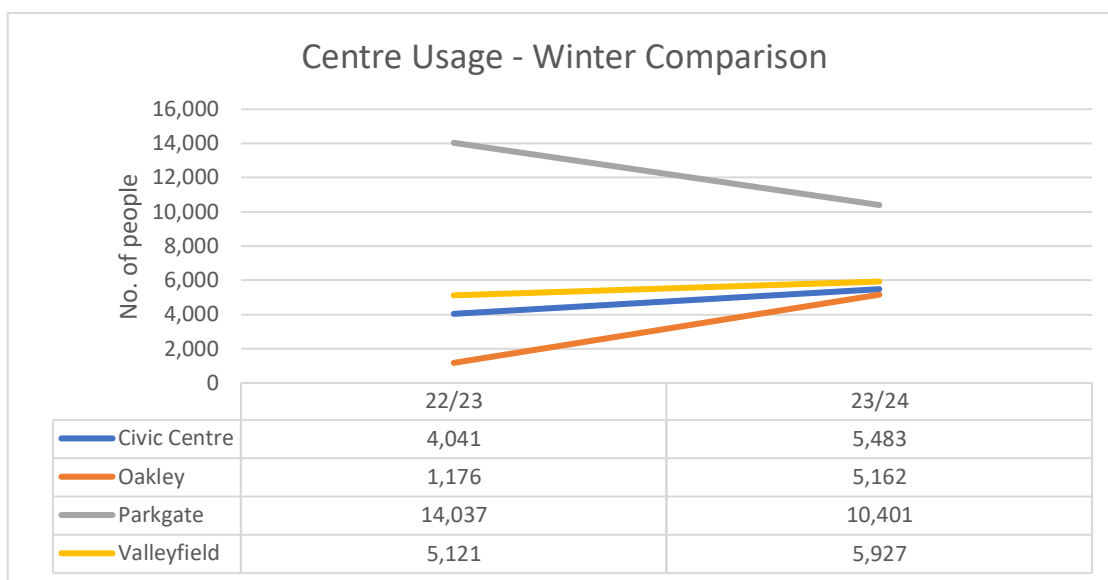
- 1.1 At the South and West Fife Area Committee on 1 March 2023, the refreshed Local Community Plan (Appendix 1) was presented and approved. The Local Community Plan (LCP) places an emphasis on the recovery and renewal properties contained within the updated Plan 4 Fife. The Plan contains five key areas of focus, each with contextual information and actions/outcomes attached to them.
- 1.2 The approved plan was presented to the People and Place Leadership Groups in late March 2023. Individual organisations/services were appointed as 'Leads' and, in some cases, the lead was allocated to a partnership or short life working group. Previous Local Community Plan reports have highlighted the various working groups that are in place within S&WF.
- 1.3 Appendix 2 - South and West Fife Community Learning & Development Action Plan - details the 'Local CLD Actions' and provides a 'Progress Update'. This plan forms part of the Fife Community Learning and Development (CLD) Plan 2021-2024. Officers report on the Fife wide plan to the Communities & Wellbeing Partnership. The CLD plans will be reviewed and updated during 2024.
- 1.4 This report provides a succinct overview of progress made against both plans. Through regular reporting at Ward meetings, councillors are provided with a more detailed picture of progress, successes and challenges undertaken.

2.0 Progress

Local Community Plan

LCP Action 1

- 2.1 **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.**
 - 2.1.1 Approximately 18 months after the creation of the 'Community Assistance Hub' model in S&WF, there is considerable progress to note. Working collaboratively, there is now an increased awareness and usage of the four hubs in the area (Inverkeithing Civic Centre, Parkgate Community Centre, Oakley Community Centre and High Valleyfield Community Centre).
 - 2.1.2 Through the Hubs, the recently deployed Welfare Support Assistants now have access to a broad range of services/organisations to better support local people. As the Community Assistance Hubs model has evolved and developed, there is now input from: Kingdom Community Bank, Fife Law Centre, Social Security Scotland, The Well, Christians Against Poverty, Fife Sports and Leisure Trust, Citizens Advice and Rights Fife, Fife Voluntary Action and key Fife Council services including Housing, Children and Families/Adult Services Social Work. As this 'wraparound' support model is further developed, the number of people accessing these hubs continues to increase.
 - 2.1.3 The chart and table below show the change in Centre usage from autumn/winter 2022/23 to autumn/winter 2023/24 (October – February both periods).



2.1.4 The data shows three Centres with increased footfall from winter 2022/23 to winter 2023/24. The decrease in Centre usage at Parkgate is largely due to the removal of this Centre as a Covid-19 vaccine venue.

LCP Action 2

2.2 Support the infrastructure which will maximise the potential of key tourism assets including world heritage site, the Coastal Path, Pilgrims Way and other local trails and woodland walks.

2.2.1 Local investment from the South and West Fife Community Recovery Fund, the Longannet Legacy Fund and the Local Community Planning Budget for the area has allowed West Fife Woodlands to dramatically improve the path networks in the West Fife Villages. The group consists solely of a dedicated team of volunteers who have undertaken several projects in the past 12 months. One project is the building of a new bridge in Saline, which re-connects part of the path network. This work was supported by the Forestry Commission and has transformed the woodland walks for residents and visitors.

2.2.2 The Forth Bridges Tourism Group continues to promote and build upon the Forth Bridges Trail which was launched in November 2022. During 2023/24, the Tourism Group has added an additional eight tourism interpretation panels on the Trail, six of which are in North Queensferry and four of those are funded through the UK Shared Prosperity Fund. Further directional signs will be added during 2024/25 to complete the signage for the Trail.

2.2.3 The Forth Bridges website and social media channels (@theforthbridges) hosts a wide selection of tourist information about the Forth Bridges Trail and other routes which intersect the area, such as the Fife Coastal Path and Pilgrim's Way. The website hosts permanent information about the World Heritage Site, as well as the other two bridges, local visitor attractions and places to eat/drink. The reach of the Forth Bridges' social media channels was five million views in 2023.

LCP Action 3

2.3 Work with relevant services and agencies to improve biodiversity in the area e.g. support local sustainable farming, increased 'grow your own' food schemes, etc.

- 2.3.1 The Allotment and Community Growing Strategy was approved in February 2024; it emphasises the importance of training and building capacity in both organisations and individuals around growing and sourcing local food. Locally, a new allotment site in Inverkeithing is currently being developed. EATS Rosyth and Grow West Fife were successful in applying to the Community Recovery Fund to deliver projects which will see a significant increase in local growing initiatives. EATS will work in schools to produce growing areas for children to learn about the value of local produce. Grow West Fife will start to increase the amount of food they grow bringing benefits not only to their service users, but to the wider community, including nearby community food providers.

LCP Action 4

2.4 Provide a platform for people's voices to be heard and shape service delivery through the development of people-led local action plans, Neighbourhood Plans, Local Place Plans and Local Development Plans.

- 2.4.1 Fife Council Communities and Neighbourhoods Service staff are supporting residents in Aberdour and Blairhall to create Neighbourhood/Community Action Plans. As detailed in section 3.16 below, a Forum has been created in Blairhall to oversee the creation of an action plan. This work is also supported by Coalfields Regeneration Trust and the Headteacher from the primary school. The next phase is a wider community consultation.
- 2.4.2 Climate Action Fife personnel are exploring what Local Place Plans could include in relation to climate. There are some early conversations with community representatives around an Inverkeithing Local Place Plan and climate challenges. The Place Leadership Group in S&WF will take part in a 'Climate Place' workshop to highlight methods of bringing a range of stakeholders together to shape place-based climate action in the area.

LCP Action 5

2.5 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.

- 2.5.1 The Well is a light touch service where people can drop-in, both in their community and online and find out information and receive general advice to help people stay well and independent within their local community. The Well currently has three physical locations in S&WF: Oakley Community Centre, Valleyfield Community Centre and EATS Rosyth. People can drop-in to a Well or they can also be referred by professionals, family, friends and carers. The website to find out more is <https://www.fifehealthandsocialcare.org/your-community/the-well>
- 2.5.2 Although not specifically targeted at older people, the data from drop-ins and enquiries shows that more older people have benefited from the support of their local Well in the past year. Appendix 3 shows both the total number of people accessing The Well either remotely or in person and the breakdown of visits by age.
- 2.5.3 The top three enquiries for The Well in SWF in this period were community support, mental health, financial support with many individuals receiving information for more than one area after speaking to The Well staff.

- 2.5.4 A dedicated South and West Fife Well Link Worker was appointed in mid-December, funded from the South and West Fife area anti-poverty budget. The Link Worker post is for one year and they will work closely with Welfare Support Assistants, Community Workers and other partners to further develop The Well model. As well as increasing footfall, referrals to and awareness of the Wells/Community Hubs, they will share learning and knowledge about resources within the local area.
- 2.5.5 Additionally, as part of a wider exercise to create a Community Action Plan in Aberdour, some specific actions/projects around the older population will be explored. This will be after extensive consultation with older residents and actions will be created, designed to improve the experience for older people living in the village. Feedback from residents indicates that they often travel to other areas as there is a lack of service provision / facilities for this demographic in the village. Aberdour currently has 21.8% of residents over the age of 65.
- 2.5.6 The engagement methods will target both people who are currently engaging in local groups and activities and those who are not to build an understanding of:
- What is important to them in terms of their health and wellbeing and staying independent.
 - What are the barriers they feel they face (if any) in managing their own health and wellbeing.
 - What do they think is needed locally to support them to stay healthy and live well.

LCP Action 6 (Improvement Focus)

- 2.6 To improve income maximisation in the area for people to effectively plan their expenditure and to have greater control of their financial situation.**
- 2.6.1 Two Welfare Support Assistants have recently been delivering ‘Benefit Maximisation Calculator’ training, which has proved popular and impactful with attendees. The benefit calculator intuitively informs people if they could be entitled to more benefits than they currently claim. These sessions were promoted through the People Leadership Group, S&W Poverty Action Group and other networks. By attending the training, any frontline member of staff or volunteer can perform a basic benefit maximisation check with individuals.
- 2.6.2 The training began in February 2024 and has yielded positive results thus far (data correct to mid-March 2024): In rolling this training out to key services/partners in the area is to assist in lightening the load on organisations like Citizens and Right Fife (CARF), DWP and Social Security Scotland. By training as many staff/volunteers in the area as possible, in turn, many residents in S&WF are supported to make sure their income is maximised.
- 2.6.3 Following the training, 16 evaluations have been received. Fourteen of the 16 individuals stated that the training was either extremely valuable or very valuable to their role. Fifteen of the 16 attendees stated that they would recommend this training to other frontline staff.
- 2.6.4 Welfare Support staff have been offering this basic benefit maximisation check to residents of S&WF for approximately six months. To date, 85 of the 88 people who have carried out these checks could have been entitled to more than they were claiming. This figure relates only to those individuals supported by the four WSAs in S&WF.

- 2.6.5 The rollout of this training to other key services will only add to the number of people who discover they are entitled to more than they currently receive. It is up to individuals to pursue any unclaimed benefits after the check has been carried out. It is difficult to ascertain an accurate level of the financial gains as a direct result of this work. However, as an exemplar, one local resident is now receiving £468 extra per month as a direct result of this income maximisation work.

3.0 Community Learning and Development (CLD) Plan

Youth Work

CLD Plan Action 1.2

- 3.1 EASYP 16+ Employability programme and Next Steps 16-18yrs Employability programme will continue to provide accredited courses in general life skills, including financial resilience, health and wellbeing and capacity resilience. EASYP is a Scottish govt funded programme for 52 weeks with three days per week (16hrs)**
- 3.2 EASYP contributes to Fife's Opportunities for All commitment to engage with young people at risk of not achieving a positive outcome and supporting them to progress to further learning, training and employability opportunities.
- 3.3 EASYP helps young people engage on a progressive journey that suits their circumstances and goals for the future. EASYP staff support young people to cope with personal, family, financial and health challenges that may be holding them back from taking part in training, employability programmes, work placements or paid work. Depending on the young person's situation, in certain circumstances the programme can provide funding to pay for clothing etc, resources and other provisions that improve their ability to achieve their potential.
- 3.4 There are 24 individual clients currently engaged on the S&WF EASYP programme. Most of the young people are key worked by Communities and Neighbourhoods Service staff (C&N) to sustain their engagement within the programme. Fife Employability Access Trust (FEAT) also support young people within the programme to enable and support individuals to reach their full positive mental wellbeing in a culture where there is no stigma.
- 3.5 A summary of the achievements by the young people attending the programme is detailed in Appendix 4.

Community Based Adult Learning

CLD Action 1.14

- 3.6 Utilise local Learning Centres and local Adult Learning planning and delivery group members and budgets to create an action plan of various CBAL courses to support increased employability, volunteering opportunities and access to further education.**
- 3.7 Members of the S&WF Adult Learning Planning & Delivery Group (ALP&DG) have implemented adult learning taster sessions in line with the local area plan outcomes to maximise adult learning opportunities across South & West Fife, and engaging learners by utilising partners resources and facilities.

- 3.8 ALP&DG members planned and delivered Community Based Adult Learning (CBAL) Taster Sessions in High Valleyfield and Kincardine Community Centres. The Workers' Educational Association led on the taster sessions by funding sessions on journaling, stress busting and understanding local politics. Twenty-six learners engaged in these sessions.
- 3.9 As the cost of living affects many individuals and families, a newly developed air fryer course was developed. Air fryer cooking saves time and money as less fuel or electricity is used. Delivered over six weeks and led by C&N Service staff in Kincardine Community Centre, the course was aimed to equip participants with the skills, knowledge and confidence to plan, prepare and cook meals in an air fryer. Ten participants attended the course. Appendix 4 details participant feedback.

Welfare Support

CLD Action 1.7

- 3.10 Continue to develop Job Clubs and Welfare Sessions in partnership with Social Security Scotland to provide advice and support to individuals and families. Sessions will be offered weekly in Kincardine, Blairhall, High Valleyfield, Inverkeithing and Rosyth.**
- 3.11 Welfare Support Assistants (WSAs) have been redeployed to work within the designated area covered by each of the four community hubs. Although it is still early days, it is proving to be more beneficial to the areas served and gives the WSA a more directed role within their area. The WSAs are in the process of developing stronger links within each community with key services and third sector organisations. Staff are also working with Community Education Workers to develop additional provision within each of the local hubs.
- 3.12 Job Clubs continue to operate in each community hub and in Kincardine Community Centre, although attendance by unemployed people in Kincardine continues to be problematic. In a bid to alleviate this, a meeting with Work Coaches at Alloa Department of Work and Pensions office took place to give them an insight into the services and assistance that can be provided as well as establishing referral routes for Kincardine residents who are in receipt of universal credit.

Community Capacity Building

CLD Action 3.10

- 3.13 North Queensferry Local Action Plan - utilising a Place Standards Consultation process; working with North Queensferry Community to increase tourism, utilising Forth Bridge World UNESCO Heritage Site and other rich heritage and historical sites. Engaging with South & West Fife People and Place Leadership group - access to Fife Council and partner agencies to address the Local Action Plan outcomes.**
- 3.14 The North Queensferry Local Action Plan Community Forum was selected to participate in the Fife wide His Majesty's Inspectorate of Education progress visit on 12 December 2023. The recently published HMIE reported highlighted that this piece of work was:-
- A transparent and inclusive process, utilising the place-based standards framework.

- An enhanced process where local community group reps, Fife Council and partner agency staff established a local action plan steering group from the start of the consultations.
- Delivering place-based standards training and development sessions, ensuring a consistent approach on the information gathering process.
- Developing the steering group members into the established local action plan community forum.

- 3.15 The NQLAP Community Forum held an open evening on Monday, 26 February 2024 in the community complex. The open evening gave residents the opportunity to come along and hear about the work of the community forum and how they have been addressing the outcomes in the local community plan.
- 3.16 The development of a Blairhall Community Action Plan was highlighted by local residents after the success after the completion of the North Queensferry plan. A group of six residents formed the nucleus of a steering group and decided to create a 3 Wishes postcard. This postcard, distributed to households, formed part of a community consultation and allowed residents the opportunity to highlight what they wished for in the village. Post boxes were placed in the community centre and the local primary school, and a QR code was included on the postcard, which gave the residents the chance to complete their wishes online. 118 responses were received.
- 3.17 The findings highlighted that the main area of focus is around play and recreation in the village, along with facilities and maintenance. The forum has met twice and continue to work on developing community engagement methods to fully develop an action plan for the village.

CLD Action 2.5

- 3.18 Encourage re-engagement of community members within local community centres through a series of open days and events.**
- 3.19 Community Assistant Hub Open Days - 4 Open Day events were organised in November 2023 which highlighted and promoted S&WF's Community Assistance Hubs. These events were aimed at increasing people's awareness that their local community centres (CAH) are available as safe places not only to get warm but also a place to socialise, meet people and be informed of the support available to them should they need it.
- 3.20 The aim of the Open Days was to promote local provision for people who may need additional, extra support and assistance with food and fuel poverty, mental wellbeing, benefit advice as well as providing access to local learning opportunities. Activities and hot food were also available at the events.

4.0 Conclusions

- 4.1 Officers will continue to review progress and to reflect on the exiting mechanisms that are in place to gather information and evidence to provide succinct and informative updates to Area Committee and at Ward meetings on both plans.
- 4.2 In South and West Fife local communities, the People & Place Leadership Groups and the Community Learning & Development Partnership groups will continue to be engaged, involved and play a powerful role in the local delivery and progress of this work.

List of Appendices

1. South and West Fife Local Community Plan 2022-2025
2. South and West Fife Community Learning and Development Plan
3. The Wells Data
4. CLD feedback

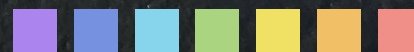
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South & West Fife Local Community Plan 2022 - 2025



Introduction

The South and West Fife Local Community Plan 2022-25 encapsulates Ward 1 -West Fife Villages, Ward 5 - Rosyth, Limekilns, Crombie and Pattiesmuir and Ward 6 Inverkeithing, North Queensferry, Dalgety Bay and Aberdour and surrounding areas.

The Plan weaves the "Renewal and Recovery" priorities of the Plan 4 Fife through all sections. The priorities are: Community Wealth Building; Tackling Climate Change; Leading Economic Recovery.

Our vision

We want South and West Fife to be a place where residents are proud to say they live there, where tourists are keen to visit, and businesses want to invest in and grow. This means creating an area that people enjoy living in, with good access to services, amenities and opportunities to prosper. We want to make the best use of our assets and facilities, our natural heritage, and the great potential that we have in the community spirit that exists within the area.

What puts us on the map?

South and West Fife has several key tourist attractions including the 5 bridges, excellent heritage sites as well as the unique geography of the coast and countryside. Its proximity to Edinburgh and Central Scotland gives it a distinct advantage over other areas in Fife, and places it in a unique position to make the best use of these travel connections to enhance its future growth.

What existing assets and opportunities could be built upon?

➤ The Forth Rail Bridge with its World Heritage Site status, Fife Coastal Path and Pilgrims Way and the Area's associated history around the Royal Burghs of Inverkeithing and Culross are all assets that should be built upon to release the Area's full tourism potential.

➤ The Forth Green Freeport at Rosyth Waterfront is Scotland's largest opportunity to deliver a just transition to net zero, to attract significant inward investment, to build international trade and export capability, and to create high quality and well paid jobs. New technology backed skills development will address areas of acute deprivation within our communities.

What major future challenges do we need to address?

➤ As we continue post-pandemic recovery and respond to the cost-of-living crisis, we must strive to tackle poverty and inequality in a collaborative and preventative manner.

➤ Place-based initiatives are required to improve our towns and villages for residents and visitors. By redeveloping urban areas, we encourage businesses to flourish which in turn creates attractive vocational, learning and social opportunities.

➤ By embracing community wealth building and people-centred approaches, we can improve the local economy for residents and visitors alike.

➤ The Area is expected to see a larger increase in its elderly population, compared with other Fife Areas. Care provision for this group will likely see demands increasing, which will require service delivery to be realigned and reprioritised.

➤ Tourism will be a major contributor to the prosperity of the area, and we must work collaboratively with communities to ensure S&WF is attractive to visitors, while also considering the need for residents to be safe, healthy and involved in decision-making.

Poverty & Cost of Living Crisis



Area Priority	Improvement Focus	Associated Actions
<p>1. Develop additional local preventative responses to support people through the ongoing cost-of-living crisis, working to move people out of poverty where possible.</p>	<p>Estimates show that 60-70% of households in Scotland will be 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.</p> <p>As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.</p> <p>To improve income maximisation in the area for people to effectively plan their expenditure and to have greater control of their financial situation.</p>	<p>1.1 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>1.2 Develop and maintain energy advice sessions and events and by targeting specific data zones/neighbourhoods in S&WF.</p> <p>1.3 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.</p> <p>1.4 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.</p> <p>1.5 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.</p> <p>1.6 Increase social media coverage and engage community connectors and champions in local places to raise awareness of responses to poverty-related initiatives.</p>



Economic Growth



Area Priority	Improvement Focus	Associated Actions
<p>2. Increase employment, training, learning and volunteering opportunities to support sustained economic growth in the area</p>	<p>Employment rates in S&WF are almost 10% below the Scottish average and the rate of economic inactivity among working age adults in the area is the highest in Fife (35.2%).</p> <p>The 2022 Place Standard survey identified work and the local economy as a key issue for residents.</p> <p>The Economic Profile for S&WF shows that there are proportionally more people with no or low levels of achieved qualifications than the Fife average.</p>	<p>2.1 Work collaboratively with services and local businesses to bring additional employability support to the area. Through this provision, identify labour market priorities, trends and gaps to provide relevant training and support to people, which in turn improves their prospects of securing meaningful and sustained employment.</p> <p>2.2 Regenerate town centres and neighbourhoods with a focus on Inverkeithing, Rosyth, Kincardine and Dalgety Bay.</p> <p>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.</p> <p>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.</p> <p>2.5 Attract new businesses to the area and support growth in existing business, which will be key to improving job prospects, with the help of government grants to aid new businesses and investing money to help develop enterprise.</p> <p>2.6 Continue to encourage and enable 'Culture of Enterprise' and 'Developing Young 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.</p> <p>2.7 Support the Green Freeport bid which will bring considerable business, employment and economic opportunities to Rosyth and the surrounding areas. Work with services and partners to prepare the area for this new development and that will link to our CBAL offer.</p> <p>2.8 Support the infrastructure which will maximise the potential of key tourism assets including world heritage site, the Coastal Path, Pilgrims Way and other local trails and woodland walks.</p>



Climate Change



Area Priority	Improvement Focus	Associated Actions
<p>3. Develop and sustain approaches which target the effects of climate change and improve infrastructure around measures that lead to reductions in carbon footprint</p>	<p>The local strategic assessment highlighted the risk of increased flooding due to climate change, and the socio-economic vulnerability of residents to cope and bounce back from these events. Flooding has a disproportionate impact on people living in poverty, both financially and in terms of health and wellbeing.</p> <p>Consider co-benefits for land use for resilience to impacts of climate change, mitigation of emission and improving biodiversity.</p> <p>Local consultation exercises and charrettes show that local residents would like to see public transport options in the area improved.</p> <p>There are currently 24 public electric car charging points in South and West Fife. As demand for electric vehicles grows, further development of the infrastructure to support this is required. Responses to climate change should be equitable i.e. not everyone can afford EVs – active travel/public transport etc should be equally prioritised.</p>	<p>3.1 Identify areas where natural planting can mitigate the impacts of high rainfall events.</p> <p>3.2 In areas that will become and are prone to flooding, promote solutions which include low maintenance planting, frequent clearing of drains and flood-plane storage to mitigate. Increase resilience of built assets to flooding and ensure residents are aware of Flooding Fife Council and how to prepare and react to flooding.</p> <p>3.3 Work with partners to explore improvements to transport options either via existing contractors e.g. Stagecoach or by exploring innovative opportunities e.g. car sharing groups, car clubs etc. and improve the active travel infrastructure, which can include walking routes and cycle paths. With the ageing population in the area, walking routes should be accessible and include shaded and seating areas where appropriate.</p> <p>3.4 Work with colleagues in Transportation to increase the number of public charging points available to users of electric vehicles.</p> <p>3.5 Work with relevant services and agencies to improve biodiversity in the area e.g. support local sustainable farming, increased 'grow your own' food schemes etc.</p>



Affordable Housing



Area Priority	Improvement Focus	Associated Actions
<p>4. Tackle the shortfall in affordable housing in the area, help to ensure that people live in good quality housing and provide good housing advice to help prevent homelessness</p>	<p>The area requires additional affordable homes to meet current demand. There is a particular and acute shortage of larger family accommodation, wheelchair properties and accommodation for older people.</p> <p>The Local Housing Strategy attaches targets which help to address the requirement for specialist housing, for example individuals with mobility issues, wheelchair users or any other specific needs.</p> <p>There are issues around the quality and availability of shorter term private rented accommodation.</p> <p>Good quality housing advice on all housing tenures is required for those who are threatened with homelessness and those who live in unsuitable housing.</p>	<p>4.1 Work with appropriate services, stakeholders and partners to ensure the future housing provision in S&WF meets the needs of the projected increase in the older adult population.</p> <p>4.2 Help to meet the need for specialist housing with 30% of new affordable housing provided as specific needs and at least 5% as wheelchair adapted. Develop specific affordable housing projects and identify land availability to enhance provision. Affordability should not be to the detriment of quality, with new homes built to Housing for Varying Needs & Secured by Design standards and achieving EPC rating A and B.</p> <p>4.3 Build on the public availability of information of the location of all Fife Council sheltered and retirement housing by adding further information and visual displays of the complexes.</p> <p>4.4 Work with the Disabled Persons Housing Service to create a database of wheelchair and accessible private properties.</p> <p>4.5 Work with identified suitable partner company on a Fife Wheelchair and Specialist Housing looking at current provision and gaps of this type of housing.</p> <p>4.6 Increase the supply of affordable housing by providing new units and improving conditions in the private rented sector.</p> <p>4.7 Work with all stakeholders including private landlords and Fife Private Rental Solutions to improve information, access and ongoing support to those looking for housing in the area and to assist retention of current tenancies and prevention of homelessness.</p>



Wellbeing, quality of life and safety



Area Priority	Improvement Focus	Associated Actions
<p>5. Work with partners to improve the quality of life and wellbeing of residents</p>	<p>Data shows that the population in S&WF is ageing and by 2030 the number of people aged 65 and over living in the area will increase by 22% (H&SC Needs Assessment)</p> <p>The Physical Activity and Sports Group have identified that the area would benefit from a map of physical activity provision, working with relevant partners to identify gaps in provision, tangible benefits by implementing sport, leisure or recreational activity.</p> <p>Further 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.</p> <p>To ensure that services are community-led; working with local people to establish what priorities are, ensuring that S&WF residents feel empowered, safe and consulted in local processes.</p>	<p>5.1 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.</p> <p>5.2 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> <p>5.3 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.</p> <p>5.4 Provide a platform for people's voices to be heard and shape service delivery through the development of people-led local action plans, Neighbourhood Plans, Local Place Plans and Local Development Plans.</p> <p>5.5 Work collaboratively (including with local residents) to ensure the most pressing community safety issues are addressed and resolved.</p>



Contact Information

INTRODUCTION - 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 out with the area.

LOCALITY PROFILE - South and West Fife is the 4th largest populated area in Fife, with 49,971 people in 23,491 households, and a similar population split to Fife. The Area has higher levels of owner occupation (68%) and lower levels of social rented accommodation (19%) than Fife. Our Vision is we want South and West Fife to be a place where residents are proud to say they live there, where tourists are keen to visit, and businesses want to invest in and grow. This means creating an area that people enjoy living in, with good access to services, amenities, and opportunities to prosper. We want to make the best use of our assets and facilities, our natural heritage, and the enormous potential that we have in the community spirit that exists within the area.

OUR LOCAL CLD ACTIONS:

Opportunities for All

1.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
<p>1.1 S&WF youth work partnership will continue to support S&WF Youth Bank which provides grants for YP, 8-18yrs on an individual and group basis. Group grants of up to £750 and individual grants of up to £250 can be awarded on a decision-by-decision basis by the youth bank board.</p> <p>1.2 EASYP 16+ Employability programme and Next Steps 16-18yrs Employability programme will continue to provide accredited courses in general life skills, including financial resilience, health and wellbeing and capacity resilience. EASYP is a Scottish govt funded programme for 52 weeks with 3 days per week (16hrs)</p> <p>1.3 Next Step is a locally funded/CLD funded 40-week employability programme for 18-24yrs who are long term unemployed or out of education. Similar programme to EASYP but a SQA level above. This is run in partnership with Fife college for 16 hrs per week.</p> <p>1.4 The S&WF Food Resilience Group will continue to support voluntary management committees and volunteers to establish and run weekly community pantries across S&WF, focusing on Food Resilience and sustainable models of community pantries.</p> <p>1.5 S&WF WRAP group will support individuals and families to address fuel poverty and the cost-of-living crisis as directed by the strategic decision and service led. By working in partnership with cosy kingdom, CARF, and housing team who have ability to do top ups and funding to assist tenants in crisis. CARF for debt management plans, and Cosy kingdom for house power audits and support.</p>	<ul style="list-style-type: none"> ● Fewer children in poverty ● Increased household income ● Lower rates of income deprivation ● More households managing well financially ● More households paid above the living wage ● Fewer fuel poor households ● More people with access to sustainable finance. ● Increased household food sustainability. 	<p>Fife has lower levels of poverty in line with national targets</p>

1.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
<p>1.6 The Adult Learning Delivery Group will provide cooking courses to skill families in zero food waste approaches, cooking on a budget, significantly reducing food shop bills. Engaging with Cosy Kingdom and Fuel Poverty Housing Officer to do energy efficiency audits, selecting cheapest power supplies and supporting techniques to ensure best ways to keep house warm. How many groups per year, how often, how many learners</p> <p>1.7 Continue to develop Job Clubs and Welfare Sessions in partnership with Social Security Scotland to provide advice and support to individuals and families. Sessions will be offered weekly in Kincardine, Blairhall, High Valleyfield, Inverkeithing and Rosyth.</p> <p>1.8 NOLB/EASYP 16+ and Next Steps - partnerships with FC, Fife college; WEA; SES and other partners where appropriate to enhance employment opportunities for 16-24yrs.</p> <p>1.9 Universal YW (Youth Work) and project based YW will be developed across S&WF with relevant partners i.e., coalfields regeneration; Youth 1st; schools and college; to increase equality of opportunity, participation and engagement and increased wellbeing, access to learning, work, and volunteering opportunities for young people/young adults. Sessions are delivered on area need basis and are capped to 1:10 ratio for staff to YP per session. Sessions vary per area on this basis. Universal YW continues to grow across the area taking on new sessions to accommodate larger numbers of young people post covid.</p> <p>1.10 Staff will continue to take part in CPD opportunities for upskilling.</p> <p>1.11 Relevant staff will undertake training in delivery of various, relevant programmes and accreditation to enhance their interventions on closing the attainment gap.</p> <p>1.12 16-24yrs supported work placements in partnership with SES and employers. A target of 4 YP per year.</p> <p>1.13 Adult Learning Delivery Group will establish a multi-agency partnership with Fife College ABE, Community Based Adult Learning Tutors, and Digital Skills Tutors to support CBAL Employability courses.</p> <p>1.14 Utilise local Learning Centres and local Adult Learning planning and delivery group members and budgets to create an action plan of various CBAL courses to support increased employability, volunteering opportunities and access to further education</p>	<ul style="list-style-type: none"> • Improved educational attainment in all groups • Increased equality of opportunity • Increased staff confidence in using interventions to close the attainment gap • More school leavers with qualifications • More school leavers entering a positive destination • More businesses engaged to maximise school leaver opportunities • Increased participation and engagement of children and young people • Increased access to learning, work, and voluntary opportunities for parents of young children • More children reaching early developmental milestones • Increased wellbeing of children and young people 	<p>Educational attainment continues to improve for all groups</p>

1.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
<p>1.15 Courses to include, Step In, Step Up, Springboard, confidence building courses (6 Pillars, 7 Habits), access to ABE and Digital Skills courses to increase numbers out of digital exclusion. Create tailored learning journeys for most disadvantaged learners in SIMD areas.</p> <p>1.16 Create new partnerships with colleges, schools, social work, health promotion, FVA, supported employment services through the Adult Learning Delivery Group. This will identify new opportunities for partnership working and create a common thread across the locality to allow learners have access to a supported network and are connected learning community. To develop wide ranging and appropriate learning journeys to meet complex and ever-changing needs of chaotic families and individual learners. With a focus on health & mental wellbeing.</p> <p>1.17 Create a S&WF Adult Learning Planning Group (ALPG) Action Plan aligned to the new Adult Learning for Scotland strategy and linked to the HGIOCLD4 framework.</p> <p>1.18 EASYP and Next step courses offer input on Mental Health support for 16-24yrs in partnership with NHS Fife health promotions service. Courses such as 7 Habits, 6 Pillars, Coping with Stress, HIICs, SMHFA will be part of ongoing programmes.</p> <p>1.19 Youth Worker partnership with Active schools to deliver targeted interventions focussing on health and wellbeing. 1 session per week in Rosyth are as identified by Active schools 22/23 with 12 young people. The programme in Rosyth unfortunately, had low numbers and never really took off. Instead, a partnership between YW, Active schools, Inzievar and Holy Name Primary schools has been formed and Active Eats sessions now happen on a Friday after school in the Community Centre. The session consists of 1 hour of physical activity led by active schools coach and supported by YW staff and young ambassadors and then half an hour of cooking/eating together led by yw staff. YP often then take away some of the ingredients to make at home for their families whatever they ate during the session.</p> <p>1.20 Universal Youth Work to continue to include education of beifaming active, healthy eating, substance abuse, smoking and positive mental health and well-being. All youth work sessions now include snacks and/or cooking sessions. Staff have worked hard to look at healthier alternatives and various ways of getting in your 5 a day. We continue to include issue-based sessions depending on the needs of the group.</p> <p>1.21 Establish partnership with Health Promotion Team, Health, and Social Care Partnership (S&W Fife locality) to develop, deliver health and wellbeing courses, access to online websites, including health and social care portal.</p>	<ul style="list-style-type: none"> • More integrated and community-based programmes of interventions (particularly for obesity, substance use and smoking) • More targeted support for carers • Reduced levels of preventable ill health Reduced premature mortality • Fewer alcohol related hospital admissions Reduced alcohol specific deaths • Fewer drug related hospital admissions Reduced drug related deaths • Improved air quality to meet prescribed standards to reduce preventable ill-health • Improved achievement of personal outcomes in health and social care services • More people can look after themselves to live in good health longer Increased number of people reporting positive experiences of using health and social care services • Improved mental health • Improved trauma awareness across services 	<p>Fife has reduced levels of preventable ill health and premature mortality across all communities.</p>

1.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
<p>1.22 Training and development opportunities for the Adult Learning Delivery Group members, led by Health Promotion team to upskill and develop experience in health-related course development and delivery.</p> <p>1.23 Audit of all health and wellbeing, substance misuse agencies and services, identify any gaps and enhance local partnership service delivery. Audit would involve consulting with national umbrella organisations strategies, service delivery & how appropriate they are for local delivery in SW Fife area, Engaging with Addiction Services, and smaller voluntary agencies; like clued up, local health promotion teams (Katie Provan) to build an emerging picture along with any gaps in the service delivery. Currently going through a huge consultation from Scottish Government and the continual rise in drug and addictions deaths across Scotland.</p>		
Evidence of Change		
<ol style="list-style-type: none"> 1. Establish multi-agency partnership to deliver CBAL employability and health related courses and services 2. Increased local service provision 3. Increased CBAL learner numbers 4. Increased learners accessing further education, volunteer opportunities and employment 5. Sustainable community pantries and food resilience projects 6. Increased support to address fuel and food poverty 		
Progress Update		
<ol style="list-style-type: none"> 1.1 Recruitment for YW staff under way Aug-Dec 2023 with progress to be made in January 2024 1.4 The S&WF Food Resilience Group will continue to support voluntary management committees and volunteers to establish and run weekly community pantries and community food growing organisations across S&WF, focusing on Food Resilience and sustainable models of community pantries. 1.5 S&WF Poverty Action Group (PAG) will support individuals and families to address fuel poverty and the cost-of-living crisis as directed by the strategic decision and service led. By working in partnership with the Fuel Bank, cosy kingdom, CARF, and housing team who have ability to do top ups and funding to assist tenants in crisis. CARF for debt. 1.7 Continue to develop Job Clubs and Welfare Sessions in partnership with Social Security Scotland to provide advice and support to individuals and families. Sessions will be offered weekly in Kincardine Centre and Oakley, High Valleyfield, Inverkeithing and Rosyth Hubs. 1.8 Volunteer work placement developed with SES and local providers for young people and enhanced through the Next Step course delivery of 'Introduction to Customer Care. 1.9 Universal Youth Work (YW) continues to grow across the area taking on new sessions to accommodate larger numbers of young people post covid. 1.10 Staff will continue to take part in CPD opportunities for upskilling. 1.12 Adult Learning Delivery Group has established a multi-agency partnership with Fife College ABE, Community Based Adult Learning Tutors, and Digital Skills Tutors to support Community Based Adult Learning (CBAL) Employability courses. The current employability courses are delivered in both Parkgate and High Valleyfield learning centres, along with using Treetops Nurture Hub to run Skill Up and Step In courses. Both these courses include Adult Basic Education (ABE), 		

1.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
	<p>Digital Skills and offers learners taster sessions in Health Issues in the community, outdoor learning. In addition to these taster sessions, the learners gain accreditation in REHIS Elementary Food hygiene, emergency at work first aid, Scottish mental health first aid, adult achievement awards and participate in community project. These employability courses have 3 outcomes; 1. progress to further learning in Fife college campuses 2. take on a volunteering opportunity 3. move into employment. Skill up runs in Parkgate on Monday and Friday morning (9.30-12.00) and High Valleyfield on Wednesday mornings (9.30-12.00). Step In runs in Parkgate on Wednesday afternoons (12.00-3.00) and Thursday in Inverkeithing Treetops Nurture Hub (9.30-2.30). Digital Skills, we run drop-in sessions at Parkgate Centre on Thursday and Friday afternoons (1.00-3.00).</p>	<p>1.13 Local Learning Centres and local Adult Learning planning and delivery group members and budgets to create an action plan of various CBAL courses to support increased employability, volunteering opportunities and access to further education.</p> <p>1.14 Courses to include, Step In, Step Up, Springboard, confidence building courses (6 Pillars, 7 Habits), access to ABE and Digital Skills courses to increase numbers out of digital exclusion. Create tailored learning journeys for most disadvantaged learners in SIMD areas.</p> <p>1.15 Create new partnerships with colleges, schools, social work, health promotion, Fife Voluntary Action (FVA), supported employment services through the Adult Learning Delivery Group. This will identify new opportunities for partnership working and create a common thread across the locality to allow learners have access to a supported network and are connected learning community. To develop wide ranging and appropriate learning journeys to meet complex and ever-changing needs of chaotic families and individual learners. With a focus on health & mental wellbeing.</p> <p>1.16 Create a S&WF Adult Learning Planning Group (ALPG) Action Plan aligned to the new Adult Learning for Scotland strategy and linked to the HGIOCLD4 framework.</p> <p>1.18 The programme in Rosyth unfortunately, had low numbers and never really took off. Instead, a partnership between YW, Active schools, Inzievar and Holy Name Primary schools has been formed and Active Eats sessions now happen on a Friday after school in the Community Centre. The session consists of 1 hour of physical activity led by active schools coach and supported by YW staff and young ambassadors and then half an hour of cooking/eating together led by YW staff. Young people often then take away some of the ingredients to make at home for their families whatever they ate during the session.</p> <p>1.18 All youth work sessions now include snacks and/or cooking sessions. Staff have worked hard to look at healthier alternatives and various ways of getting in your 5 a day. We continue to include issue-based sessions depending on the needs of the group.</p> <p>1.20 Establish partnership with Health Promotion Team, Health, and Social Care Partnership (S&W Fife locality) to develop, deliver health and wellbeing courses, access to online websites, including health and social care portal.</p> <p>1.21 Training and development opportunities for the Adult Learning Delivery Group members, led by Health Promotion team to upskill and develop experience in health-related course development and delivery. Health promotions team are part of the South & West Fife PAG group, which offers CLD staff opportunities to take part in health & wellbeing training which build skills and abilities to work with learners and communities on health and wellbeing issues. Health promotion team also developed a pack of leaflets with website for CBAL learners to feedback on the information and access to the websites, which will influence future health and wellbeing packs.</p> <p>1.22 Audit of all health and wellbeing, substance misuse agencies and services, identify any gaps and enhance local partnership service delivery. Audit would involve consulting with national umbrella organisations strategies, service delivery & how appropriate they are for local delivery in SW Fife area, Engaging with Addiction Services, and smaller voluntary agencies; like clued up, local health promotion teams (Katie Provan) to build an emerging picture along with any gaps in the service delivery. Currently going through a huge consultation from Scottish Government and the continual rise in drug and addictions deaths across Scotland. This is currently a wider agenda item for the South-West Fife health and social care partnership locality planning group. The S&WF staff team are being trained in the Naloxone roll out programme.</p>

2.0 Local CLD Actions	Desired Outcomes	Plan fir Fife Ambitions
<p>2.1 Develop intergenerational work which builds a sense of ownership and belonging in communities. Blairhall has been identified as an area that would benefit from this work.</p> <p>2.2 The People Leadership Group will continue to develop work with subgroups that will focus and target work to areas were antisocial and risky or harmful behaviour is prevalent.</p>	<ul style="list-style-type: none"> • Reduced crime and anti-social behaviour • Reduced levels of harm • Reduced levels of violence and abuse against women and children 	<p>All our communities benefit from low levels of crime and anti-social behaviour</p>
<p>2.3 Continue to develop and deliver an inclusive, holiday programme provision which runs in local community venues and provides high quality family learning opportunities. Programmes will be determined on learner feedback and in conjunction with learners. Programmes will be targeted at SIMD communities in the first instance.</p> <p>2.4 Support adult learners to take part in projects which provide opportunities to improve mental and physical health such as introduction to Womens Wellbeing, 7 Habits, Six Pilar, coping with stress, local walk and talk groups and Brew Crew</p> <p>2.5 Encourage re-engagement of community members within local community centres through a series of open days and events.</p> <p>2.6 Use social media and “bump points” to actively promote the services on offer at local Community Centres.</p> <p>2.7 Ensure Community centres are welcoming and inviting spaces where community members can pop in to ask for information and feel they have been supported on first contact.</p> <p>2.8 Continue to build on the work of the Community Connector seminars that took place prior to the pandemic.</p> <p>2.9 Develop a volunteer driver pool to support individuals and families across S&WF to attend CLD and community engagement opportunities in response to the cost-of-living crisis.</p> <p>2.10 North Queensferry Community Complex Local Service Delivery through a Service Level Agreement and Recurring Grant. Focus on work with young people, community-based Adult Learning opportunities and support to community and self-help groups.</p> <p>2.11 Link Officer support to NQF and Kincardine to review and refresh centre programmes in line with local community needs, trustees of the centre have a long-term maintenance and development strategy to enhance facilities.</p>	<ul style="list-style-type: none"> • Greater participation in physical activity by all age groups • Increased footfall across all facilities, increased concessionary attendances, increased membership take-up for leisure schemes • Increased participation in cultural life • Increased participation in outdoor recreation • Increased satisfaction with outdoor, cultural and leisure opportunities 	<p>Every community has access to high quality outdoor, cultural and leisure opportunities</p>

Evidence of Change

1. Board of trustees working with Fife Council Communities and Neighbourhood service through Service Level Agreement.
2. Increased usage of centre, including youth groups, schools, adult learners, community, and self-help groups.
3. New facilities including; multi-use games area, development of play park, increased use of green space for sports, leisure, and recreational opportunities.
4. New charitable status (SCIO) Community Centre, now known as North Queensferry Community Complex

Progress/Update

- 2.3 We continue to provide a high-quality School holiday programme. Local Community venues are utilised, such as Blairhall community centre, Ballast Bank Community centre, Valleyfield Community Centre, Oakley Community Centre. Staff also supported a 7 habits residential for the second year running which took place at Lagganlia. Learner feedback was sought at all events and fed back to the local Area committee as part of the summer report.
- 2.3 A new partnership has been developed with Inverkeithing PS Active Schools, Inverkeithing HS and Community Use at The Wing which looks at planning and delivering a family learning programme in Inverkeithing during the winter months. This programme will provide an opportunity for the whole family to learn together, and will also encourage learned skills, habits and knowledge to be adopted and applied in everyday life. Activities will be intended to be able to be replicated by the family at home, not requiring great expenditure or unrealistic resources. This programme aims to target families in Inverkeithing and surrounding areas who are identified in SIMD areas with the objective of tackling poverty and the cost-of-living crisis.
- 2.4 Adult learners are supported to take part in projects which provide opportunities to improve mental and physical health such as introduction to Women's Wellbeing, 7 Habits, Six Pilar, coping with stress, local walk and talk groups and Brew Crew. 7 habits have run twice this year so far with learners from across South and West Fife. Coping with stress runs as a part of the Step In course and Brew Crew continues to run at Parkgate Community Centre. Learners are supported with transport costs; childcare costs are available if learners are able to book spaces with local childminders or childcare provision. Contact is made with new learners before courses start and we offer information and advice and a point of contact for any questions they may have.
- 2.5.1 A mapping exercise on various activities and groups running in Inverkeithing Civic Centre, Parkgate, Oakley and Valleyfield Community Centres has been completed. This map has enabled us to identify what activities are currently running in each centre and the actions that we need to take to fill the gaps. It allowed us to open conversations with other services at S&WF's Cost-of-Living/Winter Coordination Group meeting. The group came to an agreement that we do an 'open day' type event incorporating activities for families and information stalls to encourage participation and re-engagement with community members.
- CEW has coordinated and organised 4 Open Day events which highlighted and promoted S&WF's Community Assistance Hubs. The series of events were held at ICC, Parkgate CC, Oakley CC and Valleyfield CC. 16 internal and external agencies/services supported and participated by providing information stalls which were attended by 113 people in total. There were also activities provided for children and taster sessions on sewing and the 5-minute Japanese language for adults. Furthermore, soup, bread and refreshments were provided. It was aimed to increase people's awareness that their local community centres (CAH) are available as safe places not only to get warm but also a place to socialise, meet people and be informed of the kind of support available to them should they need it.
- 2.5. The Anti-Poverty & Community Wealth Building Project have awarded small pots of funding to various grassroots community support groups in S&WF so they can deliver projects within their local communities. This funding is part of the Warm Welcome provision to help individuals and communities with the cost of living so they can access and participate in leisure and recreational opportunities free of charge during the colder months. The objective is to encourage community members to engage in opportunities that are available to them and tackle loneliness and isolation during the winter period. CLD's role is to ensure that monitoring and evaluation are completed at the end of the project and act as a main contact should there be any matters arising.

2.6	Social media use has increased with all poster and information for new courses being uploaded to Facebook, posters have been created using Canva giving our promotional materials a refreshed more modern look and displayed in local venues, shops and community bump spots. New brochures promoting CBAL have been developed and are now available for distribution.
2.7	We now have a full complement of support assistants in the community centre's who are available to meet and greet potential new learners. Staff are kept up to date about local provision and are able to share information or contact another member of staff to respond to the learner.
2.10	North Queensferry community complex operates under a service level agreement and recurring grant scheme with Fife Council. A CLD staff member is their identified Link Officer supporting the shared objectives within the service level agreement. Over the past year, the board of trustees have developed and delivered service provision in line with local need and have met their shared objectives within the service level agreement. At the moment, the community complex board of trustees are going through the process of trying to recruit new volunteers and board members. The board of trustees trialed a period of employing a centre manager to enhance and increase footfall and increase centre usage, unfortunately the sustainability of this model did not prove successful and are now reverting to a previous model where board members will take on a more active role with caretakers to increase centre usage. The board of trustees have done an excellent job in refurbishing the community centre utilising the community payback team in supporting the refurbishment and decoration of the centre. The community complex has significantly contributed to the North Queensferry local action plan which has also resulted in more cohesive joined up working with wider community groups in North Queensferry, including improve links and joint working with North Queensferry Primary School.

Inclusive Growth & Jobs

3.0 Plan for Fife Ambitions	Desired Outcomes	Local CLD Led Actions
3.1 CLD partners to build community wealth opportunities by using local businesses to deliver services such as; catering, events, tutors, and instructors. 3.2 Supported Work placements for adult learners. 3.3 CBAL courses responsive to the needs of local employers. 3.4 Better connections at community level with local employers and big local businesses. 3.5 Build and develop the existing partnership with SES and FVA. 3.6 Develop effective, efficient, and green transport links to and from the West Fife Villages. 3.7 Investigate support for learners who express an interest. 3.8 Develop a volunteer driver pool.	<ul style="list-style-type: none"> Increased economic activity Higher employment level Higher improvement rates than the rest of Scotland Increased national and international markets for Fife businesses Increased investment in the green economy Increased investment in the STEM (Science, Technology, Engineering and Maths) related businesses Increased apprenticeships Reducing health barriers to work improved business connectivity (especially transport, digital and workforce mobility) 	Economic activity and employment in Fife are improving faster than in the rest of Scotland
3.9 CBAL opportunities for learners who want to seek employment in the tourism industry, developed in partnership with Local colleges and businesses. 3.10 North Queensferry Local Action Plan - utilising a Place Standards Consultation process; working with North Queensferry Community to	<ul style="list-style-type: none"> Increased investment in tourism Increased use of natural, cultural, and historical assets for tourism 	Fife has year on year increases in visitor numbers and tourism spend.

<p>increase tourism, utilising Forth Bridge World UNESCO Heritage Site and other rich heritage and historical sites. Engaging with South & West Fife People and Place Leadership group - access to Fife Council and partner agencies to address the Local Action Plan outcomes.</p> <p>3.11 CLD support development of off-road motor bike and outdoor facility in partnership with Police Scotland; community members, local businesses, and voluntary sector.</p>	<ul style="list-style-type: none"> Increased number of tourists Increased spending from tourism Increased tourism-related businesses 	
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Evidence of Change

1. Increase awareness of heritage history of North Queensferry.
2. Increased tourism footfall in the area.
3. Local businesses enjoy increased spending in local shops/facilities.
4. Increased tourism facilities, that can be used by tourists and local people.

Progress/Update

- 3.1 Where possible we use local tutors with the majority of self-employed tutors living and working within S&WF. When organising events we use local business for catering such as sweet sensations in High Valleyfield, the Millhill café in Inverkeithing and Yellow café in Rosyth. We have also worked closely with EATS Rosyth and Valleyfield Community Club to provide catering for School holiday programmes.
- 3.2 Next Step Employability programme for young people working in partnership with local providers for volunteer placements linked to training taking place in programme 'Introduction to Customer Care' and 'Introduction to Tourism'. Working with SES to develop other placements.
- 3.3 Talks have begun to seek further information about the Greenport in Rosyth and how this will impact on the local economy and what employers will look for. CEWS have also contacted Sky Group LTD in Rosyth to initiate discussions on the needs of the company and what skills they look when they advertise for new employees.
- 3.4 CLD staff (CBAL) wish to explore the development of a construction access course registered centre, utilising one of our learning centres at Parkgate or Valleyfield. Since the closure of West Fife Enterprise, there is a gap for local people in South & West Fife area accessing CSCS Card courses, which are a pre-requisite for any construction employment position. The nearest registered centre is Camilla Training in Cardenden, which is a huge logistical issue for local people accessing these courses. CLD staff suggest discussions with Skills Development Scotland, the employment training consortium and CLD management team on best ways to progress this issue.
- 3.10 The North Queensferry Local Action Plan Community Forum have finalised their audit document on progress of the local action plan outcomes indicating where outcomes are completed and how longer-term outcomes will be addressed. Community groups and Fife Council services have been identified as leads on the longer-term outcomes. The community forum also explored if the purpose of the forum is still appropriate and fit for the ongoing progress of the plan outcomes. The forum members feel meeting every second month is more effective with the set-up of small steering groups when required to take on the lead of longer-term outcomes. The community forum are in the process of arranging an open evening to invite all local residents to hear about the work of the forum in taking forward the local action plan outcomes. This open evening looks likely to be held in early December.
- 3.11 Project on-going. Funding application for feasibility study submitted – awaiting decision. Small steering group has been formed and will take on the feasibility study.

Community Led Services

4.0 Local CLD Led Actions	Desired Outcomes	Plan for Fife Ambitions
<p>4.1 Continue to support community pantries, from arm's length, ensuring that communities can take ownership. In turn lowering the demand on food banks etc (Oakley, Blairhall, Kincardine, HVF & Inverkeithing). Review Job Clubs, offering a more joined up one stop shop for welfare, crisis, poverty, job search etc.</p> <p>4.2 Use of digital tools and social media to highlight and promote the services offered and where to access.</p> <p>4.3 Continue to support the delivery of Neighbourhood Plans focussing on priority areas including Saline and Steelend, and the West Fife Villages.</p> <p>4.4 Support the development and deliver of a Neighbourhood Plan in Aberdour.</p> <p>4.5 CLD will build capacity to develop a community led youth hub that will influence and shape future youth work delivery.</p>	<ul style="list-style-type: none"> • People consider services are more joined up • Reduced demand for crisis services • Reduced levels of need evidenced by lower demand for social care services through preventative approaches across all sectors 	<p>Our public services are more joined up and acting 'one step sooner'</p>
<p>4.6 CLD to continue to support and expand on local Participatory Budgeting exercises - Forward West Fife, Youth Bank, Scottish Power (Ash Lagoons).</p> <p>4.7 Continue with and expand on Community Wealth Building approaches – Community Growing Spaces, Community Pantries, Skate Park/Play Park initiatives etc.</p> <p>4.8 Continue to support and encourage participation in local Management Committees, Community Councils, Forums and Emergency Resilience Groups etc.</p> <p>4.9 CBAL support to learners who are developing community led groups and services such as REHIS Food Hygiene, Health and Safety training and First Aid. There will be 2 courses of each programme per year delivered in both Parkgate and High Valleyfield Community Centre.</p> <p>4.10 North Queensferry Local Action Plan – a Place Standards consultation approach to develop a Local Action Plan with short-, medium- and long-term outcomes. Partnership approach with local reps, established into a local Community Forum, engaging with South and West Fife People and Place Leadership group. An effective Local Action Plan with identified outcomes to utilise a new land-based strategy, increased community facilities and with a commitment from local Community Forum and South and West Fife People and Place Leadership group.</p>	<ul style="list-style-type: none"> • More people involved in local community planning and locality planning • More people involved in land use planning • Greater numbers of people involved in planning and delivering services • More community-based models of social provision 	<p>Fife's communities and individuals are more involved in local decision making and in helping to plan and deliver local services</p>

Evidence of Change

1. Established Community Forum working in partnership with South and West Fife People and Place Leadership group.
2. North Queensferry Local Action Plan, agreed and implemented through South and West Fife Area Committee.
3. Community Forum developing a communications strategy to inform wider community of Local Action Plan outcomes.

Progress/Update

- 4.1 Community pantry in Blairhall has been dissolved due to low use and number of volunteers. Regular users were directed to Oakley Pantry. HVF pantry has not re-started due to inability to receive Fareshare delivery. Pantries in Oakley, Kincardine and Inverkiething continue to be well used. Oakley Community Pantry volunteers are holding their own fundraising activities to raise funds to enhance what they can offer at Christmas time.
- 4.6 There were 5 community council areas affected by the 'Ash Lagoon Incident' at Longannet Power Station in 2017: Newmills & Torryburn, Kincardine, High Valleyfield, Low Valleyfield and Culross. In the aftermath of the incident, these communities were provided with funding (an amenity benefit contribution) from Scottish Power via Fife Council. The funds (totalling £170,000, which also included a legacy payment for the closure of the power station) were to be distributed through a participatory budgeting (PB) exercise. The PB exercise ran successfully between summer 2022 and February 2023, resulting in >£170,000 being distributed to local voluntary organisations and charities. Over 200 local people cast their vote to decide on which projects should receive funding. The Steering Group for the funding worked collaboratively to plan, design and implement the second largest PB exercise ever carried out in Fife. Supported by FC Communities and Neighbourhoods staff, the five areas now all have legacy projects in place because of this funding.
- 4.9 CBAL support to learners / volunteers who are managing and delivering community pantries with training opportunities such as REHIS Food Hygiene, Health and Safety training and First Aid. There will be 2 courses of each programme per year delivered in both Parkgate and High Valleyfield Community Centre. CLD staff (CBAL) ran a REHIS food hygiene course on 25th October and 1st November 2023 where 12 learners achieved the REHIS food elementary food hygiene certificate, a nationally recognised accreditation and well recognised within the food industry. We also ran emergency at work first aid on 8th and 15th November 2023 where 10 learners achieved their emergency first aid at work accreditation.
- 4.10 North Queensferry Local Action Plan – a Place Standards consultation approach to develop a Local Action Plan with short-, medium- and long-term outcomes. Partnership approach with local reps, established into a local Community Forum, engaging with South and West Fife People and Place Leadership group. An effective Local Action Plan with identified outcomes to utilise a new land-based strategy, increased community facilities and with a commitment from local Community Forum and South and West Fife People and Place Leadership group. The community forum completed their annual audit of outcomes within the local action plan, this identified some completed outcomes and identified leads including community groups on the progress of the longer-term outcomes. The community forum also undertook a facilitated self-evaluation to explore if the purpose of the community forum still remained the same as being the lead voice for the community engaging with Fife Council partner agency services. The forum also explored meeting frequency and how to structure meetings. The community forum intends to hold an open evening inviting all local residents to come along and hear how the forum has worked with Fife Council partner agencies to complete and progress the local outcomes. The anticipated date of this open evening will be early December.

Review Job Clubs, offering a more joined up one stop shop for welfare, crisis, poverty, job search etc. Job clubs and welfare sessions will be an integral part of the Hubs being established in Oakley, High Valleyfield, Rosyth and Inverkeithing.

The Well Data - South and West Fife 2023-2024

The table below shows the number of people who have received support from The Well over the past year:

1 MARCH 2023 TO 29 FEBRUARY 2024

S&WF VISITORS TO PHYSICAL WELLS	74
S&WF RESIDENTS SUPPORTED BY WELLS	195
S&WF REFERRALS	89 (35 from Social Work)

The table below shows the age breakdown of individuals who have received support from The Well over the past 12 months:

AGE RANGE	NO. OF PEOPLE WHO RECEIVED SUPPORT
16 – 24	10
25 – 34	10
35 – 44	15
45 – 54	14
55 – 64	17
65+	46
NOT KNOWN	83

The 'not known' figure relates to those that haven't provided this information as there's no requirement to provide any personal information when accessing The Well.

Community Learning and Development Feedback

Paragraph 3.2 - EASYP Programme

Qualification/Certificate	Number of young people
ICT Level 4	6
Employability Level 4	4
Literacy Level 4	5
Numeracy Level 4	5
Youth Achievement Bronze Award	5
7 Habits of Effective Teens	9

Paragraph 3.8 - Feedback from Air Fryer Cookery Course

“Built confidence in cooking new dishes. It was friendly and very helpful. Learned more about myself and how to use an air fryer. Meeting new people and being inspired to use the air fryer more. Learned the benefit of using an air fryer. I liked everything about the cooking course. I really enjoyed it, learning from others and companionship. Friendly tutors and easy to follow recipes. Very friendly group and helpful.”

Paragraph 3.6 – Taster Sessions

“Meeting friends and finding out all about them. Something to look forward to and learn new skills. Meet new people and share ideas with others. Mixing with other people and learning something new. I am interested in a wide variety of things but enjoy the company chat on various subjects. I also like ‘doing’ being active and crafts. I enjoyed the walk as I’m an outdoor person. To find out more information”.

Paragraph 3.14 CAH Open Events

“Overall good, my daughter found it exciting. Friendly staff, useful information, hope to see everyone in the future. It's been really good, didn't expect so many info stalls. Really good. It's been a good night. Really enjoyed it. Nice to have things on for all the family. Extraordinary. It's banging!”

17 April 2024
Agenda Item No. 15

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

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South and West Fife Area Committee

12th June, 2024			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Paul Dale/Nina Patton / Dick Harker	Six monthly update – last update 1st November, 2023
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 21st June, 2023
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector / Kathryn Fairfield / Inspector Cheryl Young	Annual report – last update 21st June, 2023
Scottish Fire and Rescue Service Annual Performance Report 2022/23	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 21st June, 2023
Roads and Transportation - Patching Performance Update - South and West Fife Area	Roads and Transportation Service	Vicki Connor / Gordon Henderson	
Update on the Industrial Innovation Investment (Fi3) Programme	Economic Development	Ronnie Hair	Update request from Cllr Browne
Area Housing Update	Housing Service	Claire MacKinlay	Six monthly update – last update 1st November, 2023
Area Lettings Plan	Housing Service	Claire MacKinlay	
OnFife Update Report	Fife Cultural Trust	Michelle Sweeney	Six monthly update – last update 21st June 2023 (plus six monthly Members' Briefing)
Forward West Fife Evaluation	Communities and Neighbourhoods Service	Alastair Mutch / Stephen Adamson	

South and West Fife Area Committee

4th September, 2024			
Title	Service(s)	Contact(s)	Comments
Area Roads Programme 2023-24 – Final Report	Roads and Transportation	Paul Hocking	Annual report – last update 6th September, 2023
Complaints Update	Customer Services Improvement	David Thomson	Annual report – last update 6th September, 2023
Welfare Support and Anti-Poverty Annual Report 2023-24	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 6th September, 2023
Report on Outcomes of Care Inspectorate Inspection of Nursery Early Year Provision	Education and Children's Services	Angela Logue / Jackie Funnell	As requested at 14th February, 2024 committee meeting (plus six monthly updates)

30th October, 2024			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson / Fiona McKay	Annual report – last update 1st November, 2023
Summer Provision Activities	Communities and Neighbourhoods Service	Mandy MacEwan	Annual report – last update 1st November, 2023
South and West Fife Area Local Community Plan and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Six monthly update

11th December, 2024			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Paul Dale/Nina Patton / Dick Harker	Six monthly update – last update 12th June, 2024

South and West Fife Area Committee

11th December, 2024			
Title	Service(s)	Contact(s)	Comments
Area Housing Update	Housing Service	Claire MacKinlay	Six monthly update – last update 12th June, 2024
Common Good and Settlement Trust Funds Annual Report 2023-2024	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 13th December, 2023
<i>OnFife Update Report (Six monthly members' briefing)</i>	<i>Fife Cultural Trust</i>	<i>Michelle Sweeney</i>	<i>Annual update – last update 21st June 2023 (plus six monthly Members' Briefing)</i>

5th February, 2025			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profile	Business and Employability	Peter Corbett	Annual report – last update 14th February, 2024
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	John Rodigan / Scott Clelland	Annual report – last update 14th February, 2024
Criminal Justice Social Work Service – Community Payback Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 14th February, 2024
Area Roads Programme 2025-26	Roads and Transportation Services	Vicki Connor	Annual Report - last update 14th February, 2024
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	Annual report – last update 14th February, 2024

South and West Fife Area Committee

30th April, 2025			
Title	Service(s)	Contact(s)	Comments
School Attainment and Achievement Report	Education and Children's Services	Sarah Else	Annual report – last update 17th April, 2024
Area Capital Update Report 2024/25	Finance and Corporate Services	Eleanor Hodgson	Annual report – last update 17th April, 2024
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Annual report - last update 17th April, 2024
Report on Outcomes of Care Inspectorate Inspection of Nursery Early Year Provision	Education and Children's Services	Angela Logue / Jackie Funnell	Six monthly update - Last update 4th September, 2024

11th June, 2025			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Paul Dale/Nina Patton / Dick Harker	Six monthly update – last update 11th December, 2024
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 12th June, 2024
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report – last update 12th June, 2024
Scottish Fire and Rescue Service Annual Performance Report 2023/24	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 12th June, 2024
OnFife Update Report	Fife Cultural Trust	Michelle Sweeney	Annual update – last update 12th June, 2024 (plus six monthly Members' Briefing)

South and West Fife Area Committee

Unallocated			
Title	Service(s)	Contact(s)	Comments
Housing Service – Allocations Process Update	Housing Services	TBC	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
Water Environment Fund (WEF) Project Update	SEPA	TBC	As agreed at 23rd November, 2022 Committee (para. 30 of 2022.SWFAC.16 refers)
Trauma Informed Practice		TBC	Report request from Councillor Neale at 10th August, 2022 Committee
Bike Park Strategy	Communities and Neighbourhoods	Kevin O’Kane	Report request from Councillor Goodall at 10th August, 2022 Committee
Additional Nursery Hours Update	Education and Children’s Services	Shelagh McLean	As agreed at 4th March, 2020 meeting
Report of the Pupilwise and Parentwise Surveys	Education and Children’s Services	Deborah Davidson	Annual report – Last update 14th August, 2019 (no survey in 2020). Survey to be undertaken end of 2021. Report to come back in 2022
Community Recovery Fund Update	Communities and Neighbourhoods Service	Alastair Mutch	Six monthly update – September 2024
Flooding Update within South and West Fife Area	Roads and Transportation	Rick Haynes	As requested by Councillor Goodall at 14th February, 2024 committee meeting
Place Sufficiency Assessment and Play Parks Implementation Plan Update	Communities and Neighbourhoods Service	Kevin O’Kane / Louise Whyte / Andy MacLellan	As requested by Councillor Goodall at 14th February, 2024 committee meeting
<i>Children’s Services Report</i>	<i>Education and Children’s Services</i>	<i>Deborah Davidson</i>	<i>No report submitted in 2020 – Agile Action Plan for Children’s Services in Fife was emailed to Conveners and Community Managers in September, 2020. Deborah will advise on new date for submission (2021)</i>
<i>Early Learning and Childcare</i>	<i>Education and Children’s Services</i>	<i>Jacqueline Price</i>	<i>Last update 2nd October, 2019. No report submitted in 2020. Jacqueline will advise on new date for submission.</i>
<i>WORKSHOP – Educational Outcomes</i>	<i>Education and Children’s Services</i>	<i>Shelagh McLean</i>	<i>Date to be confirmed</i>
<i>WORKSHOP – Pupil Equity Fund (PEF)</i>	<i>Education and Children’s Services</i>	<i>Zoe Thomson</i>	<i>Date to be confirmed</i>