

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(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** - Minute of Levenmouth Area Committee Meeting of 9th November, 2022. 4 – 7
4. **AREA ROADS PROGRAMME REPORT 2023-2024** – Report by the Head of Roads and Transportation. 8 – 15
5. **PUPIL EQUITY FUND** – Report by the Executive Director - Education and Children 's Services. 16 – 26
6. **LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)** – Report by the Head of Business & Employability 27 – 63
7. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – COMMUNITY RECOVERY FUND (CRF) PROPOSALS LEVENMOUTH.** – Report by the Head of Communities and Neighbourhoods 64 – 72
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12. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – PROJECT MANAGER POST (TOURISM) COMMUNITY RECOVERY FUND.** – Report by the Head of Communities and Neighbourhoods 112 – 201
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| 14. | SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – RAILING WORK EAST WEMYSS CEMETERY – Report by the Head of Communities and Neighbourhoods | 218 - 220 |
| 15. | COMMON GOOD POLICY STATEMENT – Report by the Head of Communities and Neighbourhoods | 221 - 228 |
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| 17. | LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME - Report by the Head of Legal and Democratic Services | 231 – 234 |

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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1st February, 2023

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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 mute microphones and switch cameras off when not speaking. This includes during any scheduled breaks or adjournments.

THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – REMOTE MEETING

9 November, 2022

9.30 a.m. – 11.25 a.m.

PRESENT: Councillors Colin Davidson (Convener), Tom Adams, David Alexander, Ken Caldwell, Eugene Clarke, David Graham, John O'Brien and Alistair Suttie.

ATTENDING: David Paterson, Community Manager (Levenmouth), David Thomson, Customer Experience Lead Officer, Sara Gray, Safer Communities Lead Officer, Paul Coleman, Safer Communities Team Manager, Communities; Chief Inspector Chris Dow, Inspector Matt Spencer, Police Scotland; Station Commander Niall Miller, Scottish Fire & Rescue Service, Peter Nicol, Housing Team Manager, Housing; Eleanor Hodgson, Accountant, Finance; and Elizabeth Mair, Committee Officer, Legal & Democratic Services.

Prior to the start of formal business, the Convener referred to the serious fire in Leven High Street the previous day and expressed thanks to the emergency services, Council officers and members for their exemplary response to the incident.

18. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 7.1.

19. MINUTE OF LEVENMOUTH AREA COMMITTEE MEETING OF 14TH SEPTEMBER, 2022

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 14th September, 2022.

Decision

The Committee:-

- (1) agreed to approve the minute; and
- (2) noted that, with reference to paragraph 6, the Levenmouth Tourist Association had agreed to accept two Council members, therefore Councillors Eugene Clarke and Alistair Suttie had been appointed as they had been nominated at the meeting on 14th September.

20. SAFER COMMUNITIES TEAM UPDATE REPORT

The Committee considered a report by the Head of Housing Services, providing an update on the operational activity of the Safer Communities Team within the Levenmouth Committee Area during the twelve month period 1st April, 2021 to 31st March, 2022.

Decision

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

21./

21. OPERATIONAL AND COMMUNITY BRIEFING ON POLICING ACTIVITIES WITHIN LEVENMOUTH

The Committee considered a report by the Local Area Commander, Police Scotland, providing an update on matters impacting on and involving Police Scotland, which had relevance to Community Safety within the Levenmouth Area.

Decision

The Committee agreed to note the action taken to date and support Police Scotland moving forward in addressing priorities within the Levenmouth Area.

22. SCOTTISH FIRE AND RESCUE SERVICE - LOCAL PLAN ANNUAL PERFORMANCE REPORT

The Committee considered a report by the Station Commander for Levenmouth Area, Scottish Fire and Rescue Service (SFRS), providing an update on incident information within the Levenmouth Area for the period 1st April, 2021 to 31st March, 2022 to enable the committee to have an overview of the SFRS performance against its key performance indicators.

Decision

The Committee noted the progress across a range of key performance indicators as detailed in the report.

23. LEVENMOUTH AREA HOUSING PLAN REVIEW 2023-26

The Committee considered a report by the Head of Housing Services, presenting a revised Area Housing Plan setting out area performance, service delivery and key housing issues following consultation with key stakeholders.

Decision

The Committee: -

- (1) approved the revised Levenmouth Area Housing Plan for 2023-2026; and
- (2) agreed to support the proposed changes to the Area Housing Plan.

The meeting adjourned at 11.00 a.m. and reconvened at 11.10 a.m.

24. COMPLAINTS UPDATE

The Committee considered a report by the Executive Director (Communities) providing an overview of complaints received relating to the Levenmouth Area for the year from 1st April, 2021 to 31st March, 2022.

Decision

The Committee noted the information provided on complaints responded to in target timescales and the proportionality of Service complaints.

25./

25. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – FIFE HERITAGE RAILWAY – FUNDING SUPPORT

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute up to £10,000 from the Local Community Planning Budget towards the cost of providing modular accommodation at the Fife Heritage Railway.

Decision

The Committee agreed: -

- (1) a contribution of £10,000 towards the cost of providing modular accommodation as part of the improvement work at the Fife Heritage Railway (FHR); and
- (2) that, given the position of the Fife Heritage Railway and its influence in both wards, the contribution be made up equally of £5,000 from Ward 21 and £5,000 from Ward 22 budgets.

26. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – REPLACEMENT PARKING BARRIER, FORESHORE AREA BUCKHAVEN

The Committee considered a report by the Head of Communities and Neighbourhoods seeking a contribution of £5,851.30 from the Local Community Planning Budget for Ward 22 towards the cost of a replacement parking barrier at the Foreshore area in Buckhaven.

Decision

The Committee agreed a contribution of £5,851.30 from the Ward 22 Local Community Planning Budget towards the cost of replacing the parking barrier at the Foreshore area in Buckhaven.

27. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – WEST WEMYSS PLAY AREA AND GLENLYON ROAD PLAY AREA – AREA CAPITAL FUNDING SUPPORT

The Committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for a contribution of £40,000 from the Local Community Planning Budget (LCPB) Capital element towards the cost of upgrading play area equipment at West Wemyss and Glenlyon Road, Leven.

Decision

The Committee agreed, as part of the area focus on improving play space and green space throughout Levenmouth:-

- (1) a contribution of £20,000 towards the cost of upgrading the play area equipment at West Wemyss; and
- (2) a contribution of £20,000 towards the cost of upgrading the play area equipment at Glenlyon Road, Leven.

28./

**28. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT
2021-2022**

The Committee considered a report by the Executive Director, Finance and Corporate Services, advising of the current status of the Common Good and Settlement Trust funds in the Levenmouth Area, along with relevant fund activities for the financial year 2021-2022.

Decision

The Committee noted the information contained in the relevant appendices for the various Common Good Funds and Settlement Trust Funds.

29. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

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

8th February 2023
Agenda Item No. 04

Area Roads Programme 2023-24

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

Wards Affected: 21 & 22

Purpose

The purpose of this report is to identify the projects which are proposed for inclusion in the 2023-24 Area Roads Programme for the Levenmouth area.

Recommendation(s)

Committee is asked to:

- i. Approve the report and appendices 1-3;
- ii. Delegate authority to the Head of Roads & Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme develops, in consultation with the Area Convener and Vice-Convener;
- iii. Note Appendices 4 & 5.

Resource Implications

The Area Roads Programme is funded from capital and revenue and some ring-fenced budgets. Programmes of work will be adjusted, if required, to ensure that expenditure remains within the Service budget.

Legal & Risk Implications

There are no known legal implications. There is a risk that if capital budgets require to be reduced, we will be unable to deliver all the Area Roads Programme priorities.

Impact Assessment

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

Consultation

Elected Members have been consulted on the devolved elements of the Area Roads Programme.

1.0 Background

- 1.1 The operation, management and maintenance of a safe and efficient transportation network has a major impact on the Fife economy and the quality of life of residents. Delivering transportation projects at local level underpins the priorities of the Fife Council Plan. Roads & Transportation has a key supporting role in relation to promoting a sustainable society, improving quality of life in local communities, and growing a vibrant economy. Roads and Transportation Services also provides support to activities which are part of reforming Fife's public services.
- 1.2 It is important to distinguish between reactive and planned maintenance works on carriageways and footways. Reactive maintenance has its own budget and refers to the need to repair defects considered to be potentially dangerous or constitute a considerable inconvenience to road users. These tend to be individual potholes. Planned works are those which can be addressed over a longer period and range from limited areas of patching to full width re-surfacing over longer lengths of road. The carriageways, footways and traffic management elements of the Area Roads Programme (ARP) are devolved to area committees.
- 1.3 The programme has been developed through the assessment and prioritisation of schemes identified by the processes below which follow the guidance identified in Table 5 of the Scheme of Decentralisation and Area Budgets approved by the Executive Committee on 17 November 2015: -
- Feedback from meetings with Elected Members,
 - Scheduled inspections, technical surveys, on-site assessments, and interrogation of maintenance management systems,
 - Suggestions received from Elected Members, Community Councils, and the public.
- 1.4 At its meeting on 1st February 2018 the Economy, Tourism, Strategic Planning & Transportation Committee approved a methodology for allocating devolved budgets (2018, ETSP&T, 13 para 24 refers). The methodology can be summarised as follows: -
- The Area Committees determine local priorities for carriageway projects based on an Area Committee budget allocation commensurate with the Road Condition Index, as reported annually to the Environment, Transportation & Climate Change Scrutiny Committee,
 - Local priorities for footway projects are decided based on an Area Committee budget allocation commensurate with the proportion of urban mileage,
 - The remaining Road Safety & Traffic Management budget, combined with any available Cycling, Walking & Safer Streets grant funding aligned to safer streets, is allocated to local priorities based on an Area Committee budget commensurate with population numbers,
 - The foregoing is managed and reported via the relevant Area Roads Programme.

1.5 For the Levenmouth area, the budgets for 2023-24 are as shown below: -

Devolved Budget	2023-24 Allocation
Carriageways	£724,754
Footways	£172,581
Road Safety & Traffic Management	£63,000

1.6 The level of capital resource allocated for carriageways and footways is concerning for future road condition. However, the Council reviews the capital plan every two years so there will be opportunities to consider additional investment going forward.

2.0 Issues and Options

- 2.1 Appendices 1-3 provide a detailed list of the proposed Area Roads Programme projects for budgets devolved to area committee. Category 1 schemes are committed to the programme dependent on available funding. Category 2 schemes will be promoted into the programme should any of the Category 1 schemes need to be deferred or additional funding becomes available.
- 2.2 An on-line system is in place to show how the carriageways and footways programme is progressing throughout the year.
- 2.3 Appendices 4 and 5 provide information on Street Lighting and Bridges & Structures works. These budgets are not devolved to area committees, but the works locations are provided for information.

3.0 Conclusions

- 3.1 The attached appendices contain the proposed 2023-24 Area Roads Programme for the Levenmouth area. The type of works, work location and provisional estimates are provided for each project.

List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Traffic Management & Road Safety
4. Street Lighting
5. Bridges & Structures

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Levenmouth Area Committee
Proposed Carriageway Scheme List for 2023-24

CAT1	Proposed for approval by Committee for delivery in 2023-24
CAT2	Proposed for approval by Committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.

2023-24 Budget Share	£724,754
2022-23 Projected Underspend	£9,909
Available 2023-24 Budget	£734,663

Ward	Ward Name	Town	Street	Location	Estimate	Running Total	Category
22	Buckhaven, Methil and Wemyss Villages	Rural Road	A915 Standing Stane Road	Three sections	£ 124,047	£ 124,047	1
21	Leven, Kennoway and Largo	Kennoway	A916 Sandy Brae	Old Station Road to New Road	£ 158,598	£ 282,645	1
21	Leven, Kennoway and Largo	Leven	Linnwood Drive	Holly Road to R/bout at Tassie Court	£ 80,721	£ 363,366	1
21	Leven, Kennoway and Largo	Leven	Old Mill Court	A915 Windygates Road to Shotburn Crescent	£ 21,965	£ 385,331	1
21	Leven, Kennoway and Largo	Rural Road	U074 by Drumeldrie	A917 to A917 via Newburn House	£ 70,785	£ 456,116	1
21	Leven, Kennoway and Largo	Leven	U084	B927 (Cupar Road) to C59 (Cupar Road)	£ 66,352	£ 522,468	1
22	Buckhaven, Methil and Wemyss Villages	East Wemyss	McDuff Street	Alexander Street to Main Avenue	£ 50,739	£ 573,207	1
21	Leven, Kennoway and Largo	Leven	C1 Kennoway Road	Leven gateway to start of anti-skid section & approx. 50m west	£ 205,371	£ 778,578	1
21	Leven, Kennoway and Largo	Windygates	U041 Milton Road/A916 Kennoway Road	West of Johnston Terrace to Fernhill View	£ 128,861		2
22	Buckhaven, Methil and Wemyss Villages	East Wemyss	A955 Main Road	Cemetery Entrance to East Gateway	£ 303,937		2

**Levenmouth Area Committee
Proposed Footways Scheme List for 2023-24**

CAT1	Proposed for approval by Committee for delivery in 2023-24
CAT2	Proposed for approval by Committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.

2023-24 Budget Share	£172,581
2022-23 Projected Overspend	£16,331
Available 2023-24 Budget	£156,250

Ward	Ward Name	Town	Street	Location	Scheme Type	Estimate	Running Total	Category
21	Leven, Kennoway and Largo	Leven	Beech Park Phase 2 of 3	West side from Sillerhole Road to outside no. 33	Footway	£ 54,791	£ 54,791	1
21	Leven, Kennoway and Largo	Kennoway	Castle Terrace Phase 2 of 2	o/s no 91 to o/s no 151	Footway	£ 62,833	£ 117,624	1
21	Leven, Kennoway and Largo	Leven	Hawthorn Street Phase 2 of 2	Full length. South side.	Footway	£ 39,989	£ 157,613	1
21	Leven, Kennoway and Largo	Leven	Anderson Street	Outside No 1 and Nos 10-34	Footway	£ 15,707		2
21	Leven, Kennoway and Largo	Leven	Gladstone Street	Full length	Footway	£ 63,394		2

Levenmouth Area Committee

APPENDIX 3

Proposed Roads Safety & Traffic Management Scheme List for 2023-24

CAT1	Proposed for approval by committee for delivery in 2023-24
CAT2	Proposed for approval by committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.

2023-24 Budget Share	£63,000
2022-23 Projected Underspend	£39,602
Available 2023-24 Budget	£102,602

Ward	Ward Name	Town	Street	Location	Scheme Type	Estimate	Running Total	Cat
21	Leven, Kennoway and Largo	Kennoway	Springbank Road		Speed reduction Measures	£ 10,000	£ 10,000	1
21	Leven, Kennoway and Largo	Bonnybank	A916		Speed reduction Measures	£ 15,000	£ 25,000	1
22	Buckhaven, Methil and Wemyss Villages	Buckhaven	Sandwell Street		Speed reduction Measures	£ 10,000	£ 35,000	1
22	Buckhaven, Methil and Wemyss Villages	Buckhaven	Methilhaven Road	At Muiredge GP Surgery	Convert Pedestrian Refuge to a Puffin Crossing	£ 40,000	£ 75,000	1
22	Buckhaven, Methil and Wemyss Villages	Methil	Kirkland Gardens	East Roundabout	Remove Raised Roundabout	£ 34,000	£ 109,000	1
22	Buckhaven, Methil and Wemyss Villages	Buckhaven	Wellesley Road		Upgrade Zebra Crossing to Puffin Crossing (awaiting confirmation from other parties on proposed schemes in the area)	£ 40,000		1 or 2
22	Buckhaven, Methil and Wemyss Villages	Methil	Kirkland Gardens	West Roundabout	Remove Raised Roundabout	£ 36,500		2

**Levenmouth Committee Area
Lighting Scheme List for 2023-24**

CAT1	For delivery in 2023-24
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Ward	Ward Name	Town	Street	Location	Scheme Type	Estimate	Running Total	Cat
21	Leven, Kennoway and Largo	Kennoway	Swards Pl, Springbank Road & Viewforth Pl		Lighting	£ 84,000	£ 84,000	1
22	Buckhaven, Methil and Wemyss Villages	Methil	Methil Brae		Lighting	£ 21,600	£ 105,600	1
22	Buckhaven, Methil and Wemyss Villages	Methil	Keir Hardie St / Turner Cres / Barrie St / Sea Rd Cul-de-sac / sea Rd R'bout		Lighting	£ 100,000	£ 205,600	1

**Levenmouth Committee Area
Bridges & Structures Scheme List for 2023-24**

CAT1	For delivery in 2023-24
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Ward	Ward Name	Town	Street	Location	Scheme Type	Estimate	Running Total	Cat
21	Leven, Kennoway and Largo	Leven	A955 from Methilhaven Road, Methil to Riverside Road, Leven	Leven Railway Bridge	Bridge Replacement	£ 10,060,000	£ 10,060,000	1
21	Leven, Kennoway and Largo	Lower Largo	Harbour Wynd	North of Harbour Bridge	Retaining Wall Repairs **	£ 100,000	£ 10,160,000	1

** for Communities

8 February 2023

Agenda Item No. 5

Pupil Equity Fund 2021-22

Report by: Carrie Lindsay, Executive Director, Education and Children's Services

Wards Affected: 21 and 22 Levenmouth

Purpose

To outline the progress of the Pupil Equity Fund through updating members on the work of schools in their area to address the challenge of Closing the Poverty Related Attainment Gap. This report presents an overview of the rationale, implementation and impact, to date, of the Pupil Equity Fund within schools across the Levenmouth Committee Area.

NB all figures in the report are rounded to two significant figures.

Recommendation(s)

The Committee is invited to:

- (1) scrutinise and comment on the progress made by schools in the Levenmouth area in the use of Pupil Equity Fund to positively impact on the educational outcomes of children and young people;
- (2) scrutinise and comment on the work of schools in developing approaches to reducing the Cost of the School Day;
- (3) link directly with individual schools for further information on the impact of Pupil Equity Funding on children's outcomes.

Resource Implications

There are no resource implications

Legal & Risk Implications

None

Impact Assessment

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

Consultation

No formal consultation was required prior to implementation of the Attainment Scotland Funding as this is a national initiative being implemented by Scottish

Government. Schools are however required to consult with stakeholders each year around their use of Pupil Equity Funding.

1.0 Background

Nationally

- 1.1 The Pupil Equity Funding (PEF) is funding allocated directly to identified schools by Scottish Government and targeted at closing the Poverty Related Attainment Gap. PEF is one element of the wider Attainment Scotland Funding.
- 1.2 The Pupil Equity Funding formed part of the £750m Attainment Scotland Fund which was to be invested over the current Parliamentary term. This fund is directly allocated to schools It has been confirmed that funding will continue to schools for the next four years.

Locally

- 1.3 In 2021/22, Fife Council schools received £10.3 million of Pupil Equity Funding (PEF) plus 15% pupil premium of £1.5 million giving a total of £12 million funding, to support the closing the Poverty Related Attainment Gap. The pupil premium was awarded in 2021 to provide further resource in recognition of the new and additional challenges resulting from COVID-19. This can be broken down as follows:

Primary - £8.9 million

Secondary - £2.8 million

Special - £170 000

- 1.4 Details of Pupil Equity Funding received by individual schools in the Levenmouth area can be found in Appendix 1. This totals:

Primary - £1.6 million

Secondary - £412 000

Special - £20 000

- 1.4 As in previous years the funding allocation has been calculated using the most recently available Healthy Living Survey and Pupil Census data and is based on:
 - The estimated number of P1-P5 pupils who would be registered for free school meals using the national eligibility [criteria](#).
 - The number of P6-P7 and S1-3 pupils who are registered for free school meals.
 - The number of special school pupils in the P1-S3 age range registered for free school meals.
- 1.5 In session, 2020-21 free school meal registration in Fife was 21.8% for primary aged children and 17.9% for pupils attending secondary school. In the Levenmouth area schools this is 35% for Primary and 25% for Secondary.

2.0 Planning and Reporting

- 2.1 Support for schools in the planning of the use of Pupil Equity Funding is provided at school, Cluster, Education and Children's Services Directorate and national levels.

- 2.2 As Pupil Equity funding is allocated directly to schools it is the role of the Head Teacher and school community to identify how best to use this funding to ensure equity for their pupils.
- 2.3 Schools are required to incorporate details of their Pupil Equity Funding plans into existing reporting processes to their Parent Council and include specific sections in their annual reporting through School Improvement Plans and Standards and Quality Reports
- 2.4 A review in 2022 carried out by Education Scotland found that Fife has strengthened the reporting of outcomes of PEF spend to ensure the impact of the fund is maximised. PEF planning, monitoring and reporting has been improved each year and is aligned with the school improvement cycle.
- 2.5 From our monitoring of spend in session 2021/22 schools were allocated a total of £11.8 million. With the carryforward from session 2020/21 schools had a total of £15.6 million to spend. From this, they spent a total of £9.6 million (62%), leaving an underspend across our schools of £6 million (38%). This underspend is measured in March at the end of the financial year however staff funded from PEF are paid until August. As of July 2022 this underspend was £3.4 million (22%). This is in line with the picture nationally.
- 2.6 Schools in the Levenmouth area were allocated a total of £2million. From this, they spent a total of £1.7 million (85%), leaving an underspend across our schools of £300 000 (15%) in March. This was mainly to cover staffing costs from April to August.
- 2.7 School were also unable to engage in all planned activities due to the disruption caused as a result of the pandemic. Staff and pupil absences were high and this will have impacted on some schools' ability to undertake some of the work on their PEF plans. This underspend was carried forward into session 2022/23. This funding was retained by schools and will be used to continue to support learners who are impacted by poverty.

3.0 Progress

- 3.1 In 2021/22 a second review of the impact of Attainment Scotland Funding within Fife was undertaken. This was a joint endeavour between Fife Council Education and Children's Services and our Education Scotland Attainment Advisor. It involved visits to ten schools, five of whom were in receipt of Schools Programme Funding, gathering data from staff, pupils and families across Fife. The data informed the basis of our Taking a Closer Look 2: A Review of Attainment Scotland Funding in Fife report.
- 3.2 Key findings from this review identified that within our schools:
 - The effective use of data has increased.
 - More schools are using Improvement Methodology to support their planning.
 - There is clear evidence of staff developing the skills in data literacy, improvement methodology and nurturing approaches that will ensure sustainability.
 - By setting clear aims and measuring data over time schools are able to identify the interventions that are having the desired impact.

- A key element of the success that schools have had with engaging families has been the deployment of staff to provide support to families.

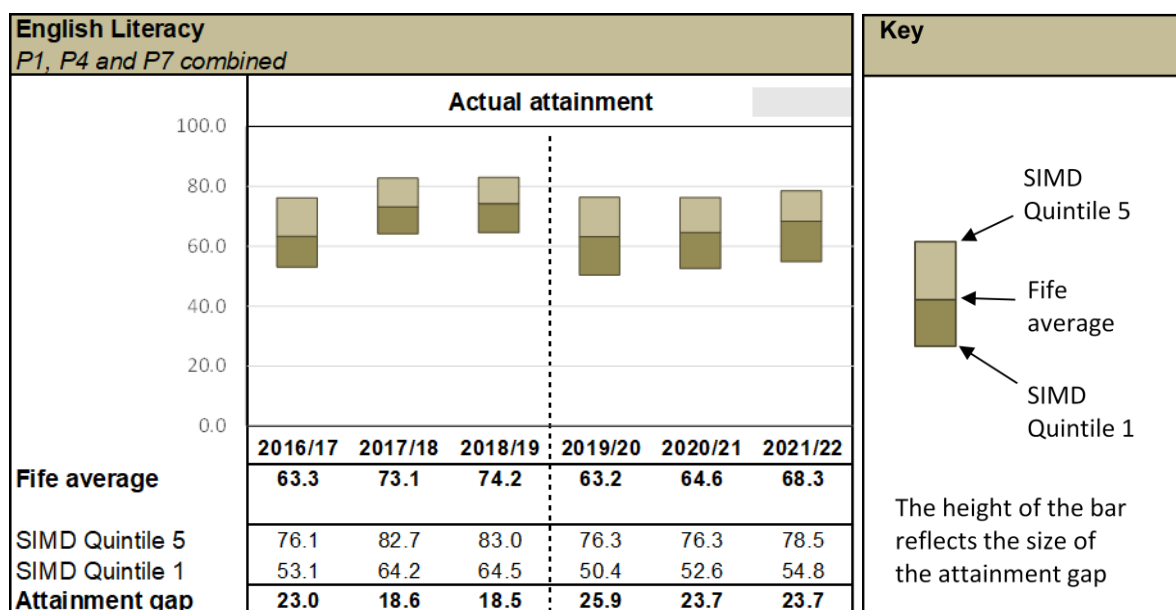
3.3 The review also identified that the key features of schools making the most impact were:

- An understanding of nurture and the value of this in determining the culture, ethos and relationships across the school.
- A shared understanding and vision for all learners that is centred around a culture of continuous improvement.
- Shared responsibility and leadership at all levels for ensuring improvement in outcomes for identified learners.
- High levels of expertise in data analysis at all levels to drive clear and outcome-focused self-evaluation.
- High-quality professional learning informed by self-evaluation, leading to improved learning and teaching.
- Effective partnership working e.g DAPL Fife (Drugs, Alcohol & Psychotherapies Limited), YMCA, Education’s Professional Learning Team and Osiris.

3.4 The report identified the scope to involve stakeholders (pupils/ staff/ parents) more in planning and supporting the range of work being undertaken through ASF in schools. The report also recommended further exploration of the use of participatory budgeting within school communities to support improvement activity.

4.0 Impact

4.1 Figure 1 shows the attainment gap that exists for pupils who live in the most disadvantaged 20% of areas – SIMD Quintile 1. As can be seen, the trends in attainment for these groups has have been adversely impacted by the Covid pandemic.



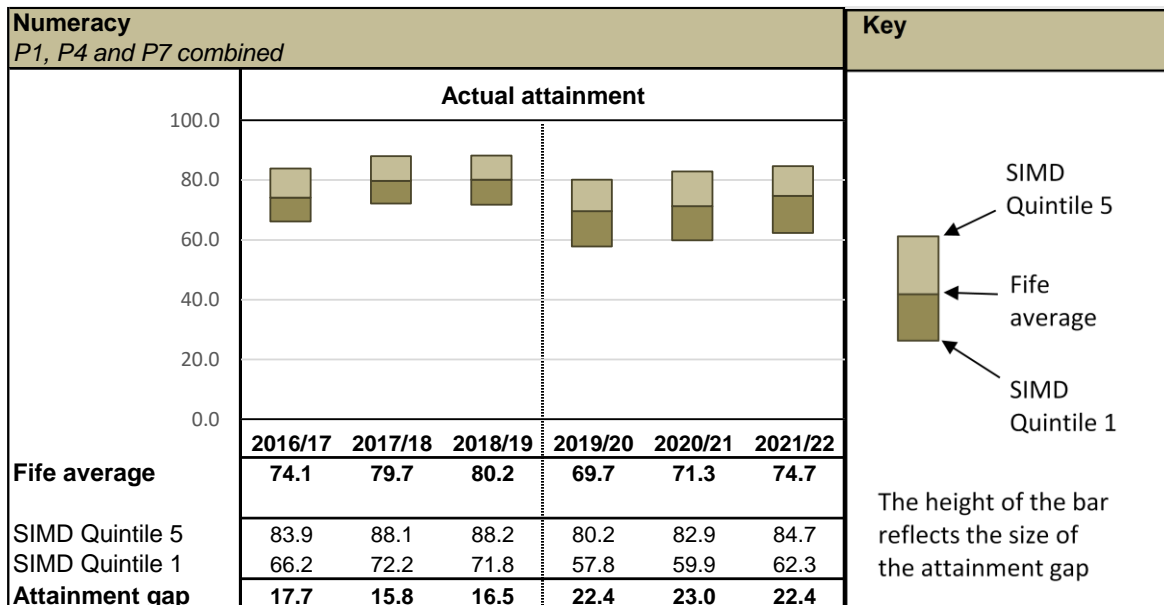


Figure 1. Trends in achievement of CfE levels in literacy and numeracy by primary pupils (P1, P4 and P7 combined) over the last six school years.

4.2 As can be seen:

- Levels of achievement for CfE continued to improve between 2016/17 and 2017/18, with a further closing of the attainment gap.
- However, levels of achievement and the attainment gap remained at a broadly similar level in 2018/19 to the preceding year.
- In 2019/20, the first year of the Covid-19 pandemic, attainment fell, and the attainment gap widened significantly again.
- Since 2019/20, achievement levels have begun to recover but are still significantly lower than in 2018/19.

4.3 The gap between the percentage of care experienced young people (LAC) who achieve a positive destination after school and their peers was reducing and was only 5% in 2020 (figure 2). This rose slightly in 2021 to 8% which equates to an increase of approximately four young people not achieving an initial positive destination.

4.4 The gap between the positive destinations achieved by those in SIMD quintile 1 and their peers has fallen to 3%.

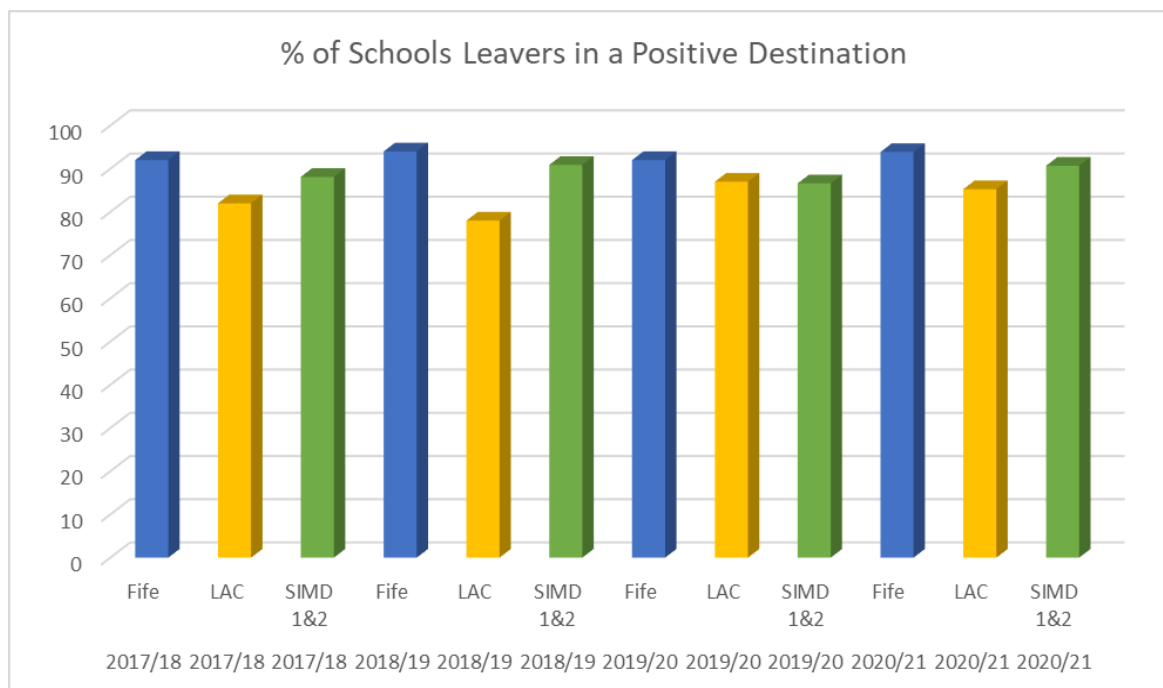


Figure 2. shows the initial positive destination data for care experienced young people and those living in SIMD Quintile 1.

- 4.5 Appendix 2 shares specific examples of interventions funded by Pupil Equity fund in Levenmouth area schools and their impact.

5.0 Cost of the School Day

- 5.1 Cost of the School Day has been a significant focus since the inception of Pupil Equity Funding. A significant number of schools continue to have uniform banks and this has been extended to include personal products. Some schools have extended this to offer clothes washing, laundry products and home cleaning products. Many schools had removed the cost related to the curriculum e.g. charges for resources in practical courses like Home Economics and Design Technology, prior to the Scottish Government funding. This is now in place in all secondary schools. Schools have started to look at the accessibility of school trips, especially at high school.
- 5.2 The costs relating to music tuition have been removed in Primary and Secondary school for all young people. Active schools have worked with local partners to provide cost free after school clubs in most Fife schools. Every young person who needs one now has a chromebook device suitable to complete schoolwork at home (i.e. not a phone).
- 5.3 The majority of schools use this to provide additional food through breakfast clubs or food carts. A few schools have a resource box in each classroom with resource toiletries and snacks from which young people can help themselves. We are looking to scale and spread the effective practice in this area and are setting up a working group of Headteachers to facilitate this.
- 5.5 Almost all Secondary school provide a free piece of uniform (usually a tie) to all new S1 pupils. The Scottish Government is currently consulting on new guidance for school uniforms, school communities have been encouraged to participate.

- 5.6 All Headteachers have received support through our regular Attainment Scotland Networks, to plan mitigations to the Cost of the School Day. Schools are directed to the cost of the school day [toolkit](#) and associated resources created by the Child Poverty Action Group. The Poverty Alliance provided a specific training for 39 pupil support assistants from across Fife schools in May 2022. Schools were able to share good practice and learn from colleagues across Scotland.

6.0 Conclusion

- 6.1 As identified earlier in this paper, the impact of Covid 19 and subsequent school closures had a significant impact on all pupils. Schools continue to reflect upon the use of Attainment Scotland Funding and adapt funding accordingly to ensure that our most vulnerable learners are supported and challenged.
- 6.2 There is no doubt that the effect of the pandemic continues to impact our most disadvantaged learners. Our schools are working relentlessly with families and communities to support wellbeing and to re-engage them in learning. However, in line with findings nationally, educational attainment has been affected for all age cohorts and we saw a widening of the attainment gap in some settings which we are beginning to show signs of addressing. A lack of face-to-face pupil contact was the most commonly cited challenge for our schools during school building closures. Despite adapting their approach to remote learning, some schools identified a lack of in-person contact as barrier to engagement – in terms of delivering the curriculum and maintaining targeted interventions and pastoral care.
- 6.3 Attendance across our schools continues to be impacted with evidence showing mental health within families to be a key contributor to this. Our most disadvantaged learners will remain a focus of our work, as though it is essential that we consider the equality aspect of learning and ensure that all of our young people have access to high quality learning and teaching, it is vital that we pay close attention to those learners identified through our Pupil Equity Fund work. We will work to ensure that these young people receive more than the provision for all and that there is a continued focus upon equity and additionality.
- 6.4 As we moved through last session, we were able to have people back into buildings, schools reported a lack of confidence in families in their engagement with schools. This is an area that schools will continue to develop and nurture to ensure that family engagement is once again core to improving outcomes for our learners.

List of Appendices

1. Pupil Equity Fund Overview in the Levenmouth Area
2. Examples from Cluster Schools of Work Being Undertaken Through PEF

Background Papers

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

[Free School Meal Entitlement and eligibility - gov.scot\(www.gov.scot\)](http://gov.scot/www.gov.scot)

[Equity in Fife – Pupil Equity Funding – Fife Education 2021](#)

[Pupil Equity Funding: school allocations 2021 to 2022 - gov.scot \(www.gov.scot\)](http://gov.scot/www.gov.scot)

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Pupil Equity Fund Overview**Levenmouth Area****Session 21/22**

School	Roll (approximate)	SIMD Average	2021-22 Total Allocation including Top-up	2021-22 Underspend Carried Forward
Aberhill Primary School	292	1	£205,711	£78,493
Balcurvie Primary School	147	6	£29,166	£14,125
Buckhaven Primary School	242	2	£167,669	£69,573
Coaltown of Wemyss Primary School	95	6	£19,021	£1,569
Denbeath Primary School	190	2	£104,265	£56,787
East Wemyss Primary School	154	3	£53,259	£34,305
Kennoway Primary & Community School	409	3	£204,302	£117,257
Methilhill Primary & Community School	367	2	£270,524	£130,747
Mountfleurie Primary School	310	4	£146,534	£57,900
Parkhill Primary School	278	3	£69,040	£30,045
St Agatha's R C Primary	232	3	£100,038	£41,256
St Marie's R C Primary School	358	4	£114,127	£28,425
St Ninian's R C Primary School	132	4	£57,768	£38,374
St Patrick's R C Primary School	186	4	£46,496	£20,042
St Paul's R C Primary School	192	4	£56,359	£27,592
Levenmouth Academy	1,710	3	£363,517	£152,080
St Andrew's R C High School	836	4	£111,309	£42,403
Hyndhead Special School	26	3	£25,725	£9,986

Examples from Cluster Schools of Work Being Undertaken Through PEF

Strand	Intervention(s)	Impact
Literacy	Across the cluster a range of interventions have been implemented to support literacy. These have included additional staffing to provide targeted supports in aspects such as phonological awareness/ writing/ speech development; developing the use of data with staff to improve planning and identify learners who would benefit from additional input and supported reading groups.	Identified children in P2 have benefitted from a daily input in phonological awareness skills. This has improved early reading skills from a baseline of 56% to 80% An identified cohort of learners in P6 and P7 were targeted for writing. These learners were on track before lockdown 1 to complete 2nd level by the end of P7. As a result of covid related absences and a 2nd lockdown the gap has widened. Targeted support in P2, 3, 4 and 5 for reading is where most success has been achieved. Almost all children are back on track, having gained between 6 months -12 months as a result of targeted interventions.
Numeracy	In one school PEF funded teacher has supported P4 and P7 targeted cohorts to improve writing and numeracy skills.	This has helped to move all targeted learners on. They haven't all achieved Early level but their projection dates have been shortened.
Health and Wellbeing	P7~Outdoor learning- focus on engagement, attendance and Outdoor Learning. Resources bought to help children with sensory needs and distressed behaviour to work with and to be used as part of a sensory programme	All children increased confidence during outdoor learning. Resilience and team work skills improved. The resourcing of sensory and emotional wellbeing aids have seen an increase in children using them and a decrease in very distressed behaviour.
Professional Development	In one school a support for learning teacher trained all Support Staff to deliver a variety of programmes to support learners eg KitBag, Anxiety Training, Clicker	Individual and target groups pupils receive support to meet learning and emotional needs. 47 pupils received kitbags sessions throughout the session.
Additional Staff	Almost all schools within the cluster use some of their funding to employ additional PSAs. These staff work directly with targeted groups and individuals.	Additional staffing supported the absence levels from covid. When this absence cover was not needed, they were supporting within a specific class where attainment levels for a few children was more than 18 months behind. the focussed support with this class and the shared teaching and planning of learning had a significant impact and all children made good progress reducing the attainment gap to 1 year or less. .
Engagement with 3rd Sector	Schools worked in partnership with First Chances, Columba 1400, Duke of Edinburgh and ASDAN.	Pupils reported that they felt they had more strategies they could use to help support them in situations that they might previously have struggled. Pupils have presented at Scottish Learning Festival, keynote speakers at Craigoyston HS Leadership Retreat and been involved in Fife programmes, delivering training to middle leaders
IT Support	Development of ICT skills for all learners, so that all learners P1-7 can competently use Teams, P4-7 GLOW	

	and Office 365	
Cost of School Day	young people in Levenmouth HShave access to clothing bank, toiletries bank, and showering facilities – supported by inclusion mentors within pupil leader groups	

N.B – There was no expectation that schools should undertake work in each of the strands therefore not all strands will contain examples of interventions or impact.

8 February 2023

Agenda Item No. 06

Local Area Economic Profiles (December 2022)

Report by: Gordon Mole, Head of Business and Employability

Wards Affected: Ward Nos. 21 & 22

Purpose

The purpose of this report is to provide members with an annual overview of the performance of the local economy and labour market in Levenmouth. The information presented is intended to provide background and context to council activity within the area and to help inform area committee discussion and decision-making.

Recommendation(s)

It is recommended that Members:

1. Consider and comment on the issues raised from the analysis of the latest available data; and,
2. Recognise the ongoing economic challenges and uncertainty.

Resource Implications

There are no resource implications associated with this report.

Legal & Risk Implications

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

Impact Assessment

An Equalities Impact Assessment has not been completed and is not necessary as it does not represent a change to policy.

The Fairer Scotland Duty, which came into force on 1 April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socio-economic disadvantage when making strategic decisions. The information presented in this report and accompanying presentation provide members with context on inequalities within their committee area and Fife as a whole.

Consultation

Key officers from within Business & Employability, Legal and Finance have been consulted in the preparation of this overview report.

1.0 Background

- 1.1 Appendix 1 provides updated local economic profiles for each of the Council's seven committee areas using the latest available data as of December 2022.
- 1.2 The profiles are based on analyses of a range of labour market and economic data published by external sources that include the Scottish Government and Office of National Statistics (ONS).
- 1.3 The lag in the availability of most of the data means that whilst these figures provide an opportunity to assess the initial recovery of Fife's economy from the impact of the Covid-19 pandemic and the UK's exit from the European Union, they do not cover the period affected by the current cost-of-living and cost-of-doing business crises.
- 1.4 These profiles and other Fife-wide economic analyses are used to inform a range of strategic planning activities including: the Strategic Assessments; Local Outcome Improvement Plan (Plan4Fife); local community planning; and development of the new Fife Economy Strategy 2023-2028. The data also provide members with context and background on policy development and impact.

2.0 Wider Economic Perspective

- 2.1 Throughout 2021 and 2022, an unprecedented coming together of global events (the ongoing pandemic, the UK's exit from the EU, war in Ukraine, energy and cost-of-living and cost-of-doing business crises and the climate emergency) continued to impact the economy.
- 2.2 Inflation, driven by high food, fuel and energy costs, reached a 40 year high. Although it fell for the first time in November 2022 (from a peak of more than 11% in October to 10.7%), its impact is already being seen on reduced household spending. The ONS reported that 66% of adults in Great Britain spent less on non-essentials between 22nd November and 2nd December 2022. The Scottish Fiscal Commission (SFC) forecasts that Scottish households can expect to see the biggest real terms (inflation adjusted) fall in disposable income since Scottish records began in 1998. Reduced household spending along with the increased cost of doing business, supply chain disruptions and labour shortages are creating a significant risk of further business failures. In the 2-year period between March 2020 and March 2022, the number of registered businesses in Fife fell by 745 (-7.5%).
- 2.3 The Office of Budget Responsibility (OBR) now considers the UK to be in the first quarter of a recession which is likely to last at least a year. The Bank of England believes that the recession could last for up to 2 years, with unemployment likely to double to around 6.5% by 2025.
- 2.4 According to the SFC, the Scottish economy will not return to pre-pandemic levels until well into 2025 as a result of the recession followed by slow growth. Growth is expected to move more slowly in Scotland than the UK average.
- 2.5 Although unemployment has been at a record low, the UK has experienced a large increase in economic inactivity, much larger and more persistent than that seen in other OECD* countries. According to the ONS, earlier retirement among the 50-64 year old age group is the biggest contributor to economic inactivity, along with rising sickness rates among working-age adults, changes in the structure of migration post-Brexit, and an ageing UK population. (*Note: OECD = Organisation for Economic Co-operation and Development)

- 2.6 Economic inactivity in Fife (i.e., the proportion of Fife’s working aged population neither in work nor actively seeking work) for the 12 months to June 2022 was 26.9% (60,900 people). This is the highest rate ever recorded in Fife and is above the Scottish rate (22.9%) and higher than the pre-pandemic rate in Fife (23.9%). Around 30% (18,200 people) of those economically inactive in Fife cited long-term ill-health as the reason.
- 2.7 The latest labour market data for Scotland showed a slight fall in economic inactivity in the three-month period August-October 2022. Whilst the number in employment also rose, unemployment (people actively seeking work) also increased. This is a departure from the recent trend of low unemployment and whilst it could mean that people are moving from economic inactivity to actively seeking work, there are fears that the recession will make labour market conditions more difficult.

3.0 Local, Regional & National Developments

- 3.1 Delivery of Council’s Leading Economic Recovery Action Plan, developed as a short-term response to the Covid-19 pandemic, continued throughout 2022 and a final progress report was taken to Cabinet Committee in August 2022.
- 3.2 The UK Government White Paper on [Levelling Up](#) was published in February 2022. The two key funding streams underpinning this policy agenda are the UK Shared Prosperity Fund (UK SPF) and the UK Levelling Up Fund (UK LUF).
- 3.3 The UK SPF is primarily a revenue funding allocation to all areas of UK based on a funding formula rather than via competition. Fife was awarded a total of £13,427,815 for the period 2022-23 to 2024-25 (the fourth highest local authority allocation in Scotland) subject to the submission of a SPF Investment Plan, which was subsequently approved by the UK government in December 2022.
- 3.4 The UK LUF provides capital funding on the basis of competitive bids. Fife submitted five LUF Round 2 funding bids in August 2022 - four place-based bids (one for each of our UK parliamentary constituencies) plus one Fife-wide transportation-related bid. On 18 January 2023 it was announced that the £19.4m Glenrothes UK Parliamentary Constituency bid had been successful. The award includes £14.43m for the Levenmouth active travel network, including the delivery of phase one of the River Leven riverside path network.
- 3.5 In January 2023, the UK and Scottish Governments announced the designation of the Firth of Forth as one of two Scottish Green Freeports. The successful bid encompasses three key ports on the Forth (Grangemouth, Leith and Rosyth); industrial facilities and logistics centres along the north and south shores of the Firth of Forth; and Edinburgh Airport. Led by Forth Ports, the bid consortium includes: Babcock International, Edinburgh Airport, Falkirk Council, Fife Council, INEOS, Scarborough Muir Group, and City of Edinburgh Council. It is expected that the Forth Green Freeport designation will not only bring investment and jobs to the proposed sites at Rosyth and Burntisland but also have significant economic and community benefits for the whole of Fife.
- 3.6 Following publication of the Scottish Government’s new [National Strategy for Economic Transformation](#) in March 2022, the Fife Partnership Leading Economic Recovery (LER) Board has undertaken a wide-ranging review of the Fife Economic Strategy.

- 3.7 The draft Fife Economic Strategy 2023-28, which is being taken to Cabinet Committee and the Fife Partnership in February 2023, identifies six key economic priorities:
- **Supporting & Encouraging Enterprise**
 - **Supporting Sustainable Business Growth & New Opportunities**
 - **Promoting Place-Based Investment in Infrastructure**
 - **Supporting Skills Development & Progression**
 - **Promoting Fair & Inclusive Access to Work**
 - **Ensuring Effective Collaboration & Delivery**
- 3.8 Within the context of these six priorities, the Fife Economic Strategy is also committed to:
- **Addressing the Climate Emergency** by embedding appropriate actions within economic development activity. This includes sustainable investment in our economic property portfolio, consideration of future employment land requirements and links to local development planning and transportation; business support for the just transition to net zero; and workforce development in relation to green, blue and circular economy needs and opportunities.
 - **Tackling Poverty & Preventing Crisis** through support to help those most disadvantaged and furthest from the labour market to secure and sustain meaningful employment; and,
 - Promoting the key principles of **Community Wealth Building**, particularly in relation to progressive procurement practices, local supply chain development, support for alternative business models, repurposing and revitalising our key town centres, and returning vacant & derelict land and buildings within our communities to productive use.
- 3.9 Work is also ongoing in relation to regional economic partnership arrangements. A review of the Tay Cities Region Economic Strategy is expected in 2023 and work is currently being undertaken on the development of a new iteration of the Edinburgh & South-East Scotland Regional Prosperity Framework with a focus on key regional areas of collaboration, skills, infrastructure and the green economy.
- 3.10 Delivery of the 10-year Fife Industrial Innovation Investment Programme (Fi3P) funded by the Edinburgh & South-East Scotland City Region Deal is progressing. The Programme has supported ground remediation works and essential infrastructure works at Levenmouth Business Park. In 2022-25 funding from the Fi3P Programme will support the construction of seven new business units at Levenmouth Business Park. Around 25 jobs are expected to be created as a direct result of the new units, whilst their construction is expected to support at least 26 additional posts.

4.0 **Headline Issues & Opportunities: Levenmouth***

- 4.1 The latest employment rate in the Levenmouth committee area was 66.6%. This was the second lowest rate in Fife, though higher than the area's pre-pandemic employment rate (64.5%). The male employment rate in the area (75.0%) was much higher than the female (58.0%).
- 4.2 Unlike most parts of Fife, economic inactivity in Levenmouth fell between 2019 and 2021/22 from 30.6% to 25.4%.

- 4.3 The proportion of the working-age population claiming out-of-work benefits in Levenmouth (5.5%) is the second highest in Fife, though is lower than the area's pre-Covid 2019 claimant rate (6.4%). Buckhaven, Methil and Wemyss Villages has the third highest claimant rate of all of Fife's wards (7.0%).
- 4.4 An estimated 40.8% of Levenmouth's working age population is qualified to NVQ 4 or above – the second lowest proportion in Fife and lower than both the Fife and Scottish rates (48.5% and 48.1% respectively). In addition, 9.2% of residents aged 16-64 have no qualifications compared to only 6.7% in Fife as a whole.
- 4.5 Levenmouth has the lowest proportion of people employed in elementary occupations in Fife (8.0% compared to 12.3% in Fife overall) but also the second lowest proportion of people employed in high skilled jobs (21.7% compared to 31.1% in Fife overall).
- 4.6 The percentage of 16-19-year-olds participating in education, training or employment in the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area has steadily risen over the past five years, from 88.5% in 2017 to 91.3% in 2022.
- 4.7 In the 2-year period between March 2020 and March 2022, the number of registered businesses in the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area increased by 10 enterprises (+0.6%). In Fife overall, the number of enterprises fell by -7.5%.
- 4.8 The estimated number of jobs in Levenmouth remained the same in the 2-year period between September 2019 and September 2021 at 10,000 jobs.
- 4.9 The proportion of retail and service units in Leven town centre that were vacant fell from 19.3% in 2019 to 13.0% in 2022.
- 4.10 The number of people visiting Kirkcaldy & Mid-Fife during 2021 increased by 45.6% compared with the previous year. However, this was still well below pre-pandemic levels, at only 64% of the 2019 visitor numbers. Initial Fife-wide figures for the first six months of 2022 suggest that visitor numbers were only 10% below pre-pandemic levels.
- 4.11 A presentation by Pamela Stevenson, Service Manager (Economic Development), to the Levenmouth Reconnected Task Group on 19 January 2023 highlighted the significant range of activities currently underway and in development to help maximise the economic benefits from the new rail link. Work is underway on developing a digital version of a 'Vison for Levenmouth', with some economic development resources realigned to be more engaged in supporting local business within the footprint of the town centre and surrounding area.
- 4.12 Construction has commenced on seven new-build industrial units providing 741sqm of space at Levenmouth Business Park in Buckhaven. The project has been supported by a funding contribution from the Levenmouth Reconnected Programme. A further 2 acres of land at the site has been acquired by Donaldson's Timber Engineering Ltd to allow for future business expansion.
- 4.13 The Harland & Wolff facility at Energy Park Fife was visited by Ivan McKee MSP, Minister for Business, Trade, Tourism & Enterprise in October 2022. Since acquiring the site in 2021, Harland & Wolf, with the support of Fife Council, now employs over 300 employees at its Methil location, with 20 new apprenticeships offered in 2022.

- 4.14 Fife Council is one of only five local authorities to receive funding from the Scottish Government's Vacant & Derelict Land Fund (VDLF). This funding has been used to support a number of key projects in the Levenmouth area, including: site remediation and preparation works for the Cesscom Decom Ltd site at Energy Park Fife; industrial estate regeneration work at Muiredge and Mountfleurie; advance works ahead of the restoration of the former Flax Mill at Silverburn Park; and an award-winning ground investigation and remediation project on a brownfield site as part of the SEPA-led River Leven Programme. Funds have also been secured to deliver ground stabilisation (grouting) of a site at Chemiss Road in Methilhill subject to agreement on land assembly with the council due to open negotiations with existing owners across the site.
- 4.15 On 18th January, the UK Government announced that the £19.4m Glenrothes UK Parliamentary Constituency bid submitted to Round 2 of the Levelling Up Fund had been successful. The award includes £14.43m for the Levenmouth active travel network, including delivery of Phase 1 of the River Leven riverside path network.
- 4.16 Work on a Levenmouth Tourism Audit and Action Plan was completed in March 2022. Area Committee funding has been awarded to the Levenmouth Local Tourism Association (LTA) for a Tourism Project Manager, who will work closely with Fife Council's Tourism & Events Team to promote visitors to the area. A free 1-day World Host training event for tourism businesses in the Levenmouth area has been scheduled for 21 April 2023 in Buckhaven.
- 4.17 Demolition of the former Poundstretcher store on Leven High Street, and neighbouring properties occupied by Stuart's the Bakers and a solicitor's office, is currently underway following a major fire in November 2022. Fife Council's Town Centres Team are currently supporting local businesses and landowners in regard to future options for the site.
- 4.18 There has also been significant investment of around £1.4million in public realm improvements at the Shorehead and Commercial Street ends of the High Street. Funding from the Scottish Government's Placed-Based Investment Programme is being used to help fund a place-making project between the new railway station and current bus station.
- 4.19 Scottish Government Local Authority Covid Economic Recovery (LACER) funding has been used to support local town centre businesses via Town Centre Digital Improvements & Energy Efficiency Grants, alongside Town Centre Building Improvement Grants. During 2022-23, Fife Council has received 9 enquiries from Levenmouth businesses, resulting in 3 energy efficiency audits and 2 applications totalling £9,890 of investment. A further 2 town centre building improvement grant applications from Levenmouth businesses were approved, totalling £16,825 of investment.
- 4.20 The Levenmouth Reconnected Programme has approved funding for Levenmouth Business Park (£714k), Silverburn Flax Mill (£500k), Community Trade Hub's Positive Future Project (£200k) and the CLEAR Buckhaven and Methil's Buckhaven Green Network Enhancement Initiative (£180k).
- 4.21 The Buckhaven Area Heritage Regeneration proposal has been invited to progress to a Round 1 application to both Historic Environment Scotland and the National Lottery Heritage Fund. The revival of Silverburn Flax Mill has been awarded £3.47million from the National Lottery Heritage Fund.

- 4.22 Area Committee funding has been requested in order to commission a detailed design proposal for the Promenade area in Leven. Development of a detailed proposal would subsequently support a separate application for Sustrans Places for Everyone funding to progress the construction of the Promenade proposals.
- 4.23 Developing the Young Workforce (DYW) will be delivering Careers & Pathways events across all Fife high schools between November 2022 and February 2023.
- 4.24 There 2359 instances of pupil engagement with Culture of Enterprise (CoE) activities in four schools within the Levenmouth area to date during 2022-23. This programme is delivered in partnership by Fife Council and Fife College.
- 4.25 No One Left Behind (NOLB) activity commissioned in April 2022 is progressing well - delivery partners are on track to meet and exceed target registrations ahead of schedule and job outcome performance is strong. An approach for funding from Fife's UK SPF People & Skills allocation was approved by the OFP in Oct 2022 to expand / add value to provision commissioned under NOLB, specifically to support inactive adults and vulnerable young people (16-18) who have left school to a negative / unknown destination.
- 4.26 A new Locality Response Team (LRT) offering is currently in the early stages of development for the Levenmouth area, working in partnership with Rural Skills Scotland. The intention is that this initiative will adopt a pre-employment academy approach that will tie in with the River Leven regeneration / rail link activities to provide work experience in activities such as general ground work, tidying areas and the installation of benches and planters.
- 4.27 In January 2023, global drinks manufacturer Diageo announced that first half sales had grown by 9.4%, measured on an organic year-on-year basis, with an accompanying 9.7% increase in operating profit to £3.2 billion surpassing analysts' expectations. The company has submitted a planning application to Fife Council for an additional three 60,000sq.m storage facilities at its Cluny Bond at Begg Farm on the outskirts of Kirkcaldy – bring the total number of storage facilities to 49 and increasing storage capacity from 2.7 million to 2.8 million casks. The company is also currently constructing a 9,000-panel solar farm the size of eight football pitches at its Leven headquarters that will generate up to 22% of the site's annual electricity needs, and up to 60% during summer months. Diageo's Cameronbridge distillery is the world's largest Scotch whisky distillery and its facility at Leven is one of the largest spirit bottling plants in the world.

[* Note: Figures are given for the Levenmouth Committee Area unless otherwise stated. Where data are not available at this level, figures are given for the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area (SPCA). Tourism data are given for Kirkcaldy & Mid Fife which constitutes the area covered by the Levenmouth and Heartlands of Fife Local Tourist Associations.]

List of Appendices

1. Fife Local Area Economic Profiles 2021-2022 (December 2022)

Background Papers

- [Fife's Economic Strategy 2017-2027 \(March 2017\)](#)
- Leading Economic Recovery Action Plan Report (4th March 2021)
- [Mid-Fife Economic Investment Prospectus \(April 2021\)](#)
- [Recovery & Renewal: Plan for Fife 2021-2024 Update \(17th Aug 2021\)](#)
- [Leading Economic Recovery Action Plan: Progress Update Report](#) (25 Aug 2022)
- FC Briefing Note: UK Government Autumn Budget Statement (17th Nov 2022)
- FC Briefing Note: Scottish Government 2023-24 Budget Statement (15th Dec 2022)

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Introduction

This profile provides an overview of the characteristics and performance of Fife’s labour market and business base. It also provides a summary of the business support activity carried out by Fife Council in 2021/22. The profiles are based on a range of publicly available socio-economic data. Whilst many of the data have a time lag, the figures presented are the most up-to-date available at the time of writing.

Unless otherwise stated, the data are broken down to the areas covered by each of Fife Council’s seven [Local Area Committees](#).

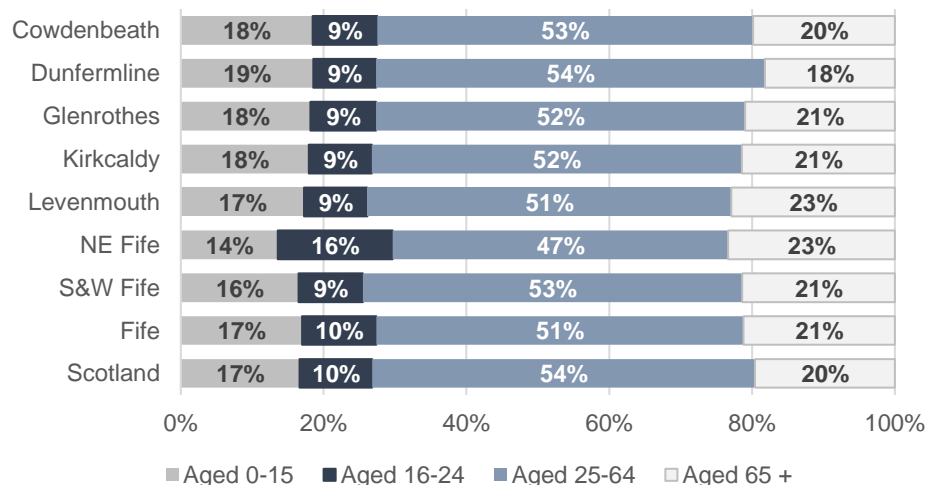
Fife’s Labour Market

Population

Figure 1: Mid-2021 Population Estimates - Fife & Local Area Committee Geographies

Cowdenbeath Area	City of Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
41,768	60,597	49,805	60,462	37,902	74,690	49,506	374,730

Figure 2: Population Structure - Fife & Local Committee Areas



Around 374,730 people live in Fife, 6.8% of Scotland’s population (Figure 1).

Looking at the population structure of Fife and its committee areas (Figure 2):

- Fife has a smaller proportion of its population of working age (aged 16-64 years) than Scotland as a whole – 61% of its population are of working age compared with 64% of Scotland’s population.
- Levenmouth has the smallest proportion of people of working age (60%).
- North East Fife and Levenmouth have the highest proportions of people aged over 65 (23%) whilst Dunfermline has the lowest (18%).
- North East Fife has the largest proportions of people who are of working age (63%) and the lowest proportion of children (14%).
- North East Fife also has the largest proportion of people aged 16-24 years (16%) and the lowest proportion aged 25-64 years (47%).

Source: Mid-2021 Electoral Ward Population Estimates. National Records of Scotland.

Employment

Figure 3: Employment Rates, 12 months to June 2022

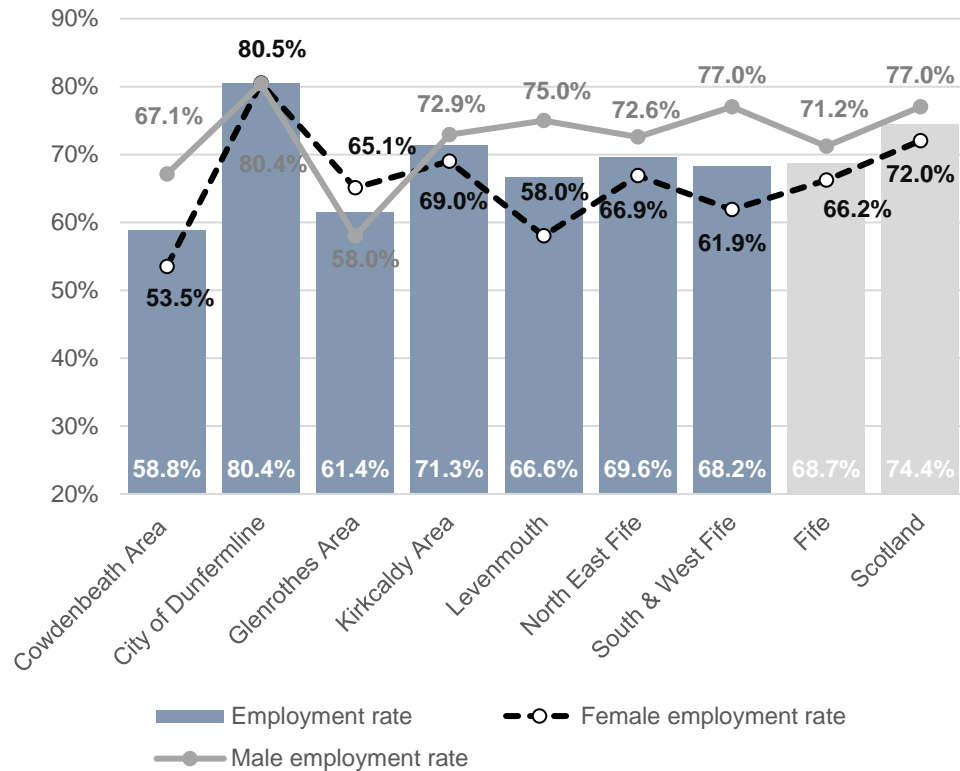
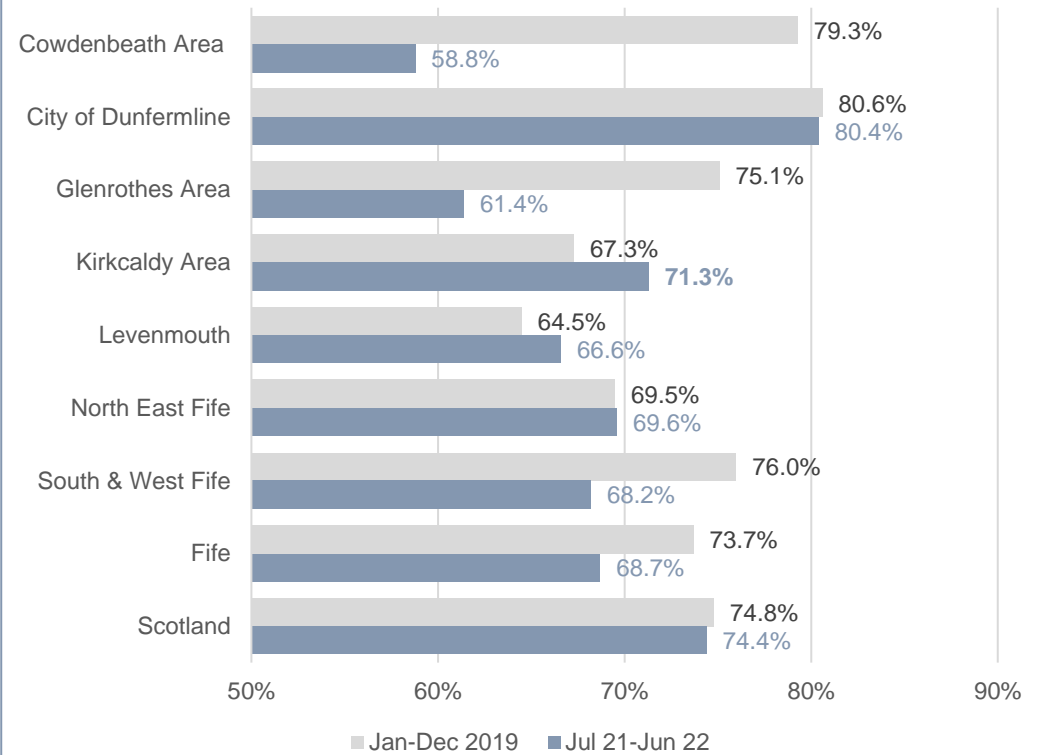


Figure 4: Employment Rate Change 2019-2022



Latest Employment Rates*:

Dunfermline’s latest employment rate (80.4%) is the highest in Fife and above the rate for Scotland as a whole (74.4%) (Figure 3).

The employment rates in the Cowdenbeath and Glenrothes Areas and Levenmouth are considerably lower than the Fife and Scottish rates.

The Cowdenbeath Area’s employment rate is the lowest of all the committee areas in Fife (58.8%).

Dunfermline and the Glenrothes Area are the only parts of Fife where the female employment rate is higher than the male (Figure 3).

Note: *employment rate = the percentage of the working age populations (aged 16-64) who are in employment. As these employment estimates are obtained from a national survey, they are based on a sample rather than the entire population which means they are subject to uncertainty. In addition, rates for committee areas should be viewed with caution due to small sample sizes at this geographic level.

Source: ONS Annual Population Survey, Jan-Dec 2019 and Jul 2021-June 2022.

Employment Rate Change:

The latest figures suggest that employment rates in most parts of Fife have not yet returned to their pre-pandemic levels (Figure 4). Fife's employment rate fell from 73.7% in 2019 to 68.7% in 2022 meaning that more than three in ten of the region's working age population were either unemployed or economically inactive (see sections below).

The highest falls in employment rates were seen in the Cowdenbeath and Glenrothes Areas and South & West Fife.

In Dunfermline and North East Fife, employment rates have returned to their 2019 levels; the Kirkcaldy Area and Levenmouth were the only areas to see their employment rates increase to above the 2019 pre-pandemic level.

Note: As these employment estimates are obtained from a national survey, they are based on a sample rather than the entire population which means they are subject to uncertainty. In addition, rates for committee areas should be viewed with caution due to small sample sizes at this geographic level.

Source: ONS Annual Population Survey, Jan-Dec 2019 and Jul 2021-June 2022.

Unemployment

Figure 5: Unemployment in Fife, Scotland and Great Britain

	2019/20	2020/21	2021/22
Fife (number of people)	7,100	8,700	6,600
Fife (%)	4.1%	5.1%	3.9%
Scotland (%)	3.4%	4.7%	3.4%
Great Britain (%)	3.9%	5.0%	3.8%

The latest unemployment figures for Fife are for the 12 months to June 2022.

Between 2019/20 and 2020/21, Fife's unemployment rate increased from 4.1% to 5.1% as an estimated additional 1,600 people became unemployed during the pandemic.

Between 2020/21 and 2021/22, Fife's unemployment rate fell below its pre-pandemic level to a record low as the estimated number of people who were unemployed fell by 2,100 to 6,600.

Although Fife's latest unemployment rate is higher than the Scottish rate, the gap is narrower than before the pandemic.

Source: ONS Annual Population Survey, 12 months to Jun 2020, 2021 and 2022.

Note: Numbers and % are for those aged 16 and over. % is a proportion of economically active. Unemployment figures are not shown below the Fife level as sample sizes are too small for reliable estimates.

Economic Inactivity

Figure 6: Percentage of the working age population who are economically inactive - Fife & Scotland

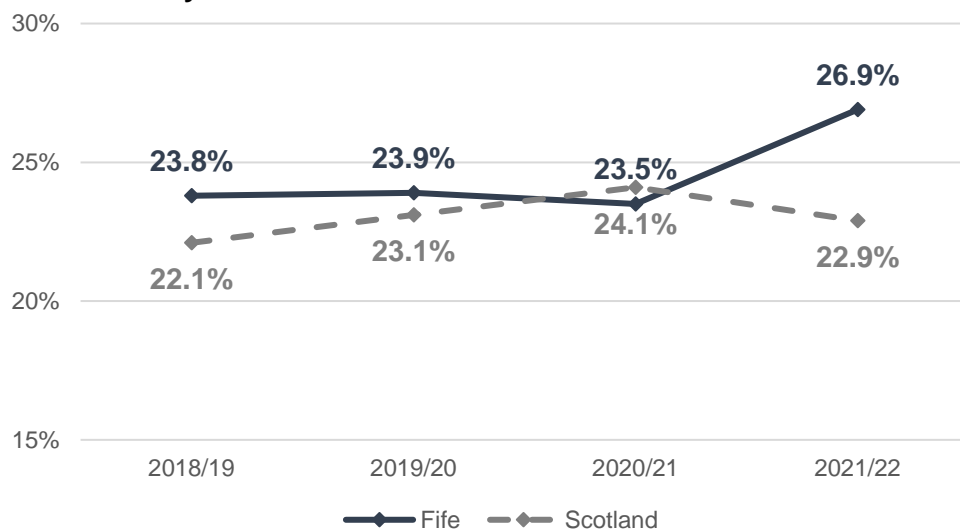
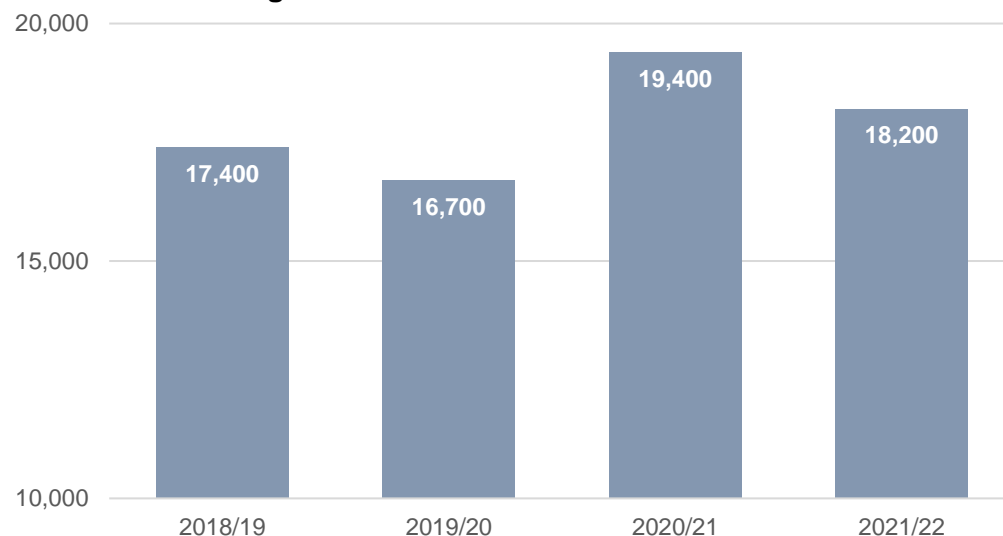


Figure 7: Estimated number of people in Fife who are economically inactive due to long term ill-health



Economic Inactivity in Fife:

Over a quarter (26.9%) of Fife's working aged population (people aged 16-64) was economically inactive - that is they were neither in employment nor actively seeking a job – in the 12 months to June 2022. This represents an estimated 61,000 people.

Fife's inactivity rate is higher than the Scottish rate (22.9%) and also higher than the rate in Fife before the Covid-19 pandemic (23.9%) (Figure 6).

Long term ill-health is the reason 30% of those who are economically inactive in Fife gave for not being in employment or seeking a job. Other reasons included being a student (25.6%), looking after the family/home (19.3%) and being retired (12%).

The estimated number of people in Fife who were economically inactive due to ill-health rose from 17,400 in 2018/19 to 18,200 in the 12 months to June 2022.

Source: ONS Annual Populations Survey, July – June 2018/19, 2019/20, 2020/21 and 2021.22.

Note: Those who are economically inactive are people aged 16 and over without a job who have not sought work in the last four weeks and/or who are not available to start work in the next two weeks, ie they are neither employed nor unemployed.

Figure 8: Proportion of the working age population who were economically inactive, June 2021-July 2022

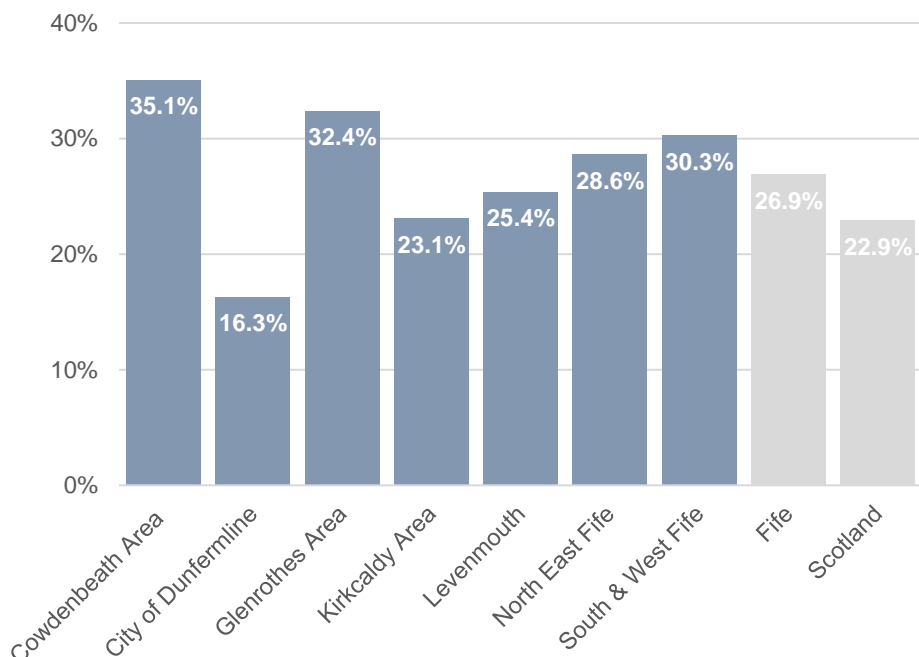
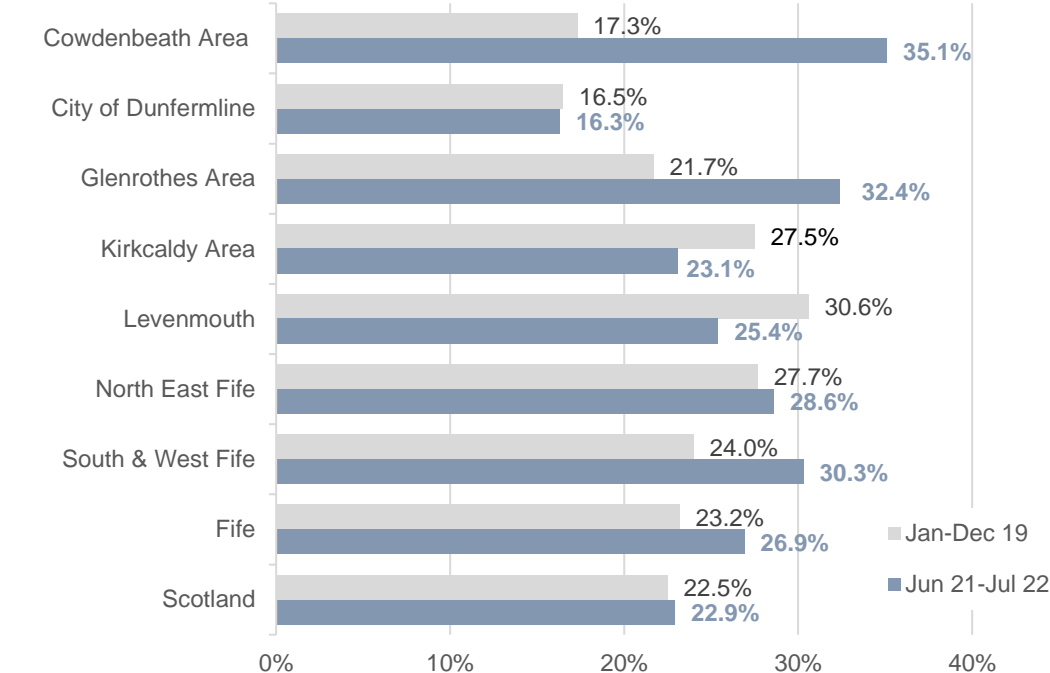


Figure 9: Change in the proportion of the working age population who are economically inactive between 2019 and 2021/22



Economic Inactivity by Committee Area:

Between 2019 and 2021/22, the Cowdenbeath and Glenrothes Areas and South & West Fife saw significant increases in the proportion of their populations who were economically inactive. In Kirkcaldy Area and Levenmouth inactivity rates fell (Figure 8).

Dunfermline is the only area whose economic inactivity rate is lower than both the Fife and Scottish rates (Figure 9).

The Cowdenbeath Area has the highest economic inactivity rate followed by the Glenrothes Area and South & West Fife.

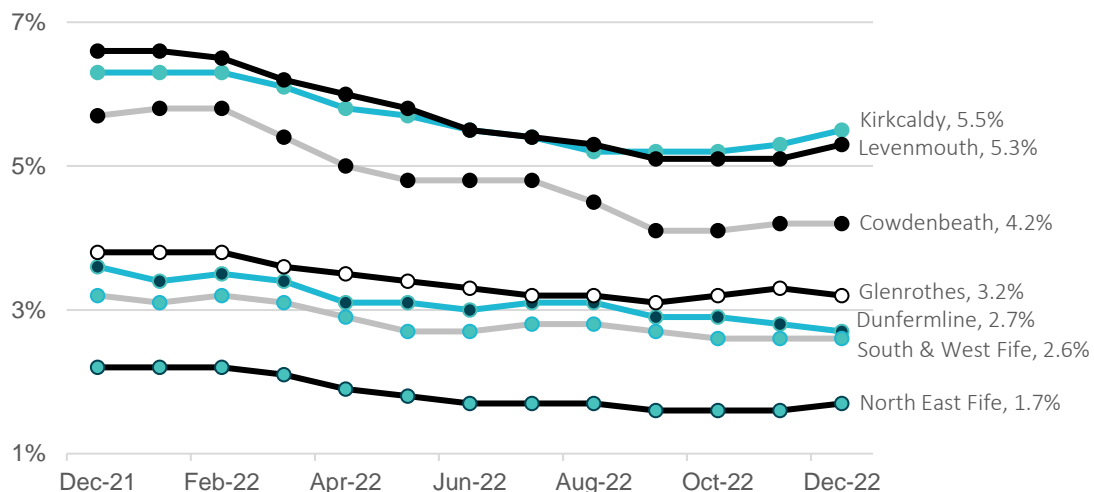
Due to small sample sizes at committee area levels, all these figures should be viewed with caution.

Source: ONS Annual Populations Survey, Jan-Dec 2019 and July 2021-June 2022.

Note: Those who are economically inactive are people aged 16 and over without a job who have not sought work in the last four weeks and/or who are not available to start work in the next two weeks, ie they are neither employed nor unemployed.

People Claiming Out-of-work Benefits

Figure 10: Claimant rates – Fife Area Committees, Dec 2021- Dec 2022



North East Fife has the lowest rate of people claiming out-of-work benefits of all the area committees (Figure 10).

The Kirkcaldy Area and Levenmouth have the highest claimant rates and numbers; this has been the case for some time.

All claimant rates in Fife increased significantly in 2020 following the onset of the Covid-19 pandemic and remained considerably higher than pre-pandemic levels until they started to fall in April 2021. Since September 2022, rates have stabilised or even increased slightly.

In all parts of Fife the latest rates (December 2022) are the same or lower than in 2019. The Kirkcaldy Area and North East Fife are the only areas where more people are claiming out-of-work benefits than before the pandemic (Figure 11).

Source: ONS Claimant Count.

Note: The claimant rate is the percentage of working age (16-64yrs) residents claiming out-of-work benefits.

Figure 11: Claimant count and rate change 2019 to December 2022

Area Committee	2019 Rate	2019 Count	2022 Rate	2022 Count	Rate Change	Count Change
South & West Fife	2.7%	836	2.6%	820	-0.1%	-16
All Fife	3.8%	8,753	3.4%	7,980	-0.4%	-773

Occupational Skills

Dunfermline has the highest proportion of people employed in elementary occupations (16.6%) and Levenmouth the lowest (8.0%).

The Cowdenbeath Area has a higher-than-average proportion of people employed in lower-middle skilled jobs with over 40% of jobs in these occupations. This is the highest rate of employment in these occupations of Fife's committee areas.

The Cowdenbeath Area and Levenmouth have a significantly lower proportion of people employed in high skilled jobs such as managers, directors and professionals than Fife and Scotland as a whole, and the lowest proportions of all of Fife's committee areas (19.6% and 21.7% respectively).

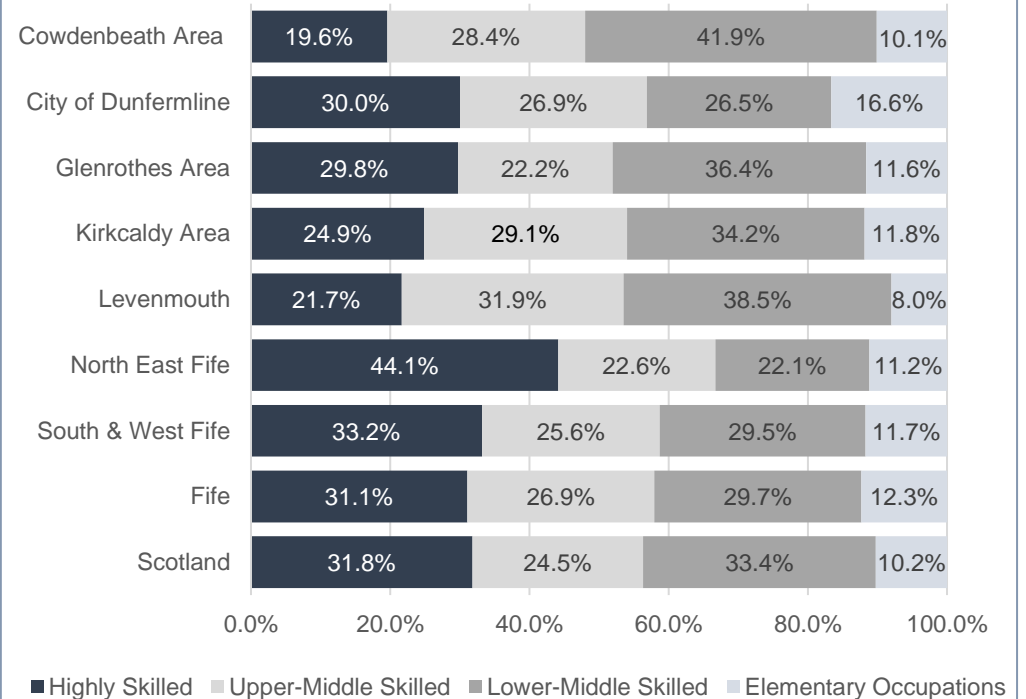
North East Fife has the highest rate of employment of the Fife area committee areas in high skilled jobs (44.1%).

Source: ONS Annual Population Survey, Jan-Dec 2019, 20 & 21.

Note: High Skills: managers, directors, senior officials & professional occupations; Medium-High Skills: associate professional & technical & skilled trade occupations; Medium-Low Skills: admin, secretarial, caring, leisure, sales & customer service occupations & process, plant & machine operatives; Elementary: elementary trades, admin & service occupations.

These estimates should be viewed with caution due to small sample sizes at the area committee level; three-year averages (2019-21) are therefore given for qualifications by committee area.

Figure 12: Employment by Occupation, 2019-21



Qualifications & Skills of Population

% of working age population with NVQ 4+ (HND, degree or higher degree)	44.0%	43.3%	51.3%	
% of working age population with no formal qualifications	8.2%	7.3%	5.9%	

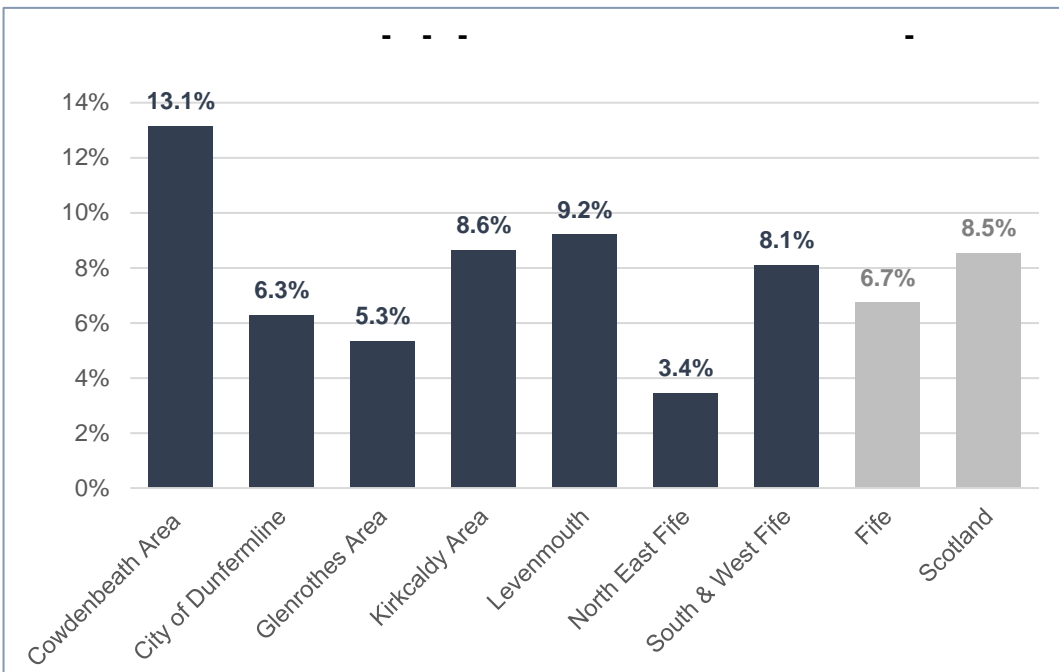
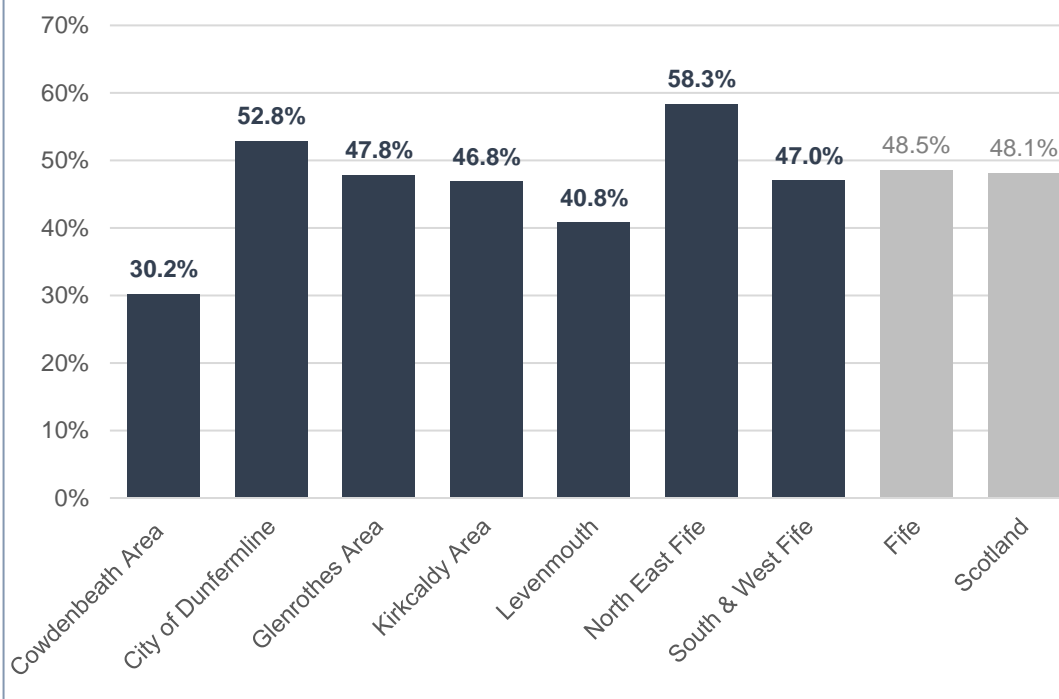


Figure 15: Proportion of 16-64-yr-olds qualified to NVQ 4 or above, 2019-21



2018-2021 Trend in Qualifications:

The qualifications of Fife's working age population showed steady improvement between 2018 and 2020, when the proportion of those aged 16-64 with a NVQ 4 or higher qualification increased from 44% to over 50% and the proportion with no qualifications fell from 8.2% to 5.9% (Figure 13). Between 2020 and 2021 however, the proportions with NVQ 4+ fell and with no qualifications increased.

Qualifications by Committee Area:

The Cowdenbeath Area has a significantly higher proportion of its working age population with no qualifications (13.1%) than Scotland and Fife as a whole (8.5% and 6.7% respectively), and the highest proportion of all Fife's committee areas. The area also has the lowest proportion of people who are qualified to NVQ 4 or above (30.2%) (Figures 14 & 15).

Levenmouth and the Kirkcaldy Area also have higher proportions of their populations with no qualifications than Fife and Scotland overall and lower rates qualified to NVQ 4 or above.

North East Fife has the lowest percentage (3.4%) of its working age population with no qualifications out of all the committee areas in Fife.

North East Fife also has the highest proportion (58.3%) of people qualified to NVQ 4 or above.

Source: ONS Annual Population Survey

Notes: These estimates should be viewed with caution due to small sample sizes at the area committee level; three-year averages (2019-21) are therefore given for qualifications by committee area. NVQ 4 and above qualifications = HND, degree and higher degree level qualifications or equivalent. No qualifications = no formal qualifications held.

Figure 16: School Leaver Destinations and Attainment 2020/21

	Fife	Scotland
Percentage of school leavers achieving a positive initial destination*	93.9%	95.5%
Percentage of school leavers achieving a positive follow-up destination*	89.8%	93.2%
Percentage of school leavers achieving 1+ SCQF Level 5 or better	81.3%	87.7%
Percentage of school leavers achieving 1+ SCQF Level 6 (Higher) or better	58.7%	66.0%

93.9% of Fife's 2020/21 school leavers achieved a positive initial destination*.

Whilst this was higher than the year before, when 91.9% of leavers achieved a positive initial destination, it was lower than the proportion of 2018/19 school leavers who gained a positive initial destination (94.4%).

In addition, the proportion of leavers in a positive destination 9 months after the end of the school year in April 2022 fell to 89.8%, the lowest proportion since 2012/13.

The gaps between the Fife and Scottish initial and follow-up rates have continued to widen.

The percentages of 2020/21 school leavers achieving at least one SCQF Level 5 or 6 are below the figures for Scotland as a whole but are higher than the percentages achieving both qualifications in 2019/20.

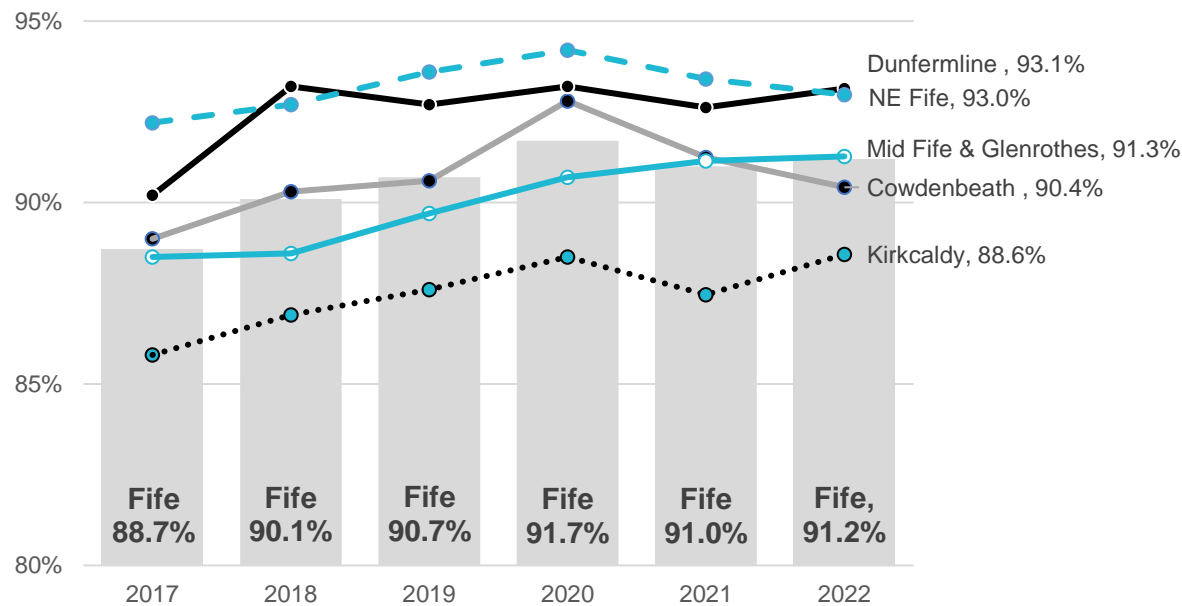
Source: Scottish Government, Summary Statistics for Attainment and Initial and Follow-up Leaver Destinations No 4, 2022 Editions.

Note: * A young person is deemed to be in a positive destination when they are actively engaged with an organisation for the purpose of learning, training or work (work includes volunteering).

Figure 17: Percentage of 16–19 year olds participating in education, training or employment 2016-2021: Fife and Scotland

Year	Fife					Scotland				
	16-19 year olds	16-year olds	17-year olds	18-year olds	19-year olds	16-19 year olds	16-year olds	17-year olds	18-year olds	19-year olds
2017	88.7%	98.9%	91.7%	86.8%	78.3%	91.1%	98.8%	90.4%	88.9%	83.4%
2018	90.1%	98.7%	93.5%	86.8%	82.3%	91.8%	98.9%	94.6%	89.9%	84.5%
2019	90.7%	99.1%	93.6%	88.2%	82.2%	91.6%	99.0%	94.8%	89.1%	83.9%
2020	91.7%	98.6%	94.5%	89.6%	84.1%	92.1%	99.0%	95.0%	90.4%	84.1%
2021	91.0%	99.0%	92.6%	87.1%	85.0%	92.2%	99.1%	94.3%	89.4%	85.4%
2022	91.2%	99.0%	94.4%	88.7%	82.1%	92.4%	99.3%	95.7%	89.8%	84.2%

Figure 18: Percentage of 16-19 year olds participating in education, training or employment 2017-2022 by Scottish Parliamentary Constituency Areas (SPCAs)



In 2022, Fife saw a slight recovery in the proportion of its 16-19 year olds participating in education, training or employment after the rate fell in 2021. Prior to the pandemic, the rate had been increasing steadily (Figure 17).

Fife's largest increase in participation between 2017 and 2022 was in the 19 year old age group (Figure 17).

The gap between Fife's and Scotland's latest overall participation rate is narrower than in 2017 but wider than in 2020.

All parts of Fife had seen participation increase between 2017 and 2020, and all saw participation fall between 2020 and 2021, apart from Mid Fife & Glenrothes (Figure 18). In 2022, participation increased in the Dunfermline, Kirkcaldy and Mid-Fife & Glenrothes SPCAs, but continued to fall in NE Fife and Cowdenbeath.

Source: Skills Development Scotland, Annual Participation Measure of 16-19 year olds in Scotland, 2022.

Fife Council's Culture of Enterprise Programme

Figure 19: Participation in Fife Council's Culture of Enterprise (CoE) Programme, 2021/22

Number of different CoE activities in which schools participated	8	10	9	10	9	11	8	
Instances of pupil engagement with CoE activities 2021/22*	11,293	30,680	13,679	6,835	12,452	8,990	28,123	
<i>Instances of pupil engagement with CoE activities 2020/21*</i>	<i>3,507</i>	<i>11,360</i>	<i>1,130</i>	<i>873</i>	<i>778</i>	<i>3,309</i>	<i>1,191</i>	

Dunfermline had more instances of pupil engagement with the council's Culture of Enterprise activities than any other committee area followed by South & West Fife.

In all parts of Fife there was a significant increase in the number of pupils participating in 2021/22 compared with 2020/21 due to a continued increase in the delivery of virtual activities and more schools having the capacity to be involved following the lifting of restrictions.

A soft launch of the new Culture of Enterprise (CoE) 'Race to Zero' interactive simulation game based on economy, energy and social management was held with a P7 transition group of pupils at St Columbus RC High School, Dunfermline in June 2022 before being showcased to all Fife high schools the following term.

45 senior phase pupils participated in a CoE Windfarm Project that included 3 days on site to construct a working windfarm. The project was funded by Developing the Young Workforce (DYW) Fife and InterregRICHT as a pilot project.

Source: Fife Council – Economic Development.

Notes: * Instances of pupil engagement = the number of pupils participating multiplied by the number of weeks they were involved in the programme (discounting school holidays).

Earnings

Resident earnings represent the earnings of people who live in the area, but do not necessarily work in the area. Workplace earnings are the average earnings of those who work in the area, but do not necessarily live there.

The Kirkcaldy & Cowdenbeath parliamentary constituency has the highest workplace earnings and Dunfermline & West Fife the highest resident earnings.

The Glenrothes constituency has the lowest resident earnings in Fife, and North East Fife the lowest workplace earnings. North East Fife's workplace earnings are £98.40 lower than its resident earnings.

The proportion of employee jobs with hourly pay below the real living wage fell between 2021 and 2022 to its lowest level – 12.3% - although this rate is still higher than the Scottish rate (9.0%) (Figure 21).

Source: ONS Annual Survey of Hours and Earnings. Areas: UK Parliamentary Constituencies.

Note: Estimates below the Fife level should be viewed with caution due to small sample sizes. Estimates for 2020 and 2021 include furloughed employees and are based on actual payments made to the employee from company payrolls, and the hours on which this pay was calculated, which in the case of furloughed employees are their usual hours. Both the 2020 and 2021 ASHE surveys saw lower response rates than usual. As the data is based on PAYE it does not include the self-employed.

Figure 20: Median Weekly Earnings, April 2022 - UK Parliamentary Constituency Areas, Fife & Scotland

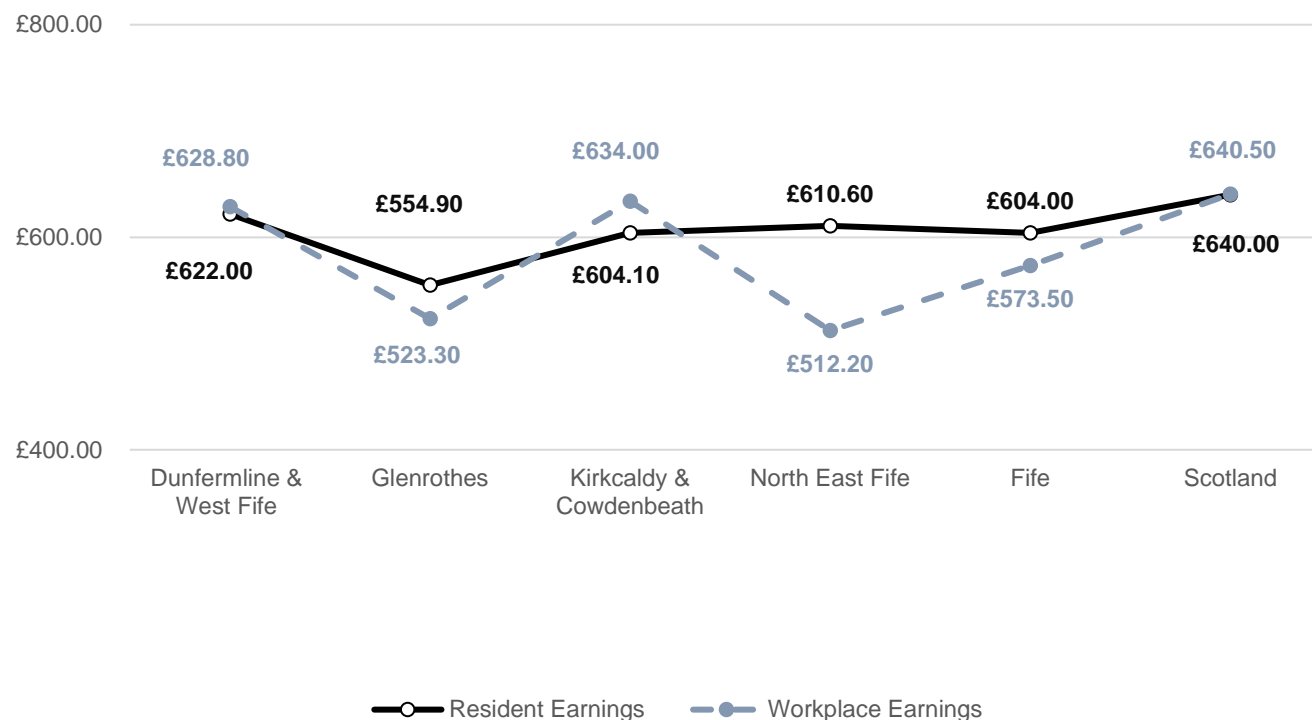


Figure 21: Percentage of employee jobs with hourly pay below Living Wage Foundation Rates

Area/Parliamentary Constituency	Apr-18	Apr-19	Apr-20	Apr-21	Apr-22
Dunfermline & West Fife	21.4%	21.6%	12.1%	19.9%	10.3%
Glenrothes	19.4%	15.9%	14.2%	15.2%	13.3%
Kirkcaldy & Cowdenbeath	19.6%	18.6%	14.5%	13.2%	N/A
North East Fife	22.5%	20.1%	21.4%	18.9%	N/A
Fife	20.6%	18.9%	14.9%	16.8%	12.3%
Scotland	19.4%	16.8%	15.1%	14.5%	9.0%

Fife's Business Base & Key Sectors

Figure 22: Number of Enterprises 2022: Scottish Parliamentary Constituency Areas (SPCAs), Fife, Scotland

	Cowdenbeath SPCA	Dunfermline SPCA	Kirkcaldy SPCA	Mid Fife & Glenrothes SPCA	North East Fife SPCA	Fife	Scotland
Number of Enterprises March 2022	1,530	1,905	1,665	1,640	2,410	9,155	173,655
Percentage of Fife Total	16.7%	20.8%	18.2%	17.9%	26.3%	-	
Change 2020-2022	-400	-115	-240	+10	0	-745	4,040
Percentage Change 2020-2022	-20.7%	-5.7%	-12.6%	+0.6%	0.0%	-7.5%	2.3%

Change in Number of Businesses 2020-2022:

Between March 2020 and March 2022, the number of businesses in Fife fell by 745 or -7.5%. This followed a period of sustained growth between 2015 and 2020. The number of businesses fell in all parts of Fife between 2020 and 2021; between 2021 and 2022, Mid Fife & Glenrothes and NE Fife both saw business numbers increase while the other SPCAs saw numbers continue to fall.

Cowdenbeath SPCA saw the largest fall between 2020 and 2022 (400 businesses or -20.7%); Mid-Fife and Glenrothes saw business numbers increase overall (10 more businesses or +0.6%).

The highest decrease in numbers (-740 businesses) was within the micro (0-9 employees) size band. Cowdenbeath and North East Fife both saw a fall in the number of medium-sized businesses (Figure 23).

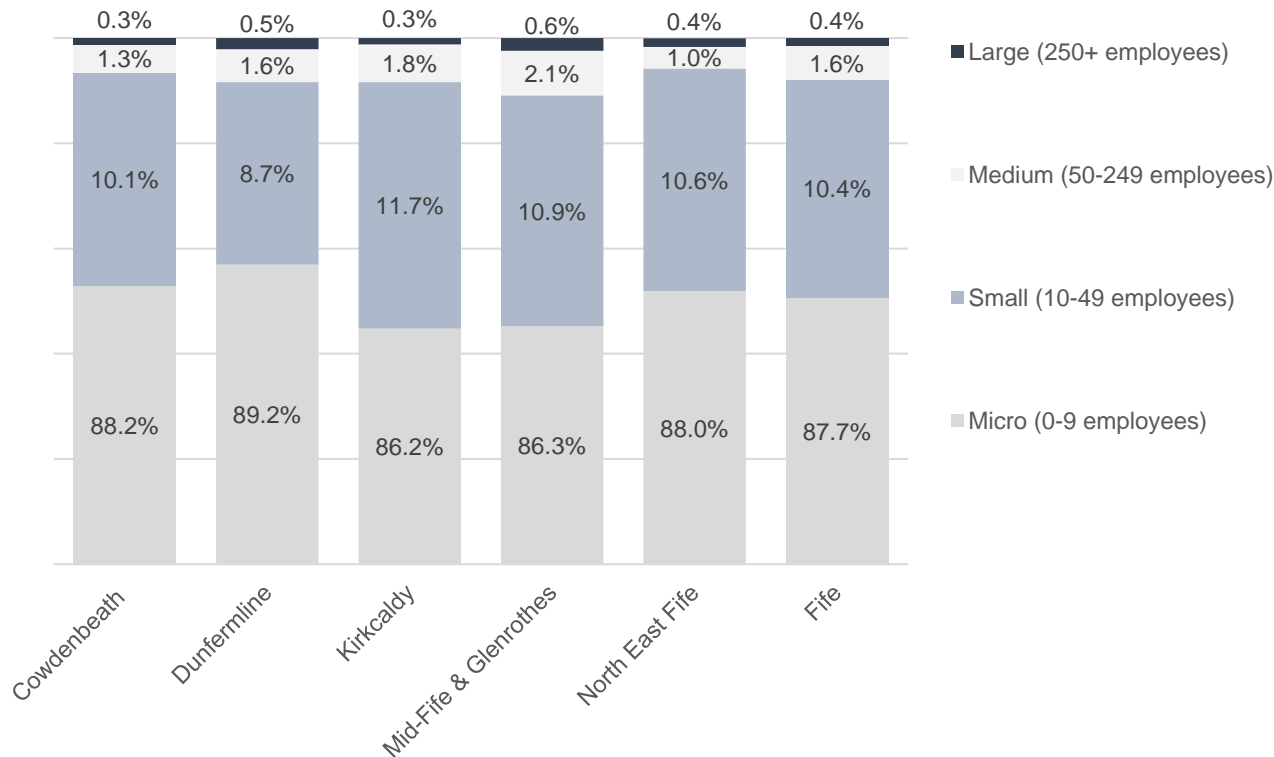
Source: ONS UK Business Counts, 2022.

Note: The number of enterprises registered for VAT and/or PAYE that were live on 12 March 2021. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

Figure 23: Change in the number of enterprises by Scottish Parliamentary Constituency Area (SPCA) and Size 2020-2022

	Cowdenbeath SPCA		Dunfermline SPCA		Kirkcaldy SPCA		Mid Fife & Glenrothes SPCA		North East Fife SPCA		Fife	
	2022	Change 2020-22	2022	Change 2020-22	2022	Change 2020-21	2022	Change 2020-22	2022	Change 2020-22	2022	Change 2020-22
Micro (0 to 9 employees)	1,350	-410	1,700	-125	1,435	-225	1,420	+20	2,120	0	8,030	740
Small (10 to 49 employees)	155	+15	165	+5	195	-15	180	-5	255	+5	950	0
Medium (50 to 249 employees)	20	-5	30	0	30	0	35	0	25	-5	145	5
Large (250+ employees)	5	0	10	+5	5	0	10	0	10	0	35	0

Figure 24: Proportion of businesses by size, Fife, 2022



Businesses by Size:

Kirkcaldy and the Mid-Fife and Glenrothes Scottish Parliamentary Constituency Areas have the highest proportions of small, medium, and large businesses (Figure 24).

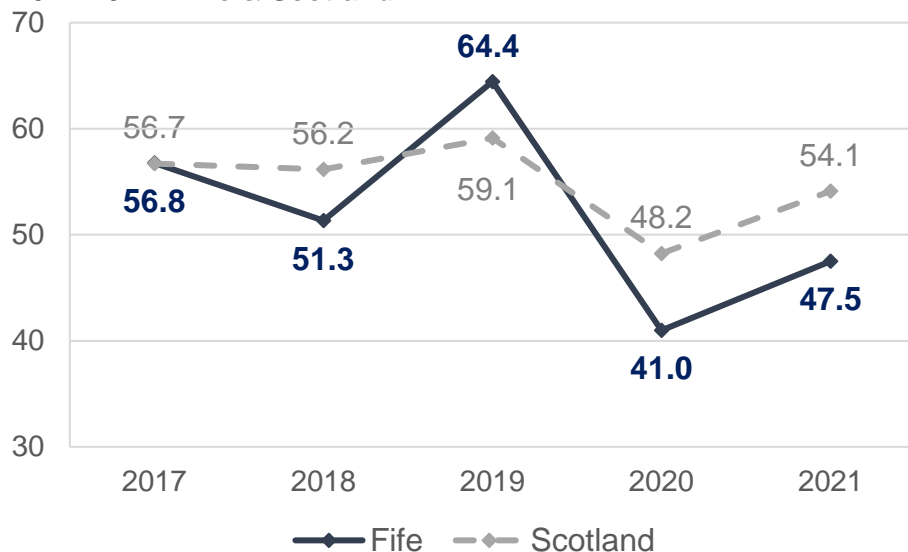
Dunfermline SPCA has the highest proportion of micro businesses (89.2%) followed by Cowdenbeath (88.2%) and North East Fife (88.0%).

Source: UK Business Counts, 2022.

Note: The number of VAT and/or PAYE registered enterprises that were live on 12 March 2022. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

Business Births

Figure 25: Business start-ups per 10,000 working age adults 2017-2021 - Fife & Scotland



In 2021, both the number of new business start-ups and the business start-up rate in Fife increased after falling the previous year.

A total of 1,100 new businesses started up in 2021, 150 or 15.8% more than in 2020 when 950 business start-ups were recorded – the lowest number since 2012.

In Scotland as a whole, the number of business births increased by 12.2%.

Fife's start-up rate in 2021 was lower than the rate for Scotland as a whole (Figure 23).

Source: ONS Business Demography, UK (2021).

Note: These figures do not include unregistered enterprises (sole traders and partnerships who are not VAT and/or PAYE registered). They should be viewed with caution as they include registered holding companies and duplicate bank accounts.

Business Survival Rates

Figure 26: Survival of New Start Businesses 2021

			Percentage of businesses surviving 3 years (born 2018)
Fife		73.9%	55.5%
Scotland		75.9%	59.0%

For each of the first three years after starting up, Fife's business survival rates were below the Scottish rates. In previous years, Fife's business survival rates have been higher than the national rates.

In 2021, the 3-year survival rate of businesses in Fife (55.5%) was lower than in 2019 (60.3%) and 2020 (58.7%).

Source: ONS Business Demography, UK (2021). Note: These figures do not include unregistered enterprises (sole traders and partnerships who are not VAT and/or PAYE registered).

Figure 27: Number of Jobs in Fife; 2019, 2020 and 2021

September 2019	8,000	29,000	25,000	22,000	10,000	23,000	17,000	
September 2020	8,000	27,000	25,000	23,000	9,000	22,000	16,000	
September 2021	9,000	31,000	24,000	24,000	10,000	24,000	16,000	
% change 2019-2021	+12.5%	+6.9%	-4.0%	+9.1%	0.0%	+4.3%	-5.9%	

Change in Number of Jobs:

The number of jobs in Fife increased in 2021 after falling between 2019 and 2020. Employment in Fife in September 2021 was higher than before the pandemic.

Within Fife, employment increased in all areas between 2020 and 2021 apart from the Glenrothes Area and South & West Fife. The Cowdenbeath Area saw the largest proportionate increase in the number of jobs between 2019 and 2021 followed by the Kirkcaldy Area (Figure 27).

Employment by Sector:

North East Fife has the largest share of Fife’s jobs in Education, Accommodation & Food Services and Arts, Entertainment & Recreation (43%, 35% and 36% of Fife’s jobs in these sectors respectively) (Figure 28).

64% of all employment in Public Administration & Defence Activities in Fife is located in the Glenrothes Area along with 31% of Fife’s Manufacturing jobs.

70% of Fife’s jobs in Agriculture, Forestry & Fishing* are located in Levenmouth.

88% of all employment in Financial & Insurance activities in Fife is located in Dunfermline, along with 64% of Fife’s jobs in the Information & Communication sector.

Nearly a third (30%) of people in Fife working in the Human Health & Social Work Activities sector are employed in the Kirkcaldy Area.

Source: ONS Business Register & Employment Survey.

Note: * The Fife totals include farm agriculture while the committee area figures exclude farm agriculture. Employment estimates include employees plus the number of working owners who receive a share of the profits but are not paid via PAYE. They do not however include those who are self-employed operating below the VAT threshold with no employees. The level of rounding applied varies by estimate, so zeros may not be true zeros and the data may not add up to the totals shown.

Figure 28: Employment by Sector, Fife 2021

Sector	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
A : Agriculture, forestry and fishing*	15	10	40	25	600	100	75	865
B : Mining and quarrying	0	0	10	20	0	75	20	125
C : Manufacturing	1,000	1,000	4,000	1,500	1,750	1,250	3,000	13,000
D : Electricity, gas, steam and air conditioning	100	0	150	0	0	35	150	400
E : Water supply; sewerage, waste mgmt	50	400	175	100	35	50	175	1,000
F : Construction	900	1,250	1,000	1,750	450	1,250	1,250	8,000
G : Wholesale and retail trade; vehicle repair	1,500	4,500	3,000	5,000	1,500	4,500	2,500	23,000
H : Transportation and storage	600	4,000	500	800	700	500	700	8,000
I : Accommodation and food service activities	400	1,750	1,250	1,500	500	3,500	800	10,000
J : Information and communication	50	2,250	100	450	20	175	700	3,500
K : Financial and insurance activities	30	3,500	100	175	30	75	300	4,000
L : Real estate activities	100	250	350	200	100	300	100	1,500
M : Professional, scientific and technical acts	200	1,750	500	1,000	400	900	1,250	6,000
N : Administrative and support service acts	200	1,750	600	1,250	400	1,000	1,000	6,000
O : Public admin, defence, social security	600	900	7,000	1,000	175	500	1,000	11,000
P : Education	1,250	2,250	1,500	1,750	900	6,000	1,000	14,000
Q : Human health and social work activities	1,250	4,000	3,000	6,000	2,000	2,500	900	20,000
R : Arts, entertainment and recreation	300	500	350	500	225	1,250	350	3,500
S : Other service activities	200	600	600	450	200	800	350	3,000
Total Employment*	9,000	31,000	24,000	24,000	10,000	24,000	16,000	137,000

Source: ONS Business Register & Employment Survey

Note: * excludes farm agriculture. Employment estimates include employees plus the number of working owners who receive a share of the profits but are not paid via PAYE. They do not however include those who are self-employed operating below the VAT threshold with no employees. The level of rounding applied varies by estimate, so zeros may not be true zeros and the data may not add up to the totals shown.

Support to Businesses in Fife

Figure 29: Financial Support Given to Businesses in Fife, 2021/22

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
Number of businesses supported	9	19	13	20	7	15	8	91
Value of financial support*	£9,140	£32,449	£31,747	£34,505	£4,276	£36,963	£4,806	£153,886
Jobs created as a result of financial support	7	19.5	16	22	2	42	4	112.5

Source: Fife Council Economic Development.

Note: * In addition to this support, Fife Council and Business Gateway Fife paid out over £34 million in grants to Fife's businesses from the Scottish Government's Coronavirus Business Support Funds.

Figure 30: Number of Business Start-Ups supported by Business Gateway Fife, 2021/22

No. of businesses receiving Expert Help	10	16	19	15	5	15	17	
No. of businesses accessing business growth services	96	170	162	178	76	274	145	1,101*
No. of Business Gateway-supported start-ups	80	102	80	125	51	93	72	
No. of jobs created from Business Gateway	101	122	100	159	71	133	91	
Turnover generated	£2,180,500	£2,935,000	£2,484,500	£3,693,300	£1,440,200	£2,522,900	£2,105,000	£17,361,400

Source: Business Gateway Fife.

Note: * total excludes 83 businesses with an invalid or non-Fife postcode

Support to Businesses:

£153,886 of financial support was given to 91 Fife businesses by Fife Council in 2021/22, support which helped create 112.5 jobs (Figure 29). These figures include repayable grants provided through the Fife Council funded Fife Investment Fund as well as non-repayable trade development and workforce upskilling grants funded through the EU funded SME Competitiveness Fund (current funding for the SME Competitiveness Fund ends in March 2023). Fife Council and Business Gateway Fife also **approved over 3,000 applications to, and paid out over £34 million in grants from**, the Scottish Government's Coronavirus Business Support Funds during 2021/22.

Business Gateway Fife (BGF) supported **603 new business start-ups in 2021/22**, 85 more than in the previous year and the highest number across all Scottish local authority areas. This support is expected to help create 777 jobs, 102 more than in 2020/21 (Figure 30). In addition, BGF supported 1,219 existing businesses to grow. BGF has returned to full pre-Covid delivery of front-facing services; workshops and webinars continue to be delivered online.

A new **£1.2m Net Zero Transition Fund** is providing grants of up to £3k to SMEs to support measures which will help them progress towards net carbon emission with funding from the Scottish Government Local Authority COVID Economic Recovery (LACER) fund.

The **Trade Development Programme** supported 36 businesses to attend and exhibit at 7 trade shows. **33 businesses were supported at 9 International Trade Pathway Webinars**. The events were part of a programme of workshops and training designed to support Fife businesses to access new markets being delivered by Fife Council in partnership with Business Gateway Fife, Fife Chamber of Commerce and Scottish Development International.

The **Supplier Development Programme** helped 663 Fife businesses improve their tendering skills. 1,007 Fife companies are now registered with the programme (84 more than the previous year) which offers expert training, support and information to help businesses win public sector contracts. In April, 39 Fife businesses attended a Meet-the-Contractor event to learn about supply chain opportunities arising from the **Halbeath Learning Campus and Westfield Energy Plant** and 126 businesses attended a **Meet-the-Buyer event in November**. Over 30 events took place during the 13th **Fife Business Week** in November 2022 attracting 700 registrations from businesses.

Phase 2 of improvements to the **InvestFife website** are complete and work is underway on Phase 3 development to improve the customer journey.

Fife Council provides **383 business units in 45 locations throughout Fife**. Occupancy is currently at 92%; an occupancy of over 90% was maintained throughout and post Covid. New units are being developed in Levenmouth, Fife Interchange North, Kirkcaldy and Cowdenbeath and investment is also scheduled for the Council's existing portfolio of business units throughout Fife.

The Council's use of **employment land and business premises** to support business growth included:

- The disposal of around 2 acres to Donaldson Timber Engineering Ltd at Levenmouth Business Park, Buckhaven to allow for future expansion;
- Disposal of circa 11 acres to Inchdairnie Distillery Ltd and 8 acres to Wemyss Vintage Malts Ltd at Osprey Road, Glenrothes for maturation warehousing;
- Disposal of around 0.6 acres of land at Cartmore Industrial Estate in Lochgelly to Purvis Group Ltd;
- The lease of circa 4,200 sq.ft of office accommodation at Iona House, John Smith Business Park, Kirkcaldy to Copart Limited; and,
- Commencement of construction of 7 new-build industrial units extending to 741 sq.m of space at Levenmouth Business Park in Buckhaven, supported by a funding contribution from the Levenmouth Reconnected Programme to maximise economic benefits from the proposed rail link.

Remediation of Vacant & Derelict Land

Figure 31: Extent of Vacant & Derelict Land in Fife 2021

Area	Extent (ha)	Percentage of Total
Cowdenbeath	48.6	6.8%
Dunfermline	12.6	1.8%
Glenrothes	126.1	17.5%
Kirkcaldy	41.7	5.8%
Levenmouth	68.3	9.5%
North East Fife	68.8	9.6%
South and West Fife	352.7	49.1%
Total Fife	718.8	100.0%

Source: Fife Council Vacant & Derelict Land Audit 2021 (published June 2022)

In 2021, there were 212 vacant & derelict land sites across Fife amounting to 719 hectares (Figure 13). Since 2020, 10 sites representing 11.48 hectares of land have been brought back into use. Derelict land has a broader impact both in terms of total area (596.9 ha) and in the number of individual sites (155).

South & West Fife contains the largest proportion of vacant & derelict land (49% of Fife’s total) and the Dunfermline Area the lowest. Six sites each covering more than 20 hectares are located in South & West Fife.

Since 2015/16, Fife Council has been one of five local authorities to receive funding from the Scottish Government’s Vacant & Derelict Land Fund; in 2021/22, Fife was awarded £1.451 million from the fund.

Figure 32 below details a selection of current, proposed and completed projects supported by the Vacant & Derelict Land Fund.

Figure 32: Projects in Fife supported by the Vacant and Derelict Land Fund (VDLF)

Cowdenbeath	
Glenrothes	
Kirkcaldy	
Levenmouth	<ul style="list-style-type: none"> • Site remediation and preparation works for the oil and gas decommissioning facility at Energy Park Fife now being operated
North East Fife	<p>was taken over by the local Community Trust and now hosts a new-build Community Hub, called the Larick Centre.</p>
South and West Fife	
All Fife	<ul style="list-style-type: none"> • Support for the implementation of the Climate Fife Plan and its associated Sustainable Energy Action Plan (SECAP) including

Note: * Investment from the Fife Industrial Innovation Investment (i3) Programme funded by the Edinburgh & South-East Scotland City Region Deal – see Figure 33 and section below.

Strategic Investment

Figure 33: Fife Industrial Innovation Investment (i3) Programme Investment Status

Area Committee	Sites	Status at November 2022	Tranche 2 (2022-25) Sites ¹	Expected Completion
Cowdenbeath	The Avenue, Lochgelly	Site Servicing completed	Enterprise Hub, Cowdenbeath	2024/25
Dunfermline	Fife Interchange, Dunfermline (Site Servicing)	Statutory Consents obtained. Site Servicing completed during 2021/22.	Fife Interchange, Dunfermline (new units)	2024/25
Glenrothes	Queensway Industrial Estate, Glenrothes	All new business units fully let.	Queensway Industrial Estate (refurbishment)	2024/25
Kirkcaldy	Dunnikier Business Park, Kirkcaldy	Completion of 7 new business units; 6 of the 7 units completed in September are let.	John Smith Business Park (new units) ²	2025/26
Levenmouth	Levenmouth Business Park	Utility work being carried out.	Levenmouth Business Park (new units) ²	2026/27
South & West Fife	Hillend and Donibristle Industrial Estates, Dalgety Bay	Site Acquisition completed. (Site R). 8 new business units handed over to FC in November 2022. Fully Let.	Site W New Build Site B: Site Acquisition & Servicing Site R: Site Servicing	2022/23 2024/25 2024/25
North East Fife (Tay Cities Region Deal)	Eden Campus, Guardbridge, University of St Andrews	Statutory consents process underway for first buildings. Dry Lab opening in January 2023.	Enterprise Hub	2024/25

Notes:

1. There is a third tranche of activity for this investment programme from 2025/2028; these projects are not included as they are subject to approval for the Full Business Case in 2024/25.
2. These projects are conditional on the approval of the Business Case for Tranche 3 of the Programme.

Strategic Investment:

The **Fife Industrial Innovation Investment Programme (Fi3P)** is a £50 million ten-year programme delivered by Fife Council with funding support from the Edinburgh and South-East Scotland City Region Deal. The programme is delivering new industrial, office and business space and serviced employment sites within existing business clusters in Mid and South Fife adjacent to growth corridors (M90 and A92) (Figure 33). The Fi3P started in April 2019; Tranche 1 (Years 1-3) was completed in March 2022 and Tranche 2 started in April 2022.

The **University of St Andrews' Eden Campus** in Guardbridge is being developed as part of the Tay Cities Region Deal.

In January 2023, the UK and Scottish Governments announced that the **Firth of Forth would host one of Scotland's first Green Freeports**. The successful bid by a public-private consortium led by the Forth Ports Group and including Fife, Falkirk and Edinburgh City Councils includes the creation of an internationally-renowned port and shipbuilding, manufacturing and logistics cluster at Rosyth.

The **Arrol Gibb Innovation Campus** was officially launched in April 2022. A collaboration between Babcock International, the Universities of Edinburgh and Strathclyde, Fife College, Fife Council, Scottish Enterprise and Skills Development Scotland, the Campus at Babcock International's Rosyth facility will see the development of leading expertise in five core capabilities on one site. The first facility to open for business in the Campus was the new £4.6m Fastblade testing facility for tidal turbine blades developed by Babcock International and the University of Edinburgh as part of the Edinburgh and SE Scotland City Region Deal which was officially opened in May 2022.

The Levenmouth Reconnected Programme has approved funding for Levenmouth Business Park (£714k), Silverburn Park Flax Mill (£500k), the Community Trade Hub's Positive Futures Project (£200k) and the CLEAR Buckhaven and Methil's Buckhaven Green Network Enhancement Initiative (£180k).

Fife Council has an allocation of £13.4m from the **UK Shared Prosperity Fund** for expenditure in 2022/23, 2023/24 and 2024/25. The Investment Plan for spending Fife's allocation for 2022/23 (circa £2m) has been approved by the UK Government and the Council has entered into a Memorandum of Understanding for the 3 years to March 2025. Grants for years 2 and 3 will be determined based on the delivery of the Investment Plan and its outputs.

In January 2023 it was announced that one of the five bids submitted to the **UK Levelling Up Capital Fund** had been successful. The Glenrothes UK Parliamentary Constituency bid was awarded £19.4m for the regeneration of Riverside Park in Glenrothes (£4.98m) and support for the Levenmouth active travel network including delivery of Phase 1 of the River Leven riverside path network (£14.43m).

Town Centres

Figure 34: Percentage of vacant town centre units 2019-2022

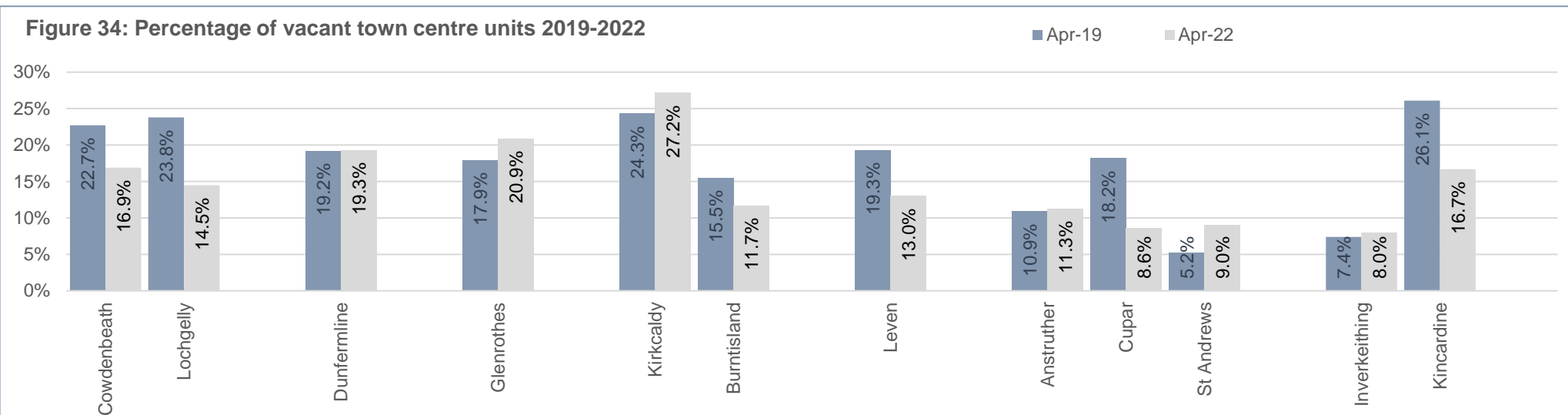


Figure 35: Town Centre Vacancy rates, April 2022 (provisional)

	Town Centre	% of Vacant Units	% of Vacant Floor Space
Cowdenbeath Area	Cowdenbeath	16.9%	15.0%
	Lochgelly	14.5%	17.7%
Dunfermline Area	Dunfermline	19.3%	28.8%
Glenrothes Area	Glenrothes	20.9%	24.5%
Kirkcaldy Area	Kirkcaldy	27.2%	31.1%
	Burntisland	11.7%	12.6%
Levenmouth	Leven	13.0%	13.5%
North East Fife	Anstruther	11.3%	13.6%
	Cupar	8.6%	9.8%
	St Andrews	9.0%	8.0%
South & West Fife Area	Inverkeithing	8.0%	7.6%
	Kincardine	16.7%	36.4%

St Andrews, Cupar and Inverkeithing have the lowest vacancy rates of Fife's main town centres (Figure 35).

The highest vacancy rates are found in Kirkcaldy and Kincardine.

Whilst Dunfermline, Glenrothes, Kirkcaldy, Anstruther, St Andrews and Inverkeithing saw the proportion of vacant units rise between 2019 and 2022 (Figure 34), Cowdenbeath, Lochgelly, Burntisland, Leven and Cupar all saw vacancy rates fall.

Source: Experian GOAD Data (Fife Council).

Town Centre Activity:

- Current delivery of the **Town Centre Capital Programme** funded by the Scottish Government's Place-Based Investment Programme includes work at Glenrothes Bus Station and the Kirkcaldy Waterfront.
- Fife's £2.75m allocation for 2022/23 from **Place-Based Investment Programme** will support eight projects:
 - St Margaret's House in Dunfermline (Phase 1)
 - a Leven place-making project between the new railway station and existing bus station
 - phase 2 of the refurbishment of 9 Esplanade by the Kings Theatre Trust
 - major public realm and streetscaping works in Kincardine
 - Dunfermline Athletic Football Club Rosyth Community Facilities
 - Energy Efficient Enterprise Estate at Lochgelly Business Park
 - a Fife-wide Building Improvement Grant Scheme offering grants for shopfront improvements, building repairs and upper floor conversions.

Difficulties continue to be experienced in the delivery of projects at present, however, due to global issues around availability of materials and rapidly increasing costs.

- The Town Centre Development Unit is leading a pilot **cross-service approach to increase the provision of housing in Fife's town centres housing** during 2022/23 and 2023/24.
- A new **Town Centre Business Energy Efficiency and Digital Grant Fund** has been launched. Financed by the Local Authority COVID Economic Recovery (LACER) Fund the fund provides grants of up to £5,000 to SMEs. This initiative is delivered in partnership with Climate Action Fife Partnership, who help to market the grants to small town centre businesses and facilitate independent energy efficiency audits where needed.
- A funding package has been agreed to facilitate the demolition and clearance of the former **Postings Shopping Centre** in Kirkcaldy.
- The **Scotland Loves Local Gift Card (Fife)** is continuing for a further year.
- The second phase of public realm improvements on **Kirkcaldy waterfront** started on site in July 2022, including a project to reinvigorate the community greenspace at Volunteers Green.
- Work on the **Kirkcaldy gap site assisted living housing development and adaptations hub** continues to progress.
- A Phase 1 of works are underway at **St Margaret's House Dunfermline** to start the process of securing the long-term future of the building
- Work is ongoing on the **Inverkeithing built heritage programme** with the contract to restore and refurbish the Grade A listed Town House now on site.

Tourism

Figure 37: Volume and Value of Tourism, Jan-Dec 2021

STEAM* Indicators	St Andrews	Dunfermline Area	Kirkcaldy and Mid Fife	NE Fife (exc. St Andrews)	Fife
Visitor numbers	377,340	528,260	467,480	373,900	1.75m
% change in visitor numbers 2020-2021	+44.4%	+75.1%	+45.6%	+48.2%	+53.5%
% change in visitor numbers 2019-2021	-44.6%	-35.3%	-36.4%	-33.7%	-37.5%
Economic impact (direct, indirect & induced)	£78.52m	£67.36m	£66.71m	£65.24m	£227.83m
% change in economic impact 2020-2021	+95.1%	+111.6%	+91.6%	+74.0%	+92.4%
% change in economic impact 2019-2021	-44.6%	-35.3%	-36.4%	-33.7%	-37.5%
Number of Full Time Equivalent (FTE) jobs supported by tourist expenditure	1,042	1,017	992	1,292	4,343
% change in number of FTE jobs 2020-2021	+45.1%	+58.7%	+52.4%	+20.6%	+41.0%
% change in number of FTE jobs 2019-2021	-23.4%	-27.5%	-25.6%	-7.1%	-20.8%

Source: Fife STEAM Reports for 2010-2021 - FINAL, Global Tourism Solutions (UK) Ltd.

*STEAM is a tourism economic modelling tool owned by Global Tourism Solutions (GTS) UK Ltd and is used by most Tourism Destination areas in the UK.

Notes: The areas relate to Fife's Local Tourist Associations (LTAs) as follows: St Andrews=St Andrews LTA; NE Fife=Cupar & North Fife and East Neuk LTAs; Kirkcaldy & Mid Fife=Levenmouth and Heartlands of Fife LTAs; Dunfermline Area=Dunfermline & West Fife LTA.

Figures are not available at a lower level than these four areas. Economic impact figures are indexed to 2021 prices.

Figure 38: Volume and Value of Tourism, Jan-Jun 2022

STEAM* Indicators	Fife
Visitor numbers	1.139m
% change in visitor numbers 2021-2022	+137,6%
% change in visitor numbers 2019-2022	-9.8%
Economic impact (direct, indirect & induced)	£167.39m
% change in economic impact 2021-2022	+170.2%
% change in economic impact 2019-2022	+23.4%
Number of jobs supported by tourist expenditure (FTEs)	4,663
% change in number of FTE jobs 2021-2022	+73.1%
% change in number of FTE jobs 2019-2022	+3.1%

Source: Fife Interim Draft STEAM Report for Jan-June 2022, Global Tourism Solutions (UK) Ltd.

*STEAM is a tourism economic modelling tool owned by Global Tourism Solutions (GTS) UK Ltd and is used by most Tourism Destination areas in the UK.

Notes: Figures are not available below the Fife level. Economic impact figures are in historic prices. These figures are subject to change in the final 12-month trend reports. The 2022 data cannot be directly compared with previous years due to the inclusion of Airbnb occupancy data. Work is also ongoing to improve the accuracy of day visitor figures. FTE=Full Time Equivalent

Volume and Value of Tourism:

- In 2021, there was significant improvement in the volume and value of tourism to Fife compared to 2020, though figures were still well below the pre-pandemic levels:
 - 1,747 million people visited Fife in 2021, 53.7% more than in 2020, but still 37.5% fewer than in 2019.
 - The economic impact of tourism in 2021 was up by 95.1% on 2020, but still 22.2% less than in 2019.
 - The estimated FTE jobs supported by tourism in Fife in 2021 was up by 41.0% on 2020, but still 20.9% lower than in 2019.
- The Dunfermline Area saw the greatest rate of recovery in 2021.
- Initial figures for the first 6 months of 2022 suggest that for Fife as a whole: visitor numbers were only 10% below 2019, pre-pandemic numbers; the industry supported a higher number of FTE jobs; and the economic impact of visitor spend had increased compared with the same period in 2019.

Fife Tourism Activity:

- The [Fife Tourism Partnership website](#) has been relaunched, providing information and support for tourism businesses.
- The **150th Open Golf Championship** at the Old Course, St Andrews in July 2022 attracted a record audience of 290,000 visitors and showcased Fife to a global audience.
- Over 90 people attended the in-person **Fife Tourism Conference** in March 2022. Held at the Dean Park Hotel, the event's themes were digital skills, inclusive, sustainable tourism and retaining talent.
- The new **Welcome to Fife QR code** was launched in June 2022. Giving visitors quick access to tourism information via their mobile phones, the QR code is on display at bus stations, public toilets, parks and other public space and a toolkit has been developed to encourage businesses to promote the code.
- In 2022 many major tourism events took place for the first time since 2019. Fife Council's support for events through the **Strategic Events Fund** has returned to focus on in-person events with an emphasis on sustainability and attracting visitors from outwith Fife. In 2022, £41,570 was awarded through the fund to support 7 events.
- A new fund to support local event organisers was launched. Funded by the UK Government's Shared Prosperity Fund, the **Fife Events Development Fund** provides grants of between £200 and £10,000 to new and existing events taking place between November 2022 and March 2023. Events taking place within town centres were prioritised and in 2022 £49,986 was awarded to local event organisers to support 40 separate events.
- A **sustainable tourism action plan** has been developed and a working group to take it forward will be formed in early 2023.

Fife Tourism Activity (continued):

- **Consumer marketing campaigns** included partnership working with the Herald, Scotsman and Times and an autumn campaign carried out with VisitScotland targeting the retiree and family markets.
- An insights project is underway looking at the **profiling of Fife's potential visitor market**.
- Work is being carried out with VisitScotland to identify and work with businesses who could benefit from the **travel trade market**.
- £35k funding was secured from VisitScotland's Rural Tourism Infrastructure Fund (RTIF) to produce a **Strategic Tourism Infrastructure Development Plan** for Fife. The Plan will be used to inform future applications to the RTIF to continue the **Fife Outdoor Tourism Infrastructure Programme** a partnership project between Fife Council and the Fife Coast and Countryside Trust to provide a network of parking, toilets, interpretation and EV/EB charging points in key visitor 'hotspots' to improve the management of visitors and encourage sustainable tourism practices.
- The **Fife Coast and Countryside Trust** has introduced trial parking charges for overnight motorhomes at Kingsbarns and Elie Ruby Bay beaches. The money raised will be ringfenced to facilitate safe parking, extend the opening hours of public toilets and create a network of chemical toilet disposal points. A new motorhome leaflet has also been produced by FCCT to give guidance to those visiting Fife with a motorhome.
- **World Host Training courses** are being delivered to businesses in partnership with Fife College.
- A multi-agency **hospitality and careers day** is taking place in January 2023, with six schools taking part.
- In April 2022, Fife Council agreed to implement a **licensing scheme for short-term lets** through Housing Services supported by Protective and Legal Services. The deadline by which hosts need to get a licence has now been delayed by six months from 31st March to the 30th September 2023.

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8th February 2023
Agenda Item No. 07

Supporting the Levenmouth Local Community Plan – Community Recovery Fund (CRF) Proposals Levenmouth.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21,22

Purpose

The purpose of this report is to inform members of the current proposals relating to the Community Recovery Fund (CRF) allocated to the Levenmouth area in 2022 and seek agreement from the Area Committee on several projects that are ready to start within the current financial year 2022/23 or just thereafter.

Recommendation(s)

The Committee is -

- asked to note the proposals attached to this document, discuss as required, and if agreeable give permission to officers to continue to develop these into fully fledged projects supported by the CRF.
- asked to note key projects that are ready to start and are covered by separate reports to the Committee today. These are specifically for the Promenade design project, the Tourism Project Manager position, temporary increase in Police resource, CORRA resource support and FFTC resource support.

Resource Implications

Approval of all the proposed projects noted by this report would see expenditure of approximately £1.625 million. This would over commit the current budget of £1.343 million; however, all figures are based on estimates and there is likely to be a level of attrition amongst the project proposals as officers work on their viability and deliverability.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to procurement will be dealt with under the Council's agreed procurement framework, any grants made will be guided by the current permissions framework which allows

discretion to officers for any grant made below 5K, while anything exceeding that figure would be subject to a full report to the Area Committee.

Impact Assessment

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

Consultation

As noted, all projects would either be subject to report to Area Committee or discussion at ward meetings – where required local consultations would take place depending on the perceived impacts of the individual proposals, many of the proposals are longer running issues and may already have been subject to local discussion and debate.

1.0 Background

- 1.1 At its meeting on 25th August 2022, Fife Council's 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 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 the £9m across the 7 Area Committees with the remaining £1m to be used to support initiatives spanning several areas or of Fife wide significance. The high-level approach and criteria approved at Committee were:

Approach

- Area Committees will decide allocations from the fund
- Communities should help identify priorities and projects
- The fund can be used flexibly across the next two financial years
- Projects and spend should support wider community recovery as well as shorter term challenges e.g., cost of living
- Minimise any recurring revenue spend but promote innovation and pilot schemes which may influence future delivery

- 1.2 The committee also agreed specific criteria for the approach which were noted as-

- 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
- 1.3 The Committee also agreed that officers should liaise and engage with all Councillors at Area Committee in relation to the Community Recovery Fund. In the Levenmouth area the promotion of projects supported by CRF has been the subject of discussion at the local ward meetings, and members also engaged in a specific CRF workshop in November 2022 where they gave officers a steer on how they would like to see the Levenmouth approach developed.
 - 1.4 As noted above, key criteria for the use of the Community Recovery Fund include links with the Plan 4 Fife and Local Community Plans. The priorities for the Levenmouth Local Community Plan are currently being developed for the period 2023 – 25 with a view to being finalised in April 2023. As work is already underway with Elected Members and wider community representatives to identify priorities and agree actions for Local Community Plans, the timing is good to develop proposals for the Community Recovery Fund that contribute to meeting these local priorities.
 - 1.5 People and Place groups alongside the Welfare Reform and Anti-Poverty group in Levenmouth have also been engaged with to identify possible proposals for consideration. Responses have been slow, but we expect these to increase over the year.
 - 1.6 Where there is a clear responsibility to take forward a particular project, the appropriate service, partner, or group will be asked to develop and submit a proposal for Area Committee to consider. A template for proposals has been developed to ensure that the necessary information is collected to allow the proposal to be assessed and - at a later point if successful – for progress to be monitored.
 - 1.7 The decision on what the Community Recovery Fund is used to support lies with the Area Committee. This is the first reports asking Area Committee to consider and approve proposals. Elected Members are however reminded that the fund is available over the next 2 years and therefore it does not need to be fully committed at the first meeting. As noted, many of the proposals here are not fully formed and require more detail before a final decision is taken.
 - 1.8 Subsequent reports will provide information on the progress of approved projects and seek the consideration and approval of further proposals should funds allow.
 - 1.9 While progress reports will be provided to Area Committees on a regular basis there will be a need for oversight of the programme at Cabinet Committee. An initial progress report will be presented in May 2023, summarising the approved proposals and noting progress up to end of March 2023. A final report will then be presented in May 2024, including an evaluation of the impact the fund has had on local communities and in meeting the priorities set out in the Local Community Plan and the Plan for Fife.

2.0 Issues and Options

- 2.1 Members will note that there are a range of proposals in the attachments to this report.
- 2.2 These proposals have been derived from local discussions over the last few months, as well as highlighting issues of longer standing that we have not been able to address within resources available at the time.
- 2.3 While the proposals give a reasonable foundation to continue discussions with members and local communities, it is inevitable that the proposals will change and adapt as we progress.
- 2.4 As a guide we have looked to align the projects alongside the key priorities that have been coming through local meetings, which will form the shape of the local community plan for the area, which will be considered by members in April 2023.
- 2.5 Members will be aware from our discussions that the core priorities defined so far are

Opportunities for All

- Improved Health Outcomes - with a particular focus on mental health support and issues around drug misuse and drug related deaths. The area also needs to improve its rates of participation in physical activity which are lower than most areas of Fife.
- Targeted Anti-Poverty Opportunities - Increase locally provided support for mitigating the impact of the cost-of-living crisis.

Thriving Places

- Improvements to transport connectivity - continue to build on the opportunities offered by the rail link to improve local connectivity in Levenmouth.
- Digital Connectivity – assess how we deliver a better digitally connected Levenmouth that benefits local people and business.
- Targeted Action on Anti-Social Behaviour (ASB) - continued focus on ASB including misuse of motorcycles, fire raising and illegal dumping
- Town Centre Public Realm Improvements- continue improvements in Leven town centre and assess the support required for improvements in the smaller centres with an initial focus on Kennoway, Bishops Court and Lower Methil.
- Green Space and Play Space Improvements - continue to improve play facilities as part of the ongoing programme and ensure our play offer is of comparable quality with the rest of Fife. This work needs to support higher levels of participation in sport and activity for the whole family.
- Develop the concepts and recommendations from the Levenmouth Tourism audit to ensure we have a strong Levenmouth offer to attract footfall and spend.

Inclusive Growth and Jobs

- Put in place local opportunities for skills development and training tailored to the needs of local businesses.
- Ensure the rail link and associated projects produce a Tourism dividend for Levenmouth through the realisation of ancillary benefits.

- Ensure local businesses are fully informed of support mechanisms that will allow them to develop and expand and assess if local bespoke interventions can be designed and funded.
- Put in place support to encourage local entrepreneurship and new start businesses.

Community Led Services

- Develop and support community leadership in all forms
- Promote and support Community Asset Transfer where it is appropriate and beneficial to the local community.
- Promote volunteering opportunities locally
- Support local organisations which provide service benefits to local communities and help them develop resilience.

2.6 As members will be aware from previous discussions, these priorities mirror a number of those contained in the 2019-22 plan – however they have also been informed from the results of the most recent strategic assessment for Levenmouth which highlighted areas for improvement which are noted below

- the provision and quality of local facilities and amenities
- the availability of security of well-paid work
- general care and maintenance
- ongoing concerns about feeling safe
- a lack of influence and control

2.7 Officers feel the range of proposals contained within the attachments to this report align with the current local plan priorities and the improvement areas noted.

3.0 Conclusion

3.1 This initial report sets out a range of actions which we encourage members to debate, we all need to be aware that the approach will adapt and flex over the next year and a half , however we are confident that we have the mechanisms in place to ensure that this is done with the support of members, partners and the local community.

List of Appendices

- List of current CRF Proposals

Background Papers

- https://www.fife.gov.uk/_data/assets/pdf_file/0016/406024/Agenda-and-papers-for-Cabinet-Committee-meeting-22nd-September-2022.pdf
- https://www.fife.gov.uk/_data/assets/pdf_file/0022/397012/Agenda-and-papers-for-the-Cabinet-Committee-25th-August-2022.pdf

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Appendix 1

Working List of CRF Proposals

These proposals have been grouped into Revenue type and Capital type projects just to distinguish potentially different timelines required for these different types of projects. On Capital type projects we may need to build in permissions, procurement and contract lead in times which will make the completion of some projects challenging given the March 2024 end date for this funding.

It would be useful to see this list of proposals as a working document that we will use during local meetings to refine down to the key priority projects that Councillors would wish officers to pursue initially.

Capital Type Projects

1. **Leven Skatepark Refurbishment** – discussions currently in train with new representative group of skatepark users to look at the refurbishment of this site. COMIS line raised to pull in design capacity from Property Services – suggested set aside **£110K**
2. **Temple Toilets Upgrade** – upgrade of existing toilet units at this busy site – initial designs in production. Suggested set aside **30K**
3. **Temple Changing Places Toilets Provision** – new CPT standard provision – initial designs in production – suggested set aside **80K**
4. **Bishops Court Town Centre design** – improvement in access and amenity at this busy site – initial design proposals commissioned and expected in February 2023 – suggested set aside **80K**.
5. **Play Area Programme Acceleration** – using CRF to accelerate the current priority list of play park improvements – suggested set aside **100K**
6. **Buckhaven Regeneration Approach** – led by FHBT and following on from the area appraisal that ward 22 members have seen- potential match funding to lever in lottery funding for the interpretation and selective interventions to preserve character buildings in Buckhaven. Suggested set aside **100K**
7. **Halls and Centres sustainability approaches** – targeted spend on heating and insulation approaches within the Council estate to improve fuel efficiency. – suggested set aside **100K**
8. **Improvements to path network** – Kennoway to Leven Bike Trail – specific improvements to the established path network to accommodate higher levels of cyclists using this link – creates a strong link to the pump track asset in Kennoway. – suggested set aside **50K**
9. **Digital connectivity improvements** – better use of digital technology to promote Levenmouth in advance of the rail link. - suggested set aside **50K**
10. **Community Heating Approach** – detailed study and practical support for community led heating initiatives – suggested set aside **50K**
11. **Kennoway Shed Solar Heating Proposal** – community led initiative – suggested set aside **30K**

12. **Durievale roundabout car park surface improvement** – overlay of surface and improvement in drainage at this problematic site – suggested set aside **75K**
13. **Methilhill Strollers Herd Park Pavilion Proposals** – potential renewal of facilities at this site – possible match funding from other services – suggested set aside **30K**
14. **Leven A915 Improved signage** – Improved town centre signage in advance of rail link completion. - suggested set aside **30K**
15. **Leven Caravan Park Promenade** – link road adoption proposal, requirement to bring this road up to adoptable standard = suggested set aside **20K**
16. **Kirkland Gardens Roundabouts removal** – possible joint approach with Housing and Transportation – suggested set aside **30K**
17. **Repairs/Renewals of stockade fencing at Recycling sites** – response to ongoing damage of fencing units at these sites – suggested set aside **15K**
18. **Half Moon Car Park Reconfiguration Wellesley Road** – creation of a community space within this car park on completion of work to remove abandoned vehicles- suggested set aside **50K**

Revenue Type Projects

1. **Sportscotland led Community Connector Initiatives-** support for Community connector initiatives to encourage higher levels of participation in sport and activity with a focus in Methil/Methilhill – suggested set aside **20K**
2. **Participatory Budget Initiatives** – Levenmouth Wide – suggested set aside **100K**
3. **Anti-Poverty Approaches** – to support any shortfall issues with AP budgets during the cost-of-living crisis – no set aside suggested at this juncture AP budgets holding up. **ZeroK**
4. **Literacy and Numeracy Interventions** – catch up initiatives given issues prevalent over the pandemic for both school children and adult learners- suggested set aside- **30K**
5. **Fife Heritage Railway Learning Centre** – further support to bring about a learning centre at the FHR site to increase volunteer opportunities – suggested set aside **30K**
6. **Shop Front Upgrades-** Local Levenmouth initiative to provide grant funding for shop front improvements in all settlements – suggested set aside **40K**
7. **Public Health Policing Approach** – proposal to put in motion a test of change approach to deal with the problem of Police time wasted at Hospital A&E with clients requiring a degree of mental health support- suggested set aside **75K**
8. **MCCI Land Purchase Assistance** – long running approach to resolve vacant and derelict land issue at Methilhill – suggested set aside **50K**
9. **River Leven Greenspace sinking fund** – requires to be worked through and is dependent on the maintenance model adopted for this significant development project. – **ZeroK**
10. **Scotland Loves Local Campaign** – part funding support to this initiative – suggested set aside **30K**
11. **Rail Link Specific training approaches** – in conjunction with Employability team – agreed suite of qualifications and experience packaged into a KY8 approach to tie in with employment opportunities coming through the major developments including rail link, River Leven, Tourism/Hospitality growth, house building opportunities,

H100 etc.- suggested set aside **50k** with understanding of ongoing commitment from AP budgets in future years.

12. **Sustainability approach to buildings used by community groups** – buildings out with the Council estate- bowling clubs, football teams etc – heating and lighting audits leading to possible interventions – suggested set aside **100K**
13. **STEM based activity** – harnessing the skills influx into the area and ensuring benefits are accrued for young people – suggested set aside **20K**
14. **Savings and Financial Literacy Support** – direct link to the credit unions to encourage membership growth in targeted areas of deprivation – suggested set aside **50K**
15. **Young Persons drug Focus – Financial support for ADP initiative** – fallback funding only -potential is for this approach to be fully funded. **ZeroK**

8th February 2023
Agenda Item No. 08

Supporting the Levenmouth Local Community Plan – Fifers for The Community Resource Request - Community Recovery Fund.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21.22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund of £21,700 towards supporting the continuation of Fifers for the Community (FFTC) staffing resource in the Levenmouth area over the fiscal year 2023/24. This request covers two officer positions within FFTC,

Recommendation(s)

The Committee -

- is asked to agree a contribution of £21,700 to support the continuation of FFTC officer activity in Levenmouth in the financial year 2023/24. This is from the Community Recovery Fund.
- is asked to note that FFTC are still seeking funding from other sources accordingly the current request may be reduced depending on the success of that process.

Resource Implications

Approval of this funding will reduce the Community Recovery Fund for Levenmouth by £21,700.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to the employment of this individuals will be covered by the framework used by FFTC who will be the employing organisation for these positions, and will directly manage the posts.

Impact Assessment

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

Consultation

There has been a long-term relationship with FFTC in the Levenmouth area going back to 2017. FFTC have been involved in a range of different work streams locally which has involved significant community engagement.

1.0 Background

- 1.1 The criteria for spend from the LCPB and CRF requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Covid Recovery Fund (CRF), as it is part of the CRF approach members will be aware that this is one of several projects to be funded by this budget as noted in a separate report.
- 1.3 This reason for bringing a more detailed report to members today is due to the fact expenditure for this project if agreed will be incurred early within the 2023/24 financial year, accordingly it would be useful to gain formal agreement from Committee today, to ensure all arrangements are in place.
- 1.4 The report has attached to it a CRF01 business plan which is a required additional document for projects covered by the CRF budget.
- 1.5 This report is to seek agreement from the Area Committee to support the employment of two officer posts, managed by FFTC and working in the Levenmouth area.
- 1.6 FFTC are a registered charity and have accepted charitable purposes noted as follows - "the advancement of citizenship or community development", & "the advancement of public participation in sport".
- 1.7 The bid to the CRF fund is for short term coverage up until March 2024 to cover the costs of two positions, the incumbents for these will cover distinct workstreams.
- 1.8 The total cost of covering the employment costs for both posts is £23,000 and FFTC are contributing a total of £2300 from their own funds towards this cost.
- 1.9 As noted above FFTC are continuing to seek external funding resources through discussions with Fife Voluntary Action (FVA) – should these discussions prove fruitful this would result in a pound for pound reduction in the call on CRF being made today.

2.0 Issues and Options

2.1 As noted the funding is to continue to support two officers within FFTC who's roles cover the following:

£10,000 is requested for 1 post to work in conjunction with voluntary organisations and partner agencies and specifically Scottish Police, to carry out work on mental health provision within Levenmouth. The funding will allow a further four mental health forums to be held, with the postholder also being able to undertake research on behalf of the wider partnership.

2.2 The objectives within this workstream are as follows-

- Work with partner agencies to create a multi-agency hub in the Levenmouth area.
- Help coordinate better use of resources, training and delivery of mental health support with local providers and partner agencies.
- Support a minimum of 4 training events held by the different members of the collaboration, organise and chair monthly meetings of the members of the collaboration that'll ensure the aims of the project are being met.
- Deliver/support 4 forums for the benefit of the collaboration.
- Operate and update daily Facebook and Twitter account highlighting the services available and offering links to online help and support.

2.3 £11,700 is requested for 1 post to cover the costs of an officer within FFTC to support the local partnership of agencies around COVID recovery and cost of living crisis work being undertaken until March 24. This would include support and partnership working with:

- Warm Spaces initiatives across the two wards.
- The Shed in Methil to establish new growing spaces including the poly tunnel development at Bayview in conjunction with Leven Environmental Group.
- The Dandelion Project at Leven Centre.
- The 3G facility at Bayview including securing funds for its replacement, support the numerous groups who use the 3G facility and retain its Platinum Status as leading provider of sport development with the SFA.
- Promote better use of stadium, including function areas and changing rooms
- Continue to manage sinking fund for 3G pitch replacement in 2025
- Promote improved connectivity to the new train station
- Investigate wind turbines and renewable project opportunities
- support the investigation of a water sport facility at Number 3 Dock and engage with the Sea Cadets unit and Buckhaven Community Trade Hub (BCTH) on how they could benefit from the establishment of the water sport facility.
- Act as local community group support for the Sustrans Places for Everyone bid to promote the proposed Promenade development

3.0 Conclusion

- 3.1 The continuation of the two posts noted above will give surety of resource for a further year and will be of benefit in terms of COVID recovery and cost of living crisis work, which is high on the local agenda in Levenmouth.
- 3.2 The investment from Fife Council if agreed will act as a back stop position for these posts, and as noted external funding sources will still be sought.
- 3.3 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Community Led Services.

List of Appendices

CRF01

Background Papers

None

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Project Title	FFTC Resource CRF
Area Project or Corporate Project	<i>Area</i>
Area Project covers	<i>Levenmouth</i>
Project Manager	Allan Duthie FFTC/Dave Paterson FC
Approval	Levenmouth Area Committee 8 th February
Date	30/1/23

Section 1: Proposal

1.1 What is the project going to do?

This proposal will secure the positions of two part time officers to work for FFTC on the specific workstreams of mental health organisation and support, and COVID and Cost of Living Crisis mitigations.

1.2 Which priority does it meet?

This meets targets around Opportunities for All, and Community Led Services

1.3 What consultation with Elected Members has taken place on this project?

Members are aware of the wider FFTC involvement in a range of projects, and this particular proposal will be brought forward for consideration at the 8th February Levenmouth Area Committee.

1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
2X part time posts in position up until March 2024	A good level of interaction between local communities and a dedicated local resource	Achievements against the objectives noted in the body of this covering report around mental health mitigation work, numbers involved in sport and activity and targets achieved around the sinking fund for 3G pitch replacement at Bayview.

1.5 What are the known costs and timescale? How will this be funded?

1.5.1 Costs

Total expected one-off cost	Profile of spend
	Jan 23 - £
	Feb 23 - £

Wages and on cost	Mar 23 - £
	Apr 23 - £ 21,700
	May 23 -
	Jun 23 -
	Jul 23 -
	Aug 23 -
	Sept 23 -

1.5.2 Funding requested

How much funding is being requested? £21,700 – potential pound for pound reduction on this amount depending on the success of discussions with FVA which are currently ongoing.

1.5.3 Funding availability

This will list all sources of funding including any match funding

- £2300 confirmed from FFTC reserves

1.5.4 Resource availability within the service to deliver

No resource requirement from Communities and Neighbourhood's service

1.5.5 Can you confirm the project does not have

Recurring Cost	No
Unintended consequences	No
Duplication with existing projects or initiatives	No

1.5.6 Is the project a spend to save proposal, if yes please provide details of savings

N/A

1.6 What are the known risks?

1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Elected members do not support the funding request	2	5	10
Lack of applications for the post	1	5	5
Performance of individual in post does not meet expectations	2	4	8

1.6.2 Risk mitigation

Risk description	Mitigation Measures
Elected members do not support the funding request	Any concerns raised by members will be discussed and responded to as required.

Lack of applications for the post	The positions currently have incumbents.
Performance of individual in post does not meet expectations	The individual in post will have a defined workplan and core priorities to work to. The post will be managed by FFTC and performance measures will be set – local reporting on progress to Ward meetings or Area Committee if requested will be facilitated.

1.6 Proposal sign-off

Approved by	Role	Date approved
David Paterson	Project Manager	30.1.23
	Accountant	
	Area Committee	Pending
	Who will approve corporate projects?	

8th February 2023
Agenda Item No. 09

Supporting the Levenmouth Local Community Plan – Promenade Leven – Design Funding Community Recovery Fund.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21,

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund of up to £50,000 towards the full cost bringing forward a design specification for the Promenade Leven.

Recommendation(s)

The Committee -

- is asked to agree a contribution of up to £50,000 towards the estimated cost of commissioning a detailed design for the Promenade area to encompass access and amenity improvements and establishing a link active travel route that ties in with the new station at Leven.
- Is asked to note that these designs will be informed by input from local people through a consultative approach.
- Is asked to note that this design work will subsequently be used to support a significant application to Sustrans Places for Everyone framework, to try and secure funding to take forward the finalised designs to construction.

Resource Implications

Approval of this funding will reduce the Community Recovery Fund for Levenmouth by £50,000.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to procurement of this design work will be within the Council's agreed procurement framework.

Impact Assessment

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

Consultation

There have been several consultations relating to the development of the Promenade area in Leven in 2017 and 2020. These have thrown up several priorities for local people, which included incorporating Cycle lanes, improved accessibility for disabled people, improved signage and interpretation, upgrade to the play areas, skatepark improvement, better lighting and improved picnic facilities.

From the 2017 approach investments were made in both play areas, and full access along the whole of the Promenade was facilitated by a new ramp installation. Picnic facilities were also increased in number and improved to include disability access and hardstanding

A more recent visioning exercise was also carried out in May 2022 and the proposals from that area attached to this report, these proposals have been shared with the local Place working group.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Covid Recovery Fund (CRF), as it is part of the CRF approach members will be aware that this is one of several projects to be funded by this budget as noted in a separate report.
- 1.3 This reason for bringing a more detailed report to members today is due to the fact expenditure for this project will be potentially be incurred within the current financial year 2022/23, accordingly we need to gain formal agreement by Committee today, over and above the original agreement to proceed secured from Members in December 2022.
- 1.4 The report has attached to it a CRF01 business plan which is a required additional document for projects covered by this budget.
- 1.5 This report is to seek agreement from the Area Committee to fund detailed design work for the Promenade area in Leven
- 1.6 High level master planning and visioning work has already been carried out at this site – and the detail of that can be found as attachment to this report. This work was funded from the Levenmouth Reconnected Programme (LRP) small grants.

- 1.7 This visioning work will be utilised by the successful design contractor as a basis to inform the more detailed plans and costings required to allow us to apply for construction funding. As noted, we would expect another round of consultation to be undertaken by the successful design contractor to get broad approval for the designs that come forward.

2.0 Issues and Options

- 2.1 The Levenmouth Plan notes that investment in its green space assets as part of the readiness for the rail link in 2024.
- 2.2 As there is current design work being undertaken for the Leven station this approach for the promenade will be complimentary and will ensure direct access using active travel routes to one of the key tourism assets in the town.
- 2.3 This investment will also augment the facilities available for visitors using the Fife Coastal Path.
- 2.4 As noted, the design work will be utilised to support the Places for Everyone application to Sustrans. The initial expression of interest for this proposal was accepted by Sustrans and a more detailed application was submitted on 10th January 2023.
- 2.5 From this point Sustrans will be looking for detailed designs and costings for the Promenade proposal- this approach using the CRF fund should hopefully accelerate this bid ahead of other competing bids, given we expect stiff competition from projects across Scotland.
- 2.6 The £50,000 cost of this design commission is an estimate at this stage – however formal permission to proceed will allow us to work up a more detailed specification as part of the procurement process.
- 2.7 Members will be aware that initial permission was sought through local discussion in December 2022 to give an indication of support from members prior to the report was tabled with you today. The positive response from members at that time enabled discussions with potential contractors to test the water with the proposal.

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving a key tourism asset for the Levenmouth area. The investment in the design will be supportive of current work being carried out under the rail link and River Leven projects.
- 3.2 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Thriving Places.

List of Appendices

- Image 1 Station Gateway Area
- Image 2 Promenade
- Image 3 Forth Street Crossing
- Image 4 Car Park and Skate Park
- Image 5 Waterfront Active Travel
- Attachment 6 Leven Map
- CRF01

Background Papers

None

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Introduction

Nicoll Russell Studios were approached in March 2022 to help develop 'visioning' proposals for a new Active Travel Corridor on Leven Waterfront. These proposals are intended to work in connection with wider masterplans currently being developed for Leven, which include the creation of a new Riverside Park / Connectivity Masterplan and importantly the new Levenmouth Station.

Our visioning proposals identify character areas, general interventions, and opportunity sites along the Leven Waterfront as it extends from the mouth of the River Leven near the Bawbee Bridge and extends north along the coast towards the Leven Links Golf Course where it adjoins the Fife Coastal Path.

The proposals are broken into three parts:

- **Visioning Statement**
This considers the functional and contextual relationships generated by our design proposals
- **Infographic Visioning Plan**
Keyed plan identifying potential interventions and opportunity sites
- **Placemaking Proposals**
Artists impressions of the potential proposals in context

The proposals illustrate how we believe it would be possible to improve access; boost footfall; strengthen links back to the town centre to support economic development; augment links to the station/facilities/destinations etc to promote active travel; & how to heal or refresh certain areas to enhance the connectivity of the Fife Coastal Path and in turn, amplify all the above via a series of key design interventions which sit within the wider context of inter-related projects.

Visioning Statement

This visioning statement highlights the functional and contextual relationships generated by our design proposals for a new active travel corridor on Leven Waterfront & describes the special interludes they will form with the wider proposed active travel routes in and around Leven.

Leven is a place of considerable quality and its riverside and beachfront provide much needed functionality and amenity for locals and visitors alike. Its promenade, beach, & riverfront are a special place and a wonderful resource for people of all ages and interests. The attractive beach promenade (*which is the focus of several of our proposed interventions*) is part of the Fife Coastal Path that stretches for over 150 miles from the Firth of Forth to the Firth of Tay.

Over the length of our proposed active travel corridor a diverse range of traditional materials such as natural stone, cobbles, slate, ironwork etc and several modern interventions which have also adopted a range of quality materials are utilised. Equally, there are elements such as the sea walls, existing fencing, & remnants of a past industrial age which are purely utilitarian.

In keeping with the high quality and mix of existing materials used in this setting, a refined and complimentary palette of materials (continuing existing themes around the bus station), which are suitably robust and appropriate to their coastal landscape setting are proposed, forming a series of **key strategic interventions** which would combine to create a revitalised amenity offer which, it is hoped, will encourage more people to walk, wheel and cycle around the town.

The aim is to generate transformational improvements for active travel in the area, creating a high quality and fully inclusive walking and cycling route, with associated public realm, biodiversity, and landscape enhancements. With the scope to allow residents, visitors or passing travellers to be able to access and enjoy the stunning coastline in the area. Whether using the area as a local resource, accessing the beach, taking part in leisure activities or sports, exercise, outdoor education, festivals etc to enhance footfall, boost the economy, secure Leven as a destination and enhance health and wellbeing.

The proposals always seek to augment the good work which has already taken place and to link each of these interventions into a much more cohesive whole.

The proposed route would consist of the following key strategic interventions:

- **Riverside Trail**

Proposal: Enhance & widen pedestrian & active travel access to & from promenade via enhanced riverside trail.

- A **new designated shared foot/cycle way** could be threaded along the riverside, following the existing pathway to connect a wider active travel route which will extend west along the river Leven, tying in with the riverside park / connectivity masterplan and east towards the Promenade & Fife Coastal Route. With opportunities for pop ups / food trucks, enhanced access to the beach, artworks etc.

- **Branch Street Upgrade**

Proposal: Enhance pedestrian & active travel access to & from town centre and bus station (refer to image 1)

- Tabled traffic islands at road crossings & high-quality ground-scaping could be introduced to reduce potential for vehicle / active travel conflict, improve intuitive wayfinding between town centre and bus station & promote active travel connections

- **Former Railway Bridge Crossing**

Proposal: Enhance pedestrian & active travel access to & from Bayview & Methil via enhanced former railway bridge (refer to image 1)

- Developing a route across the former railway bridge could create greater & more direct active travel connection between Bayview & the Town Centre allowing a continual & joined-up journey between the Beach Front Promenade and Dock areas.

- **Station Gateway Building**

Proposal: Create “station gateway building” to offer gateway to the town & area, wayfinding & active travel facilities via a community enterprise initiative (refer to image 1)

- A new feature ‘**Gateway**’ building associated with the proposed reintroduction of a railway station at Leven, incorporating Active travel hub with cycle and e-cycle hire and parking / servicing, with opportunity to accommodate community led enterprise/initiatives, would facilitate wider active travel in connection with improved public transport.
- This new building could be complemented by new **landscaped planting and ground-scaping** which echoes and reinforces the historical street pattern, easing connection and intuitive wayfinding to and from the town centre and the beachfront

- **Promenade**

Proposal: Enhance & widen pedestrian & active travel route along length of the promenade, creating opportunities for food & beverage, seating, signage & banners to create a brand identity (refer to image 2)

- A **new designated shared foot/cycle** way could be threaded along the Promenade, following the existing pathway & connecting to wider active travel routes and key interconnecting paths into the town centre, driving footfall and economic activity.
- High quality surfacing could be introduced throughout to new interconnecting pathways with opportunities for **artisanal interventions** at key points, creating interest & activity.

- Balustrading to ramps and seawall will be in powder coated galvanised steel. Street furniture and signage will be in chunky weathered timber and weathering steel, and will be suited to match other signage, & street furniture along the route.
 - New **Orientation Points** in locally quarried stone, could be introduced at key points along the active travel route as it traverses the promenade aiding wayfinding & improving connectivity with the surrounding streets, beachfront, harbourside & parks and informing users of local amenities/ services.
- **Forth Street & School Lane**
Proposal: Create pedestrian & active travel friendly routes to & from the town centre with branded signage, wayfinding, traffic tables & ground-scape (refer to image 3)
 - A complementary branded streetscape could be developed along the length of these key routes from the water's edge to the town centre, encouraging active travel and thereby footfall, which in turn catalyses businesses & drives economic development.
 - New planting at the water's edge could echo, and reinforce the street pattern, framing vistas from these key routes towards the beach
- **Promenade at Mitchell Street**
Proposal: Create enhanced access to the beach for pedestrians
 - A **widened beachfront pathway** could be formed in locally quarried stone, with new seating areas, stairs, ramp, and 'offline' vantage point to be introduced providing improved access for all to the Beach
- **Festival Gardens**
Proposal: Create enhanced pedestrian & active travel friendly routes to & from festival gardens, the town centre, and the promenade
 - **New Cycle and E-cycle stands** could be introduced to encourage active travel to site. These could form part of a **coordinated suite of new street furniture** including benching and signage with a complimentary coastal aesthetic
- **Leven Beach Car Park** (opposite Church Road)
*Proposal: Create enhanced access for all and for authorised vehicles, boats & equipment
 New location for outdoor equipment and beach wheelchairs, coaching, food & beverage opportunities*
 - The existing beach access could be regraded with high quality surfacing offering improved access for boats & equipment to the beachfront and wheelchair friendly access to the beach.

This new surfacing could interconnect with pathways on the Promenade with opportunities for **artisanal interventions**, creating interest & activity.

- These could take the form of **new pavilions** allowing for storage of beach wheelchairs alongside new Food & Beverage offerings.

- **Leven Beach Car Park** (opposite Balfour Street)
Proposal: Enhanced toilets, camping etc to allow safe, easy access for blue badge holders, views along the beach, access & metered stays for campervans, chemical toilet maintenance, etc (refer to image 4)
 - A new **leisure hub** could be formed within the existing car park area with expanded programme that offers support for beachfront camping, access & metered stays for campervans, chemical toilet maintenance, cycle & e-bike stands & hire etc.
 - A new three-metre-wide ramp with a gradient of 1:20 could offer wheelchair friendly access to the beach and improve access for all. The ramp would be sited in proximity of the existing car park & new cycle parking provision, with its upper start point close to a new central access formed between the existing toilet pavilion and the Action Zone.
 - A new staircase to the beach could supplement this offer and provide an area for further informal seating to take in the beach views. Alongside the ramp and stairs interpretation boards could inform the visitor of the flora and fauna, and points of local interest.

- **Leven Skate Park**
Proposal: Enhanced skate park incorporating greater height and variety, vantage point, access to beach, and reintroduced dunes and natural grades etc, with walk along beach encouraged (refer to image 4)
 - New soft **landscaping** to berms/dunes could help to redefine boundary conditions and reinforce the coastal setting & aesthetic and create opportunity for improved biodiversity. These could also assist in shaping or reinforcing routes which encourage users onto the beach & Fife Coastal path.

- **Promenade/Fife Coastal Path**
Proposal: Enhanced play park & outdoor gym equipment accessed from fife coastal path
 - The upgrade of existing facilities could create an improved amenity destination which would encourage active travel along the proposed route.

- **Leven Beach Holiday Park**
Proposal: Access via caravan park providing footfall to existing restaurant etc.

- Encouraging route users to engage with existing businesses via improved access and signposting creates potential for spend growth and the potential for inward investment.

- **Fife Coastal Path / Leven Links**
Proposal: Enhanced access to beach with branded signage etc with walk along beach encouraged to bypass golf course to wider fife coastal path
 - Improving access to the Beach and the Fife Coastal path removes potential conflict between golf course & route users and the attendant risk of the wayward shot.

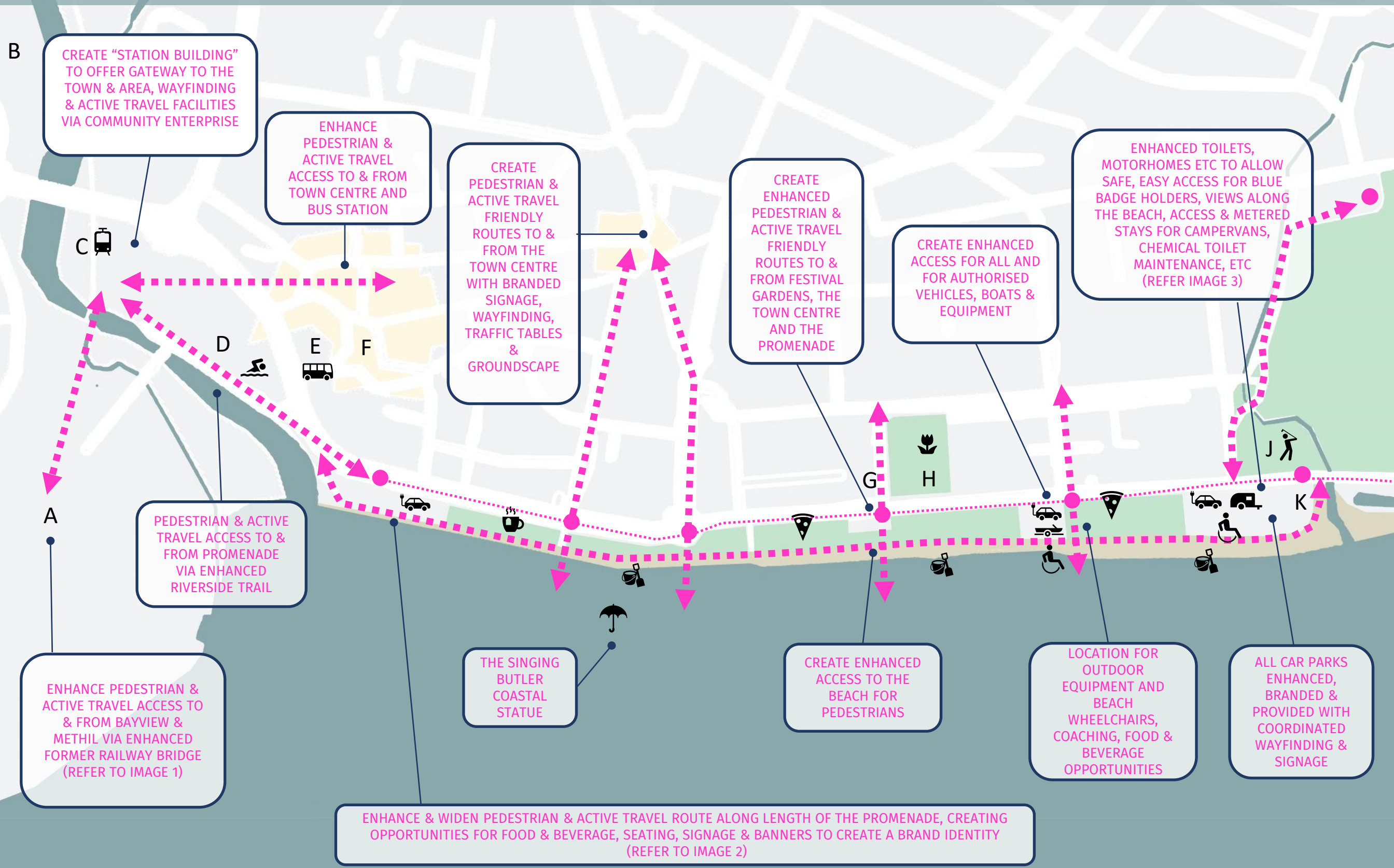
- **Fife Coastal Path / Silverburn**
Proposal: Enhanced & branded access to & from Silverburn
 - Following the path of the burn a new and improved route with branded signage would offer greater opportunity to connect the Fife Coastal Path with Silverburn & vice versa.

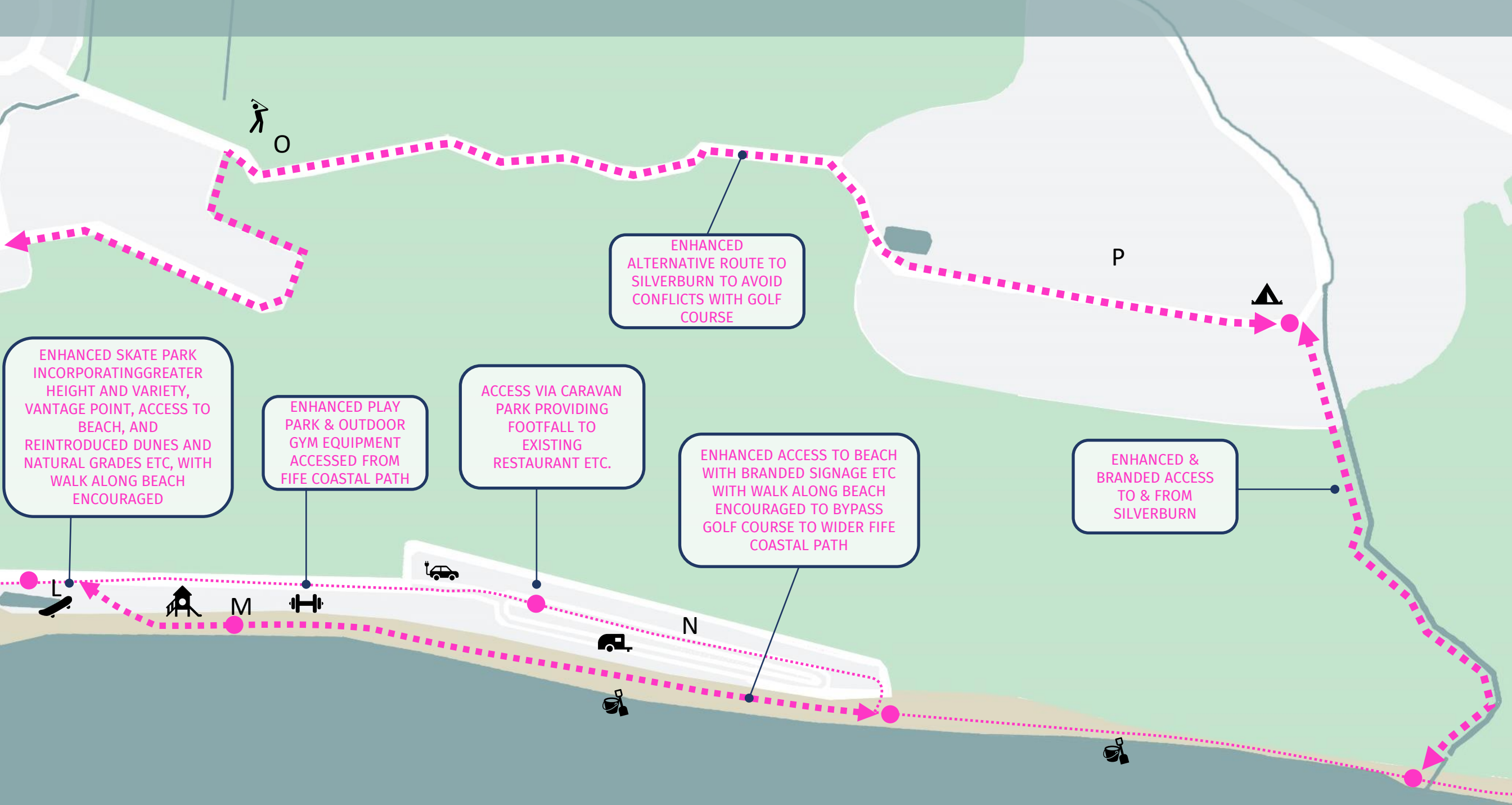
- **Beach Artwork**
Proposal: The Singing Butler coastal statue
 - At the main seafront vantage point near the river-mouth we propose to introduce a 'Singing Butler' **coastal statue**, referencing Vettriano's and his artworks' links with the town. To create an iconic landmark on the waterfront. This could be complemented by a series of artworks at Park Entrances, Orientation & Crossing Points along the beachfront corridor.
 - The inclusion of artwork offers the potential to involve artists to create a graphic identity which evokes the spirit of the unique coastal setting & may in turn offer synergies with local schools, clubs and other community groups who may be interested in shaping the identity of their coastline. The intent would be to create a series of small-scale landmarks which add to the quality of the area rather than detract from it. These will in turn, aid orientation and improve the amenity.

- **Car Parks (generally)**
Proposal: All car parks enhanced, branded & provided with coordinated wayfinding & signage
 - Improve visual amenity and create consistency across all areas of car parking, with visual aids which orientate users to nearby amenities/services & principal routes to town centre.

- **Wider Route Interfaces**
 The proposals are intended to be compliment the proposals of the wider active travel improvement routes, using materials with similar visual and aesthetic cues which are sympathetic to their coastal location and setting, which are both robust & easy to maintain.

Proposals for Leven Waterfront





- A BAYVIEW & METHIL
- B RIVERSIDE WALKS
- C NEW RAILWAY STATION
- D LEVENMOUTH SWIMMING POOL
- E BUS STATION
- F LEVEN TOWN CENTRE
- G BEACH COMBERS
- H LEVEN FESTIVAL GARDENS
- J LEVEN LINKS GOLF COURSE
- K ACTION ZONE
- L SKATE PARK
- M OUTDOOR GYM & PLYPARK
- N LEVEN BEACH HOLIDAY PARK
- O SCOONIE GOLF CLUB
- P SILVERBURN PARK



Project Title	Levenmouth Promenade Design Commission
Area Project or Corporate Project	Area
Area Project covers	Leven Ward 21
Project Manager	TBC
Approval	Levenmouth Area Committee
Date	February 2023

Section 1: Proposal

1.1 What is the project going to do?

The project will bring forward a detailed design for the Promenade area of Leven which is fully costed. This design will be used to support a significant funding request to the Places for Everyone fund which is overseen by Sustrans. It should be noted that an application for this funding was submitted at the start of January 2023.

1.2 Which priority does it meet?

This project meets a range of local priorities including Opportunities for Everyone and Thriving Places, It also keys into the Mid Fife focussed approach in terms of stimulating economic activity.

1.3 What consultation with Elected Members has taken place on this project?

Members are aware of this project and its tie ins to support both the Rail Link project and the River Leven Programme.

1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
<ul style="list-style-type: none"> • Full design specification which can be used for consultation and refinement locally • Costed detailed designs that will support the Places for Everyone application to Sustrans 	<ul style="list-style-type: none"> • Clear plans to enable high quality consultation. • Higher chance of support from the funder 	<ul style="list-style-type: none"> • Local feedback and levels of involvement in the consultative approach for this project. • Success of funding application

1.5 What are the known costs and timescale? How will this be funded?

1.5.1 Costs

Total expected one-off cost	Profile of spend
	Jan 23 - £0
	Feb 23 - £0
	Mar 23 - £10000
	Apr 23 - £10000
	May 23 - £10000
	Jun 23 - £20000
	Jul 23 - £0
	Aug 23 - £0
	Sept 23 - £0

1.5.2 Funding requested

How much funding is being requested? £50000 _____

1.5.3 Funding availability

This will list all sources of funding including any match funding

- CRF fund only

1.5.4 Resource availability within the service to deliver

This project will be the subject of a procurement process and the resources to deliver the objective will be bought in, accordingly there will be no significant call on FC resource at this stage.

1.5.5 Can you confirm the project does not have

Recurring Cost	No recurring costs for this phase of the project
Unintended consequences	None noted
Duplication with existing projects or initiatives	No Duplication

1.5.6 Is the project a spend to save proposal, if yes please provide details of savings

No

1.6 What are the known risks?

1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Lack of interest in the procurement process	1	4	4

Poor response to designs brought forward	1	4	4

1.6.2 Risk mitigation

Risk description	Mitigation Measures
Lack of interest in the procurement process	Pre discussion with contractors to generate interest in the project
Poor response to designs brought forward	Strong specification used for the procurement process and ongoing discussions with designers throughout the process to ensure the approach is on track

1.6 Proposal sign-off

Approved by	Role	Date approved
	Project Manager	
	Accountant	
	Area Committee	
	Who will approve corporate projects?	

8th February 2023
Agenda Item No. 10

Supporting the Levenmouth Local Community Plan – Short Term Policing Resource, Covid Recovery

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21, 22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund (CRF) of £11,232.99.

Recommendation(s)

The Committee is asked to agree a contribution of £11,232.99 towards the cost providing short term Policing resource as part of the recovery approach.

Resource Implications

Approval of this funding will reduce the Community Recovery Fund element by £11,232.99.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to the employment of the individual officer will be dealt with by Police Scotland, this includes day to day management, welfare issues and HR matters.

Impact Assessment

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

Consultation

There has been no specific consultation carried out for this proposal as it is a test of change approach as part of the Covid recovery journey in Levenmouth. The matter was raised with elected members in December 2022 where members signalled general support for the approach with the caveat that the impact of the additional resource was evaluated.

1.0 Background

- 1.1 The criteria for spend from the LCPB or CRF requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund (CRF), as it is part of the CRF approach members will be aware that this is one of several projects to be funded by this budget as noted in a separate report.
- 1.3 This reason for bringing a more detailed report to members today is due to the fact expenditure for this project will potentially be incurred within the current fiscal year 2022/23, accordingly we need to gain formal agreement by Committee today, over and above the original agreement to proceed secured from Members in December 2022.
- 1.4 The report has attached to it a CRF01 business plan which is a required additional document for projects covered by this budget.
- 1.5 As the Levenmouth community recovers from the COVID pandemic, Police Scotland is committed to working with partners to achieve the goals highlighted in the current Local Community Plan - ensuring we focus on the effects of poverty during the ongoing cost of living crisis.
- 1.6 Within the area the Police deal with the core issues around crime and anti-social behaviour – there are however other factors at play which exacerbate the current situation, most particularly in terms of mental health, drug and alcohol issues and the added impact of the cost-of-living crisis.
- 1.7 This project aims to test the advantages of early dedicated engagement by a Police Constable, using early intervention approaches, and focusing on some of the most vulnerable individuals within the area. This project has been discussed at the Improving Levenmouth Together group meeting in December 2022.
- 1.8 It is important to note that this PC will be a dedicated resource and will not be pulled away from their focus, into other day to day duties.

2.0 Issues and Options

- 2.1 The Levenmouth Plan notes that investment is required to mitigate the impacts of poverty and inequality in Levenmouth. This project supports that approach.
- 2.2 The project has a short horizon up until the end of March 2023, however given its focus, it is hoped the position can make a difference over a range of indicators.
- 2.3 The core outputs for the approach are noted below
 - A locally focussed service, including support to the vulnerable
 - Early intelligence gathering capability
 - A resource to help combat social isolation
 - Targeted engagement with hard-to-reach groups
 - Dedicated resource to visit those in need i.e., housebound
 - A resource to allow regular visits to social hubs and community groups

- Knock-on reduction in crime
- A single point-of-contact Police Officer
- Enhanced partner agency working and signposting
- Increased visibility to maximise public confidence in Policing

- 2.4 Alongside these stated aims there is an undertaking to support school’s interaction notably to support the P6/7 transition work.
- 2.5 At a time when we are seeing a cost-of-living crisis that is likely to have impact throughout most of 2023, this type of local project will be invaluable. Police colleagues will evaluate the project and would hope to see positive indicators around a fall in local Policing calls that come in via the control room centre, and higher satisfaction rates in terms of Police visibility.
- 2.6 The Police will feedback on the success of the approach at ward meetings post March 2023.

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving the lives of individuals who are vulnerable and as a result will be significantly impacted by the cost-of-living crisis. This project forms a key part of the tools local partners need to support to ensure we can provide a safety net for those who need it.
- 3.2 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Thriving Places.

List of Appendices

1. CRF01

Background Papers

None

Report Contact

David Paterson

Community Manager (Levenmouth)

Buckhaven Burgh Chambers

Telephone: 08451 55 55 55 + 493928

Email – david.paterson@fife.gov.uk

Project Title	Short Term Policing Resource CRF
Area Project or Corporate Project	Area
Area Project covers	Levenmouth
Project Manager	Inspector Matt Spencer
Approval	Levenmouth Area Committee 8 th February
Date	30/1/23

Section 1: Proposal

1.1 What is the project going to do?

This proposal will secure the services of one police constable up to the end of March 2023 to focus on a range of work highlighted as part of COVID recovery

1.2 Which priority does it meet?

This meets targets around Opportunities for All, and Thriving Places

1.3 What consultation with Elected Members has taken place on this project?

This matter was discussed with all Levenmouth elected members in December 2022, and it was agreed that they would be broadly supportive of the approach if it was brought forward for consideration at the 8th february Levenmouth Area Committee.

1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
PPC in post covering a range of agreed priorities	A good level of interaction between local communities and a dedicated Police resource	A reduction in crime perpetrated against vulnerable groups. Increased local intelligence

1.5 What are the known costs and timescale? How will this be funded?

1.5.1 Costs

Total expected one-off cost	Profile of spend
	Jan 23 - £
	Feb 23 - £
Wages and on cost	Mar 23 - £ 11,232.99
	Apr 23 -
	May 23 -
	Jun 23 -
	Jul 23 -

	Aug 23 -
	Sept 23 -

1.5.2 Funding requested

How much funding is being requested? £11,232.99 _____

1.5.3 Funding availability

This will list all sources of funding including any match funding

- | |
|---|
| <ul style="list-style-type: none"> • N/A hosting will be by Police and all management requirements delivered through normal policing structure |
|---|

1.5.4 Resource availability within the service to deliver

This will be outsourced to Police Scotland

1.5.5 Can you confirm the project does not have

Recurring Cost	No
Unintended consequences	No
Duplication with existing projects or initiatives	No

1.5.6 Is the project a spend to save proposal, if yes please provide details of savings

N/A

1.6 What are the known risks?

1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Elected members do not support the funding request	2	5	10
Lack of applications for the post	2	5	10
Performance of individual in post does not meet expectations	2	4	8

1.6.2 Risk mitigation

Risk description	Mitigation Measures
Elected members do not support the funding request	Pre discussion with members on this proposal has been positive
Lack of applications for the post	The Police are confident they will identify a candidate for this role.
Performance of individual in post does not meet expectations	The individual in post will have a defined workplan and core priorities to work to. The post will be managed by Police Scotland and performance measures will be set

1.6 Proposal sign-off

Project Approach	Page 2 of 3	ACPFO1 v1.1
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Community Recovery Fund Project Proposal

Document ref

CRF01

Approved by	Role	Date approved
David Paterson	Project Manager	30.1.23
	Accountant	
	Area Committee	Pending
	Who will approve corporate projects?	

8th February 2023
Agenda Item No. 11

Supporting the Levenmouth Local Community Plan – CORRA Support - Community Recovery Fund.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund of £19,000 towards supporting the continuation of Corra Foundation Officer activity in the Levenmouth area over the fiscal year 2023/24. It is also to give advanced awareness to members that further support will be requested in the financial years 2024/25 and 2035/26 to partially fund Corra activity in the area- it is expected that these requests will be sought from the Anti-Poverty funding component of the Local Community Planning Fund (LCPB).

Recommendation(s)

The Committee -

- is asked to agree a contribution of £19,000 to support the continuation of CORRA officer activity in Levenmouth in the financial year 2023/24. This is from the Community Recovery Fund.
- is asked to note that if agreed it would be the intention that officers brought separate reports in the next two financial years to secure equivalent funding for this proposal from the LCPB (Anti-Poverty).

Resource Implications

Approval of this funding will reduce the Community Recovery Fund for Levenmouth by £19,000.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to the employment of this individuals will be covered by the framework used by CORRA who will be the employing organisation, for these positions and will directly manage the posts.

Impact Assessment

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

Consultation

There has been a long-term relationship with Corra in the Levenmouth area going back to 2016. Corra are embedded in the area and have been involved in significant levels of community based work, which will be highlighted later in this report.

1.0 Background

- 1.1 The criteria for spend from the LCPB and CRF requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Covid Recovery Fund (CRF), as it is part of the CRF approach members will be aware that this is one of several projects to be funded by this budget as noted in a separate report.
- 1.3 This reason for bringing a more detailed report to members today is due to the fact expenditure for this project if agreed will be incurred early within the 2023/24 financial year, accordingly it would be useful to gain formal agreement from Committee today, to ensure all arrangements are in place.
- 1.4 The report has attached to it a CRF01 business plan which is a required additional document for projects covered by the CRF budget.
- 1.5 This report is to seek agreement from the Area Committee to support the employment of two officer posts, managed by Corra and working in the Buckhaven and Methil areas.
- 1.6 Since 2016 Corra and Fife Council have been working in partnership alongside the communities of Buckhaven and Methil. This long-term work has supported strong connections to be built and established a firm foundation of increased confidence, capacity and community-led action.
- 1.7 Communities are facing a critical moment of transition as they emerge from the pandemic and begin to grapple with the rising cost of living. The local partnership in Levenmouth are seeing and hearing, new priorities emerging and an urgency to act being called for.
- 1.8 Pressure on public services and local authority budgets is also at a critical level, and new ways of working are needed if shared ambitions -between communities, Corra and Fife Council are to be realised.

- 1.9 This proposal sets out how joint investment from Fife Council can support a deeper collaboration with Corra and communities that can deliver a new way of working, and secure officer resource in the Levenmouth area.
- 1.10 Since 2016 People in Place has invested £300k directly into the work being carried out in Buckhaven and Methil. In addition, Corra's local knowledge and trusting relationships have connected local groups with other funding sources, including £34k to support pandemic response work, and £40k to support community-led grant making initiatives in 2022.
- 1.11 During that time the programme has:
- Supported 55 community ideas into action
 - Engaged over 1200 people
 - Benefitted from 800 hours of volunteering
 - Partnered with Council colleagues to support community and strategic development
 - Created opportunities for communities and colleagues to share learning, ideas and amplify community voices at a national level.

Some notable areas of activity include:

- Increased Participation & Decision Making: connecting with existing groups, supporting new community activity and strategic developments-including equalities work, and community-led grant making.
- River Leven Project.
- Culture & Heritage: Theatre, art, music, cinema and heritage groups and resources.
- Community spaces: Supporting community use of and investment in local facilities.
- Climate & Environment: River Leven and opportunities linked to railway.
- Net Zero. Health: Connecting community priorities with partners, supporting local food provision.

2.0 Issues and Options

- 2.1 Corra are now seeking investment from partners, including the public and private sector, in each of the communities they are working alongside. From 2023–26 projected investment in Buckhaven, and Methil is £230k.
- 2.2 A 25% contribution of £57k (£19kp.a.) from Fife Council would be integral to the success of this approach –and leverage further investment of £173k that would not otherwise reach the area.
- 2.3 This contribution would secure two full time positions in the Methil and Buckhaven area.
- 2.4 Through recent local discussions Corra have identified that there are shared ambitions -between communities, Corra and Fife Council- specifically in relation to tackling poverty, community wealth building, as well as community access to and ownership of space.
- 2.5 The two Corra resource workers would focus on these ambitions and build their work around three key elements:

- Priorities –we know that communities’ priorities are changing and Corra can offer a supportive space to explore, define and articulate them.
 - Plans –Corra will support communities to set out their priorities and actions to achieve them in a ‘community-owned’ plan.
 - Partnerships–Corra will connect with partners who can help to produce the plan and/or help deliver on community priorities.
- 2.6 These ‘three P’s’, and the evolution of approach they support, build on the strong foundations –of trust, relationships, skills and knowledge -that have been established to date and will continue to be instrumental in the work
- 2.7 This approach, and joint investment strategy will help Fife Council and communities deliver on these key issues.
- 2,8 Corra is also actively exploring investment from other partners. A commitment from Fife Council would potentially be instrumental in securing additional new investment, and signal a significant endorsement of the work to date in Levenmouth.

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving the Levenmouth approach in supporting local communities to both articulate and act on the key issues for their area.
- 3.2 The investment from Fife Council if agreed will help pull in significant match funding from Corra.
- 3.3 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Community Led Services.

List of Appendices

CRF01

Background Papers

None

Report Contact

David Paterson

Community Manager (Levenmouth)

Buckhaven Burgh Chambers

Telephone: 08451 55 55 55 + 493928

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Project Title	Corra Worker Resource Support
Area Project or Corporate Project	Area
Area Project covers	Ward 22
Project Manager	Dave Paterson
Approval	Area Committee 8 th February 2023
Date	30/1/23

Section 1: Proposal

1.1 What is the project going to do?

This project will provide match funding to support the continuing employment of two officers employed by Corra in the ward 22 area of Levenmouth

1.2 Which priority does it meet?

This meets a number of local priorities around anti-poverty work and community led services.

1.3 What consultation with Elected Members has taken place on this project?

Committee paper report to elected members on 8th February 2023

1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
Two individuals employed over the 2023/24 fiscal year	Local groups supported to carry out work on a range of issues of direct benefit to the wider community	Increased numbers of people participating in activities and discussion Increased numbers of community events Increase in external funding applications being made by local groups Increase in numbers of people feeling they have more control over developments and change in their area

1.5 What are the known costs and timescale? How will this be funded?

1.5.1 Costs

Total expected one-off cost	Profile of spend
	Jan 23 - £

	Feb 23 - £
	Mar 23 - £
£19000 match funding for wages of 2x operatives	Apr 23 - £19,000
	May 23 - £
	Jun 23 - £
	Jul 23 - £
	Aug 23 - £
	Sept 23 - £

1.5.2 Funding requested

How much funding is being requested? £19000 _____

1.5.3 Funding availability

This will list all sources of funding including any match funding

- Corra £57, 000 balance of wages and oncosts

1.5.4 Resource availability within the service to deliver

No specific FC resource pull on the area team.

1.5.5 Can you confirm the project does not have

Recurring Cost	No there is likley to be similar requests in 2024/25 and 2025/26
Unintended consequences	No unintended consequences have been defined
Duplication with existing projects or initiatives	This is a unique approach and does not duplicate any other efforts.

1.5.6 Is the project a spend to save proposal, if yes please provide details of savings

N/A

1.6 What are the known risks?

1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Area Committee Disagrees with request to fund	2	5	10
Corra does not have match funding availability	1	5	5

1.6.2 Risk mitigation

Risk description	Mitigation Measures
Area Committee Disagrees with request to fund	Compelling case is presented to Area Committee to support this request
Corra does not have match funding availability	Assessment from officers is that Corra is a robust enough organisation to meet its obligations.

1.6 Proposal sign-off

Approved by	Role	Date approved
Dave Paterson	Project Manager	
	Accountant	
Levenmouth Area Committee	Area Committee	Pending 8 th February meeting
	Who will approve corporate projects?	

February 2023
Agenda Item No. 12

Supporting the Levenmouth Local Community Plan – Project Manager Post (Tourism) Community Recovery Fund.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21,

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Community Recovery Fund of up to £75,000 towards the funding of an officer to work with the Levenmouth Local Tourism Association (LLTA) and Community Manager, to secure progress on ensuring Levenmouth is rail ready.

Recommendation(s)

The Committee -

- is asked to agree a contribution of up to £75,000 towards the cost of employing a Project Manager to support the development of tourism related work in Levenmouth in preparation for the completion of the Levenmouth rail link.
- Is asked to note that this figure is based on expected salary and oncosts of around £40,000 (including management fees) with £35,000 being made available for development work.

Resource Implications

Approval of this funding will reduce the Community Recovery Fund for Levenmouth by £75,000.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to the employment of this individual will be covered by the framework used by BRAG who will be the host organisation for the position.

Impact Assessment

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

Consultation

There has been significant discussion with members of the Levenmouth Local Tourism Association on the need for resource availability to push on with development opportunities to support the arrival of the trains back into Leven in 2024. It should also be noted this proposal is supportive of the key objectives set out in the recent Levenmouth Tourism Audit, which is an attachment to this report.

Members were contacted by the Community Manager in December 2022 to advise of this potential approach, at that time members signalled they would be happy to see the proposal come forward to the Area Committee in February 2023.

1.0 Background

- 1.1 The criteria for spend from the LCPB and CRF requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Covid Recovery Fund (CRF), as it is part of the CRF approach members will be aware that this is one of several projects to be funded by this budget as noted in a separate report.
- 1.3 This reason for bringing a more detailed report to members today is due to the fact expenditure for this project will potentially be incurred within the current financial year 2022/23, accordingly we need to gain formal agreement from Committee today, over and above the original agreement to proceed secured from Members in December 2022.
- 1.4 The report has attached to it a CRF01 business plan which is a required additional document for projects covered by this budget.
- 1.5 This report is to seek agreement from the Area Committee to support the employment of an officer post who will report directly to the Chair of the LLTA and the Community Manager.
- 1.6 The core work of the individual will be to support objectives noted in the recent tourism audit for the area and ensure positive outcomes are achieved.

2.0 Issues and Options

- 2.1 The new draft Levenmouth Plan notes that it is vital that the area is ready for the rail link coming into the area.
- 2.2 The work of the LLTA will be key to this ambition, as an organisation they have already stated their own aspirations in terms of improving Levenmouth through a tourism focus by –
- Increasing visitor numbers to the area
 - Attracting independent retailers to our high streets
 - Create new jobs
 - Establishing a volunteer team
 - Working in partnership with local businesses, Fife council and stakeholders to make Levenmouth a more attractive & prosperous place to live and work
 - Working with InvestFife to identify potential sites and opportunities for hotel and restaurant chains to invest in the area
 - Providing training to businesses to help them grow and support each other, in readiness for the new railway stations coming
 - Promoting the area of Levenmouth and its businesses and events at a local, national and international level
 - Attracting funding to the area in order to keep momentum and create real change
 - Using digital technology to improve connectivity and accessibility
- 2.3 It is important that support is given to these locally generated objectives, hence the report submitted to members today.
- 2.4 The LLTA is requesting the Area Committees support to create a fixed term project manager post for an individual with the relevant project management, and marketing experience.
- 2.5 A job description for this post has been added as an appendix to this report. As noted, the post will be hosted by BRAG, but direct management of the position will be through the LLTA Chair and Community Manager.
- 2.6 Should permission be given today we would look to get someone into position as soon as possible. It is important that we use the time up to the trains appearing in Levenmouth in early 2024 as productively as possible.
- 2.7 The post is fixed term up until the end of March 2024 to align with the funding availability through CRF, however the incumbent will also be encouraged to look at the longer term sustainability of the Project Manager role, and whether an extension to that date is achievable.
- 2.8 We would be bringing updates to the Area Committee or ward meetings over the next year to update members on the work of the Project Manager – on that basis members

could also take a view on the value of looking at further match funding from local budgets beyond March 2024 for this role.

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving our local approach around tourism as an economic driver for the Levenmouth area.
- 3.2 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Thriving Places.

List of Appendices

- Levenmouth Tourism Audit
- Job description
- CRF01

Background Papers

None

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**FIFE COUNCIL
LEVENMOUTH RECONNECTED**



**Levenmouth
Reconnected**

LEVENMOUTH TOURISM AUDIT AND ACTION PLAN

MARCH 2022



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Executive Summary

1. Terms of Reference

The study terms of reference were to:

- Undertake a review of current assets which contribute to the visitor economy in Levenmouth
- A review of current plans which, when completed, will add value to the visitor economy proposition
- A critical analysis of where the ‘gaps’ in tourism provision exist
- Recommendations as to what must be done to fill these gaps and where the opportunities lie

2. Destination Audit

The destination audit has concluded that

- Levenmouth does not have a readily identifiable destination USP – other than the beach
- There has been no significant change in the number of visitor attractions, catering outlets or specialist retail outlets which may appeal to tourists since a previous audit in 2006.
- The number of hotels has declined considerably but the supply of self-catering and short-term letting houses and properties has increased substantially.

- Tourism sector data specific to Levenmouth – visitor volume, value or accommodation occupancy - is not available.
- It appears that the overall size and scale of the sector has generally not declined and has been fuelled mainly by an increase in self-catering availability
- There is a reasonably robust basis upon which to build the tourism sector for the future.
- Judging by customer reviews, the accommodation and self-catering offer, appears to be of a generally high standard
- And overall, the destination scores reasonably well in customer reviews
- Businesses and other stakeholders are strongly supportive of the reinstatement of the Leven railway
- And would like to see a “big vision” for the future of tourism in Levenmouth
- There are several initiatives underway which aim to enhance Levenmouth as a destination. However there appears to be an absence of an overall “strategy” for development of the area’s offer to the main markets.
- We have developed some recommendations on how the area could make more of these initiatives and “add value” to the overall vision for the area.

3. Review of Current Initiatives

A range of valuable initiatives is currently underway. All will have valuable benefits for tourism.

But there appears to be no overall strategy currently in place to bring them together within the overall destination offer of Levenmouth or to link with the reinstated railway. We have therefore set out an action plan which:

- Adds value to the ongoing initiatives
- Identifies some options for further development to “add value” by raising the game in Levenmouth beyond what is currently ongoing to create a more attractive destination
- Addresses ways in which all of the ongoing activities into a single “destination management” approach

4. Action Plan

We have set out an action plan which aims to add value to the range of initiatives already underway in Levenmouth and suggests a destination management led approach to adding value to Levenmouth as a visitor destination and working with key partners to ensure that the benefits of the railway are maximised.

The suggested actions are based on:

- Available data
- Visitor reviews of Levenmouth
- Consultation with businesses and stakeholders

- Opportunities identified by our consultancy team as “first time visitors” to the Levenmouth area
 - Examples drawn from other destinations elsewhere
-

1. Introduction and Background

The Glamis Consultancy and Talk Associates are pleased to provide this report into the tourism and visitor economy in Levenmouth and the opportunities afforded to it by the reopening of the Levenmouth railway to Fife Council and Levenmouth Reconnected.

1.2. Study Terms of Reference

In October 2021, Fife Council, Levenmouth Reconnected, VisitScotland and other stakeholders commissioned The Glamis Consultancy to undertake an audit of the tourism sector in Levenmouth to assist in developing measures to maximise the visitor potential for the Levenmouth area which the reinstated rail link provides. This audit includes:

- A review of current assets which contribute to the visitor economy
- A review of current plans which, when completed, will add value to the visitor economy proposition
- A critical analysis of where the 'gaps' in tourism provision exist
- Recommendations as to what must be done to fill these gaps and where the opportunities lie

This work included extensive desk research, consultations with key stakeholders, site visits and drawing upon consultant knowledge and experience to make recommendations for the future. Our

findings and recommendations are set out in the remainder of this report.

1.3. General Characteristics of Levenmouth

Levenmouth is a conurbation comprised of three principal coastal towns; Leven, Buckhaven and Methil, and several smaller towns and villages including Kennoway, Windygates, East Wemyss, Coaltown of Wemyss, West Wemyss, Lundin Links, Upper Largo, Lower Largo, Drumeldrie, Bonnybank and Balcurvie. The industrial towns of Buckhaven and Methil lie on the west bank of the River Leven, and the town of Leven is on the east bank.

Levenmouth's economy has traditionally been focussed on heavy and traditional industries and has struggled economically since the closure of its coal mines.

The main employer in the area is the internationally known drinks manufacturer Diageo which has its main bottling plant in Leven, and one of the largest grain distilleries in the world at Windygates. The Fife Energy Park opened in 2008, producing wind turbines at the former oil rig building yard in Methil.

1.4. Levenmouth as a Holiday Resort

Although its origins lie in the 15th century, modern Levenmouth developed as a Victorian holiday resort in response to opening of the railway in 1854 linking its superb beaches at Leven and Buckhaven to the Central Belt. The area became popular with holidaymakers

from Glasgow and Edinburgh and the closure of the railway in 1965 was akin to pulling the lifeline from the local visitor economy as travel trends gravitated towards overseas holidays and Scottish coastal resorts consequently declined.

Levenmouth continues to suffer from poor connections to the rail and main road network. Leven is linked to Kirkcaldy by the A915 Standing Stone Road which runs between St. Andrews and Kirkcaldy through Leven, Dysart and East/West Wemyss, but the main A92 road through Fife bypasses the area. The railway to Leven closed to passenger traffic on 6th October 1969 although a freight line continued to Cameron Bridge until 1999. However in 2019 the Scottish Government announced that passenger rail services would be reintroduced to Levenmouth with an electrified dual-track railway. The Levenmouth area is the largest urban area in Scotland unserved by any direct rail link, with a population of around 33,000. The catchment area of the line, which includes parts of the East Neuk, is an estimated 43,000.

The reopened line will serve new stations at Cameron Bridge and Leven. The reinstatement of this rail link will provide a major boost to economic sustainability and connectivity, delivering opportunities for local people – unlocking access to education, culture, entertainment, and employment options, as well as attracting new business and investment. It will also provide easier access for visitors, and boost tourism prospects in the area. Preparatory work has already begun, with construction expected to start in 2022 and reopening in 2024.

Stakeholders and local groups are working together to support and promote social, economic and regeneration aspirations, environmental goals, and to promote active travel and leisure activities in the railway corridor. Tourism plays a major factor in this.

Much of this activity is being co-ordinated through the Levenmouth Reconnected Programme – a £10 million fund managed by Fife Council, which aims to maximise the economic and social opportunities presented by the Leven rail link, the regeneration of the River Leven and its proposed path network, investments in renewable energy, and other initiatives. The programme aims to create a viable and sustainable legacy for the people of Levenmouth, its communities, businesses, and visitors - [Levenmouth Reconnected \(fife.scot\)](https://www.fife.gov.uk/reconnected)

2. Overview of Tourism in Levenmouth

In this section an assessment has been undertaken of:

- The volume and value of tourism in the area, as far as is possible
- The views of visitors on the experience offered by Levenmouth

2.1. Volume and value of Tourism in Levenmouth

There is no separate data which provides an insight into the visitor volume and value of tourism in Levenmouth. The area is included within the STEAM data for Northeast Fife which includes the East Neuk but excludes St. Andrews. Trends in tourism volume and value in the area are as shown in Table 2.1.

Year	Total Visitor Numbers (‘000)	Economic Impact (£M)
2015	546.79	65.95
2016	547.04	67.02
2017	573.33	69.53
2018	571.15	71.25
2019	563.62	72.65
2020	248.94	34.08

Source: STEAM NEF 2009 - 2020

Table 3.1 shows that prior to 2020 and the Coronavirus pandemic, volume was stable with a general value on a year-to-year basis. As

elsewhere, the total volume and value of tourism has declined considerably due to the impact of the Covid-19 pandemic. The absence of volume and value data specific to Levenmouth presents a challenge in:

- Identifying a baseline from which any interventions will create added value
- Monitoring tourism on an ongoing basis.
- Evaluating the impact of any interventions aimed at growing the volume and value of the visitor market in Levenmouth

In any future assessment of tourism in Levenmouth, and to determine the impacts that various interventions have had, it will be essential to establish an evaluation mechanism which establishes a baseline and can then measure the outcomes achieved in terms of visitor volume and value.

2.2. Visitor Surveys

As with volume and value data, there is no Levenmouth specific visitor survey data which provides an insight into visitor perceptions of Levenmouth as a destination. An assessment of the visitor view is however provided in section 5 and is based on publicly available visitor review data.

3. Levenmouth Destination Audit

In this section assessment of the scope of current visitor facilities in the Levenmouth area is provided. The Levenmouth area includes those tourism-related businesses located within Fife Council Wards 21 and 22, and a small number of businesses located up to 200m 'over the boundary' but which to all intents and purposes lie within the study area.

To identify as many Levenmouth businesses as possible, the following websites and booking agencies were researched:

- AA Rated Trips
- agodaclickbedandbreakfast.co.uk
- Airbnb
- booking.com
- expedia.co.uk
- Google Maps
- Hoseasonscottahges.com
- hotels.com
- justeat
- Sykescottages.co.uk
- tripadvisor.co.uk
- trivago.co.uk
- visitscotland.com
- Vrbo.com (formerly HomeAway)

3.1. Current Visitor Economy Assets.

This section sets out the scale of the visitor economy assets in the Levenmouth area. In 2006, a similar review of the Levenmouth area was undertaken by Jura Consultants and where appropriate comparison of current information is made with findings from 2006. Full details of the audit are provided in Appendix 1.

3.2. Accommodation Sector

Table 3.1 shows a summary of the accommodation sector audit and includes comparison with number of establishments identified in the 2006 audit.

Category	Establishments	Comparison with 2006	Listed on VS.com	In VS QA
Hotels	4	9	1	1
Guest Houses & B&Bs (inc Air BnB)	17	6	4	1
Caravan/Camping and Glamping Sites	10	3	8	4
Self-Catering	83	1	18	1
TOTAL	114	19	31	7

3.2.1. Total Number of Properties

At first glance it appears that the number of accommodation properties in Levenmouth has increased significantly since the 2006 review was undertaken. However there are two reasons for this:

- The study area now includes Lundin Links, Lower and Upper Largo which it did not in 2006. These areas are home to significant numbers of non-serviced accommodation

establishments adding to the overall accommodation stock in the Levenmouth area

- The significant growth in self-catering properties and the emergence of a market largely new since 2006 – short term rental properties - typified by Air BnB properties.

3.2.2. Serviced Accommodation

There are now four hotels in the Levenmouth area, a significant reduction by comparison with 2006. The Guest House and B&B category includes 'true' Air BnB properties i.e. where the hosts live in the property and offer guests a bedroom and use of shared kitchen, living areas etc but do not usually provide breakfast.

3.2.3. Non-Serviced Accommodation

The number of self-catering holiday properties in the area has increased significantly over the last 15 years. Only one such property was listed in the Jura Consultants 2006 report, whereas there are now over 80 although many are in Lower Largo and Lundin Links which did not fall within the area covered by the Jura Consultants report. Similarly, most of the caravan parks, campsites and glamping sites are also within the Lower Largo and Lundin Links area which was not included in the 2006 report.

3.2.4. QA Scheme Membership

Currently, less than 30% of accommodation is now in the VS QA scheme, as opposed to virtually 100% in 2006. The rise of social media and other online review sites such as TripAdvisor are likely to have marginalised the benefits of the 'official' QA scheme.

3.3. Retail

There are very few, if any, specialist shops in the area which are targeted primarily at visitors, though of course visitors do use shops such as supermarkets, corner shops, petrol stations etc. Other than shops such as butchers and bakers, there is a near-total lack of locally produced goods such as crafts, art, and food on sale in specialist retail outlets.

3.4. Visitor Attractions, Sports & Leisure

Levenmouth retains several visitor attractions which appeal to the visitor market although there is no single "must see" visitor experience and there are no "paid entry" attractions.

The main commercially operated attractions, such as amusement centres, are not included in the publicly available listings. The retail, attractions, sports, and leisure sectors are summarised in Table 4.2.

Category	Establishment s	# Listed on VS.com	# In VS QA
Retail	6	0	0
Sport & Leisure	10	4	1
Visitor Attractions	14	5	2

3.5. Catering Outlets

There are many restaurants, cafes, and pubs in Levenmouth, though only a minority (shown as shaded in Appendix 1) offer sit-in dining – most are takeaway/delivery only. This is a sector with a great deal of flux, with new businesses often opening and closing at short notice.

Note that the takeaway sector appears to have grown significantly since 2006 probably driven by the growth in delivery services such as justeat and exacerbated by the impact of Covid lockdown significantly increasing demand for home delivery service. The catering sector is summarised in Table 3.3.

Category	Establishments	Comparison with 2006	# Listed on VS.com	# In VS QA
Hotel	4	14	2	1
Pub	17	14	2	1
Restaurant	7	2	1	1
Café/ Tearoom	17	4	0	0
Takeaway	44	17	0	0
TOTAL	89	51	5	3

Most pubs do not serve food, but there appears to have been an overall increase in the number of outlets such as cafes, tearooms, and restaurants in the area, again possibly reflecting the shift in

geographic boundaries of the study area to some degree although there are a few new outlets in Leven Town Centre.

3.6. Visitor infrastructure

In this section we briefly assess aspects of visitor infrastructure including:

- Transport Links between the new Leven station and key visitor sites
- Visitor Signage
- IT availability

3.6.1. Transport Links

Levenmouth appears to be well connected by bus services across Fife and to other destinations in Scotland with Leven bus station at its hub. As yet, there is no railway link, but this of course will change in the short to medium term. Visitors arriving by train will expect to be able to be transported readily to their ultimate destination be that the beach, town centre or golf courses. Transport linkages are also an essential part of the visitor experience – so consideration must be given to how best to make the short journey to and from the railway station memorable and convenient by incorporating e.g.

- Electric vehicles
- Heritage vehicles
- Road trains
- Cycle or E-bike hire
- Executive type pickups for e.g. golfers

into the visitor transport mix. Demand for transport linkages will be driven by weather, holiday peak periods and the demographics of visitor groups so it will be essential to ensure that visitor transport links to and from the station are demand responsive and not running slavishly to regular loss-making timetables throughout the course of the summer periods or over the entire year.

3.6.2. Visitor Signage

Adequate visitor signage is widely provided throughout the area, using VisitScotland Thistle brown signposting on road signs and on pavements and footpaths. Signage is also provided by Fife Coast & Countryside Trust on the Fife Coastal Path.

3.6.3. IT Availability

Undertaking an assessment of IT connectivity is not part of the brief however our observations are that 4G appears to be readily accessible in the area both for business and visitor use.

3.7. Marketing and Promotion

An assessment of the market exposure that the area achieves is provided below and highlights an issue with the term “Levenmouth” as a destination brand.

3.7.1. Consumer Websites

There appear to be few “Levenmouth” specific promotional material, or destination branded marketing and promotional activities which focus specifically on “Levenmouth” as a destination. Businesses tend to do their own thing and whilst there is a specific “*Levenmouth* –

Fife’s Inspiring Coast” section on the Welcome to Fife website, with links to accommodation listings in Leven, Lower Largo, Upper Largo and Lundin Links, there is little inspirational content – prospective visitors will think that may be because there is little to inspire them!.

The various website presences indicate the dichotomy facing the destination. There is no mention of “Levenmouth” on VisitScotland.com, the national visitor website, although there are several listings for business and facilities in the area. The town of “Leven” is listed generically as a “*thriving seaside town on the east coast of Fife*”. “Levenmouth” is a local authority administrative area which does not generally figure in consumer promotional activities (except in Fife Council supported initiatives) but “Leven” and many of the businesses in the wider Levenmouth area, are active online, probably readily identifiable to prospective visitors and can be found named or listed on most major consumer websites.

3.7.2. Visitor Guide

However, the (very inspiring) visitor guide is downloadable from the Fife Tourism Partnership website but not, for whatever reason, from the consumer website. There appears to be confusion between the Welcome to Fife (consumer facing) and Fife Tourism Partnership (business facing which proactively refers visitors to Welcome to Fife) websites.

The visitor guide should therefore be downloadable from the Welcome to Fife website as a saveable pdf. It currently sits on the B2B website where it will not be much use in inspiring consumers.

In terms of content, the visitor guide map does not go westwards enough – Earlsferry (which is NOT in Levenmouth) is on it but West Wemyss (which IS in Levenmouth) is not! For the pedantic reviewer, the introductory text:

“Stand on Leven beach and turn your head 360 degrees while you’re enjoying the white sand there”

would undoubtedly be changed prior to publication to “golden sand” – it is not white and even King James the Sixth acknowledged this when he referred to Fife as *“a beggar’s mantle fringed with gold”*.

3.7.3. A Destination Brand for “Levenmouth”

Therein lies a challenge for Levenmouth. Destination branding ranges from “Fife’s Inspiring Coast” to “Fife’s Energy Coast”, a disparate brand which does not appear to consider the destination values of the Levenmouth area. In what way does it “inspire” whilst, “we’ve got wind turbines” is not exactly a strong consumer message.

What is Levenmouth’s main destination asset? Many Visitors arriving by rail will be drawn by the idea of a day at the beach, which may be the main driver of day trip and locally originating tourism - the Levenmouth Unique Selling Proposition (USP) – but only if the overall visitor experience matches the claim!

3.8. Welcome and Service Quality

Critical to the success of any aspiring destination is to present a welcoming and enthusiastic face to the visitor. We did not undertake a service quality audit but overall were impressed by the general

levels of service and friendliness in the various establishments that we visited during the study.

3.9. Summary of the Destination Audit

Overall Levenmouth presents a mixed picture in terms of the overall tourism infrastructure and experience.

- Levenmouth does not have a readily identifiable destination USP – other than the beach
- There has been no significant change in the number of visitor attractions, catering outlets or specialist retail outlets which may appeal to tourists since 2006.
- The number of hotels has declined considerably but the supply of self-catering and short-term letting houses and properties has increased substantially.
- There is no way to know what is happening in occupancy terms to these properties or indeed to get a picture of the local visitor numbers and volume because tourism data is not specifically available for Levenmouth.
- It appears that the overall size and scale of the sector has not declined and has been fuelled mainly by an increase in self-catering availability
- There is a reasonably robust basis upon which to build the tourism sector for the future.
- Judging by customer reviews, the accommodation and self-catering offer, appears to be of a generally high standard

Full details and listings of the destination offer are provided in Appendix 1.

4. Visitor Views of Levenmouth

4.1. Site Visits to Levenmouth – Travel Blog!

“I was immediately over-awed by the length and depth of Leven beach. It was great for social distancing in particular as not only were there very few people there during the week, the size of the beach meant there was still plenty of space to spread out even if it had been busier!”¹

We undertook several “mystery shopper” visits to the Levenmouth area and prepared “travel blogs” specific to the Levenmouth area in general and the Fife Coastal Path in particular. The detailed “blogs”, whilst purely subjective, are provided in Appendices 2 and 3 and are summarised as follows:

- The area is attractive with a spectacular coastal location
- There are stunning views out across the Forth of Forth to East Lothian and Edinburgh
- The beach between Leven and Lower Largo is magnificent, probably the outstanding “wow” factor of the area
- Many of the visitor facilities and places visited are appealing and offer very good service
- Places to walk offer great views and appealing routes, even in area where there
- The Fife Coastal Path offers a very attractive and interesting walking and cycling route
- People are welcoming when in shops, restaurants

¹ Travels in Caledonia, July 2020

- There are some nice places to eat in the area, mainly outside the towns and in the coastal villages
- But there is no “big ticket” reason to visit the area unless you are a golfer or a walker
- Some places are somewhat sad and could do with a refresh, for example in places such as West Wemyss and the general ambience of Leven Promenade
- Buckhaven and Methil are clearly not holiday destinations but offer spectacular views of the Fife Energy Park and the turbines which may be of interest to inquisitive visitors

4.2. TripAdvisor Review Analysis

Our views of Levenmouth are of course qualitative and subject to several factors such as:

- The time of year – we visited in November and January when no destination is at its best
- Snapshot experience – what we saw and experienced was typical only of these days and may not always present the “norm”
- Although we try not to be too opinionated, we are looking closely at Levenmouth as part of a formal destination audit and so may identify aspects which are short term and may not be apparent to visitors in general

There appear to be no recently undertaken visitor surveys to reflect visitor views but reviews from TripAdvisor may provide more

structured evidence to reflect the views of a wider samples of visitors. Therefore, analysis of TripAdvisor reviews from 1,018 reviewers to various locations in the Levenmouth area has been undertaken and averaged out:

- A destination average for the overall area
- Averages for some of the better-known attractions and facilities in the area.

The total number of reviews and average reviewer scores are shown in Table 4.1.

TABLE 4.1 TRIPADVISOR REVIEWS OF LEVENMOUTH		
Location	#Reviews	TripAdvisor Average
Leven Beach	132	4.2
Letham Glen	29	4.4
Wellsgreen Golf Range	95	4.1
Silverburn Park	14	4.9
Leven Links Golf Course	52	4.4
Methil Heritage Centre	3	4.0
Lundin Golf Club	48	4.4
Robinson Crusoe Statue	23	4.2
Fife Coastal Path	113	4.6
Blacketyside	488	4.2
Beachcomber	10	3.6
Dumbarnie Links	11	4.3
Average		4.3

Table 4.1 indicates that:

- Overall, at 4.3 overall, from a maximum available score of five Levenmouth scores relatively well as a destination
- Whilst there is scope for improvement, the main attractions offer a good level of visitor experiences
- The pattern of reviews indicate that most facilities and locations reviewed were in the Leven area where the most appealing visitor attractions exist
- But several of the facilities lie beyond Leven itself

Whilst it must be borne in mind that review sites are entirely subjective for the current study, our analysis of TripAdvisor reviews is intended only to be indicative of visitor views in the absence of any other reliable visitor survey data.

5. Consultations with Businesses and Stakeholders in Levenmouth

Central to the commission were the extensive consultations undertaken via Zoom, telephone or in person with a range of local stakeholders, organisations, and businesses to gather their commonly held views and observations about Levenmouth and shared aspirations for the area's tourism sector. Their opinions are set out in the following sections.

5.1. Consultation Findings

In general there were several commonly held views which were shared by most or many of the businesses consulted. These were as follows:

5.1.1. General Views of Tourism in Levenmouth

- Overall there was a view that over many years and decades, the prevailing local “cultural” attitude was that the story of Levenmouth was one of economic and social deprivation, leading to social problems and a cultural mindset which was more about mitigation of social challenges rather than taking advantage of any opportunities that may come along.
- In general the Levenmouth area has been economically depressed for many years and tourism businesses have struggled to maintain enthusiasm and good levels of turnover
- Many businesses expressed a view that Levenmouth had to move beyond the mediocre visitor offer that they currently perceive that it offers.

- And that a “big vision” plan for Levenmouth was needed to raise the level of aspiration for the area beyond the “mediocre”
- Overall, consultees were positive about the reintroduction of the railway but understood that a concerted effort was required to maximise the benefits it would bring

5.1.2. Levenmouth as a Destination – Business Views

In general, business views of Levenmouth were as follows:

- Overall, businesses remain concerned about the state of the town of Leven itself with the town centre being singled out as a rather unattractive and poor-quality visitor experience even if it is better than it was in the past.
- This despite the reality that many individual local businesses offer a visitor experience which is right up there with the highest levels of quality experienced elsewhere in Scotland.
- By contrast, the beach itself is one of the area's strongest assets
- There was a general concern that whilst the promenade should be an attractive location for visitors to experience and enjoy the beach, it is regarded as a mediocre visitor experience at best.
- The Fife Coastal Path is generally regarded as one of the area's strongest and most well-known visitor assets.
- Businesses and communities on the Methil side of the River Leven were concerned that they would not be left out from

being able to take advantage of the opportunities which the railway may bring

- There is a general acknowledgement that Methil may not necessarily be the “touristy” part of the area, but it should still benefit from employment and economic opportunities created by growth in tourism.
- Whilst businesses were aware of the presence of the Levenmouth Campus of Fife College, few appeared to make the link with the hospitality and tourism sector training and skills offered there and possible links with local businesses to create employment opportunities in tourism in Levenmouth and elsewhere in Fife.
- As elsewhere, there has been a significant negative impact arising from the Coronavirus pandemic
- Levenmouth requires a “big vision” for tourism in association with the railway – a visionary strategy or action plan rather than one single major project
- The railway offers a significant opportunity for the Levenmouth area but may not impact directly on all businesses

5.2. Conclusions

In summary businesses feel that Levenmouth offers a destination that has potential to be better, requires a bigger vision and that there may be an opportunity afforded by the railway which may help it to improve. The impact of Covid has made matters worse and there needs to be “something significant” that helps to reverse that.

6. The Opportunity Presented by the Railway

6.1 Reinstatement of the Leven Railway

Central to the future economic well-being of the area is the reopening of the railway. Passenger rail services to Leven closed in October 1969. The line is expected to reopen in 2024 and two stations will be re-established at Leven and Cameron Bridge. Services will operate to and from Edinburgh via Kirkcaldy and the Fife Circle and the line will offer improved accessibility to and from Central Fife, the East Neuk and Dundee. There are a range of benefits for Levenmouth, with tourism potential being one of them. It is clear that:

- ScotRail will operate the trains service and are expecting local tourism business and groups to work with them to create the visitor experience that will drive leisure passenger traffic onto the railway
- There will be opportunities for local tourism businesses and groups to offer services to enhance the overall visitor experience at Leven station itself.
- The use of the railway as a tourism asset will be enhanced if visitors are offered reasons to visit Levenmouth

To maximise the benefits to tourism, local businesses will be required to engage with both Network Rail and ScotRail on an ongoing basis to help shape the railway and to ensure that the experience that visitors receive when they arrive in Levenmouth is welcoming, of a high quality and memorable.

6.2. Consultees Views of the Railway

In the view of consultees, the railway is the major “something significant” which can facilitate tourism growth, but it is not the only opportunity and may not be directly beneficial for all businesses in the area. Levenmouth needs improvement in many aspects of its visitor experience, over and above, and because of the railway reopening. Businesses are also of the view that:

- Nevertheless, it is widely agreed that the railway offers a significant opportunity to develop tourism in Levenmouth
- The railway will not necessarily be of direct benefit to all the business consulted but it will offer a significant opportunity for the area in general and will offer access to new visitor markets.
- It is fully understood that whilst Network Rail can provide the actual track and station facility with ScotRail running the train services, it is entirely up to the businesses in the area to create the visitor experiences that will make people want to come in the first place – to add value to the overall experience.
- Partnership with ScotRail, public agencies, local authority and between businesses is key to achieving the full benefit.

The railway is not the only opportunity for Levenmouth – overall, and even in its absence, things are happening which can improve the quality of the visitor experience overall. However, there is a pressing need to move the dial from “just alright” to “excellent” if Levenmouth

is to take advantage of any opportunity and increase tourism volume and value in the area.

6.3. Opportunities to Develop the Visitor Experience

Businesses identified several aspects where improvements and opportunities could be made to the Levenmouth visitor experience. These included areas such as:

- Golf – building on the excellence reviews of the current golf facilities and experience
- Heritage – incorporating the “story” of Levenmouth into visitor facing experiences
- Making more of the Fife Coastal Path and other nearby long-distance routes, such as the Fife Pilgrim Way where it touches Levenmouth
- The Leven Project
- Improvement of Leven Promenade.
- Improvement in areas such as accommodation, the catering offer and upgrading of facilities are also required.
- It appears that several businesses have plans to invest or are currently investing in their facilities – they should be positively supported.
- There are also several community-led projects underway which may add to the overall appeal of the area as a destination.
- Several businesses indicated that their planned investments in product improvement had been thwarted by planning difficulties or lack of support from licensing authorities and

indicated that paradoxically, Fife Council, whilst supporting tourism on one hand, thwarted it through unreasonable planning and licensing conditions.

- Businesses are generally aware of several local initiatives which are planned or ongoing in response to the railway reopening.

The funding support which is available from Levenmouth Reconnected is welcome although there appears to be a difficulty in developing projects which are eligible for support, particularly in the large grants category, and securing matching funding, especially for large grants, is likely to be a challenge.

6.4. Gap Analysis

However, there were several critical “gaps” identified by consultees, mainly in capacity to deliver projects through funding from Levenmouth Reconnected:

- There appears to be a “capacity gap” because potential applicants for funding may need assistance to complete large grant applications.
- There is also a “strategic gap” because there appears to be no “joined up” strategy or overall plan for tourism in Levenmouth to provide a broader context in which to develop these, seemingly disparate, projects.

6.5. Branding the Railway and the Destination

There is a widely held perception amongst consultees that in general terms the name “Levenmouth” has little meaning in the visitor market and should not be used as a destination identifier.

- There was a feeling that whilst “The Borders Railway” is clearly understood by visitors, and the new line needs similar clarity.
- Whilst it is understood that Levenmouth incorporates several council wards, the term is mainly administrative and used by the name of local educational establishments but has little traction with visitors.
- Consequently whilst there may be a working title of the “Levenmouth Railway” or “Leven Line”, to describe the reinstatement project, the name of the railway itself should not be used as a consumer promotional tool as it will not be a strong destination brand to encourage potential visitors to use the train to visit the area.
- Some creative suggestions for consumer brands included “The Fife Coast Line”, “The Beach Railway” the “East Coast Line” (which may be confused with the East Coast main line), the “Crusoe Line” and “The Sunshine Coast Line”.

From the wide range of comments made it is concluded that businesses are very supportive of the railway reinstatement but are concerned that the brand identity and positioning of the route must be effective, engage the market, and be immediately recognisable to visitors.

If this is not achieved, then it will function only as a commuter service to take people out and with the ability to bring visitors in compromised.

Other creative ideas are sure to follow in due course and we recommend that ScotRail should engage local businesses in developing the “brand name” for the railway in a brand research and development exercise.

These findings provide the basis of support for the suggested actions in section 9 and in the Action Plan in Table 8.1.

6.6. The Threat of the Railway

It is also worth reiterating that as well as being an opportunity, the railway is also a threat, as it makes it easier for Levenmouth residents to visit e.g. Edinburgh for day trips.

For that reason it is critical that everything being done on infrastructural improvements, events etc is geared first and foremost to the needs of local people. If locals do not feel pride in their town and participate fully in its events and activities, then visitors cannot be expected to do so. This is the basis of sustainable tourism where there is benefit for the host community as well as for businesses and visitors.

6.7. Summary

Overall, the preceding analyses indicate that there is a strong visitor perception of Levenmouth, an enthusiasm for development of tourism from local businesses and stakeholders in response to the

opportunities presented by the railway and the need for a “vision” for the area which significantly raises the quality and profile of the destination.

There are several initiatives already underway to achieve destination enhancement and they are described in section 7.

7. Current Initiatives in Levenmouth

7.1. Potential for Partnership Working

Many of the businesses consulted took part in the December 2021 and January 2022 workshops and meetings organised by the Fife Tourism Partnership and the Levenmouth Local Tourism Association (LLTA).

It is striking that, by comparison to 2006 when the Jura Consultants study was undertaken, there is a much more positive view of the opportunities and a greater willingness amongst businesses to engage with each other and with partners – networking is stronger and if nurtured can form the basis of positive actions.

The establishment of the Fife Tourism Partnership and Levenmouth Local Tourism Association (LLTA) has created a robust support framework and has given businesses a structure around which they can coalesce to work with key partners in the public, voluntary and educational sector.

7.2. Ongoing Initiatives

There is a significant number of activities underway in Levenmouth which may have an impact on tourism. Those which we have become aware of are reviewed in this section of the report. Summaries of each project are provided in alphabetical order. These may not be exhaustive, and it is possible that other projects are currently ongoing.

7.2.1. Action Zone Upgrading

Through consultation with a long-established local operator, there appear to be plans for upgrading and repurposing of the Action Zone facility on Leven Promenade and upgrading of the area around the Beachcomber Leisure Centre. It is likely that these proposals will significantly improve the overall visual appeal and range of visitor services on offer on the promenade.

7.2.2. Fife Tourism Partnership – Coordinating Groups and Businesses

Established in 2010, Fife Tourism Partnership is a business-to-business initiative which aims to support tourism businesses in working together to increase the number of visitors and tourism spend for Fife and to encourage the delivery of good quality visitor experiences.

Members benefit from a wide knowledge base, learn from each other in practical ways and participate in collaborative, promotional and training activities.

FTP drives consumer interest in Fife through the Welcome to Fife consumer facing website and a range of partnership initiatives to grow Fife's market share and tourism value.

The Fife Tourism Partnership Board is underpinned by six Local Tourist Associations whose role is to collaborate with businesses in their area to deliver and develop local tourism products including on arrival information and content for the promotion. One of the Local Tourism Associations covers the Levenmouth area.

7.2.3. Food from Fife

The food experience is central to the overall visitor experience and “foodie” tourism is becoming an increasingly strong part of the Scottish visitor experience. Food From Fife is the operating name of Fife Food Network, which aims to promote and develop the region's food and drink and make the link between tourism and food production and sales outlets in Fife.

To this end, Food from Fife has produced a range of food trails, including one for Burntisland, Kirkcaldy, Glenrothes, Leven, and Lundin Links and Largo (which includes Levenmouth) and regularly hosts food features to showcase the food experience on offer². Businesses in the Levenmouth area frequently feature but more should do so. This is a valuable initiative which addresses an important aspect of the visitor experience, and which is worthy of being resourced beyond its current part time coordination role.

7.2.4. Levenmouth Local Tourism Association (LLTA)

<https://www.fifetourismpartnership.org/associations/levenmouth/>

LLTA offers local businesses the opportunity to network with local businesses and organisations, discuss existing challenges and examine best practice.

LLTA meets every 1-2 months and currently aims to produce a strategy and action plan for the area to help maximise the

² “Cosy Pubs to visit this month along the Fife Coastal Path”, Martha Bryce, January 2022

opportunities for tourism that will arise from the new rail link in Levenmouth with the aim of turning Levenmouth into a highly desirable tourist destination for both domestic and international visitors.

a) LLTA Initiatives

LLTA is currently involved in driving several initiatives such as:

- Production of a Levenmouth Visitor Guide
- Destination Branding of the area
- Developing a destination App
- Providing a Forum for networking

In 2006 when the Jura Consultants report was undertaken there was little or no business-to-business coordination. It appears that, establishing LLTA as a focus for organisation of local businesses and facilitating their engagement with Fife Council, VisitScotland and the FTP, represents a positive step forward and may offer a platform for developing a future range of initiatives in Levenmouth.

7.2.5. Largo Arts - Public Art and Tourism

<https://www.largoartsweek.com/>

There are many examples of how incorporating public art in destinations can enhance tourism. The public art may take various forms such as installations, art trails or events, themed around visual

arts, literature or music and may be temporary or permanent in nature.

Largo Arts represents a good example of how a weeklong open studio and performance-based event can attract increasing numbers of visitors to a community. Largo Arts organises Open Studios week in Upper and Lower Largo and Lundin Links, effectively as an answer to the increasing range of arts and other community-based festivals taking place throughout Fife.

All being well, the third annual Largo Arts Week will take place across the villages from Saturday 16th - Sunday 24th July 2022.

Lower Largo does not have an “arts centre” but thanks to the efforts of local artists, such as Alan Faulds, creator of the unique Largo Obelisk' (Figure 7.1) the potential to develop public art as an identifier for the wider Levenmouth destination is already taking root in the area and helping to raise the profile of the area on social media and hence to visitors.



FIGURE 7.1: THE LARGO OBELISK IN LOWER LARGO

7.2.6. Leven Promenade, Fife Coastal Path and Beach Upgrading

Fife Coast & Countryside Trust has developed a £3m scheme for the upgrading and enhancement of the coastal frontage for Leven. The project elements included are:

- Sand Dune Restoration
- Upgrade to Skateboard Park
- Former Putting Green (change of use)
- Golf Course to Silver Burn (Fife Coastal Path)
- Leven Promenade Connectivity
- Public Toilet Carpark (Improved Provision for Service Users)
- Provision of Litter and Bin Maintenance (Leven Promenade)
- Water Safety & Signage (Leven Promenade)
- Road & Carpark Improvement Programme (Promenade)
- Bayview Connectivity (path, pitches etc)

These projects form the basis of a large grant application to Levenmouth Reconnected and can have significant benefits for tourism in Leven. Whilst they will significantly improve the seafront and promenade areas, it is likely that opportunities exist beyond these projects to raise the game still further in using the Promenade as the centrepiece of a rejuvenated beach and promenade area.

Similarly, proposals to create a catering facility, a wild meadow (focusing on coastal grasses), small orchard and a traditional games area on the putting green are welcome but the site of the putting hut should be redeveloped in a manner which provides a new building in keeping with the wild meadow and offers a year-round facility of high

quality and could incorporate an appropriate “signature” catering outlet.

7.2.7. Improving Access to the Promenade and Beach

FC&CT also proposes to enhance pathway access from the railway station to the eastern end of the promenade. Again, this is appropriate – families visiting by train for a day at the beach will require good access from the railway station to the beach and dunes.

Linking the beach and station should be considered as part of a broader linkages strategy which includes convenient, on demand low carbon transport for volume visitors from the station to suitable drop off and pick up points on the Promenade near the beach.

In simple terms, on sunny days, demand for the beach will be high, so consideration must be given to ensuring that families arriving by train can readily access the entire length of the beach, including both the Promenade and the dunes.

7.2.8. Bridging the Gap and Linking with Methil Docks

FC&CT proposes that there is a need to create a path network, suitable for foot and cycle traffic from the station to the New Bayview stadium. In our view, there is a “coastal gap” which could be plugged by extending the promenade across the River Leven and along the waterfront through the former power station site as far as No3 Dock thus linking Leven and Methil directly via the seafront.

7.2.9. Levenmouth Reconnected

<https://levenmouthreconnected.fife.scot/>

The Levenmouth Reconnected Programme (LRP) is a £10 million fund managed by Fife Council, which aims to maximise the economic and social opportunities presented by the reinstated Leven rail link, regeneration of the River Leven and the proposed path network, investments in renewable energy and other initiatives being implemented within Levenmouth.

The programme aims to create a viable and sustainable legacy for the people, communities, businesses, and visitors in Levenmouth and is supported by two grant schemes:

- Small Grants Under £5k
- Large Grants over £5k

Projects seeking Levenmouth Reconnected funding should be able to demonstrate positive impacts on the appeal of Levenmouth as a visitor destination.

7.2.10. Levenmouth Whale Project <https://levenmouth-whale.co.uk/>

Launched in 2019, this project aims to create “an unmissable visitor destination in the heart of the town [of Leven]” at a cost of £55m. It envisaged development of:

- A 1,000-foot-long pier in an award-winning contemporary design

- A visitor centre with exhibition space, cafe & educational facility
- A 100-foot sculpture of humpback whales (with light and music)
- Inclusion of a tidal turbine for energy self-sufficiency

It appears that the project is “still active with a small a” at the time of writing. Although the specific project may prove to be prohibitively expensive, the concept of using public art to drive tourism business is not.

7.2.11. Lower Largo Pier

<https://largocommunitiestogether.org.uk/lower-largo-pier/>

Largo Communities Together aims to repair Largo Pier, one of the villages central waterfront assets and restore it to its former importance as a focal point of the village, which was much loved by residents, regular visitors, and tourists. As one of the coastal jewels of Fife, with its links to Robinson Crusoe, Lower Largo has an active community which is strongly supportive of efforts to develop tourism in the village.

The aim is to restore the pier fully and to return it to use as a community asset for Lower Largo and the Fife Coastal Path. Studies are ongoing into what the anticipated benefits may be.

7.2.12. Silverburn Flax Mill

<https://www.silverburnpark.co.uk/Flaxmill>

Silverburn flax mill is a B-listed, 19th Century brick building located within Silverburn Park. The overall mission of FEAT is to develop Silverburn Park with the flax mill restoration project at its core:

"To develop Silverburn as a place of quiet enjoyment, supporting the health and wellbeing of the community, and respecting the habitat and biodiversity of the environment."

FEAT wishes to capitalise on the opening of the new Levenmouth Rail Link in 2024 by restoring Silverburn Flax Mill attracting new visitors to the town. A recent £1.5 million grant award from the Scottish Government in addition to £2m of funding from Fife Council and £500,000 from Historic Environment Scotland, means that plans to restore the flax mill are on track with opening planned for 2026. Visitor facilities will include a restaurant, craft studios, a backpackers' hostel, and exhibition space in addition to the existing glamping pods and campsite. Restoration of the then derelict flax mill was a key recommendation of the 2006 Jura Consultants report.

7.2.13. The Leven Programme <https://www.theleven.org/>

The Leven Programme (known as The Leven) is a regeneration initiative established in 2018 to bring together public bodies, businesses, and community representatives to make a positive difference to the River Leven and the surrounding area by improving the physical and ecological conditions of the river; creating better access to the river and between communities, along with

opportunities to improve people's health, well-being, and economic prospects.

The first phase of The Leven - The Connectivity Project – will see the creation of a network of paths and cycle ways along a 5km stretch of the river from Levenmouth to Cameron Bridge connecting local communities. Other phases will include:

- The Dandelion programme which aims to deliver one of 13 'Unexpected Gardens' that will be developed during 2022.
- Climate Beacons for COP26 is a project that aims to use culture, heritage, and the arts to bring more people into the conversation about climate change.
- Fife College students are creating products that will enhance the Programme and benefit the environment and local community.
- The Leven Green Network aims to bring people and wildlife together, by making it easy for people to get out and about around the river.

It is hoped that by working with communities to capitalise on these opportunities, the area will open up to new economic, health and well-being opportunities.

7.2.14. Leven Programme Heritage Project

The Leven Programme also aims to reconnect the River Leven with the heritage of the Levenmouth area and to this end, a heritage strategy is currently in preparation. The environmental improvements and the heritage elements of the project could link with an overall

tourism action plan to offer a range of outdoor recreation and activity venues to visitors and could form the basis of a number of GPS linked heritage trails. A key part of the vision for the heritage strategy is:

'The Heritage of the Leven is understood and celebrated by a wide range of people and forms a key part of communities social, cultural, economic and environmental wellbeing.'

'The people who live in the Levenmouth area will understand, love and articulate the importance of the heritage of the Leven and the social, cultural, economic and environmental impact it makes on their lives and on an aspirational and forward-thinking community.'

The Leven Programme Heritage Strategy 2022–2032 provides a framework for planning and delivering long term benefits for people and environment of the River Leven through their shared heritage. The strategic framework seeks to build capacity through quick wins in the first five years, developing more substantial projects over ten years and building towards longer legacies as part of the overall Leven Programme.

It is likely that the project will yield heritage assets which can be incorporated in visitor experiences ranging from waymarked trails to GPS based self-guided heritage walks.

7.2.15. Together Levenmouth

<https://togetherlevenmouth.co.uk/>

Together Levenmouth (TL) is a community project run by local charity Brag Enterprises which was launched in 2019. Based in Methil, Together Levenmouth aims to make Levenmouth a better destination

for tourists, driving economic growth and creating a circular economy for the area through a programme of events, artisan markets and a community lottery. TL aims to use the profits generated from their wide range of activities to help the youth in the area realise their potential. TL is opening The Hub in Leven High Street with the aim of attracting additional visitors to Levenmouth. A Hub Manager will be employed to work with hotels and tourism and bus companies to come into the area to use the facilities encouraging days out in the area.

The hub will host two crazy golf courses, escape rooms, a party room, a gift shop with a focus on local arts and crafts and a café and TL hope that The Hub will play a role in regeneration of Leven High Street.

7.2.16. West Wemyss Tolbooth Restoration

A planning application has recently been lodged by Mrs. Elizabeth Wemyss to renovate the Tolbooth building in West Wemyss. The proposal for the Tolbooth is to carry out full repair of the building. This will include:

- reinstating hidden features on the first floor, stone fireplaces and a couple of closets.
- The proposed use for the building will be a high-quality short-term holiday accommodation, within the historical context.
- It is also proposed to use the principal room as a multifunctional space for the local community, a general meeting place.

- One of the vaults, probably part of the original tolbooth and possibly a former gaol, may be used in the future as an interpretation space for the history of the village.³

7.3. Critical Analysis of Current Activities

There is a wide range of initiatives underway which should improve the potential Levenmouth visitor offer. But assuming that all are delivered, how can they be “joined up” to create an overall destination offer which adds significant value to the sector?

7.4. Options for Destination Management

This could be achieved by adopting a destination management approach through focussing and coordinating partnership activity whilst encouraging individual businesses and groups to engage directly with marketing partners e.g. ScotRail and VisitScotland whenever appropriate. A coordinated “destination leadership” role will be required and there are several options for achieving that:

- Empowering, formally establishing and resourcing LLTA to undertake partner and stakeholder coordination
- Levenmouth Reconnected does it in house
- A new destination management organisation (DMO) is established for Levenmouth
- Fife Tourism Partnership becomes a Destination Management Organisation

³ Conservation of West Wemyss Tolbooth – Design and Access Statement Groves-Rains Architects Studios Ltd. 2021

In summary, there are many initiatives which are already underway and will improve the overall appeal of Levenmouth as a destination and will offer assets which are likely to appeal to specific market segments. Overall, the initiatives which are currently underway should add value to the overall Levenmouth visitor offer. However, the whole could be greater than the sum of the parts if there was to be an overall “destination management and coordination” umbrella within which the destination could be presented to the visitor market via several themed initiatives.

The plans in themselves may make a very fine cake – but we are of the view that the icing could be much thicker, and the aspiration raised to a higher level through adding a further range of actions, some of which may be longer term, and may require significant investment. Consultees have expressed a view that there needs to be a vision and greater aspiration for Levenmouth, building on the railway reinstatement. In the next section some actions are suggested through which significant value could be added to some of the existing initiatives.

7.5. Enhancing the Visitor Experience – Long Term Vision

These initiatives in themselves, should they be implemented in full, will assist in developing the overall visitor experience to some extent. However, businesses have identified a need for a “big vision” for

Levenmouth which goes beyond all of these worthy projects and helps achieve a “step change” for the area in the long term.

In the action plan in Section 8, we set out thoughts and recommendations on some initiatives – probably longer-term ones – which can raise further the overall quality of the destination offer and, which may help to articulate how some of that longer term “vision” may look.

8. An Action Plan for Levenmouth – The Makings of a Long-Term Vision

In assessing the scope of each initiative, it was our aim to assess how they might engage fully with the overall development of Levenmouth as a destination and “add value” to the visitor appeal. We therefore set out an action plan which aims to add value to the current activities which are underway.

8.1. The Visitor Markets

The reinstatement of the railway may offer reconnection with the wider Scottish visitor market and the (hopefully) resurgent post Covid international visitor market. The key visitor markets are likely to be:

- Day visitors from elsewhere in Fife looking to walk on the Fife Coastal Path or visit somewhere attractive like Silverburn Park.
- Visitors and families going to the beach on a day out using the train to come from elsewhere in Fife or Edinburgh
- Staying visitors using the Fife Coastal Path
- Staying visitors *en route* to and from the East Neuk by rail or their own transport
- Walkers and cyclists who may wish to visit sections of the Fife Coastal Path arriving at one location by train or public transport and using the Leven railway as another transport option. Some may wish to walk sections of the FCP by taking the train to e.g. Kirkcaldy and walking to Leven or vice versa

- Special interest groups. Leven might make a good destination for rail tour charter trains especially given the proximity of the Fife Heritage Railway to the new station.
- Day visitor golfers playing Leven, Scoonie or Lundin Links
- Staying golfers playing these courses and possibly Dumbarnie, linked with e.g. St. Andrews or other Fife courses as part of a tour package

Having undertaken consultations with several businesses we revisited the Levenmouth offer identifying opportunities to add value to those which are already underway.

8.2. Action Plan Summary

Overall, the following “top level” actions are proposed which complement the existing initiatives which are currently underway. The main suggested actions are set out below and developed in further in the detailed Action Plan in Table 8.1.

8.2.1. Accommodation

There are gaps in provision that can be addressed as follows:

- Subject to demand, further development of glamping pods particularly in relation to the Fife Coastal Path in locations such as Silverburn Park, adjacent to the restored Flax Mill and possibly at West Wemyss in conjunction with restoration of the Pilot's House. There is evidence that self-catering and demand for “safe” accommodation is growing partly because of Covid-19 and anecdotally, it appears that current occupancy levels in the area are very high

- Provision of improved quality hotel accommodation in Leven which can be used by the golf clubs to encourage longer stays and further use of the golf courses out of season whilst driving short break visits from short break and weekend visitors. This is already underway at several hotels in the area.

The provision of new and improved serviced accommodation can be achieved by:

- Encouraging existing hoteliers and operators to expand and improve their facilities
- Attracting investment in hotels such as high-quality budget accommodation chains like Premier Inn to invest in the area building on increased business following the establishment of the railway.

The lead role in engaging investors and new operators could be taken by Fife Council through identifying suitable development sites for a quality budget hotel operator.

8.2.2. Visitor Attractions

Proposed developments at Action Zone and other commercially operated attractions should be supported and augmented by other offers which will bring more visitors to the town and offer a range of reasons to visit Levenmouth. These could include temporary structures provided at various times of the year, such as a big wheel, fairgrounds, and use of the Promenade area for craft fairs, music events, and Christmas Fairs or other seasonal festivals in a dedicated events space.

8.2.3. Food Experience as a Principal Attraction

Many other destinations have become synonymous with a quality “signature” food outlet which encourages regular repeat visitors to the area. Examples of where this has been achieved elsewhere includes:

- Oban - where the former cargo sheds on the North Pier were replaced in a sensitive and contemporary manner by a seafood restaurant and an Italian restaurant both developed by the same operator and which retained the heritage elements of the former buildings
- Arbroath - where a new seafood restaurant was developed as part of the overall harbour redevelopment in a sympathetic contemporary building
- Largs - where a former amusement arcade housed in a 1970s seafront building has been transformed into an attractive eating and drinking venue catering for the family market.
- Broughty Ferry - where a 1930s beachfront shelter has been sensitively transformed into the very popular Glass Pavilion restaurant.
- Montrose where the restoration of the beachfront Traill Pavilion, dating from 1913, led to the opening of an attractive cafe which appealed to users of the nearby Seafront Splash children’s play area and beach although Angus Council have now decided to sell it.
- Elsewhere in Fife, Peat Inn and the Inn at Lathones have become “foodie” destinations in their own right.

Attracting or supporting a local operator to create such a “signature” food experience (e.g. seafood) would raise the profile of the area. Possible sites for such a development may include the site occupied by the near derelict putting hut which is in a wonderful seafront location.

The aim should be to make the Promenade attractive at all times of the year, offering a range of “must visit” experiences, return and generate local expenditure.

8.2.4. Events

Events are essential for driving short stay staying visitors and day visits on a year-round basis. But there is currently no suitable location for events nor an events programme which catches the eye of regular and returning visitors. It is suggested that:

- An events programme is developed and implemented throughout the area, incorporating any existing events such as Largo Arts and Leven Promfest
- There is investigation of scope to engage with the Edinburgh festivals to offer Levenmouth as an “outstation” for some of the festivals as has been done in the Borders and, in the past, in Dundee and North Berwick.
- A working group is established to assess how to create and attract events to the area based on e.g. arts, crafts, music, and provision of suitable venues in which to host a year-round programme.

8.2.5. Enhancing the Promenade - Public Art and Reasons to Visit

What can be done to raise the bar and give Levenmouth a Promenade which becomes iconic and distinctive. Creation of an iconic, possibly large-scale public art structure for the Promenade, coupled with an events area would create a centrepiece in what is currently a featureless area with little activity. A major public artwork on Leven Promenade may create an essential visual icon that gives a location its identifier and “selfie spot!” The Kelpies and Aria are good examples of such a major public artwork (Figure 8.1).



A public art strategy could be developed which is based on one or more significant and visually stunning art installations on Leven Promenade and elsewhere of various scale in Levenmouth. A community wide public art theme might be adopted, reflecting the areas long heritage, artistic or literary connections (e.g. the works of Jack Vettriano and the story of Robinson Crusoe) and a plan for roll out and funding developed to support the strategy.

Overall, the aim would be to create a central feature which becomes a social media hit and generates social media coverage via a “selfie spot” for the area, driving visitor interest.

By creating “selfie spots” many destinations have created increased footfall at previously unvisited destinations, foremost amongst them being the Kelpies, the short term Oor Wullie Bucket Trail and on a more local scale, the Largs Viking, and Mermaid of the North at Balintore (Figure 8.2).

FIGURE 8.2
EXAMPLES OF SMALL AND COMMUNITY SCALE PUBLIC ART



The Largs Viking at Largs commemorating the Battle of Largs of 1263



Mermaid of the North, Balintore has put the Seaboard Villages on the tourist trail



The Oor Wullie Bucket Trail was great fun and had a competitive element to it

A central public art feature on Leven Promenade is likely to increase visitor numbers, and to drive demand for better quality and more concessions on the Promenade including for example, the aforementioned quality seafood outlet and a “distinctive and high-quality ice cream outlets – in that respect, the Anstruther Fish Bar, Nardini’s Gelateria in Largs and Janettas in St. Andrews have come to be “iconic” outlets for their respective destinations.

We propose that this area should be designated and developed as a possible location for:

- Planting of native tree species to break up the featureless grass areas
- The provision of a significant public artwork which becomes associated with Levenmouth together with footpaths to link the seafront with the main road
- Creation of an events area through use of contemporary building design with associated temporary seating or a terrace which can be used throughout the year as required

This combination of iconic structures, improved offers and a superb seafront puts destinations on an upward curve which drives visitor numbers and increases opportunities to create expenditure and employment locally. Overall, the aim is to make the promenade much more of a destination through introducing new reasons to visit at all times of the year.

Enhancements should include lighting (for both safety and decorative reasons), activities, essential feature, improvement of the catering

and retail offer and improved signposting and interpretation. Above all, make it an appealing, diverse, interesting place to be all year round – make it fun!

8.2.6. Linking Leven and Methil via the Seafront

The walking and cycling link between Leven and Methil is poor. The new railway station will make use of some of the derelict land currently blighting both sides of the River Leven to the west of the Leisure centre. The new station offers the chance to create a link between the communities of Leven and Methil and “fasten together” both main parts of the overall Levenmouth community.

Between the site of the new railway station and the East Fife Football Club ground at New Bayview, there is a “blank spot” on the coast which was the location of the former Methil Power Station.

It offers a superb location facing the Firth of Forth and with no apparent obstacles to development, we are of the view that there may be an opportunity to join the two communities together in a long-term project by using the former railway bridge to link the railway station with an extended Leven Promenade as far as Methil No3 dock creating an attractive, well-lit seafront walk and cycleway (Figure 8.3.).



Alternatively, if the former railway bridge may be needed in future, then a new bridge may literally bridge the gap between the two communities across the very mouth of the River Leven itself.

8.2.7. Methil No3 Dock

The feasibility of the development of water-based leisure and activity resources ranging from local use to yacht berthing and shore side servicing based around Methil No3 Dock should be fully assessed from a technical and potential usage perspective.

8.2.8. Infrastructure

Provision should be made at the railway station good quality mobile catering units and toilet facilities. It is some distance from the station to the promenade and these facilities are likely to be required. On a high-quality destination it is not acceptable to indicate that the nearest toilets are 10 minutes' walk along the road in the leisure centre or elsewhere. Customer expectation is that a very basic level requires catering and toilets to be provided to meet family needs while they are waiting on trains.

Opportunities should be provided for a local catering provider to set up and run a small outlet on the railway station which is mobile and can be removed at times of the year when not really required. A good example of this is the small Greggs mobile unit which is now available at Kinross services. It provides very basic tea, coffee, drinks, and a range of snacks and can be closed or removed to suite levels of demand.

8.2.9. Skills and Employability

Growth in tourism in the area and more widely in Fife will create demand for suitably skilled and qualified workforce, especially as there are new skills shortages in the hospitality sector caused because of Brexit. A skills forum aimed at linking Levenmouth tourism businesses with the Levenmouth Campus of Fife College could be established to identify industry needs and create appropriate links to ensure that employment and training opportunities in the area are taken up by graduates from the Levenmouth Campus.

8.2.10. Transport

Linkages with the railway station should be provided in the form of, for example, an electric fully accessible bus which undertakes a circuit of the beach, promenade, town centre and railway station and timed with train arrivals and departures – and becomes something of an attraction especially if it is a distinctive vehicle, for example, a road train or heritage vehicle.

⁴ "Types of Tourism in The World" Colorwhistle.com September 2019

8.2.11. Golf

There are an estimated 40,000 high spending visitor rounds in Levenmouth annually, with many visitors staying, not in Levenmouth but elsewhere in Fife. The railway offers opportunities to:

- Encourage additional rounds through joint ticketing
- Increase visitor rounds on available tee off times
- Enhance access for day golfers and those staying elsewhere in Fife
- Possibly drive demand for hotel accommodation more locally in Levenmouth
- Provide infrastructure e.g. dedicated pick up and drop off services to the station in support of golf packages and tickets

Levenmouth also hosts major golf tournaments with Dumbarnie hosting the 2021 Scottish Ladies Open.

It is suggested that although the railway may not be of direct benefit to all the courses, the establishment of a Levenmouth golf group will help local clubs to work together and with ScotRail.

8.2.12. Industrial Tourism

The concept of industrial tourism has taken a renewed interest in recent times and involves attracting tourists to visit industrial heritage and modern sites in which the desired destination includes industrial sites peculiar to a particular location.⁴

There may also be an opportunity to create a fascinating guided factory tour at Cameron Bridge, Europe's largest grain distillery and or the huge bottling plant in Leven. Engaging Diageo would be essential to progress this. The provenance of international brands is always of interest, and this could be the 'Cadbury World' of Scotland!

8.2.13. Marketing and Branding of the Destination

The term 'Levenmouth' should not be used in a tourism context! It does not represent a particular location but is an administrative area. There is no consensus either on the branding of the new railway because the working title of the Levenmouth line means little in a promotional context and should probably not be used as the location brand for attracting visitors to the area or for the railway itself.

The main outstanding and appealing asset that the area has is its beach and coastline, with several sub brands such as an excellent golf experience associated with it.

Whatever the strap line ends up being we strongly recommend that the strong visual imagery of the Golden Sands, landscape seascape and golf courses are those which uniquely position the whole area.

In the past the "Energy Coast" has been used as a strapline. Whilst the presence of the giant wind turbines is certainly iconic and could figure as part of the visual imagery of the area, these assets are unlikely to offer a particularly strong part of the selling proposition to the visitor market.

8.2.14. Working with ScotRail to Put "Levenmouth" on the Map

In the short term it is likely that the reopening of the railway will lead to an increase in day visitors from Edinburgh and elsewhere in Fife just to use the railway. This is what happened in the reopening of the Borders Railway. There is novelty value in a new railway and people will come and ride on the train just to say they've been there.

8.2.15. Preparing for Day One – and Beyond

Levenmouth must ensure that this initial influx of visitors is met with enthusiasm. Businesses must prepare in advance to ensure that on the first day that the railway opens there is a welcome in the area and a warm welcome is extended to all visitors. The aim should be to attract and retain visitors through generating early good reviews and positive word of mouth.

And not just on the first day. Shops must be ready: leisure facilities must be ready, and infrastructure must be in place to make sure that the initial visitors in early days will go on social media and give great reviews about the railway, the community, and the welcome they received.

To achieve this, business and groups must work closely with ScotRail to prepare for and take advantage of the promotional opportunities afforded by the railway. Examples might include:

- A "Leven Line" offers campaign through which visitors arriving by train can make savings on attractions and more in the Levenmouth area when they travel with ScotRail.
- Including Levenmouth attractions in ScotRail 2 for 1 offers which allow visitors to make savings on some of Scotland's

most popular attractions when they travel with ScotRail. The difficulty here is that there are no paid entry attractions in the Levenmouth area which might be suitable participants

- Levenmouth partner hotels should work with ScotRail to offer discounts when customers book direct and show a valid train ticket on arrival. ScotRail offers a range of participating hotels with 16 partner establishments, none of which are in Fife.
- Rail and bus tickets should allow visitors to book train and bus travel together, making it easier to travel to around the area – and is suitable for local routes and for use of Leven Station as a gateway to the East Neuk and further afield.
- Incentives and discount offers on Central Scotland and Scottish Grand Tour Rover tickets
- Golf Offers
- Encouraging local people to be ‘welcome ambassadors’ who would welcome visitors from arriving trains and offer guidance and information to arriving visitors.

8.2.16. Business to Business Networking

By comparison with 2006, the Fife Tourism Partnership, Levenmouth Local Tourism Association and Levenmouth Reconnected provide a much more structured and supportive approach to developing and delivering an overall tourism strategy which can be supported by funding from the Levenmouth Reconnected grants funding.

Critically there is a need for all local businesses to agree to the overall strategy and coordinate their approach towards delivery.

It is recommended that these opportunities are bought into as far as possible to ensure that the railway is not simply a commuter lane which takes people away from the area to Edinburgh but is also one which brings visitors from elsewhere in Fife and elsewhere in Scotland into the area to visit its many attractions.

Similarly businesses should continue to network with visit Scotland and take advantage of their promotional opportunities whilst building a strong website-based presence and coordinated marketing presents through the welcome to faith website and the activities of the Fife Tourism Partnership.

8.2.17. Measurement and Monitoring

As previously discussed, there are no local measurements of visitor volume, value or visitor survey data relating specifically to Levenmouth. This means that the “baseline” level of tourism activity is not known, and it is therefore not possible to measure either:

- Where the area starts from in terms of the volume and value of tourism
- The impacts that specific interventions may have in future
- How the interventions change the opinions and perceptions of visitors towards Levenmouth

It is hardly justifiable for any agency to fund tourism projects when their impact cannot be measured. Therefore the action plan includes suggestions for evaluation of the overall tourism sector in future years.

8.3. Detailed Action Plan

The detailed action plan is set out in Table 8.1.

TABLE 8.1			
SUGGESTED ACTION PLAN FOR LEVENMOUTH			
Category	Objectives	Suggested Projects	Ownership
Strategic Goals	<ul style="list-style-type: none"> • Long Term Aims – create “Fife’s Sunshine Coast” • Create employment and training opportunities for local people • Generate income through increased visitor numbers and expenditure • Remove the sadness and self-doubt • Support Local Strategic Assessment objectives to make Levenmouth a better, cleaner, safer, stronger, more vibrant place to live and visit. 	Overall, a range of projects aimed at adding value to what is already planned and putting a smile back on the face of Levenmouth	<ul style="list-style-type: none"> • Everyone including individuals and community groups
Attractions	<ul style="list-style-type: none"> • Create new and better reasons to visit • Enhance the overall appeal of Levenmouth as a visitor destination • Make Leven FUN! Build on commercial leisure • Enhance what already exists – e.g. Fife Coastal Path, Leven Promenade, events programme • Make more of hidden local talents – arts and crafts, music 	<p>Projects aimed at increasing the visitor market and adding to attractiveness of the area as part of the FCP and Fife Coast. Projects include:</p> <ul style="list-style-type: none"> • Enhancing existing provision – recreation assets based on family entertainment and fun • improving the skatepark • Enhancing existing outlets such as Action Zone • Assessing new commercial opportunities and activities • Build on the legacy offered by Jack Vettriano early years – a permanent exhibition? • Develop an events programme which uses available strategic sites 	<ul style="list-style-type: none"> • Fife Council – EcDev and Planning • LLTA • Private Sector • Funding bodies

		<ul style="list-style-type: none"> • Events – home grown or third party • Lower Largo Pier as a focus for activity • Build on Largo Arts Week to create a permanent venue and year-round arts-based programme • Create a destination identifier – a public art icon – could be an artistic competition e.g. the Star of Caledonia, Aria sculpture, Mermaid of the North (Balintore), Kelpies • Enhance Viewpoints – like the Methil Viewing Platform • Create all weather public spaces to build upon the amazing views across the Forth • Major factory tour in the Diageo distillery and bottling plant • Greater access to Wemyss Castle and Gardens • Improve signage for Wemyss Caves • Tell the story of Coaltown of Wemyss 	
Accommodation	<ul style="list-style-type: none"> • Drive demand for more and better hotel inventory • Raise the quality of serviced accommodation • Increase availability of serviced and high quality non serviced accommodation • Build on accommodation demand from FCP 	<ul style="list-style-type: none"> • Develop higher quality hotel suitable for staying visitors such as weekenders, golfers, short break visitors • Attract e.g. Premier Inn, Travelodge, or other operator to invest in the area 	
Infrastructure	<ul style="list-style-type: none"> • Increase skills • Enhance the local welcome • Provide an “arrival experience” • Create supply of skilled and qualified industry professionals 	<ul style="list-style-type: none"> • Railway – NR will provide the station and tracks, ScotRail will run the trains. Need for: <ul style="list-style-type: none"> ➢ Transport links to town, beach, and golf courses – electric buses? ➢ Catering outlets at station 	<ul style="list-style-type: none"> • LLTA, ScotRail • Fife College Levenmouth Campus • LLTA and FTP to identify trainees, placements and

	<ul style="list-style-type: none"> • Ensure online connectivity for businesses and visitors • Improve the overall ambience away from “tired” 	<ul style="list-style-type: none"> ➢ Provide toilets at station ➢ Ensure toilets on Promenade are accessible and maintained • Skills forum aimed at attracting, training, and retaining local tourism workforce • Promenade – implement recommended upgrades but include: <ul style="list-style-type: none"> ➢ Better lighting including on the waterside ➢ Decorative lighting – coloured lights ➢ Planters ➢ Public art • Connectivity – get businesses online 	<p>ultimately employment opportunities</p> <ul style="list-style-type: none"> • Fife Council – providing quality toilets
Retail	<ul style="list-style-type: none"> • Enhance retail quality in Leven Town centre 	<ul style="list-style-type: none"> • Improve retail offer focused on visitor markets 	<ul style="list-style-type: none"> • Establish a retail or town centre traders’ group under the auspices of LLTA – like in Kirkcaldy
Catering	<ul style="list-style-type: none"> • Enhance catering quality in Levenmouth area • Attractive “holiday” resorts have numerous catering outlets suiting different quality and price ranges • Broaden the offer and take advantage of the opportunities 	<ul style="list-style-type: none"> • Themed restaurant outlets e.g. seafood • Catering outlet in Letham Glen – snacks, ice cream • Promenade – expand the offer by creating a good quality outlet on e.g. the putting hut and green site • Create all weather outdoor spaces for food service • Encourage awareness of the importance of local provenance in food offers in local outlets 	<ul style="list-style-type: none"> • LLTA • FTP • Fife Council • Food from Fife

<p>Marketing</p>	<ul style="list-style-type: none"> • Fully engage with key visitor markets unlocked by the railway • Engage more positively with the existing markets • Create a brand for the railway which prospective visitors will understand and identify • Broader destination brand strategy developed for the area 	<ul style="list-style-type: none"> • ScotRail to engage local businesses in developing the “brand name” for the railway in a brand research and development exercise prior to opening – marketing forum? • Engagement with ScotRail campaigns and joint tickets on e.g. golf, days out • Partnership approach with ScotRail and VS to developing a consumer brand name for the railway with associated imaging and promotional resources – e.g. logo and consumer brand name applied to online and offline marketing resources • Develop appropriate marketing and branding plan for the wider destination – some of this is already underway 	<ul style="list-style-type: none"> • ScotRail • LLTA
<p>Strategic Sites</p>	<ul style="list-style-type: none"> • Enhance overall destination experience • Increase length of stay and visitor expenditure • Enhance local employment prospects 	<ul style="list-style-type: none"> • Completion of Silverburn Flax Mill • Enhancement of Leven Beach and promenade to include: <ul style="list-style-type: none"> ➢ Lighting ➢ All abilities access improvement, public art centrepiece, ➢ high quality catering outlets ➢ Coastal interpretation ➢ Facilities concomitant with Blue Flag ➢ Beach activities – sand buggies, dinghy sailing ➢ Mitigations against bad weather – temporary structures? Bayadomes? Streetstructures? 	<ul style="list-style-type: none"> •

		<ul style="list-style-type: none"> • Link Leven Promenade to Methil No3 Dock by extending past the new station, over the old railway bridge, through the former power station site and creating a new, safe, well-lit promenade walkway. Catering outlets may follow • Attraction of broader and better range of visitor experiences in Leven • Develop the River Leven based trails and walks – include visitor facilities such as outlets, catering outlets, shelters, viewpoints (e.g. Ossian’s Hall) • Assess scope for development of water-based leisure at Methil No3. Dock • Build on heritage assets including: <ul style="list-style-type: none"> ➢ Fife Heritage Railway ➢ Wemyss Caves ➢ Methil Heritage Centre ➢ Lower Largo - Robinson Crusoe heritage • Create “selfie spots” e.g. the wind turbine, a public art structure (e.g. the Largs Viking, or Silvanus) 	
Golf	<ul style="list-style-type: none"> • Ensure that Levenmouth is a “golfer friendly” destination for golfers arriving by train and in general 	<ul style="list-style-type: none"> • Assess transport requirements from station to courses – e.g. pickups for day visitors carrying golf clubs 	<ul style="list-style-type: none"> • Golf clubs working with ScotRail in a golf forum
Heritage	<ul style="list-style-type: none"> • Build the heritage assets of Levenmouth into the visitor experience • 	<ul style="list-style-type: none"> • Create a “heritage forum” to build on the heritage project and engage with tourism opportunities elsewhere in this action plan 	<ul style="list-style-type: none"> • A new Heritage Forum

Public Art	<ul style="list-style-type: none"> • Use public art as a means to create destination identifiers and regular visitor flows 	<ul style="list-style-type: none"> • Create a destination identifier – a public art icon – could be an artistic competition e.g. the Star of Caledonia, Aria sculpture, Mermaid of the North (Balintore), Kelpies • Build on area assets and themes to form visual identifiers for the area e.g. Robinson Crusoe • Big up Vettriano in the way that Barcelona does with Gaudi – exhibitions, tasters, relating his work to the area • Build on the success of Largo Arts to develop a year-round arts programme • Largo OS an “Arts Centre” – make it a “visual village” and extend to Leven • Build on public art to create engaging activities e.g. the Oor Wullie Trail or Haggis Hunt (Monikie Country park) 	<ul style="list-style-type: none"> • Fife Council • Levenmouth Reconnected • Arts groups • LLTA • Public engagement
Business Coordination	<ul style="list-style-type: none"> • Overall improvement of the visitor experience and destination offer • A common action plan and sign up • Coordinated approach to funding from e.g. Levenmouth Reconnected and other sources • Business intelligence needed 	<ul style="list-style-type: none"> • Empower FTP and LLTA as delivery mechanisms • Establish an energetic “DMO” type of organisation to deliver the action plan – LLTA is currently a voluntary • Adopt a “joined up” approach • Coordinate grant applications to Levenmouth Reconnected 	<ul style="list-style-type: none"> • Levenmouth Reconnected • LLTA
Measuring Success	<ul style="list-style-type: none"> • Establish ways to measure the volume and value of tourism in Levenmouth • And to determine the impact of actions 	<ul style="list-style-type: none"> • Establish “mini-STEAM” data analysis for Levenmouth every two years as a subset of the East Fife analysis • Undertake regular local visitor surveys • Develop a business barometer 	<ul style="list-style-type: none"> • Fife Council • FTP/LLTA

9. Conclusions and Recommendations

Having reviewed the current tourism offer in Levenmouth, the opportunity afforded by the railway and having consulted with local stakeholders, we set out the following conclusions and recommendations.

9.1 Conclusions

We conclude that:

- Levenmouth appears to be a popular and attractive location for visitors
- There is no single reason why people come to the area. however the beach is likely to be the biggest attractor of visitors followed by the Fife Coastal Path and niche markets such as the popularity of its golf courses
- It does not offer a particularly attractive gastronomic offer nor a specialist retail offer
- It has large numbers of non-serviced accommodation businesses in self-catering, short-term let caravans and glamping
- The area has key weaknesses in several areas including provision of quality hotel and serviced accommodation outlets.
- Demand is likely to increase for non-serviced accommodation establishments given the impact of coronavirus on the visitor market
- Businesses and organisations are very supportive of the reinstatement of the railway
- But they want to see more of a big vision for the area to help take advantage of tourism opportunities
- The railway offers the opportunity to significantly increase visitor volume from specific markets including day visitors, workers on the Fife Coastal Path, golfers and short break and weekend staying visitors.
- There are several initiatives underway which aim to address various aspects of improvement of the visitor offered sometimes as a main objective but sometimes as one of several objectives
- All of the initiatives which are underway are worthy in their own right but to some degree they fall short of creating the big vision which consultees indicate that they would like to see.
- Whilst businesses are much more organised nowadays through the Levenmouth Local Tourist Association and Fife Tourism Partnership, there is still no overarching action plan which forms the basis of a strategic and joined up approach to developing tourism in the area
- Tourism creates economic impact only if visitors are given appealing reasons to come, stay and spend money and to this end we have set out some ideas and long-term suggestions which aim to revitalise the area as a visitor destination, building on the railway and the other initiatives which are currently underway.
- Failure to act may mean that Levenmouth may even lose out as improved access to Edinburgh and elsewhere in Fife may underpin its existing appeal as a destination for residents of the area

9.2. Recommendations

An outcome of the study is to make specific recommendations on what should be done to fill the identified gaps and where the opportunities lie

The gaps are identified in the audit and actions are set out in section 9. These form the basis of the principal recommendations but there are two overarching recommendations which are critical to delivering an action plan. These are:

- Businesses and local organisations should continue to work ever more closely with each other and with external partners to develop and refine a detailed action plan for the long-term development of tourism in the area
- Fully develop and resource a business model for a more formal Destination organisation which forms a delivery mechanism for the action plan
- Establish an events forum to develop a programme based on visual arts, music, and literature – and engage local artists and well-known local artists such as Jack Vettriano who have international profile
- Raise the game on the vision for the Promenade to redesign it as a vibrant public space which attracts visitors on a year-round basis

- Establish a public art strategy to decide how best to use public art to create an iconic structure
- Establish a golf group to work with ScotRail and Fife Golf to develop specific golf infrastructure and offers to drive visitors to make use of available tee off times, stay longer in the area and increase demand for accommodation provision in the Levenmouth area
- Create a heritage forum based on the Leven Project heritage strategy to integrate the rich heritage of the area into the overall visitor experience
- A destination management approach should be developed and implemented which ensures that local businesses engage fully with ScotRail and other marketing channels such as VisitScotland to develop and promote the existing and future assets of Levenmouth to key visitor markets

The key to developing and delivering a shared vision is to ensure that partnership arrangements, far stronger now than they were in 2006, are cemented and formalised in such a way that can support an agreed action plan to build on the advantage afforded by the railway and other opportunities arising.

APPENDIX 1 AUDIT OF TOURISM-RELATED BUSINESSES

There are many tourism-related businesses across the Levenmouth area*, and most of them promote themselves on more than one platform. In an attempt to identify as many businesses as possible, the following websites and booking agencies were researched: visitscotland.com**, AA Rated Trips***, tripadvisor.co.uk, Google Maps, Airbnb, hotels.com, booking.com, expedia.co.uk, trivago.co.uk, agodaclickbedandbreakfast.co.uk, sykescottages.co.uk, vrbo.com (formerly HomeAway), Hoseasons, cottages.com, justeat. As far as we are aware, all of the businesses listed below were trading in early December 2021, though some, where indicated, have closed temporarily due to Covid-19.

* We have included all tourism-related businesses located within Fife Council Wards 21 and 22, and also a small number of businesses located up to 200m 'over the boundary' but which to all intents and purposes lie within the study area.

**The business listings shown on visitscotland.com vary according to which location is searched for – e.g. a search for “Leven” produces different results than a search for “Kirkcaldy, Leven and District”. A search for “Lower Largo” produces a different set of results again. Most businesses featured on visitscotland.com do not participate in the various VisitScotland Quality Assurance schemes, but those which do are shown below.

***AA Rated Trips does not list any accommodation, restaurants or visitor attractions within the Levenmouth area, other than the Fife Coastal Path.

HOTELS

There are only four hotels in the Levenmouth area:

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	MAJOR BOOKING SITES (e.g. hotels.com)	NOTES
Caledonian Hotel	Leven	No	Yes, Score 4.0	Yes, Score 4.0	Yes	Owned by Greene King
The Crusoe Hotel	Lower Largo	No	Yes, Score 4.0	Yes, Score 4.2	Not yet	Refurbished rooms coming on stream in early 2022
Old Manor Hotel	Lundin Links	Yes, 4 Star	Yes, Score 4.5	Yes, Score 4.4	Yes	
Upper Largo Hotel	Upper Largo	No	Yes, Score 4.5	Yes, Score 4.4	Yes	

GUEST HOUSES and B&Bs

This section includes 'true' Air BnB properties i.e. where the hosts actually live in the property and offer guests a bedroom and use of shared kitchen, living areas etc but do not usually provide breakfast.

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	MAJOR BOOKING SITES (e.g. hotels.com)	NOTES
2 Fernlea Drive	Windygates	No	No	No	Yes	A 'true' AirBnB property
3 East Brae	East Wemyss	No	No	No	Yes	A 'true' AirBnB property
4 Bowling Green St	Methil	No	No	No	Yes	A 'true' AirBnB property
30 College St	Buckhaven	No	No	No	Yes	'Room only' establishment
Bayview B&B	Drumeldrie	Yes, 4 Star Gold	Yes, Score 5.0	Yes, Score 4.2	Yes	
Buckthorns House	Upper Largo	No	No	No	Yes	
The Cairns B&B	Leven	No	Yes, Score 5.0	Yes	No	
Dunclutha GH	Leven	Yes, but not in QA	Yes, Score 5.0	Yes	Yes	
Fantasia B&B	Leven	Yes, but not in QA	Yes, Score 4.0	Yes	Yes	
Fluthers Wood B&B	Leven	No	No	Yes	Yes	
Forth Bay GH	Leven	Yes, but not in QA	Yes, Score 4.5	Yes	Yes	
Lahill House	Drumeldrie	No	No	Yes, Score 4.7	Yes	
Lomond GH	Leven	No	Yes, Score 5.0	Yes	Yes	
Monturpie GH	Upper Largo	No	Yes, Score 5.0	Yes, Score 4.6		
Seascape B&B	Lower Largo	No	Yes, Score 5.0	Yes	Yes	
Strathdee B&B	Lower Largo	No	Yes, Score 5.0	Yes		
Victorian Flat	Leven	No	No	No	Yes	A 'true' AirBnB property

SELF-CATERING PROPERTIES

The number of self-catering holiday properties in the area has increased hugely over the last 15 years. Only one such property was listed in the Jura Consultants 2006 report, now there are over 80 although many are in Lower Largo and Lundin Links which did not fall within the area covered by the Jura report.

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	MAJOR BOOKING SITES (e.g. cottages.com)	NOTES
1 and 2 Stable Yard	East Wemyss	No	No	No	Yes	Two adjoined cottages
11 Links Road	Lundin Links	No	Yes, no reviews	Yes, Score 5.0	Yes	Part of 'Largo Cottages' co-operative
43 By The Sea	Lower Largo	No	Yes, Score 5.0	No	Yes	
19 Emsdorf Road	Lundin Links	No	No	No	Yes	
44 Emsdorf Street	Lundin Links	No	No	No	Yes	
Afton Cottage	Lundin Links	No	No	Yes, Score 5.0	Yes	
Aithernie Cabin	Leven	No	No	Yes, Score 5.0	Yes	Also known as Aithernie Lodge
Annesley Cottage	Lower Largo	Yes, but not in QA	Yes, no reviews	No	Yes	
Aultnagar	Upper Largo	Yes, but not in QA	Yes, Score 5.0	Yes, no reviews	Yes	Part of 'Largo Cottages' co-operative
The Barnyard	Upper Largo	No	No	Yes, Score 5.0	No	
Barnyards at Chesterstone Farm	Upper Largo	No	Yes, Score 5.0	Yes, Score 4.4	Yes	
Bakehouse Corner	Lower Largo	No	Yes, Score 5.0	No	Yes	
Balmara	East Wemyss	No	No	No	Yes	
Beach Cottage	Lower Largo	No	No	No	Yes	
Beach House	Lower Largo	No	No	Yes, Score 4.8	Yes	
Beachcomber Apartment	Leven	No	No	No	Yes	
Bonny Bay	Lower Largo	No	Yes, Score 5.0	No	Yes	
The Bothy, Lahill	Drumeldry	No	No	No	Yes	
Bothy By The Sea	Lundin Links	No	No	No	Yes	
Bramble Cottage	Leven	No	No	No	Yes	
Bridgend House	Lower Largo	No	No	Yes, Score 4.0	No	
Cardy Cottage	Lower Largo	Yes, but not in QA	Yes, Score 5.0	Yes, Score 5.0	Yes	Part of 'Largo Cottages' co-operative
Cardy Crossing Cottage	Lower Largo	No	No	No	Yes	
Cardy Net House	Lower Largo	No	No	Yes, Score 4.5	No	

Castaway Cottage	Lower Largo	Yes, but not in QA	No	Yes, Score 5.0	No	
The Coastal Path	East Wemyss	Yes, not in QA	No	Yes, Score 4.0	No	Misnamed on Google Maps!
Copperfield	Upper Largo	No	Yes, Score 5.0	No	Yes	
The Corrie	Lower Largo	No	No	No	Yes	
Crest Cottage	West Wemyss	Yes, but not in QA	No	No	Yes	
Cutty Sark Cottage	Upper Largo	No	No	No	Yes	
Duffield House	Leven	No	No	No	Yes	
Dunedin Cottage	Lower Largo	Yes, but not in QA	No	No	Yes	
East Links	Leven	No	No	No	Yes	Probably the most unusual property in Fife! (bookable on AirBnB)
Emsdorf Place	Lundin Links	No	No	No	Yes	
Fife Coastal Path Flat	Methil	No	No	No	Yes	
Flat in the Square	Leven	Yes, but not in QA	No	No	No	Website not working, may not be operating at present
Glebe St Apartment	Leven	No	Yes, no reviews	No	Yes	
Harbour Hideaway	Lower Largo	No	No	No	Yes	
Harbour Wynd Bothy	Lower Largo	Yes, but not in QA	No	No	Yes	
The Haven	Lower Largo	No	Yes, Score 5.0	No	Yes	
The Hideout	Lower Largo	No	No	No	Yes	
Homelands Trust	Lundin Links	Yes, 4 star	Yes, Score 5.0	Yes, Score 4.8	Yes	4 award-winning lodges catering especially for disabled guests
Kirkside Cottage	Upper Largo	Yes, but not in QA	Yes, Score 5.0	Yes, Score 5.0	Yes	Part of 'Largo Cottages' co-operative
Kirkview Cottage	Upper Largo	Yes, but not in QA	Yes, Score 5.0	Yes, Score 5.0	Yes	
Lahill Craig Cottage	Upper Largo	No	No	No	Yes	
Lower Largo Cottage	Lower Largo	No	Yes, Score 5.0	Yes, Score 4.7	Yes	
Mill Cottage	Lower Largo	Yes, but not in QA	Yes, Score 5.0	Yes, Score 5.0	Yes	
No 55	West Wemyss	No	Yes, Score 5.0	No	Yes	
Novus Harbour View	Lower Largo	No	Yes, Score 5.0	No	Yes	
The Old Post Office	Lower Largo	No	No	No	Yes	

The Old Stables	Lower Largo	No	No	Yes, Score 4.9	Yes	
Once Upon a Tide	Lundin Links	No	No	No	Yes	
Periwinkle Beach House	Lower Largo	No	Yes, Score 5.0	Yes, Score 4.9	Yes	
Robinson Crusoe	Lower Largo	Yes, but not in QA	No	No	No	2 cottages
Rockville	Leven	Yes, but not in QA	No	Yes, no reviews	No	Website not working!
Sanderling	Lower Largo	Yes, but not in QA	No	No	No	
Seashell Cottage	Lower Largo	No	Yes, Score 5.0	No	Yes	
Sea View	East Wemyss	No	No	No	Yes	
Sea View	Lower Largo	No	Yes, no reviews	No	Yes	
Sea Views	West Wemyss	No	No	No	Yes	
Silverlea	Lower Largo	Yes, but not in QA	No	No	Yes	
The Stables	Lundin Links	No	No	Yes, no reviews	Yes	
The Stables, Montrave	Bonnybank	No	No	No	Yes	Wrongly appears as a B&B on Google Maps
Stone's Throw	Lower Largo	No	No	No	Yes	
Sunnybraes Lodge	Lundin Links	No	Yes, Score 5.0	No	Yes	
Sunnyside Beach	Lower Largo	No	Yes, no reviews	No	Yes	
Susan's Apartment	East Wemyss	No	No	No	Yes	
Tweed Bank	Lundin Links	No	Yes, no reviews	No	Yes	
Unnamed apartment	Lundin Links	No	No	No	Yes	
Unnamed apartment (1)	West Wemyss	No	No	No	Yes	
Unnamed apartment (2)	West Wemyss	No	No	No	Yes	
Unnamed cottage	Lundin Links	No	Yes, no reviews	No	No	
Unnamed cottage	West Wemyss	No	No	No	Yes	
Viewforth Cottage	Leven	No	Yes, Score 4.5	No		
Viewforth Lodge	Leven	No	No	No	Yes	
Wall House	West Wemyss	No	Yes, Score 5.0	No	Yes	
Waverley Place	Upper Largo	No	No	No	Yes	
Weaver's Cottage	Lower Largo	No	No	Yes	Yes	
Wee Neuk Studio	Lower Largo	No	No	No	Yes	
Wellesley Apartment	Methil	Yes, but not in QA	Yes, no reviews	No	Yes	

West Wemyss Apartment	West Wemyss	No	Yes, Score 5.0	No	No	
White Cottage	Lower Largo	No	No	No	Yes	
Woodside Cottage	West Wemyss	No	Yes, Score 5.0	No	Yes	

CARAVAN PARKS/CAMPSITES/GLAMPING SITES

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	NOTES
Forth House CP	Upper Largo	Yes, 4 Star	No	Yes	Circa 25 touring pitches
Glenview CP	Leven	Yes, 3 Star	Yes, no reviews	Yes	Holiday homes for sale and holiday rent
Largo House CP	Upper Largo	No	No	Yes	Circa 45 owner-occupied holiday homes
Letham Feus CP	Bonnybank	Yes, 4 Star	No	Yes, Score 4.1	Circa 100 holiday homes (caravans and lodges) for sale and holiday rent
Leven Beach Holiday Park	Leven	No	No	Yes	Circa 108 holiday homes for sale/ holiday rent plus 20 touring pitches
Monturpie CP	Upper Largo	Yes, but not in QA	No	Yes, Score 4.6	28 touring pitches
Silverburn Park Campsite	Leven	Yes, but not in QA	Yes, Score 4.5	Yes	Glamping – 3 units, plus campsite for 12 tents/motorhomes
Wigwam Holidays Largo Law	Upper Largo	Yes, but not in QA	No	Yes	Glamping – 6 units
Wigwam Holidays Montrave	Bonnybank	Yes, but not in QA	Yes, Score 5.0	Yes, Score 5.0	Glamping – 8 units
Woodland Gardens CP	Upper Largo	Yes, 4 Star	Yes, Score 5.0	Yes	Glamping – 5 units, plus 20 touring pitches and 5 holiday homes

RESTAURANTS ETC

There are many restaurants, cafes, and pubs in Levenmouth, though only a minority (shown as shaded in the table below) offer sit-in dining – most are takeaway/delivery only. This is a sector with a great deal of flux, with new businesses often opening and closing at short notice.

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	NOTES
Agenda	Leven	No	Yes, Score 4.0	Yes, Score 4.4	Pub-restaurant
Annie's Cafe	Leven	No	Yes, Score 5.0	Yes, Score 4.7	Cafe
The Auld Hoose	Windygates	No		Yes, Score 4.6	Pub
The Aurrie	Lower Largo	No	Yes, Score 5.0	Yes, Score 4.6	Café which also has retail: ratings scores relate to either/both.
Bar-B-Q King	Leven	No	No	Yes, Score 4.3	BBQ
Base	Leven	Yes	Yes, Score 4.0	Yes, Score 4.4	Italian
Beach Coffee House	Leven	No	Yes, Score 3.5	No	Café, part of Beachcomber Amusements
The Beach Snack Bar	Leven	No	Yes, Score 3.5	Yes, Score 4.3	Cafe
Blacketside	Leven	No	Yes, Score 4.0	Yes, Score 4.4	Also has a farm shop: ratings scores relate to either/both. Closed on Sundays.
Bonnybank Inn	Bonnybank	No	Yes, Score 4.5	Yes, Score 4.7	Very good reputation locally.
Bodrum	Leven	No	No	Yes, Score 4.2	Kebabs.
Brig Tavern	Methil	No	No	Yes, Score 4.4	Pub with no food.
Burts Bar	Buckhaven	No	No		Pub with no food.
Caledonian Hotel	Leven	No	Yes, Score 3.5	Yes, Score 4.0	Also has accommodation: ratings scores relate to either/both.
Chanda Cottage	Methilhill	No	Yes, Score 3.0	Yes, Score 3.9	Indian
Chicken Bites	East Wemyss	No	No	Yes, Score 4.1	Indian
Community Pub	West Wemyss	No	No	No	Pub with no food. Limited opening times.
Cook's Cafe	Methil	No	No	Yes, Score 4.6	Cafe
Costa Coffee	Leven	No	No	Yes, Score 4.2	Coffee shop
The Cottage Window Cafe	Leven	No	Yes, Score 5.0	No	Café located at Silverburn Park
The Crown Inn	Leven	No	No	Yes, Score 4.4	Pub with no food
Crumbs	Buckhaven	No	Yes, Score 5.0	Yes, Score 4.8	Sandwiches etc.

The Crusoe Hotel	Lower Largo	No	Yes, Score 4.5	Yes, Score 4.2	Also has accommodation: ratings scores relate to either/both.
Dickson's Delights	Kennoway	No	Yes, Score 5.0	Yes, Score 5.0	Cafe
Domino's Pizza	Leven	No	No	Yes, Score 3.8	Pizza
Douglas Arms	Methilhill	No	No	Yes, Score 4.1	Pub with no food.
East Dock Bar	Methil	No	Yes, Score 4.0	Yes, Score 4.4	Pub with no food.
Empire Bar	Methil	No	No	Yes, Score 4.5	Pub with no food.
Full House	Buckhaven	No	No	Yes, Score 3.6	Chinese
Golden Star	Leven	No	No	Yes, Score 3.9	Chinese and Japanese
Greggs	Leven	No	No	Yes, Score 4.3	Bakery
Happy House	Buckhaven	No	No	Yes, Score 4.3	Chinese
Imrie's Fish Bar	Leven	No	Yes, Score 4.5	Yes, Score 4.5	Fish and chips
Istanbul	Methil	No	No	Yes, Score 3.6	Turkish
Jack's Fish and Chips	Methil	No	No	Yes, Score 4.2	Fish and chips
The Jade	Leven	No	Yes, Score 2.5	Yes, Score 4.0	Chinese. Also known as New Jade.
Jane's at Nineteen	Lundin Links	No	Yes, Score 4.5	Yes, Score 4.5	Also has a gift shop: ratings scores relate to either/both.
Jazz Chippy	Methil	No	No	Yes, Score 4.2	Fish and chips
K&K Chippy	Methil	No	No	Yes, Score 4.2	Fish and chips
KoffeeHouse	Leven	No	No	Yes, Score 5.0	Gourmet coffee
Leeon	Methil	No	No	Yes, Score 4.5	Chinese
Leven Fish Bar	Leven	No	Yes, Score 4.0	Yes, Score 4.2	Fish and chips
The Little Friar	Kennoway	No	No	Yes, Score 3.6	Fish and chips
McDonalds	Leven	No	No	Yes, Score 3.5	Burgers
McPhail's	Leven	Yes	Yes, Score 4.5	Yes, Score 4.1	Pub-diner
Mavi Steakhouse	Leven	No	No	Yes, Score 4.4	Steakhouse
Miami Pizza Parlour	Methilhill	No	Yes, Score 2.5	Yes, Score 4.0	Pizza
Mollys	Leven	No	Yes, Score 4.5	Yes, Score 4.4	Pub with no food.
Monturpie Restaurant	Upper Largo	No	Yes, Score 4.5	No	Café-restaurant
Mr Chan	Methil	No	No	Yes, Score 4.5	Chinese
Munch Box	Methil	No	No	Yes, Score 4.5	Sandwiches etc
Munchies	Leven	No	No	Yes, Score 4.7	American diner
Nannie's Kitchen	Methilhill	No	No	Yes, Score 4.3	Cafe
New Great China	Methilhill	No	No	Yes, Score 3.3	Chinese

New Indian Express	Leven	No	Yes, Score 4.5	Yes, Score 4.2	Indian
Nichola Jane's Sandwich Shop	Leven	No	No	Yes, Score 5.0	Sandwich shop
Old Manor Hotel	Lundin Links	Yes	Yes, Score 4.0	Yes, Score 4.4	Also has accommodation: Google Maps ratings score relates to either/both.
On A Roll	Methilhill	No	No	Yes, Score 4.5	Sandwich shop
Oscar's Coffee House	Leven	No	No	Yes, Score 4.9	Coffee shop
The Oven	Leven	No	No	Yes, Score 5.0	Wood-fired pizza from an Airstream van. New business making an impact.
The Perfect Scoop	East Wemyss	No	Yes, Score 4.5	Yes, Score 4.8	Ice cream takeaway
Periano's	Methil	No	No	Yes, Score 4.1	Chicken
Purple Cat	Methil	No	No	Yes, Score 4.2	Pub with no food, noted for live music.
Ramzan's	Kennoway	No	Yes, Score 4.5	Yes, Score 4.0	Varied takeaway
Real Spice	Leven	No	No	Yes, Score 3.7	Indian
Sainsbury's	Leven	No	Yes, Score 4.0	No	Supermarket cafe
San Hei	Methil	No	No	Yes, Score 4.4	Chinese
Shorehead Pizza Parlour	Leven	No	Yes, Score 4.5	Yes, Score 4.3	Pizza
Sid's Fish Bar	Methil	No	No	Yes, Score 4.1	Fish and chips
Singapore Hot Food	Methilhill	No	No	Yes, Score 4.3	Chinese
Sizzlers	Buckhaven	No	No	Yes, Score 3.7	Indian
So Good	Buckhaven	No	No	Yes, Score 4.4	Chinese
Standing Stone Restaurant	Cameron Bridge	No	Yes, Score 4.0	Yes, Score 4.4	Restaurant and bar attached to Wellsgreen Driving Range
Starbucks	Leven	No	No	Yes, Score 3.9	Coffee house
R T Stuart's Bake Hoose	Methil	No	No	Yes, Score 4.4	Bakery
R T Stuart	Buckhaven	No	No	Yes, Score 4.2	Bakery with cafe
R T Stuart	Leven	No	Yes, Score 4.5	Yes, Score 4.5	Bakery with cafe
The Sunbeam Inn	Kennoway	No	No	Yes, Score 4.6	Pub with no food.
Taste of China	Leven	No	No	Yes, Score 4.6	Chinese
Tasty Treats	Kennoway	No	No	Yes, Score 4.4	Cakes and snacks
Tower Bar	Methil	No	No	Yes, Score 4.3	Pub with no food

Udon Thai Street Food	Leven	No	Yes, Score 4.5	Yes, Score 4.7	Thai
Upper Largo Hotel	Upper Largo	Yes	Yes, Score 4.5	Yes, Score 4.4	Also has accommodation: ratings scores relate to either/both.
Wellesley Inn	Methil	Yes	Yes, Score 5.0	Yes, Score 4.5	Pub
Wemyss Central Hotel	East Wemyss	No	No	Yes, Score 4.6	Pub with no food.
What Dessert?	Methilhill	No	Yes, Score 2.5	Yes, Score 3.9	Ice cream and cakes
The Windsor	Leven	No	Yes, Score 5.0	Yes, Score 4.6	Pub
Wok Inn	Windygates	No	Yes, Score 4.0	Yes, Score 3.6	Chinese
Yak & Yeti	Kennoway	No	No	Yes, Score 4.1	Indian/Nepalese

RETAIL

There are very few, if any, shops in the area which are targeted primarily at visitors, though of course visitors do use shops such as supermarkets, corner shops, petrol stations etc. Other than shops such as butchers and bakers, there is a near-total lack of locally produced goods such as crafts, art, and food on sale.

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	NOTES
Andy's Store	Lower Largo	No	No	Yes, Score 4.7	A local convenience store but also visitor-friendly, selling beach toys, ice cream etc.
The Aurrie	Lower Largo	No	Yes, Score 5.0	Yes, Score 4.6	Also has a café: ratings scores relate to either/both. Has a small range of local crafts for sale.
Blacketyaside Farm Shop	Leven	No	Yes, Score 4.0	Yes, Score 4.4	Also has a café: ratings scores relate to either/both. Closed on Sundays.
Jane's at Nineteen	Lundin Links	No	Yes, Score 4.5	Yes, Score 4.5	Also has a cafe: ratings scores relate to either/both.
Methil Market	Methil	No	No	Yes, Score 4.5	Weekly market with various stalls
Wemyss School of Needlework	Coaltown of Wemyss	No		Yes, Score 5.0	Also has small museum and offers needlework classes.

SPORT AND LEISURE

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	NOTES
Balcurvie Riding School	Balcurvie	No		Yes, Score 4.9	Horse-riding school.
Bayview Stadium	Methil	No	Yes, Score 5.0	Yes, Score East Fife 4, Forfar 5	East Fife Football Club
Dumbarrie Links	Drumeldrie	Yes	Yes, Score 4.5	Yes, Score 4.8	Upmarket golf course, up to £270 per round 😊
Leven Links Golf Course	Leven	Yes	Yes, Score 4.4	Yes, Score 4.4	Visiting players can use the clubhouse facilities at either Leven Golfing Society or Leven Thistle Golf Club
Levenmouth Swimming Pool	Leven	Yes, 3 Star	No	Yes, Score 4.0	Swimming pool and sports centre
Lundin Golf Club	Lundin Links	Yes	Yes, Score 4.5	Yes, Score 4.7	
Lundin Ladies Golf Club	Lundin Links	No		Yes, Score 4.5	Gents welcome as well! Famous standing stones on the course.
Scoonie Golf Club	Leven	No	Yes, Score 5.0	Yes, Score 4.4	
Upper Carriston Fishery	Kennoway	No	Yes, Score 4.5	Yes, Score 4.3	Trout Fishery
Wellsgreen Driving Range	Cameron Bridge	No	Yes, Score 4.0	Yes, Score 4.5	Golf driving range

VISITOR ATTRACTIONS

NAME	LOCATION	VISITSCOTLAND	TRIPADVISOR	GOOGLE MAPS	NOTES
Action Zone	Leven	Yes	Yes, Score 3.5	No	Family Entertainment Centre – currently closed
Beachcomber Amusements	Leven	No	Yes, Score 3.5	Yes, Score 4.1	Amusement Arcade with cafe
Buckhaven Museum	Buckhaven	Yes	No	Yes, no reviews	Museum within public library, currently closed
Claireville Alpaca	Balcurvie	No	Yes, Score 4.5	Yes, Score 5.0	Alpaca Farm Tours
Fife Heritage Railway	Leven	Yes, 2 Star	Yes, no reviews	Yes, Score 4.2	Railway Preservation Society
Kino Cinema	Leven	No	Yes, Score 4.0	Yes, Score 4.5	Cinema
Letham Glen	Leven	Yes	Yes, Score 4.5	Yes, Score 4.4	Public Park
Lundin Standing Stones	Lundin Links	No	Yes, Score 4.5	Yes, Score 4.4	Ancient stones
Methil Heritage Centre	Methil	Yes, 2 Star	Yes, Score 4.0	Yes, Score 4.6	Currently closed
Robinson Crusoe Statue	Lower Largo	No	Yes, Score 4.0	Yes, Score 4.3	Statue and (old) plaque

Silverburn Park	Leven	No	Yes, Score 5.0	Yes, Score 4.5	Public Park with café and campsite
Truth	Leven	No	Yes, Score 3.5	Yes, Score 4.3	Nightclub
Wemyss Caves	East Wemyss	No	Yes, Score 4.5	Yes, Score 4.4	Several caves, plus ruins of MacDuff Castle and a small visitor centre offering guided tours
West Wemyss Heritage Centre	West Wemyss	No	No	Yes, Score 4.5	Small museum, currently closed.

APPENDIX 2:

TRAVELLERS BLOG – A VISITOR’S VIEW OF LEVENMOUTH

1. Introduction

In this section we present our view on Levenmouth as a destination based on some mystery shopper visits made during November 2021 and January 2022.

Obviously at that time of year there is much less visitor activity taking place but nevertheless we believe that our findings are largely representative of the experience that awaits visitors to the area. We set out our findings in an east to west direction.

2. Lower Largo

I arrived in Lower Largo from the direction of St Andrews via the A915 and turned left down Harbour Wynd which unsurprisingly leads directly to the harbour or Largo Pier as it is locally known. I turned left and continued through the village to the big car park at Temple. The car park sign has taken a hit and needs to be fixed. There is a single electric vehicle charging point in Temple car park. It is likely that demand for these facilities will increase especially as the use of electric vehicles increases and consumer demand to support net zero ambitions increases.

The car park surface is red blaes and is adequately maintained. However there is a large hole in the road surface by the entrance which needs fixed.

Toilets are well maintained and open. They are reasonably clean with hand sanitiser dispenser full, taps functional and hand towels available.

Many places of interest to visitors are open in Lower Largo and it feels like there is some life about the place.

2.1. The Aurrie and Crusoe Hotel

The Aurrie - Largo Arts, is now open all year. This is a nice venue for the community with activities going on, fully kitted out with projector and presentation facilities and a nice cafe. It is dog friendly. The Largo Arts Obelisk outside atop the telephone box is a distinctive and quirky touch.

There appear to be quite a lot of people walking or cycling on the Fife Coastal Path. Many of them appear to be local dog walkers. No wonder the visitor counts are so high. The village is quite busy in general – there was a feeling of biz even in November. The Crusoe was shut whilst upgrading of bedrooms is undertaken but it is under new ownership, shared with the Ship Inn, Elie, and its future looks bright.

2.2. Largo Pier

The pier is currently closed by order of Fife Council although access on foot can be achieved despite the barricade. In a separate study we are currently assessing the opportunities which exist to support the reinstatement of the pier.

If the harbour dries out completely at low tide that may mean that only boats with a double keel could berth and there is no likelihood that a pontoon could be installed given the tide range. Local people said hello as I walked through the village taking some photographs and having a tea. I could've spent a lot longer just exploring this historic wee seaside village.

Signposts are generally good offering easy to read information and there is a brown thistle signpost pointing towards the villages most significant and probably best-known feature which is the statue of Robinson Crusoe at the birthplace of Alexander Selkirk upon whom the book of the same name is based. On a mild and sunny November or January morning lower Largo is a lovely place to visit.

2.3. Levenmouth or East Neuk?

Where is Lower Largo? Businesses tend to pitch themselves as part of the East Neuk. Personally, I have regarded both Lower Largo and Lundin Links as a kind of appetiser for the East Neuk proper which begins at Elie.

I've never considered it to be part of Levenmouth and car park information indicates that in the past it was part of the East Neuk Initiative back in the late eighties. However although it feels like an East Neuk village, it is included in the study area only because of being in Ward 21 of Fife Council.

3. Lundin Links

I left Lower Largo via Crescent Road and through the residential area passing local amenities such as the bowling club and Lundin Golf Club before joining the A915 Leven Road.

Lundin Links is very much a residential area and whilst the excellent Lundin Golf Club and the adjacent Ladies Golf Course may offer scope for more visitor rounds the village does not appear to possess much else by way of facilities which would be of interest to visitors.

Unfortunately the iconic Tudor Revival style Lundin Links Hotel has been closed since 2014 which must be a significant blow to the hopes of recovering visitor golf and wedding market business in the area. The hotel is no longer wind and watertight and is now on the Buildings at Risk Register reference number 6128. Surely this hotel would make a tremendously popular addition to the accommodation base in the Levenmouth area and particularly for those with an interest in golf.

The Fife Coastal Path continues through the village and offers some accommodation provision.

4. Golf in General

In general, golf is one of the areas exceptional experiences. Its courses offer a range of facilities which reach from the high-end overseas golf visitors at Dumbarnie to the day trip and local golfers at Leven Links and Scoonie. there is little cross working between the courses and clubs as they target different markets but all agree that the railway will offer an opportunity for golf tourism to be developed further, particularly for the links courses.

5. Silverburn Park

Silverburn Park is not well signposted from the Leven Road as there is no advance warning until the entrance is reached. Once inside there are few signs to the car park apart from the one outside the car park entrance itself.

The car park is currently full of holes, some of which are big enough to remove one or two shock absorbers from visitor cars. And they need fixed.

5.1. Cafe

The Window Cafe Takeaway was closed on the day of my visit in November – hardly surprising – but it was open again when I went back in early January. Welcoming service.

5.2. The Walled Garden

A gem in the Fife Coast, the walled garden offers a lovely peaceful place to wonder and look at the plants and flowers or just to sit and have a wee chill out. The bird life in the trees around the park is amazing.

5.3. Silverburn Flax Mill

The Jura Consultants report undertaken in 2006 identified the then derelict Silverburn Flax Mill as a major opportunity for the park to create a visitor centre and associated facilities. We note with admiration the excellent efforts of the Fife Employment Action trust (FEAT) to take this project forward (Figure 1).



FIGURE 1: RESTORED SILVERBURN FLAX MILL
(FEAT)

It appears that the development stage is underway according to the plans available for public inspection with development commencing in February 2022 and opening in 2026. So far 80% of the required funding is in place. There are also plans to add another four glamping pods adjacent to the ones which already exist.

These plans look comprehensive and include a backpacker's hostel activities PCs and craft workshops circulation and exhibition space large restaurant and coffee with external seating and our classroom for up to 60 people. There is also a reception area with a shop in the retail area

This looks like great progress because such a facility would surely offer a great resource for Silverburn Park, for Leven and for the creation of jobs in the area.

5.4. Glamping and Camping

There are three glamping pods in place at the flax mill which look relatively recent. They are located to the west of the flax mill and the site is fully equipped with toilet and shower block. It would be interesting to know how long they have been there and what the occupancy rate is. There is a camping site as well although it was closed during my visit. The campsite can accommodate up to 12 tents normally. It also has 4 serviced motorhome pitches.

Both the restoration of the flax mill and provision of the campsite and accommodation were recommended in the 2006 Jura Consultants report.

5.5. The Retting Pond

We had to look around for quite a while to understand what a retting pond actually is. In my ignorance, I thought it was a fancy name for a duck pond but clearly not. Retting is a part of the flax softening process.

Some parts of the main footpath between the flax mill and the town is a bit muddy and maybe requires some maintenance. The trees are superb and very photogenic.

I turned on the footpath to the town at the point where it becomes sandwiched between the two golf courses.

5.6. General Impressions

Overall Silverburn is a lovely park which appeals to residents as a recreational resource and tranquil area but has probably not yet

found great traction as a visitor destination. Although it appears that a substantial number of visitors who were there at the same time who were not necessarily from the local community.

It's our view that the game changer is the restoration of the Silverburn Flax Mill to offer a full range of visitor services and community facilities which can be operated in such a way as to provide a varying range of services at different times of year depending on the footfall. If the flax mill can be developed as planned and remains viable once open, significant economic and employment potential which may be generated.

We upload the provision of the glamping pods and campsite as we have earning revenue. This also gives the trust operational experience and hopefully generate some financial reserves which can be used to help fund the flax Mill restoration.

We are also aware of the Organisation called Friends of Silverburn which appear to be very active in helping to preserve Silverburn Park in partnership with FEAT.

6. Blacketyside Farm Shop

Located across the road from Silverburn Park is Blacketyside. I became a regular visitor there, using the superb café but also buying some of Fife's finest produce to take home.

A superb place to visit and buy some nice local produce on offer.

7. Leven

And so to the town of Leven itself. Driving in on a bright November day was a surprisingly positive experience as it was in January.

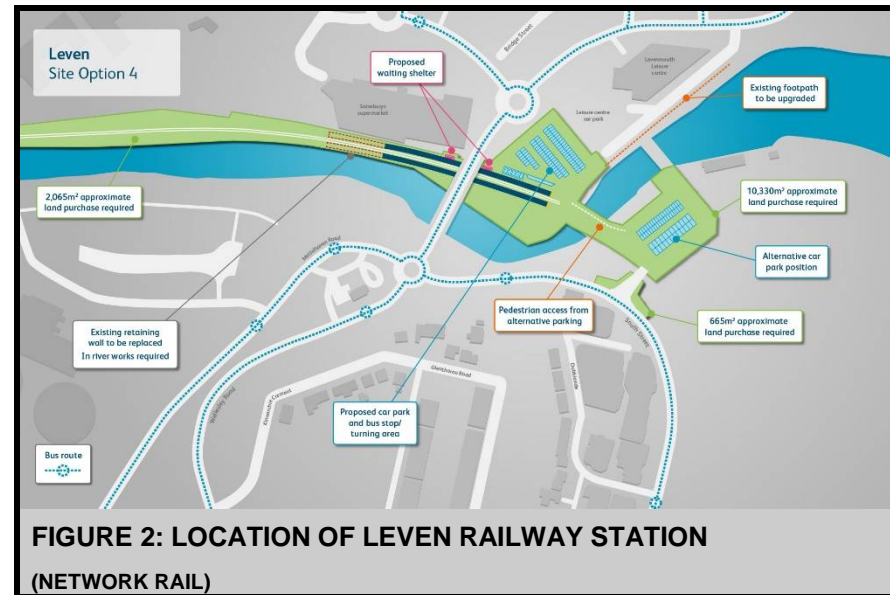
The “Leven Welcomes You” gateway sign is impressive and distinctive, redolent of the town's past glories as a holiday resort but needs some restoration and is easily missed approaching from the east. In design terms it looks like it has been there since the 1950s but that does not mean that it should be replaced simply restored to its former glory as it is clearly a part of the town's heritage. It says “Leven Welcomes You” – and this message is repeated at its twin at the Bawbee Bridge on the western boundary.

The High Street looks neat and tidy from a distance as I drove through and driving down to the beach car park, which I was surprised to find almost full of visitors' cars. The “Snack Attack” beachfront snack hut was open and doing a roaring trade. The presence of the Coronavirus testing centres shortens the car park to some degree but nevertheless, it was busy during both November and January visits

I parked the car and walked towards the Leven leisure centre and the bridge where the proposed new railway station will be developed. The road to the River Leven is a bit of a backwater being behind the wall of the leisure centre and if it becomes a main pedestrian thoroughfare between the promenade and the station, will require significant upgrading to make it attractive, better lit, and safe.

7.1. New Railway Station Location

The location proposed for the new railway station appears to lie between the River Leven itself and the Leisure Centre just south of the Bawbee Bridge. The former track bed remains visible and there are early signs of imminent restoration (Figure 2).



This location is a bit of a walk from the town centre and the Promenade where most of the visitor facilities are located. However, although it appears to be a short distance to walk to the beach and town centre, it is possible to imagine families with children and prams finding the distance something of a challenge.

Thus, consideration should be given to provision of a regular summertime electric bus service between the new railway station, meeting trains and dropping off at a central location on the beach promenade.

Such a shuttle service could run as required and use electric vehicles in full accordance with net zero objectives as well as offering something of a visitor attraction.

7.2. Leven Town Centre

Like most town centres nowadays Leven town centre suffers from vacant premises which of closed because of coronavirus impact on businesses or changes in retail purchasing.

Otherwise it is not an unattractive High Street with a fair share of bars pubs and takeaways. There is little which would be regarded as high end or appeal specifically to tourists. There appears to be no equivalent of outlets which other seaside towns can offer such as Nardini's in Largs which in many ways is a destination in itself.

It is unlikely however that visitors will be drawn to Leven because of the appeal of the town centre and the provision of essential shopping to meet the needs of visitors is adequate. There is no visibly outstanding retail or catering offer in the high street although it has improved significantly in many ways since the Jura study was done in 2006.

There is a complete absence of specialist retail outlets which would cater for the visitor markets such as those that add to the appeal of

places such as St. Andrews whilst distinctive eateries are conspicuous by their general absence.

Thus it is unlikely that Leven has become renowned amongst the visitor market for its distinctive retail outlets or as a gastronomic destination. Nevertheless with pubs, cafes, and takeaways, it possesses all of the essential outlets required to service some of the markets which it is most likely to attract upon completion of the railway.

7.3. Leven Promenade and Beach

If Leven has a USP it is undoubtedly its superb and readily accessible beach which is popular all year round although entirely weather dependent. However even on calm sunny winter days it is well used as a recreation resource and for walking dogs. From both east and west, the vista of Leven Bay is stunning – it is the “Wow” experience of the area and its most likely unique asset.

Leven presents a very fine promenade extending from the town centre to the beach and with good car parking at both ends. Most of the promenade is somewhat featureless grassy areas and to the East End towards the caravan park there is no promenade Street lighting.

7.4.1. Car Parking

Car parking is free of charge along the promenade and indeed throughout all of Leven. It is not known if this is because of Covid or if it will be charged once the pandemic is over as in other local authority areas.

Even in November the car park at the East End was busy although part of it has been used for the Covid test centre.

7.4.2. Promenade – General Features

To the west end of the promenade the view which was once dominated by Methil Power Station has now been replaced by the huge but not unsightly wind turbines of the Methil Energy Park and the floodlights of East Fife football club neither of which are particularly visually intrusive.

Looking east the view towards Largo Law, Lower Largo, Shell Bay and Elie is stunning.

There are two amusement centres on the promenade. Beachcomber in the central promenade was open. Action Zone was closed although this may be due to Covid restrictions. Both are owned by the same operator – a family business which has been established in Leven for decades.

Between the east end of the promenade between Action Zone and the entrance to the caravan site. There is a good range of children's and adults' recreation areas which in general look well maintained. These range from adult fitness equipment manufactured by the Leicester firm Playscapes to children's play areas and the skate park.

Overall the beach and promenade area at this point offers a wonderful recreational resource and even on a Monday in January there were lots of walkers and people in attendance just enjoying the good weather wrapped up against the cold and walking along the beach with the wonderful views beyond.

The eastern Promenade backs onto the Leven Links golf course whilst the western end of the promenade very much has a residential, rather than a commercial, feel to it one and this may limit the types of business opportunities which are appropriate for the area. Nevertheless we found a couple of sites which may lend themselves to future commercial opportunities.

There is some signage clutter with "Do not feed the seagulls" signs obscuring the indicator signage for the Fife Coastal Path.

7.4.3. Putting Green and Hut

The putting green and the Putting Hut are unsightly, closed and look like they unlikely to open any time soon. It is an overgrown putting green surrounded by a brick wall and is now mainly used for exercising dogs safely because they can run free and not escape from within its enclosure. All this dereliction overlooking the magnificent vista of the beach abutting onto the Promenade itself which is widely used by the public including most of the visitors to Leven (Figure 3).



FIGURE 3: THE RATHER SAD PUTTING HUT AND GREEN

The derelict looking putting green and hut is very negative and surely offers an opportunity for redevelopment and upgrading which will help to make the promenade come alive again. We propose that this site could be used for significantly more beneficial uses as addressed in section 9.

7.4.4. Further opportunities around Action Zone

The area around Action Zone offers scope for further development as an outdoor leisure area coupled with an expanded catering area, possibly with part of it covered over with tensile structures which

allows children to play whilst accompanying adults can enjoy an outside drink or snack whilst still having sight of where their children are playing. The location would make a good site for a seafood restaurant outlet if a suitable building was to be developed.

7.4.5. The Central Car park area between Beachcombers and the Putting Hut.

The large area between the two main car parks adjacent to Action Zone and the car park with the Snack Attack takeaway van is a veritable savannah of open grassland punctuated by the children's play park and the former putting hut. It is featureless, almost treeless, and adds nothing to the overall appeal of the promenade (Figure 4).



FIGURE 4: A FEATURELESS SAVANNAH ON THE PROMENADE

Nothing is happening in this area (apart from the annual PromFest) and there is nothing to make it of interest. Seafront lighting is standard “off the shelf” LCD design and there is nothing to make the Promenade feel distinctive or valued. It needs cheered up.

7.4.6. Leven Festival Gardens

There is also the adjacent “Leven Festival Garden” next to Beachcomber’s centre. This is an attractive space which includes two Polish war memorials and is maintained by Fife Council but does not appear to be used for much. It is not known why it was created or what the ‘Festival’ was.

7.4.7. Toilets

In 2006 when we undertook the Levenmouth tourism strategy the toilet block at the eastern end of the promenade was in a terrible state and was not open.

I wondered what the situation would be this time round. So whilst the facility itself has been refurbished and is well-maintained generally, it was still shut.

A very kind lady with a key allowed me access to the accessible toilet but it is surprising that whilst the toilets in Lower Largo remain open, those at Leven Promenade appear to remain shut. Given the time of year of my visit it is highly possible that the toilets are open in busier times of the year but not in November (Figure 5).



FIGURE 5: THE TOILETS HAVE NOT IMPROVED MUCH

7.4.8. The Skatepark

It was also something of a surprise to find the skate park still looking somewhat derelict and graffitied. Is this facility used? I later found out that it is very well used, and that the local youth maintain it whilst regarding very much as their own. According to Fife Coast and Countryside Trust:

“The current skateboard park located on Leven Promenade is regarded by local young people as one of the worst quality

*skateparks in Fife. The park was designed by converting an old paddling pool in the 1990s and is not fit for purpose*⁵.

I wondered if greater use would be made of it if lighting was provided to allow them to use it in winter months. This would act as a deterrent to others who may use its darker location for more unscrupulous purposes whilst giving young people something to do on a year-round basis which they clearly enjoy (Figure 6).



FIGURE 6: SKATEPARK GRAFFITI

⁵ Fife Coast & Countryside Trust, Levenmouth Reconnected Programme Note of Interest

It appears that skatepark upgrading features in plans by FCCT to improve the overall amenity of the promenade and seafront which will be very welcome.

7.4.9. Signposts

Signposting on the promenade is good both for the town centre and for other assets such as the Fife coastal path. A problem with all the Fife Coastal Path signage is that it is starting to fade, and it will probably be renewed in a short period of time. We understand that work is indeed currently underway to address this.

At the Eastern end there is a minor problem where Fife council signposts advising the public not to feed the seagulls is covering up the route identifier signs for the Fife coastal path.

7.4.10. Lighting

Lighting on the promenade is minimal. There is no design element in the waterfront lamp posts and we are told that the promenade is very dark at night.

It appears that since 2006 these “standard” off the shelf LCD lighting units have replaced the former ones which had a little more character and once contributed to a now largely featureless promenade walkway (Figure 7).



A lighting plan should be developed which cheers the Promenade, Leven's main public space, up a bit. This should include:

- Distinctive lighting columns along the seafront with provision for hanging baskets which can readily incorporate the LCD units
- Decorative "Fairy lights" along the seafront.
- Potential to include Christmas lights
- Lighting of the proposed public artwork
- Lighting around the proposed events area and the proposed link path from the seafront to the roadway

The benches are interesting design and illustrate how, with a little vision, the whole ambience of the promenade could be brightened up and made to be much more interesting.

7.4.11. Litter.

Leven does not appear to have too much of a litter problem although there are pockets around the skatepark. Unfortunately some people have seen fit to deposit little bags of dog waste at various points in Silverburn Park.

7.4.12. People

On my day out the coast was quite busy for the time of year with local people and a few visitors. One of the main things which make destinations attractive experiences is a quality of the welcome visitors received.

My experience in going into various shops and takeaways, asking a local couple about the railway station whilst looking at the track bed from the bridge above it, and just walking around was that people are very outgoing and helpful and maybe typical for Fife, very welcoming

indeed and happy to talk to visitors to help them find their way around.

This is an important attribute and making sure that visitors who come to the area experience in the local population, engage with them and have good stories to tell about their experiences.

7.5. Letham Glen

I parked the car and took a short walk along Letham Glen. The car park is not well signposted and requires two trips round the roundabout until the blue “car park through arch” sign was spotted on the arch itself just next to Sillerhole Road!

It’s an attractive location and in summer plays host to a range of activities. Well maintained, it is surely one of the more appealing aspects of Leven’s destination offer.

Letham Glen Offers a beautiful place to relax and enjoy nature of the heart of Levenmouth. However as with Silverburn it’s our view that the whole visitor experience would benefit from the provision of a quality catering outlet even if only in the summer months. There is eating and picnic tables in the glen but no opportunity to purchase drinks or snacks. We propose:

- Craft Centre – part conversion to café to support the craft activities but also to service other visitors many of whom will have children with them.
- Lighting in the glen

There is a toilet adjacent to the main arch gate.

7.6. Fife Heritage Railway

Unfortunately despite having contacted the trust which runs the railway, I did not hear back from them due to illness and because it was winter, I was unable to visit the heritage railway.

However given the proximity to the new railway there may be an opportunity for the heritage railway to link up to the main line and certainly benefit from visitors coming to Leven by train. These trains could be service trains or special charters with a visit to the heritage railway included in the overall day trip ticket.

7.7. Overall Conclusion

Nevertheless despite the very fine weather and general biz around the town it appears that not too much has changed in the overall visitor offer since 2006. The most significant visual change has been that the massive Methil Power Station chimney has gone but most of the other aspects encountered on my visit today are not much different from what they were 15 years ago.

On my next mystery visitor journey I ventured further west towards Methil, Buckhaven and along the coast as far as West Wemyss.

8. Methil.

The main thoroughfare in Methil is Wellesley Street which appears to be where most of the shops are and most of the commercial activity together with some very fine houses.

However the Fife Coastal Path runs along Methil High Street which is less appealing although it contains the Methil Heritage Centre which unfortunately was closed due to coronavirus restrictions.

8.1. Fife Energy Park

Through research I had become vaguely aware of the “viewing platform” which apparently is in the High Street and gives excellent views into the fabrication yard. However I was unable to find any information about the viewing platform.

Eventually I did find the “platform” opposite the Wellesley Inn and there are no signposts. It is not actually a “viewing platform” – just a closed and rather tatty car park which is not well maintained.

However the view from it is stunning giving direct sight lines into what is probably the most identifiable aspect of Methil nowadays – the hugely impressive Energy Park fabrication yard (Figure 8).

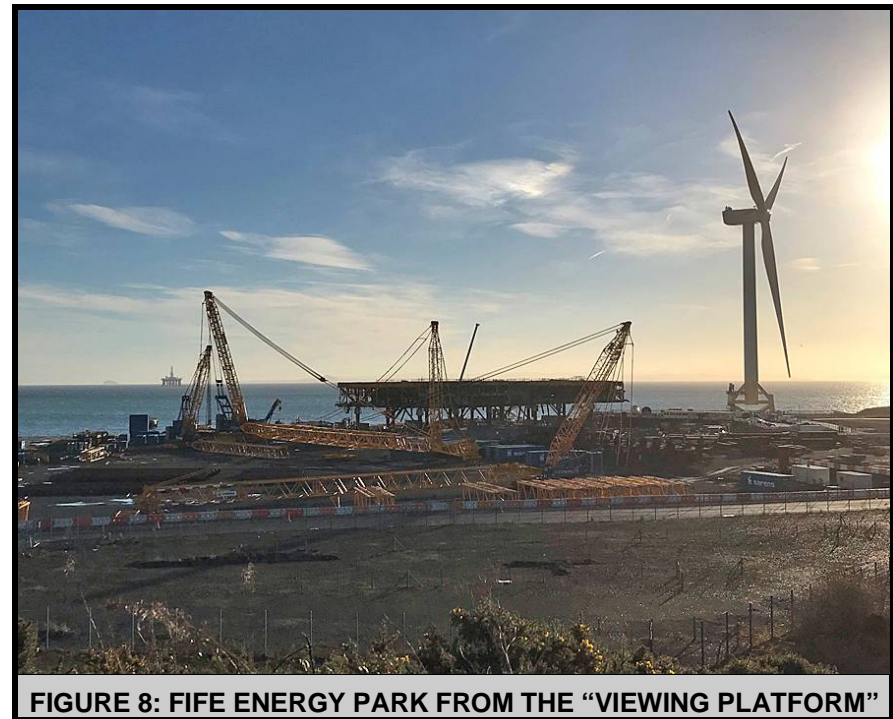


FIGURE 8: FIFE ENERGY PARK FROM THE “VIEWING PLATFORM”

The whole visitor experience could be enhanced by reintroducing parking with attractive and informative interpretation boards provided in the car park to inform visitors what they are looking at and how it relates to the burgeoning offshore energy industry. And what is the story of that massive wind turbine. Surely one of the most visual icons of the area?

8.2. Methil Docks

The Jura Consultants report in 2006 identified Methil No3 Dock as a possible location for the development of water-based leisure

resources. This aspiration is still appropriate and perhaps even more so as the development of business units has been accompanied by general tidying up of the surrounding dockside. The Methil Boat Club is based in the dock entry and access is now prohibited by a fence. No3 Dock is owned by Dunfermline based Methil Dock No. 3 Assets Limited (Figure 9).



FIGURE 9: METHIL NO.3 DOCK

Both the Jura study and the Fife Harbours study identified opportunities for No3 Dock to be developed for residential and leisure use within the context of a new master plan⁶. Consultations with Sail

⁶ Fife Harbours Strategic Study, Campbell Macrae Associates for Fife Council 2015

Scotland confirmed that such a use may be appealing to yachtsmen on the Forth estuary.

9. Buckhaven

Believed to have been founded by Danes or French migrants, in bygone years Buckhaven was a well-known holiday resort but its beach was destroyed due to coal industry spoil. These days are long gone but Buckhaven still has an attractive waterfront and footpath with excellent views towards the Methil Energy Park wind turbine and some heritage interpretation display boards.

10. East Wemyss

I drove to the large car park on the waterfront in East Wemyss, hoping to find directions to the well-known Wemyss Caves. However there is little to offer visitors in the area and to the first-time visitors, such as I (since 2006 anyway), there are no signposts to the caves although I later read that I was in the correct general area.

To the casual visitor, it appears that any walks along the coast to the west are blocked by the East Wemyss Angling club site and commercial operators Leslie compound whilst to the east footpath access eventually takes you to Buckhaven past the Wemyss Caves and ruins of Macduff castle.

There are the new houses on the shore by the car park which gives the area a feel of a residential area in which I did not want to hang around very long – intrusion of privacy was the prevailing feeling.

There is one signpost pointing from the A955 Fife Coastal Tourist route towards the six Wemyss caves and no indication of how to access the caves from the sea front car park.

11. West Wemyss

Driving into West Wemyss gives the impression of arriving at an Italian village by the sea. However that impression is quickly debunked by the unkempt appearance of the long-closed Belvedere Hotel on the right-hand side and the building is in a sad state of disrepair.

Finding the seafront car park is challenging because there it seems that there are no signs. On a previous visit to West Wemyss in 2006 buildings were sparkling and well maintained presumably because of the recently completed Townscape Heritage Initiative project. However most of the main Conservation Area central part of the village appears to have suffered from lack of maintenance over the intervening years and are now looking quite down at heel. This situation is hardly in keeping with the status of West Wemyss as a conservation area.

The harbour is still a working harbour with inshore lobster boats and creels in evidence, but the former Harbour Pilot's House at Shorehead looks semi derelict and has never been given much attention by the look of it (Figure 10). It is a Category B listed building and is on the Buildings at Risk Register, Reference 3202.

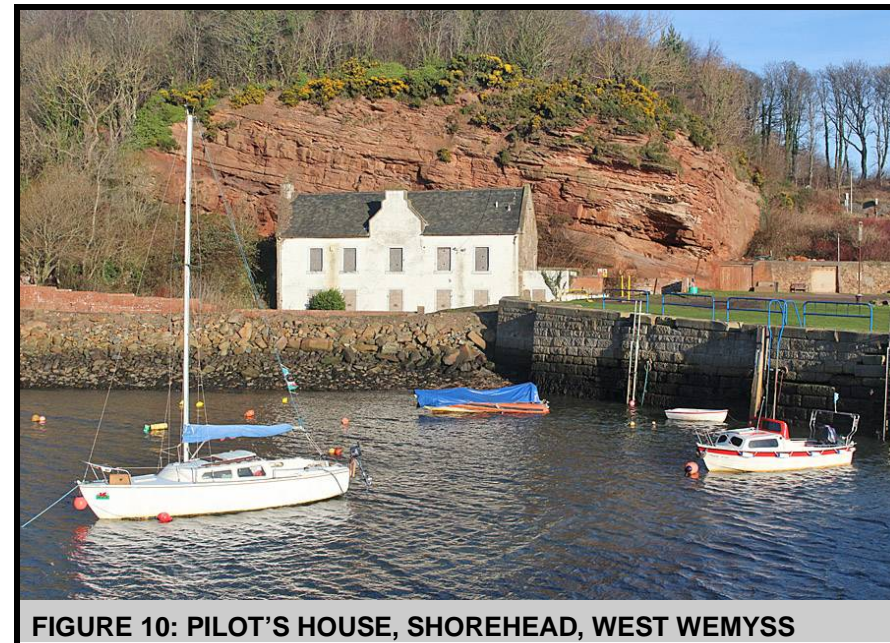


FIGURE 10: PILOT'S HOUSE, SHOREHEAD, WEST WEMYSS

There is a small community heritage centre which was closed at the time of my visit and the community owned pub with limited opening hours. Overall West Wemyss is an attractive place to visit but there are very few opportunities for turning visitor footfall, likely to be high due to the Fife Coastal Path, into economic impact.

With a bit of vision and ambition, reuse of a building such as Shorehead accompanied with provision of some glamping pods and a café as was done at the Harbourmasters House in Dysart, could create visitor demand from walkers on the Fife Coastal Path which may help to drive demand for shop facilities and food and drinks services provided by the community pub. Demand is also likely to

come from the burgeoning number of holiday homes in West Wemyss.

It is a long stretch with few or no facilities on the FCP from Dysart to Leven and there may exist a gap in service which FCCT should consider plugging through repurposing of the Pilot's House at Shorehead and creation of some overnight accommodation and visitor services within and around it.

12. Coaltown of Wemyss

Coaltown of Wemyss is something of an architectural gem with a story to tell. Essentially it is a planned village built to house mineworkers. It is a conservation area and an architectural gem. In that respect it has the same unique appeal as Footdee in Aberdeen – a village built to house a specific community of workers in a highly distinctive building style. Its hotel appears closed, a great loss as the uniqueness of this village deserves more interest and stronger levels of passing trade. It is understood that the Wemyss School of Needlework, which is in the village, attracts many people from further afield.

13. Wemyss Castle Gardens

We understand that Wemyss Castle Gardens are open by appointment only from mid-April to the end of July. We are of the view that this is a great shame as fully open gardens may offer one of the most appealing visitor experiences in the area and become a revenue source for the estate and an employment generator for the area.

Indeed, it is a loss to the area that Wemyss Castle is not generally open to the public more widely as the estate grounds and buildings would undoubtedly offer a very popular attraction for the Levenmouth area, positioned in a dominating coastal manner of a lowland version of Dunvegan Castle in the Isle of Skye, or a Culzean Castle of the East Coast (Figure 11).



FIGURE 11: WEMYSS CASTLE – THE CULZEAN OF THE EAST

14. MacDuff Castle

With its links to the Crowned heads of Scotland, Macduff Castle is worthy of a higher position in the Levenmouth tourism firmament and efforts should be considered to make it more accessible to a greater number of visitors, or at least to provide some on-site interpretation panels.

15. Inland - Kennoway, Balcurvie, Windygates, and Standing Stane Road

The areas inland of the coastal towns are primarily residential areas but with several visitor attractions such as riding schools and a golf range which appeal to “niche” markets.

15.1. Cameron Bridge Distillery

Cameron Bridge Distillery is impressive and one of Fife’s industrial centres of excellence, as it produces drinks for export and brands which are renowned worldwide. This is exactly the type of place that many visitors like to visit nowadays as part of their “tour” experience.

Uniquely Cameron Bridge is the home of many global drinks brands which would not usually be associated with Scotland – such as Tanqueray Gin, Smirnoff, Bailey’s, and Gordon’s Gin.

Diageo now have their major presence in the former Fraser’s premises in Princes Street in Edinburgh which aims to tap into Edinburgh tourism market, but we are of the view that a possible distillery tour at Cameron Bridge Distillery is worth investigating. It could offer a genuine distillery visitor experience which may attract relatively small numbers on a pre booked guided tour basis but may offer a very interesting experience for visitors to the area whilst appealing to aficionados of whisky and gin from further afield than Scotland.

It appears that these tours are not yet widely available but may be undertaken by arrangement. This is the one of the biggest potential opportunities for a new attraction in Levenmouth, to include the

distillery but also the huge bottling plant in Leven, which, we believe, is an amazing spectacle. No doubt there would be huge logistical/health and safety issues in allowing tourists into these factories, but we are of the view that it is worth considering.

APPENDIX 3: TRAVELLERS BLOG – THE FIFE COASTAL PATH

The Fife Coastal Path is arguably the single most important tourism asset of the Levenmouth area. Running from West Wemyss to Lower Largo, it ties together the different settlements of Levenmouth and – crucially – also provides a physical link into Levenmouth from other parts of Fife, both east and west. The Fife Coastal Path to Levenmouth probably does represent the single “must visit” attraction in Levenmouth and appeal to a range of users from residents, dog walkers to day visitors and those who are intrepid enough to walk its entire length – even if only in day long sections.

Given the Coastal Path’s importance, it was felt appropriate to carry out a ‘visitor audit’, describing the experience from a path user’s point of view.

This audit was carried out on Monday 22 November 2021. The Coastal Path was walked on foot from east to west (Lower Largo to West Wemyss), The weather conditions and visibility were very good. The total distance covered from Temple Car Park in Lower Largo to just west of West Wemyss was circa 8.75 miles.

1. Lower Largo

Accessibility to Lower Largo is very good. There are two well-signposted car parks in the village, offering a total of 130 spaces. There are also good public bus services: 2 or 3 buses per hour in each direction run along the main road through Lundin Links (½ mile

from Lower Largo), and 1 bus per hour goes down to Lower Largo harbour.



FIGURE 12: TEMPLE CAR PARK, LOWER LARGO

The Temple car park (Figure 12) provides free-to-use public toilets, which are basic but clean. It also has an electric car charging point (payable), benches and picnic tables, and some information/interpretation panels. The latter are somewhat dated and faded and could perhaps be better positioned. Similarly, the signs pointing the way on to the Fife Coastal Path need to be more obvious. Nevertheless, the overall first impression of Lower Largo is favourable.

The Coastal Path winds through the village, passing the famous Robinson Crusoe statue and the recently-opened The Aurrie, which offers a café, gallery, and occasional events such as live music and film nights. Other businesses passed on the Path include The Studio (a small art gallery), Andy's Stores (a local convenience store which also caters for day trippers e.g. offering ice creams and beach toys), the Railway Inn (noted for its real ales and also providing a simple food offering) and The Crusoe (a long-established hotel which has recently been purchased by new owners who are investing heavily in their food and accommodation offerings: from early 2022, this will be a fairly upmarket venue providing high-quality rooms and both indoor and outdoor dining).

Travelling westward, Largo Golf Club is passed (a very well-regarded links course with a clubhouse offering meals and drinks to visiting golfers), as is the Old Manor Hotel (about 500m from the Coastal Path but not signposted – surely a missed opportunity). The Old Manor has new owners as of December 2021 and they have already started to refurbish the property.

When one considers all of the above, combined with Lower Largo's appealing beach, together with the village's vernacular architecture and quirky outdoor artworks, there is no doubt that this is definitely a 'destination' – somewhere that is worth visiting either in its own right or as a start, mid or end point for a day out on the Fife Coastal Path – and also somewhere which could generate considerable economic benefits for Levenmouth.

2. Leven

The Coastal Path follows an attractive route across Leven's Links and sandy beach. Signposting is generally good but there is an opportunity to direct more visitors into Silverburn Park, which with its landscaped gardens and café, is an attractive place to visit and is not too much of a diversion from the Path. The announcement in December 2021 of a £1.5 million grant to help create a visitor centre, hostel, and art gallery in the park will make this diversion even more appealing.

The Coastal Path soon reaches Leven Beach Holiday Park, which has a recently extended restaurant and bar open to all (limited opening times in winter).

Proceeding westwards along Leven Promenade, visitors can enjoy welcoming features such as extensive free car parking, sheltered and outdoor seating, a small but good-quality children's' playground, a large skatepark, which looks pretty dreadful, and an outdoor adult gym (lacking in explanatory information).

Approaching Leven town centre, the Promenade becomes somewhat of a mixed bag: on the plus side, there is attractive seating, good pedestrian signposting, a very good toddlers' playground and a (summer-only, payable) playground offering trampolines, bouncy castles etc. The Beachcomber amusement arcade will not be to everyone's taste, but it does offer a year-round indoor place to visit if the weather is inclement. Likewise the 'ActionZone', is aimed at older children and young adults – though it was closed at the time of this audit.

On the negative side, the public toilets (30p per person) are old – albeit clean – whilst the adjacent interpretation panel has faded so much that it is illegible. Catering facilities along the Promenade are limited to two old-fashioned snack bars and a burger van – though better options are available in the town centre, which is just five minutes' walk away.

The Coastal Path then reaches Leven Bus Station. This is an excellent facility, with seating inside and out, modern public toilets (30p per person), shelters, cycle and luggage lockers, clear bus timetables and an adjacent taxi rank. Helpful staff are present during the day to offer advice and directions. There are many buses throughout the day and evening to Kirkcaldy, Glenrothes, St Andrews and the East Neuk, as well as local town services (Figure 13).



FIGURE 13: LEVEN BUS STATION

Levenmouth Swimming Pool and Sports Centre is passed before the Coastal Path crosses the River Leven and enters Lower Methil. At this point, the Path diverts away from the coast and along High Street, which contains three pubs (none offering food) a café (sit in and takeaway) and two convenience stores. Methil Heritage Centre is also on High Street but was not visited as it has been closed since the Covid-19 pandemic began.

The Path then climbs into Denbeath, a former mining village between Methil and Buckhaven. This perhaps surprisingly offers good facilities for visitors: a large number of new, well-designed, and informative panels explaining different aspects of the area's heritage, the recently refurbished Wellesley pub which offers all-day food, and several good takeaway food outlets, ideal for walkers and cyclists.

Buckhaven has a free car park with an electric car charging point, two or three food takeaways, a pub (no food) and, just as the coast is regained, a good children's playpark and seating overlooking the bay. Throughout Buckhaven, as in Denbeath, a large number of very good interpretation panels explain the town's interesting history.

The Coastal Path then drops down to the shore (though finding this is not obvious - the one part of the route where Path signposting needs to be improved) before climbing up again to follow a former disused railway line. Westbound walkers perhaps should also be advised at this point that there are no food or drink options available along the Coastal Path until Dysart – over five miles away.

The Path passes the ruins of MacDuff Castle – which lacks any visitor interpretation and is clearly unsafe to enter – and then reaches the

Wemyss Caves, famed for their Pictish carvings. A new interpretation panel at the westernmost cave is good, but the four panels and map which are then encountered at the edge of East Wemyss are very old and need replaced or removed. The Path follows the shore through the lower part of East Wemyss; there are two free car parks, plenty of benches and several interesting small memorials and plaques along the sea front. The main road through upper East Wemyss has the same bus services that serve Lundin Links (see above).

There then follows an attractive 1½ mile stretch of the Path passing through woodlands with the shore always close at hand. This is apparently a good spot for birdwatchers, and seals can also be seen at times.

West Wemyss is a photogenic village but has next-to-no facilities for visitors. There is a small free car park, with a good map and interpretation panel, but there is no shop or catering available. The community-run pub on Main Street (not technically on the Coastal Path) is only open at weekends and does not offer food. The village's Heritage Centre is closed with no information available externally about what it contains or when it might reopen. There is a useful but infrequent (never more than hourly) bus service between Kirkcaldy

and West Wemyss, but eastbound there are no direct services to Leven and beyond: walkers in West Wemyss would need to change buses in Coaltown of Wemyss (or walk the 20 minutes to Coaltown of Wemyss).

The Coastal Path passes West Wemyss' small harbour and then the Levenmouth 'border' is reached as the Path heads towards Dysart, two miles further west.

3. Summary

Overall, the Fife Coastal Path through Levenmouth provides plenty of opportunity for short or longer 'out-and-back' walks, with plenty of rural scenery, superb views across the Firth of Forth and historical features to enjoy along the way. The availability of relatively good bus services – though they are not cheap – makes it possible for walkers simply to walk one way and then catch a bus back to their starting point. Food and drink outlets along the Path are of reasonable and sometimes very good quality – except for the lengthy catering-free stretch between Buckhaven and Dysart. The Coastal Path itself is generally well-maintained and signposted and provides a non-strenuous way to enjoy the Fife coastline.

APPENDIX 4 LIST OF CONSULTEES

The following organisations were consulted in the preparation of this report

Organisation	Representative
• Community Enterprise	• Kate Sarti
• Dumbarrie Golf Links	• David Scott
• FCCT	• Ed Heather-Hayes
• FCCT	• Robbie Blyth
• FEAT	• Duncan Mitchell
• FEAT and LTA	• Brian Roberston
• Fife College	• Geoffrey Proudlock
• Fife Council - Client	• Hilary Roberts
• Fife Golf	• Liam Barn
• Food from Fife	• Martha Bryce
• Friends of Methil Heritage Centre	• Mary Reilly
• Largo Arts	• Dougi McMillan
• Largo Arts	• Andrew Stenson
• Leven Links Golf Club	• Chris Galloway
• Levenmouth Community Manager	• David Paterson
• Levenmouth LTA/Together Levenmouth	• Susan Oak
• Levenmouth Rail Campaign	• Eugene Clark
• Levenmouth Reconnected	• Guy Murray
• Levenmouth Whale Project	• Ken Haig
• Lundin Golf Club	• Mandy Cluny
• MSL Leisure	• Michael Morris
• Network Rail	• Graeme Stewart
• Network Rail	• Kirsty Ryder
• On Fife	• Dan Brown

- On Fife
- Sail Scotland
- ScotRail
- VisitScotland
- VisitScotland

- Christine McLean
- Alan Rankin
- Alasdair Smart
- Caroline Warburton
- James Sinclair

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JOB DESCRIPTION

Job Title: Project Manager, Rail Ready Project, LLTA

Hours: 35 hours per week flexible to be agreed, but may include some evening and weekend work if necessary

Department: LLTA (Levenmouth Local Tourist Association)

Reports to: Chair, LLTA & Levenmouth Local Area Committee Manager, Fife Council

Role Summary

The LLTA are looking to maximise the opportunities that the new railway stations will bring to the area. To that end there are a number of activities, agreed by its members that we would like to carry out in order to increase visitor numbers to Levenmouth and in turn help create a stronger economy.

The Project Manager will be responsible for carrying out these activities on behalf of the members of the LLTA, whilst working closely with stakeholders & partners such as Visit Scotland and Fife Tourism Partnership.

Duties and Responsibilities

- Plan & deliver strategic projects as required
- Help co-ordinate Tourism Action Plan for Levenmouth
- Produce marketing material for local tourism businesses
- Build a strong social media presence for the area
- Keep the website fresh and updated & report on Google analytics
- Work closely with Fife Tourism Partnership & Visit Scotland to promote Levenmouth
- Horizon scan for opportunities to support the growth of the sector
- Build effective and constructive relationships with key stakeholders & partners
- Undertake research as required, incl market analysis
- Produce reports and presentations for LLTA members & local community
- Plan & implement activities as outlined in the Rail Ready Project Plan
- Lead designated strategic tourism initiatives within Levenmouth
- Manage budgets and maintain statistical and financial records
- Measurement of impact specific to each activity
- Represent Rail Ready Project at meetings where appropriate
- Have flexibility in working approach
- Manage competing priorities effectively
- Measure the impact of each activity
- To act as liaison with the partners who are part of the Rail Ready project

Person Specification

Essential

Demonstrable self-starter with a pro-active nature

Good interpersonal skills and ability to manage own case load
High standards of personal organisation within working practices, including a methodical approach to work and a highly developed attention to detail
Educated to SCQF level 8, which includes HND or SVQ level 4 or equivalent such as events management or tourism or have equivalent experience within the sector
Marketing and social media skills
Skilled in written and verbal reporting and working to KPIs
Able to identify opportunities for new events to be brought to Levenmouth and support the development of existing and emerging events
Significant experience of strategic planning and project delivery
High levels of computer literacy, including spreadsheets and word-processing
Ability and confidence to deal with representatives of external bodies and organisations
Excellent written and verbal communication skills
Demonstrable awareness of, and commitment to, quality in the delivery of services
Evidence of ability to work effectively under pressure
Willingness to undertake further professional development as identified
Driver with access to a suitable vehicle

Desirable

Previous experience of Travel Trade
Creative thinking and problem solving
Experience in completing funding applications
Knowledge of impact measurement
Experience of providing services to socially and economically diverse communities with appropriate engagement skills to do so effectively
Risk management

As an employee of Brag Enterprises, the post holder will also be expected to contribute to the maintenance of a safe and healthy working environment.

It is the nature of the work of the post that tasks and responsibilities are, in many circumstances, unpredictable and varied. All staff are therefore expected to work in a flexible way when the occasion arises so that tasks which are not specifically covered in their job description, can be undertaken.

This role has been initially funded for 18 months but there is the strong potential for a longer period. It has been funded via the Community Recovery Fund and Fife Council Development Funding.

Project Title	Project Manager LLTA post
Area Project or Corporate Project	<i>Area</i>
Area Project covers	<i>Levenmouth</i>
Project Manager	Susan Oak LLTA Chair/Dave Paterson
Approval	Levenmouth Area Committee 8 th February
Date	30/1/23

Section 1: Proposal

1.1 What is the project going to do?

This proposal will secure the employment of a project manager to support a range of tourism developments and projects in the Levenmouth area as part of the Rail Ready campaign.

1.2 Which priority does it meet?

This meets targets around Opportunities for All, Thriving Places and Inclusive Growth and Jobs

1.3 What consultation with Elected Members has taken place on this project?

This matter was discussed with all Levenmouth elected members in December 2022, and it was agreed that they would be broadly supportive of the approach if it was brought forward for consideration at the 8th february Levenmouth Area Committee

1.4. What are the desired outcomes and benefits, and what measures will be used?

Outcome	Benefit	Measures
Project Manager in position with a focus on tourism promotion and development ahead of the rail link completion in March 2024	Activity underway to ensure local businesses are developing their offer in advance of higher levels of visitors coming to Levenmouth	Footfall increases in High Street areas – measured through people counter infrastructure Lower levels of vacancy rates within the town centre- measured through GOAD figures

1.5 What are the known costs and timescale? How will this be funded?

1.5.1 Costs

Total expected one-off cost	Profile of spend
	Jan 23 - £
	Feb 23 - £

	Mar 23 - £
Wages and on cost contribution to BRAG as employer host of the Project Manager	Apr 23 - £40,000
Development Funding	May 23 - £5,000
	Jun 23 - £5,000
	Jul 23 - £10,000
	Aug 23 - £10,000
	Sept 23 - £5,000

1.5.2 Funding requested

How much funding is being requested? £75,000 _____

1.5.3 Funding availability

This will list all sources of funding including any match funding

• N/A

1.5.4 Resource availability within the service to deliver

This will be outsourced to BRAG

1.5.5 Can you confirm the project does not have

Recurring Cost	No
Unintended consequences	No
Duplication with existing projects or initiatives	No

1.5.6 Is the project a spend to save proposal, if yes please provide details of savings

N/A

1.6 What are the known risks?

1.6.1 Risk Assessment

Risk description	Probability score (1-5)	Impact score (1-5)	Overall score (probability x impact)
Elected members do not support the funding request	2	5	10
Lack of applications for the post	2	5	10
Performance of individual in post does not meet expectations	2	4	8

1.6.2 Risk mitigation

Risk description	Mitigation Measures
Elected members do not support the funding request	Pre discussion with members on this proposal has been positive
Lack of applications for the post	While this is a possibility the job has been well advertised, and should reach a wide audience https://brag.co.uk/vacancies-project-

	manager-levenmouth-tourist-association/
Performance of individual in post does not meet expectations	The individual in post will have a defined workplan and core priorities to work to. The post will be managed by the LLTA Chair and the Community Manager

1.6 Proposal sign-off

Approved by	Role	Date approved
David Paterson	Project Manager	30.1.23
	Accountant	
	Area Committee	
	Who will approve corporate projects?	

8th February 2023
Agenda Item No. 13

Supporting the Levenmouth Local Community Plan – Warm spaces additional funding allocation from Anti-Poverty Funding.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21, 22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Anti-Poverty fund of £10,326.75 towards the full cost of provision of warm spaces in Levenmouth.

Recommendation(s)

The Committee -:

- Is asked to agree a contribution of £10,326.75 towards the cost of providing warm spaces in Levenmouth.
- should note this is additional funding to cover the shortfall identified during the application process to fund warm spaces administered on behalf of the Council by Fife Voluntary Action (FVA). The criteria for the funding is attached as an appendix to this report

Resource Implications

Approval of this funding will reduce the Anti-Poverty element of the Levenmouth local community planning fund by £10,326.75.

Legal & Risk Implications

There are no legal implications inherent in this report. All issues relating to the service provision by the individual projects noted in this report are covered by individual risk assessments carried out that are relevant to the facility being used.

Impact Assessment

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

Consultation

This approach was formed through discussions at the Poverty Board and has been endorsed by the Cabinet Committee.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from Area Committee before amounts of over £5,000 can be committed.
 - 1.2 This report is to seek agreement from the Area Committee for a contribution from the Levenmouth Anti-Poverty fund of £10,326.75
 - 1.3 Members are aware from discussions at ward meetings that this funding is additional to funding allocated to warm space provision across Fife and administered by FVA.
 - 1.4 A considerable number of local groups stepped up to the plate to put in place measures across most of the settlements in our area to ensure that in light of the cost-of-living crisis, individuals and families had a place to turn to for some support.
 - 1.5 In all 13 different organisations applied via FVA. FVA were chosen to administer the Community Warm Spaces Fund to make available financial support to community groups already operating in Fife. The groups were required to use the funding to provide additional services, hours and/or capacity for local people during the colder months.
 - 1.6 The activity had to operate from a suitably accessible venue and offer some aspect of social interaction or additionality to just a warm space. A safe, secure, warm, and welcoming space, particularly for more vulnerable members of our communities, including those experiencing social isolation and financial hardship, had to be offered.
 - 1.7 FVA made it a stipulation that they would only fund projects where there is no similar provision nearby and where it would be complementary to any statutory or other provision being offered in the local area.
 - 1.8 To be successful in their application for funding, groups were expected to show the following criteria could be met:
 1. Extension of current service provision, e.g., staying open longer and/or operating additional hours or days
 2. Opportunity to increase access for both new and current beneficiaries
 3. Increase staff hours to allow for increased provision
 4. Increase volunteer input with expenses
 5. Organisation can demonstrate they support at risk groups e.g., older people or vulnerable families.
 6. The community group cannot charge for membership, services, or participation.
 7. Funding facilities for individuals / families to attend e.g., breakfast club, afterschool activity, supper club or just a drop in and access the resources.
-

2.0 Issues and Options

- 2.1 The Levenmouth Plan notes that investment is required to mitigate the impacts of poverty and inequality in Levenmouth. This project supports that approach.
- 2.2 The project has a short horizon and is expected to operate till April 2023, at that time a review will be made to understand if there are aspects of provision which should be maintained for the longer term.
- 2.3 On review of the successful applications from the Levenmouth area it was noted that the funding made available for the Levenmouth area from the FVA administered pot fell short of around 10K.
- 2.4 Discussions with elected members took place in December 2022, and members signalled that they were happy to see the use of local anti-poverty budget to top up the available funds. The use of this top up would mean that none of the applicant groups would need to modify their original costed service offers.
- 2.5 It was agreed that across the board the local anti-poverty fund would top up 25% of the total allocation.
- 2.6 The funding made available is shown in the list of recipients below.
 - BRAG Enterprises – total request £4850 – **Anti Poverty Contribution £1212.50**
 - Rotary Club of Buckhaven and Methil – total request £2500 – **Anti Poverty Contribution £625.00**
 - The Shed @ Bayview – total request £1500 – **Anti Poverty Contribution £375.00**
 - Kennoway Community Shed – total request £2500 – **Anti Poverty Contribution £625.00**
 - Coaltown of Wemyss Community Council – total request £2495 – **Anti Poverty Contribution £623.75**
 - Home Start Levenmouth – total request £1500 – **Anti Poverty Contribution £375.00**
 - Largo Communities Together – total request £4662 – **Anti Poverty Contribution £1165.50**
 - Rosie and McDuff Community Hall – total request £5000 – **Anti Poverty Contribution £1250.00**
 - Leven Bowling Club – total request £1000 – **Anti Poverty Contribution £250.00**
 - CLEAR Buckhaven – total request £2160 – **Anti Poverty Contribution £540.00**
 - Wellesley Parish Church – total request £5000- **Anti Poverty Contribution £1250.00**
 - East Wemyss Bowling Club – total request £5000 – **Anti Poverty Contribution £1250.00**
 - MYBus C/T – total request £3140 – **Anti Poverty Contribution £785.00**

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving support opportunities for individuals and families who are vulnerable and as a result will be significantly impacted by the cost-of-living crisis. This project forms a key part of the tools local partners need to ensure we can provide a safety net for those who need it.
- 3.2 In addition, this project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Opportunities for All and Thriving Places.

List of Appendices

- FVA Warm Spaces Guidance Document

Background Papers

None

Report Contact

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Buckhaven Burgh Chambers

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Guidance

Fife Community Warm Spaces Fund 2022

1. BACKGROUND

Fife Voluntary Action (FVA) is working in partnership with Fife Council to provide small grants to community organisations to deliver warm spaces and activities over the winter period 2022/23. This is one of a number of direct responses by Fife Council to the current cost-of-living crisis.

FVA will administer the Fife Community Warm Spaces Fund to make available financial support to community groups already operating in Fife that are able to provide additional services, hours and/or capacity during the colder months. The activity must operate from a suitably accessible venue and offer some aspect of social interaction or additionality to just a warm space. A safe, secure, warm, and welcoming space, particularly for more vulnerable members of our communities, including those experiencing social isolation and financial hardship, must be offered. We will only fund projects where there is no similar provision nearby and where it is complementary to any statutory or other provision being offered in the local area.

The fund is a small grant scheme to fund the direct additional costs of providing such an activity. We are anticipating awarding grants of between £500 and £2,500, with some exceptional awards no higher than £5,000.

2. PURPOSE

Potential applicants should meet some of the following objectives: -

1. Extend current provision, e.g., staying open longer and/or operating additional hours or days
2. Opportunity to increase access for both new and current beneficiaries
3. Increase staff hours to allow for increased provision
4. Increase volunteer input with expenses
5. Organisation can demonstrate they support at risk groups e.g., older people or vulnerable families.
6. The community group cannot charge for membership, services, or participation.

FIFE COMMUNITY WARM SPACES FUND 2022

7. Funding facilities for individuals / families to attend e.g., breakfast club, afterschool activity, supper club or just a drop in and access the resources.

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4. OUTCOMES

1. People in Fife will have increased access to services which will tackle poverty and the increased cost of living crisis.
2. People in Fife will be able to access facilities, where they will be able to have social interaction with the local community.
3. People in Fife will have increased access to facilities where they will be able to engage with meaningful activities.
4. People in Fife will have access to meaningful volunteering opportunities that will encourage integration in their local communities.

5. PROCEDURES FOR MAKING APPLICATIONS FOR THE USE OF FUNDS

Applications are invited from existing third sector organisations with appropriate governance arrangements who would be able to offer access to a warm, safe and social space that local residents can engage in social activities, access warm refreshments/snacks, engage with others and support each other, e.g., for older people, lunch/supper club, homework club, parents group etc.

- The availability of funding will be made known through web-based communications on FVA's website, FVA's e-mail bulletins, and other media as appropriate.
- Any closing dates for applications will be indicated, with appropriate timescales set by FVA in partnership with Fife Council.
- An application form needs to be completed that will include a brief description of the proposed venue, activity, an estimated cost, and main contact details.
- Application forms should be returned to Fife Voluntary Action for consideration by an independent partnership panel with no conflicting interest in the funding.
- A decision will be made and communicated within one **(1)** week of any closing date, or within one **(1)** month of receiving the application and must be spent by the grant recipient no later than **31 March 2023**.
- Monitoring of the provision will be required, and a simple self-evaluation form will be provided.

6. CRITERIA FOR MAKING APPLICATIONS

- Requests shall be for activities as described in section 2.
- Such requests must be for locations within the Fife Council area
- Requests will clearly demonstrate and evidence the benefits to Fife residents
- Funds shall be open to as many qualifying applications as possible, in order to maximise the community benefit provided by these funds
- Applicants must clearly demonstrate how they will avoid duplication with any existing service provision.
- There shall be no discrimination against any legally identified protected characteristic.

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- Funding must be spent by 31 March 2023.
- Fife Voluntary Action will use their sole discretion to determine what successful completion means based on information provided and a risk assessment. Funds **cannot** be used for payments to individuals
- Closing date for application **04 November 2022**

7. COMPLETING THE ONLINE FORM

This guidance is designed to help you to complete the application form and improve chances of success.

We strongly advise you to read this guidance before submitting an application.

If, after reading this guidance, you are unsure about anything then please do not hesitate to get in touch with us - using the contact details at the start of this document or through the online grant application system.

Before starting to complete your application form please read the eligibility criteria, FAQs and latest information, including the latest version of this guidance, which is available at www.fva.org/warmspaces

There are some guidance prompts within the online application form itself. Please note that there are character limits to some of the questions. Please do not exceed these - the system will give you a character count to help you to do this. If you are applying for a higher value grant, then we expect your answers to be more detailed and would hope to see an element of collaboration/partnership working.

We will not begin assessing your application until we receive:

- A copy of your Memorandum and Articles of Association, Constitution or another governing document. These should be signed and dated.
- Your most recently independently examined
- or audited accounts, or a verified statement of expenditure. If your organisation is less than a year old, then please submit your latest bank statement.

The website contains details on how to submit these documents in support of your application. How to complete, save and submit your form.

The application form is done entirely online at www.fva.org/warmspaces

The online database system can be used on most modern devices with a fairly up to date web browser (we recommend that it is up to date for security reasons - to protect you and your information). It is easier on a desktop computer or laptop with a bigger screen. We do not recommend using a mobile phone, it will still work, but won't be as easy to read and use.

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Once you've read all of the guidance and information, and you are confident that you are eligible to apply and that your project fits the criteria you can click on the Start a New Application button.

You will provide basic contact details and then receive an e-mail with the unique link to your application.

You can send that link to anybody you want, so people can complete different parts of the application, if you like. Please note that people should not try to work on the same application at the same time - it could result in somebody's work getting overwritten.

Each section gets saved as you progress through the online form. Once a section is saved, the information is stored securely in the database. You can close your browser and device and go back through the unique link you will get by e-mail and continue from where you left off.

The system is safe and has been thoroughly tested.

It is easier for our staff to provide support, assess applications and keep in touch with applicants through this database system. You will receive requests and updates by e-mail.

We are also available to help people to use the online application form. If you need help just contact us - our contact details are also on the website.

The application form is split into 6 sections:

SECTION 1 - Main organisation details

SECTION 2 - Governance information

SECTION 3 - About your project

SECTION 4 - Beneficiaries

SECTION 5 - Finance: your budget and bank details

SECTION 6 - Declaration and submission

You can complete the Sections in any order, and you can go in and amend the answers in any section at any time.

Please remember to save each Section before you close your browser or navigate to a different web page.

SUBMITTING YOUR GRANT APPLICATION

Under Section 6, you are asked to agree to various statements and confirm that you agree to them. When you do that and click Save Changes, you will submit your grant application. Once it has been submitted, you can view all of the Sections, questions and your answers, but you will

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not be able to change them. The Save Changes button will not work. Each page will remind you that you have submitted the form and cannot change it.

1.1 - 1.8 these questions are about basic details, including your contact details. Some of these details were captured when you started the application and cannot be changed here. If you need to change them, simply contact us and we can change them for you.

1.9 Please describe your organisation's mission (1,000 character limit)

Please provide a brief summary of the main purpose and aim of your organisation, what services it delivers and the service users it supports.

1.10 What is your organisation's legal form?

You must meet one of these structures to be eligible for funding. If you're unsure, please contact us.

1.11 Is the organisation a registered charity?

If yes, you must supply the registration number.

1.12 Is the organisation a registered company?

If yes, you must supply the registration number.

1.13 Is the organisation a branch of a larger/national organisation?

Choose yes if, for example, you use the charity number of another organisation based elsewhere or the ultimate decision-making structure is based at another location. If you're unsure, please contact us.

SECTION 2 - Governance Details

Organisations use different terms to describe the group of people who are responsible for the governance of the organisation -board of directors, board of trustees, committee, management committee and so on. They also refer to the people on this group differently - trustees, directors, committee members. For this section we are talking about this group and those people - regardless of the language used in your organisation.

2.1 How many committee members/board members/ Directors/Trustees do you have?

This is not the maximum number permitted, but the actual number you have on the day of submission.

2.2 What's the minimum number of board/committee member required for a meeting to be held?

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This the quorum number for your board meetings - how many people must attend a committee/board meeting for decisions to be made. All organisations will have a specified minimum in their constitution/governing document. We are not asking about the quorum for members' meetings or general meetings like AGMs and EGMs, we're interested in regular committee/ board meetings.

2.3 How often does the board meet? (1,000 character limit)

Please describe the frequency of meetings and if it varies, the reason for variation. It would be helpful to include a very brief explanation of why this frequency has been adopted.

2.4 What financial information is given to the board/committee (including frequency)? (1,000 character limit)

Describe the level of financial information and the detail provided, for example do they see profit and loss accounts, balance sheets, bank statements, and how often. Tell us what information is shared with all board/committee members before or at meetings and whether some of it is given just to the Treasurer, Chairperson or Secretary, for example.

2.5 How many signatories are there on the organisation's bank account?

Only tell us about existing signatories - the bank mandate should have people removed when they leave the organisation anyway.

2.6 Is it possible for one person to setup and authorise a bank payment?

We need to know if it is technically possible rather than what policies or procedures state. So, does the bank system or cheques require a minimum of two people to authorise a payment?

Do you have appropriate policies and procedures in place for the following:

Data Protection? Sometimes called GDPR, data protection requires up-to-date privacy notices and more, and applies to all organisations that have at least one volunteer or at least one staff member.

Data/Cyber Security? Sometimes this is incorporated in IT/ICT policies and procedures. This is increasingly important for any organisation that uses computers, e-mail or the internet.

PVGs/Disclosures? Organisations that engage people in protected roles must have appropriate policies and procedures in place to protect vulnerable service users/clients.

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SECTION 3 - Project Details

- 3.1 Please give your project a name. This can be something you use publicly if you want, but we need a name for administration purposes (it allows organisations to submit more than one application and avoid confusion, for example).

Choose a name that can be used as a basic text reference for this project.

- 3.2 – 3.3 When will the project start and finish?

Your project can start anytime as soon as you sign the grant offer acceptance, but it is expected that most of the activity will finish by the end of March 2023. We appreciate that some aspects of a project may start sooner than others, so please tell us when you think substantive work for the project will begin.

- 3.4 Please describe your project and the activity that the grant will allow you to deliver. (2,500 character limit)

Briefly summarise your project and say whether this is an expansion of activity or new activity and how this will support people and communities with the priorities and outcomes of the grant.

Outline the activity that you will deliver – numbers of events/training sessions/clubs, numbers of service users, etc and when these will take place.

- 3.5 Will this project be done in partnership with any other organisations?

There is no requirement to work in partnership for this Fund, but you can do so if you wish. If another organisation will be responsible for any key aspect of the project (for example, employing staff, providing venues) then please regard it as a partnership bid and provide basic details at 3.6.

- 3.6 If partners will be involved, please list the partners with a very brief description of what each partner will contribute to the project. (1,000 character limit)

A list of the organisations involved, and their main contribution is all that is needed here. You may want to provide some brief text about why you are partnering with the organisation.

- 3.7 Please describe the impact the current cost- of- living crisis has had on your services and how this has shaped the proposed project and activity. (1,500 character limit)

Please tell us how the current cost- of- living crisis has affected your services and shaped the project and activity you wish to get funded. Tell us what services need to be expanded or what new ones need to be developed as a result of your experiences. Where possible provide evidence that the proposed activity is

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needed - you may have consulted with service users, held focus groups, or collected other data to support your decisions.

3.8 Please indicate which of these local outcomes will be met by your project activity.

Your activity must support at least one of the local outcomes outlined. Look at your activity and be realistic about which of the outcomes it will help deliver. Remember you only need to support delivery of one of the local outcomes in order to be eligible for funding.

SECTION 4 - Beneficiaries

4.1 Please specify the areas of Fife where you will deliver your project. Select the area(s) in Fife where your activity will be delivered.

If you are operating in more than one area in Fife please specify the area where the majority of your work will be delivered.

We expect most projects to be locally-based, so don't anticipate funding many that will cover all 7 areas.

4.2 Which of the following at-risk groups will your project target??

We are aware that many of you will be working with a number of the at risk groups. Please be aware that you only need to work with one of these at risk groups to be eligible for funding. Even if you are working with a number of at risk groups, please do not tick more than three - focus on those at risk groups which will most benefit from your activity.

4.3 How many people from the above at-risk group(s) will your project benefit??

Please provide an indicative number of beneficiaries that will benefit from your project. Please be realistic given the short timetable of delivery for this Fund.

4.4 What will you do to demonstrate the difference that your project has made to the people your project targets and benefits?

(1,500 character limit)

Please outline current experience of monitoring and evaluating, including staff knowledge. Provide an outline of the methods and tools you intend to use to capture qualitative and quantitative data related to your proposed project, who will be involved in data collection, and whether you will involve service users in this work, etc.

4.5 What experience does your organisation have of delivering a project like this and/or working with the at-risk group(s) that will benefit from this project? (1,500 character limit)

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Please describe the staff knowledge, resources and planning which will allow you to meet the local and fund outcomes and deliver this project successfully on time. Detail previous experience of working with the at risk groups that will benefit from the project.

SECTION 5 - Finance Details

5.1 What is the total amount of grant you are requesting in this application?

You can only apply for up to £5k.

5.2 Can you confirm that if you received this amount that you can complete the project outlined in this application - in other words, this is either the total cost of the project, or you have the other funds secured in order to complete the project as set out in this application?

Timescales are short, so projects that rely on other income not yet secured will put the project at significant risk. We are only able to offer grants for 2022/23 (Ending - March 2023)

You can skip this or put in zero - it won't affect the assessment of the application. This is for information only and is not binding in any way on FVA's part, or your part.

5.3 How will you ensure that your project is sustainable after the funding ends? (1,500 character limit)

Please describe what you will do to continue the project once funding comes to an end. It might be that your activity is time limited and is intended to end when the funding ends. If this is the case, then please indicate how learning from the project will be carried forward and what the lasting legacy of the project will be.

5.4 What was your most recent annual turnover?

This is the total amount of income, from all sources, in the last full, financial year.

5.5 What is the total amount of money held in reserves?

This is the amount of money that the organisation holds that can be freely spent on any legitimate purpose. We're looking for unrestricted reserves here, so don't include any restricted reserves.

5.6 How would you rate the organisation's financial health and future funding position? (1,000 character limit)

Provide a summary of the current financial health position, highlighting key achievements or losses in income, recovery from the pandemic, going concern summary (if you've had to prepare this for your annual accounts) and what you

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know about the near-future funding/income position of your organisation (to at least the end of March 2023).

5.7 What is the name of the account that appears on your organisation's bank statements?

We don't need any other bank details - we'll request those if you're successful. This improves security for your organisation.

5.8 Your project budget

Please provide a full breakdown, using the other boxes and make sure it totals. All figures to be rounded to the nearest pound. Please provide numbers only, no need for the pound sign, commas or decimal points.

Please complete all of these fields, you can put zeroes in some boxes if you want.

The Other fields are there for categories of spending that we haven't provided. They are optional, but if you put a value in an other box you will need to specify what it is for.

- Salary costs: you can claim costs for all staff involved in the delivery of your activity (given longer term future of Fund is subject to evaluation and funding these should be one off or fixed term)
- Volunteering costs: this is for recruitment, training, expenses and other costs directly associated with engaging volunteers
- Other staffing costs: this is for recruitment, training, expenses, pension, NI, tax and other costs directly associated with paying staff
- Management costs: these should not exceed 10% of your total budget
- Transport: you can claim for the provision of transport where this is necessary or removes significant barriers to participation in your project.
- PPE: you can claim for any personal protective equipment (including for example, face masks, sanitiser) that would reduce risk for staff, volunteers or service users/members of the public whilst you deliver the project.
- Venue hire/events: you can claim costs associated with delivering events as part of the project activity.
- Other project costs: you can claim resources needed to deliver your activity which are not included in any other heading in this section. Significant costs (more than a few hundred pounds) should be put in the other boxes provided and given a brief description.
- Overheads: you can claim a proportion of overheads up to 10% of your total budget.
- Budget Total: please ensure that this figure is the same as the figure provided at the start of this section.

FIFE COMMUNITY WARM SPACES FUND 2022

SECTION 6 - Submit Grant Application

Please read this page carefully and make sure you understand the statements before agreeing to them.

You will be unable to submit your grant application without agreeing to the statements.

If you're unsure about what any of the statements mean, please contact us and we'll provide further information or support.

AFTER SUBMISSION

Once submitted, you cannot amend your application. You can still view it, but you will be unable to amend it.

When you click on the link to open your application, you will see an Assessment Progress table. This will show key information about your application including when you submitted it, when we assessed it, when a decision was taken. This will be updated in real-time, so please do visit this page periodically to see where your application is in the process.

Once you amend your application you will be able to withdraw it, if you do not wish to proceed with your request for a grant. You can do this on the website using the link to your grant application.

If you lose the link to your grant application, visit the website and use the resume or review an application function - it will e-mail you a link to your grant application(s).

Organisations can apply for more than one grant, but they would have to be for very distinct projects. We will not fund multiple instances of the same project, for example the same project in each of the seven areas of Fife is considered to be one project delivered in seven areas.

We hope that this guidance has been helpful. If you spot any errors or would like to suggest improvements, please contact us.

8th February 2023
Agenda Item No. 14

Supporting the Levenmouth Local Community Plan – Railing Work East Wemyss Cemetery

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Local Community Planning Budget (LCPB) of £15,935.31 from the ward 22 allocation.

Recommendation(s)

The Committee is asked to agree a contribution of £15,935.31 towards the cost of painting all the metalwork to the front of the East Wemyss Cemetery, including the gates.

Resource Implications

Approval of this funding will reduce the LCPB for Ward 22 by £15,935.31

Legal & Risk Implications

There are no legal implications inherent in this report. This work is being carried out in conjunction with repairs and replacement to fencing and the pruning of trees that previously obscured MacDuff Castle, accordingly this is a significant package of improvements to the site and ensures that this busy and prominent cemetery is in good condition.

Impact Assessment

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

Consultation

This issue has been raised at several ward meetings this year, and we have been advised by local Councillors that the matter is of particular concern to residents. The East Wemyss and MacDuff Community Council have also raised the issue on several occasions at their regular meetings. Further discussion on the costs for the work took place with elected members at the ward 22 meeting in January 2023, at which

members signalled they would be supportive of the proposal if it came forward to Area Committee for formal consideration.

Discussions with Bereavement Services has secured their support for this approach, and we can confirm that Bereavement Services are currently covering all costs for the work on the wooden fencing and tree work to the rear of the cemetery next to the coastal path. This was work we had requested to be carried out both to improve the safety of walkers using the coastal path given the issue of trees shearing branches, and to ensure that the significant landmark of MacDuff Castle was no longer being obscured by the trees. Members will be aware that this was a request from our colleagues at SWACS as well as a concern being raised by Historic Environment Scotland, who are responsible for the castle structure.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from Area Committee before amounts of over £5,000 can be committed.
- 1.2 This report is to seek agreement from this Area Committee for a contribution from the Local Community Planning Budget, specifically in this case from the ward 22 budget.
- 1.3 As noted this work is part of a package of improvements at this site.

2.0 Issues and Options

- 2.1 The metal fencing at the cemetery has not been maintained for several years, and is showing signs of deterioration, which if left will potentially require significant repair work to rectify.
- 2.2 After inspection, it was reported that proper preparation of the railings and the application of good quality paint should protect the asset for years to come.
- 2.3 As noted, the work will improve the look of this prominent site which sits next to the busy main road going through the village.
- 2.4 On that basis we commissioned the Fife Council costing unit to provide us with the overall cost of replacement on a like for like basis, the cost has come in at £15, 935.31.
- 2.5 The costs are higher than expected, however a breakdown of the costs can be found below.
- 2.6 The actual cost to prepare and paint the railings is £7707.06.
- 2.7 Due to the remote location a welfare unit is required to comply with current CDM regulations – the overall cost of the welfare unit is £1725.00.
- 2.8 After testing of the current paint, additional PPE will be required and there will be a cost of collecting and disposing of lead paint removed by operatives to comply with The Control of Lead at Work regulations (CLAW) – the total cost of this work will be £1466.25.

- 2.9 Due to the proximity of some parts of the cemetery frontage onto the main road, we will also need to arrange a partial road closure at the site which is likely to include the use of traffic signals – the overall cost for this will be £1725.00.
- 2.10 The costing unit have also added a significant Provisional Allowance of £3312.00, which is to mitigate delays which may be required on the basis that work needs to stop to allow funerals to be carried out undisturbed. Given it is difficult to estimate the impact of delays – a higher figure has been used, however we are obviously hopeful that this will not be required. Any funding not required from this provisional allowance will remain with the ward 22 allocation of the LCPB, and be available for use for other projects

3.0 Conclusion

- 3.1 This project will make an impact in terms of improving the visual amenity at this site.
- 3.2 This project meets the underpinning aims of the current approved Levenmouth Local Community Plan, notably around the theme of Thriving Places.

Report Contact

David Paterson

Community Manager (Levenmouth)

Buckhaven Burgh Chambers

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8 February, 2023.

Agenda Item No. 15

Common Good Policy Statement

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

Wards Affected: Fife Wide

Purpose

The purpose of this report is to present a draft Common Good Policy Statement which will form the basis of a public consultation exercise.

Recommendation(s)

The Committee is asked to:

- (1) comment on the draft Common Good Policy Statement; and
- (2) comment on the community consultation process.

Resource Implications

The draft Common Good Policy Statement highlights the resource impact on the use of Common Good funds and how these will be used in the future subject to the outcome of the consultation exercise.

Legal & Risk Implications

The Community Empowerment (Scotland) Act 2015 (the “Act”) and subsequent guidance highlights the need to consult on changes in the way Common Good assets, including funds, are used.

Impact Assessment

An equality impact assessment has been undertaken that shows no detriment to any protected characteristic.

Consultation

The Common Good Working Group has been involved in drafting this report and development of the draft Policy Statement, including representatives from Legal, Finance and Property Services.

1.0 Background

- 1.1 In April 2022, the Policy and Co-ordination Committee considered a report on Common Good Policy and Procedures.
- 1.2 Common Good funds are made up of the heritable property (land and buildings) and moveable assets (paintings, furniture, etc.) that belonged to the former burghs of Scotland. On local government reorganisation in 1975, the burghs were abolished and Common Good assets and funds passed to the district and regional councils. The Community Empowerment Act 2015 includes a legal obligation to maintain, and publish, a register of Common Good property (both heritable and moveable).
- 1.3 As at 1st April, 2022, there were 282 assets with Common Good elements, 105 of these assets had buildings. The total area of land covered by Common Good titles was 662 hectares. The Common Good has investments totalling £3.829m as at 31st March, 2022, which are invested and generate income then used to support the Common Good and local community initiatives.
- 1.4 Further to presentation of the April 2022 report, there was agreement to bring all information on Common Good into one draft Policy Statement which would then follow a consultation process beginning with presentation of the document at all Area Committees across Fife prior to public consultation.

2.0 Draft Common Good Policy Statement

- 2.1 Appendix 1 contains the draft Common Good Policy Statement.
- 2.2 The draft Policy Statement contents cover:
 - a) What is Common Good?
 - b) Investment of Common Good funds
 - c) The use of Common Good funds for the maintenance of Common Good assets
 - d) Common Good Grants
 - e) Other uses of Common Good Funds
 - f) Common Good Assets and the Common Good Register
 - g) The role of Committees
 - h) Key principles for Common Good

3.0 Next Steps/Proposals

- 3.1 The draft Common Good Policy Statement contains clarifications and changes to the way the Council manages the Common Good. Under the Community Empowerment (Scotland) Act 2015, such changes will require public consultation. Following agreement of the Common Good Policy Statement by Area Committees, a public consultation will be undertaken that will conform to the needs of the Act and guidance around the use of the Common Good. It is intended that the public consultation will start in March and run for at least 8 weeks. The engagement process will include both an online consultation and options for online and in-person workshops. Key stakeholders such as Community Councils will also be specifically invited to take part in the consultation.

- 3.2 Once the consultation process is complete, the revised Policy Statement will be presented at a meeting of the Cabinet Committee in early 2023 for final approval.

4.0 Conclusions

- 4.1 The draft Common Good Policy Statement responds to feedback from community groups, the council and external audit and helps to provide improved clarity as to the role and management of Common Good in Fife.

List of Appendices

1. Common Good Policy Statement (draft)

Background Papers

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

- Common Good Policy and Procedures – Policy and Coordination Committee 14th April 2022

Report Contact:

Tim Kendrick
Community Manager (Development)
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Email: tim.kendrick@fife.gov.uk

Common Good Policy Statement

1.0 Purpose of Policy Statement

1.1 To explain what Common Good is, what the Council can do with it and how.

2.0 What is Common Good?

- 2.1 Common Good is made up of the heritable land, buildings and structures, along with moveable items (paintings, furniture, etc.) that belonged to the former burghs of Scotland. Through Local Government reorganisation the Common Good has been passed down to the local authorities. Almost all former burghs have Common Good.
- 2.2 The Local Government (Scotland) Act 1973 abolished the Burghs and Common Good was transferred to the district councils by way of The Local Authorities (Property etc) (Scotland) Order 1975. The 1973 Act and the Community Empowerment (Scotland) Act 2015 provide a statutory framework for the appropriation and disposal of Common Good and also provide requirements for consultation. The main legal restrictions on Common Good assets and funds are set out below:
- * Some Common Good land and buildings can only be appropriated or disposed of with the consent of either the Sheriff Court or the Court of Session. These are known as “inalienable” Common Good assets.
 - * If the Council is considering whether to sell, lease or change the use of any Common Good asset, it requires to follow a statutory consultation process including consulting with the Community Council and other interested bodies and advertising the proposals in line with Section 104 of the 2015 Act.
 - * There is a general obligation to maintain Common Good property and not let it fall into disrepair. The first call on the Common Good Fund is to maintain the property.
 - * When spending money out of the Fund, regard is to be had to the interests of the inhabitants of the former burgh. This is generally taken to mean that the spend is to be for the public benefit of the former burgh.
 - * There is now a legal obligation, in terms of Section 102 of the 2015 Act, to maintain and publish a register of Common Good land, buildings and moveable assets. The Common Good Asset Register, Common Good land map and list of disposals can be accessed at <http://www.fife.gov.uk/kb/docs/articles/council-and-democracy/land-and-property/common-good>
- 2.3 It is worth noting that, due to the time which has passed since property was first acquired by a burgh, it can be difficult to establish whether property is Common Good.
- 2.4 As well as property and other assets, there are a number of towns in Fife that have a Common Good Fund which is administered by Fife Council:
- Levenmouth Area – Buckhaven & Methil, Leven
 - Glenrothes Area – Leslie and Markinch
 - Kirkcaldy Area – Kirkcaldy including Dysart, Burntisland and Kinghorn
 - North East Fife Area – Auchtermuchty; Crail; Cupar; Elie & Earlsferry; Falkland; Anstruther; Newburgh; Newport; Pittenweem; St Andrews; St Monans; and Tayport
 - South and West Area – Consolidated Fund covering Dunfermline, Culross, Inverkeithing, Cowdenbeath
 - Lochgelly

- 2.5 The level of funds available varies significantly between the different Common Good Funds.
- 2.6 These Common Good funds, although held by the Council, are legally distinct from the Council's other funds and any money held within these funds, including the income from any assets which make up these funds, are to be used solely for the public benefit of the former burgh.
- 2.7 Common Good funds generate income annually from rental agreements, interest on investments held and interest on revenue balances. This income is used to support local projects and any surplus income is held to invest to ensure the Funds future ability to support the local area. Revenue balances should be accumulated over a 3-year period. The Council is obliged to maintain Common Good assets along with the rest of the Council's assets therefore the first call on the relevant Common Good Fund is to maintain the asset. Thereafter, the balances accumulated within the Common Good Funds should be used 50% to purchase additional investments, 25% retained to finance the maintenance of the heritable property associated with the Fund and 25% remaining as revenue balances to fund any additional projects the area would like to support. Where the Common Good Fund has no heritable property, 70% of the accumulated funds should be invested and 30% remains as revenue balances.

3.0 Use of Common Good Funds for Maintenance

- 3.1 As noted above, the Council is obliged to maintain Common Good assets. The Council cannot be expected to maintain the properties to a higher standard, but will be mindful the significance in historical, archaeological, architectural or landscape terms.
- 3.2 In relation to the above, key principles about maintenance of Common Good assets were agreed by the Executive Committee in March 2014:
- * Where properties are leased to external organisations with no Council Service being involved in the management of the property, that income should be credited to the Common Good account if it has not been already.
 - * If a Common Good asset is occupied and actively managed by a Council Service then that Service is required to fund any repairs or maintenance from their own budgets.

4.0 Common Good Grants

- 4.1 These are currently administered by Communities and Neighbourhood Area Teams. Applications can be submitted from external bodies, individuals and from internal Council Services. Submitted applications go through an initial assessment by the Area Team to check that the proposal is eligible. If applications meet the basic criteria of providing public benefit in the former burgh, consultation is carried out with the relevant Community Council(s) and the Ward elected members. Thereafter, applications under £5,000 are determined by Officers. Above that level, they are reported to and considered by the appropriate Area Committee.
- 4.2 The Common Good Application Form can be found under the relevant section at <https://www.fife.gov.uk/kb/docs/articles/council-and-democracy/community-group-support-and-funding/fife-grants>

5.0 Other Uses of Common Good Funds

- 5.1 Common Good funds could be put to other uses, e.g. temporary employment of staff, however, any decision would have to be in the best interest of the inhabitants of the former burgh(s).
- 5.2 It is permitted by the legislation for the local authority to borrow funds to advance to the Common Good and the Common Good to repay this to the loans fund. The repayment would include principal and interest. Please note that the Common Good can only do this through the Council – they cannot borrow directly from an external lender. This can only be done for Common Good assets that are not on the Council balance sheet and the borrowing can only be for capital expenditure. A Common Good Fund could only seek to borrow in this way if it has enough funds to repay principal and interest.

6.0 How do we know if something is a Common Good Asset?

- 6.1 Fife Council is required to establish and maintain a Register of Property which is held by the local authority as part of the Common Good. The aim of this is to provide transparency about the existence of Common Good assets and to ensure that there is community involvement in the decisions taken about their identification, use and disposal.
- 6.2 The register is a living document and any additional assets which are identified as Common Good will be added to the register and any assets, which are deemed after investigation not to form part of the Common Good, will be removed.
- 6.3 Fife Council has published the register so that it is publicly accessible and will undertake to carry out a full review of the register at least every 5 years. Amendments to the register can be requested and investigated at any time. If there are amendments, new iterations of the register will be published on an annual basis.
- 6.4 If you think the register needs to be updated in any way, please send details and supporting evidence to commongoodenquiries@fife.gov.uk. Such evidence might include charters/minutes/other documents pertaining to the burgh. A small group of Council officers will consider all requests. This small group will include representation from Legal Services, Estates and Communities & Neighbourhoods Policy Support. Ultimate decision will rest with the Head of Communities & Neighbourhoods.

7.0 Where do Committees come into this?

- 7.1 Head of Communities and Neighbourhoods has responsibility for overall budgetary control and scrutiny of the Council's Common Good funds, including decisions relating to repair and maintenance.

Cabinet Committee

- 7.2 To discharge all of the Council's functions except those reserved to the Council and those matters specifically delegated to other committees or sub-committees, in particular the following matters:
- * Overseeing the management and use of all Council (including Common Good) assets and resources, and the development and implementation of the plans therefor including:-
 - finance;
 - physical assets (including land, buildings and other property) including a Corporate Asset Management Plan.

Area Committees:

- 7.3 Take decisions on matters within their local area insofar as these have been remitted by Council or other Committees including:-
- Considering all matters relating to expenditure from Common Good funds insofar as not delegated to officers
 - To consider an annual report on the management of the Common Good
 - To provide a view on proposed changes of use and disposal of Common Good assets within the boundary of the Area Committee and not covered by other policy

8.0 Key Principles for Common Good

- 8.1 Land forming part of the Common Good of a former burgh is owned by Fife Council. Fife Council is obliged to administer it in accordance with the normal principles of best value associated with local authority land holdings; it is also obliged to administer assets having regard to the best interests of the inhabitants of the former burgh.
- 8.2 It is important to recognise at the outset that Common Good assets are owned by Fife Council. In administering the Common Good, the Council will have regard to the interests of the inhabitants of the burgh and one of the means by which these interests can be established is consultation with the community, including the Community Council. Any decision making (after taking representation into account) ultimately rests with Fife Council.

8.3 Common Good property should be treated consistently across Fife

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

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

Many Common Good assets - whether land or buildings - have a clear community purpose. Common Good assets can be disposed of or appropriated for another use. Where there is greater benefit to the community in disposing of the asset rather than holding onto it, then the authority is entitled to do so. The disposal income will be credited to the relevant Common Good Fund and it can then be used to benefit the community in other ways. In managing all of its assets, the Council is seeking to ensure that they are used to best value, whether that is by holding, leasing or using the asset itself or disposing of it where it is surplus to the requirements of the Council and the community as a whole.

8.5 If the Council is considering a disposal of Common Good asset permanently to a community organisation where there is clear benefit in doing so, this should be done by following the Community Asset Transfer process at:

<https://www.fife.gov.uk/kb/docs/articles/have-your-say2/community-planning/community-asset-transfer>

This will allow the Council to evaluate the community body's business case and assess whether the asset can be transferred at less than market value. In all cases of such disposal/change of use, the Council will still require to follow the community consultation procedures set down in Section 104 of the Community Empowerment (Scotland) Act 2015 and, if the property is inalienable, apply to the Sheriff or Court of Session for consent to the disposal/change of use.

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

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

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

If the property is unoccupied, the costs of its maintenance and holding costs, etc. should come from the Common Good Fund. However, the Council is under an obligation to ensure as rapidly as possible, that properties held on the Common Good are put to beneficial use of some sort. If there is no possible beneficial use, then demolition might have to be considered. Disposal of the cleared site should be considered as an option. This may recoup any losses from the Common Good Fund.

- 8.8 Where a common good asset is declared surplus and it is proposed that the property is to be disposed and Court approval is required, the expenses of proceeding to Court and, if successful, the costs of sale, should be taken from the sale proceeds. If the proposed disposal is initiated by a third party then the third party would bear these costs. The net sale proceeds would be put back into the Common Good Fund for the benefit of the inhabitants.**

8 February 2023

Agenda Item No.16

PROPERTY TRANSACTIONS

Report by: Alan Paul, Senior Manager – Property Services

Wards Affected: 21 and 22

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Acquisitions

2.1.1 106 Methil Brae, Methil

Date of Acquisition: 15 July 2022
Price: £50,000
Seller: Jeffrey Poulter

2.1.2 104 Whyte Rose Terrace, Methil

Date of Acquisition: 26 August 2022
Price: £60,000
Seller: Geoffrey Spencer and Patricia Margaret Maureen Spencer

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

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Author's Job Title Lead Professional
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8th February, 2023

Agenda Item No. 17

Levenmouth Area Committee Workplan

Report by: Eileen Rowand, Executive Director, Finance & Corporate Services

Wards Affected: 21 and 22

Purpose

This report supports the Committee's consideration of the workplan for future meetings of the Committee.

Recommendation(s)

It is recommended that the Committee review the workplan 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 workplan 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 workplan 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 workplan 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 workplan is included as Appendix one and should be reviewed by the committee to help inform scrutiny activity.

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

Helena Couperwhite
Committee Services Manager
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Email- helena.couperwhite@fife.gov.uk

Levenmouth Area Committee of 5 April 2023			
Title	Service(s)	Contact(s)	Comments
Local Community Plan Final Report	Communities and Corporate Development	David Paterson	
Common Good Fund (Standing Item)	Communities	David Paterson	
Health & Social Care Locality Report	Health and Social Care	Jacquie Stringer-fc	

Levenmouth Area Committee of 31 May 2023			
Title	Service(s)	Contact(s)	Comments
Community Renewal Project Proposals - Update and Current Spend Profile	Communities	David Paterson	
Common Good Funds (Standing Item)	Communities	David Paterson	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Events Funding - Proposed Levenmouth Framework	Communities & Neighbourhoods	David Paterson	
Play Park Upgrade Proposals Capital Budget Support	Communities & Neighbourhoods	David Paterson	
Health & Social Care Partnership Report - Local Priorities	Health and Social Care	Tracey Harley-Sc	Due 2022
Sport Scotland Targeted Approach- Levenmouth- Anti Poverty Funding to Remove Barriers to Individual Access	Communities and Corporate Development	David Paterson	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Grounds Maintenance Service Domestic Waste and Street Cleaving Service Annual Review 2022	Environment & Building Operations (AT&E)	John Rodigan	Annual Report
Water supply for Buckhaven Growing Space; plus offgrid ideas	Communities & Neighbourhoods	David Paterson	
Common Goods Fund (Standing Item)	Communities & Neighbourhoods	David Paterson	