

South and West Fife Area Committee

Civic Centre, Inverkeithing

Wednesday, 11 June 2025 - 9.30 am



AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the South and West Fife Area Committee of 30 April 2025. 3 - 8
4. **RADIATION MONITORING AT DALGETY BAY**
 - Verbal update from Ms. Nina Patton, Scottish Environment Protection Agency (SEPA)
 - Update report by Mr. Richard Harker, Ministry of Defence (Defence Infrastructure Organisation) 9
5. **OBJECTIONS TO ROADS CONSTRUCTION CONSENT FOR HILLSIDE SCHOOL, ABERDOUR - 24/03318/RCC** – Report by the Head of Planning Services. 10 - 14
6. **PROPOSED 20MPH SPEED LIMIT - OAKLEY AND COMRIE** – Report by the Head of Roads and Transportation Services. 15 - 17
7. **SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUESTS: ABERDOUR COMMUNITY ACTION PLAN** - Report by the Head of Communities and Neighbourhoods Service. 18 - 29
8. **AREA ROADS PROGRAMME 2024/25 - FINAL REPORT** – Report by the Head of Roads and Transportation Services. 30 - 36
9. **SOUTH AND WEST FIFE AREA LOCAL COMMUNITY PLAN AND COMMUNITY LEARNING AND DEVELOPMENT PLAN - PROGRESS UPDATES** – Report by the Head of Communities and Neighbourhoods Service. 37 - 65
10. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 66 - 67
11. **SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director (Finance and Corporate Services). 68 - 76

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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4 June 2025

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

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

Civic Centre, Inverkeithing

30 April 2025

9.30 am - 11.50 pm

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

ATTENDING: Shelagh McLean, Head of Education, Sarah Else, Education Manager and Lyn Meeks, Quality Improvement Officer, Education Service; Lesley Craig, Lead Consultant and Cara Gourlay, Technician Engineer, Roads and Transportation Services; Alastair Mutch, Community Manager (South and West Fife), Louise Whyte, Capital Projects Manager and Mandy MacEwan, Area Team Manager, Communities and Neighbourhoods Service; Barry Stewart, Community Police Sergeant, Police Scotland; Eleanor Hodgson, Accountant and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services; Joan Gallo, Lead Officer, Children and Families and Criminal Justice Service; Audrey Valente, Chief Finance Officer and Jacquie Stringer, Service Manager, Health and Social Care Partnership.

207. DECLARATIONS OF INTEREST

As a matter of transparency and with reference to para. 214 - Dalgety Bay Sports and Leisure Centre - Sports Hall Floor Replacement Budget Request - Councillors Browne and Goodall declared they were council appointees on the Fife Sports and Leisure Trust. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this item, they remained and participated in the meeting.

208. MINUTE

The committee considered the minute of the South and West Fife Area Committee of 5 February 2025.

Decision

The committee approved the minute.

209. NAMING OF THE RELOCATED INVERKEITHING HIGH SCHOOL UPDATE

The committee received a detailed presentation on the process undertaken in consulting local stakeholders on the naming of the relocated Inverkeithing High School. The committee was given a breakdown of the figures and advised that from the four names shortlisted for the final stakeholder consultation in February 2025 - Caledonia, Rosyth, Forth and Janet McCallum - that Caledonia had ranked the highest.

From the additional question included within the final stakeholder consultation to determine whether High School or Academy was the preferred choice of suffix, High School had received the highest number of votes. The outcome of the consultation had therefore identified Caledonia High School as the preferred name for the replacement Inverkeithing High School.

Motion

Councillor Brian Goodall, seconded by Councillor David Barratt, moved as follows:-

"The committee thanks everyone who participated in the school naming consultation process including both of the public votes. We recognise the result from the vote showing a clear preference for the name Caledonia and for High School and so the committee agrees that the new school being built in Rosyth to replace Inverkeithing High School will be called Caledonia High School".

Amendment

Councillor Andrew Verrecchia, seconded by Councillor Patrick Browne moved, as an amendment, that the new school be named Rosyth High School.

Roll Call Vote

For the Motion - 5 votes

Councillors David Barratt, Brian Goodall, Andy Jackson, Sarah Neal and Sam Steele.

For the Amendment - 3 votes

Councillors Karen Beaton, Patrick Browne and Andrew Verrecchia.

Abstention - 2

Councillors Dave Dempsey and Conner Young.

Having received a majority of votes, the motion was carried.

Decision

The committee agreed that the name of the replacement Inverkeithing High School would be Caledonia High School.

210. REPORT ON EDUCATIONAL OUTCOMES 2023/24

The committee considered a report by the Executive Director (Education) providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2023/24. The report also provided an overview of the range of strategies being developed to support the service's key priorities to raise attainment.

Decision

The committee:-

- (1) noted the overall progress in raising levels of attainment in 2023/24;
- (2) noted the strategies being implemented to raise attainment; and
- (3) agreed that future reports should include added value data.

211. PROPOSED PARKING PROHIBITION - PROMENADE, LIMEKILNS

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

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the parking prohibition as detailed in Drawing No. TRO25_22 (Appendix 1 of the report); and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

212. PROPOSED SPEED LIMITS - KELTY

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce a 40mph speed limit on the A909/B914 west of Kelty.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 40mph speed limit as detailed in Drawing No. TRO25_01/P40 (Appendix 1 of the report) with all ancillary procedures;
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections; and
- (3) noted that approval would require to be sought from the Cowdenbeath Area Committee on the proposal as the TRO also covered the Cowdenbeath Area.

213. COMMUNITY RECOVERY FUND - OFF ROAD BIKE PROJECT

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution from the Community Recovery Fund towards the Rural and Urban Training Scheme - off road bike project.

Decision

The committee agreed to an allocation of £30,000 from the Community Recovery Fund which would consist of a £10,000 allocation from each Ward.

The meeting adjourned at 11.00 am and reconvened at 11.10 am.

214. DALGETY BAY SPORTS AND LEISURE CENTRE - SPORTS HALL FLOOR REPLACEMENT BUDGET REQUEST

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking an allocation of £20,000 from unallocated Improving Health through Leisure and Sport funding (awarded 2017-27 Capital Plan).

Decision

The committee approved the allocation of £20,000 match funding from the South and West Fife Improving Health through Leisure and Sport funding towards the Dalgety Bay Sports and Leisure Centre sports hall floor replacement project.

215. AREA CAPITAL UPDATE REPORT 2024/25

The committee considered a report by the Head of Communities and Neighbourhoods Service advising of the current status of the additional capital investment awarded to the South and West Fife area in the 2017-20 budget and the subsequent 2021-31 Capital Investment Plan.

Decision

The committee:-

- (1) noted the information contained within the report and the relevant appendices for the capital funding allocations; and
- (2) agreed to consider a report at its meeting on 11 June 2025, following necessary checks on the area capital criteria, for funding towards the Dalgety Bay Pump Track.

216. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET AND AREA CAPITAL REQUEST - LIMEKILNS PLAYPARK RENEWAL PROJECT

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution from the Local Community Planning and Area Capital Budget for the Limekilns Playpark Renewal Project.

Decision

The committee agreed to an allocation of:-

- (1) £9,000 from the Local Community Planning Budget Ward 5 allocation 2024-25; and
- (2) £6,000 from the Area Capital budget.

217. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUEST - INVERKEITHING CIVIC CENTRE CAFE, KITCHEN EQUIPMENT

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking a contribution from the Local Community Planning Budget to replace equipment within the Cafe, kitchen area in Inverkeithing Civic Centre.

Decision

The committee agreed:-

- (1) to an allocation of £5,828 from the Local Community Planning Budget 2024-2025 Area allocation; and

- (2) that a report be submitted back for the committee's consideration in six months' time providing an update on the impact the use of the kitchen area has had within the Civic Centre following increased usage by community groups.

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

218. JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME

The committee considered a report by the Head of Children and Families and Justice Services providing an update on developments within Fife Council's Justice Social Work Service relating to the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2023 to March 2024.

Decision

The committee:-

- (1) noted the contents of the report;
- (2) agreed that further reports of the Unpaid Work Scheme by the Justice Social Work Service would be brought to this committee on an annual basis; and
- (3) agreed that future annual reports would be submitted in November which would allow more up-to-date figures to be provided due to statistical figures not being collated until July.

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

219. HEALTH AND SOCIAL CARE LOCALITY PLANNING - SOUTH AND WEST FIFE

The committee considered a report by the Chief Finance Officer, Health and Social Care Partnership providing a comprehensive overview of the Health and Social Care Partnership (H&SCP) Locality Planning outputs for South and West Fife in 2024.

Decision

The committee noted:-

- (1) the content of the annual Health and Social Care Locality Planning report providing evidence on the key outcomes and achievements attained by the locality planning group in 2024; and
- (2) the collaborative efforts and joint initiatives undertaken within the South and West Fife Community Planning / People and Place Group as detailed in the report.

220. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

221. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The committee:-

- (1) reviewed and noted the South and West Fife Area Committee Forward Work Programme;
- (2) agreed that the reports detailed within the Unallocated section be scheduled to a specific committee date following contact with the appropriate service;
- (3) with reference to para. 210 above, that a report be provided in due course on the impact of the 1-2-1 devices' project being rolled out this year;
- (4) with reference to para 210 above, arrange for information to be provided in due course on the impact of the new Dunfermline Learning Campus (DLC) in relation to pupils' feedback and general feedback through either a committee report or ward briefings;
- (5) with reference to para. 215 above, agreed to consider a report at its meeting on 11 June 2025, following necessary checks on the area capital criteria, for funding towards the Dalgety Bay Pump Track;
- (6) with reference to para. 217 above, that a report be submitted to Area Committee in six months' time on the impact the use of the kitchen area within the Civic Centre has had following increased usage by community groups; and
- (7) with reference to para. 218 above, add Community Payback: Unpaid Work Scheme report to the November Forward Work Programme.

Radiation Monitoring at Dalgety Bay - Update

- The Health Physics Plan and Works Summary Report submitted on 6th November 2024 have been accepted by SEPA.
- SEPA requested additional survey work to be undertaken following the submission of the Close-out Survey.
- This needed to be timed to reflect very low tidal conditions and was completed and submitted to SEPA on 15th May 2025.
- Once the additional survey work has been accepted by SEPA, the contractor will begin the process of permit surrender indicating that all works on site have been completed.
- SEPA will then determine if the permit can be surrendered.

Dick Harker
Depute Head MPP - AIR
Defence Infrastructure Organisation

11 June 2025

Agenda Item No. 5

Objections to Roads Construction Consent for Hillside School, Aberdour – 24/03318/RCC

Report by: Head of Planning Services

Wards Affected: 6 – Inverkeithing and Dalgety Bay

Purpose

The report is to allow the South and West Area Committee to consider objections to the Roads Construction Consent application for the proposed roads serving a housing development at Hillside School, Aberdour.

The application requires to be considered by committee as there are more than five objections.

Recommendation

It is recommended that the committee agree to set aside the objections and allow the Roads Construction Consent to be granted subject to the standard conditions.

Resource Implications

There are no resource implications

Legal & Risk Implications

There are no legal and risk implications

Impact Assessment

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

Consultation

Neighbour notification has been carried out in accordance with Section 21 of the Roads (Scotland) Act 1984.

1.0 Background

- 1.1 Planning permission (24/03098/ARC) was granted subject to conditions on 21 May 2024 for approval of matters specified in conditions of planning permission in principle 24/01423/PPP for residential development with associated landscaping, open space, access, drainage and other infrastructure and the relocation of existing school with associated playing fields, pavilions, workshops/business units, residential blocks, landscaping, parking, servicing and access, Hillside School, 3 Main Street, Aberdour.
- 1.2 On 20 December 2024, an application for Roads Construction Consent was submitted on behalf of Cala Homes East of Scotland for the construction of the roads associated with the development approved under planning permission 24/03098/ARC.
- 1.3 A total of nine objections have been received.
- 1.4 The detailed drawings submitted in support of the Roads Construction Consent application are to the satisfaction of Transportation Development Management and comply with Making Fife's Places Planning Policy Guidance – Appendix G: Transportation Development Guidelines.
- 1.5 Resolution of the objections is the only impediment to the progress of the Roads Construction Consent application.

2.0 Issues and Options

- 2.1 Section 21(1) of The Roads (Scotland) Act 1984 states “A person other than a roads authority who wishes to construct a new road or an extension of an existing road shall before commencing such construction obtain the consent (in this section and in sections 22 and 23 of this Act referred to as “construction consent”) thereto of the local roads authority.”
- 2.2 Section 21(3)(b) of The Roads (Scotland) Act 1984 states “before granting the consent subject to a condition (other than the condition mentioned in subsection (4) below) or refusing consent, the authority shall allow the person applying for the consent an opportunity to be heard by them as regards his application”. The applicant has confirmed they do not wish to be heard.
- 2.3 A Roads Construction Consent (RCC) is the technical approval process to ensure the prospectively adoptable roads, footways, verges, street lighting, etc. are constructed to an acceptable standard suitable for adoption by Fife Council.
- 2.4 The RCC process does not consider the merits of the proposal, house types or provide an opportunity to request significant changes to a street layout. These matters are dealt with through consideration of the planning application. The Transportation Development Management team was a consultee during consideration of planning application 24/03098/ARC.
- 2.5 Once the works have been completed in accordance with the approved Roads Construction Consent, a maximum one-year maintenance period commences. Following a final inspection and subject to satisfactory completion of outstanding remedial works, the roads and footways covered by the Construction Consent are added to the Fife Council List of Public Roads.

- 2.6 An objection to Roads Construction Consent application must be relevant to the **technical** nature of the road construction details. Objections relating to the site layout and principle of the development are appropriate to the planning application process – not the RCC process. Objection correspondence can be viewed at the Fife Council e-planning web page. A summary of the points raised and responses to them are noted below.

Comment	Response
Proximity of A921 Site access and The Glebe.	TDM considered this during the planning application consultation. The vehicular access from the A921 is the upgrading of the existing school access. The vehicular access could not be relocated westwards due to retention of the gate house and requirement for additional crossing of Dour Burn. The vehicular access and The Glebe could not be combined into a single vehicular access due to The Glebe being private; not within the control of the applicant; and within unknown ownership.
Streets within the site are too narrow.	The proposed streets have varied carriageway widths all complying with Making Fife's Places Planning Policy.
Substandard visibility at junction of proposed vehicular access with Mill Farm Road.	Evidence submitted in support of application showing the required visibility splay of 2.4m x 43m can be provided.
Substandard visibility at junction of upgraded vehicular access with A921.	Evidence submitted in support of application showing the required visibility splay of 2.4m x 25m can be provided.
Increase in vehicle trips on Mill Farm Road and B9157/Mill Farm Road. Junction.	Not relevant to consideration of RCC. However, considered by TDM during planning application consultation process.
Noise pollution during construction.	Not relevant to consideration of RCC.
Impact of carbon footprint.	Not relevant to consideration of RCC.
Impact on air quality	Not relevant to consideration of RCC.
Impact/disruption on wildlife.	Not relevant to consideration of RCC.
Increase in flooding risk.	Not relevant to consideration of RCC.
Increase in number of proposed dwellings from 125 to 186.	Not relevant to consideration of RCC.
No guarantee that replacement school will be built.	Not relevant to consideration of RCC.
Roads Construction Consent application is premature and should not have been submitted until after planning application had been determined.	The requirement to obtain a Road Construction Consent in accordance with Section 21 of The Roads (Scotland) Act 1984 and is an entirely separate process from consideration of the planning application. There is no requirement for

Comment	Response
	planning permission to be granted prior to a Roads Construction Consent application being submitted. Scottish Government Designing Street Policy states "Street design should run planning permission and Roads Construction Consent (RCC) processes in parallel."
Affordable housing should be built first.	Not relevant to consideration of RCC.

3.0 Conclusions

- 3.1 It is considered that the issues raised and relevant to the Roads Construction Consent have been addressed and that the objections should be set aside to allow the draft Roads Construction Consent to be issued (the Roads Construction Consent will be granted when the required Road Bond is lodged with the Council), subject to the following standard conditions:
- 1 The whole of the Works shall be carried out at the Developer's own expense in a consistent and workmanlike manner and in accordance with:-
 - (a) the said drawings;
 - (b) the Council's "Transportation Development Guidelines" (details of which can be obtained from the Council's Head of Planning Services) and as regards road lighting, the design provided or approved by the Head of Roads and Transportation Services a working street lighting system shall be retained throughout the construction period; and
 - (c) such other requirements or measures as the Head of Planning Services may at any time specify to ensure the satisfactory progress of the Works; and
 - (d) the relevant provisions of the Roads (Scotland) Act 1984; declaring that the Head of Planning Services' prior written approval shall be required for any amendments to the approved drawings and specifications.
 - 2 In carrying out the Works and prior to their completion, the Developer shall –
 - (a) provide carriageways and footways to basecourse level, including operating roads lighting, on all roads and footways leading to and fronting occupied properties; and
 - (b) provide and erect at its expense such street nameplates as the Head of Planning Services may direct; and
 - (c) carry out roads lining and signing according to a scheme previously submitted to and approved by the Head of Planning Services.
 - 3 In carrying out the Works, the Developer shall comply with all health and safety requirements, including Chapter 8 of the Scottish Development Department's "Traffic Signs Manual" where appropriate, and shall carry out all repairs, reinstatements and remedial measures necessary to ensure public safety diligently.

- 4 "Building works" as defined the in the Security for Private Road Works (Scotland) Regulations 1985 must not commence until security for the construction of the Works has been lodged with the Council in accordance with those Regulations.
- 5 The Developer shall always allow the Head of Planning Services' staff access for the purpose of inspecting the Works and shall meet the Council's costs of inspection.
- 6 The areas proposed for adoption shown coloured red and green on drawing no HS-120-1 Rev D and HS-120-2 Rev B shall be considered for addition to the Council's List of Public Roads upon receipt by the Head of Planning Services of written intimation from the Developer that the Works have been completed. In terms of section 16(2) of the Roads (Scotland) Act 1984, such addition shall take place within 12 months of satisfactory completion of the Works.
- 7 The whole of the Works shall be completed within the period of three years from this date. Any request for an extension of that period must be made in writing to the Head of Planning Services, giving reasons, at least three months prior to the expiry of the period. A further charge for inspections shall be payable to the Council in respect of any extension granted.
- 8 Grit-bins shall be provided within the site at locations determined by the Head of Planning Services. The grit-bins shall be yellow, UPVC or similar, minimum capacity of 0.3m³ and top loading. The Developer is responsible for ensuring there is an adequate supply of grit within the bin until such time as the roads are added to the Council's List of Public Roads.

Report prepared by

Mark Barrett
Lead Officer Transportation Development Management
Planning Services
Fife House
Glenrothes

Report agreed and signed off by

Kevin Treadwell
Service Manager – Strategic Development & Infrastructure
Planning Services
Fife House
Glenrothes

11 June 2025.

Agenda Item No. 6

Proposed 20mph Speed Limit – Oakley and Comrie

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

Wards Affected: Ward 1 – West Fife and Costal Villages

Purpose

The purpose of this report is to allow the South and West Fife Area Committee to consider a proposal to introduce a 20mph speed limit for School Grove and Station Road Oakley, and A907 Oakley and Comrie, with a 40mph from Comrie to the existing 40mph at Blairhall.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce 20mph and 40mph speed limits as detailed in drawing no. TRO25_25 (Appendix 1); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,000 which covers Roads and Transportation Services' and Legal Services' staff costs which will be met from approved Service budgets. Advertising and delivery of the new infrastructure will be approximately £8,000 and will be met by Transport Scotland on behalf of the Scottish Government.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Oakley and Comrie Community Council and Police Scotland have been advised.

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

1.0 Background

- 1.1 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities and villages to 20 mph, to help make roads safer for all road users.
- 1.2 Cabinet Committee agreed the Fife Council 20mph Strategy on 6 March 2025.
- 1.3 The area is a mixture of residential and commercial, there is a rural section between Comrie and Blairhall.
- 1.4 17/02725/FULL involved construction on the land east of Station Road. As part of this development, the road, School Grove, was to be constructed to 20mph design standards and there was to be a short lengthening of the existing 20mph on Station Road to include the raised junction.

2.0 Issues and Options

- 2.1 We are proposing to add School Grove and the short extension on Station Road to the 20mph TRO. With them having been done by the developer at the time of construction, no additional signage is required at this location.
- 2.2 The A907 Main Street, Comrie and Blairwood Terrace, Oakley both meet the criteria for a 20mph speed limit, in line with the 20mph Strategy criteria. It is therefore proposed to implement the 20mph from the “Oakley” gateway signage on Carnock Road through to the existing speed limit gateway west of Porterfield. This will leave the short section of 30mph along Carnock Road to the existing 40mph gateway.
- 2.3 To encourage drivers to observe the 20mph speed limit, it is proposed to slow speeds on approach to the village gateway by providing a buffer between the new 20mph and national speed limit by reducing the section of A907 between Comrie and Blairhall to 40mph (see Appendix 1). This should also improve compliance with the existing 40mph past Blairhall.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that this Traffic Regulation Order be promoted.

List of Appendices

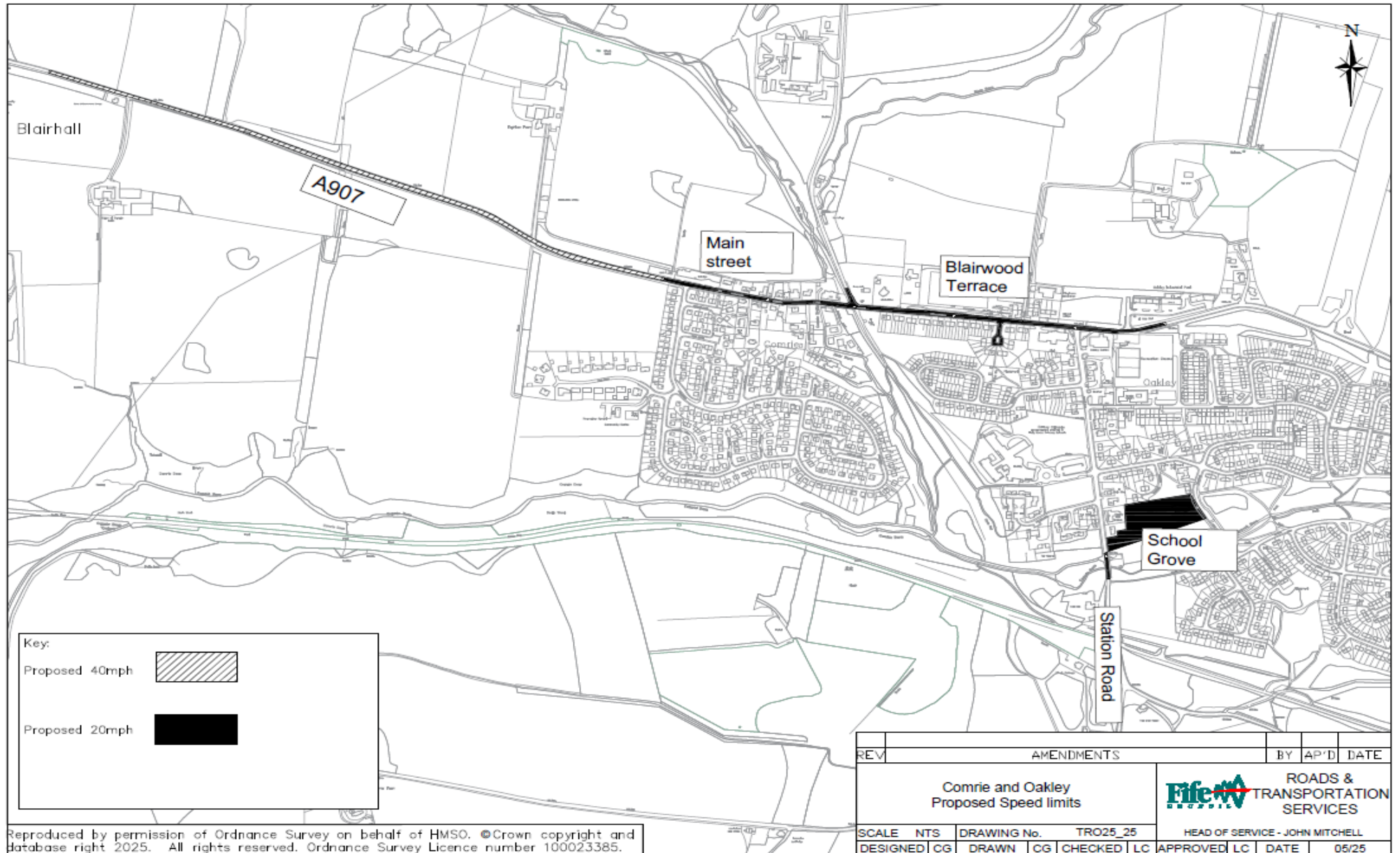
- 1. Drawing no. TRO25_25

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Appendix 1 – Drawing no. TRO25_25



11 June 2025.
Agenda Item No. 7

Supporting the Local Community Plan – Local Community Planning Budget Requests: Aberdour Local Action Plan

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

Wards Affected: Ward 6

Purpose

To seek agreement from the Area Committee for a contribution from the Local Community Planning Budget for a contribution towards the production of the Aberdour Local Action Plan and to fund 'quick win' priorities as identified through this exercise.

Recommendation

The committee is asked to agree £8,500 from the Local Community Planning Budget Ward 6 allocation and £8,500 from the Local Community Planning Budget Area allocation 2025/26.

Resource Implications

There is sufficient funding available in the South and West Fife Local Community Planning budget should the contribution be agreed.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Ward 6 councillors have been consulted on this project as part of the Local Community Plan and the commitment to support local communities in the production and delivery of community-based actions.

1.0 Background

- 1.1 Following Ward 6 discussions on the production on local area Community Action Plans, councillors agreed Aberdour would be selected as an area to explore the appetite for a Community Action Plan.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Local Community Planning budget from the Ward 6 and Area allocation.
- 1.3 This production of a local Community Plan aligns with the South and West Fife Local Community Plan priority 5 under Wellbeing, Quality of Life and Safety Theme. It states '*Work with partners to improve the quality of life and wellbeing of residents*'. With an improvement focus to ensure that services are community-led; working with local people to establish what priorities are, ensuring that South and West Fife residents feel empowered, safe and consulted in local processes.

2.0 Project Information

- 2.1 A group of residents came together in November 2024 to explore the option of creating a local Community Action Plan in Aberdour.
- 2.2 The 16 residents on the group have worked with Community Development officers using themes from The Place Standard Tool to begin to highlight areas that would inform a Community Action Plan.
- 2.3 The Place Standard Tool is a framework designed to assess and improve the quality of places where people live, work and spend time. It helps individuals, communities, organisations and local government services understand how a place supports health, wellbeing and quality of life for its residents. The tool is based on community engagement and allows for place-based decision making which helps inform actions.
- 2.4 In April 2025, the group used the tool to develop a workshop outline and a questionnaire. Appendix 1 highlights the workshop session plan. Appendix 2 demonstrates the rationale for the questionnaire. The link <https://forms.gle/MXotRfiPxzmKQcYY6> is a copy of the draft questionnaire all Aberdour residents will receive.
- 2.5 The workshops and questionnaire will be undertaken from May 2025 and will run until August 2025.
- 2.6 The LCP funding, approximately £5,000, will be used to support room hire, resources for workshops, printing and material. The remaining funds will allow community groups to access funding for small scale grants (£250) with a higher amount being made available to constituted groups to deliver the 'quick win' priorities as identified within the Community Action Plan. This approach worked very well in North Queensferry when this exercise was undertaken there.
- 2.7 It is anticipated that by September 2025 an early draft of the Community Action Plan will be produced and community groups will begin to deliver on 'quick wins'.

3.0 Conclusion

- 3.1 These projects provide significant opportunities for the targeted community and will contribute to the Plan4Fife and South and West Fife Area Local Community Plan themes. The funding will support the group to deliver the workshops, produce the questionnaires and deliver on some of the actions that will emerge from the consultation.

List of Appendices

1. Workshop session plan
2. Rationale for questionnaire

Report Contact

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AberdOUR Community Visioning Workshops – Facilitator Guide

Before Workshop

Actions

- Room booking
- Event sign up page (if needed)
- Consent forms signed.
- Pre workshop email with workshop details sent out to participants.
- Refreshments
- Materials

Materials Needed

- Large sheets of paper
- Markers, colourful pens
- Stickers / sticky dots
- Sticky notes (various colours)
- Zoned laminated map of Aberdour.
- Zoned laminated map for activities/actions ("more of", "less of", "none of")
- Memory Box or treasure chest
- Ball or speaking stick (*optional, for managing discussions*)
- Place Cards with themes/places.
- Watch / Clock / phone with timer etc.
- Questionnaires & QR code

Facilitating the Workshop

Keep in Mind: Workshop Objectives

- Identify what residents like about their community.
- Gather ideas for improvements.
- Prioritise actions to make Aberdour healthier, happier, safer, stronger, and more vibrant.

Workshop Structure and Outline

1. Welcome everyone in

- Orient to toilets, refreshments, any H&S information.

2. Introduction (10 minutes)

- Welcome participants and explain the purpose of the AberdOUR action group and the workshop.
 - Explain timings, refreshments / comfort breaks, structure of workshop.
 - Briefly introduce the workshop themes, focusing on building a picture of what residents want for Aberdour's future.
 - Emphasis that there are no wrong answers, this is a safe space to share ideas. Establish the workshop as a safe and respectful space; ground rules for listening while others are sharing; how feedback will be sought / offered e.g. if sharing stick is being used, or going round in a circle, or volunteering to speak by putting hand up. Key is to make sure that everyone gets a chance to speak and be heard.

- **Go round group - name & introductions (meaning of names) (explain purpose to build connection and trust)**
- **Share a story about Aberdour's history.**
- **Explain the use of the place zone map, the "more of, less of, none of" activity/actions board, and the memory box.**

Themes for discussion (can be adapted):

- *Healthy Places and Communities*
- *Early Years and Up*
- *Mental/Emotional Wellbeing*
- *Harmful Substances, Behaviours, or Environments*
- *Having What We Need and Being Included*
- *Connecting with Nature*
- *Healthy, Enjoyable Activity*

3. Group Discussion: What's Good? (10 minutes)

- Divide participants into small groups.
- Provide each group with a large sheet of paper, markers, stickers, etc.
- *(Assign a facilitator to each group or have the group choose a leader and note-taker.)*
- Instruct groups to draw or write what they like about their community

4. Group Discussion: What Could Be Better? (10 minutes)

- In the same groups, ask participants to identify areas for improvement.
 - → *If they get stuck - think about different themes, and also about different groups of residents / life stages or different areas of Aberdour.*
- Have them write or draw ideas on sticky notes and place them in a different area on the paper.

Plenary Discussion - bring the groups back (30 minutes)

5. Activities and Places

- Use the zoned maps or blank sheets -
 - ask each group to add to AberdOUR Loves
 - ask each group to add to AberdOUR What Could Be Better
- Visual Facilitation - group the What Could Be Better into themes.

6. Prioritisation: What Should Be Tackled First? (10 minutes)

- Give each person three stickers.
- Participants place stickers on the ideas they deem most important.
- Count stickers to determine top priorities.
- Ask for volunteers from each group to transfer ideas/issues to the "more of, less of, none of" board and the zoned place map.

(Facilitator Notes: facilitators should manage any conflict and help the group reach a resolution; use techniques like Active Listening, ask clarifying questions ("Can you tell me more about why that's important to you...") and Visual Facilitation techniques, e.g. asking the group to decide how to the sticky notes into themes and then voting on top themes matched to village needs? Making sure everyone feels heard and validated, making sure that as a facilitator you've captured their points.)

7. Wrap up and feedback (5 minutes)

- Summarise the top priorities.
- Thank everyone for their participation and encourage them to share their ideas with others in their families and community – ask them to encourage others to come to a workshop or to take part in the survey.
- Tell people what will happen next including hoped for timescales.

Rationalised Questionnaire (Gemini, Friday, 11 April 2025)

Background - *Suggested Approach*

Based on the documents you've shared, here's a suggested approach to streamlining your community survey, incorporating the Place Standard Tool, addressing your specific needs, and aiming for clarity and engagement:

I. Overall Survey Structure

- **Introduction:**
 - Clearly state the purpose of the survey: to gather community views to inform the local action plan.
 - Emphasise the importance of community input and how it will make a difference.
 - Provide an estimate of how long the survey will take to complete.
 - Include a statement about data privacy and how responses will be used.
- **Demographics:**
 - Gather essential demographic data *after* the main survey questions (to avoid discouraging participation upfront).
 - Focus on key demographics relevant to your action plan (age, household composition, etc.), drawing from the "Aberdour Community Council Profile" to ensure you capture the necessary information to analyse responses from different groups.
 - Include an option for respondents to self-identify any "hard to reach or minority demographics" if they wish.
- **Main Survey Questions:**
 - Organise questions by the themes you've identified (or a refined version of them).
 - For each theme, use a combination of:
 - **Core Rating Question:** A 1-7 scale question (as in the Place Standard Tool) to assess satisfaction or quality.
 - **Focused Prompts:** 2-3 concise questions that delve into specific aspects of the theme, aiming to identify both strengths and areas for improvement.
 - **Open-Ended Question (Optional):** One open-ended question per theme to allow for detailed comments and suggestions.
- **Conclusion:**
 - Thank respondents for their time.
 - Provide information on how the results will be shared and how people can stay involved in the action plan process.

Rationalised Survey – Short version

A. Healthy Places and Communities

1. How would you rate the overall quality of life in Aberdour? (1-7 scale)
2. What do you think are the best things about living in Aberdour?
3. What one thing would most improve your quality of life here?
4. Does Aberdour provide sufficient local employment and business opportunities?
(Yes/No/Some, and please explain)

B. Early Years and Up

5. Are there sufficient facilities and services for families with young children? (Yes/No/Some, and please specify)
6. How would you rate access to childcare and schools? (1-7 scale)
7. What could be done to improve opportunities for young people in Aberdour?

C. Mental and Emotional Wellbeing

8. Do you feel connected to your community? (Yes/No/Sometimes)
9. Are there places where you can socialise and meet people? (Please list)
10. What could improve the sense of community and wellbeing in Aberdour?

D. Harmful Substances, Behaviours, or Environments

11. Do you have any concerns about safety in your community? (Please specify e.g., antisocial behaviour, etc.)
12. Are there issues with litter, pollution, or other environmental concerns? (Please specify)
13. How safe do you feel walking alone in Aberdour at night? (1-7 scale)

E. Having What We Need and Being Included

14. Can you easily access the services you need (shops, healthcare, etc.)? (Yes/No/Some, and please specify)
15. Are you satisfied with the current transport options in Aberdour? (1-7 scale)
16. Are there suitable housing options for people of all ages and needs? (Yes/No/Some, and please explain)
17. Do you feel that everyone in the community has equal opportunities? (Yes/No/Some, and please explain)
18. Is there adequate support for people who need care? (Yes/No/Some, and please explain)

F. Connecting with Nature

19. How important are parks and green spaces to you? (1-7 scale)
20. Are you able to easily access and enjoy nature in and around Aberdour? (Yes/No/Some)
21. What could be done to enhance or protect natural spaces?
22. How important is it that Aberdour takes action on climate change? (1-7 scale)

G. Healthy Enjoyable Activity

- 23. Are there enough opportunities for sports, recreation, and leisure? (Yes/No/Some, and please specify)
- 24. Are walking, wheeling, and cycling routes safe and accessible? (1-7 scale)
- 25. What new activities or facilities would you like to see in Aberdour?
- 26. What would make it easier for you to use sustainable transport (walking, cycling, public transport)?

Prioritisation

- Please rank the three most important themes to you (1 = most important, 3 = least important).
- What are the three most urgent issues that need to be addressed in Aberdour?

Demographics

- Age range
- Household composition (e.g., number of adults, children, etc.)
- Length of residence in Aberdour

Notes

Key Considerations for the Survey

- *Clarity and Simplicity: Use plain language, avoid jargon, and keep questions concise.*
- *Balance: Mix rating scales with open-ended questions to gather both quantitative and qualitative data.*
- *Relevance: Ensure questions are relevant to the local context of Aberdour.*
- *Accessibility: Make the survey available in different formats if needed (online, paper, etc.).*
- *Engagement: Explain why the survey is important and how the results will be used.*
- *Brevity: Aim for a survey that can be completed in a reasonable time to maximize participation.*

Rationalised Survey – Theme version

Theme 1: Healthy Places and Communities

Core Rating Question: "Overall, how would you rate your local area as a healthy and sustainable place to live?"

(1-7 scale)

- **Focused Prompts:**

- "To what extent do you agree with the following: 'I feel a strong sense of community in Aberdour'?" (Strongly Disagree - Strongly Agree)
- "Are there a variety of housing options in Aberdour to meet the needs of people of all ages and stages of life?" (Yes / No / Partially - Please explain)
- "To what extent do you agree with the following: 'The transport options in Aberdour support environmentally friendly travel'?" (Strongly Disagree - Strongly Agree)
- "What do you find most attractive about the residential areas in Aberdour, and how could they be improved to be more sustainable (e.g., green spaces, walkability)?" (Open-ended)

Theme 2: Early Years and Up

Core Rating Question: "How well does Aberdour meet the needs of children and young people?"

(1-7 scale)

- **Focused Prompts:**

- "How would you rate the availability and accessibility of childcare provision in Aberdour?" (Excellent - Very Poor - Not Applicable)
- "Are local facilities and services (e.g., parks, libraries, community centres, schools) easily accessible for families with young children, including by walking and cycling?" (Yes / No / Partially - Please explain)
- "If you have children at primary school, do they normally walk to school? If not, what are the main reasons?" (Yes / No / Too far / Not safe / No time / Other - Please specify)
- "Are there sufficient and safe opportunities for primary, secondary, and further education/lifelong learning in or easily accessible from Aberdour?" (Yes / No / Partially - Please explain)
- "Would you consider using a walking bus to the primary school if one was available, and from which location?" (Yes - Station Car Park / Yes - Dovecote area / Yes - Glebe Road area / No)

Theme 3: Mental and Emotional Wellbeing

Core Rating Question: "How well does Aberdour support the mental and emotional wellbeing of its residents, considering access to activities and social connections?"

(1-7 scale)

- **Focused Prompts:**

- "Are there enough opportunities for cultural and leisure activities that you enjoy in Aberdour?" (Yes / No / Partially - Please give examples)
- "Do you feel included in community life in Aberdour, for example are there opportunities to connect with others?" (Always - Often - Sometimes - Rarely - Never)

- "How important are local facilities and services (e.g. community centres, libraries, support groups) in supporting mental wellbeing?" (Very Important - Important - Neutral - Not Important - Not Applicable)
- Are they easily reached by walking, cycling, or public transport?" (Yes / No / Partially - Please give examples)

Theme 4: Harmful Substances, Behaviours or Environments

Core Rating Question: "How safe and well-maintained is the local environment in Aberdour?"
(1-7 scale)

- **Focused Prompts:**

- "To what extent do you agree with the following: 'Public and commercial buildings, streets, and pavements are well-maintained, safe, and accessible'?" (Strongly Agree - Agree - Neutral - Disagree - Strongly Disagree)
- "Are outdoor public spaces (e.g., beach, parks) well-maintained and safe? Are there any problems with litter, vandalism, etc.?" (Yes / No / Partially - Please explain)
- Do you have any concerns about safety in your community? (Please specify e.g., antisocial behaviour, etc.)
- Are there issues with litter, pollution, congestion or other environmental concerns? (Please specify)

Theme 5: Having What We Need and Being Included

Core Rating Question: "How well does Aberdour provide the things you need and make you feel included?"
(1-7 scale)

- **Focused Prompts:**

- "How satisfied are you with your access to local shops and services?" (Very Satisfied - Satisfied - Neutral - Dissatisfied - Very Dissatisfied)
- "How satisfied are you with your access to primary health care and dentistry?" (Very Satisfied - Satisfied - Neutral - Dissatisfied - Very Dissatisfied)
- "Are there spaces and facilities in Aberdour where older residents can participate and feel included?" (Yes / No / Partially - Please explain)
- "Is there good access for those with mobility issues and sustainable transport options?" (Yes / No / Partially - Please explain)

- **Rationale:** Reinforces accessibility for all, including sustainable transport.

Theme 6: Connecting with Nature

Core Rating Question: "How well does Aberdour connect you with nature?"
(1-7 scale)

- **Focused Prompts:**

- "How easy is it to access paths, woodlands, the seashore, and nature reserves in and around Aberdour?" (Very Easy - Easy - Moderate - Difficult - Very Difficult)
- "Do you feel that Aberdour's natural spaces are being used responsibly and protected?" (Yes / No / Partially - Please explain)
- "Are there enough opportunities to enjoy outdoor spaces? (Yes / No / Partially - Please explain)
- What would encourage you to use these spaces more?" (Yes / No / Partially - Please explain)

Theme 7: Healthy, Enjoyable Activity

Core Rating Question: "How well does Aberdour support healthy and enjoyable activity for everyone?"
(1-7 scale)

- **Focused Prompts:**

- "Are public buildings, streets, and pavements conducive to walking, wheeling and cycling?" (Yes / No / Partially - Please explain)
- "Are they well-maintained and safe for all users?" (Yes / No / Partially - Please explain)
- "Are there a variety of good quality spaces for play, recreation, and sports for all ages?" (Yes / No / Partially - Please give examples)
- "Are there spaces and facilities in Aberdour where young people like to spend time?" (Yes / No / Partially - Please explain)
- "How often do you use public transport?" (Every day / About once a week / About once a month / Less often / Never)
- "If you use public transport, which forms do you use most often?" (Train / Local bus / Bus to Edinburgh / Long-distance coaches)
- "What are the main barriers to you using public transport more often?" (Too expensive / Too slow / Not frequent/regular enough / Doesn't go where I want to go / Fast buses don't stop in Aberdour / No direct bus to Edinburgh / Difficult to get to Ferry Toll or Halbeath for long-distance buses / Other - Please specify)

Area Roads Programme 2024/25 – Final Report

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

Ward Affected: Ward 1, 5 & 6 – West Fife and Coastal Villages

Purpose

The purpose of this report is to advise the committee on the delivery of the 2024-25 Area Roads Programme (ARP).

Recommendation

The committee is asked to note the contents of the report and Appendices.

Resource Implications

The 2024-25 ARP was funded from capital and revenue and some ring-fenced budgets. Programmes of work were adjusted, if required, to ensure expenditure remained within the Service budget.

Legal & Risk Implications

There are no known legal or risk implications arising from the report.

Impact Assessment

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

Consultation

Members were consulted on the list of projects forming the 2024-25 ARP.

1.0 Background

- 1.1 Committee agreed the list of projects forming the 2024-24 ARP on 14 February 2024 (2024 SWFAC 51, Para 120 refers).

2.0 Issues and Options

- 2.1 Attached are Appendices 1-5 which detail the final position on the progress of individual projects in the programme.
- 2.2 To improve information on how the programme is progressing throughout the year, an on-line system is in place and continues to be developed.

3.0 Conclusions

- 3.1 The attached appendices show the South and West Fife Area Programme for 2024-25. The type of works, work location and expenditure are provided for each project. Any underspend or overspend is carried through to the following years allocation for the committee area.

List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Road Safety & Traffic Management Schemes
4. Lighting Schemes
5. Revenue Carriageway Planned Patching & Thin Surfacing

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South & West Fife Area Committee

Appendix 1

Area Roads Programme 2024-25

Carriageway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
1	Saline	C51	(A823 to U006)	£182,896	£121,224	Complete	
1	Rural Road	A907 Ph1	Bogside Gateway to West of Gallows Loan	£500,737	£380,258	Complete	
1	Rural Road	A907 Ph2	Rintoul Place, Blairhall to Porterfield, Comrie	£430,528	£437,737	Complete	
1	Kincardine	Walker Street	A876 to south of car park entrance	£51,358	£42,273	Complete	
6	Rural Road	C67	Masterton Road - B981 North Road Westwards for 420 metres or thereby	£132,674	£144,941	Complete	
6	Dalgety Bay	Lethamhill Roundabout	Roundabout and approaches	£80,710	£130,851	Complete	Includes additional surfacing at BP garage and TM required
6	Dalgety Bay	St Davids Roundabout	Roundabout and approaches	£57,599	£109,852	Complete	Additional surfacing and TM required
TOTAL				£1,436,502	£1,367,136		

South & West Fife Area Committee

Appendix 2

Area Roads Programme 2024-25

Footway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
5	Rosyth	Hilton Road	Hilton Wynd to footpath at west of P.O	£59,170		Postponed	Engineering difficulties - footway/drainage/TM. Delayed due to resource issues.
1	Oakley	Sir George Bruce Road	Sligo Street to Station Road	£29,546	£75,289	Complete	Additional works required – kerbing and TM
6	Inverkeithing	Railway Station	Access Footpath	£22,569		Postponed	Proposed Network Rail embankment stabilisation works delaying project
6	Dalgety Bay	Lade Braes Ph2 & 3	Lade Green to termination at cul-de-sac at property no.42	£15,000	£8,106	Complete	
6	Inverkeithing	Hillfield Crescent Ph1	Full Length (east side)	£59,979	£75,068	Complete	Additional kerbing & TM required
5	Rosyth	Primrose Avenue Ph2	Booth Ave to Anderson Lane and property no's 107 to 110 (north side)	£29,748	£40,646	Complete	Additional works & TM required
6	Inverkeithing	Spencerfield Road	Lock-up area to No. 97 (west side)	£24,745	£29,621	Complete	
TOTAL				£240,747	£228,731		

South & West Fife Area Committee

Appendix 3

Area Roads Programme 2024-25

Road Safety & Traffic Management Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
6	Inverkeithing	Church Street	Bus Boarder	£10,000	£22,996	Complete	
1	Rural	A907	Gowkhall to Lundin Road	£30,000	£2,826	Partially complete	Works commenced on site mid-March, due for completion in July.
6	Dalgety Bay	Moray Way	Near The Inches (Puffin Crossing)	£50,000	£19,288	Partially Complete	Works commenced on site mid-March and now completed – yet to be commissioned. Sub-contractor delays.
6	Dalgety Bay	Moray Way	Off Roundabout at Parish Church near Community Centre (Toucan Crossing)	£60,000	£24,094	Partially Complete	Works commenced on site early March and to be completed and commissioned. Sub-contractor delays.
6	Inverkeithing	Chapel Place	Bannerman Avenue to mini roundabout at Heriot Street	£1,000	£576	Ongoing	Feasibility only, report to be finalised.
6	North Queensferry	B981	Hope View under railway bridge	£1,000	£1,505	Complete	Feasibility only. Outcome result: not feasible.
6	Inverkeithing	A921	Replace map type ADS signs	£10,000	£3,060	Complete	
TOTAL				£162,000	£74,345		

South & West Fife Area Committee

Appendix 4

Area Roads Programme 2024-25

Lighting Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
1	Kincardine	Kilbagie Rd Ph4	Including side roads	£105,000	£136,186	Complete	
1	Culross	Low Causeway & West Car Park		£132,000	£72,941	Complete	
6	Dalgety Bay	Inchmickery Ave, Inchmickery Road, Path 165/840		£72,000	£64,449	Complete	
5	Rosyth	Walter Hay Court		£120,000	£81,036	Substantially Complete	Complete mid-April 2025
6	Dalgety Bay	Lade Braes Ph 2 & 3	West side from Carsraig Place south plus east side to Lade Green east side south to & inc Lade Green	£42,000	£28,406	Complete	
1	Aberdour	Park Lane		£15,000	£1,214	Postponed	Delays obtaining Planning Consent
5	Limekilns	Conservation areas	Main Street cols 1-4, Academy Sq col 1, The Old Orchard 1-4, Church Lane 4&5	£4,200	£375.00	Design only	
TOTAL				£528,000	£384,604		

South & West Fife Area Committee

Appendix 5

Area Roads Programme 2024-25

Carriageway Surfacing Dressing/Treatment Programme Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
6	Dalgety Bay	St Bridgets Brae	Full length.	£10,380	£13,491	Complete	
1	Oakley	Sligo Street	Full length of cul-de-sac from Sir George Bruce Road.	£40,269	£10,340	Complete	
5	Rosyth	Sherbrooke Road/Linton Lane	Full length including laybys (include patching at Linton Place).	£74,580	£69,966	Complete	
1	Rural Road	C19 Oakley Road	From the Saline end.	£356,227	£0.00	Postponed	Due to be surface dressed in 25-26
1	High Valleyfield	Dunimarle Street, Burns Street, Chapel Street, Forth Crescent, Abbey Street, Preston Street, Ochilview Drive and Chapel Place.	Full length Main Streets excluding cul-de-sacs.	£194,950	£198,046	Complete	
TOTAL				£676,406	£291,843		

11 June 2025
Agenda Item No. 9

South and West Fife Area Local Community Plan and Community Learning and Development Plan – Progress Updates

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

Wards Affected: Wards 1,5 and 6

Purpose

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

Recommendation(s)

Members are asked to:

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

An Equality Impact Assessment is not required for this report.

Consultation

Extensive consultation has taken place in the production of both plans. In relation to the 'Plan4South & West Fife, this has included public consultation, a workshop with elected members, Service and Partner engagement. Partners have also been consulted and engaged in the production of this report.

1.0 Background

- 1.1 At the South and West Fife Area Committee on 1 March 2023, the refreshed Local Community Plan (Appendix 1) was presented and approved. The Local Community Plan (LCP) places an emphasis on the recovery and renewal properties contained within the updated Plan 4 Fife. The Plan contains five key areas of focus, each with contextual information and actions/outcomes attached to them.
- 1.2 The original life cycle for the LCP was 2022–2025 with a new LCP for S&WF due to be approved in spring/summer 2025. However, due to delays in implementing LCPs in 2023 in other areas of Fife, it has been agreed corporately to extend the period of the existing LCPs to March 2026. There is also a Fife-wide review of Local Community Plans taking place. For S&WF, a final update will be provided to committee in early 2026 at the conclusion of its life cycle.
- 1.3 The South and West Fife Community Learning & Development Action Plan details the 'Local CLD Actions' and provides a 'Progress Update'. This plan forms part of the Fife Community Learning and Development (CLD) Plan 2024-2027. Officers report on the Fife wide plan to the Communities & Wellbeing Partnership. The CLD plans will be reviewed and updated during 2025.
- 1.4 This report provides a succinct overview of progress made against both plans. Through regular reporting at Ward meetings, councillors are provided with a more detailed picture of progress, successes and challenges undertaken.

2.0 Progress

Local Community Plan

LCP Action 1

- 2.1 **Promote the benefits of credit union membership and secure a credit union presence in S&WF either in a physical building or a satellite presence in advice hubs and in the community.**
 - 2.1.1 From April 2023 to March 2025, Kingdom Community Bank (KCB) delivered an outreach project in S&WF. Initially focusing on the community food providers in the area, the project targeted those on low incomes who are reliant on affordable food provided through the community pantries. Through various incentivised savings schemes, membership of the credit union was promoted as an alternative to high-cost, risky or sometimes illegal money lenders.
 - 2.1.2 The key findings from the two-year project are contained in appendix 2. Some key highlights and successes include:
 - 455 residents in S&WF are members of Kingdom Community Bank – 189 of those joined during the project period, a 71% increase in membership from April 2023.
 - £60,000 in savings were accumulated by members during the period, with approx. £20,000 remaining in savings accounts.
 - KCB undertook a series of promotional ventures in the area, including stalls at Asda and Tesco, a local job fair, delivering presentations and workshops throughout S&WF e.g. parent and toddler groups, Poverty Action Groups.

- The opening of a credit union branch as part of the Community Support Hub in the Kingsgate Centre in Dunfermline, providing an accessible space for customers to access cash and information without the need to travel to Glenrothes or Methil.

LCP Action 2

- 2.2 **Continue to encourage and enable ‘Culture of Enterprise’ and ‘Developing Young Workforce’ programmes throughout the locale. Work with communities and involve young people to help shape our places developing healthy streets with community hubs, cafes and gardens, graffiti art and places to connect and enjoy.**
- 2.2.1 EASYP contributes to Fife’s Opportunities for All commitment to engage with young people at risk of not achieving a positive outcome and supporting them to progress to further learning, training and employability opportunities.
- 2.2.2 EASYP helps young people engage on a progressive journey that suits their circumstances and goals for the future. EASYP staff support young people to cope with personal, family, financial and health challenges that may be holding them back from taking part in training, employability programmes, work placements or paid work. Depending on the young person’s situation, in certain circumstances the programme can provide funding to pay for clothing etc, resources and other provisions that improve their ability to achieve their potential.
- 2.2.3 There are 32 individual clients currently engaged on the S&WF EASYP programme. Most of the young people are key worked by Communities and Neighbourhoods Service staff(C&N) to sustain their engagement within the programme. Fife Employability Access Trust (FEAT) also support young people within the programme to enable and support individuals to reach their full positive mental wellbeing in a culture where there is no stigma.
- 2.2.4 The group have an opportunity to gain qualifications/accreditations while taking part in the programmes. Below is a summary of how many individuals completed each qualification/accreditation:

EASYP Programme Summary

Course / Activity	SCQF Level	Credits / Count
ICT	Level 4	6
Employability	Level 4	5
Building Own Employment Skills	Level 4	6
First Steps for Employment	Level 4	12
Literacy	Level 4	2
Numeracy	Level 4	1
Youth Achievement Bronze Award		5
Adult Achievement Award		1
Food Hygiene		3
Naloxone Training		9
College Place		2
Progressed to next level opportunity		5

- 2.2.5 Next Step is an Employability programme for young people aged between 18-24yrs. The programme is delivered in partnership with Fife College and has a mix of personal development work, SQA qualifications and volunteer opportunities.

Next Steps Programme Summary

Course / Activity	SCQF Level	Credits / Count
ICT	Level 5	3
Numeracy	Level 5	1
Literacy	Level 5	1
Numeracy	Level 4	3
Introduction to Customer Care	Level 4	4
Youth Achievement Bronze Award	—	5
Youth Achievement Silver Award	—	1
Food Hygiene	—	8
Health Issues in the Community	—	6
Adult Achievement Award	—	2
7 Habits of Highly Effective Teens	—	8
Naloxone Training	—	6
Volunteer Work Experience	—	2
Progressed into Employment	—	2
College Placement	—	1

LCP Action 3 – Climate

- 2.3 **Identify areas where natural planting can mitigate the impacts of high rainfall events.**

- 2.3.1 The spreadsheet in Appendix 3 shows where tree planting has taken place in South and West Fife since 2022. Fife Coast and Countryside Trust (FCCT) maintains the records of tree planting across Fife. Schools, community groups, individuals or, indeed, Fife Council can seek permission to plant trees and FCCT can assist groups/individuals with this process.

LCP Action 4

- 2.4 **Help to meet the need for specialist housing with 30% of affordable new housing provided as specific needs and at least 5% as wheelchair adapted, all to achieving at least EPC B rating.**

- 2.4.1 The table below shows the Fife Council new build affordable housing properties currently under construction in S&WF, with a view to completion during 2025/26;

Total Units Under Construction	Total Affordable Units Under Construction	Gen Needs	Specific Needs (this also includes wheelchair)	Wheelchair
193	78 (40%)	47 (60%)	31 (40%)	5 (6%)

- 2.4.2 As shown in the table, the target to build 30% of the affordable units as Specific Needs Housing has been exceeded with 40% of the affordable units being for tenants with specific needs. With 6% of the affordable units as wheelchair adapted properties, the 5% target has also been exceeded. Please note that wheelchair adapted properties also come under the banner of specific needs, hence the inclusion in this figure as well.

- 2.4.3 It is also of interest to note that 40% of the units within these developments are being built as affordable housing, helping more households to access housing within South and West Fife.
- 2.4.4 As well as a commitment to building affordable housing, it's also Fife Council's policy to continue the 'buy back' scheme, where suitable properties are purchased from the open market and added to the Council stock.

LCP Action 5

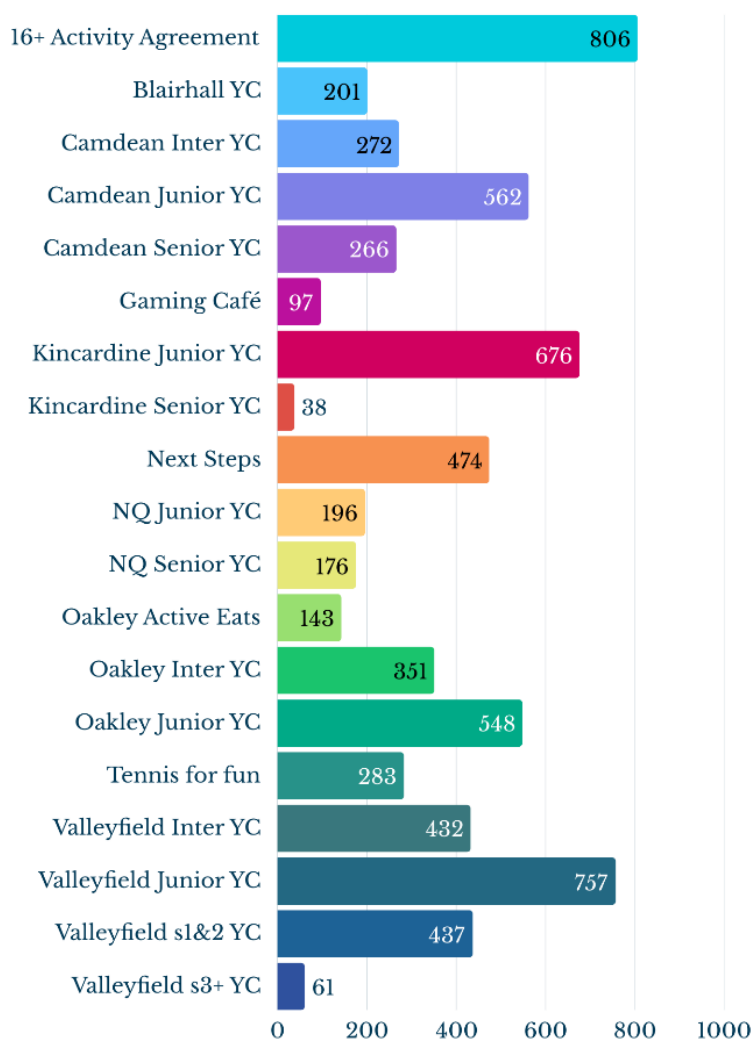
- 2.5 **Maximise the opportunities of physical and outdoor activities by making use of local open spaces, leisure and recreational facilities and ensure greater community leisure opportunities for people and use of all our facilities and assets.**
- 2.5.1 Funded through the Community Recovery Fund (CRF), Fife Sports and Leisure Trust are halfway through a two-year "Community Wellbeing Project". For many people, the idea of going to a gym is unachievable either due to their lack of confidence to take that first step, lack of transport to their nearest gym or their inability to afford membership/entry costs. This innovative programme is designed to remove structural and perceived barriers to physical activity by bringing exercise to the communities in S&WF.
- 2.5.2 Interest in the project during year 1 has been significant, with classes/walks/sessions operating in High Valleyfield, Inverkeithing, Rosyth, Oakley, Comrie, Kincardine, Culross, Torryburn and Saline. The decision over which type of activity is delivered (e.g. seated exercise, led walk, circuit class, Hatton Boxing) is reached in consultation with the community. A breakdown of attendee numbers is contained in Appendix 4.
- 2.5.3 During the first year of delivery, more than 1,300 attendances were recorded at the sessions. Feedback is very positive with most attendees returning weekly to their preferred classes. A selection of feedback from attendees is listed below:
- "Enjoyed the movement, feel better stronger and more flexible. Exercises not too difficult. Instructions are clear and delivered cheerfully."
 - "When you live alone, these opportunities are vital for the elderly to meet with other people and to help keep mobile."
 - "Some people wouldn't do the class if it wasn't in the community."
 - "I do think these opportunities are great for our community. It's something to look forward to in the week. For those on their own, it's very good for socialising and meeting different people every week."
- 2.5.4 Although the classes are open to everyone (aged 18 and over), it's clear from the first year of delivery that most attendees are retired and elderly people. Consequently, this project also addresses the challenges associated with an ageing population and an increasing demand on primary care services. The benefits to attendees are numerous and stretch beyond the obvious physical health improvements. Many attendees report improvements in confidence and improved social connections.

3.0 Community Learning and Development (CLD) Plan

Youth Work

- 3.1 Between April 2024 - March 2025 officers have supported members of the Scottish Youth Parliament (MSYP). There have been two sittings that two Fife SYP members have attended. These have been both members from our constituency. There are currently six Fife MSYPs with one member representing a seat at the UK Youth Parliament and has attended a formal sitting at Westminster.

3.1.1 Generic Youth Work continues to take place across the S&WF locality. The below graph highlights the activity and the number of attendances.



3.1.2 Appendix 5 provides a summary of all youth work activity across S&WF.

Community Based Adult & Family Learning

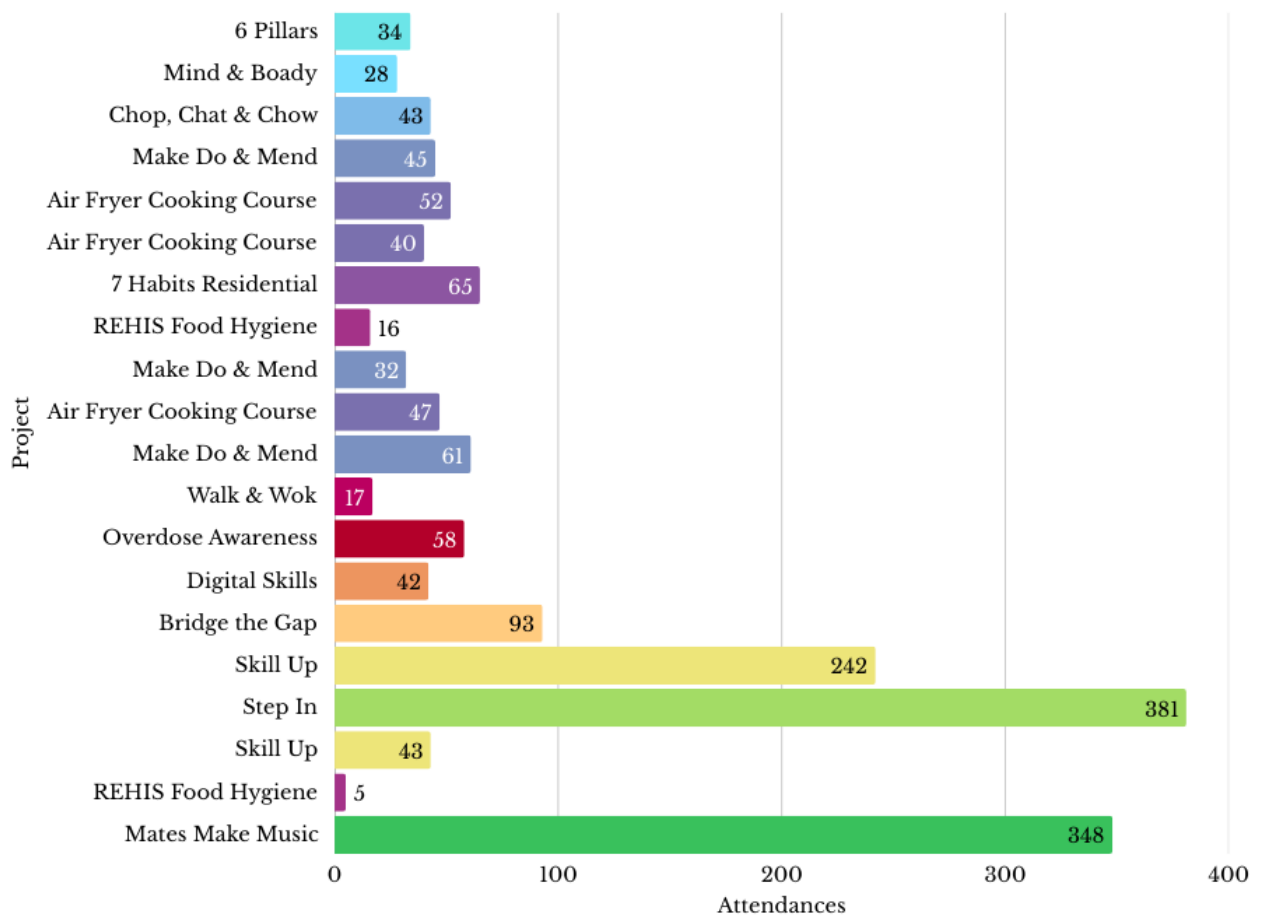
3.2 Members of the S&WF Adult Learning Planning & Delivery Group (ALP&DG) have continued to work collaboratively to deliver a range of community-based adult learning sessions in line with the local area CLD plan outcomes to maximise adult learning opportunities across South & West Fife.

3.2.1 Officers delivered three blocks of the Air Fryer Cooking Course for Adults between Jan – May 2025; one at Steelend and two at Parkgate Community Centre. The short course was aimed at equipping participants with the skills and knowledge to plan and prepare meals that are easy to make, affordable and nutritious.

3.2.2 A total of 25 adult learners joined the course. There are also people currently sitting on the waiting list who wish to participate in the next delivery.

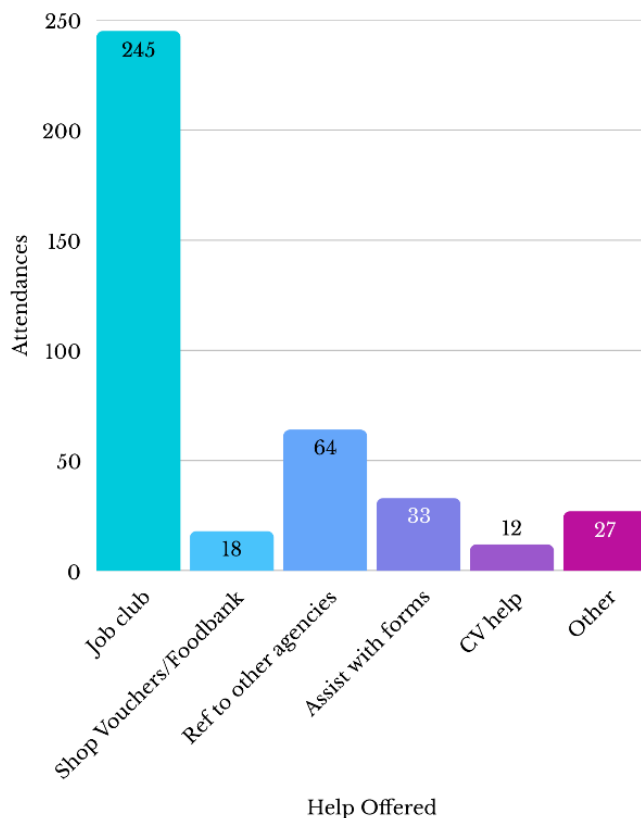
3.2.3 CLD officers organised two community Ceilidhs for families during the Easter holiday break. As the cost of living is affecting disadvantaged individuals and families who cannot afford the rising costs of leisure activities, food and travel expenses, the free events were an alternative way for people to socialise.

- 3.2.4 The events targeted people from the top 20% Scottish Index of Multiple Deprivation (SIMD) communities and individuals who were socially isolated or at risk of isolation and loneliness because of long-term illness, bereavement, income deprivation, caring responsibilities and lack of opportunities for socialising. These factors are said to impact people's health and mental well-being.
- 3.2.5 The Ceilidhs were held at Parkgate and Oakley Community Centres and attended by 109 people from the S&WF area. Rosyth – 42 Oakley – 67.
- 3.2.6 Partnership working between CLD officers, Inverkeithing High School, Community Use and Active Schools saw the Bring the Brood project developed. This is a free family learning programme in Inverkeithing during the winter months. This programme focused on strengthening family relationships through instructor-led group activities.
- 3.2.7 Families (including those with secondary and primary-age children) cooked together, took part in crafts sessions, played sports as a family and enhanced their relationship through team-building activities.
- 3.2.8 The partnership delivered a further two blocks this year: one from November–December 2024 and the other from February–March 2025. Each block consisted of six weekly sessions lasting for two hours on Wednesday evenings.
- 3.2.9 The second block saw 13 families attending with a total of 217 attendees (parents and children). Whereas the third block welcomed 24 families with a total of 232 attendees (parents and children). There is still one block remaining, which will be delivered in winter this year.
- 3.2.10 See Appendix 6 for comments from the families who participated.
- 3.2.11 The South and West Fife Step In course is an employability course led by Fife College and supported by CLD staff. The 18-week course consist of nine hours per week and this accredited course is delivered in Parkgate and High Valleyfield. Twelve learners are currently on the programme.
- 3.2.12 The group attended their learner's celebration event in Abbeyview Community Hub on Thursday, 23 January 2025, alongside groups from Cowdenbeath and Dunfermline. The certificates were presented by Fife College's Vice Principal.
- 3.2.13 All learners received various certificates, covering topics such as REHIS Elementary Food Hygiene, Emergency First Aid at Work, Scottish Mental Health First Aid, Adult Achievement Award, 7 Habits of Effective Communication, along with completing a voluntary community project to raise funds for a young boy with a terminal illness (Jamie's Journey).
- 3.2.14 Of the twelve learners; eleven have enrolled in further learning opportunities in Fife College, Halbeath Campus with one learner will continue to develop in the Skill Up course.
- 3.2.15 The graph below highlights all attendances at the Community Based Adult Learning courses:

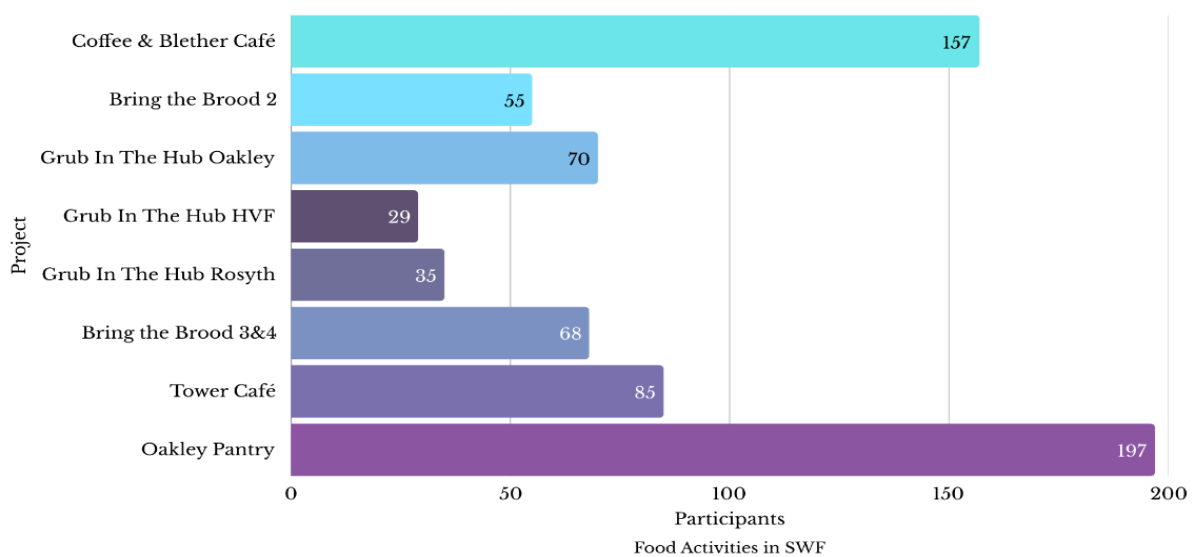


Welfare Support

- 3.3 Welfare Support Assistants (WSAs) have been redeployed to work within the designated areas covered by each of the four community hubs. It is proving to be more beneficial to having a WSA as the single point of contact in the local area as it gives them more of a direct role within the community. The WSAs are in the process of developing stronger links within each community with key services and third sector organisations. Staff are also working with Community Education Workers to develop additional provision within each of the local hubs.
- 3.3.1 Job Clubs continue to operate in each community hub and in Kincardine Community Centre. The below graph demonstrates the Welfare Support offered in the area.



3.3.2 The graph below highlights attendances at food-based activities



3.3.3 Grub In The Hub project ran in three Community Assistance Hubs; Parkgate, Oakley and Valleyfield. Working alongside Welfare Support Assistants, this project provided an information drop-in type café which also offered free hot food and drinks to members of the community. Officers recognised the need to creatively raise the profile of welfare support to the wider community, especially those who are unaware of the service and hard-to-reach individuals. The project engaged with people by not only providing advice and information but also providing a warm and welcoming space where they can enjoy a hot meal in a relaxing environment. We wanted to eliminate the stigma attached when people come to the hub for support and make it more welcoming and inclusive for them.

- 3.3.4 142 individuals have been served with nutritious hot meals during the colder months (January-March). They particularly liked that the food was home-made and cooked fresh on the day.

Some of the feedback highlighted that:

- *"It is very useful, especially in the hard era we are living with expensive heat, etc. It provides opportunities for local families with various activities."*
- *"Something like this is very good and important to have in our community because the time is hard financially and mentally. We are struggling during the winter and this is help for our wallet and our mental health."*
- *"I think that it's an amazing idea to have this in the community as it gets people out their houses and in the centre to engage with their community."*
- *"I do think it is a good thing as this could be the only hot, nutritious meal that day."*
- *"I think it is great and for people who are struggling financially. It gives adults and children a good nutritious meal."*
- *"Very good. Very friendly staff who made you feel welcomed and at ease."*

- 3.3.5 The community café in Oakley runs on a Wednesday morning between 9am-12noon for sit in and take away breakfasts. The café is run by volunteers who are supported by a CLD officer. Support offered includes recruitment of volunteers, volunteer training, supervisory including mentoring of each volunteer. The volunteers continue to serve around 40 meals per week all profits made have been distributed back into the community.
- 3.3.6 Oakley Community Pantry continues to operate on a Wednesday from Oakley Community Centre and is still distributing food to around 40 individuals per week. This number has fluctuated throughout the year but consistently sits somewhere between 25-45 per week.
- 3.3.7 High Valleyfield Pantry volunteers at the community club requested support to re-establish the pantry in High Valleyfield at the end of 2023. Unfortunately, they were unable to obtain a FareShare delivery at that time and without a delivery from FareShare, this project would not be sustainable. Finally, in March 2025 a delivery slot became available, and the pantry re-launched on 11 March; they are open on Wednesday – 11am-1pm and Thursday 6:30pm- 7pm. This vital service is heavily reliant on the good will and commitment of local volunteers.

Community Capacity Building

- 3.4 As part of the Play Space Strategy, both parks in Oakley will be retained/improved. A small working group linked to the management committee have been supported to source some additional funding to enhance the funding already set aside for the park at Station Road.
- 3.4.1 All funding for the playpark project has now been secured. The funding is made up from Scottish Government Tranche 5, Parks Development Capital, Fife Environmental Trust (FET), Local Community Planning Budget, a Donation from Oakley & Comrie Events and Activities Group and local community fundraising.
- 3.4.2 The group were supported to consult with the community which they did at the Community Centres Management Committees Extraordinary General Meeting, youth clubs, parent and toddlers and via social media pages. The response to this has been very positive, plans have been finalised and will go out to tender in May 2025.

4.0 Conclusions

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

List of Appendices

- 1. S&WF Local Community Plan
- 2. Kingdom Community Bank project summary
- 3. S&WF tree planting – extracted data
- 4. FSLT Wellbeing Project attendee numbers
- 5. Youth work activities statistics
- 6. Comments from Bring the Brood attendees

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South & West Fife Local Community Plan 2022 - 2025



Introduction

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

The Plan weaves the 'Renewal and Recovery' priorities of the Plan 4 Fife through all 5 sections. The three priorities are:

- Community Wealth Building
- Tackling Climate Change
- Leading Economic Recovery

Our vision

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

What puts us on the map?

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

What existing assets and opportunities could be built upon?

- The Forth Rail Bridge with its World Heritage Site status, Fife Coastal Path and Pilgrims Way and the Area's associated history around the Royal Burghs of Inverkeithing and Culross are all assets that should be built upon to release the Area's full tourism potential.
- The Forth Green Freeport at Rosyth Waterfront is Scotland's largest opportunity to deliver a just transition to net zero, to attract significant inward investment, to build international trade and export capability, and to create high quality and well paid jobs. New technology backed skills development will address areas of acute deprivation within our communities.



Area Priority	Improvement Focus	Associated Actions
1. Develop additional local preventative responses to support people through the ongoing cost-of-living crisis, working to move people out of poverty where possible.	<p>Estimates show that 60-70% of households in Scotland will be in fuel poverty by winter 2022/23. For S&WF, this means up to 16,440 households spending more than 10% of their total income on fuel.</p> <p>As the cost-of-living crisis worsens, more residents will require access to financial, food, fuel and clothing interventions.</p> <p>To improve income maximisation in the area for people to effectively plan their expenditure and to have greater control of their financial situation.</p>	<p>1.1 Develop preventative, community wealth building approaches to tackling poverty through the implementation of advice hubs, which bring together key support services under one roof, so that people get the support they need quickly. Although designed to target the families/individuals in most need, these services are open and available to everyone.</p> <p>1.2 Develop and maintain energy advice sessions and events and by targeting specific data zones/neighbourhoods in S&WF.</p> <p>1.3 Train up energy champions to build a solid knowledge base amongst staff and volunteers in the area, with a view to making onward referrals to appropriate agencies/services as required.</p> <p>1.4 Support and develop post-pandemic community food provision and continue to support community food providers individually and collectively, while promoting zero waste approaches, affordable and sustainable food. Explore ideas for collaboration and co-operative models through local partnership groups e.g. Food Resilience Group.</p> <p>1.5 Promote the benefits of credit union membership and secure a credit union presence in S&WF either in a physical building or a satellite presence in advice hubs and in the community.</p> <p>1.6 Increase social media coverage and engage community connectors and champions in local places to raise awareness of responses to poverty-related initiatives.</p>



Area Priority	Improvement Focus	Associated Actions
2. Increase employment, training, learning and volunteering opportunities to support sustained economic growth in the area	<p>Employment rates in S&WF are almost 10% below the Scottish average and the rate of economic inactivity among working age adults in the area is the highest in Fife (35.2%).</p> <p>The 2022 Place Standard survey identified work and the local economy as a key issue for residents.</p> <p>The Economic Profile for S&WF shows that there are proportionally more people with no or low levels of achieved qualifications than the Fife average.</p>	<p>2.1 Work collaboratively with services and local businesses to bring additional employability support to the area. Through this provision, identify labour market priorities, trends and gaps to provide relevant training and support to people, which in turn improves their prospects of securing meaningful and sustained employment.</p> <p>2.2 Regenerate town centres and neighbourhoods with a focus on Inverkeithing, Rosyth, Kincardine and Dalgety Bay.</p> <p>2.3 Increase the number of individuals engaging in community-based adult learning (CBAL) programmes who are supported or referred by other agencies from the People Leadership Group. Use community wealth building approaches to improve the pathways from these local learning/training opportunities to employment, further education, both for adults and school leavers.</p> <p>2.4 To promote the newly refreshed CLD plan, which prioritises the most disadvantaged learners living in the most deprived areas for adult learning opportunities. The CLD plan also has flexibility to adapt and change depending on community need.</p> <p>2.5 Attract new businesses to the area and support growth in existing business, which will be key to improving job prospects, with the help of government grants to aid new businesses and investing money to help develop enterprise.</p> <p>2.6 Continue to encourage and enable 'Culture of Enterprise' and 'Developing Young Workforce' programmes throughout the locale. Work with communities and involve young people to help shape our places developing healthy streets with community hubs, cafes and gardens, graffiti art and places to connect and enjoy.</p> <p>2.7 Support the Green Freeport bid which will bring considerable business, employment and economic opportunities to Rosyth and the surrounding areas. Work with services and partners to prepare the area for this new development and that will link to our CBAL offer.</p> <p>2.8 Support the infrastructure which will maximise the potential of key tourism assets including world heritage site, the Coastal Path, Pilgrims Way and other local trails and woodland walks.</p>



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



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



Area Priority	Improvement Focus	Associated Actions
5. Work with partners to improve the quality of life and wellbeing of residents	<p>Data shows that the population in S&WF is ageing and by 2030 the number of people aged 65 and over living in the area will increase by 22% (H&SC Needs Assessment)</p> <p>The Physical Activity and Sports Group have identified that the area would benefit from a map of physical activity provision, working with relevant partners to identify gaps in provision, tangible benefits by implementing sport, leisure or recreational activity.</p> <p>Further work with Health and Social Care and third sector partners is required to analyse locality health data, identify areas with greatest health inequalities and target resource accordingly to improve the health and wellbeing of S&WF residents.</p> <p>To ensure that services are community-led; working with local people to establish what priorities are, ensuring that S&WF residents feel empowered, safe and consulted in local processes.</p>	<p>5.1 Improve the quality of life of adults and older people by engaging with the local community to understand what services are available and identify any gaps in provision for example increasing the number of services available to older people.</p> <p>5.2 Maximise the opportunities of physical and outdoor activities by making use of local open spaces, leisure and recreational facilities and ensure greater community leisure opportunities for people and use of all our facilities and assets, consider co-benefits of carbon sequestration, active travel, energy generation and water management for open spaces.</p> <p>5.3 Work collaboratively to promote and action the Health and Social Care Locality Plan, which places a focus on living well and improve population health outcomes and reduce inequalities through targeted interventions.</p> <p>5.4 Provide a platform for people’s voices to be heard and shape service delivery through the development of people-led local action plans, Neighbourhood Plans, Local Place Plans and Local Development Plans.</p> <p>5.5 Work collaboratively (including with local residents) to ensure the most pressing community safety issues are addressed and resolved.</p>

Plan4Fife Update



South & West Fife Local Support



KINGDOM COMMUNITY BANK'S OUTREACH IN SOUTH AND WEST FIFE

1. Introduction: Kingdom Community Bank's Outreach and Community Initiatives

In 2023, Kingdom Community Bank (KCB) launched two initiatives in the South and West Fife (SWF) area to encourage saving habits and raise awareness of the local credit union. These initiatives, **The Subsidised Pantry Scheme** and **The Find a Fiver Challenge** were designed to encourage financial wellbeing and community engagement.

2. Key Outcomes of KCB's Initiatives

- **The Subsidised Pantry Scheme**
 - ✓ 88 local people became KCB members through this initiative.
 - ✓ Collectively, these new members have saved **£6,910.78**.
- **The Find A Fiver Challenge**
 - ✓ This ongoing challenge has helped **44** members to save a total of **£10,835.39** to date.
 - ✓ One outstanding example came from the Rosyth Men's Shed group, who took on the Find a Fiver challenge because KCB is a local credit union and ethical lender. The appeal for participants was that the money they save and keep with the credit union stays in the Fife area, helping local people access affordable credit. As representatives of an older demographic and grandparents themselves, many went on to open junior accounts for their grandchildren, choosing to save for their future. The challenge is still a work in progress, so we are not yet able to provide statistics on its impact.

3. Financial and Social Benefits of the Schemes

These schemes have delivered significant financial and social benefits to participants and the wider community:

- **Enhanced Financial Resilience**
Participants are better prepared to handle financial challenges, reducing their reliance on credit.
- **Improved Saving Habits**
Participants have developed consistent saving habits, promoting a culture of financial responsibility.
- **Improved Budgeting and Financial Literacy**
Participants have gained essential budgeting skills, empowering them to:
 - ✓ Allocate money for savings effectively.
 - ✓ Make more informed spending decisions.
 - ✓ Find better value through smarter shopping.

4. Community Engagement

Members who have had positive experiences with KCB are more likely to recommend the credit union to friends and family. This word-of-mouth advocacy is expected to drive continued membership growth in the SWF area.

The *Subsidised Pantry Scheme* and *Find a Fiver Challenge* have successfully met their objectives of promoting saving habits and financial resilience among local residents. Beyond the monetary savings achieved, these initiatives have contributed to broader improvements in financial literacy and budgeting skills.

These programs have also strengthened the community's relationship with Kingdom Community Bank, reinforcing its role as a trusted provider of financial support and advice. With ongoing promotion and expansion, such initiatives are poised to drive sustained membership growth and enhance financial well-being across the region.

Since the Outreach Officer began their role in April 2023, membership in the SWF area has grown by 189, bringing the total number of active KCB members to 455. This marks an impressive **71.1% increase** in membership over this period.

5. Membership Growth and Savings Impact

Membership Growth by Area (April 2023 – March 2025)

Area	Total as at March 2025	Opened since April 2023	% Increase
SWF Villages			101.9%
Rosyth	126	51	68%
Inverkeithing & Dalgety Bay	113	29	34.5%
Total	455	189	71.1%

Membership Growth (April 2023 – March 2025 - Adjusted for Closed Accounts)

Area	Total as at March 2025	Opened since April 2023	Closed since April 2023	% Net Growth
SWF Villages			19	71.43%
Rosyth	126	51	1	65.79%
Inverkeithing & Dalgety Bay	113	29	8	22.83%
Total	455	189	28	54.76%

Savings by New Members (April 2023 – March 2025)

Area	Current Savings New Members
SWF Villages	£13,207.93
Rosyth	£6,005.69
Inverkeithing & Dalgety Bay	£848.32
Total	£20,061.94

Savings by New Members (April 2023 – Present – Adjusted for Withdrawals)

Area	Savings New Members (Total)	Savings Withdrawn	Net Savings
SWF Villages			£13,207.93
Rosyth	£9,270.54	£3,264.85	£6,005.69
Inverkeithing & Dalgety Bay	£6,525.47	£5,677.15	£848.32
Total	£60,638.46	£40,576.52	£20,061.94

6. Promotional Activities

Over the past two years, KCB has made significant progress in engaging with the local community through a series of outreach initiatives designed to raise awareness of its services and promote financial literacy. These activities included promotional stalls at Asda Dalgety Bay on two separate occasions, Tesco store in Dalgety Bay as well as participation in a Job Fair organised by Fife Council.

During these events, the Outreach Officer connected with local residents, providing valuable information about KCB's offerings, addressing queries, and directing individuals to nearby branches for further assistance.

These activities resulted in the following outcomes:

- Increased membership and new account openings - particularly notable growth among young savers.
- Enhanced awareness of KCB's services and its role as a trusted local credit union.
- Positive reception to the opening of the new branch in Dunfermline, especially by residents in Dunfermline and the South and West Fife areas.

KCB's outreach initiatives have greatly contributed to raising awareness of financial literacy and expanded the membership. These efforts demonstrate KCB's dedication to supporting local community and adopting a culture of savings and financial wellbeing.

7. Budgeting With Confidence: Make Ends Meet Sessions

KCB has been successfully delivering the *Budgeting with Confidence: Make Ends Meet* workshops, engaging participants from the South and West Fife community. These sessions helped attendees develop essential numeracy skills to analyse income and expenditure, identify potential savings, and set realistic financial goals.

Key Outcomes:

- **Reduced Spending:** Many participants reported an average reduction in spending of £50-£100 per month.
- **Savings Achieved:** Some attendees from last year managed to save up to £500 after attending the sessions.
- **Improved Confidence:** Participants felt more confident in managing their finances, adopting better saving habits, and making lifestyle changes, such as switching to unbranded products.

Feedback has been overwhelmingly positive, with participants praising both the practical financial knowledge gained and the tangible improvements in their financial stability. A total of **82 participants** attended across **eight groups**.

Building on the success of these sessions funded by Multiply, KCB expanded the programme in January 2025 to include Cash First SAFE participants in the SWF area. The two-hour workshop was delivered in two sessions, one during the daytime and one in the evening, to accommodate participant availability. Seven people attended. This initiative supported individuals in the Scottish Government's Cash First programme, helping them build stronger financial resilience and confidence.

Updated: May 2025

Tree Planting Data 2022-25

Name of organisation/ group	Location of tree planting	Landowner	Project start date	Activity	Native Tree species	Hedging species
Saline Environment Group	Saline Public Park, West Road - Tree planting in western corner of existing park and hedge planting on boundary between cemetery and the park.	Fife Council	2022-11-26	Tree planting - new site	field maple, rowan, silver birch, wild cherry, sessile oak, grey willow, hazel, crab apple, downy birch, hawthorn holly, , goat willow	dog rose, hawthorn, hazel, crab apple, dogwood
Forest and Land Scotland and FCA Scotland	Blairhouse		2023-04-14	Tree planting - new site		Aspin, Willow and Birch
West Fife Woodlands	Football Field, Valleyfield		2023-03-01	Tree planting - new site		rowan, silver birch, hornbeam, beech, oak, green beech, fieldmaple, cherry
South West Woodlands Group	Valleyfield Woods				oak and chestnut	Mountain Ash, Bird Cherry, Dog Wood, Blackthorn just to name a few.
South West Woodlands Group	Valleyfield Woods		Autumn 2023		Douglas Fir	nan
Eats Rosyth/ CAF	Rosyth Public Park		2024-03-16	Tree planting - new site	Alder, Downy Birch, Rowan and Cherry	
Eats Rosyth/ CAF	Rosyth Public Park		Autumn 2024	Tree planting - new site	Downy Birch, Alder and Hazel	

Name of organisation/ group	Location of tree planting	Landowner	Project start date	Activity	Native Tree species	Hedging species
Climate Action Fife, A Fruit Tree for Every Garden in Fife campaign	Rosyth pick-up a fruit tree event		2024-02-11			
Climate Action Fife, A Fruit Tree for Every Garden in Fife campaign	Grow West Fife, Culross distribution		spring 2024			
North Queensferry and North Queensferry Climate Group, CAF	North Queensferry Community Centre		spring 2025		Mixed native planting Hedgrow - 60 metre hedge - including akin oak	
East Fife Rosyth, CAF and FCCT	St. Johns RC primary		spring 2025	Tree planting - new site	25 (Alder, 3 standard, 22 whips)	
West Fife Woodland Group	Low Valleyfields, Blairhall		spring 2025	Tree planting - new site	nan	Native hedge mix- blackthorn, hawthorn etc

Wellbeing Project Attendee Numbers

2024/2025													
Venue	April	May	June	July	August	September	October	November	December	January	February	March	TOTAL
Valleyfield Club			32	63	39	23	14	4	2	6	8	18	209
Civic Centre				10	32	25	11	24	8	9	27	40	186
Parkgate						10		37		16	18	11	92
Oakley				3	11	13	13	12	9	4	20	38	123
Valleyfield Centre							23	25	10	9	22	18	107
Comrie				5	27	24	36	30	20	18	30	37	227
Kincardine				5	10	17	14	20	16	19	36	54	191
Culross						24	21	13	5	5	16	15	99
Torryburn								12					12
Oakley retirement home									6		9	8	23
Saline												48	48
TOTAL	0	0	32	86	119	136	132	177	76	86	186	287	1317

Youth Club Activities Statistics (Apr 24 – Mar 25)

Gaming Café – Camdean Youth Centre

Frequency: Weekly (Tuesdays, 1.5 hours)

Activities: Console games, tabletop games, gaming events, cinema trips (Sonic, Marvel), building a foosball table (STEM), open drop-in session planned

Junior Youth Clubs (P4 & P5)

Location	Distinct Clients	Total Attendances
High Valleyfield	81	757
Blairhall	27	201
Oakley	57	548
Kincardine	62	676
Camdean	83	562
North Queensferry	22	196

Intermediate Youth Clubs (P6 & P7)

Location	Distinct Clients	Total Attendances
High Valleyfield	48	432
Oakley	52	351
Camdean	61	272

Senior Youth Clubs (S1+)

Location	Distinct Clients	Total Attendances
High Valleyfield	61	437
Camdean	34	266
North Queensferry	18	176

Senior Youth Clubs (S3+)

Location	Distinct Clients	Total Attendances
High Valleyfield	18	61
Camdean	11	97

Additional Notes

Clubs run weekly during term time.

Sessions are youth-led and based on National Youth Work Outcomes.

Oakley: 3 young volunteers (fully registered).

Camdean: 1 young volunteer + 1 adult volunteer.

Oakley ActivEat Programme

Detail	Description
Partners	Active Schools, Youth Work Staff
Activities	1 hour physical activity + shared meal
Target Group	Referred by schools (low PE engagement/food support needs)
Sessions	28
Distinct Clients	22
Total Attendances	143
Feedback	Positive – new sports, foods, increased engagement (e.g., tennis)

LTA Serves – Tennis Programme (Oakley)

Detail	Description
Aim	Promote tennis in underserved areas
Support	Free resources/training from LTA
Delivery	Youth work staff + adult volunteers + Dunfermline Tennis Club
Frequency	Weekly
Sessions	30
Distinct Clients	22
Total Attendances	143
Outcome	Improved skills, high engagement

Comments from Bring the Brood Attendees

Bring the Brood specific memories/moments that stood out to families were:

- “Playing bingo with [child's name]. At first he wasn't keen to play, but we had such fun together. Also all the cooking. He really engaged with everything and I was proud to be there with him. Learning new skills together and [spending] quality time together.”
- “All of the activities on offer really allowed us to bond as a family, the fact everything was very simple allows us to recreate some activities at home week after week. (The easy pasta Bolognese!!!)”
- “Absolutely. It's allowed us to make memories together while socialising with other local families around us.”
- “Yes! My kids love coming and then when it comes to being over they miss it. There isn't much family things to do. So this is fun.”
- “It has allowed us some protected time as a family where no one was distracted by things they needed to do or by technology. We really valued this and will continue to put this time aside.”

11 June 2025

Agenda Item No. 10

Property Transactions

Report by: Alan Paul, Head of Property Services

Wards Affected: 1

Purpose

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

Recommendation

The committee is asked to note the contents of this report.

Resource Implications

There are no resource implications arising from these transactions, as any expenditure is contained within the appropriate Service budget.

Legal & Risk Implications

There are no legal or risk implications arising from these transactions.

Impact Assessment

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

Consultation

All consultations have been carried out in relation to this report.

1.0 Background

- 1.1 In dealing with the day to day business of the council, there are a number of matters relating to the purchase, disposal and leasing of property and of property rights. This report advises of those transactions dealt with under powers delegated to council officers.

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 25 sqm ground lease for sub station, garage site, Eilean Lane, Torryburn

Term:	From 11 April 2025
Rent:	£1 (a grassum of £1500 was paid at date of entry)
Tenant:	SP Distribution PLC

2.1.2 Pitdinnie Playing Fields, Pitdinnie Road, Cairneyhill

Term:	20 years from 14 April 2025
Rent:	£750 per annum
Tenant:	Cairneyhill Athletic Football Club

3.0 Conclusions

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

Report Contact

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11 June 2025
Agenda Item No. 11

South and West Fife Area Committee Forward Work Programme

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

Wards Affected: All

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. South and West Fife Area Committee Forward Work Programme

Report Contact

Helena Couperwhite
Committee Services Manager
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Email - helena.couperwhite@fife.gov.uk

3rd September, 2025			
Title	Service(s)	Contact(s)	Comments
Dalgety Bay Pump Track Budget Request	Communities and Neighbourhoods Service	Alastair Mutch	
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report
Scottish Fire and Rescue Service Annual Performance Report 2023/24	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update
Complaints Update	Customer Services Improvement	David Thomson	Annual report
Welfare Support and Anti-Poverty Annual Report 2024-25	Communities and Neighbourhoods	Stephen Adamson	Annual report
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2024	Protective Services	Kenny Bissett	Annual report
Settlement and Non-Settlement Trust Review	Finance	Eleanor Hodgson	

5th November, 2025			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report

South and West Fife Area Committee

5th November, 2025			
Title	Service(s)	Contact(s)	Comments
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report
Inverkeithing Civic Centre Kitchen Area Update	Communities and Neighbourhoods	Alastair Mutch	As agreed at 30th April, 2025 meeting
Play Parks Implementation Plan Update (including Place Sufficiency Assessment update)	Communities and Neighbourhoods Service	Louise Whyte / Kevin O'Kane	As requested by Councillor Goodall at 14th February, 2024 committee meeting
Summer Provision Activities	Communities and Neighbourhoods	Mandy MacEwan	Annual report
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report

10th December, 2025			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update
Nuclear Submarine Dismantling Project - Update from Babcock and MoD	MoD / Babcock	Alastair Mutch	As requested by Councillor Goodall at 5th February, 2025 meeting.
Common Good and Settlement Trust Funds Annual Report 2024-2025	Finance and Corporate Services	Eleanor Hodgson	Annual report
Gypsy Travellers' Working Group Update	Housing	Paul Short	As requested by Councillor Steele at 5th February, 2025 committee meeting.

4th February, 2026			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profile 2024/25	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	Annual report
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report
Area Roads Programme 2026-27	Roads and Transportation Services	Vicki Storrar	Annual Report
Patching Performance Report (Carriageway Repairs)	Roads and Transportation	Gordon Henderson	Annual report
Community Recovery Fund Update	Communities and Neighbourhoods Service	Mandy MacEwan	

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

South and West Fife Area Committee

10th June, 2026			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update

2nd September, 2026			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report
Scottish Fire and Rescue Service Annual Performance Report 2025/26	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report
Area Roads Programme 2025-26 - Final Report	Roads and Transportation	Vicki Storrar	Annual report
Complaints Update	Customer Services Improvement	David Thomson	Annual report
Welfare Support and Anti-Poverty Annual Report 2025-26	Communities and Neighbourhoods	Stephen Adamson	Annual report
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report

4th November, 2026			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report

South and West Fife Area Committee

4th November, 2026			
Title	Service(s)	Contact(s)	Comments
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2025	Protective Services	Kenny Bissett	Annual report
Summer Provision Activities	Communities and Neighbourhoods	Mandy MacEwan	Annual report
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report

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

27th January, 2027			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2025/26	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report

27th January, 2027			
Title	Service(s)	Contact(s)	Comments
Area Roads Programme 2027-28	Roads and Transportation Services	Vicki Storrar	Annual Report
Patching Performance Report (including carriageway repairs)	Roads and Transportation	Gordon Henderson	Annual report

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

Unallocated			
Title	Service(s)	Contact(s)	Comments
Housing Service – Allocations Process Update	Housing Services	Gavin Smith	Workshop and ward discussions to be arranged
Active Travel Routes	Roads and Transportation Services	John Mitchell / Susan Keenlyside	Briefing and workshop will be arranged for November 2025
Report detailing what changes were required to incorporate carriageway thin surfacing / patching schemes into the Area Roads Programme.	Roads and Transportation	Alastair Mutch	As requested by Councillor Dempsey at 5th February, 2025 meeting

Unallocated			
Title	Service(s)	Contact(s)	Comments
Flooding Update within South and West Fife Area	Roads and Transportation	Michael Anderson	As requested by Councillor Goodall at 14th February, 2024 committee meeting. (Updates to be provided to Convener when available.)
1-2-1 Devices Project Update	Education	Sarah Else	As requested by Councillor Dempsey at 30th April, 2025 meeting
Dunfermline Learning Campus (DLC) Update	Education	Sarah Else	As requested by Councillor Dempsey at 30th April, 2025 meeting