

Levenmouth Area Committee

Conference Room 2, Ground Floor, Fife House, North Street,
Glenrothes – Blended Meeting



Wednesday, 20 August, 2025 - 9.30 a.m.

AGENDA

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- | | | |
|-----|---|---------|
| 1. | APOLOGIES FOR ABSENCE | |
| 2. | DECLARATIONS OF INTEREST – In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage. | |
| 3. | MINUTE – Minute of the meeting of the Levenmouth Area Committee of 25 June 2025 | 4 - 7 |
| 4. | LUNDIN LINKS, LOWER AND UPPER LARGO – 20MPH SPEED LIMITS – Report by the Head of Roads and Transportation Services | 8 - 13 |
| 5. | AREA ROADS PROGRAMME 2024/25 – FINAL REPORT – Report by the Head of Roads and Transportation Services | 14 - 20 |
| 6. | LEVEN REGENERATION – ACTIVE TRAVEL NETWORK – ON ROAD CAPITAL FUNDING – Report by the Head of Roads and Transportation Services | 21 - 25 |
| 7. | LEVENMOUTH AREA COMMUNITY LEARNING AND DEVELOPMENT ACTION PLAN - ANNUAL REPORT – Report by the Head of Communities and Neighbourhood Services | 26 - 73 |
| 8. | SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – KEIR HARDIE LIGHTING – Report by the Head of Communities and Neighbourhood Services | 74 - 78 |
| 9. | SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – CLUED UP TRANSITIONS APPROACH – Report by the Head of Communities and Neighbourhood Services | 79 - 83 |
| 10. | DELEGATED PROPERTY TRANSACTIONS – Report by the Head of Property Services | 84 - 87 |
| 11. | PROPERTY TRANSACTIONS – Report by the Head of Property Services | 88 - 90 |
| 12. | LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME – Report by the Executive Director, Finance and Corporate Services | 91 - 98 |

<p>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.</p>
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13 August, 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 - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

25 June 2025

9.45 am – 11.55 am

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

ATTENDING: Jackie Funnell, Education Manager; Ruth McFarlane, Headteacher, Levenmouth Academy, Education Services; Kirsty Haydock, Service Manager - Employability & Employer Engagement, Alison Laughlin, Economy Adviser, Place Programmes and Policies; Alexander Anderson, Service Manager (Domestic Waste and Street Cleansing), Waste Operations; Colin Davidson, Team Manager, North East Fife, Grounds Maintenance; David Paterson, Community Manager Levenmouth, Communities and Neighbourhoods Service and Kerry Elliott, Committee Officer, Legal and Democratic Services.

211. DECLARATIONS OF INTEREST

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

212. MINUTE

The committee considered the minute of the Levenmouth Area Committee of 2 April 2025 and Special Meeting of the Levenmouth Area Committee of 14 May 2025.

Decision

The committee agreed to approve the minutes.

213. 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 school during the school year 2023/24. The report also provided an overview of the range of strategies being developed to support key priorities to raise attainment.

Decision

The committee considered the report and noted:-

- (1) the overall progress in raising levels of attainment in 2023/24; and
- (2) the strategies being implemented to raise attainment.

214. 2023/24 LOCAL AREA ECONOMIC PROFILES

The committee considered a report by the Executive Director, Place, providing members with an annual overview of the performance of Levenmouth's local

economy and labour market, along with the business support, strategic investment and employability activity carried out in the area by Business and Employability Services.

Decision

The committee noted: -

- (1) the activity undertaken by Business & Employability Services in 2023/24;
- (2) the issues raised by an analysis of the latest available economic data; and
- (3) that a workshop would be arranged in September 2025 to consider the next steps and approach to developing a plan for Levenmouth based on the place based approach.

215. DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2024-25

The committee considered a joint report by the Head of Protective Services and Head of Property Services reviewing the progress and performance of Domestic Waste, Street Cleansing and Grounds Maintenance Service for 2024/25; and detailing the Service planning objectives for 2024/25 and the direction of travel.

Decision

The committee noted:-

- (1) the continuing Service development and performance in Grounds Maintenance, Domestic Waste Collection and Street Cleansing Services in 2024-25; and
- (2) the plans to deliver local priorities and help communities shape their environment.

The meeting adjourned at 11.15 am and reconvened at 11.20 am.

216. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – PARTICIPATORY BUDGET APPROACH

The committee considered a report by the Head of Communities and Neighbourhoods Services requesting funding of £25,000 from the Local Community Planning Budget (LCPB) Anti-Poverty Budget, to support a participatory budgeting approach in the Levenmouth area, to continue work in partnership with Corra and Coalfields Regeneration Trust.

Decision

The committee:-

- (1) agreed funding of £25,000 from the LCPB anti-poverty budget, to cover the proposed costs to progress a participatory budgeting (PB) approach in the Levenmouth area; and

- (2) noted the positive results of previous participatory budgeting work in Levenmouth.

217. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – ANTI POVERTY WORK FUNDING REQUESTS

The committee considered a report by the Head of Communities and Neighbourhoods Services seeking agreement for a total contribution of £106,000 from the Local Community Planning Budget (LCPB) Anti-Poverty Budget to extend three anti-poverty approaches, the Levenmouth Independence Initiative, Partnership Plus approach and the Levenmouth Cozy Kingdom Enhanced Fuel Poverty project.

Decision

The committee agreed to a total contribution of £106,000 from the LCPB Anti-Poverty Budget as follows:-

- (1) Levenmouth Enhanced Fuel Poverty approach - £30,000;
- (2) Levenmouth Independence Initiative - £18,000; and
- (3) Plus Partnership approach - £58,000

218. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – COMMUNITY RECOVERY FUND (CRF) LEVENMOUTH

The committee considered a report by the Head of Communities and Neighbourhoods Services, informing members of the current position relating to the Community Recovery Fund (CRF) for Levenmouth showing current spend and outstanding projects.

Decision

The committee noted the current position relating to the Community Recovery Fund spend in Levenmouth.

219. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN ON FIFE UPDATE REPORT METHIL HERITAGE CENTRE

The committee considered a report by the Head of Communities and Neighbourhoods Services, updating members on the level of activity at the Methil Heritage Centre since the last report to committee on 27 November 2024. The report highlighted proposals for sustainability of the facility longer term including how the community could play a larger part in developing the offer.

Decision

The committee:-

- (1) noted the level of activity as detailed in the appendix to the report; and
- (2) noted the proposal to seek a longer term management arrangement for the Methil Heritage Centre, starting with the building of a robust management committee group.

220. APPOINTMENT TO KIRKCALDY AND CENTRAL FIFE SPORTS COUNCIL

The committee considered a report by the Head of Legal and Democratic Services seeking agreement for member representation on the Kirkcaldy and Central Fife Sports Council following the resignation of Councillor O'Brien.

Decision

The committee agreed to appoint Councillor Adams as the Levenmouth Area Committee representative on the Kirkcaldy and Central Fife Sports Council.

221. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

222. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director Finance and Corporate Services relating to the future work programme of the Levenmouth Area Committee.

Decision

The committee:-

- (1) noted the content of the Levenmouth Area Committee forward work programme; and
- (2) agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items to be included on the workplan, within the remit of the committee.

20 August 2025

Agenda Item No. 4

Lundin Links, Lower and Upper Largo – 20mph Speed Limits

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

Wards Affected: Ward 21 – Leven, Kennoway and Largo

Purpose

The purpose of this report is to allow the Levenmouth Area Committee to consider proposals to lower the current 30mph speed limit on A915 and A917 through Lower Largo and Upper Largo to a new 20mph speed limit. The same reduction is proposed for South Feus, part of North Feus and Church Place in Upper Largo and a section of unclassified road U079 into Lundin Links. Buffer 40mph speed limits are also proposed on the approaches to the new 20mph limit in Upper Largo.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the 20mph speed limits with associated 40mph buffer zones as detailed in drawings TRO25/34/LL, TRO25/34/UP-EXIS and TRO25/34/UP-PROP with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £20,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

Legal and Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland and Largo Area Community Council are aware.

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

1.0 Background

- 1.1 Fife Council has been promoting mandatory 20mph zones in residential areas since 2003. The ongoing promotion of 20mph zones in residential areas was later reiterated in the Central Area Transport Plan 2005 – 2010 (05CAS102.232 refers), the Road Safety Action Plan for Fife 2012 – 2015, and the Fife Council ATE Engineering Road Safety Plan 2016-2020.
- 1.2 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities and villages to 20 mph by the end of 2025 to help make these roads safer for all road users.
- 1.3 Cabinet Committee agreed the Fife Council 20mph Strategy on 6th March 2025.
- 1.4 At present in the Largo Area, the A915 to the north of Lower Largo and the A915, A917, South Feus, part of North Feus and Church Place in Upper Largo remain at 30mph.

2.0 Issues and Options

- 2.1 It is proposed to lower the current 30mph speed limit on A915 and A917 through Lower Largo and Upper Largo to a new 20mph speed limit. The same reduction is proposed for South Feus, the southern part of North Feus and Church Place in Upper Largo and a section of unclassified road U079 into Lundin Links.
- 2.2 Buffer 40mph speed limits are also proposed on the approaches to the new 20mph limit on A915 and A917 in Upper Largo.
- 2.3 The proposed lowering of the speed limit is in line with the Scottish Government's National Strategy for 20mph speed limits and Fife Council's 20mph Strategy and is intended to make roads safer for all users.
- 2.4 No vertical speed reduction measures are proposed alongside the speed limit reduction. However, speeds will be monitored and evaluated and where a level of compliance is not being met, wider speed management measures can be considered on roads where evidence suggests these would be beneficial to manage speeds, improve safety, and encourage active travel.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that a 20mph speed limit and associated 40mph buffer speeds are promoted as detailed on plans TRO25/34/LL, TRO25/34/UL-EXIS and TRO25/34/UL-PROP.

List of Appendices

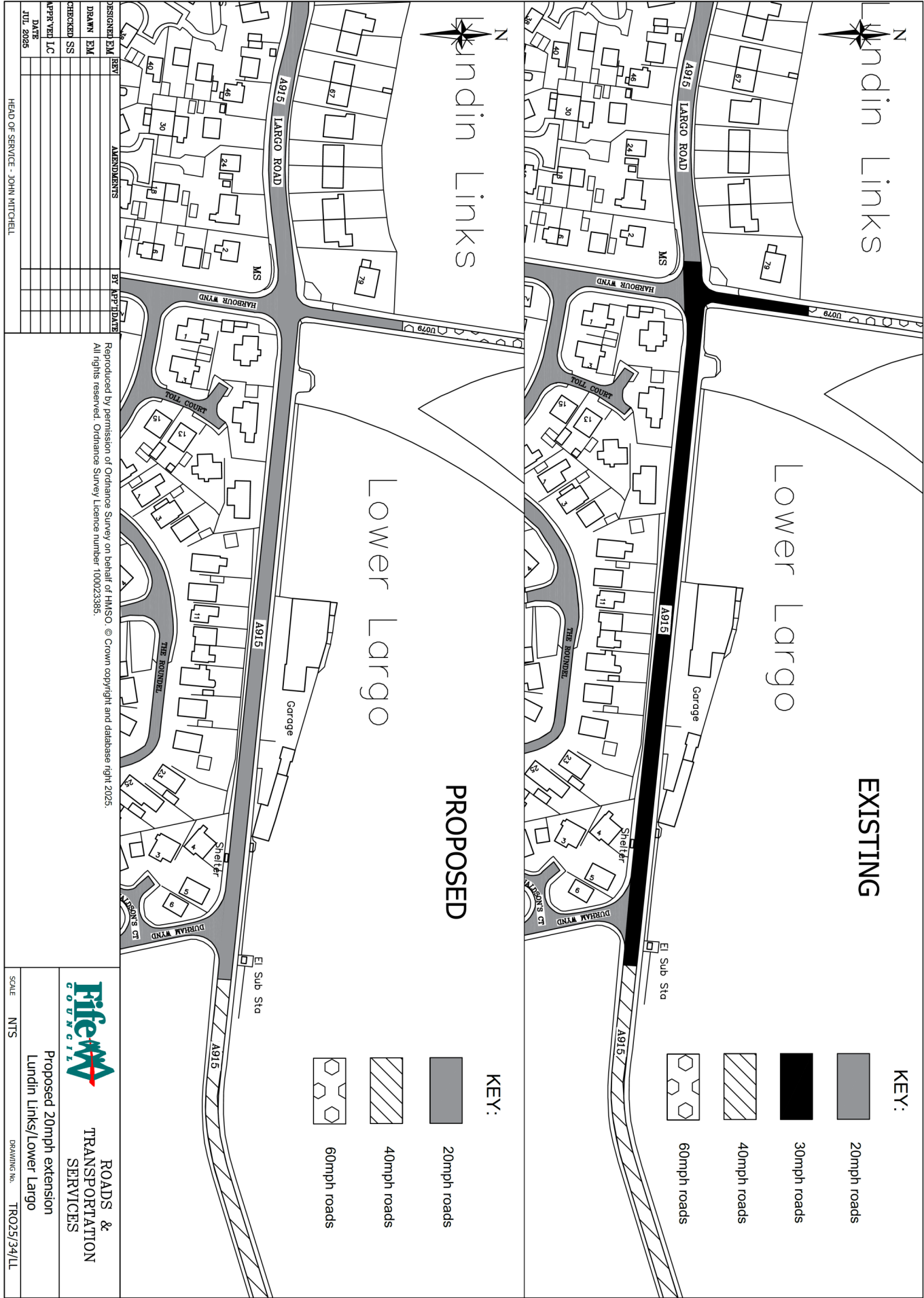
1. Drawing No. TRO25/34/LL
2. Drawing No. TRO25/34/UL-EXIS
3. Drawing No. TRO25/34/UL-PROP

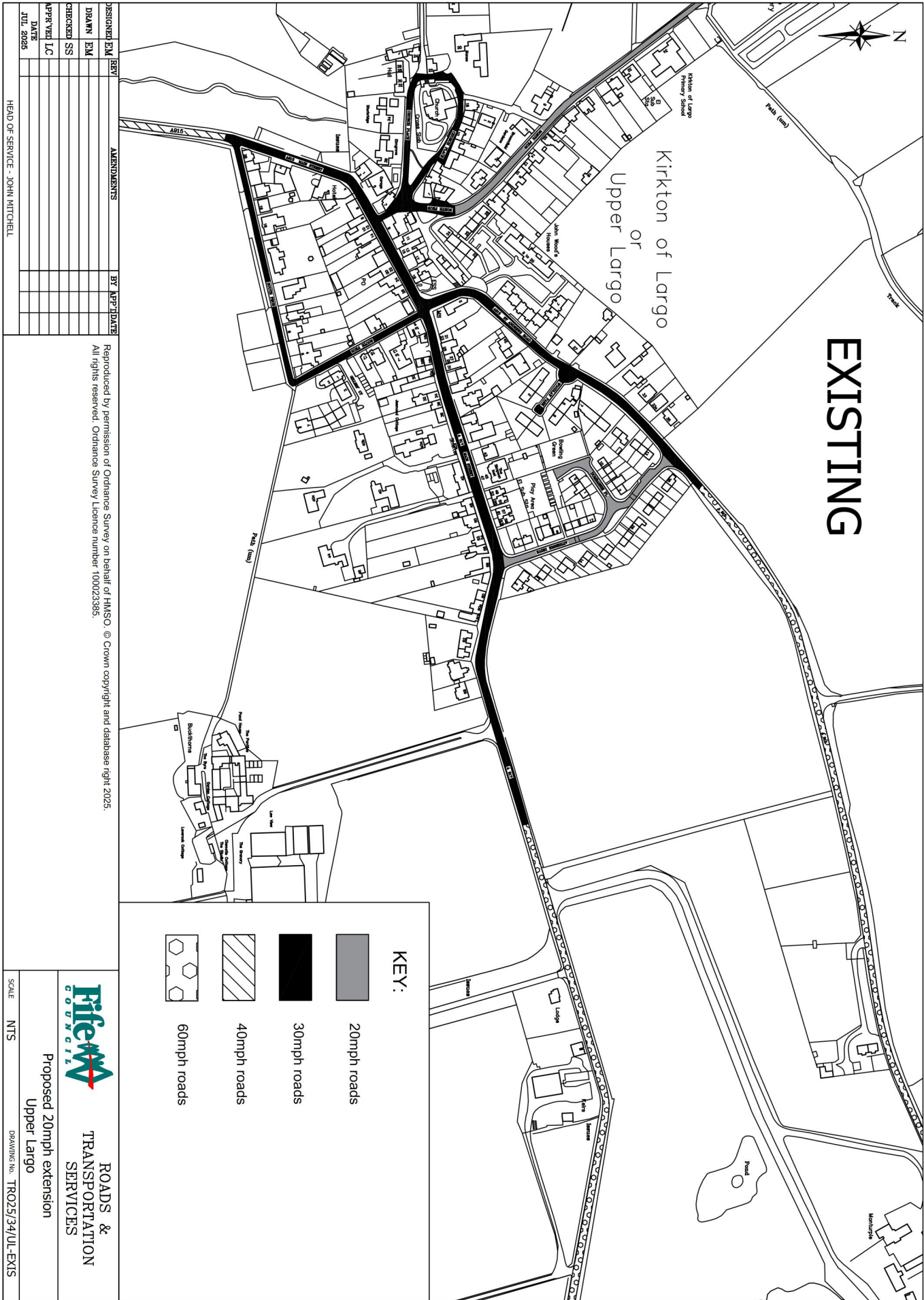
Report Contacts

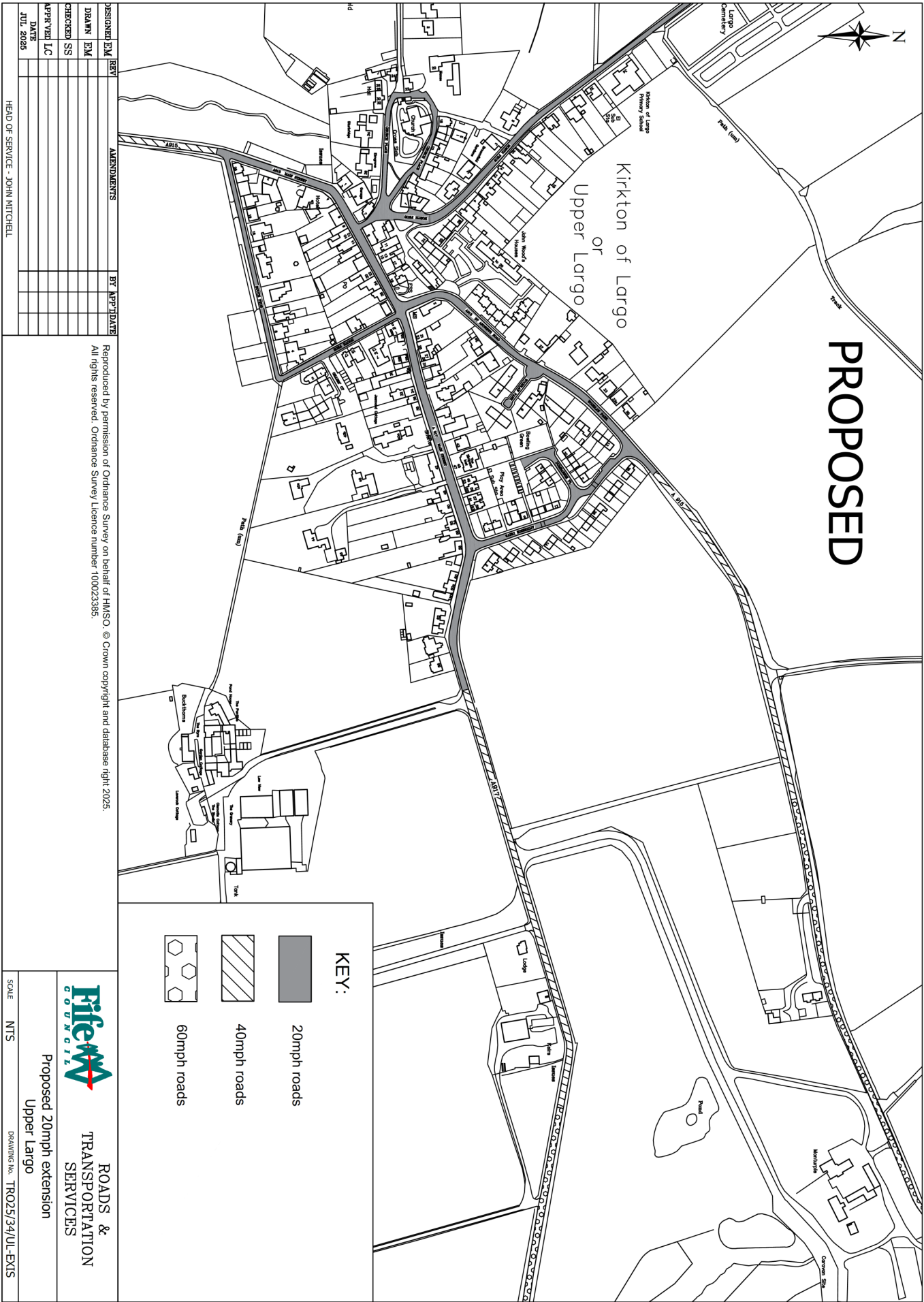
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Area Roads Programme 2024/25 - Final Report

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

Wards Affected: 21 & 22

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 and 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 2024-25 ARP on 20th March 2024 (2024 LAC 48, Para 121 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 Levenmouth 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. Structures Schemes

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Levenmouth Area Committee

Area Roads Programme 2024-25

Carriageway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
21	Leven	Old Mill Court		£21,965	£41,274	Complete	
22	Rural Road	B930 Percival Road Ph2	Development Site to A955	£176,898	£177,160	Complete	
22	Methil	Kirkland Walk	West of Sycamore Avenue to Methil Brae	£188,136	£116,088	Complete	
22	Methil	B932 Sea Road Northbound	B931 Wellesley Road to Sea Road South R/A	£71,637	£50,038	Complete	
21	Leven	A915 Scoonie R/A	including approaches and exits	£65,216	£67,540	Complete	
21	Windygates	U041 Milton Road	A916 Kennoway Road	£164,609	£186,551	Complete	
21	Upper Largo	A915/A917 Main street	North Feus East to Joint on the A917	£211,341	£133,486	Complete	
22	Methil	South Street	Dubbieside to Bawbee Roundabout	£96,311	£121,294	Complete	
TOTAL				£996,113	£893,432		

Levenmouth Area Committee
Area Roads Programme 2024-25
Footway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
21	Leven	Anderson Street	o/s no.1 & o/s no's 10-34	£6,586	£22,774	Complete	
21	Leven	Hawthorn Street Ph 2	Full length. South side.	£39,989	£61,888	Complete	
21	Leven	Robertson Avenue	Full length. Both sides	£55,292	£7,989	Complete	Delivered as part of thin surfacing programme.
22	Methil	A955 Methilhaven Road	From Care village entrance to property no.246	£27,636	£0	Postponed	To be delivered as part of Leven Connectivity project
21	Leven	Scoonie Road/Windy gates Road	Property no.2 Windygates Rd to Letham Avenue on Scoonie Road.	£33,881	£0	Complete	Patched as part of carriageway scheme.
22	Buckhaven, Methil & Wemyss	Thin Surfacing Programme	Various sites	£30,000	£58,361	Complete	
21	Leven, Kennoway & Largo	Thin Surfacing Programme	Various sites	£30,000	£26,294	Complete	
TOTAL				£223,384	£177,305		

Levenmouth Area Committee
Area Roads Programme 2024-25
Road Safety & Traffic Management Schemes
Outturn

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2025	Comments
22	Methil	Kirkland Gardens	Remove raised East R/A Remove raised roundabout	£34,000	£44,683	Complete	
22	Methil	Kirkland Gardens	West roundabout Remove raised roundabout	£45,000	£55,262	Complete	
22	Methil	Methilhaven Road	At Muiredge GP Surgery. Toucan crossing	£40,000	£0.00	Postponed	To be delivered as part of Leven Connectivity project.
22	Buckhaven	Wellesley Road	East of Sandwell Street	£40,000	£59,415	Complete	
21	Kennoway	Denhead	Speed Reduction Measures	£12,000	£10,913	Complete	
22	Buckhaven	Sandwell Street	4x speed cushions	£10,000	£12,800	Complete	
TOTAL				£181,000	£183,073		

Levenmouth Area Committee
Area Roads Programme 2024-25
Lighting Schemes Outturn

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2025	Comments
21	Kennoway	Cupar Road		£58,800	£0	Postponed	Delayed due to land access
21	Leven	Robertson Avenue	Combined with Shepherd Avenue, Shepherd Crescent, Graham Avenue & Graham Crescent	£87,000	£86,984	Complete	
22	Windygates	A915 Standing Stane Road	Columns 33 to 69	£126,000	£0.00	Postponed	Delayed due to station entrance works. Programme dates TBC.
22	Methil	Mullberry Cres	Oakvale Rd, Bourtree Bank, Larchfield	£36,000	£55,175	Complete	
22	Buckhaven	Brown Street	Chapel St, Erskine St Combined with Lawrence Court, Factory Road area.	£99,000	£207,951	Complete	
TOTAL				£406,800	£350,109		

Levenmouth Area Committee
Area Roads Programme 2024-25
Structures Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn	Progress at 31st March 2025	Comments
21	Windygates	Station Road	Cameron Railway Bridge	£64,000	£153,465	Complete	
21	Lower Largo	Harbour Wynd	Seaton Place to Drummochty Road	£70,000		Postponed	Resource pressures, service reviewing short-term measures to recruit.
21	Leven	N/A	Land South of Rosemount Grove (Mountfleurie Footbridge)	£5,800,000	£1,300,000	Ongoing	Re-alignment of bridge due to land constraints. Planning Application/Ground Investigation/Land Acquisition in progress.
TOTAL				£5,934,000	£1,453,465		

Leven Regeneration – Active Travel Network – On Road Capital Funding

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

Wards Affected: 21 and 22

Purpose

The purpose of this report is to provide an update on the delivery of Active Travel Network – On Road as part of the River Leven Regeneration Programme.

Recommendations

It is recommended that committee:-

- 1) notes the delivery of priority routes P1.2A and P1.2B, which largely encompass Methilhaven Road in addition to P1.3, the Promenade extension, and the formalisation of the footpath on the A915 (as shown in Appendix 1);
- 2) approves the delivery of Routes ATN 6 and ATN 11B; and
- 3) approves delivery of Phase 3 and 4 routes — ATN7, 8, 9, 13, 14, 22, 28, — pending funding provision.

Resource Implications

The River Leven Regeneration Programme has committed funding of £24.374m, and the funders are as follows;

Funding source	Funding amount in £million
UK Government's Levelling Up Fund (LUF)	£19.41
Sustrans' Places for Everyone Funding (PfE),	£2.381
Transport Scotland's Tier 2 Active Travel Infrastructure Fund	£1.813
Leven Reconnected Programme (LRP)	£0.77

The funding available for the Levenmouth Connectivity projects is £19.885m, allocated as follows;

Funding source	Amount in £million
Mountfleurie Bridge	£5.83
River Park Routes	£4.712
Active Travel Network On-Road – contractually committed and substantially delivered	£3.083
Active Travel Network On-Road – scheduled for commitment - Routes 1.2A and 1.2B, P1.3 promenade	£2.743
<u>Levenmouth Area Committee decision required</u> Active Travel Network On-Road – scheduled for commitment - Routes ATN1.6 and 11B	£1.213
Extra-over Programme contingency	£2.304

The Extra-Over Programme Contingency may release further unallocated contingency into the programme to assist in the further delivery of the Active Travel Network.

Legal and Risk Implications

The Department for Transport stated that UK Government LUF funding, along with Transport Scotland and LRP funds, will be available until 31 March 2026. This programme is structured to align with that deadline, ensuring projects are financially committed within the timeframe. The DfT has also indicated they will accept commitments as long as spending is anticipated within a reasonable period.

Impact Assessment

An EqIA and Fife Environmental Assessment Tool (FEAT) are not required as this report does not propose a change or revision to existing policies and practices.

Consultation

Financial Services have been consulted in the development of this report.

Extensive consultation has been undertaken with the local community, businesses, and stakeholders over a number of years to establish the master plan of the Active travel Network routes.

1.0 Background

- 1.1 The Council has been successful with bids to Transport Scotland's ATIF Tier 2 to support the delivery of the River Park Routes project receiving a grant offer of £1.813m and Leven Reconnected Programme to support the delivery of the Promenade extension project receiving £0.77m.

- 1.2 As stated in the cabinet committee report (2025CC 175 para.329), it was decided to defer the delivery of the On-Road Active Travel Network, approved by the Cabinet Committee on 8 February 2024, until the complete construction costs for the Mountfleurie Bridge and River Park Routes were confirmed. This report outlines options to ensure full expenditure of all funding.
- 1.3 As noted on 8 February 2024, the Cabinet Committee report (2024.CC 114 para.208) authorised the implementation of the Active Travel Network – On Road (Phase 1). Consequently, the immediate priorities identified are routes P1.2A and P1.2B, which largely encompass Methilhaven Road. Unfortunately, P1.2C cannot be delivered at this time as we have not yet secured all the land necessary to deliver this section.
- 1.4 Another approved on-road project, as noted on 14 May 2025 in the Levenmouth Area Committee report (2025 LAC 82 para.210), is P1.3, the promenade extension, which seeks a £330,000 contribution from LUF to complement the Levenmouth Reconnected Programme funding.
- 1.5 As part of the Cameron Bridge railway station delivery, a temporary footpath on the A915 was installed. Given the connectivity between the railway station, the facilities on Cameron Bridge west side, and Methilhill, it is proposed to upgrade this temporary footpath to a permanent status.
- 1.6 Approval from the Levenmouth Area Committee is being sought for additional on-road routes not previously specified being brought forward from future years, this approach aims to utilise all available funding efficiently. If this process is not followed, unallocated would be returned to funders.

2.0 Issues and Options

- 2.1 All ATN works are proposed to be delivered through Roads and Transportation Services' Road Maintenance and Civil Engineering Minor Works Framework.
- 2.2 We will proceed with the approved priority routes P1.2A and P1.2B, as well as route P1.3 (Promenade extension and footpath upgrade on the A915). These routes are scheduled for completion within the March funding timeline. The project will deliver enhanced scope by providing on-road routes and additional benefits ahead of the March deadline, primarily through improved or newly established active travel links that connect local communities.
- 2.3 It is recommended to prioritise progress on routes ATN 6 and ATN 11B, as both can be completed before March 2026. Achieving early completion in 2026 will provide greater flexibility to evaluate additional on-road options prior to the funding deadline. These routes are expected to enhance active travel connectivity for local communities in advance of March. If ATN 6 cannot proceed, route ATN 22 may serve as a suitable alternative.
- 2.4 Subject to appropriate funding provisions, progress may proceed with a combination of Routes ATN22 (if not included in option 2.3 above), ATN 7, 8, 9, 13, 14, and 28, as these can either be potentially delivered or financially committed prior to the March 2026 funding deadline. If funding isn't realised to deliver advancing these projects would position the Council favourably for Transport Scotland's ATIF grant application for 2026/27, as we

would have projects ready for delivery. Roads and Transportation will not contractually commit to any projects within this phase without funding being available.

3.0 Conclusions

- 3.1 Funding available for delivery of ATN On-Road projects should proceed as outlined in sections 2.2 and 2.3, as these routes offer substantial on-road connectivity to the rail stations and the wider communities.
- 3.2 Projects identified within section 2.4 are contingent upon the availability of funds within the programme and will be confirmed based on reasonable certainty in the programme's overall financial forecast and actual expenditure. A review will be carried out at the end of each quarter. The intent of this option is to allow the programme to continue without the need for further committee approvals. Previous programme activities have shown that obtaining individual project approvals can delay progress.

List of Appendices

Appendix 1 – Active Travel Network – On Road Plan

Background Papers

N/A

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Phase 1 - P1.2a, P1.2b, P1.3b and A915

Phase 2 - ATN 6/ATN 22 (one or other) and ATN 11B


Phase 3 - ATN22 (if not Phase 2) and ATN 7, 8, 9,13,14 and 28

Type of Provision

— On-Road (Cyclists on 20mph carriageway)

—— Shared-use Path

—— Segregated Cycleway

REV	AMENDMENTS				BY	APPVD	DATE
<div></div>					<div>ROADS AND TRANSPORTATION SERVICES</div> <div>HEAD OF SERVICE - JOHN MITCHELL</div>		
TITLE: LEVEN ATN							
ROUTES							
DRAFT		TENDER	X	CONSTRUCTION		AS BUILT	
DESIGNED	FI	DRAWN	FI	CHECKED	MM	APPROVED	MM
DATE		SCALE N.T.S.		DRAWING No.			

20 August 2025

Agenda Item No. 7

Levenmouth Area Community Learning and Development Action Plan – Annual Report

Report by: Paul Vaughan Head of Communities and Neighbourhoods

Wards Affected: 21 & 22

Purpose

This report shares the progress we have made through the Levenmouth Area Community Learning and Development (CLD) Action Plan for 2024–2025. It marks the first year of the wider Fife CLD Plan 2024–2027, a transitional or "bridging" year. We're currently developing a new Area CLD Plan to steer the next two years of work.

As outlined in the Fife CLD Plan, we are submitting this annual report to the Area Committee. It highlights:

- What we are achieving in Levenmouth
- Key learning and development outcomes
- How local partners have worked together to support making a difference

Recommendation(s)

The committee is asked to:-

- 1) acknowledge the progress made in delivering meaningful learning and development in the Levenmouth area;
- 2) recognise how welfare support has been actively woven into local CLD actions and the inter-connections with the Levenmouth WRAP Plan;
- 3) note the active involvement and outcomes of the Levenmouth CLD Team in undertaking a "peer review" June 2025;
- 4) note the requirement to create a new Area CLD Plan to complete this three-year cycle; and
- 5) note that a future update will be brought in August 2026, or as scheduled.

Resource Implications

None

Legal & Risk Implications

This report presents no legal or risk concerns for Fife Council. Teams will continue to follow standard operating procedures and assess risks as usual.

Impact Assessment

An Equalities Impact Assessment isn't needed because this report doesn't suggest changing current policies or practices.

Consultation

Partnership and collaboration remain at the core of the Levenmouth CLD Action Plan. Local groups and Fife-wide partners have shaped its priorities, outcomes, and actions. The plan is closely aligned with the Levenmouth Welfare Reform Anti-Poverty Plan and the Levenmouth Area Plan.

Together, these plans focus on prevention and support. They also uphold Fife Council's - No Wrong Door approach, making sure people get the help they need to enable enduring quality of life outcomes and a positive impact on achieving individual and generational change.

1.0 Background: Fife CLD Plan & Area Delivery Plans

- 1.1 Fife's Community Learning and Development Partnership 2024-2027 Plan sets out the context, scope and partnership delivery which meet the statutory requirements of the Scottish Government.
- 1.2 Subsequently, each of the 7 geographical areas across Fife produce an Area CLD Delivery Plan. These Area CLD Delivery Plans include ongoing, core delivery of works associated with youth work, adult and family learning, community capacity building. There is also an increasing expectation that delivery will address targeting delivery at participants who would benefit most. Contributing to reducing poverty, community wealth making and increasing opportunity for all are foundations of this work across local areas. Recognition of the need to embed and embrace designing local delivery which contributes to reducing climate change is understood.
- 1.3 Fife's Community Learning and Development Partnership 2024-2027 Plan can be found via the link on Section 6.1 For reference too, the most recent Fife CLD Plan update reports to the Communities and Wellbeing Partnership are included in the background papers to the report.
- 1.4 Levenmouth Community Learning & Development Plan 2024/25 (bridging year) is included in the Appendices 1 papers to the report.
- 1.5 The WRAP Action Plan focuses on partnership delivery and includes clear links to the Area CLD Plan, Locality Health Plan and local Area Plan. The partnership is working effectively with clear advantages and progress being made for delivery of preventative work and appropriate crisis interventions relevant to the needs of Levenmouth as partners come together to improve outcomes for individuals, families and community. The WRAP action plan is included in the background papers to the report.

- 1.6 A number of WRAP actions and initiatives report directly to Area Committee either via a funding context or part of a specific project such as Warm Welcome/Warm Places.
- 1.7 A Levenmouth Community Learning & Development Plan for the remaining period 2025-2027 is being currently being developed.
- 1.8 Background & Appendices papers, the following
 - Fife CLD Plan update reports to Communities and Wellbeing Partnership.
 - Levenmouth Community Learning & Development Plan 2024 –2025 Appendix 1
 - Levenmouth WRAP Action Plan 2024-2027
 - Peer Review June 2025 Appendix 2
 - Levenmouth Area (Cognisoft - Management Information Service) 2024-25 Appendix 3

2.0 Peer Review

- 2.1 A CLD Peer Review was undertaken during June 2025. This was undertaken as part of a quality assurance exercise involving Levenmouth CLD team and a Review Team drawn from experienced staff from out with the area. The report findings provide evidence of positive outcomes for participants along with recommendations for improvements. The measures were based on those included in the Scottish Government's Inspection Framework.
- 2.2 The full Report is provided Appendix 2 to this report.
- 2.3 In summary, the work undertaken within CLD and wider partnership is making a real difference for individuals. That the collaboration and joint planning being taken prepares effectively for building our confidence in any future "No Wrong Door" design in Levenmouth. Design which can be built on sound foundations and strong relationships between a wide network of third sector and statutory providers.

3.0 Performance Data - Cognisoft

- 3.1 Cognisoft is the main Management Information System for recording CLD work. In some situations, other systems are utilised e.g. FORT. Predominately the use of Cognisoft is the preferred platform but recognises the need to be flexible with this as appropriate. Data protocols are maintained.
- 3.2 The 2024 data for Levenmouth is provided within Appendix 3 to this report.
- 3.3 Reporting periods are by Quarter; this allows visibility of seasonal variations of demand. Future reports will have comparisons; this is a feature which is being developed centrally. The use of Cognisoft contributes to our data collection both locally and Fife-wide, reporting of Key Performance Indicators draws directly from these reports.

- 3.4 A briefing session and demonstration of Cognisoft can be arranged for elected members, focussing on local work or specific projects as appropriate.
- 3.5 The Peer Review (June 2025) notes the use of data to inform practice and performance; there is clear evidence of this across the majority of delivery undertaken.

4.0 Examples

- 4.1 The following examples highlight work carried out. They show how CLD activity directly supports community engagement, delivers targeted interventions, and creates real impact. While each example focuses on individual outcomes, they work together to build shared capacity, strengthen resilience, and expand learning—both for individuals and for the organisations involved.
- 4.2 **Volunteering** – The CLD team and partners support volunteering. This activity provides direct opportunities for individuals to gain experience, share skills and contribute to their local community. Within our CLD section there are currently 35 volunteers contributing to service delivery across the Levenmouth area. Volunteers have an agreed voluntary plan, regular support and contributed to 5,000 hours of time. A volunteer celebration event is scheduled for February each year where contributions are recognised. The volunteering programme which is implemented has the CLD Standards Council approval and has been awarded Investing in Volunteering certification.
- 4.3 Volunteering also is supported through Fife Voluntary Action, Corra Foundation and through the many small to medium organisations who contribute to community life in Levenmouth. Individuals are active in many ways and are managing, delivering, and creating opportunities for learning and physical activity often informally but also through recognised programmes.
- 4.4 Our direct experience and feedback from those involved tells us that volunteers are enjoying their experience, it provides a structure opportunity to contribute to their community and for a small but significant number it provides work experience, reduces isolation contributes to well-being in a variety of ways.
- 4.5 Projects currently supported are Community Cinema, Peoples Pantry; Cook & Share, Pump Track, STEM activity, Cooking for Life, Unexpected garden.
- 4.6 We are increasing our support to increase the opportunities for young people aged 14yrs and over to become involved in volunteering.
- 4.7 **Pump Track, Kennoway** – the Pump Track has been established at Sandybrae Centre, Kennoway. It provides an outdoor track for cycle skills, competition, and fun. The track has hosted local and national events and is an example how local funding and external funding can create a local facility meeting local need whilst creating a destination opportunity for visitors from surround areas and from across Scotland

- 4.8 The track is supported by volunteers, delivering skills activities and training, such as bike maintenance, bike handling skills and teamwork.
- 4.9 A local sub-committee has been formed and are active in managing and creating opportunities at the track. This includes funding, general upkeep and liaising to bring events to the track to promote the sport and raise the profile of the area.
- 4.10 Bikes are available at the park for use, there are adaptive bikes for those with disability, and younger children can be found using scooters and trikes.
- 4.11 The track has brought a positive contribution to the physical and social fabric of the village. Children and young people are active; aspirations and opportunities have been opened through competitions and events.
- 4.12 The Pump Track recently won an award for its contribution to Health & Wellbeing.
- 4.13 **Science Technology Engineering & Maths (STEM)** – the delivery of learning through STEM activity has been growing throughout the duration of the CLD plan. From individual Goblin Car building on an ad hoc basis to a structured programme based at Methil Centre, having created a STEM learning suite in the basement of the centre.
- 4.14 A structured learning programme is delivered for children at primary school age, promoting STEM and actively raising the interest, awareness and understanding of how science, technology and engineering are present in the local community and how they could get involved in the future.
- 4.15 Through the programme we can support primary school learning and for the first time Aberhill Primary have been able to facilitate children taking part. This is a positive intervention and the benefits for those children taking part should be equally beneficial.
- 4.16 The programme in its current form supports primary school STEM activity. The ambition is to extend the programme to involve secondary school aged pupils, thus also providing a continued learning journey through the transition from primary to secondary. This would require investment in equipment.
- 4.17 Our next phase is to consolidate STEM through our youth work offer to schools and explore how family learning might be included in the future.
- 4.18 The programme is delivered through direct staffing and volunteering, we have extended the reach of the programme to Kennoway Primary School.
- 4.19 **Community Cinema** – a community cinema group continues to thrive and have piloted several cinema events, including supporting an outdoor cinema event. The films are shown at Buckhaven Community Centre and the development is supported by the Centre's management committee and centre staff.

- 4.20 Volunteers have hosted, promoted, and managed their cinema events to provide opportunities for all ages to take part. The support from the community has been significant with most seats being booked in advance.
- 4.21 The development has shown how local people can create sustainable activity, engaging and involving the local community, and provide a low-cost experience for families on their door-step.
- 4.22 The group has purchased their own equipment and continue to offer events locally. There may be opportunity to visit other areas in the Levenmouth area through collaboration and networking with interested parties. An event will feature as part of the Letham Glen centenary celebration.
- 4.23 **Unexpected Garden, Leven Centre** – the garden is now firmly established and demonstrates how public space can be transformed into a growing space.
- 4.24 The garden provides an opportunity to experience growing from seed to plate, encourages wider appreciation of environmental concerns and offers a safe space to meet and build friendships and network. A small work area has been established and there is an integral “performance stage” built into the design for small scale activity.
- 4.25 There are open links with the neighbouring primary school, volunteering opportunities and collaboration with other food projects within the Centre Leven, such as the Peoples Pantry and Hame from Hame.
- 4.26 **Life skills – Cooking4Life** – learning to cook is something we have been supporting. We aim to increase awareness, skills and reduce the reliance of pre-packed food.
- 4.27 Cooking for life is a children’s programme where cooking skills are taught over a 10 week programme, culminating in a shared meal with invited family at the end of the block. The programme is based at Buckhaven Centre and makes use of the community kitchen.
- 4.28 An evaluation was completed last year for the programme and feedback has shown young people do retain and use the skills learned. That young people are better prepared to “fend for themselves” when situation arises. Refurbishment at Sandybrae should allow for the programme to be extended when the kitchen is updated. Currently portable cook stoves are used.
- 4.29 Cooking for Life will continue to feature in our learning offer for children and adults. The purpose being not to provide food directly but to increase the ability for self-reliance and enjoyment.
- 4.30 **Youth Work – schools offer** – CLD offer a range of school collaborations at primary and secondary levels. The use of the outdoor learning locally and at Lochore

meadows feature highly in the delivery of work. Our programme of Natural Connections works effectively and provides a framework to deliver learning outdoors.

- 4.31 The referrals and participants involved in the programmes are those who benefit from additional out of class support. This could be behavioural, confidence or those who benefit from extra support during primary/secondary school transition.
- 4.32 The CLD team are actively supporting attendance initiatives and there are small scale projects which are contributing to building how attendance at school can be supported for those at risk of disengaging further.
- 4.33 **Capacity Building** - a number of interventions/engagements continue to be supported, these can be short term, or longer term in duration and reflect emerging local need. Examples include Letham Glen Centenary Celebrations; Wemyss Community Pub; CTH – Trade Hub; Leven Skatepark Refurbishment; Fishbowl Nursery; Methil Heritage Centre; Windygates Football Initiative (Astro). The availability and ability to respond to such requests remains important if we are to find the right balance between effective planning and responding to need. Support and active links to Regeneration activity in Buckhaven remains a priority.

5.0 Conclusions

- 5.1 The CLD Team and partners are delivering effective learning which is contributing to changing lives and shaping communities.
- 5.2 The integration of welfare support across a range of activities and opportunities adds value and builds individual resilience and promotes dignity and inclusion.
- 5.3 There are effective quality assurance and performance monitoring procedures in place which support improvement, service change and sustainability.
- 5.4 Recognition is given to building the physical assets of the area alongside creating opportunities for learning, employment, green health activity and supporting those who would benefit most.
- 5.5 As partnerships mature and there are increased opportunities for collaboration and shared outcomes, the value of the engagement will improve and outcomes for individuals and families and communities will increase exponentially too.

List of Appendices

- 1) Peer Review June 2025
- 2) Levenmouth Community Learning & Development Plan 2024 –2025
- 3) Levenmouth Area (Cognisoft - Management Information Service) 2024-25

Background Papers

- Fife's Community Learning and Development Partnership 2024-2027 Plan
- Levenmouth WRAP Action Plan 2024-2027
- Fife CLD Plan update reports to Communities and Wellbeing Partnership

Report Contact

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Levenmouth Area Delivery Plan

Year One

September 2024 to August 2025

Opportunities for All

Opportunities for All is about ensuring that no-one is left behind. We aim to ensure that every Fifer can access opportunities in education, training, jobs and wider society, and that All Fifers have equal access to the support and advice they might need to support a fulfilling and decent life.

Expected Change	CLD Outcome	Actions for Year 1	Partners Lead / Contributing	Measures of Success	Progress/Reporting
Adult Learning					
1. All community based adult learners have improved skills across the four thematic areas of family, work, community and Personal skills.	AD1 AD2	Review and update LPG delivery group for Levenmouth.	Local Planning Group (LPG) ABE/ESOL Fife College CLD Team 3 rd Sector	Action Plan agreed, LPG meet regularly and representative of local learning providers. <u>Key Performance Indicators:</u> KPI2; KPI1; KPI9	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 CLD Team Plan 2025
	AD1 AD2 AD3 AD4 AD5	Promote learning pathways for learners across and between learning providers.	Local Planning Group (LPG) ABE/ESOL Fife College CLD Team 3 rd Sector	Learners engage in learning progressing the level of skill, knowledge, understanding. Learning is sustained and the breadth of learning choices is increased. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5 KPI9; KPI10	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 CLD Team Plan 2025
	AD1 AD2 AD3	Undertake a learning survey within the	CLD Team LPG	Survey undertaken, learning designed and	Report to Area Committee August 2025

AD4 AD5	Kennoway community.		offered to meet local need. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5	Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025
AD1 AD2 AD3 AD4 AD5 AD6 AD7	Work in partnership to enable ABE/ESOL area-based provision.	CLD Team ABE/ESOL Team Fife College – multiply	Learning sustained and purposeful, increased confidence, cohesion and empowerment. <u>Key Performance Indicators:</u> KPI1; KPI2	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025
AD1 AD2 AD3 AD4 AD5	Deliver learning which supports “outdoor learning”, via coaching, first aid, Natural Connections cycling, or similar.	CLD Team Outdoor Education Education Service	Qualifications gained; learning opportunities result in increased provision. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5 KPI9; KPI10	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025
2. All community based adult learners have improved skills across the four thematic areas of family, work, community and personal skills.	Sustain “dads’ group” at Buckhaven and extend provision to Kennoway to support family learning.	CLD Team Education Nursery	Group meet regularly, confidence built, dads demonstrate peer support, children and parents engaged fully. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025
AD1 AD2 AD3	Deliver learning activity linked to the Levenmouth	CLD Team WRAP 3 rd Sector	Learning supports outcomes of anti-	Report to Area Committee August 2025

AD4 AD5	Welfare Reform Anti-Poverty action plan.		poverty resilience, maximising income. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5	Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025 WRAP Action Plan 2025
AD1 AD2 AD3 AD4 AD5	Deliver and support learning linked to digital skills and employability.	CLD Team Welfare Support Staff Digital Tutor Fife College On Fife – Library Service Glenrothes Y	Awareness, confidence and use of digital skills personally and supporting peer and family activity. Increase in employability through basic IT and smart device usage for work purposes. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025
AD1 AD2 AD3 AD4 AD5	Support and increase the number of informal learning opportunities through social interaction, reducing the risk of isolation. Warm Welcome activity, Social	CLD Team 3 rd Sector	Range of activity offered at various venues and times, attendance at groups sustained, peer support and awareness of wider learning and services. <u>Key Performance Indicators:</u> KPI3; KPI4; KPI5; KPI9	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 CLD Team Plan 2025 Area Committee Project Funding 2024/25

		Chess, Buddy Group's locally.				
Expected Change	CLD Outcome	Actions for Year 1	Partners Lead / Contributing	Measures of Success	Progress/Reporting	
CCB						
3. Improved local outcomes delivered through local community plans, neighbourhood plans and community led action plans.	CD5 CD6 CD7	<p>Review progress and delivery of existing plans.</p> <p>Delivery of neighbourhood plan for south Buckingham.</p> <p>Delivery of WRAP action plan.</p> <p>Sustain support for significant place projects.</p>	<p>CLD Team</p> <p>People Group</p> <p>Area Committee</p> <p>3rd Sector</p> <p>Private & Public Bodies</p> <p>NHS/HSCP</p>	<p>WRAP Action Plan delivery;</p> <p>Area Locality Plan delivery;</p> <p>Place Plans – priorities considered and embedded.</p> <p><u>Key Performance Indicators:</u></p> <p>KPI11; KPI12</p>	<p>Report to Area Committee February & August 2025</p> <p>Cognisoft data reporting Q4; Q1; Q2; Q3</p> <p>CLD Team Plan 2025</p>	
Expected Change	CLD Outcome	Actions for Year 1	Partners Lead / Contributing	Measures of Success	Progress/Reporting	
Youth Work						
4. Young people's achievements are fully recognised	YW3	<p>Young people receive feedback re their learning, achievements, progression.</p> <p>Accreditations are recorded.</p> <p>Celebration of achievements held at project or area level.</p>	<p>CLD Teams</p> <p>3rd Sector</p> <p>Education</p>	<p>Regular feedback recorded on Cognisoft, shared as appropriate.</p> <p>Project and area recognition events were held.</p> <p>Young people are seen as positive role models.</p>	<p>Report to Area Committee August 2025</p> <p>Cognisoft data reporting Q4; Q1; Q2; Q3</p> <p>CLD Team Plan 2025</p>	

						<u>Key Performance Indicators:</u> KPI6; KPI7; KPI8	
5. Young people are supported to learn through youth work delivery and approaches, developing their maturity, participation and active citizenship.	YW1 YW2 YW3 YW4 YW5 YW6 YW7	Delivery of youth groups and projects across Levenmouth. Holiday activities delivered as projects.	CLD Teams 3 rd Sector	Young people actively involved, engaged and learning. Activity is challenging and meets local needs. Reduction in ASB through diversionary activities and holiday programmes.	<u>Key Performance Indicators:</u> KPI6; KPI7; KPI8	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 CLD Team Plan 2025	
	YW1 YW2	Review and update Youth Strategy and delivery group for Levenmouth.	Youth Strategy Group CLD Team 3 rd Sector Education	Action Plan agreed, LPG meet regularly and representative of local learning providers.	<u>Key Performance Indicators:</u> KPI10; KPI12;	Report to Area Committee February & August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 CLD Team Plan 2025	
Expected Change	CLD Outcome	Actions for Year 1	Partners Lead / Contributing	Measures of Success	Progress/Reporting		
Anti Poverty							
6. People have the information and support they need to cope with welfare changes. Claimants are better able to meet	AD1 AD2 AD5	Delivery of regular information and guidance sessions. Referral pathways enhanced to	CLD Teams WSA Team WRAP (initiatives) 3 rd Sector Employability	Information up to date and available digitally and otherwise. Information session take up and feedback positive.	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate.		

benefits conditions.		support No Wrong Door, ethos.		Reduction in sanctions. Increase in employability or volunteering opportunities. <u>Key Performance Indicators:</u> KPI 1; KPI13; KPI9;	CLD Team Plan 2025 WRAP Action Plan & Associated Projects/Initiatives progress reporting.
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Thriving Places

Thriving Places are safe, well designed and maintained places that promote wellbeing, where people are proud to be, and where they have access to the services and facilities, they need at different stages of their lives.

Expected change	CLD Outcome	Actions for Year 1	Partners Lead / Contributing	Measures of Success	Progress
Adult Learning					
7. Levenmouth is environmentally friendly and pollution free.	AD1 AD2 AD3 AD5 <u>also</u> CD1 CD2	Green space is used for family learning, play and community events. Projects are supported and embedded in community vision and plans.	CLD Team Parks Allotment LPG 3 rd Sector	Green spaces are used for learning, well-being, active travel. Investment in equipment, destination park	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate. CLD Team Plan 2025

	CD7			<p>sustained – Letham Glen Centenary.</p> <p>Silverburn Park embedded into the local community and accessed regularly.</p> <p><u>Key Performance Indicators:</u> KPI 1; KPI2; KPI3, KPI4; KPI5</p>	
8. Community creates and promotes “place” to regenerate economy, well-being and aspiration.	AD5 AD4	<p>Individuals are supported through learning to adopt appropriate governance and structures in place.</p> <p>Development Plans for Community Centre – refurbishment and enhancements.</p>	CLD Team 3 rd Sector FVA LPG	<p>Organisations are compliant and work efficiently and effectively.</p> <p>MC Development Plans</p> <p>CRF funding outcomes.</p> <p><u>Key Performance Indicators:</u> KPI 1; KPI13; KPI9, KPI12</p>	<p>Report to Area Committee August 2025</p> <p>Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate.</p> <p>CLD Team Plan 2025.</p>
CCB					
	CD1 CD3	<p>Community events are supported across Levenmouth.</p> <p>Holiday activities are delivered to support</p>	CLD Team 3 rd Sector FVA LPG LLTA	<p>Events organized and well attended.</p> <p>Events compliance undertaken.</p>	<p>Report to Area Committee August 2025</p> <p>Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate.</p>

		local community, tourism and economy.		Groups co-ordinate and collaborate to avoid duplication and share resources. <u>Key Performance Indicators:</u> KPI 1; KPI13; KPI9;	CLD Team Plan 2025
Youth Work					
9. Destination facilities promoted and attracting local and outward interest.	YW1 YW2 YW3 YW4 YW5 YW7	Delivery of youth facilities at Sandybrae and Leven Prom,	CLD Team Outdoor Ed Active Schools	Pump Track operational and supporting youth work and physical activity. Skateboard Park refurbished and operational. <u>Key Performance Indicators:</u> KPI 1; KPI13; KPI9;	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate. CLD Team Plan 2025
10. Young people's voices are heard and included as equal stakeholders.	YW1 YW2 YW4 YW6	Youth voice re-established and supported in area. Establish links to other areas NEF; Glenrothes; Kirkcaldy.	CLD Team Education Service 3 rd Sector	“youth voice/forum established MSYP – supporting process	Report to Area Committee August 2025 Cognisoft data reporting Q4; Q1; Q2; Q3 & FORT as appropriate. CLD Team Plan 2025

Welfare Support						
11. Services meet the needs of those who benefit most.	YW1	Wrap Action Plan	CLD Team	Centres have welfare services embedded in their core work,	Report to Area Committee August 2025	
	AD2	Community Food Initiatives	WRAP Community Food Team			
	CD6		WSA Team	Recognition of No Wrong Door and	Cognisoft data reporting Q4;Q1;Q2;Q3 & FORT as appropriate	
	CD1	Learning Centres and advice sessions.	CARF Alcohol & Drugs Services Locality Health Men's Shed	referral routes, inter agency work. <u>Key Performance Indicators:</u> KPI11; KPI 12; KPI13; KPI9;	CLD Team Plan 2025 WRAP Action Plan & Associated Projects/Initiatives progress reporting.	

Community Led Services

Community Led Services means putting communities and service users at the heart of how we design services, and building on the strengths and assets we have in our workforce and in our communities in order to deliver value added services.

Expected change	CLD Outcome	Actions for Year One	Partners Lead / Contributing	Measures of Success	Progress
12. Organisations are listening, learning and contributing to reducing exclusion and disadvantage.	CD1 CD2 CD3 CD4 CD5 CD6 CD7	Network of support for MC within community centers and halls. Engagement with local groups re development and sustainability ambitions. Creating effective networking and	CLD Team FVA 3 rd Sector WRAP LCP support Community Investment Team Corra Foundation Locality Health Coalfields Regeneration BRAG	Organisations deliver services meeting local needs. Drug and Alcohol Services continue to be embedded in the community and reaching those at most risk or sustaining recovery.	Report to Area Committee August 2025 Cognisoft data reporting Q4;Q1;Q2;Q3 & FORT as appropriate. CLD Plan 2025

Expected change	CLD Outcome	Actions for Year One	Partners Lead / Contributing	Measures of Success	Progress
		collaboration across 3 rd Sector. Support asset transfer and lease arrangements. Support Warm Welcome and other short term funded opportunities.		Organisations are representative and inclusive. CRF PB undertaken. Heritage Centre Organisations leaver external funds. <u>Key Performance Indicators:</u> KPI9; KPI10; KPI 11; KPI12; KPI13;	

Inclusive Growth and Jobs

Growth in the local economy should benefit everyone and shouldn't pass people and places by. We will therefore focus on improving investment, growth and participation by businesses, people and communities, particularly in the MidFife area. We aim to support businesses to grow and to make sure that communities benefit from new business invest.me

Expected change	CLD Outcomes	Actions for Year One	Partners Lead / Contributing	Measures of Success	Progress
13. Increased employment and aspiration,	CD1	CLD and Area Support for the following projects/initiatives: Trade Hub	CLD Team 3 rd Sector Employability People Group Place Group	Investment levels in area sustained or improved.	Report to Area Committee August 2025 Area Place & Economic Dev Reports

Expected change	CLD Outcomes	Actions for Year One	Partners Lead / Contributing	Measures of Success	Progress
		LLTA FRIC BRAG MA – Fife Council Fife Heritage Railway Silverburn Park River Leven Project	Area Committee	Increased business footprint Redeployment, repurposing of sites/skills	Tourism Reports (Align to NOLB/Basic Skills/Fife College/River Leven) (Align to Volunteer pathways and recovery work)

Fife Council
Communities Directorate
Community Learning & Development Team
Levenmouth



Peer Review Report

June 2025

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Background

A small team of five CLD staff carried out a Peer Review in the Levenmouth area during the week of 16th – 20th June 2025. During the review period the team had the opportunity to talk to a range of learners, community reps, volunteers, staff, managers, and key stakeholders across fifteen different projects. The team also reviewed several sources of evidence including project plans, evaluation reports, learner feedback and activity summaries.

The report and its findings are intended to shape future practice and also meet the reporting improvements in which more detail on “outcomes” and “Impact” were requested following the Annual CLD Report to Area Committee (Levenmouth) May 2024.

Focus for Review

This Review concentrated on three key areas of delivery:

- Anti-Poverty Work
- Youth Work
- Volunteering

It was also agreed that we would focus on three of the Quality Indicators from the HGIOCLD4* framework:

- 1.1 Performance against aims and targets
- 2.3 Improving life chances
- 3.2 Partnership Working

Purpose of Report

This Report is provided to give detailed feedback from the Review, highlighting key strengths and noting areas for improvement. This is intended to further support overall continuous improvement.

Summary feedback is provided under each of the quality indicators, and detailed feedback from specific projects has been attached in the appendices for further reference.

*How Good is Our Community Learning & Development

Summary Feedback

1.1 Performance against aims and targets

Key strengths

Overall, there is good evidence of how well CLD activity is working in the Levenmouth area.

All projects have a detailed project plan that sets out clear project outcomes and outputs. These also detail how progress will be monitored and outlines the evidence that will be gathered. At local level CLD activity is recorded and reported and there are some good examples of case studies, participant feedback, and detailed evaluation reports. Qualitative feedback from partners, learners and communities is used alongside quantitative data to support planning, monitoring and reporting progress.

Partners share key data and other information to inform and support improvement. A strong example of this is within the WRAP group. The WRAP group focuses on initiatives that aim to improve life chances through partnership work, funding opportunities and training. Partners have set clear outcomes, share data, and support a range of universal and targeted work that contributes to the antipoverty agenda and WRAP also carry out annual evaluation of the activity they support. Projects that are supported by WRAP funding clearly identified and recognised their connection to WRAP outcomes.

Projects that were reviewed were able to show clear evidence of learning, planning, and evaluation and this is demonstrating response to local issues, and is building community capacity and resilience.

Areas for Improvement

- CLD Projects could make better use of Cognissoft for regular evaluation, including use of session recordings.
- More consistent use of case studies / learner journeys would further demonstrate the impact on learners and communities
- Explore further ways to capture all achievements, including soft / life skills

2.3 Improve Life Chances

Key strengths

CLD activity in Levenmouth enhances the social, emotional, and physical wellbeing of participants. Those who experience disadvantage are well supported to achieve their aims, and the delivery of learning and support programmes are well matched to participant's needs. Involvement in CLD activity is also enabling people to access to other support services. E.g. Welfare Support, Food provision

The delivery of learning programmes is well matched to participant's needs. Participants set clear aims for their learning and are supported well to meet them. Achievements are recognised and celebrated. Programmes are well targeted, and this is strengthening communities and helping to reduce negative impacts on individuals, families and communities.

A range of projects highlighted good ongoing engagement by learners, and this is supported by strong relationships between staff, volunteers, and participants E.g. Through the Gears, Kennoway Pump Track, Family Food and Fun, Youth Work Programmes, Food Pantry.

Volunteers reported that they really enjoy their role, they feel well supported, and valued by staff. They benefit from a range of training opportunities and share their skills with others. Volunteers also welcomed the opportunity to influence project delivery.

Participants accessing food support / pantries have described this as a lifeline and for some it has been life changing. Participants felt this gave them access to food in a dignified way and the use of protected places is also providing support to those most in need. This provision is also supporting those who are socially isolated.

Targeted families accessing family, food and fun provision have described this activity as a lifeline. This is supporting positive interaction with children and parents and is raising awareness of key issues (e.g. health)

Targeted programmes are improving life chances for children and young people. Projects including STEM, natural connections, and Through the Gears have successfully created an engaging environment. Participants feel safe and are enthusiastic about learning, as evidenced by their positive feedback.

Small group work was identified as being beneficial to young people, and involvement in diversionary activity has been highlighted by school and community as resulting in changes in behaviour. Young people and parents have good relationships with the staff and feel supported and included by the CLD staff. Within school-based youth work programmes, the young people were able to demonstrate that they had increased confidence, had made and developed new friendships and participated effectively in groups and teams. One saying, "I am confident now I wasn't before with new people."

Community Job Clubs and Welfare Support demonstrates a strong commitment to improving the lives of participants through comprehensive support and strategic partnerships. The development of work is based on a holistic approach to supporting the person and client described 'People like me feel lost, welfare support proves there is hope'

Areas for Improvement

- Sharing good practice / good news stories regularly
- Opportunities for young people to gain accreditation for their involvement
- More consistent use of session recordings on Cognisoft

3.2 Partnership Working

Key strengths

In the Levenmouth area there is strong collaborative and partnership working and this is adding value for learners and communities. This is resulting in improved services for participants and access to wider support.

Individual partner organisations play a key part in the development, delivery, and sustainability of partnership activity as appropriate. Staff and volunteers within partnerships understand their roles and responsibilities well. The trust built up between partners has created a positive ethos and culture which allows organisations to refer with confidence knowing participants will receive support required. E.g. food projects, protected places at food pantry, welfare support

Partnership work is supporting delivery of a range of targeted projects in the Levenmouth area. Through the Gears project is a partnership approach aiming to divert young people from involvement in Anti-social behaviour. Through a variety of activity young people are supported to understand the dangers and consequences of their behaviour.

Family work in Methil is delivered and supported by partner agencies, and this is providing ongoing support for targeted families. Partners all contribute to the delivery of weekly family sessions, and this is providing a supportive environment for participants as well as enabling access to other services as appropriate.

Engagement and communication between partners is regular, structured and supportive. The WRAP group demonstrates effective partnership working, with clear outcomes, and supporting a wide range of universal and targeted work that contributes to the anti-poverty agenda. There is a strong commitment and involvement from partners with a shared vision and mutual understanding. Consistent attendance and active participation at WRAP meetings are notable strengths.

WRAP group Partners understand and work to a shared vision and aims and the group serves as a central hub for anti-poverty efforts in the area, fostering positive working relationships and effective communication among partners. The WRAP Partnership aim to offer a co-ordinated approach to supporting those most in need. All work is based on the Dignity Principles.

Areas for Improvement

- How success will be reviewed and reported on - whilst individual projects use various approaches to highlight success, collectively this is an area this is an area that needs to be progressed further.

Learning from the Process

This Peer Review process forms part of the work we are doing to refresh our quality framework and is intended to support on-going evaluation of our work. This is the first time we have used this process. The process used will now be reviewed, written up, and a guide developed for use in other areas - this will further support evaluation at local level.

Appendices

These appendices give a more detailed report on every project we visited – these are designed to support improvement. CLD managers and partners should use their judgement in sharing sections of these as appropriate. Areas for improvement should be used in supporting development and learning and are intended to underpin workforce development, inform service change, partnership and increase participant satisfaction and associated outcomes.

1. Natural Connections

Context

P6 young people take part in a short outdoor learning programme exploring their local environment, learning about opportunities in their community and getting to know Communities staff. School staff then identify those who will take part in Natural Connections across P7, to support their transition to secondary school.

Strengths and good practice

- It is evident staff have built trusting relationships with young people and are aware of their individual needs. This enables staff to support young people to take part in the activity and overcome any barriers to participation. Young people report trying new activities and pushing themselves out of their comfort zones, learning new skills and becoming more confident as a result.
- Young people are confident, enthusiastic and able to talk about their involvement in the programme. They demonstrate a clear understanding of their learning and how they have applied learning to other areas of their lives. One young person reports learning how to control anger and get on better with others, meaning he gets in trouble less and enjoys taking part more.
- Young people are motivated to use the skills they have learned and try new things ranging from cooking for their family, telling friends and family about new experiences, and becoming involved in youth clubs and going swimming. This demonstrates the programme helps to widen young people's horizons and organise themselves to get out and be active in their communities.
- Partnership working between Communities, schools and Outdoor Learning staff appears to be strong, with partners understanding and valuing one another.
- Young people are partners in creating a programme of learning, that supports their interest and needs. As a result, all young people appear to benefit from their involvement and are equal partners in the learning process.

Areas for improvement

- As staff have highlighted in their Cognisoft evaluation, it may prove beneficial for all staff to be actively involved in deciding which young people should take part in the programme going forward.
- Ensure young people review each session as they go – something simple to sum up the day – as well as the planned end of programme review. Please note I was not with the group for the full session – this may have taken place on the bus ride back. Aware time is precious but there was a real buzz from young people – capitalise on this.

2. Levenmouth Food Projects

Context

In Levenmouth a variety of organisations, via the WRAP Partnership aim to offer a co-ordinated approach to supporting those deemed to be most in need. All work is based on the Dignity Principles and is working towards supporting people to live without the Foodbank.

Regular attendance and development sessions led by the LDO at the WRAP supported a partnership approach to support.

A culture has been created where organisations can understand what others are offering and how they can then build on that.

For example: - Foodbank offer fresh veg, CLD offer a cooking project supporting local people to cook.

There is a strong working partnership between the wider CLD team and Levenmouth Foodbank

Strengths and Good Practice

- The trust built up between partners has created a culture which allows organisations to refer with confidence knowing participants will receive support required.
- Development sessions and networking has allowed organisations to know and understand the role they and others can play in offering holistic support.
- Regular reviews by all organisations ensure participant voices are heard and considered in project developments.
- Project Development is based on supporting the whole person and working towards life without the Foodbank.
- Staff actively encourage participants to make use of other projects in the area aiming to establish routines for people.
- Council staff will cover at other projects and use this to increase their connectivity and to build relationships.
- There is a shared value system amongst partners, people share knowledge and demonstrate they are passionate, committed and care.
- The overall agenda being led by one key person.
- Partners working together to look at key journey points for people.

For example: - Support designed around the 5 weeks waiting period for Universal Credit. Protected Spaces at the Pantry/Food Projects which can be utilised to avert crisis.

Areas for Improvement

- How success will be reviewed and reported on. Whilst individual projects use various approaches to highlight success, collectively this is work in progress.
- Better evidencing and sharing the whole picture of a person's journey.
- Involving members of the Pantry in wider networks would be beneficial for them.
- CLD Projects could make better use of Cognissoft for regular evaluation.
- Putting theory into practice around The Promise is a challenge for some and requires additional work
- Ensuring sustainability of food projects – how can this be done without downsizing? 3 years not 1 year funding is required.
- Look at ways to capture all achievements including soft and life skills

3. Welfare Support

Context

Levenmouth Welfare staff are part of the CLD Team and offer 5 appointments only Job Clubs throughout the area as well as supporting Drop-In sessions along with other services.

If the drop-in session identify any welfare issues, appointments are offered.

Staff attend KY 8 and Community Cafes ensuring partnerships are established.

Staff are part of a wider Welfare team which includes a Welfare worker based at Furniture Plus and from the Justice team. Staff highlighted the sharing of knowledge to be crucial to service development.

The client told his story and reasons for seeking welfare involvement. He cited that due to the staff interventions his faith in humanity was restored. He felt staff go above and beyond supporting all of his needs. They offered motivation in a respectful way coming from a point of understanding his needs

Strengths and Good Practice

- Sharing feedback on people with other projects
- The development of work is based on a holistic approach to supporting the person and has come out of conversations at Wrap meetings.
- Partnership work aiming to ensure a warm handover to another service or working on it together – this allows upskilling of staff.
- Being that known face in the community has instilled confidence in the service by local people
- The input of the LDO has helped the Welfare offer to develop.
- Approaches used by staff are tailored to the person as they take the time to look at the bigger picture.
- Staff acted and didn't just talk

Areas for Improvement

- Project planning on Cognisoft needs refreshing
- Inability to highlight key areas of work e.g./partnership, financial gains on Cognisoft
- Recording quality of work
- Still completing case studies but unsure if these are being used except locally

4. STEM Group

Context

The project encompasses four key initiatives in the area, including reusable carts, WRAP funding related to the poverty agenda, the STEM Leader Award, and recording sessions. The project aims to improve life chances for children and young people by providing a safe, inclusive, and engaging learning environment. Evidence gathered includes impact statements from young people, concise and up-to-date recording sessions, and strong working relationships between staff and participants.

Strengths and good practice

- **STEM Leader Award:** An excellent example of good practice, with staff participating in training and one young person going through the award process.
- **Recording Sessions:** Sessions are concise, up-to-date, and linked to project plan outcomes, demonstrating effective practice.
- **Inclusive Environment:** Staff have created a comfortable learning environment where young people feel safe and are eager to learn.
- **Strong Partnerships:** Schools are key partners, recognising the project's value and noting improvements in children's confidence and teamwork.
- **Volunteer Engagement:** The project includes a peer-to-peer learning program and a participant-led approach, with volunteers like Kev and Cayden actively involved.
- **Evaluation and Reporting:** Use of Cognisoft for data gathering and reporting, with all stakeholders involved in evaluation processes.

Areas for Improvement

- **Consistency in Evidence Gathering:** Increase consistency across projects for evidence gathering to ensure comprehensive documentation.
- **Communication with WRAP Group:** Enhance communication with the WRAP group to ensure they feel more involved in the process.
- **Promoting the Work:** Move towards term-time evaluations that culminate in wider annual evaluations to better promote the project's impact.

5. Family, Food and Fun

Context

Fife Gingerbread, ESOL, CLD, and Active Schools are collaborating to offer a unique family learning opportunity in Methil CEC called 'Family, Food and Fun'

This offers a safe and warm space for referred families to learn, have fun and become active members of the community through sports, arts and craft whilst socialising with others. Families can also share a meal together while at the project.

This project is supporting more vulnerable families, to help tackle child and in-work poverty, with the core aim to reduce inequality. This is also supporting access to other local services for individuals and groups.

Strengths and Good Practice

- Targeted families have been referred and supported by delivery partners and Homestart
- All partners work together on a weekly basis to deliver a needs-led programme and take on various support roles within group sessions as required. This is also supporting positive relationships with those attending.
- The project is supported via funding from the WRAP group, and this ensures that cost is not a barrier to participation
- The programme on offer gives opportunities for families to learn together and the environment created also give parents breathing space and support
- Feedback from participants has highlighted that this project is a lifeline, it helps with isolation, supports interaction with others, food, and making connection with / to other services e.g. The Big Wee Hoose, Welfare Support

Areas for Improvement

- Further use of session recordings would enable participant feedback to be captured more regularly
- Further opportunities for parents and children to participate and learn together should be explored

6. Cook and Share

Summary

Volunteers work together to cook a meal which is shared with members attending, who can access a 'mini' pantry. I held a focus group with volunteers followed by informal conversations with Cook and Share participants.

Strengths and good practice

- The offer to volunteers is strong, with local staff striking the balance between autonomy and support well
- The development of partnership work with other local organisations and the central support teams has boosted the offer to both volunteers and Cook and Share participants
- Volunteers are supported well to identify and address their learning needs in a way appropriate to the individual, ensuring progress is appropriate and at the right pace
- Been able to build and evolve naturally

Areas for improvement

- Potential to continue improving by building on current good practice

7. WRAP (Welfare Reform Anti-Poverty)

Context

The project focuses on anti-poverty initiatives, involving over 80 individuals on the mailing list and a core group of 7 attendees from various support organisations. The project aims to improve life chances through collaborative efforts, funding opportunities, and training, with a strong emphasis on communication and partnership.

Strengths and good practice

- **Main Focal Point for Anti-Poverty Work:** The project serves as a central hub for anti-poverty efforts in the area, fostering positive working relationships and effective communication among partners.
- **Funding Opportunities:** The availability of funds allows community groups to bid for anti-poverty budgets, enabling a broader impact. Organizations like Cosy Kingdom and Furniture Plus benefit from this funding.
- **Training and Development:** Members have access to training opportunities, enhancing their ability to intervene effectively.
- **Strong Partnerships:** There is a high level of commitment and involvement from partners, creating a culture of shared vision and mutual understanding. Consistent attendance and active participation in meetings highlight the value and purpose of the project.

Areas for Improvement

- **Support for Smaller Groups:** Smaller groups may need increased support in their evaluation processes. Mechanisms are being put in place to address this.
- **Non-Attendance from Education:** Efforts should be made to involve local educational institutions in the development of the group.
- **Evaluation Processes:** Strengthening the evaluation process to measure impact more effectively is necessary. This includes improving information systems and exploring joint data approaches.

8. Primary 7 Transition

Context

Young people attended a session at Savoy which looked at 5 Ways to Wellbeing. The session explained the 5 ways and young people took part in short activities highlighting each area including an outdoor treasure hunt, learning some sign language and taking part in a game of dodgeball.

Reflection on recent transition day to high school, connecting back to hopes and fears activity.

Strengths and good practice

- Staff supported young people well to take part in activities and reflection.
- Connections were made between previous activity and recent visit to secondary, reinforcing learning and supporting young people to address worries and concerns about transition.
- Young people had the opportunity to try new things and learn how they could continue this learning after the session.

Areas for improvement

- Recording on Cognisoft is not consistent across the project. There is a physical project folder, but I have not had sight of this. This may mean opportunities to reflect and further develop practice are missed.
- Reflection at end of session missing.

9. Job Club

Context

The project aims to provide comprehensive support through Community Job Clubs and Welfare services, offering assistance with job searches, CV creation, benefit applications, crisis support, and access to various training and volunteering opportunities.

Strengths and good practice

- **Supportive Environment:** The atmosphere is welcoming and safe, fostering a sense of community and belonging. Staff maintain excellent relationships with local Community Learning and Development (CLD) workers.
- **Access to IT:** Participants have access to PCs for job searches and other digital tasks.
- **Training Opportunities:** The club offers training in digital skills, Adult Basic Education (ABE), English for Speakers of Other Languages (ESOL), and CV writing.
- **Knowledgeable Staff:** Welfare Support workers are well-informed about benefit changes and their impacts, providing valuable guidance.
- **Combats Loneliness:** The social aspect of the club helps reduce feelings of isolation among participants.
- **Confidence Building:** Activities and support provided help boost participants' confidence.
- **Strong Social Element:** Celebrating achievements and fostering social connections enhance overall wellbeing.
- **Strategic Partnerships:** The club has strong links with Levenmouth WRAP partnerships, ensuring comprehensive support.

Areas for Improvement

- **Publicity:** There is a need for increased publicity across the area to raise awareness about the services offered.
- **Device Availability:** The end of the Connecting Scotland initiative has led to a shortage of devices and Wi-Fi dongles, impacting participants' access to technology.
- **Training Needs:** Staff expressed a desire for training on Council tax systems and access to Housing Benefit information to enhance their ability to provide immediate support.

Overall, the Community Job Clubs and Welfare support project at Sandybrae Centre demonstrates a strong commitment to improving the lives of participants through comprehensive support and strategic partnerships. Addressing the areas for improvement will further enhance the effectiveness of the services provided.

10. Youth Work Buckhaven - CLD & School Youth Work

Context

The CEW works with the high school to identify young people who would benefit from being involved in group work and offer learning programmes to build on the needs of the individuals. Young people in 3rd year and 4th year have taken part in school group work including wellbeing group and 7 habits programme - and have gone on to participate in community-based provision, youth forum and summer programmes.

Strengths and good practice

- The young people and parents have good relationships with the staff and feel supported and included by the CLD staff.
- They have a say in the programmes and feel able to contribute effectively to the planning, development and evaluation of the programmes.
- The young people were able to demonstrate that they had increased confidence, had made and developed new friendships and participated effectively in groups and teams.
- A range of activities were discussed from cooking, outdoor activities, visits to the Scottish Parliament and participating in drama which were for many were progressions to summer activities and the local youth forum because of the involvement in schoolwork.
- The young people and parents described that they share the experiences when they return home and feedback was positive.
- Parents feedback was the small group work was beneficial to the young people, they noted the improvements in confidence and the opportunities to go and try things outside their homes and encouraging to see them learning.
- A parent described the attendance at the local youth club by her son as something they would never have done before being involved in the school group work. The parent was happy with the positive peer connections being made which was crucial for them as parents. Another parent described how she initially would walk with him to the club each week and wait but now feels confident in allowing him to walk there and back on his own. She feels less overprotective knowing he is safe and supported while at the activities.
- There was some use of the Cognisoft management info system but mainly recording attendances only

Areas for improvement

- Opportunities for young people to gain accreditation for their involvement in the range of programmes, there was mention of certificates but not clearly evidenced
- Better consistent use of the session recording areas within the project sessions on Cognisoft
- Better evidence of the pathway progression for young people taking part
- An opportunity to involve families in a session alongside the young people to encourage family involvement in activities
- Clearer information of the programme venues/activities to parents as areas where families can attend out with the programme

11. Volunteering

Summary

A range of volunteer opportunities are available in the Levenmouth area including the Pantry, Cook and Share and the Pump Track.

Strengths and good practice

- Volunteers' effort is recognised and celebrated
- Volunteers are supported well to identify and address their learning needs in a way appropriate to the individual, ensuring progress is appropriate and at the right pace
- Volunteers consistently highlighted how much they enjoy their roles, feeling they are giving back to the community, that it gives many of them structure and routine, and all reported how valued they feel
- Volunteers are able to influence and inform changes which benefit the project and those attending
- The offer to volunteers is strong, with local staff striking the balance between autonomy and support well
- The development of partnership work with other local organisations and the central support teams has boosted the offer to both volunteers and participants

Areas for improvement

No specific areas for improvement just continue to build on success

12. Skills Builder

Context

Young people identified to explore next steps, goal setting and independent living skills. An 8-week programme with cooking focus but can be built around the needs of those identified. The CEW works with the pupil support officer in the high school to identify young people who would benefit from being involved in group work and offer learning programmes to build on the needs of the individuals.

Strengths and good practice

- The young people and parents have good relationships with the staff and feel supported and included by the CLD staff.
- The young people were able to demonstrate that they had increased confidence, had made and developed new friendships and participated effectively in groups and teams. One saying "I am confident now I wasn't before with new people"
- There was reported good attendance and school reports that the young people's engagement has increased because of involvement in group work.
- Almost all have now gained qualifications because of involvement in the group work
- The young people were able to describe new skills in cooking and then trying this at home
- There is a good relationship with CLD and pupil support officer with no barriers to attendance. They will go out of their way to ensure young people are attending.
- There was some use of the Cognissoft management info system but mainly recording attendances only

Areas for improvement

- Opportunities for young people to gain accreditation for their involvement in the CLD programmes, or a better way of sharing what young people are now achieving in school as a result.
- Better consistent use of the session recording areas within the project sessions on Cognissoft
- Better evidence of the pathway progression for young people taking part

13. Through the Gears

Context

Through the Gears project is a partnership approach aiming to divert young people from involvement in Anti-social behaviour. Through a variety of activity young people are supported to understand the dangers and consequences of their behaviour.

Strengths and Good Practice

- Engagement in the project is good with an average attendance of 6 –9 .
- Young People cited how much staff at the project help them out, how they motivate and encourage them to attend school
- The project provides an opportunity to socialise, develop people skills and teamwork and encourages young people to adopt a sharing is caring attitude
- Attending the project is something to look forward to , like a reward at the end of the week
- Young people appreciate the opportunity to get out on a bike and through their attendance understand the importance of not riding illegally
- The project is not only about riding bikes, it includes inputs around Health and Safety and bike mechanics as well inputs form other service – Fire, Police, Clued Up – One YP talked of how they now knew why it's important not to set fires and waste fire engine time.
- Young People now understand that if you work hard, you get good stuff
- Young People feel for them the project has been character building - Be that Person.
- KOFR create opportunities for young people to help with races.
- Attending the project has supported some to not only think about becoming further involved on bikes but about becoming a Youth Worker.
- School and community have highlighted a change in behaviour through involvement in diversionary activity.

Areas for Improvement

No specific areas for improvement were identified – though could do with more bikes!

14. The People's Pantry

Context

Volunteers work together to stock and run a Pantry and community events in The Centre, Leven.

Strengths and good practice

- Staff and volunteers work together to provide a very dignified approach to supporting food insecurity
- Provision is supporting targeted groups, and protected places are supporting those most in need
- Provision is needs led and is also enabling users to be supported to access other services and support - participants noted that they have learned about other support and learning opportunities in the area as a result of accessing the Pantry
- Peer support networks have been created because of connecting people together
- Volunteers are highly valued by pantry users and Centre staff and Volunteers highlighted that they are very well supported, with opportunities for
- Pantry users highlighted that the Pantry is now enabling them to put food on the table so has been a lifeline, and in some cases life changing

Areas for improvement

- Staff identified a need to further develop the MIS to enable recording to demonstrate the impact of the work taking place - Plan to further strengthen volunteering with an overarching volunteering plan
- Regular gathering of case studies

15. Pump Track. Sandybrae, Kennoway

Context

Staff and Volunteers engage with young people from Kennoway and surrounding areas through weekly activity at the Pump Track. They also hold community events over the year for the community to engage in physical activity

The Project is supported by a group of dedicated volunteers and the CEW works with them to provide continued support. This ensures that new experiences and opportunities for the local community and young people are well supported.

Strengths

- Strong relationships with volunteers, staff and young people
- The Pump track is well used and supported by the local community
- Volunteers give their time, energy and passion every week and this is key to the success of the Project
- The Project supports health and wellbeing, and this was recognised at the recent awards at Fife Voluntary Action, winning the health and well-being award.
- Young people benefit from new experiences and are developing new skills
- A range of effective methods are being used to evaluate and report on the Project and the outcomes achieved, including specific activity reports
- Activity is recorded regularly and concisely in Cognissoft
- The Project is valued and recognised in Fife and further afield
- Overall, the Kennoway Pump Track is a successful example of community-led regeneration and inclusive design. It has delivered significant social, health, and recreational benefits.

Areas of improvement

- Share the success of the project more widely

Acknowledgements:

The report author, Lead reviewer and recipient CDTM wish to acknowledge fully the support and co-operation of all partners, CLD Staff Team, visiting reviewing staff and volunteer participants who participated in this peer review.

Report Author:

Trica Ryan

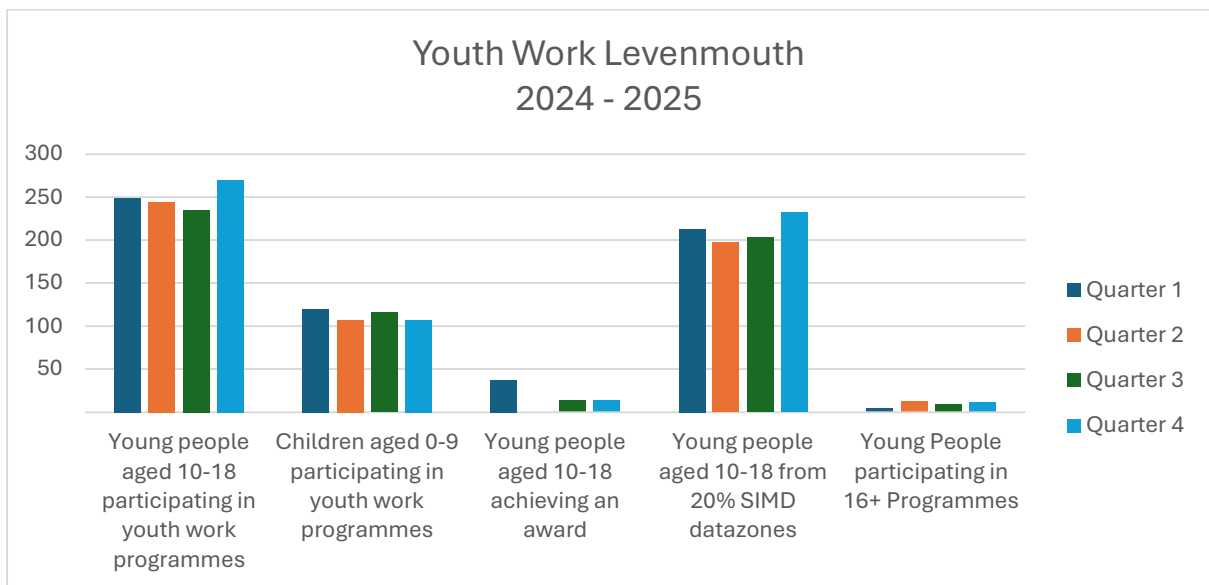
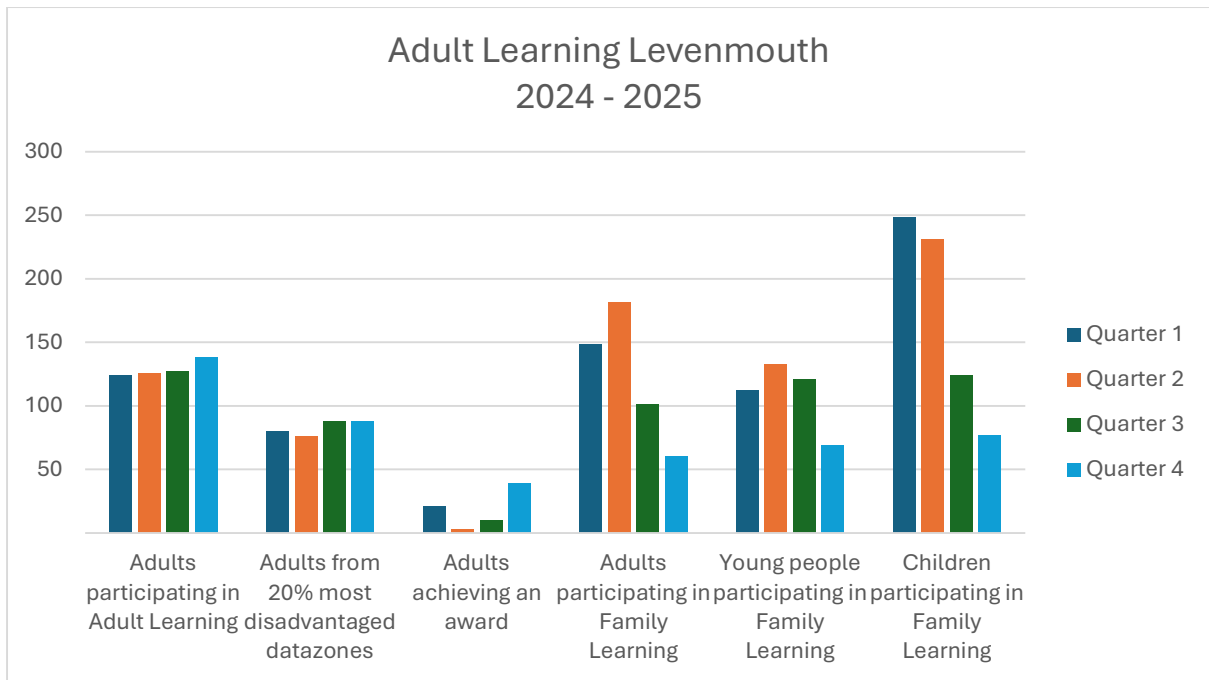
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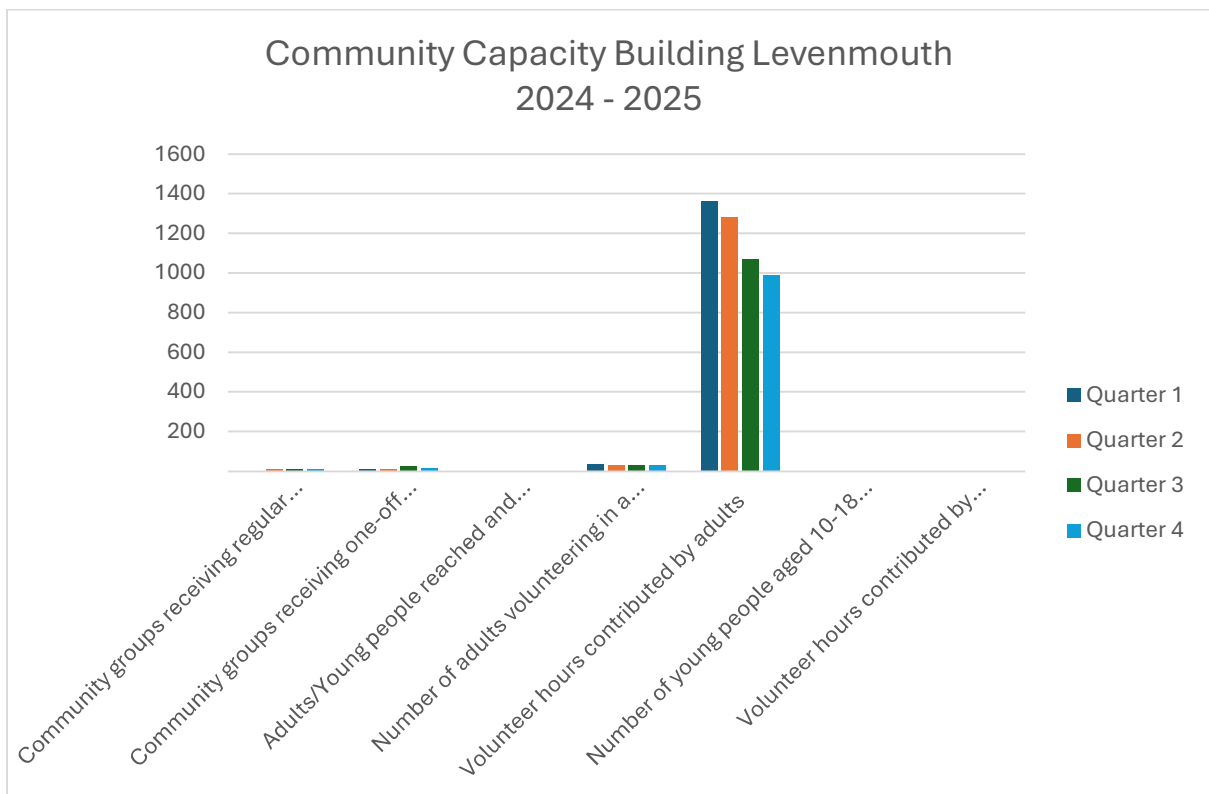
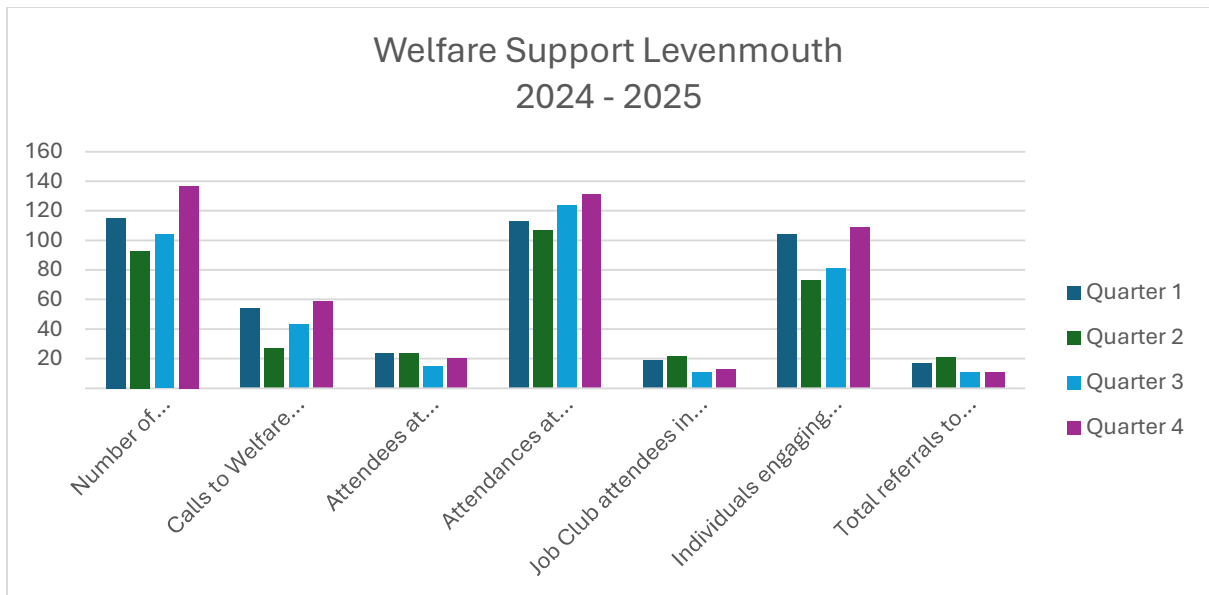
Report Recipient:

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June 2025





20 August 2025
Agenda Item No. 8

Supporting the Levenmouth Local Community Plan – Keir Hardie Lighting

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 22

Purpose

The purpose of this report is to secure agreement from the area committee to cover the costs of a street lighting proposal at Keir Hardie Street Methil. The cost for this project is £5864.68 and would be drawn from the ward 22 local community planning budget (LCPB).

Recommendation(s)

The Committee is asked to agree to the release of funding of £5864.68 from the ward 22 LCPB to cover the costs of additional lighting at Keir Hardie Street Methil.

Resource Implications

The proposal today will reduce the ward 21 LCPB by £5864.68. there will be no ongoing revenue costs for the area, as the new installation will be adopted by Roads and Transportation services and will fall under the relevant maintenance arrangements.

Legal and Risk Implications

There are no legal implications inherent in this report. The work commissioned will be carried in accordance with the required working practices used by Roads and Transportation Services.

Impact Assessment

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

Consultation

This project came through discussion between elected members and the local tenant's association. The concerns raised have mainly focussed on community safety issues for pedestrians in this area, and the lack of lighting on a well-used through way.

Members were asked to confirm their support for this proposal by email on Monday 16th June, this communication was sent to allow us to commission colleagues in Transportation to carry out this work alongside other lighting projects, this would have been in advance of the final decision being taken today. Three members who replied to the email, confirmed support.

1.0 Background

- 1.1 There is a requirement for all requests over £5000 from the local community planning budget to be considered and agreed by the relevant area committee.
- 1.2 The current local plan for Levenmouth has a focus on combatting issues of Anti-social Behaviour (ASB) as well as promoting walking and cycling as a core support for better health outcomes both physical and mental.
- 1.3 This proposal is aimed at reducing the fear of crime through an engineering solution, in this case through additional lighting at a heavily used path link.
- 1.4 A site visit with elected members and Transportation staff agreed the essential aspects of the proposal, this meeting was carried out on the 22 May 2025. The meeting was also useful to discuss the potential for additional surfacing work to be carried out in the area, it has been confirmed subsequently this will be considered as a proposal for the Area Roads Programme (ARP).
- 1.5 The detail of the cost breakdown and schedule of work for this proposal are contained in the attachments to this report, a map showing the location of the new lighting provision is also attached.

2.0 Issues and Options

- 2.1 This is a good example of a locally generated priority that is taken through to a conclusion in partnership with local community representatives and elected members. The project aligns with two themes and priorities within the local plan for Levenmouth

Thriving Places

- Targeted Action on Anti-Social Behaviour (ASB) - continued focus on ASB including misuse of motorcycles, fire raising and illegal dumping, reducing the opportunity for crime and the fear of crime.

Community Led Services

- Develop and support community leadership in all forms

3.0 Conclusion

- 3.1 Members in ward 22 have been supportive of this proposal from the beginning and have been proactive in ensuring that local representatives have been part of the discussion to reach a satisfactory outcome to a local concern.

List of Appendices

- Schedule of Work - Breakdown and Costs
- Map of area showing new installation.

Background Papers

- None

Report Contact

David Paterson

Community Manager (Levenmouth)

Buckhaven Burgh Chambers

Telephone: 08451 55 55 55 + 493928

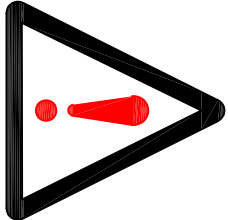
Email – david.paterson@fife.gov.uk

Quote: Keir Hardie St, Methil

ITEM	DESCRIPTION	UNIT	Qty	Operations	Cost
200.16	Take up or down and set aside for reuse precast concrete flags. (Code X).	m2	27.000	£12.17	328.59
500.53	100mm external diameter pliable corrugated conduit (P.C.C.) service duct with Type Z bed and surround in trench depth to invert not exceeding 2.00m average depth to invert 550mm. (Code Y).	m	27.000	£129.68	3501.36
500.59	P.C.C. 100mm diameter T piece. (Code Y).	no	2.000	£27.70	55.40
500.60	P.C.C. 100mm diameter end cap. (Code Y).	no	1.000	£10.28	10.28
500.247	PCC 100 - 60mm diameter reducer duct	no	2.000	£5.94	11.88
600.5	Excavation of acceptable material excluding Classes 3 and 5A in areas of footway below existing flexible or rigid construction. (Code Y)	m3	4.660	£11.53	53.73
600.15	Extra over excavation for excavation in Hard material in existing flexible footway. (Code Y)	m3	4.660	£31.99	149.07
600.21	Disposal of existing flexible footway material - ACTIVE TO RECYCLING PLANT. (Code Y).	m3	4.050	£31.62	128.06
600.47	Excavation of trial pits 0 - 3.0m deep. (Code Y).	m3	1.000	£155.71	155.71
1100.128	Granular Type 1 sub-base in footway as patching. (Code Y).	m3	2.430	£73.70	179.09
1100.131	75mm sand cover to services in footway before concreting. (Code Y).	m3	0.810	£67.08	54.33
1100.132	Remove from store and relay precast concrete paving flags in footway on 25mm thick fine aggregate to BS882 Grading C or M. (Code Y).	m2	27.000	£19.89	537.03
1300.30	Extra over any item of Road Lighting Columns and Brackets for excavation in Bituminous material in existing footway.	m3	0.250	£127.84	31.96
1300.35	Road lighting column Fold Down of 6m nominal height with root base for post/pole top luminaire.	no	1.000	£286.80	286.80
1300.6	10mm2 3 core PVC/SWA/PVC cable with copper conductors	m	31.000	£6.04	187.24
1300.26	Install cut-out complete in column or sign post 1-MCB (materials included in rate)	no	1.000	£75.78	75.78
4000.172	MCB 6A.	no	1.000	£5.19	5.19
4000.296	F5 THORN ISARO PRO-IP12-2060 12 LED 13W POST TOP (MINI COMP. LEP)	no	1.000	£113.17	113.17
Adjustment Items Total	Remote working (25% of items 200-4000)	%	1.00		0.00
Grand Total			1.00		5864.68

HAZARDS AND RISKS WARNING

The items listed below indicate known hazards or areas of significant risk.



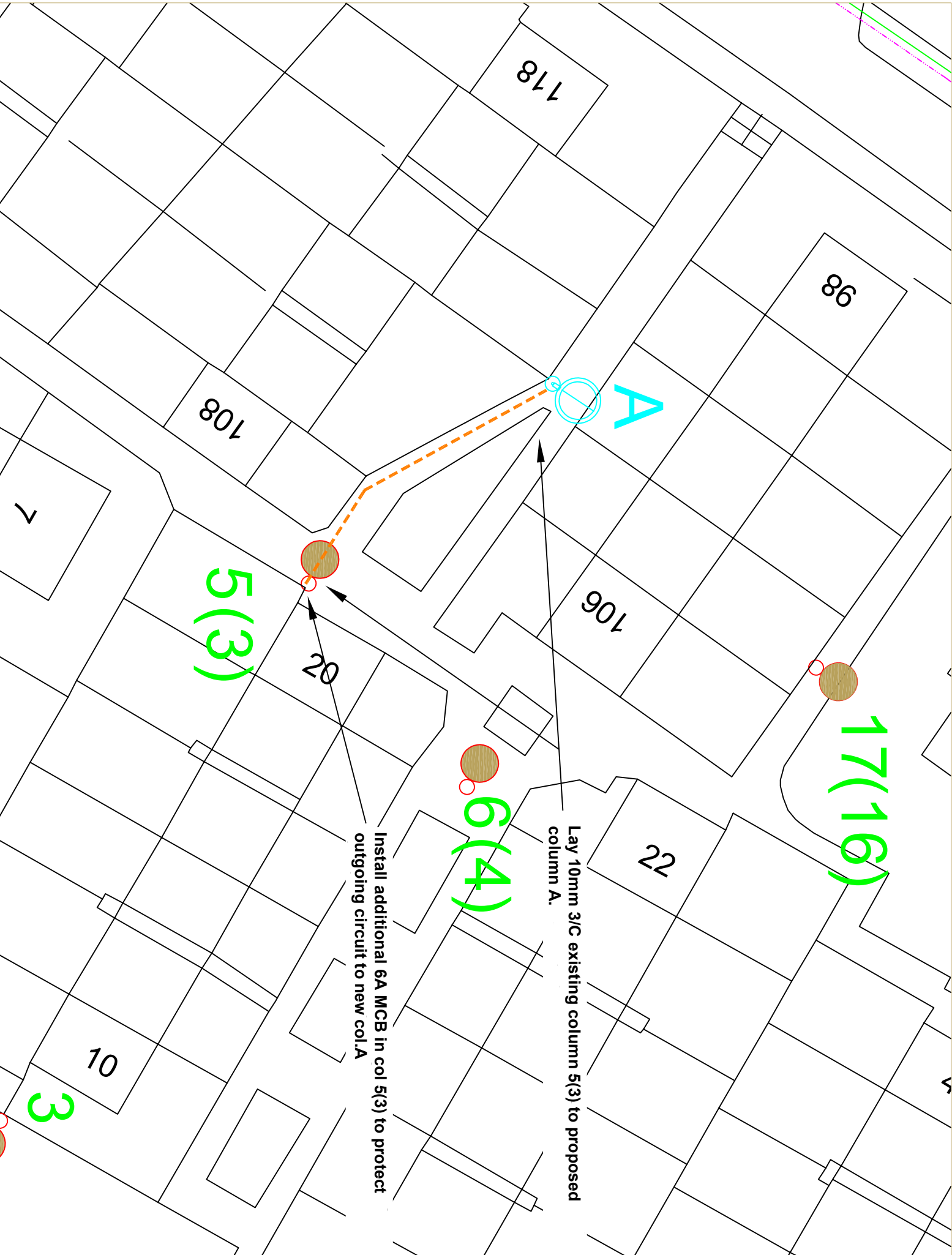
Item 1: East of Scotland Water, Scottish Power, British Telecom, Transco and Cable Television underground services in area. Public Utilities to be obtained before commencement of works.

Item 2: The columns to be removed are structurally unsound, great care should be exercised when removing them.

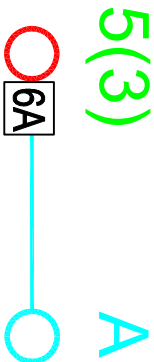
Item 3: Scottish Power supplies in existing columns.

Item 4 : Remote working

- PROPOSED : 5m fold down Aluminium post top column complete with OrangeTek F5 lantern.
- EXISTING : Column to remain
- PROPOSED : 100mm Diameter PCC
- EXISTING : Cable
- EXISTING : Ducting



CIRCUIT REF	PROTECTIVE DEVICE	CIRCUIT DETAILS		ELECTRICAL LOADING	CABLE SIZE
New	6A MCB TYPE3 M9 In col5(3)	Additional column A spurred from Col. 5(3)		Additional 0.16A	10mm² 3/C PVC/SWA



DESIGNED	LE	REF	AMENDMENT		BY	APP'D	DATE
DRAWN	LE						
CHECKED							
APPROVED							
DATE	10/6/2025						

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ROADS & TRANSPORTATION SERVICES

HEAD OF SERVICE - John Mitchell

Street Lighting

Additional Street Lighting Column Keir Hardie Street Methil

SCALE NTS

DRAWING NO.

20 August 2025

Agenda Item No. 9

Supporting the Levenmouth Local Community Plan – Clued Up Transitions Approach

Report by: Paul Vaughan Head of Communities and Neighbourhoods

Wards Affected: 21, 22

Purpose

This report is to secure agreement from the area committee to part fund a Transitions approach led by colleagues in Clued Up. The total funding request is £31,334 and would be drawn from the Local Community Planning Budget (LCPB) Anti-Poverty budget. This figure will be match funding and helps draw down financial support from the majority funder for the proposal, Corra.

Recommendation(s)

Members are asked to:-

- (1) agree funding of £31,334 from the LCPB anti-poverty budget, to cover the proposed costs to progress a Transitions approach in the Levenmouth area; and
- (2) note the lead funder for the project will be the Corra organisation, and that future match funding will be required in years 2 and 3 of this proposal.

Resource Implications

Agreement to this request will reduce the budget availability in the LCPB anti-poverty budget by £31,334. This request only covers year 1 of the proposal, and there is a possibility that future funding requests may be made for this project. If that is the case, reports will be presented to the area committee in the relevant financial year with a full update on the progress of the intervention. Additional funding for this project has been secured through Corra as well as the Whole family wellbeing fund, the details of this funding can be found at para 2.3 of this report.

Legal & Risk Implications

There are no specific legal or risk implications for Fife Council inherent in this report.

Any work undertaken, supported by this funding will be overseen by the successful organisation receiving any funding, in this instance that is Clued Up. It should be reiterated that funding requested from the LCPB anti-poverty fund in this report is only for year 1 of the project, and there will be a requirement for the partners to secure funding for year 2 and 3 of the proposal.

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 will be aware that several recent education reports have highlighted the concerns that young people have at the key point of transition from primary school to secondary. Where this pressurised time is further compounded by family support issues and concerns around substance and alcohol misuse, there is a real need for robust support mechanisms for young people to turn to.

As part of this approach there will be an extension of the detached youth work commitment in Levenmouth by Clued Up, where several of the young people who need the transitional support are likely to be engaged.

Members have strongly advised that they would wish to see additional detached work in the area to help manage some of the concerns relating to ASB and risky behaviours by young people, this transitions proposal supports that ambition.

1.0 Background

- 1.1 There is a requirement for all requests over £5000 from the local community planning budget to be considered and agreed by the Area Committee.
- 1.2 This request seeks to secure agreement to funding up to £31,334 which would then be used to support a Transitions approach in Levenmouth in collaboration with our colleagues in Corra and Clued Up. This request for funding is specifically for year 1 of the proposal.
- 1.3 Transitions are the moves that children and young people make from stage to stage in their educational journey, one of the key stages is the move from primary to secondary school.
- 1.4 The local authority is required to plan for transitions early if a child:
 - has a coordinated support plan
 - has additional support needs arising from a disability
 - is at risk of not making a successful transition for any other reason
- 1.5 Clued Up provides a comprehensive “youth friendly” substance use support/information service to young people aged 11 to 26 years in Fife, also targeting the wider issues of general well-being and lifestyle. The service provides

education, prevention, early intervention and diversion for young people affected by their own or someone else's substance use.

- 1.6 Clued Up has been delivering a pilot transitions project since August 2023 which is providing early intervention, inclusion and progression support to young people in Primary 7 who are affected by substance use in the family and at risk of or using substances themselves.
- 1.7 Clued Up has historically worked with young people of secondary school age and above, however it has become apparent that support of this nature is required at an earlier stage, the pilot started in 2023 has provided the organisation with the opportunity to test and identify the benefits of early intervention.
- 1.8 Local partners in the area are keen to extend this project beyond the pilot phase. The target area is Levenmouth where Clued Up will work with the catchment primary schools to Levenmouth Academy. This project will be delivered by two full time staff - one Development Worker and one Project Worker.
- 1.9 The main aims of the project will be to prevent risk taking behaviour's, improve poor attendance and attainment issues at secondary school, and provide whole family support where it is needed.

2.0 Project Detail

- 2.1 The 6 main activities within the Levenmouth transitions approach will be: -

1. **Detached youth work** – Clued Up will provide two Fridays evenings per month in the area targeting key hotspot areas to engage and build relationships with young people in their own environment.

2. **One to one support** – will be provided to young people who are referred using a key worker model that is consistent, sustainable and relationship based. The approach will look at how drugs/alcohol are affecting the lives of the young people. The young person and the worker will co-produce personal action plans based on identifying goals and meeting needs using an outcome framework and quality improvement methodology. Psychological interventions that Clued Up use include motivational interviewing, formulation/boundaries, as well as decider skills. Support will be provided to young people to make sure their voices are heard and ensure they have the confidence to attend and participate in meetings about them. Clued Up will help the young person engage in other activities in their community or to access other services that may be required.

3. **Enhanced transitions programmes** – Clued Up will provide young people with a programme which will prepare young people for their transition to high school. This will be based on individual needs and group programmes during term time to

prepare participants for transition. This will be delivered in collaboration with Levenmouth Academy staff, so the needs of the young people are understood, and mechanisms are put in place at High School to meet those needs.

4. School holiday group work programmes and summer residentials – These will provide the young people with opportunities they would not normally have access to, and allow them to focus on personal growth, as well as confidence and resilience. Fife Council Safer Communities Team, Active Schools, CLD, (Improving Levenmouth Together Partners) will be involved in supporting group work programmes by delivering sessions. This support will aid discussions to signpost young people into the universal youth service provision in the area where they live.

5. Whole family support – Clued Up will work alongside the family to overcome family issues; to build a relationship with the school so they can support their young person with any issues that arise within Education. This will be done alongside the Making it Work for family's partnership who can provide added value by supporting the parent/carer/adults in the household with parents' groups, Family Learning, holistic support work including employability progression or drug/alcohol rehabilitation and income maximization.

6. Integration into universal provision in the community – Clued Up will support young people to build positive networks within their own community including peer support.

2.2 The three main outcomes of the work will be captured under the following three themes: -

Education: - Improved attendance and attainment at school and a positive transition to High School. Increased engagement of Young People and their families in the education system and wellbeing pathway meetings relating to themselves.

Personal: - Improving children's and young people's wellbeing, safety, interpersonal/social skills; resilience and aspirations; addressing and reducing substance use, risk taking behaviours and/or other difficulties and supporting recovery with young people and/or other family members.

Family: - improving parenting, family functioning and relationships, family circumstances including environmental and their relationship with education.

2.3 **Costs:** -

The Total cost of this project for year one is £125,338. A requirement of the Corra Grant is 50% of the budget is matched funded.

Status of funding as 20/8/2025

- Corra Foundation Year 1 - £62,669 Year 2 - £66,307 Year 3 - £70,920 Confirmed for 3 years
- Levenmouth LCPB Anti-poverty - Year 1 - £31,334 25% of annual budget TBC – this request
- Whole family Wellbeing - £31,334 25% of annual budget per year up to March 2027 - Confirmed.

3.0 Conclusions

- 3.1 This approach aligns with a range of priorities within Levenmouth local plan, but specifically within the themes of Opportunities for All, and Thriving Places.

List of Appendices

- None

Background Papers

- **P7 Enhanced Transition Evaluation Report – March 2025 – The Collective – Emailed to members on 10/8/2025**

Report Contact

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20 August 2025

Agenda Item No. 10

Delegated Property Transactions

Report by: Alan Paul Head of Property Services

Wards Affected: 21 and 22

Purpose

The List of Officer Powers forms part of the Councils governance scheme, it provides Officers with delegated authority to undertake certain property transactions, with details of the use of those powers to be reported subsequently to the appropriate Area Committee for information.

This report sets out a variety of transactions within the Levenmouth area covering the period 2017 to March 2025 which may not have been reported to Committee.

Recommendations

Committee is asked to note the transactions set out in this report and note the future reporting proposals.

Resource Implications

There are no resource implications arising from this report.

Legal and Risk Implications

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

Impact Assessment

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

Consultation

Housing, Legal and Finance Services have been consulted in the preparation of this report.

1.0 Background

- 1.1 As a result of a query at the People and Community Scrutiny Committee in May 2025 in respect of affordable housing acquisitions, a subsequent investigation determined that not all delegated transactions had been reported to the various Area Committees for information as required under the List of Officer Powers.
- 1.2 Though annual reconciliation exercises are undertaken ensuring that the legal status of assets both acquisitions and disposals are accurately recorded in the relevant systems, historically there has not been a check on Committee reporting.

2.0 Delegated Transactions

- 2.1 Analysis has determined that over the eight-year period from 2017 to date, details of 19 acquisitions and 11 disposals appear not to have been reported to this committee. A full breakdown of individual transactions is provided in the Appendices.
- 2.2 As some transactions may have been reported and authorised by Cabinet Committee (or predecessors) as part of a larger project eg a single regeneration project may have multiple individual property acquisitions the list of transactions appended is considered to overstate the under reporting

3.0 Future reporting

- 3.1 To avoid the risk of repetition in the future, an annual reconciliation of transactions and reporting is to be undertaken. Proposals for a combined Estates and Legal case management system are well advanced and it is anticipated that the preferred system will enable automated processes to be introduced following procurement of the system.
- 3.2 Some Members have expressed a desire for additional information on the individual transactions to be included in the Committee reporting to provide context, as often the reporting of the transaction is many months after the Member consultation which takes place in advance of acquisition/disposal. In future it is proposed that a short descriptor will be included alongside the core transaction details.

4.0 Conclusion

- 4.1 Members are invited to review the transactions detailed and note the future reporting arrangements.

Report Contact

Michael O’Gorman
Service Manager Estates and Asset Management
Bankhead Central,
Glenrothes KY7 6GH
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Acquisitions

Appendix 1

Description	Town	Acquired	Price	Purpose
256B-256E Wellesley Road, Methil	Methil	31 Mar 2017	£587,200	New Affordable Housing
256F, 256G, 256H & 256J Wellesley Road, Methil	Methil	17 May 2017	£354,056	New Affordable Housing
43, 45, 47 & 49 Bowling Green Street, Methil	Methil	03 Aug 2017	£354,056	New Affordable Housing
Two areas of ground at Durie Vale Car Park, Windygates	Windygates	19 Apr 2018	£0	Corrective conveyancing of title ownership.
20 Langside Drive, Kennoway	Kennoway	17 Jan 2020	£95,000	Add to Housing Stock
36 Poplar Road, Methil	Methil	08 Oct 2020	£95,000	Add to Housing Stock
15-18 Pearson Place, Leven	Leven	10 May 2022	£585,688	New Affordable Housing
19 Baird Crescent, Leven, KY8 4DG	Leven	09 Sep 2022	£80,000	Add to Housing Stock
17 Baird Crescent, Leven, KY8 4DG	Leven	09 Sep 2022	£80,000	Add to Housing Stock
10-12 Pearson Place, Leven	Leven	20 Sep 2022	£439,266	New Affordable Housing
13-14 Pearson Place, Leven	Leven	16 Dec 2022	£292,844	New Affordable Housing
588 Methilhaven Road, Buckhaven	Buckhaven	21 Apr 2023	£94,000	Add to Housing Stock
6 William Laing Crescent, Leven	Leven	23 Jun 2023	£60,000	Add to Housing Stock
Flat 86 Randolph Street, Buckhaven	Buckhaven	03 Nov 2023	£45,000	Add to Housing Stock
Flat, 79 Victoria Road, Buckhaven	Buckhaven	19 Jan 2024	£47,500	Add to Housing Stock
Flat, 39 Glendale, Leven, KY8 5BG	Leven	22 Mar 2024	£110,000	Add to Housing Stock
94 Kirke Park, Methilhill, KY8 2JZ	Methilhill	28 Mar 2024	£58,000	Add to Housing Stock
Area of Ground west of Methil Brae and the south of River Leven, Methil	Methil	10 Oct 2024	£80,000	Acquired for transport links and environmental improvements.
Ground, Chemiss Road, Methil	Methil	21 Feb 2025	£12,000	Acquired for environmental improvements.

Disposals

Appendix 2

Description	Town	Disposed	Price	Purpose
88sqm of Land adjacent to 2 Hill Road, Kennoway	Kennoway	10 Nov 2017	£4,500	Additional Land (Domestic)
108.73sqm at 155 Hallfields Gardens, Kennoway	Kennoway	25 Oct 2018	£5,500	Additional Land (Domestic)
30.68sqm at 12 Ashgrove, Methilhill	Methilhill	01 Mar 2019	£1,600	Additional Land (Domestic)
3991 sqm at Muiredge Industrial Estate, Buckhaven	Buckhaven	10 Jan 2020	£1	Additional Land (Non-domestic)
34 sqm land at 92 Centenary Court, Leven	Leven	16 Jan 2020	£2,000	Additional Land (Domestic)
Servitude, Methilhaven Road through former Kirkland High School, Methil Brae, Methil	Methil	15 Jun 2020	£0	Right of Servitude
75sqm land to rear of 177 Methil Brae, Methil	Methil	25 Jun 2021	£0	Additional Land (Domestic) - Excambion
Car Park at Kirkland Walk, Methil	Methil	12 Nov 2021	£13,588	Disposal of asset
57sqm (southwest of), 9 Myreside Place, Kennoway	Kennoway	07 Jul 2023	£3,800	Additional Land (Domestic)
45,137sqm for Rail Station at Cameron Bridge, Windygates	Windy gates	27 Nov 2023	£1	Additional Land - (Non-domestic)
Sub Station Site, Langside Crescent, Kennoway	Kennoway	30 May 2024	£1	Utilities

20 August 2025

Agenda Item No. 11

Property Transactions

Report by: Alan Paul, Head of Property Services

Wards Affected: 21, 22

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal and 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 Units 6, 7 and 8 Fife Renewable Innovation Centre, Ajax Way, Methil

Term: 5 years from 1 May 2025
Rent: £22,134 per annum for years 1 and 2, £26,040 thereafter
Tenant: Gillespie Inverarity and Co (Fife) Ltd

2.1.2 Unit 26 Fife Renewable Innovation Centre, Ajax Way, Methil

Term: 5 years from 8 April 2025
Rent: £5,640 per annum
Tenant: East Fife Community Football Club

2.1.3 Unit 2, Block 5 Banbeath Industrial Estate, Leven

Term: 3 years from 16 June 2025
Rent: £3,900
Tenant: Nicholas McGowan

2.1.4 Office 21 Fife Renewable Innovation Centre, Ajax Way, Methil

Term: 5 years from 25 June 2025
Rent: £6,409 per annum for years 1-4, £7,540 per annum for year 5
Tenant: Independent One 2 One Ltd

2.1.5 Unit 6 Burnmill Industrial Estate, Burnmill Road, Leven

Term: 5 years from 1 May 2025
Rent: £5,850 per annum
Tenant: William David Addison

2.1.6 Unit 4, Block 5 Banbeath Industrial Estate, Leven

Term: 5 years from 17 April 2025
Rent: £3,900
Tenant: David Herd t/a A and D Lock Services

2.1.7 Unit 3 Burnmill Industrial Estate, Burnmill Road, Leven

Term: 5 years from 17 May 2025
Rent: £5,850 per annum
Tenant: Ian Barrett t/a Ian Barrett Roofing

2.1.8 Office 22, Fife Renewable Innovation Centre, Ajax Way, Methil

Term: 3 years from 22 July 2025
Rent: £6,222 per annum
Tenant: Elizabeth Mary Walker

3.0 Conclusions

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

List of Appendices

1. N/A

Report Contact

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20 August 2025

Agenda Item No. 12

Levenmouth Area Committee Forward Work Programme

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

Wards Affected: 21 and 22

Purpose

This report supports the Committee's consideration of the workplan for future meetings of the Committee.

Recommendation(s)

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

Resource Implications

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

Legal and Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

- None

Report Contact

Helena Couperwhite
Committee Services Manager
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Levenmouth Area Committee of 1 October 2025			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update	Housing Services		Annual Report. Last reported May 2024. Next Scheduled 7.10.26. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.
Scottish Fire & Rescue Service Local Plan Annual Performance Report	Communities and Neighbourhoods Service		Annual Report. Last reported May 2024. Next Scheduled 7.10.26. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.
Operational and Community Briefing on Policing Activities within Levenmouth	Police Scotland		Annual Report. Last reported May 2024. Next Scheduled 7.10.26. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.
Area Housing Plan 2025-26	Housing Services	Peter Nicol	Annual Report. Last reported 27.11.24. Next scheduled 7.10.26.
Supporting the Levenmouth Local Community Plan - Festive Lights	Communities and Neighbourhoods Service	David Paterson	Annual report. Last reported 27.11.24. Next Scheduled 7.10.26

Levenmouth Area Committee of 1 October 2025			
Title	Service(s)	Contact(s)	Comments
Supporting the Levenmouth Local Community Plan - Corra Support - Anti Poverty Funding	Communities and Neighbourhoods Service	David Paterson	Following 27/11/24 meeting further report to be scheduled in October 2025.
Education - Pupilwise and Parentwise Surveys	Education	Jackie Funnell	Annual report - last reported 2/10/24. Next due 7/10/26.
Levenmouth Criminal Justice Social Work - Welfare Worker - Funding Request	Communities and Neighbourhoods Service	David Paterson	
Warm Space Provision Levenmouth - Winter 2025/26	Communities and Neighbourhoods Service		
River Park Programme	Communities and Neighbourhoods Service	David Paterson	
Proposed Road Stopping Up – Elm Park, Leven	Roads & Transportation	Vicki Storrar	

Levenmouth Area Committee of 3 December 2025			
Title	Service(s)	Contact(s)	Comments
Complaints Annual Update Report		David Thomson-CRM, Diarmuid Cotter	Report last presented 27.11.24. Next scheduled 7.10.26.
Local Capital Budget - Annual Update Report	Communities and Neighbourhoods Service	David Paterson	last reported Nov 24
Common Good Annual Report 2024/2025	Finance and Corporate Services	Eleanor Hodgson	Annual Report. Last reported to 27.11.24 committee. Next scheduled 25.11.26
Supporting the Levenmouth Local Community Plan - Justice Social Work (JSW) Welfare Support Worker	Communities and Neighbourhoods Service		Initial report presented to committee on 27/11/24. Follow up report scheduled for 3/12/25.
Levenmouth Reconnected Programme Grant Awards	Roads & Transportation	Phil Clarke	20/5 added to workplan following special meeting of 14/5/25.

Levenmouth Area Committee of 11 February 2026			
Title	Service(s)	Contact(s)	Comments
Levenmouth Community Plan Update Report	Communities and Neighbourhoods Service	David Paterson	Annual Report. Last presented 12.02.25. Next Scheduled 13.01.27.
Local Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	Annual Report. Last scheduled 12/2/25 meeting. Next scheduled 13/1/27.
Area Roads Programme 2026 - 2027	Roads & Transportation	Vicki Storrar	26/11/24 item added for annual reporting to the 11/2/26 meeting.

Levenmouth Area Committee of 1 April 2026			
Title	Service(s)	Contact(s)	Comments
Health and Social Care Locality - Annual Update	Health and Social Care	Jacquie Stringer-fc	Annual Report. Last presented 2.4.25.
Public Health - Annual Progress Report	Education	Pamela Colburn	Annual Report. Last presented 2.4.25.
Levenmouth Anti Poverty Work Annual Update	Communities and Neighbourhoods Service	David Paterson	Annual Report. Last Presented 1.4.25.
Educational Outcomes 24/25	Education	Shelagh McLean	Last reported April 2025.
Anti Social Behaviour Approach Levenmouth - Police Resource	Communities and Neighbourhoods Service	David Paterson	Annual Report. Last reported 2.4.25. 2027 Date to be finalised.

Levenmouth Area Committee of 24 June 2026			
Title	Service(s)	Contact(s)	Comments
Grounds Maintenance Service Domestic Waste and Street Cleansing Annual Review	Environment & Building Operations (AT&E)	Scott Clelland, Alexander Anderson-Es	Annual Report. Last presented 25/6/25.
Educational Outcomes 24/25	Education	Shelagh McLean	Annual Report. Last presented 25.6.25.
Community Recovery Fund (CRF) Project Proposals - Update and Current Spend Profile	Communities and Neighbourhoods Service	David Paterson	Annual Report. Last presented 25.6.25.

Levenmouth Area Committee of 24 June 2026			
Title	Service(s)	Contact(s)	Comments
Levenmouth Area Community Learning and Development Action Plan - Annual Report	Communities and Neighbourhoods Service	Robert Graham	Last reported June 2025.
River Leven Programme Update	Communities and Neighbourhoods Service	David Paterson	

Levenmouth Area Committee of 19 August 2026			
Title	Service(s)	Contact(s)	Comments
Area Roads Programme - Outturn Report	Roads & Transportation	Vicki Storrar	26/11/24 added to forward workplan for annual reporting.

Levenmouth Area Committee of 7 October 2026			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team - Annual Update	Housing Services	Liz Watson-SC	Annual report. Last presented 1.10.25. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.
Scottish Fire and Rescue Service Local Plan Annual Performance Update	Scottish Fire & Rescue Service		Annual report. Last presented 1.10.25. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.

Levenmouth Area Committee of 7 October 2026			
Title	Service(s)	Contact(s)	Comments
Operational and Community Briefing on Policing Activities within Levenmouth	Police Scotland		Annual report. Last presented 1.10.25. Jan 2025 request made by Service to amend reporting cycle to report Sept/October annually. Safer Communities, Scottish Fire and Rescue Service and Operational and Community Briefing on Policing Activities to all be realigned to report at same meetings.
Supporting the Levenmouth Local Community Plan - Festive Lights	Communities and Neighbourhoods Service		Annual Report. Last presented 1.10.25.
Area Housing Plan	Housing Services	Peter Nicol	Annual Report. Last presented 1.10.25
Education - Pupilwise and Parentwise Surveys	Education	Shelagh McLean	Annual Report - last reported October 2025.

Levenmouth Area Committee of 25 November 2026			
Title	Service(s)	Contact(s)	Comments
Complaints Annual Update Report	Customer Services Improvement Service	David Thomson-CRM	Annual report. Last presented 3.12.25
Common Good Annual Report	Finance and Corporate Services	Eleanor Hodgson	Annual Report. Last presented 3.12.25.
Local Capital Budget Annual Report	Communities and Neighbourhoods Service	David Paterson	Last reported Dec 2025.

Levenmouth Area Committee of 13 January 2027			
Title	Service(s)	Contact(s)	Comments
Levenmouth Local Community Plan - Update Report	Communities and Neighbourhoods Service	David Paterson	Annual Report. Last presented 11.2.26.
Local Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	Annual Report. Last presented 11.2.26.

Unallocated			
Title	Service(s)	Contact(s)	Comments
Long Term Management of Methil Heritage Centre	Communities and Neighbourhoods Service	David Paterson	Requested at 25.06.25 meeting
Update on Fife Heritage Rail Conservation Building (Large Grant Funding)	Roads & Transportation	Phil Clarke	1 year Update report requested at 21.08.24 meeting.
Eagle Road MUGA - Resurfacing Proposal Funding Request	Communities and Neighbourhoods Service	David Paterson	
Property Transactions	Property Services	Michael Ogorman	To be added to agenda when required.
Property Transactions Update Report	Property Services	Michael Ogorman	16/5 - added to workplan following People and Communities Scrutiny Committee of 15.05.25