

North East Fife Area Committee

JP Court Room, County Buildings, Cupar

Wednesday, 23 April 2025 - 9.30 a.m.



AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the North East Fife Area Committee of 26 February 2025. 5 – 10
4. **NORTH EAST FIFE ANTI-POVERTY REPORT - UPDATE 2024/25; APPROVAL OF FUNDING 2025/26** – Report by the Head of Communities and Neighbourhood Services. 11 – 29
5. **RE-ALLOCATION OF COMMUNITY RECOVERY FUNDING 2025-2026** – Report by the Head of Communities and Neighbourhood Services. 30 – 42
6. **GILLINGSHILL NATURE RESERVE - LOCAL MANAGEMENT GROUP** – Report by the Property Investment and Development Manager. 43 – 46
7. **OBJECTIONS TO ROADS CONSTRUCTION CONSENT FOR CARRON LODGE (PHASE 1), STRATHKINNESS LOW ROAD, ST ANDREWS – 24/02804/RCC** – Report by the Head of Planning Services. 47 – 52
8. **CUPAR ROAD, CUPAR MUIR SPEED LIMIT ORDER AMENDMENT** – Report by the Head of Roads and Transportation Services. 53 – 55
9. **PROPOSED WAITING PROHIBITION: MOATHILL ROAD AND BALGARVIE CRESCENT, CUPAR** – Report by the Head of Roads and Transportation Services. 56 – 58
10. **OBJECTION TO CUPAR SPEED LIMIT AMENDMENTS** – Report by the Head of Roads and Transportation Services. 59 – 62
11. **OBJECTION TO PROPOSED RAISED TABLE CROSSING AT BONNYGATE, CUPAR** – Report by the Head of Roads and Transportation Services. 63 – 67
12. **JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME** – Report by the Head of Service (Children and Families and Justice Services). 68 – 85
13. **REPORT ON EDUCATION OUTCOMES - 2023/24** – Report by the Executive Director, Education. 86 – 109

	<u>Page Nos.</u>
14. CUPAR RECYCLING AND REUSE HUB – Report by the Head of Environment and Building Services.	110 – 115
15. AREA HOUSING PLAN UPDATE 2024/25 – Report by the Head of Housing Services.	116 – 124
16. PROPERTY TRANSACTIONS – Report by the Head of Property Services.	125 – 126
17. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN – Report by the Executive Director, Finance and Corporate Services.	127 – 137

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

Lindsay Thomson
Head of Legal and Democratic Services
Finance and Corporate Services

Fife House
North Street
Glenrothes
Fife, KY7 5LT

16 April 2025

If telephoning, please ask for:
Diane Barnet, Committee Officer, Fife House 06 (Main Building)
Telephone: 03451 555555, ext. 442334; email: Diane.Barnet@fife.gov.uk

Agendas and papers for all Committee meetings can be accessed on
www.fife.gov.uk/committees

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.

BLANK PAGE

THE FIFE COUNCIL - NORTH EAST FIFE AREA COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

26 February 2025

9.30 am – 11.45 am

PRESENT: Councillors Jonny Tepp (Convener), John Caffrey, Al Clark, Fiona Corps, Alycia Hayes, Stefan Hoggan, Gary Holt, Margaret Kennedy, Louise Kennedy-Dalby, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

ATTENDING: Kirstie Freeman, Community Manager, North East Fife, Communities and Neighbourhoods Service; John Mitchell, Head of Roads and Transportation Services, Vicki Storrar, Lead Consultant, Roads Lighting and Asset Management and Nigel Hampton, Technician Engineer, Traffic Management, Roads and Transportation Service; David Thomson, Customer Experience Lead Officer, Customer and Online Services; Kirsty Martin, Service Manager, Employability and Employer Engagement and Alison Laughlin, Economy Adviser, Business and Employability Service; and Diane Barnet, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Allan Knox.

193. DECLARATIONS OF INTEREST

In terms of Standing Order No. 22, Councillor Clark, for transparency reasons, stated that he had a connection relating to paragraph 197 – Proposed Disposal and Change of Use of Common Good Land at East Bents, St Andrews – an applicant with a planning application had been in touch with him regarding the space in front of their application, being the proposed siting of the sauna - but did not consider this amounted to an interest and remained in the meeting for the item.

194. MINUTE

The committee considered the minute of the North East Fife Area Committee of 9 December 2024.

Decision

The committee approved the minute.

Councillor Caffrey entered the meeting and Councillor Hayes joined the meeting during consideration of the following item.

195. PETITION - SCHOOL BRAE, LETHAM

In terms of Standing Order No. 13.0, the committee considered a petition submitted by Mr Alan Finnie containing 125 signatures, the terms of the petition being a request that the council adopt School Brae as a Fife Council road.

The Convener thereafter invited the lead petitioner to present the petition, following which committee members were invited to ask questions.

The committee adjourned at 9.50 am prior to consideration of the Roads and Transportation Service's report in response to the petition. The committee reconvened at 10.10 am.

The Lead Consultant, Roads and Lighting Asset Management presented the service response to the petition, following which committee members were invited to ask questions.

Decision

The committee:-

- (1) thanked the lead petitioner for their presentation;
- (2) requested a further report from the Roads and Transportation Service outlining a proposed business case toward an appropriate resolution, including:
 - legal evidence that School Brae was a 'private' road;
 - information about the cost, details of the work required and relevant timescales relating to the upgrading of the road to an adoptable standard;
 - details of landowners and 'frontagers' (properties fronting School Brae) potentially responsible for the upkeep of the private road; and
 - consideration of options and sources of funding to carry out the required work;
- (3) requested that a site visit be arranged for members of the committee to enable a better understanding of the current situation; and
- (4) in the interest of health and road safety, requested that planned patching work be expedited without delay.

196. UPDATE - 'HUMANUTOPIA' SECONDARY SCHOOLS PROJECT

Decision

Due to the absence of Vaughan Clarke, Ambassador for 'Humanutopia', the committee agreed that this item be deferred to a future meeting.

Councillor Caffrey left the meeting during consideration of the following item.

197. PROPOSED DISPOSAL AND CHANGE OF USE OF COMMON GOOD LAND AT EAST BENTS, ST ANDREWS

The committee considered a report by the Head of Communities and Neighbourhoods Service, seeking the committee's view on the proposed disposal of land at East Bents, St Andrews by way of lease, which would be considered by the Cabinet Committee when making a final determination on the proposal. The area of land in question was a Common Good asset.

Decision

The committee agreed to recommend to the Cabinet Committee that the proposal relating to the disposal and change of use of an area of land at East Bents, St Andrews by way of lease for the purposes of siting a mobile sauna be refused - on the basis of the objections received from members of the public and St Andrews Community Council.

198. TOLL ROAD, GUARDBRIDGE AND STATION ROAD, LEUCHARS – 30MPH EXTENSION

The committee considered a report by the Head of Roads and Transportation Services relating to a proposal for the extension of the 30mph speed limit along Toll Road and Station Road for new housing development.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the extension of the 30mph speed limit as shown in drawing TRO24_59 attached as appendix 1 of the report, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

Councillor Kennedy joined the meeting prior to consideration of the following item.

199. OBJECTION TO PROPOSED NO WAITING RESTRICTION: MANSE ROAD, SPRINGFIELD

The committee considered a report by the Head of Roads and Transportation Services relating to an objection to the proposed no waiting restriction at Manse Road, Springfield.

Decision

The committee agreed to set aside the objection to the Traffic Regulation Order (TRO) to promote the restrictions detailed in drawing no. TRO24_34.

Councillor Kennedy left the meeting following consideration of the above item.

200. COLINSBURGH – SPEED LIMIT AMENDMENTS

The committee considered a report by the Head of Roads and Transportation Services relating to proposals for the introduction of an extension to the 20mph speed limit on Main Street east, with the introduction of 40mph speed limits on the B942 approaches on both sides of the village.

Decision

The committee, in the interests of traffic management and road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the speed limits detailed in drawings TRO25_02-1 and TRO25_02-2 (Appendices 1 and 2) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

201. MAIN STREET, BALMULLO – 30MPH EXTENSION

The committee considered a report by the Head of Roads and Transportation Services relating to a proposal for an extension to the 30mph speed limit southwards along Main Street for new housing development.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the extension of the 30mph speed limit as shown in drawing TRO24_55 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

202. AREA ROADS PROGRAMME 2025-26

The committee considered a report by the Head of Roads and Transportation Services relating to the projects which were proposed for inclusion in the 2025-26 Area Roads Programme for the North East Fife area.

Decision

The committee:-

- (1) approved the report and appendices 1-3 (carriageway schemes; footway schemes; and traffic management and road safety respectively);
- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener, Depute Convener and all elected members in the affected wards; and
- (3) noted Appendices 4 and 5 (street lighting; and bridges and structures respectively).

203. COMPLAINTS UPDATE

The committee considered a report by the Executive Director, Communities providing an overview of complaints received relating to the North East Fife area for the year from 1 April 2023 to 31 March 2024.

Decision

The committee noted the complaints responded to in target timescales and the proportionality of service complaints.

Councillor Holt left the meeting during consideration of the following item.

204. LOCAL AREA ECONOMIC PROFILES 2023/24

The committee considered a report by the Service Manager, Employability and Employer Engagement providing an annual overview of the performance of the local economy and labour market in North East Fife, along with the business support, strategic investment and employability activity carried out in the area by Business and Employability Services.

The information presented provided background and context to council activity within the committee area to help inform area committee discussion and decision-making.

Decision

The committee noted:-

- (1) the activity undertaken by Business and Employability Services in 2023/24 and in 2024/25 to date;
- (2) the issues raised by an analysis of the latest available economic data; and
- (3) acknowledged that the service was in the process of arranging a member workshop at which members and officers would consider in more detail issues affecting the local economy and how this could be reflected in future reports.

205. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

206. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN

The committee considered a report by the Executive Director, Finance and Corporate Services relating to the workplan for future meetings of the committee.

Decision

The committee:-

- (1) noted the draft workplan for North East Fife Area Committee;
- (2) noted that, as outlined in paragraph 192. (3) of the previous minute of 9 December 2024, an update relating to service provision for North East Fife holiday villages and St Andrews had been issued as an elected member briefing on 17 February 2024;
- (3) as outlined at paragraph 195. (2) above, Roads and Transportation Service to provide a report for consideration at a future meeting, to be confirmed, outlining a proposed business case toward an appropriate resolution for School Brae, Letham;
- (4) with reference to the Active Travel Strategy and Action Plan, requested an update on any progress relating to the cycle path between St Andrews and Guardbridge, provisionally scheduled for 23 April 2025; and
- (5) agreed to advise the Convener, Lead Officer and Committee Officer of any further suggestions for specific areas they would like to see covered in any future report.

23 April 2025

Agenda Item No. 4

North East Fife Anti-Poverty Report - Update 2024/25; Approval of Funding 2025/26

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 16,17,18,19 & 20

Purpose

The purpose of this report is to update members on the activity undertaken to meet outcomes of the North East Fife Rural Poverty Action plan 2023-2026, and to seek committee approval of the budget proposals for 2025-2026. The work within this report is in alignment with the key priorities for the area in the 2023-2026 North East Fife Local Community Plan.

Recommendation

The committee is asked to note the progress and approve the recommended Anti Poverty budget spend for 2025/26.

Resource Implications

There are no specific resource implications arising within this report. The level of expenditure can be found in the appendix document.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

The work noted in this report is aligned to the anti-poverty priority theme in the North East Fife Local Community Plan and the further detail in the North East Fife Rural Poverty action plan 2023-2026. The Rural Poverty Conference held in October 2022 and ongoing discussions with partners and stakeholders have shaped the approaches adopted over the past year.

1.0 Background

- 1.1 Each of Fife's seven localities have been tasked with taking a localised approach to addressing factors which cause or contribute to poverty and inequality, tailored to meet the needs of the local area. There are variations in the approaches taken across Fife based on the rurality of an area, and demographic pressures.
- 1.2 The approach to anti-poverty work in North East Fife has adapted and evolved to respond to changing pressures and challenges, and the local area Anti-Poverty budget has supported community-based organisations across the area to support and enhance the work of the Council to deliver anti-poverty interventions at a community-based level.

2.0 Issues and Options

- 2.1 From the main themes of the Rural Poverty Action Plan the key priority areas for North East Fife are noted below:

- Climate Crisis
- Food Insecurity
- Access to services
- Income Maximisation
- Lived Experience
- Family Support
- Crisis/Cost of Living Support
- Social Isolation and Mental Health

A detailed overview of the work carried out under these themes to meet the desired outcomes of the North East Fife Rural Poverty Action Plan, along with associated costs and an overview of proposed spend for 2025/26 can be found appendix 1.

- 2.2 Additional funding of £40,000 was allocated from centrally administered funds to support additional area anti-poverty initiatives. These included Warm Welcome and Warmer items which are detailed in appendix 1.

3.0 Aims for 2025-26

- 3.1 Partnership Working:

Extend reach

In the coming year, we want to focus on allocating the antipoverty funding to larger partnership projects, with the aim of extending a more targeted approach to people using emerging data and policies. For example, under the Access to Services theme, using the Fuel Poverty Composite Index a holistic support project is proposed that will include St Andrews Environmental Network, Health and Social Care Partnership and Welfare Support in areas where we know there is higher fuel debt and enable services to reach those in need. In the income maximisation theme the Home Coordinator role in Castle Furniture supports working towards the principles of Making a House a Home Housing

policy. The addition of the NEF essential fund has been successful in allowing a range of services to use Castle furniture to support families and those in crisis who often don't have the funds to be able to purchase basic furnishing such as beds, cookers and fridges.

Sustainability

By working in partnership with local services and organisations to fund these projects, the data and impact of this will be evaluated and provide vital evidence for external funders. For example, National Lottery have just introduced a growing food fund which can fund substantial projects but requires evidence of working as a partnership as main criteria. Through using the anti-poverty funding to support larger partnership projects during 25/26 the aim is to work towards attracting external funding to sustain the future of these projects in the area if successful.

3.2 Changing Focus:

Warm Welcome

Local groups who wish to continue the Warm Spaces projects and transforming them into ongoing year-round initiatives supported through Local Community Planning Budget whilst they are supported to apply for external funding longer term. We recognise the importance of supporting community groups to continue these services as evidence supports the positive impact of social connection on mental wellbeing and loneliness for those who attend. NEF Health and Social Care Partnership have identified social isolation and loneliness in their Locality plan, and this will be a key area of partnership focus going forward for 25/26.

Cash First

An independent Cash First Evaluation is being funded by Scottish Government to undertake a whole area evaluation, with any subsequent recommendations being taken forward in line with the Scottish Governments actions as set out in its 'Ending the Need for Foodbanks' paper [Cash-First: Towards Ending the Need for Food Banks in Scotland](#). This is going through Fife Council's tender process, and it is anticipated that a report will be complete by September, with the findings being reported at the NEF Rural Poverty Conference in October 2025.

Rural Poverty Conference

North East Fife's Rural Poverty Conference is being held on 8th October 2025 and has been deliberately planned to take place during Challenge Poverty Week. The feedback from the workshops will be used alongside policies and local data to provide the focus for the next 3-year plan from April 2026. Project Assistants will be co-producing this plan with members of the Rural Voice panel once recruited.

4.0 Conclusions

- 4.1 Following committee approval of the proposed budget recommendations for 2025-26, relevant members of the Rural Poverty Action Group will review their delivery plans to reflect new and emerging priorities.

List of Appendices

1. North East Fife Area Anti-poverty report

Background Papers

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

- Supporting the Local Community Plan – pages 97-101 North East Fife Area committee 26 April 2023
- North East Fife Local Community Plan – pages 56-65 North East Fife Area Committee 15 February 2023

Vicky Wilson

Team Manager (Community Development)

County Buildings, Cupar

Telephone: 03451 55 55 55 + VOIP Number 466862

Email: vicky.wilson@fife.gov.uk

Laiza Lorimer

Area Policy Officer (Tackling Poverty & Preventing Crisis)

County Buildings, Cupar

Telephone: 03451 55 55 55 + VOIP 456875

Email: Laiza.Lorimer@fife.gov.uk

Indicative Appendix – Annual Anti-Poverty Report

North East Fife Area Committee

AREA CONTEXT

North East Fife area is the largest of Fife's seven areas, and stretches from the River Tay in the North, to the Firth of Forth in the south east. St Andrews is the largest town, followed by other main settlements, including Cupar, Newburgh, Auchtermuchty, Newport and Anstruther. The area is much less reliant on manufacturing and heavy industry than other areas in Fife, and is characterised by rural, agricultural and fishing industries, together with tourism in the East Neuk and St Andrews.

POPULATION

	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
Total population	13,823	12,286	12,840	17,003	16,239	72,191	371,390
Children (0-15 years)	2,129	1,775	1,838	1,248	2,734	9,724	61,623
Working age (16-64 years)	8,007	6,865	7,523	12,612	9,911	44,918	229,273
Older adults (65+ years)	3,687	3,646	3,479	3,143	3,594	17,549	80,494

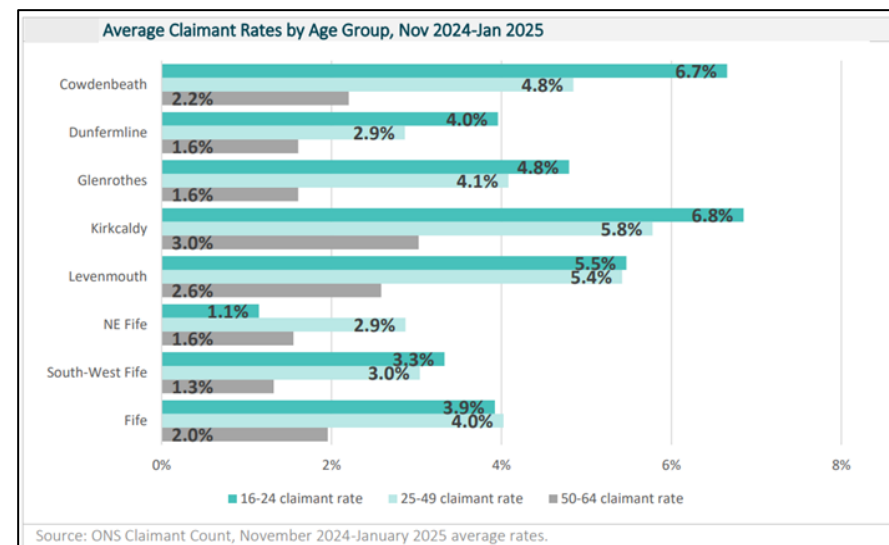
NRS 2022 Population estimates. For further information see the North East Fife Local Strategic Assessment: [LSA-2025-North-East-Fife-Area.pdf](#)

LABOUR MARKET

The average number and rate of out-of-work benefit claimants by Local Committee Area, Nov 2024-Jan 2025

	Claimant Count	Claimant Rate	Quarterly rate change		Annual rate change	
Cowdenbeath	1,080	4.2%	0.0	■	+0.2	↑
Dunfermline	1,020	2.7%	-0.1	↓	+0.1	↑
Glenrothes	980	3.2%	-0.1	↓	0.0	■
Kirkcaldy	1,840	5.0%	-0.1	↓	0.0	■
Levenmouth	1,050	4.6%	-0.2	↑	0.0	■
North East Fife	890	1.9%	0.0	■	+0.2	↑
South & West Fife	750	2.5%	-0.1	↓	+0.1	↑

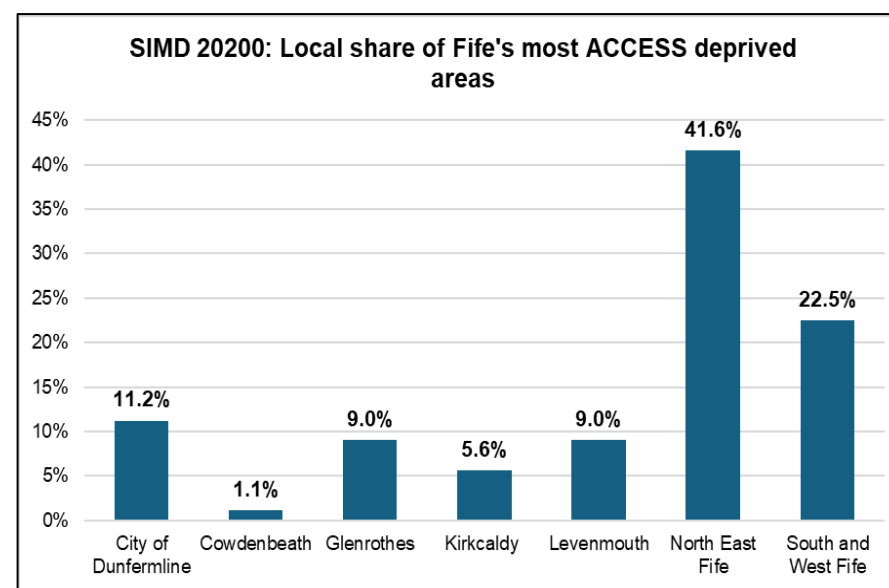
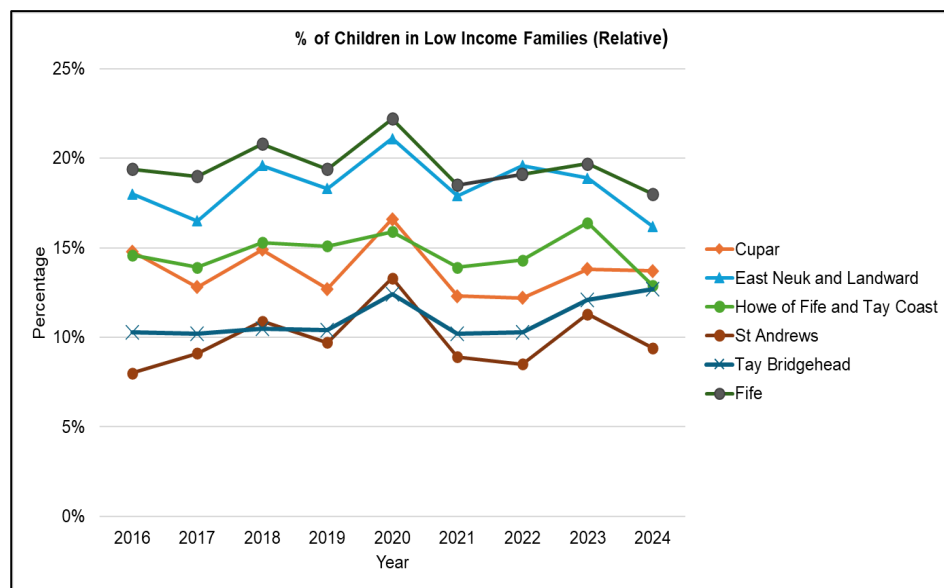
Source: ONS Claimant Count, November 2024-January 2025 average claimant counts and rates. The change represents the difference in percentage points between the average claimant rates for the previous quarter (August to October 2024) and latest quarter (November to January 2025).



November 2024 – January 2025	North East Fife Area	Fife
Claimant rate	1.9% (890)	3.3% (7,450)
Female claimants	1.6% (400)	2.7% (3,215)
Male claimants	2.1% (490)	3.9% (4,585)

ONS Claimant Rate. For further information see monthly economic updates [Economy | InvestFife](#)

POVERTY AND DEPRIVATION

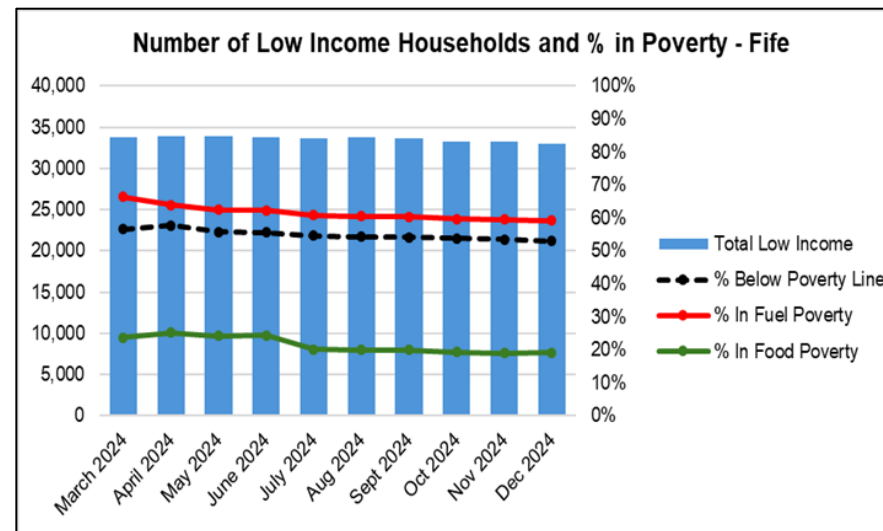
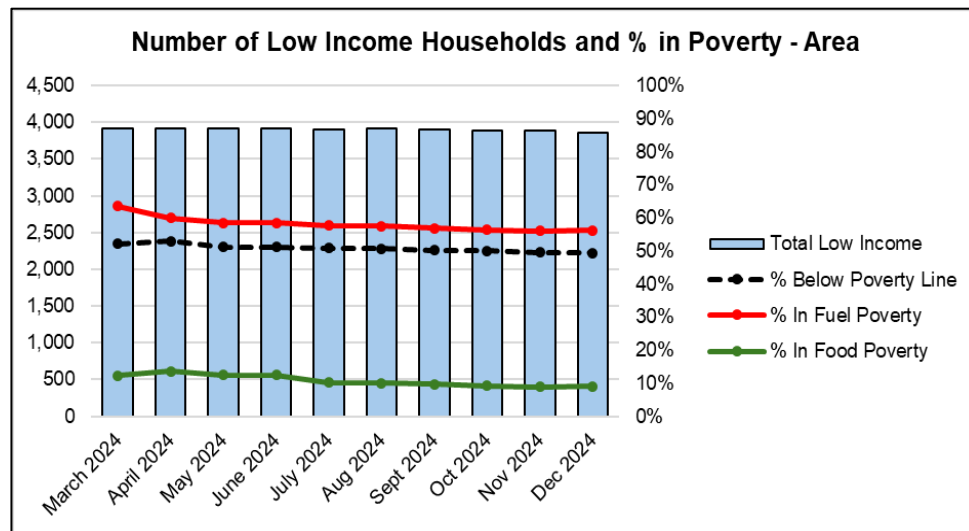


	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
Children in low income families (relative poverty 2024)	13.7%	16.2%	12.9%	9.4%	12.7%	13.7%	18.0%
% of working age employment deprived	7.2%	7.3%	5.8%	2.4%	4.9%	5.0%	9.4%
% of total population income deprived	8.0%	8.9%	7.1%	3.7%	5.8%	6.4%	11.9%

*DWP Children in Low Income Families: local areas statistics: [Children in low income families: local area statistics - GOV.UK](https://www.gov.uk/government/statistics/children-in-low-income-families-local-area-statistics)

**SIMD2020v2 estimates per Ward have been aggregated from data zone level data: [SIMD-2020v2-KnowFife-Quick-Brief.pdf](https://www.fife.gov.uk/media/1000000/simd-2020v2-knowfife-quick-brief.pdf)

LOW INCOME FAMILY TRACKER

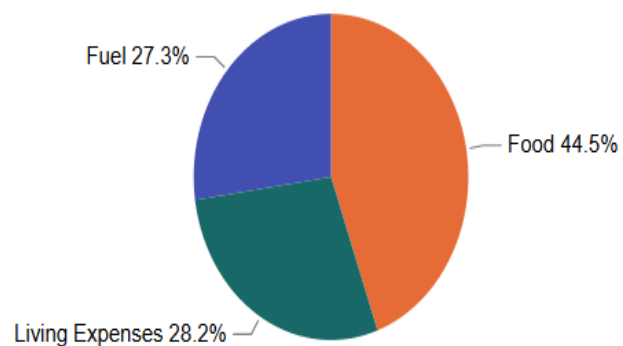


December 2024	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
No of low income households	893	860	801	559	750	3,863	32,964
No of households below poverty line	435	437	399	270	368	1,909	17,443
No of households in fuel poverty	498	494	453	300	425	2,170	19,488
No of households in food poverty	88	67	86	50	57	348	3,343

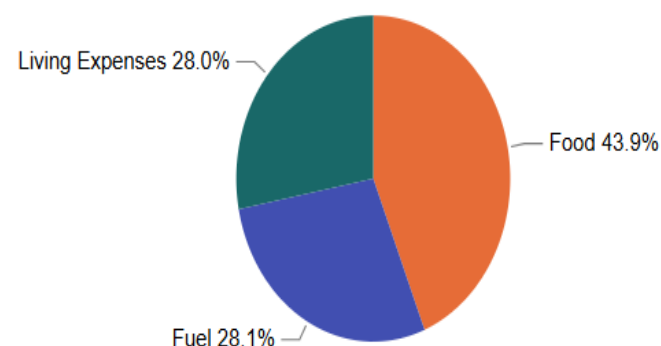
Data taken from the Low Income Family Tracker (LIFT) Dashboard snapshot of December 2024

SCOTTISH WELFARE FUND

Percentage of Total Awards - Area

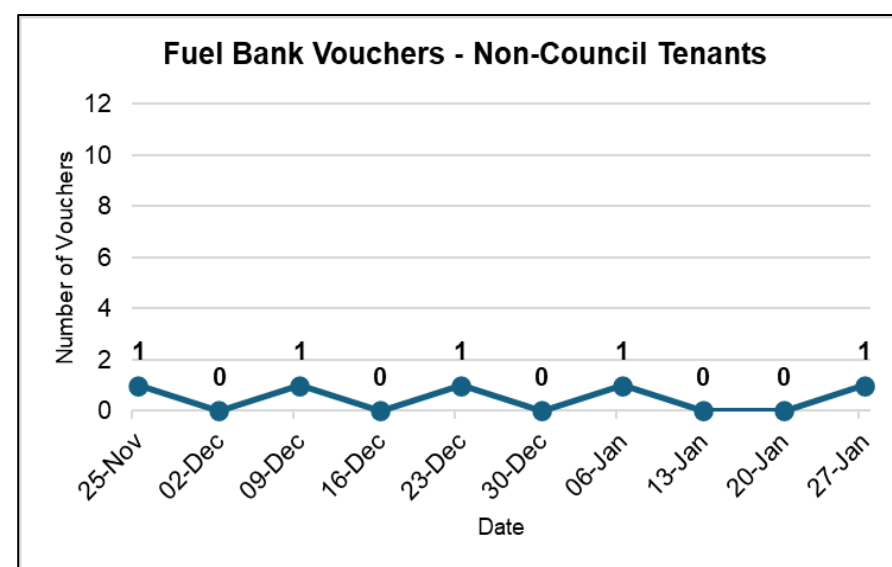
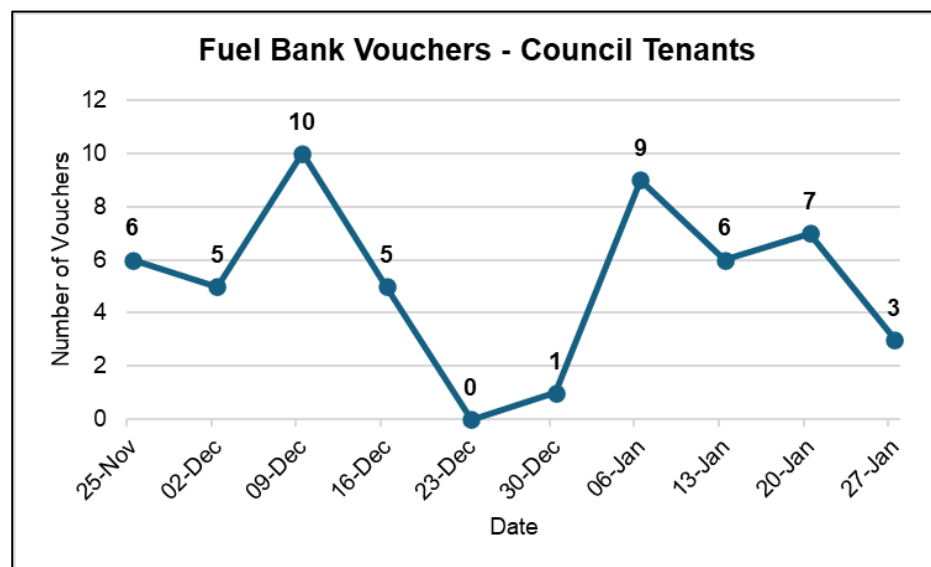


Percentage of Total Awards - Fife



April 2024 to January 2025	North East Fife Area	Fife
Crisis Grants – Total Amount Awarded	£140,790	£1,884,626
Crisis Grants – Amount Awarded for Food	£83,351	£1,080,518
Crisis Grants – Amount Awarded for Fuel	£31,850	£446,491
Crisis Grants – Amount Awarded for Living Expenses	£25,589	£357,618

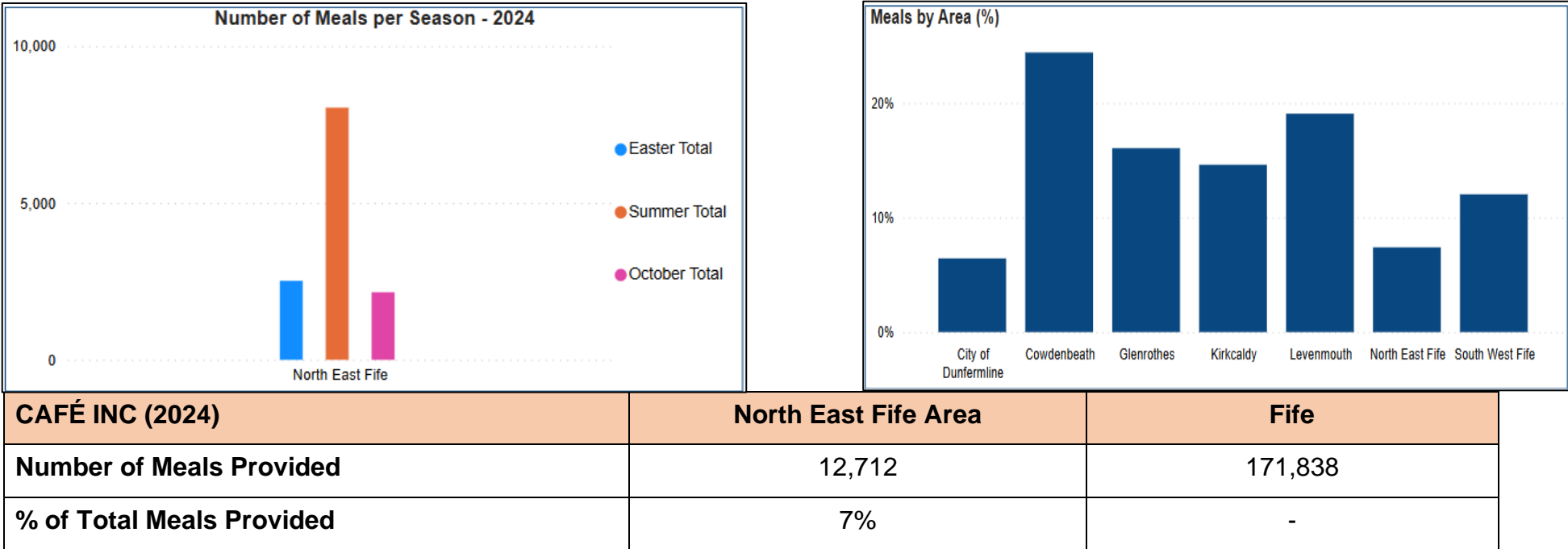
FUEL BANK REFERRALS (Council only)



Vouchers and Spend (April 2024 – January 2025)	North East Fife Area
Total Amount of Vouchers – Council tenants	142
Total Amount of Spend - Council tenants	£6,807
Total Amount of Vouchers - Non-Council tenants	18
Total Amount of Spend - Non-Council tenants	£772

CAFÉ INC

Café Inc is a universal holiday hunger initiative for children, young people and their carer(s) to get a nutritious meal during holiday periods. Café Inc provides free tasty, healthy meals while stocks last when our schools are closed during the holidays.



AREA ANTI POVERTY ACTIVITY / PROJECTS MONITOR

Budget	Allocation	Spend	Balance
£135,000	£140,919 (inc. carry over from 23-24)	£137,661.55	£2698.25

Project	Outcomes	Update
Climate Crisis £19,323.49	<p>To increase knowledge and confidence of communities in how to reduce climate change.</p> <p>Empower communities to find other solutions to fuel issues.</p>	<p>St Andrews Environmental Network funded a part-time staff member through their Eco Smart NEF project where they provide outreach climate change education sessions. Due to the growth in the Reuse project a Coordinator was funded to manage this. Funding was also awarded for a carpet fitter to allow for this service to be delivered to people's homes who have no floor coverings or inadequate flooring, this is with flooring gifted from the Dunhill Links and other partners.</p> <p>Community In Cupar focussed on their zero waste goals by supplying bags for life for their service users to reduce single use plastic in the local community and environment.</p> <p>Fife Beekeepers Association was funded for a project in St Monans where they received funding for wellies for children as they realised that many families could not afford them. It is part of the PPE needed to take part in their sessions.</p>
Food Insecurity £44,405.38	<p>To increase the access to local, healthy, and affordable food throughout NE Fife.</p> <p>To increase the knowledge and tools needed to grow your own food.</p>	<p>Lauren Cook (NEF Community Food Coordinator) has continued to support existing and new community groups set up and run community fridges/larders. This has increased the access to healthy food in NE Fife. Her post will continue through 25-26 from this funding.</p> <p>This funding has supported community fridges (Cupar and Leuchars), Newburgh Foodbank and Crail Community Larder with FareShare orders and food costs. Further food costs have been awarded to groups in the community such as ActivEats in Leuchars and Bell Baxter Boys group that are supported by the CLD team.</p> <p>ENeRGI was awarded funding for food costs for their drop-in sessions and in addition provided outreach benefit advice and support for those who were housebound in NE Fife.</p>

Project	Outcomes	Update
		Many community gardens now donate surplus to community fridges/larders/foodbanks in their local area.
Access to Services £10,280.60	<p>Increase accessibility to services throughout NE Fife to address transport costs and poor transport links.</p>	<p>The Travel Voucher project continues and due to incorrect data recording we have decided to run it for a further 6 months; therefore, the report will not be written until June 2025. This year more agencies are taking part and Moffat & Williamson tickets were also made available.</p> <p>Include Me have been funded to provide advocacy to adults aged 65+ living at home in North-East Fife who are affected by; Anxiety and/or Depression, a long-term medical condition, a learning disability or autism spectrum disorder. Previously they only supported those aged 16-65.</p> <p>Oor Space provide a drop-in session for those experiencing addictions and were supported with costs to continue to provide this service in 2 locations in the East Neuk. This helps to provide a community resource to those in need and links are made with addictions services and supports through this group.</p>
Income Maximisation £23,800	<p>To increase the income of people in NE Fife by making sure they are receiving all benefits they are eligible to and by addressing debt.</p> <p>Have a coordinated employability support pathway and increase employability opportunities.</p> <p>Promote and expand Big Hoose provision to reduce the most vulnerable household's outgoings.</p> <p>Promote money management and saving through Credit Union.</p>	<p>Fife Benefit Checker training and Energy Efficiency Training was offered to community groups, third sector organisations and other Fife Council teams.</p> <p>There have been closer working relationships with Employability team in Fife Council and Communities team.</p> <p>A joint NE Fife and Glenrothes Coordinator has been employed through Castle Furniture Project to operate and develop the Big Hoose hub in these areas. They have now changed the name of the project to Castle Home Hub as donations and suppliers are not solely from the Big Hoose. Funding which came from CRF ends March 25.</p> <p>NEF Essentials fund was established in August 2024, £10,000 was awarded to provide essential white goods and furniture for people who haven't qualified for Scottish Welfare Fund. Below is the data of the referrals to date.</p> <p>Total Referrals :34</p> <p>Breakdown Fife Council: 28</p>

Project	Outcomes	Update
		<p>Social Work Services: 4 Voluntary Sector: 2</p> <p>Total Orders: 31 This is total orders where the order date is within parameters provided</p> <p>Total Individuals Helped: 16 Total Families Helped :18 (25 Adults/33 Children)</p> <p>Kingdom Community Bank has been supported to fund a part time worker to run savings schemes in the East Neuk alongside workshops providing education around financial resilience. The aim is to widen their reach to the whole of NE Fife following the impact report from the East Neuk pilot.</p>
Lived Experience £0	To have lived experience voices heard in every priority in the plan.	3 Project Assistant staff have been employed since November 23. They have lived experience of poverty and will be consulting on various projects and direction of anti-poverty work in NE Fife. Recruitment of members to a Rural Voice Panel has started.
Family Support £7,600	<p>To increase holistic family support available in NE Fife to address the waiting lists.</p> <p>To address child poverty with targeted approaches.</p> <p>Collaborative working between agencies.</p> <p>Increase children's opportunities in NE Fife.</p>	<p>A range of third sector agencies, community groups and Fife Council teams have access to this funding to provide children and families with toys at Christmas, cosy bags, and trips during the holidays. Working in partnership has meant that the response has been targeted to those most in need.</p> <p>The additional workers in Homestart and Families First from CRF funding was to bring waiting lists down in the area. This will be evaluated once the CRF funding comes to an end.</p> <p>The Starry night project was funded in Newburgh to increase children's opportunities in creative dance- these included children from Newburgh, Dunbog and Auchtermuchty Primary Schools.</p> <p>The Lighthouse Project in the East Neuk was also funded to increase children's opportunities by offering family learning and a support network to those who are facing challenges in area.</p>

Project	Outcomes	Update
Crisis/Cost of Living Support £22,367.05	<p>To reduce the amount of people in NE Fife who find themselves in a crisis- so that they become rare, brief, and nonrecurring.</p> <p>To promote a cash first response where able for dignity and choice</p>	<p>Welfare Support staff are providing supermarket vouchers and/or bus tickets for those in an immediate crisis while supporting them to improve their long-term situation.</p> <p>Fife Voluntary Action administer the NE Fife Discretionary Fund which can be goods, vouchers and in exceptional cases cash into a bank account. This prevents people moving into poverty or further into poverty.</p> <p>Community In Cupar and the Social Work Children's and Families team were funded with vouchers to issue to their own service users who needed crisis support.</p> <p>Tay Bridgehead Foodbank was funded to give out fuel top ups to their service users in need over winter.</p> <p>These are in line with cash first principles giving dignity and choice to those most in need.</p>
Social Isolation & Mental Health £9,885.03	<p>To reduce social isolation through a joined-up approach of services.</p> <p>To find more support for those suffering from mild to moderate mental health issues.</p> <p>Reduce waiting lists for support, especially for young people.</p>	<p>Social Prescribing in Cupar continues and has supported 86 patients over the last year, there is ongoing support to over 70 of these referrals. Success have included a number of those being supported local community based adult learning groups in Cupar.</p> <p>Link Befriending were funded for wellbeing walks alongside their CRF funding for volunteer costs to support them to recruit more befrienders.</p> <p>Awards were made to a range of community groups to support trips and activities for individuals and families whose financial circumstances would otherwise have prevented them from being able to take part.</p>

Other grants	Amount	Spend	Outcomes	Update
Warm Welcome	£40,000	£40,559 (some funding taken from main	To provide a warm welcome venue where there was refreshments, food, and activities. In addition, all groups	12 venues were allocated funding. A report will be completed in May 2024. Three groups who had previous funding managed to still run their sessions without the

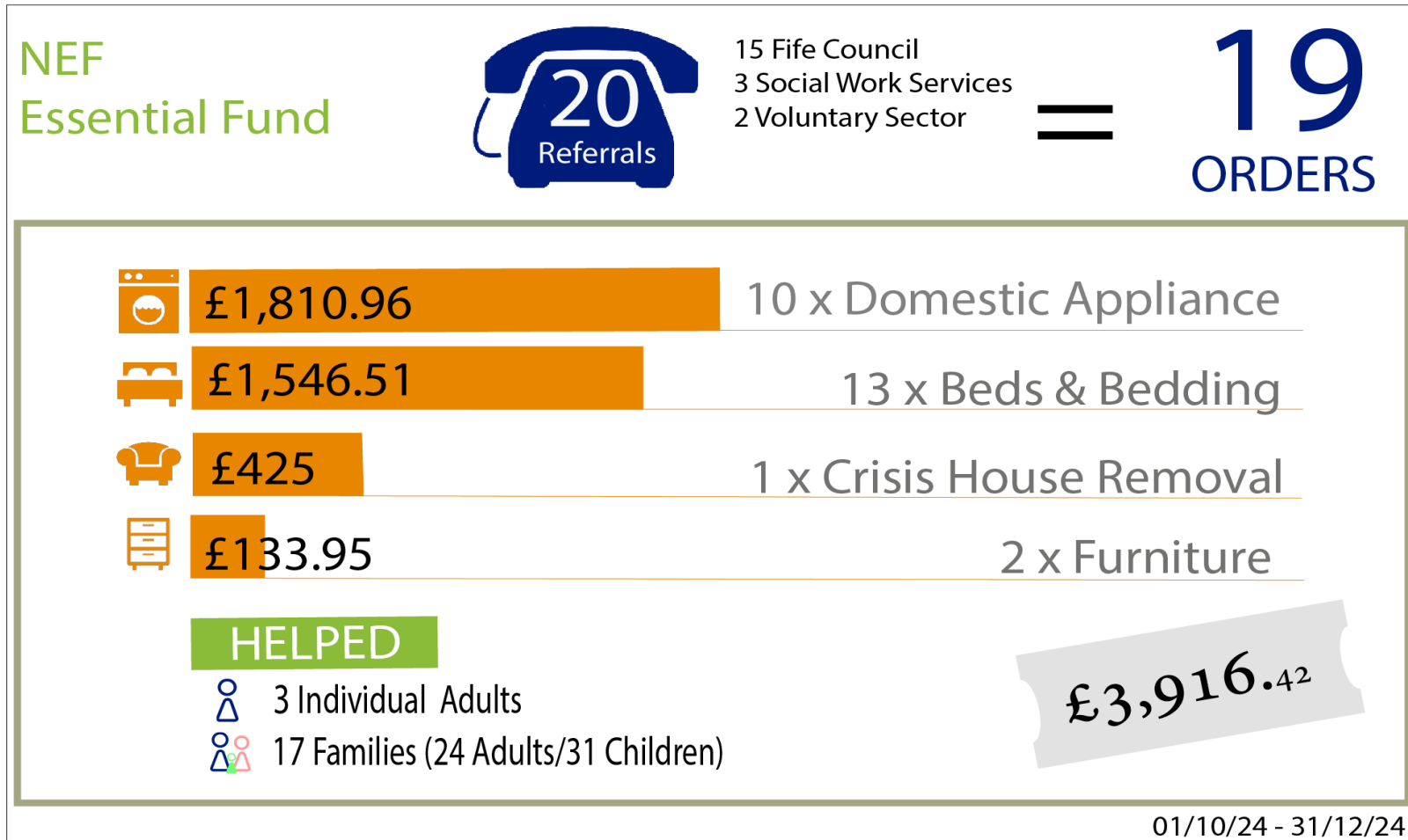
Other grants	Amount	Spend	Outcomes	Update
		Anti-Poverty budget)	had to demonstrate they were doing preventative work e.g. signposting to welfare, cost of living support website, Cosy Kingdom.	warm welcome grant as they had been successful in attracting external funding. Early indication is that they are being well used, but many people are accessing for social connection and interaction element.
Warmer Items	50 x electric throws 50 x Oodies 50 x warmer packs	All allocated	To alleviate fuel costs for most vulnerable	Allocation process was agreed at the NEF People Leadership Group. All items allocated through partners. Case studies and feedback to be completed for mid-April for evaluation report.

PROJECTED ANTI POVERTY SPEND 2025-2026

Priority	Allocation	Comments
Climate Change & Food Insecurity	£35,000	One project which ties everything together- education in growing food, supplying food, gleaning, cooking courses and nutrition. EcoSmart and Reuse staffing to be continued.
Access to Services	£35,000	Outreach workers - HSCP, Cosy Kingdom, Welfare. Partnership working using data to target need, e.g. fuel poverty composite index. After assessing travel voucher project, funding for tickets for a more targeted project.
Income Maximisation	£40,000	Credit Union- financial literacy & resilience NE Fife wide

Priority	Allocation	Comments
		Home Coordinator (Castle Furniture)- shared with Glenrothes. Funding for NE Fife Essential Home Fund.
Lived Experience	£1720	Vouchers for Rural Voice members when they attend any session during the year. Project assistants have £720 allocated from central budget for vouchers when attending Policy Forum tied to TPPC board scrutiny.
Family Support	£6,000	Support for families ongoing such as trips, travel, cosy bags.
Crisis/Cost of Living Support & Rural Poverty Conference	£15,000	Continuing crisis support through welfare workers for vouchers and bus tickets, also funding the discretionary fund which acts as a safety net for all NE Fife residents. Funding costs for the NEF Rural Poverty Conference October 2025.
Social Isolation & Mental Health	£3000	To run two Scottish Mental Health First Aid sessions in NE Fife for those in public facing positions who support those in poverty- staff or volunteers. To fund groups who are tackling social isolation and mental health with evidence of it being related to poverty.

This infographic details Quarter 3 spend from the NEF Essentials fund that is granted to Castle Furniture for distribution.



Community Food Coordinator

Community Capacity Building Case Study

Leuchars Community Larder initially ran between September 2022 and June 2024 and was based within Leuchars Primary School. Having identified several families struggling with rising food costs and children coming to school hungry, school staff approached NE Fife CLD, and support was given to establish a community fridge within the school.

The project ran successfully for 22 months, with up to 30 people accessing the community fridge every week. However, an increase in pupil numbers meant the space which housed the community fridge was no longer available. Feedback from those using the community fridge indicated that it was still very much needed, so a decision was made to temporarily pause the project and attempt to find an alternative venue.

Community spaces in Leuchars are limited. Having reached out to several community organisations, Leuchars St Athernase & Tayport Church came forward with an offer to use the Coach House, located on Leuchars Main Street. A public meeting was held on 26th November 2024 to recruit volunteers and discuss how to move the project forward. Work was then undertaken to get approval from Environmental Health, reinstate the Larder's membership with Fareshare, and move equipment from the Primary School to the Coach House, which was kindly carried out by the Army.

Leuchars Community Larder reopened on Friday 14th March. At present there are 13 people in the process of becoming Fife Council volunteers. NE Fife CLD will continue to support the project, with a longer-term aim for the Community Larder to become a constituted group, in line with similar projects operating across NE Fife. This will create opportunities to source external funding and move towards a low-cost model.

23 April 2025

Agenda Item No. 5

Re-Allocation of Community Recovery Funding 2025-26

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

Wards Affected: 16,17,18,19 & 20

Purpose

To provide members with the current update on the allocated CRF funding that was agreed for various local projects in February 2023 and seek member approval to reallocate £87,828 for continuation of temporary staffing and to provide contingency funds of £25,000 to Dutch Village, Craigtoun Park.

Recommendations

Members are asked to note the updated project spend and approve the proposed reallocation of funds outlined in Appendix 1.

Resource Implications

Sufficient funds are available to support the submitted proposals.

Legal & Risk Implications

There are no legal or risk implications based on this report

Impact Assessment

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

Consultation

On 7 October 2022, all elected members received a briefing on the Community Recovery Fund which provided detail on the operating and decision-making arrangements for the Fund.

1.0 Background

- 1.1 On 12 February 2023, the North East Fife Area Committee had allocated funds to various projects aimed at addressing community needs to support recovery after Covid-19. The total expenditure to date includes significant investments in anti-poverty initiatives, mental health support, digital inclusion, climate change mitigation, transport accessibility, and community participation.
- 1.2 The purpose of this report is to provide an update on the current expenditure of projects funded from the Community Recovery Funding (CRF) and to detail the key projects that are proposed to be funded in the upcoming year, 2025. This report aims to ensure transparency and accountability in the allocation and utilisation of the Community Recovery Fund.
- 1.3 The Community Recovery Fund was approved by Cabinet to be used flexibly over a two-year period; this was further extended to March 2026 at the 12 September 2024 cabinet where local projects would carry over into 2025/26.
- 1.4 There are currently uncommitted balances within the NEF Community Recovery Fund due to changes to some of the original proposed projects. With approval, these monies will be used to fund the proposals covered in this report (Appendix 1). This will ensure maximum spend of the remaining balance of the current year's Community Recovery Fund in 2025/6.

2.0 Key Projects Funded in 2023-24

2.1 Addressing Poverty and Food Insecurity:

NEF Community Hub Expansion 225,000

Objectives: Expand community hub services, reduce food waste, provide cookery classes, and grow food.

Due to a few staffing changes and ongoing conversations with the Hub board, the direction of the original proposal has now changed, the overall project will now no longer require the full amount originally awarded freeing up approximately £33,000 detailed in Appendix 1.

NEF Community Food Coordinator 67,000 Supports local food provision groups, enhancing their capacity to provide meals and reduce food insecurity.

This post has been continued from the local anti-poverty funds for a further one year.

NEF Big Hoose Satellite Hub, Castle Furniture £18,730: To oversee and coordinate the day-to-day activities of the dispatch hub in NE Fife, working closely with the statutory and voluntary sector to provide free essential household items to families in North East Fife and Glenrothes via an online referral system.

We are proposing to continue this post from the local anti-poverty funds for a further year.

Additional temporary Welfare Staff for 12 months £36,141: To support the cost of living and tackling poverty work locally and expand the welfare support offer across NEF.

Further to the expansion of outreach across NEF, the original project costs increased, and it is proposed that further staff budget be allocated for 2025-26 (appendix 1).

Lived Experience, £5127: The proposal will deliver lived experience input into the priorities of the Rural Poverty Action Plan. This will introduce new ways of working and/or new ways of supporting those in poverty.

The success of these posts led to us increasing the hours and length of posts and is making a valuable impact on the direction of the anti-poverty work in NEF. A proposal for continuation is detailed in section 3.2 of the report.

2.2 Supporting Mental Health and Reducing social isolation

Home Start East Fife £34,600: To employ a Family Support Worker to assist families in need, reducing waiting times and providing crucial support.

LINK – East Fife Mental Health Adolescent Befriending Project £10,000: Offers befriending services to vulnerable young people, helping them overcome isolation and mental health challenges.

Families First Community Youth Work Services £77,851, To employ a youth worker for 2 years as services have increased year on year as has the complexity of the needs of the children and young people. Families First continues to develop and meet the needs of the community.

2.3 Enhancing Community Facilities and Services

Pittenweem Community Library £60,000: Upgrades facilities to provide accessible toilets and a small kitchen, enhancing the library's role as a community hub.

Forgan Arts Centre, £90,000: The centre will provide a programme of accessible and supported activities for the community based on its building and surrounding estate at the site of the former Leng Home in Newport on Tay. These activities will seek to promote good mental health and wellbeing whilst providing social and educational activities in arts, crafts and climate sustainability.

Duffus middle car park £80,000: Resurface red tar area with carpave from access road Balgarvie road to ramp at Howe of Fife Rugby Club

2.4 Promoting Digital Inclusion

Cupar Public Wi-Fi Expansion £24,294: Expands public Wi-Fi access in key community premises, improving connectivity and digital engagement for residents.

2.5 Mitigating Climate Change

Growing Food Initiatives, £50,000: To offer a small grant to the maximum of £5000 per group/organisation to aid any food growing in NE Fife. This includes educational costs to increase knowledge about food growing. Not all the money was allocated due to introduction of Fife wide grant allocation policy, so a small amount of funding is available to be reallocated.

Energy Efficiency Upgrades for Centres: £200,000, To provide grants to support the main voluntary community centres in NEF to look at ways to become more energy efficient through feasibility studies and identifying ways to help reduce costs through new or replacement works in the centres for winter 2023-2024.

Several energy efficiency projects have taken place in key voluntary centres that support the delivery of Fife Council services in NEF. There is funding left over for works to be completed at the start of 2025 and a portion left to be reallocated.

St Andrews Botanical Gardens, £65,000: To create an extension at the visitor centre to create dry, sheltered seating for visitors, and retrofit a derelict Boiler House so that it can be used by community groups and education

Eden Hogweed, £24,000: A long-term programme for the control of giant hogweed on the upper reaches of the River Eden is underway, with a c.16km section of the main trunk of the river from Burnside to Kingskettle being identified as the priority treatment area. Seeds of giant hogweed remain viable for at least seven years, and possibly up to fifteen years. Currently at year 5 of a planned 10-year programme of works required to ensure comprehensive control.

2.6 Improving Transport and Accessibility

Development Worker – Transport NEF, £35,038: Work with services and partners to address transport and accessibility issues in rural communities, improving access to essential services.

Due to staffing changes the post only operated for 6 months of 2023 and the remaining budget was reallocated to extend and increase the use of the Lived experience posts to support tackling poverty priorities, and a small amount left unallocated.

2.7 Encouraging Community Participation

Community Projects: Funds various community-led projects, such as activities for young people and feasibility studies, fostering community engagement and development.

Humantopia £30,000: Original application from Police Scotland was for mobile CCTV to enhance community safety through a joint project with Police Scotland and Safer Communities. In agreement with elected members at NEF area committee 24th February 2024, the re-allocation of the CCTV funding was agreed to introduce Humantopia into two high schools in NEF.

Temp Community Education Worker £34, 1690: To extend support to communities in the Howe area.

Due to staffing changes, part of the allocation was redirected to welfare staff to cover the Howe outreach and a remaining portion is available for reallocation.

CLD Summer Programme, £20,000: Young people and families to access activities during school holiday periods, reduce isolation, increase access to new opportunities, young people are active and participating in local communities in safe and organised activities.

Cupar Local Studies FCT £22,640: Re-purposing the Reference Room, Cupar Library to transform it into a space which facilitates wider community events and talks, creating opportunity for social interaction, informal learning and engagement.

3.0 Proposed Spend for 2025-26

3.1 Dutch Village – Craigtoun Country Park, £25,000

The Dutch Village, situated in the lake at Craigtoun Country Park, has been completely closed to members of the public for approximately 25 years due to the poor state of repair and concerns regarding the structural integrity of the landmark building. Works are scheduled to commence summer 2025 to undertake urgent repair works to repair and future proof the structure and fabric of the building.

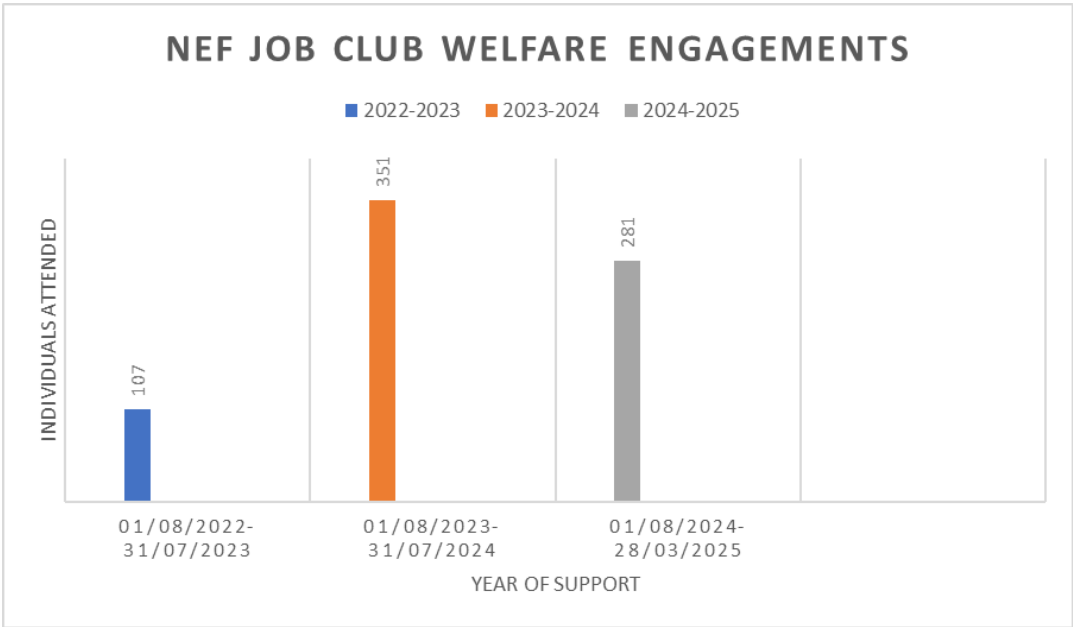
Additional works are proposed for a further phase to create a second access to the Dutch Village to ensure accessibility for all visitors. It is estimated that the total end costs of the initial phase will be approximately £660k. A contribution of £25,000 from CRF is proposed to contribute to the contingency fund for the project – in the event that the contingency fund is not required, unused monies will be returned for reallocation.

This project meets the broad criteria for Community Recover funding and contributes to ‘Plan4Fife’ and Local Community Planning Themes.

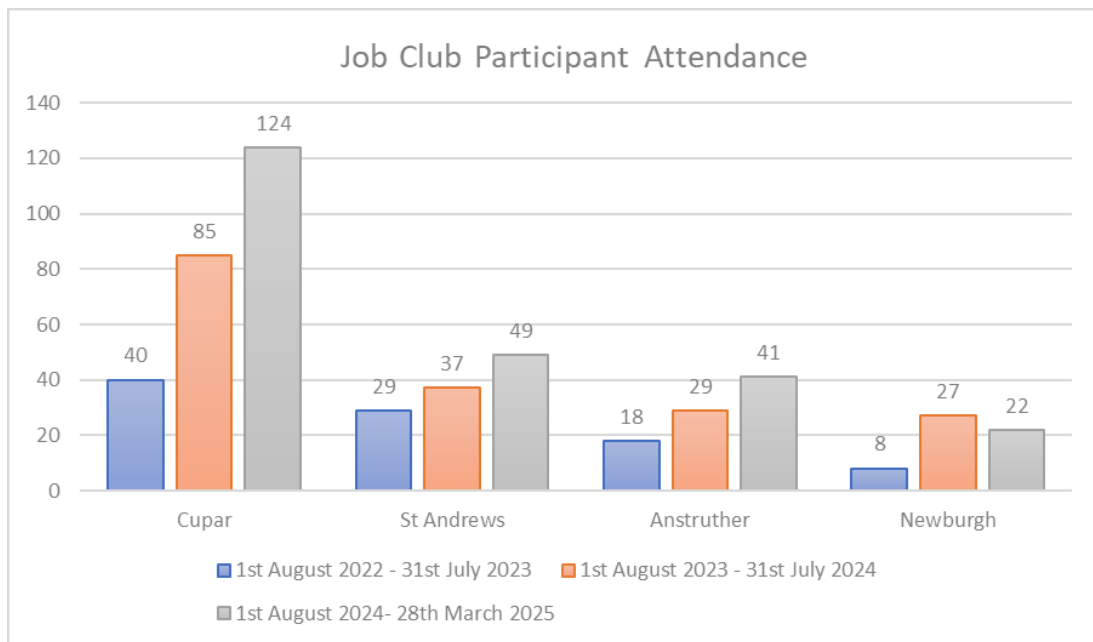
3.2 Welfare Support Assistants (WSA’s), £43,565 - Cost of Living x 1 post and part funding for x1 – FC6

An additional member of staff and an increase in hours to a current postholder has enabled us to provide information, advice, and support to those accessing services in the five ward areas at the community job clubs across the area. The job clubs are delivered in Cupar County Buildings, Easter Town Hall Anstruther, Cosmos Community Centre, St Andrews, Tayside Institute Community Centre, Newburgh and new monthly job clubs in Leuchars Community Centre and the Larick Centre, Tayport. The increase in staffing hours has allowed us to widen our outreach offer and the ability to connect with other services and deliver welfare alongside key community activities delivered by voluntary organisations.

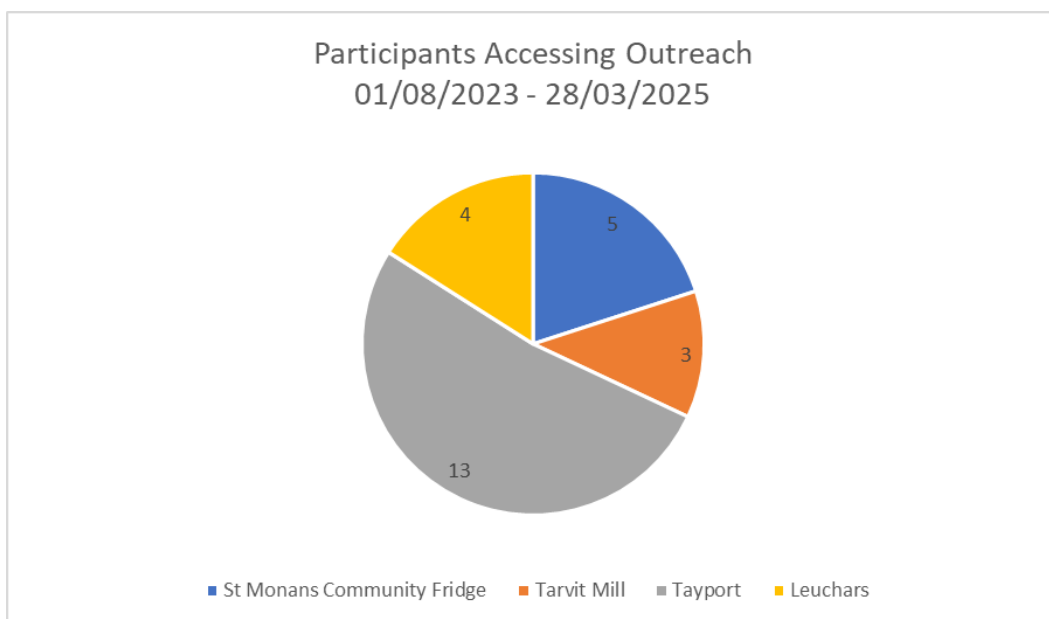
3.3 WSAs have been able to offer additional monthly outreach in venues across NEF including Tarvit Mill, Cupar, Auchtermuchty Community Centre, and St Monans Community Larder. WSAs have been able to develop cost-of-living support services in response to local need and offer welfare drop-in sessions in various warm spaces over the winter and alongside our holiday provision including family roadshows and cafe in venues.



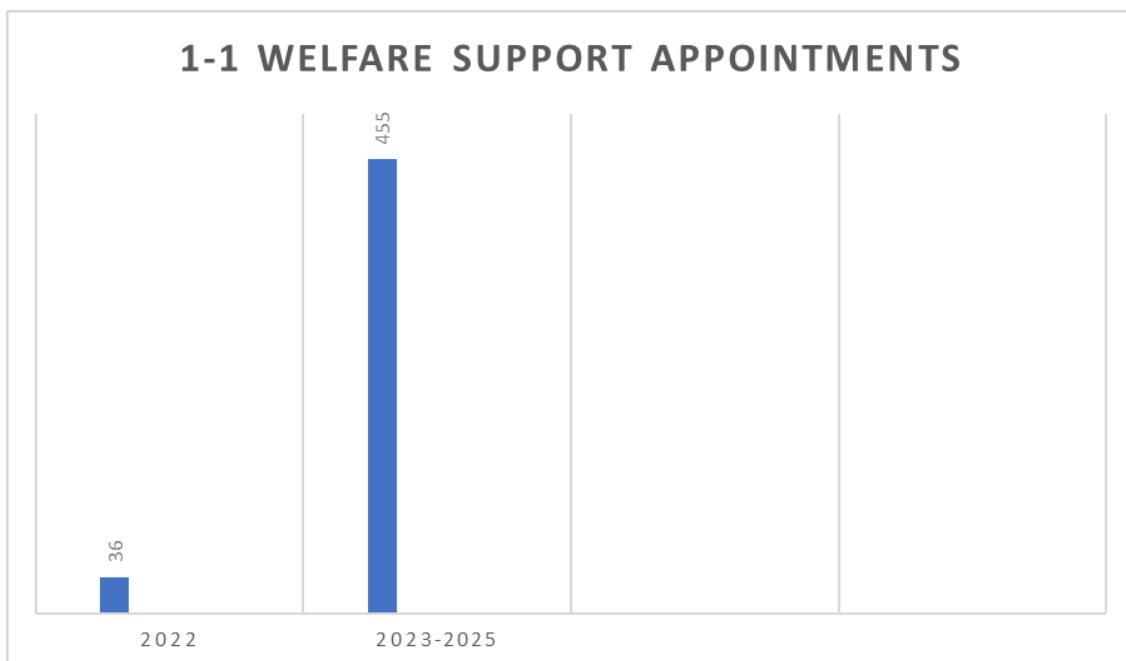
The graph above highlights the number of attendances at Job Clubs prior to these posts being established and the rise in attendances once additional WSAs were in post (August 2022 – July 2023 and August 2023 – July 2024 and current engagements from August 2024 to date).



The above graph provides details of the attendances at the four main job clubs and the increases since 2022 to present day.



This graph illustrates the additional numbers of people who have been seen by the additional welfare staff in the additional outreach venues because of the additional staffing.



The above graph highlights in 2022 there were two staff members who did 36, one-one welfare support appointments. In 2023-2025 there were 455 appointments in comparison.

- 3.4 With approval from members the aim is to continue to establish 'local community 'hub' type models where WSA's will be allocated a ward area and continue to build and develop local relationships, working alongside partners and other services and work towards a process of the 'no wrong door' approach in NEF for welfare which includes benefit checking, support with accessing employment, support with benefit applications and signposting to crisis grants and financial support. Client feedback and a case study highlighting the work carried out by WSA's can be found in appendix 2.
- 3.5 Lived Experience Posts x 3, £19,263: Project assistant staff have been employed since November 2023. We increased their hours from four to eight and increased the temporary contract from 6 – 12 months, due to the success of their involvement with the local team and establishing relationships with key partners. They have lived experience of poverty and have been heavily promoting the cost-of-living crisis in local communities across NEF and created the anti-poverty minimum offer information that has been distributed to key community venues and groups. This is working towards increasing the 'no wrong door' access to crisis support information in the local areas. The project assistants have been invited to attend various meetings with Fife Council services to provide feedback on topics such as transport links, school dinners and the Scottish Welfare Fund.

Going forward the posts will be invaluable in consulting on the various poverty initiatives and the direction of anti-poverty work in NE Fife.

4.0 Reporting and Evaluation

- 4.1 A full and final evaluation report of all projects will be presented to members at the end of the funding period, including an evaluation of the impact the fund has had on local communities and in meeting the priorities set out in the Local Community Plan and the Plan for Fife.

5.0 Conclusion

- 5.1 The projects funded in 2023 have made significant contributions to the community, addressing key priorities and improving the quality of life for residents. The proposed project spends for 2025-26 aim to build on these successes, further enhancing community support and development.
- 5.2 Approving these proposals will use the remaining CRF balance to support the ongoing delivery of focused intervention projects that take account of recovery priorities Community Wealth building, Tackling Poverty, Economic Recovery and Climate change.
- 5.3 Appendix 1 notes the CRF project allocations and total spend March 2025. There is a total of £89,840 unallocated. A total of £64,840.48 is required for the continuation of posts for welfare support and project assistants. A proposal of £25,000 for the Dutch village development at Craigtoun Park, St Andrews.

List of Appendices

- 1. Community Recovery Fund Allocation Spend and Proposal 2025-26
- 2. Welfare Support Assistant Feedback and Case Study

Background Papers

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

- 'Help with Cost of Living: Extending Community Support'. Fife Council Cabinet Committee, 22nd September 2022.
- Local Area Budgets 2022-24. North East Fife Area Committee 15 February 2023
- Community Recovery Fund – Humanutopia. North East Area Committee 28 February 2024
- Cost of Living Support – Funding and Priorities. Fife Council Cabinet Committee, 12 September 2024

Report Contact

Kirstie Freeman
Community Manager
County Buildings, Cupar
Tel: 03451 55 55 55 Ext no 466 61 49
Email: Kirstie.Freeman@fife.gov.uk

Appendix 1

CRF Allocation 2023/24 and Proposal 2025-26

Project Title	Committed	Actual Spend 2023-25	Projected Spend 25-26	Difference to be reallocated	Total Required 25/26
NEF Community Hub Expansion	225,000	167,080.00	24,070.80	33,849.20	24,070.80 (already within committed spend)
Growing Food Initiatives	50,000	41,340.00	0	8,660.00	0
NEF Community Food Co-ordinator	67,000	67,000	0	0	0
NEF Big Hoose Satellite Hub	18,700	18,700	0	0	0
Energy efficiency projects in Community Centres	200,000	80,324.75	£90,000	29,675.25	90,000 (already within committed spend)
Forgan Arts Centre	90,000	90,000	0	0	0
St Andrews Botanic Gardens	£65,000	£65,000	0	0	0
Development Worker – Transport NEF	35,038.34	18,538.34	13,583 reallocated to lived experience increased costs 24/25	2,917	0
Cupar Public Wi-Fi Expansion	£24,294	£24,294	0	0	0
Pittenweem Community Library	£60,000	£60,000	0	0	0
Cupar Local Studies FCT	£22,640	£22,640	0	0	0
Humanutopia	30,000	30,000	0	0	0
Lived Experience	5,417.00	19,000	19,263		19,263 (Proposed)

Project Title	Committed	Actual Spend 2023-25	Projected Spend 25-26	Difference to be reallocated	Total Required 25/26
Additional CEW	34,170	19,950	6630 reallocated to welfare costs 24/25	7,590	0
Additional Welfare Staff	36,141	42,771	43,565		43,565 (proposed)
Summer Programme	20,000	20,000	0	0	0
Duffus Park Middle car park	80,000	80,000	0	0	0
Unallocated	7,149.03			7,149.03	
Dutch Village					25,000 (proposed)
Total Remaining				89,840.48 to reallocate	87,828 Proposed reallocation

Proposed Budget Spend 2025-26

Extension of Staffing £63,967

Lived Experience posts x 3 to work with Rural Poverty Group to create co-produced plan for 2026-29 including the development of the rural voice panel.

Extend additional welfare staffing to continue the expanded offer in NEF to support cost of living and tackling poverty agenda

Summer Funding

A contribution of £2,000 towards CLD activities to offer programmes over the summer holidays for young people. Activities will include one off events in 5 ward areas and excursions

Craigtoun Country side Park £25,000

A contribution of £25,000 from CRF is proposed to bolster the contingency fund for the project – if the contingency fund is not required, unused monies will be returned for reallocation.

Appendix 2

Welfare Case Studies

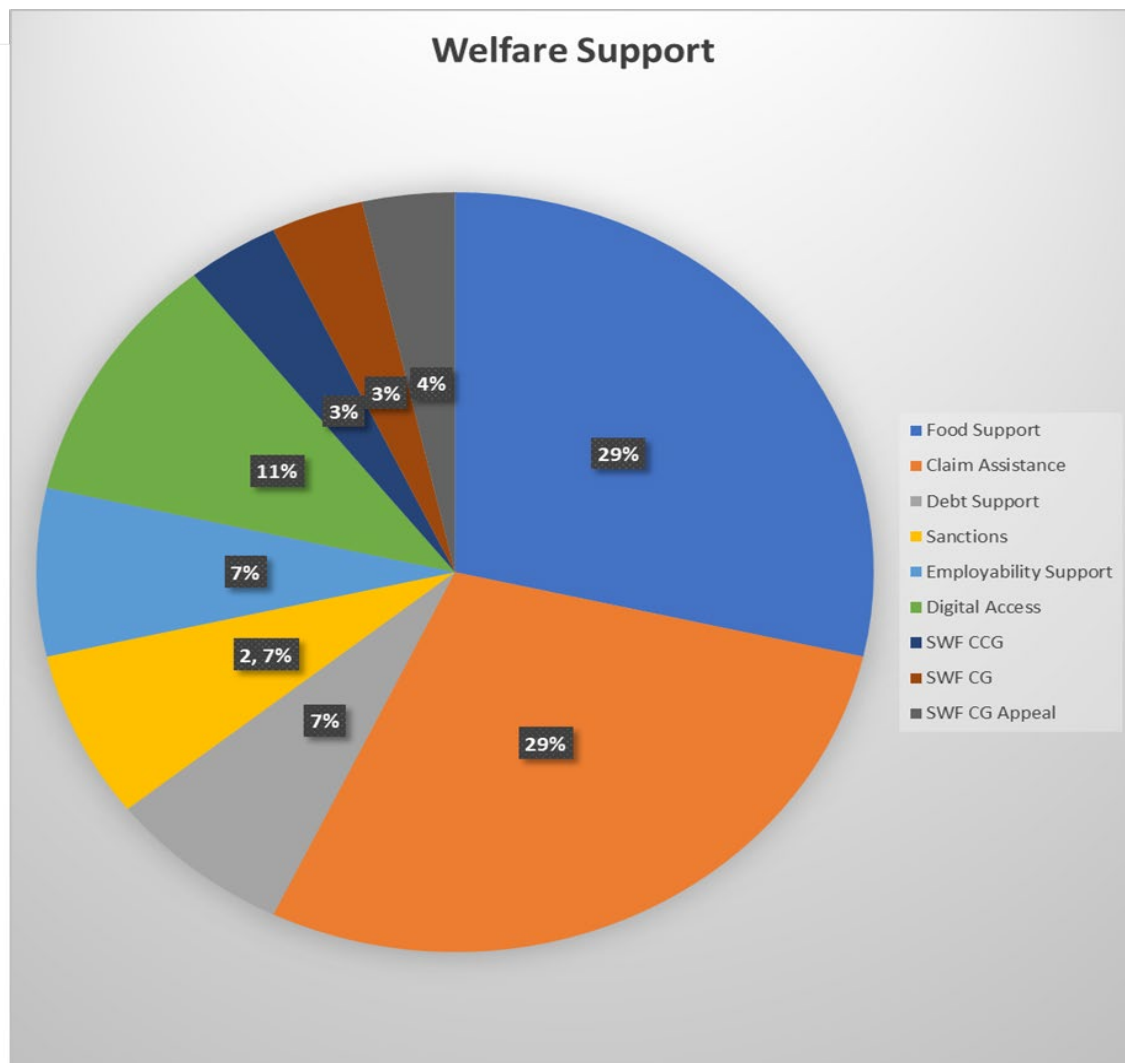
Case Study 1

“Just wanted to send you an email to let you know I’ve been back in employment for 2 weeks, I’ve meant to email you before but busy life again I keep forgetting. Thank you again for your help the couple of visits I came to the job fair I wasn’t sure what to expect with the job fair but thanks to your help I’ve managed to get myself sorted and lifted a big weight off my shoulders.
Thanks again.”

Case Study 2 – This case was used to illustrate the level of support that had been given to someone who has had multiple applications to the Scottish welfare fund. This detailed the level of additional support required to those coping with multiple and complex issues.

From April 1st 2024 to December 31st, 2024, DH visited Cupar Job 15 times in total. Welfare Support is recorded on ‘Cognisoft’, a system that allows us to flag the type of support given and track progress made with clients.

Below is a graph representing the support DH has received:



This graph illustrates the main needs of DH according to the support he has received within Job Club. Barriers in his life are significantly focused around two key areas of poverty: restricted to employment opportunities because of ongoing impact of mental health

disorders and living in current poverty with two children in the household that he does not receive financial support for (living off a low income).

The graph also illustrates that DH's uptake of the Scottish Welfare Fund with Welfare Support involvement has seen 1 application for a Crisis Grant, 1 application for a Community Care Grant and support with a referral to the ombudsman for a tier 1 appeal of a rejected Crisis Grant.

Most of DH's support comes in the form of foodbank referrals or food vouchers (FC). DH's foodbank uptake is 7 in the last 6 months.

Finances

DH was surviving on the "Standard Allowance" rate of Universal Credit. Living on this limited budget whilst looking after his two children two nights a week has contributed to the ongoing impact of struggling to afford food. Hence the high uptake of food support. Welfare Support has involved DH's referral to CARF for debt management.

Another financial barrier in his life was he struggled to maintain employment because of his mental health. He suffers with Anxiety and Depression. DH also disclosed to us he was due to attend court. The next visit we had from DH was again, he was in a crisis due to being in prison for 2 weeks his benefits were removed, and he had to apply again leaving him in a 6-week waiting period.

DH also suffers from a broken family relationship between himself and mother which means he lacks any other familial support during difficult periods. DH's struggles with an unstable lifestyle with complex financial barriers.

Referrals and Results

The Welfare Team have witnessed a huge impact on DH's life from his willingness to engage with services. He is now dealing with his debt after a referral to CARF.

We also made an assisted telephone engagement with DWP to reduce his re-payments for previous advances and hardship loans he had taken out. He now pays the minimum each month which maximised his income.

DH has worked with a range of services for support we have referred him to including Jane Aird, Social Prescriber, who wrote a Supporting Statement for his ADP application. Jane has provided DH with one-to-one support whilst he went through a series of appointments with his GP to get him on the right medication at the right dosage.

Welfare also referred DH to Supported Employment and BRAG to help him overcome employment barriers. For a brief period, he did engage however this has recently stopped as he has now been awarded Limited Capability for Work- and Work-Related Activity, on the grounds he is unfit for work and has no commitments to look for work on his UC claim. Welfare Staff Supported him both with completing his UC50 and appealing the outcome of a previous decision. Only last week DH was told he has also been awarded Adult Disability Payment. Both LCWRA and ADP awards are due to begin and financially benefit him from end of January, beginning of February.

23 April 2025

Agenda Item No. 6

Gillingshill Nature Reserve - Local Management Group

Report by: Alasdair Rankin, Lead Professional, Property Investment & Development

Wards Affected: Ward 19

Purpose

The report seeks approval from the North East Fife Area Committee to enter into a Management Agreement and to establish a Local Management Group ('LMG') to manage Gillingshill Nature Reserve (as shown on the attached Location Plan under Appendix 1), subject to the conclusion of its proposed sale on the open market. To ensure the retention of its designation as a Nature Reserve, the Council requires to retain an interest in its management, and it is proposed that an LMG will be established. The Council will be represented on the LMG by the Fife Coast and Countryside Trust ('FCCT').

Recommendation(s)

It is recommended that Committee approve, subject to the conclusion of the sale of Gillingshill Nature Reserve, the proposal to enter into a Management Agreement with the new owner, to establish an LMG in respect of Gillingshill Nature Reserve and to appoint FCCT to represent the Council's interest on the LMG.

Resource Implications

There are no resource implications . FCCT will be appointed to represent the Council's interest on the LMG through the existing Service Level Agreement with the Council at no additional cost.

Legal & Risk Implications

None

In the event of a failure by a new owner to observe the terms of the Management Agreement the Council may require to intervene and undertake works to ensure the proper management of the Nature Reserve.

Impact Assessment

An EqIA has not been completed and is not necessary as the report does not propose a change or revision to existing policies and practices.

Ward 19 members have been consulted on the progress in relation to the proposed disposal of Gillingshill Reservoir and Nature Reserve and specifically in respect of engagement to date with local community groups. The Head of Legal Services has been consulted in the preparation of this report.

1.0 Background

- 1.1 At its meeting on 6 February 2019, The Council Executive Team (CET) approved the disposal of three reservoirs including Gillingshill, Clatto and Craigluscar Reservoirs which are currently managed by Business and Employability Service, having regard to the fact that none of the reservoirs provide any strategic economic, amenity or resource purpose to the Council. Clatto Reservoir has now been sold following an open market disposal process.
- 1.2 Following approval of CET and prior to undertaking the marketing of each of the reservoirs, the Fife Coast and Countryside Trust (FCCT) was approached to confirm whether it would have any interest in assuming the management responsibility for each of the reservoirs. However, FCCT has advised that it would not be in a position to take on the responsibility of managing the reservoirs.
- 1.3 The Council decided not to proceed to actively market Gillingshill for sale until such time as the local community had been given an opportunity to consider and come forward with a proposal to potentially acquire and manage the reservoir and nature reserve. The Council more recently suggested that the community may want to consider a Community Asset Transfer, but such a proposal was declined. Given over four years has now passed, it is now proposed to progress with the disposal of the asset.

2.0 Present Position

- 2.1 A local authority in Scotland does not need to own the asset on which a Nature Reserve is designated. However, it does need to have a legal interest through, ownership, a lease or an agreement with the owners. It is therefore proposed that a Management Agreement be entered into with the new owner and an LMG be formed to manage the Nature Reserve. The LMG will comprise the new owner, the Council and other community and interested groups. The LMG will be a separately constituted body governed by its constitution. The relationship between the Council and the new owner will be regulated by the terms of a Management Agreement. Carnbee and Arncroach Community Council and Friends of Gillingshill community groups have agreed to be members of the LMG. Arncroach and Carnbee Community Development Trust have been approached but have declined to be involved in the LMG.
- 2.2 The Management Agreement will require the owner to allow the community rights of access to the Nature Reserve and the right to carry out certain activities such as carrying out works, study or research. Public access is also safeguarded given the existence of a core path network. Any new owner will be responsible for the costs of managing the Nature Reserve which includes the reservoir. The Scottish

Environmental Protection Agency is the ultimate responsible statutory body who would ensure that all obligations under the Reservoirs (Scotland) Act 2011 are adhered to in specific relation to the reservoir and its associated infrastructure. The new owner would take on the responsibilities of managing Gillingshill Reservoir as Reservoir Manager, as per the legal responsibilities set out in the Reservoirs (Scotland) Act 2011.

- 2.3 The Management Agreement will set out the new owner's responsibilities in respect of the Nature Reserve and will require the owner to be a member of the LMG. The Management Agreement will be signed by the new owner and the Council and will include provision for the establishment of an LMG and preparation of a Management Plan. The LMG will operate in accordance with the objectives and management policies stated in a Management Plan (to be further agreed by the LMG). The LMG will regularly review and update the Management Plan. The Management Plan cannot be agreed until the disposal of the Nature Reserve has been concluded, and the new owner has secured title.
- 2.4 Subject to approval to enter into a Management Agreement and to establish an LMG it is intended to proceed with the marketing and disposal of the Nature Reserve.

3.0 Conclusions

- 3.1 The Council proposes to proceed with the marketing and disposal of Gillingshill Nature Reserve and Reservoir given there is no operational nor strategic need to retain ownership. However, to ensure the retention of its designation as a Nature Reserve, and to ensure that local community groups are represented in its future management, it is proposed that a Management Agreement be entered into between the Council and the new owner as part of the terms of the sale agreement.
- 3.2 The Management Agreement will set out the responsibilities on the part of the new owner and will provide that the Nature Reserve be managed by an LMG.
- 3.3 As set out under Recommendations approval is sought to enter into a Management Agreement and establish an LMG.

List of Appendices:

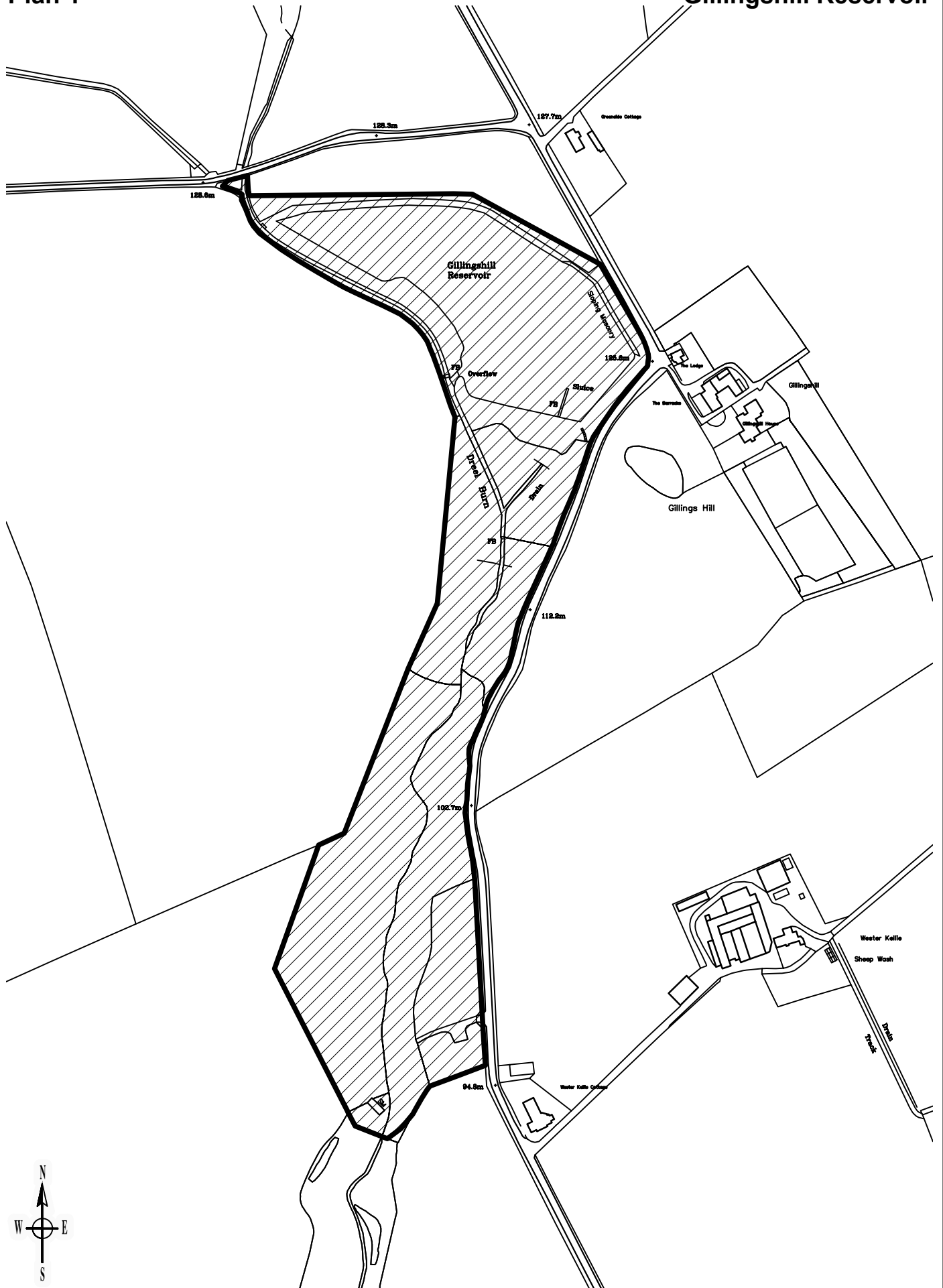
- 1. Location Plan

Report Contact

Alasdair Rankin
Lead Professional– Property Investment & Development
Economic Development
Business and Employability Service
Place Directorate
Fife House,
Glenrothes
Tel: 03451 555555 ext 446501
Email: Alasdair.Rankin@fife.gov.uk

Plan 1

Gillingshill Reservoir



This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the Controller of His Majesty's Stationery Office (c) Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Fife Council AC0000818298 (2024).

REF: A25NE001

23 April 2025

Agenda Item No. 7

Objections to Roads Construction Consent for Carron Lodge (Phase 1), Strathkinness Low Road, St Andrews – 24/02804/RCC

Report by: Head of Planning

Wards Affected: 18 – St Andrews

Purpose

The report is to allow the North East Fife Area Committee to consider objections to the Roads Construction Consent application for the proposed road serving a housing development at Carron Lodge (Phase 1), Strathkinness Low Road, St Andrews.

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

Recommendation(s)

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

Resource Implications

There are no resource implications

Legal & Risk Implications

There are no legal & risk implications

Impact Assessment

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

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

1.0 Background

- 1.1 Planning permission (22/00691/FULL) was granted subject to conditions on 3 March 2023 following the signing of the S75 Legal Agreement for 10 dwellings on land to the east of Carron Lodge, Strathkinness Low Road, St Andrews.
- 1.2 On 23 October 2024 an application for Roads Construction Consent was submitted on behalf of GS Brown Construction Limited for the construction of the road associated with the development approved under planning consent 22/000691/FULL. The applicant has amended the application to cover only some 50% of the new road (Phase 1) serving 4 of the dwellings. The remaining part of the new road would require a separate Roads Construction Consent application.
- 1.3 A total of 10 objections have been received. 2 are from the same person.
- 1.4 The detailed drawings submitted in support of the Roads Construction Consent application are to the satisfaction of Transportation Development Management and comply with Making Fife's Places Planning Policy Guidance – Appendix G: Transportation Development Guidelines.
- 1.5 Resolution of the objections is the only impediment to the progress of the Roads Construction Consent application.

2.0 Issues and Options

- 2.1 Section 21(1) of The Roads (Scotland) Act 1984 states “A person other than a roads authority who wishes to construct a new road or an extension of an existing road shall before commencing such construction obtain the consent (in this section and in sections 22 and 23 of this Act referred to as “construction consent”) thereto of the local roads authority.”
- 2.2 A Roads Construction Consent (RCC) is the technical approval process to ensure the prospectively adoptable roads, footways, verges, street lighting, etc. are constructed to an acceptable standard suitable for adoption by Fife Council.
- 2.3 The RCC process does not consider the merits of the proposal, house types, or provide an opportunity to request significant changes to a street layout. These matters are dealt with through consideration of the planning application. The Transportation Development Management team was a consultee during consideration of planning application 22/00691/FULL.
- 2.4 Once the works have been completed in accordance with the approved Roads Construction Consent a maximum one-year maintenance period commences. Following a final inspection and subject to satisfactory completion of outstanding

remedial works, the roads and footways covered by the Construction Consent are added to the Fife Council List of Public Roads.

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

Comment	Response
New footway on site frontage (24/02804/RCC – document 01B) not shown on the approved planning permission proposed site plan (22/00691/FULL – document 03B).	Agreed, but the requirement for the footway is covered by planning condition 3.
New footway on site frontage (24/02804/RCC – document 01B) extends further west than required by planning condition 3.	Agreed, but the work is within the public road boundary and is considered acceptable. The verge is a well-used walking route, so any betterment is welcomed.
Layout of dwellings within plots 2, 3 and 4 (shown on 24/02804/RCC – document 01) is different from shown on the approved planning permission proposed site plan (22/00691/FULL – document 03B).	Agreed, but error resolved with submission of amended drawing – document 01B.
Excessive long gradient at turning head – Document 02.	The gradient is shown as 7.75% which is within the maximum permissible of 8%.
Excessive long straight alignment - exceeds Fife's guidelines of a maximum straight line section of 70 metres (in place for safety reasons to discourage speeding).	This requirement is to encourage lower vehicle speeds by restricting forward visibility with careful positioning of buildings, landscaping, and tight bends, rather than relying on vertical traffic calming measures. In this case, the street layout is heavily influenced by the shape of the development site – a road through the middle, and the type of housing proposed - large, detached dwellings in large plots on either side of the road. It was not possible to comply with the maximum 70 metres forward sightline, but in this case a vertical traffic calming feature (raised table) has been introduced at the approximate

Comment	Response
	mid-point of the new street, which is effective and acceptable. The Phase 1 application covers the initial 80 metres length of new road. The raised table would be provided when the remaining section of road is provided (Phase 2).
Phased development approach.	The applicant has confirmed proposing to build out the road in two phases, which is acceptable. The remaining part of the new road would require a separate Roads Construction Consent application.
Speed Limit Changes not shown on drawings.	Response - Submitted drawings have been amended to note reduction in speed limit to 20mph on the B939 frontage of the site.
Sewer Alterations – existing combined sewer to be abandoned.	This is covered by separate legislation and requires Scottish Water approval. It would appear the new system will be vested with Scottish Water.
Location Plan – Red line in wrong place.	Not relevant to consideration of RCC. Only need a plan that allows the location of the site to be identified.
Not notified of original planning application.	Not relevant to consideration of RCC.
Burdens/Legal Restrictions within Title Deeds – enforceable legal burdens regarding building heights, use of land, etc.	Not relevant to consideration of RCC. A private legal matter for the relevant interests involved.
St Andrews Design Guidelines – does not comply with.	Not relevant to consideration of RCC.
FC Garden Policy Guidelines – does not comply with.	Not relevant to consideration of RCC.
Loss of biodiversity – does not comply with.	Not relevant to consideration of RCC.
Decommissioning of septic tank.	Not relevant to consideration of RCC.

3.0 Conclusions

- 3.1 It is considered that the issues raised and relevant to the Roads Construction Consent have been addressed and that the objections should be set aside to allow the draft Roads Construction Consent to be issued (the Roads Construction Consent will be granted when the required Road Bond is lodged with the Council), subject to the following standard conditions:

- 1 The whole of the Works shall be carried out at the Developer's own expense in a consistent and workmanlike manner and in accordance with:-
 - (a) the said drawings;
 - (b) the Council's "Transportation Development Guidelines" (details of which can be obtained from the Council's Head of Planning Services) and as regards road lighting, the design provided or approved by the Head of Roads and Transportation Services a working street lighting system shall be retained throughout the construction period; and
 - (c) such other requirements or measures as the Head of Planning Services may at any time specify to ensure the satisfactory progress of the Works; and
 - (d) the relevant provisions of the Roads (Scotland) Act 1984; declaring that the Head of Planning Services' prior written approval shall be required for any amendments to the approved drawings and specifications.
- 2 In carrying out the Works and prior to their completion, the Developer shall –
 - (a) provide carriageways and footways to basecourse level, including operating roads lighting, on all roads and footways leading to and fronting occupied properties; and
 - (b) provide and erect at its expense such street nameplates as the Head of Planning Services may direct; and
 - (c) carry out roads lining and signing according to a scheme previously submitted to and approved by the Head of Planning Services.
- 3 In carrying out the Works, the Developer shall comply with all health and safety requirements, including Chapter 8 of the Scottish Development Department's "Traffic Signs Manual" where appropriate, and shall carry out all repairs, reinstatements and remedial measures necessary to ensure public safety diligently.
- 4 "Building works" as defined the in the Security for Private Road Works (Scotland) Regulations 1985 must not commence until security for the construction of the Works has been lodged with the Council in accordance with those Regulations.
- 5 The Developer shall always allow the Head of Planning Services' staff access for the purpose of inspecting the Works and shall meet the Council's costs of inspection.
- 6 The areas proposed for adoption shown coloured red and green on drawing no 160095/1001 Rev C shall be considered for addition to the Council's List of Public Roads upon receipt by the Head of Planning Services of written intimation from the Developer that the Works have been completed. In terms of section 16(2) of the Roads (Scotland) Act 1984, such addition shall take place within 12 months of satisfactory completion of the Works.

- 7 The whole of the Works shall be completed within the period of three years from this date. Any request for an extension of that period must be made in writing to the Head of Planning Services, giving reasons, at least three months prior to the expiry of the period. A further charge for inspections shall be payable to the Council in respect of any extension granted.
- 8 Grit-bins shall be provided within the site at locations determined by the Head of Planning Services. The grit-bins shall be yellow, UPVC or similar, minimum capacity of 0.3m³ and top loading. The Developer is responsible for ensuring there is an adequate supply of grit within the bin until such time as the roads are added to the Council's List of Public Roads.

Report prepared by

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

Report agreed and signed off by

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

23 April 2025

Agenda Item No. 8

Cupar Road, Cupar Muir speed limit order amendment

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

Wards Affected: Ward 20 – Cupar

Purpose

The purpose of this report is to allow the Area Committee to consider an amendment to the 20mph and 40mph speed limit orders for Cupar Road, Cupar Muir.

Recommendation(s)

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

1. agrees to the speed limit order amendment as shown in drawing TRO23_63a (Appendix 1) with all ancillary procedures; and
2. authorises officers to confirm the Traffic Regulation Order amendment within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. Delivery of the new infrastructure is the responsibility of the developer.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland and Royal Burgh of Cupar Community Council have been advised.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and on the

affected length of roads. In addition, details of the proposed TRO will be made available at www.fife.gov.uk.

1.0 Background

- 1.1 On 23 October 2024 the Area Committee approved a proposal for reduction of the remaining 30mph speed limits in Cupar and Cupar Muir to 20mph, with appropriate 40mph buffer speed limits.
- 1.2 During planning for the implementation phase an omission on the GIS map covering Cupar Muir was identified and now necessitates an amendment to the original speed limit order.
- 1.3 This affects an additional 155m of Cupar Road, Cupar Muir. This now should be included in the 20mph speed limit order.

2.0 Issues and Options

- 2.1 It is necessary to promote an extension to the existing 20mph order for Cupar Road, Cupar Muir.

3.0 Conclusions

- 3.1 It is considered in the interests of road safety that the 20mph speed limit extension should be promoted.

List of Appendices

1. Drawing No. TRO23_63a

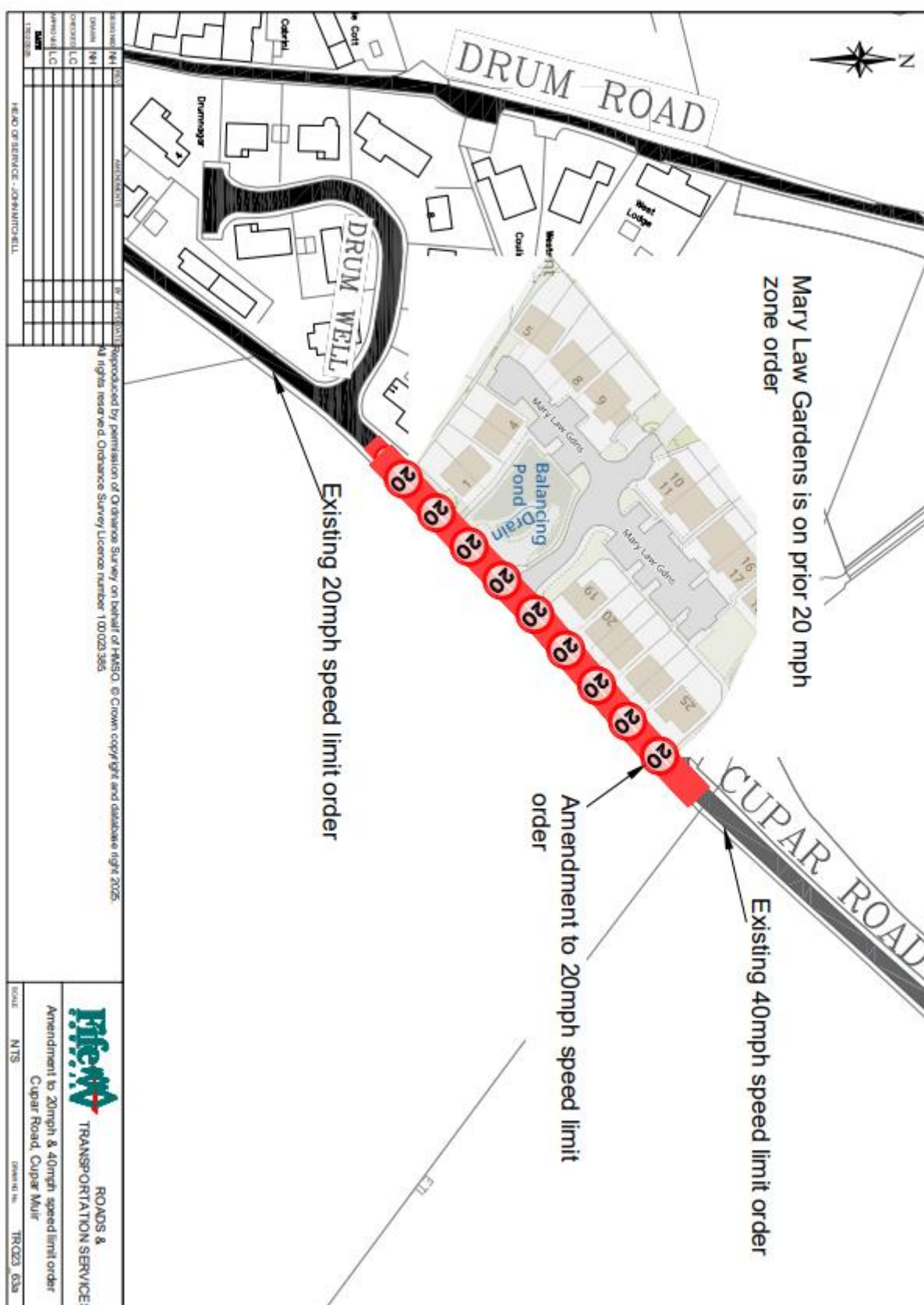
Background Papers

1. EqlA Summary Report

Report Contacts

Sara Wilson
Service Manager, Roads Network Management
Roads & Transportation Services
Bankhead Central, Glenrothes
03451 55 55 55 + VOIP Number 453348
sara.wilson@fife.gov.uk

Steve Sellars
Lead Consultant, Traffic Management (North Fife)
Roads and Transportation Services
Bankhead Central
03451 55 55 55 + VOIP Number 450449
steven.sellars@fife.gov.uk



23 April 2025

Agenda Item No. 9

Proposed Waiting Prohibition: Moathill Road and Balgarvie Crescent, Cupar

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

Wards Affected: Ward No. 20 – Cupar

Purpose

The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce 'No Waiting At Any Time' restrictions at Moathill Road and Balgarvie Crescent, Cupar.

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 restrictions detailed in drawing no. TRO25_11 (Appendix 1) 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 TRO will be approximately £2,500, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Royal Burgh of Cupar Community Council, Parking Management team and Police Scotland have been consulted.

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 on Fife Council's website.

1.0 Background

- 1.1 Moathill Road and Balgarvie Crescent are residential streets with playing fields to the immediate south. The junction is formed by a mini-roundabout.
- 1.2 The junction is easily obstructed by inconsiderately parked vehicles close to the roundabout, reducing visibility and useable carriageway width.

2.0 Issues and Options

- 2.1 We have received several reports and photographic/video evidence of obstructive parking making negotiation of the mini roundabout at the junction difficult.
- 2.2 The obstructive parking is in the main associated with events at the playing fields, this being more prevalent at weekends.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

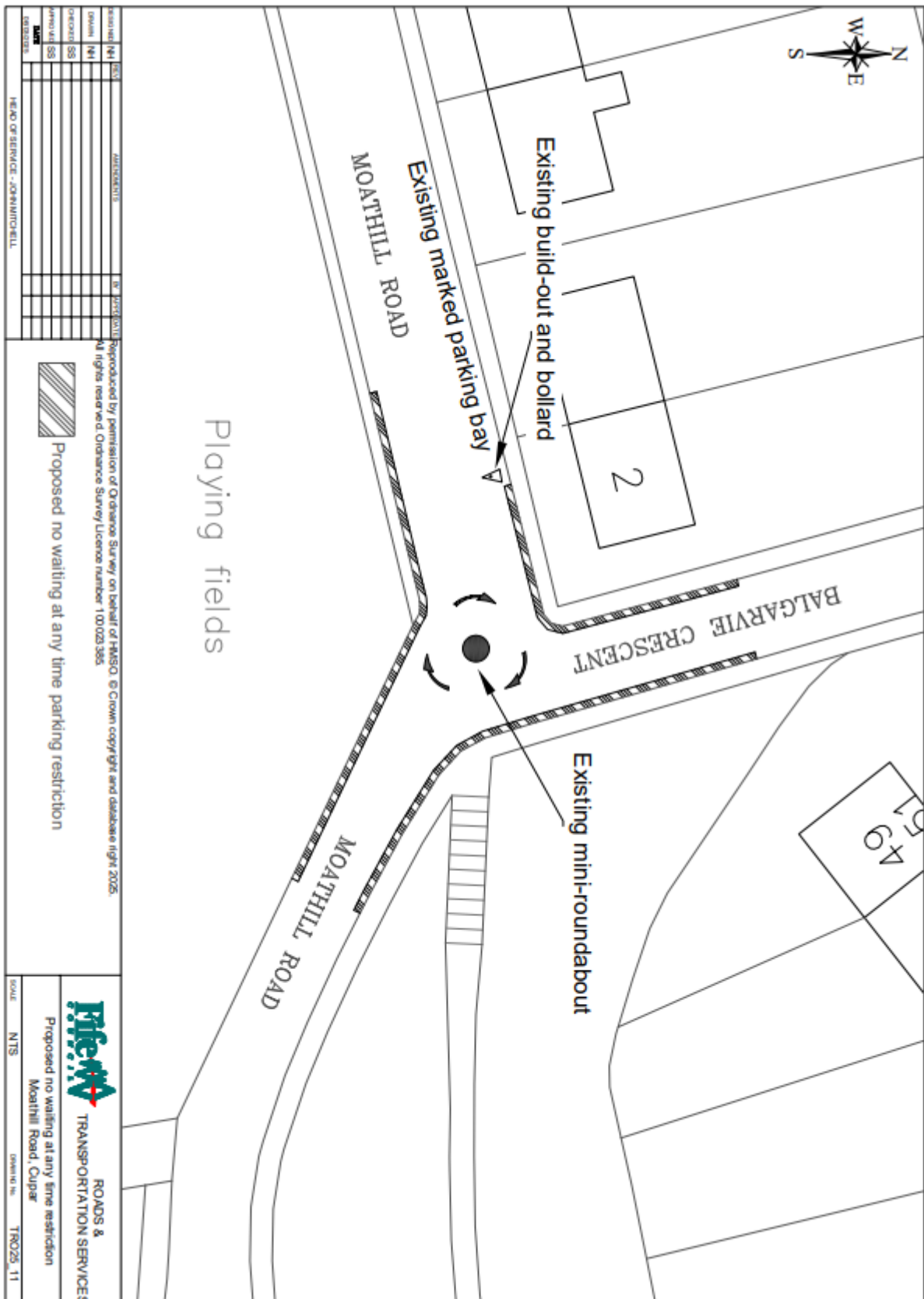
List of Appendices

- 1. Drawing no. TRO25_11

Report Contacts

Steve Sellars
Lead Consultant, Traffic Management North
Roads & Transportation Services, Bankhead Central, Glenrothes
Telephone: 03451 55 55 55 + VOIP Number 450449
Email: steve.sellars@fife.gov.uk

Sara Wilson
Service Manager, Roads Network Management
Roads & Transportation Services, Bankhead Central, Glenrothes
Telephone: 03451 55 55 55 + VOIP Number 453348
Email: sara.wilson@fife.gov.uk



23 April 2025

Agenda Item No. 10

Objection to Cupar Speed Limit Amendments

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

Wards Affected: Ward 20 – Cupar

Purpose

The purpose of this report is to allow Committee to consider an objection to the proposed 20mph and 40mph speed limit orders for Cupar.

Recommendation(s)

It is recommended that the Committee agrees to set aside the objection to the Traffic Regulation Order (TRO) to allow the speed limit orders to be made and implemented.

Resource Implications

The cost to formally promote the Traffic Regulation Order and deliver the associated traffic management works will be approximately £15,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland and Royal Burgh of Cupar Community Council were advised.

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

1.0 Background

- 1.1 Committee considered a report and agreed to the publication of a 20mph speed limit for roads within the Cupar boundary, along with 40mph buffer speed limits, on 23 October 2024.
- 1.2 The statutory consultation notice was posted on 31 January 2025 with a closing date for objections of 28 February.

2.0 Issues and Options

- 2.1 A single objection has been received. The full correspondence is given in Appendix 1.
- 2.2 The comments stated by the objector can be summarised as follows:
- An erroneous belief that the present speed limit reduction is connected with the proposed Cupar Northern By-pass and its planning process.
 - An assumption that removal of speed camera signs indicates compliance with the existing speed limits.
 - Road geometry and gradient influence vehicle speeds to an extent that changes are not necessary.
 - The traffic speed is already low on the roads in question (July 2022 speed survey showed good compliance with the present 30mph speed limit at A91 East Road).
 - Lower vehicle speeds will cause delays.
- 2.3 It is the view of Transportation Services that these grounds are not sufficiently substantiated and are not supported.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that this objection is set aside.

List of Appendices

1. Objection and service responses.

Report Contacts

Lesley Craig
Lead Consultant, Traffic Management
Roads and Transportation Services
Bankhead Central, Glenrothes
03451 55 55 55 + VOIP Number 480082
Lesley.Craig@fife.gov.uk

Sara Wilson
Service Manager, Roads Network
Management
Roads & Transportation Services
Bankhead Central, Glenrothes
03451 55 55 55 + VOIP Number 453348
Sara.Wilson@fife.gov.uk

Appendix 1

Service response 2

Good morning,

Thank you for advising. All objections received will be considered by the North East Fife Area Committee at the next available meeting on 23rd April. The committee will then decide whether to uphold or set aside the objections.

Regards,

Nigel.

From: [REDACTED]

Sent: 03 February 2025 20:13

To: Nigel Hampton <Nigel.Hampton@fife.gov.uk>

Subject: Re: RE: Cupar 40mph Objection

Hello Nigel,

Thanks for your reply.

This is my full postal address – plus [REDACTED]

[REDACTED]

Service response 1

----- Original Message -----

From: Nigel.Hampton@fife.gov.uk

To: [REDACTED]

Sent: Monday, February 3rd 2025, 13:44

Subject: RE: Cupar 40mph Objection

Good afternoon [REDACTED],

Thank you for contacting us. The proposal for the 20mph and 40mph speed limits is not connected in any way with the Cupar North Planning Appeal you mention. This would be considered by a different committee to the speed limit order approval, although of course there will be some councillors who sit on both committees. The Northern bypass will be a large infrastructure project and is still some years in the future.

The traffic volume on the A91 on the east side of Cupar was last recorded at an average of 12,458 vehicles per day, whereas on the west approach it was an average of 8,079 vehicles per day. This would evidence the fact that a significant proportion of traffic along this section of the A91 is not through traffic.

The presence or absence of speed camera signs is not indicative of compliance or otherwise with the speed limit. It is merely identifying that speed camera enforcement may be carried out

at some point along the road in question. I don't believe the speed camera signs were deliberately removed; this is more likely to be an ongoing maintenance issue.

Once the new speed limits are implemented, we will carry out speed surveys to determine the level of compliance and this will advise us if further speed mitigation measures are required.

In order for your objection to be considered I will need your full postal address.

Regards,

Nigel Hampton MCIHT

Technician Engineer, Traffic Management

Roads & Transportation Services

Fife Council

Objection:

From: [REDACTED]

Sent: 03 February 2025 11:03

To: Traffic Management <Traffic.Management@fife.gov.uk>

Subject: Cupar 40mph Objection

THE FIFE COUNCIL (VARIOUS STREETS, CUPAR –
40 M.P.H. SPEED LIMIT) ORDER 2025

Dear Sirs,

I wish to object to the part of this Order which refers to the A91 on the western approaches to Cupar.

It would appear to prejudice the traffic management requirements which may need to be implemented depending upon the outcome of the Cupar North Planning Appeal and, as such, could involve unnecessary upheaval and expenditure. Unless, of course, The Council is privy to unpublished information from the Planning Inquiry?

Forbye that issue, there is currently very little vehicular speeding on that section of road approaching Cupar due to it being on a falling gradient, approaching existing 40mph and 30mph (and part-time 20mph) restrictions. Leaving the town, the uphill gradient naturally inhibits rapid acceleration. The local Traffic Safety Partnership used to have fixed signs just east of Carslogie Road End advising on the presence of speed cameras but they removed them and no longer regularly send in their van. This surely indicates that speeding is not a major issue here?

I contend – please prove me wrong – that 50% of traffic on the A91 at peak times is simply passing through Cupar on its way between the M90 and the North West (of East) Fife, and Guardbridge and St Andrews, with no intention or desire to stop in Cupar or patronise any shops. This traffic would be further delayed by an extension of the 40mph zones and would be much better served, as would the whole town, by the construction of a Northern Bypass right now.

Yours [REDACTED]

23 April 2025

Agenda Item No. 11

Objection to proposed raised table crossing at Bonnygate, Cupar.

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

Wards Affected: Ward 20 – Cupar

Purpose

The purpose of this report is to allow Committee to consider an objection to the proposed raised table crossing at Bonnygate, Cupar.

Recommendation(s)

It is recommended that the Committee agrees to uphold the objection to the Road Humps Order for the raised table.

Resource Implications

The cost to formally promote the Order and deliver the associated traffic management works will be approximately £10,000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland and Royal Burgh of Cupar Community Council were advised.

1.0 Background

- 1.1 The outline proposal was approved by Committee as part of the Area Roads Programme for 2024-25.
- 1.2 The statutory consultation notice was posted on 21 February 2025 with a closing date for objections of 21 March.

- 1.3 Subsequent to the initial discussions about providing a crossing at this location, which is on the current western limit of the 20mph zone for Cupar town centre, proposals have been developed to extend the 20mph speed limit along the A91 as part of the wider 20mph speed limit for the majority of Cupar. This will result in the location no longer being a boundary point between speed limit changes and being situated well inside a 20mph area.
- 1.4 As signalised crossings are not implemented within 20mph speed limited areas, due to the reduced risk posed to pedestrians by lower vehicle speeds, a raised table crossing was therefore proposed as this project progressed through detailed design and consultation.

2.0 Issues and Options

- 2.1 A single objection has been received. The full correspondence is given in Appendix 2.
- 2.2 The comments stated by the objector can be summarised as follows:
- A signalised crossing would be preferred.
 - A raised table crossing would not be relevant for this location.
 - Vibrations from vertical traffic calming measures may cause damage to roadside buildings.
- 2.3 It is the view of Transportation Services that the proposal for a raised table crossing has raised a number of concerns from the Community and is not supported in its current format. The need for a signalised crossing has been removed by the proposed 20mph speed limit covering this section of the A91 with the lower traffic speeds allowing pedestrians to cross more easily and safely, so a raised crossing point would not offer significant benefits. The situation could be reviewed in future once the revised speed limit has been in place for a period of time to allow road users to become familiar with it.

3.0 Conclusions

- 3.1 It is considered that the objection to the proposal for a raised table crossing is upheld and the proposal removed from the programme.

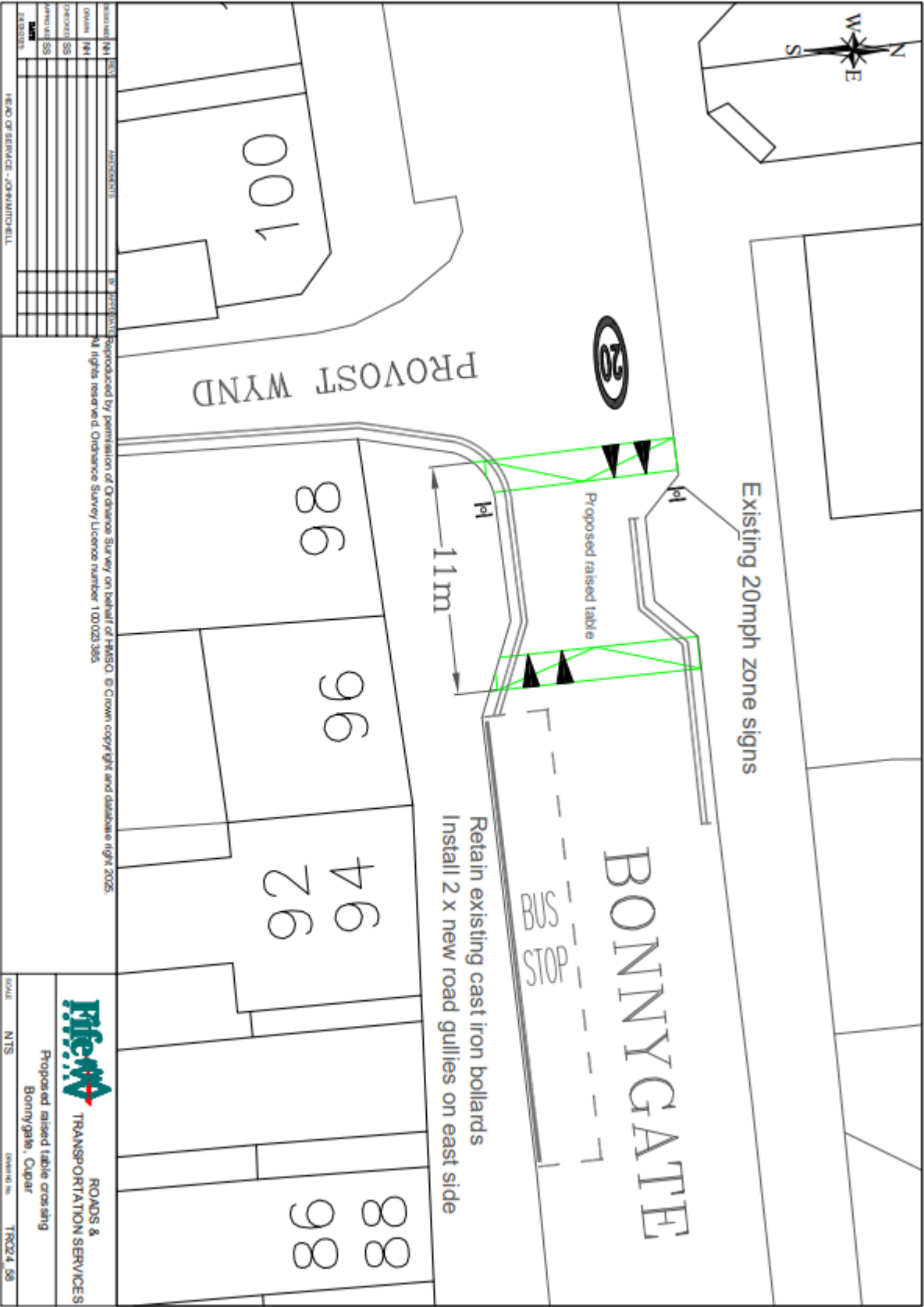
List of Appendices

1. Location plan.
2. Objection and service response.

Report Contacts:

Steve Sellars
Lead Consultant, Traffic Management
Roads and Transportation Services
Bankhead Central, Glenrothes
03451 55 55 55 + VOIP Number 450449
steven.sellars@fife.gov.uk

Sara Wilson
Service Manager, Roads Network
Management
Roads & Transportation Services
Bankhead Central, Glenrothes
03451 55 55 55 + VOIP Number 453348
sara.wilson@fife.gov.uk



Appendix 2 – objection and service responses:

Thank you [REDACTED], your objection is so noted. The next available committee meeting is on 23rd April. I will prepare a report for that meeting so that your objection and any others subsequently received can be considered.

Regards,

Nigel.

-----Original Message-----

From: Royal Burgh of Cupar & District Community Council <secretary.trbccc@gmail.com>

Sent: 26 February 2025 09:56

To: Nigel Hampton <Nigel.Hampton@fife.gov.uk>

Cc: [REDACTED] Cllr Margaret Kennedy <Cllr.Margaret.Kennedy@fife.gov.uk>; Cllr John Caffrey <Cllr.John.Caffrey@fife.gov.uk>; Cllr Stefan Hoggan-Radu <Cllr.Stefan.Hoggan-Radu@fife.gov.uk>

Subject: Re: Bonnygate Raised Table

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Nigel - for the avoidance of any doubt, can you confirm the CC response will be noted as an objection on the grounds noted. Mainly on relevance/lack of need but also failure to address the need for a crossing point.

Thank you.

Regards

[REDACTED]

Service response:

On 26 Feb 2025, at 09:39, Nigel Hampton <Nigel.Hampton@fife.gov.uk> wrote:

Good morning [REDACTED],

Thank you for the information. We would not propose a new signalised crossing for within a 20mph speed limited area. This is because the lower speeds are deemed to mitigate against the need for a controlled crossing. We would only propose raised table crossings within 20mph zones. There is no data that I am aware of which indicates that traffic vibrations from the passage of vehicles over vertical traffic calming measures cause any damage to roadside buildings. The issue you have raised outside the Corn Exchange is more likely to be a road drainage maintenance issue, rather than a project we can progress under the area roads programme. I will speak to my colleagues in our Roads Condition team regarding this.

Once the closing date for objections to the proposed raised table crossing has passed, we will present a report to the North East Fife Area Committee for their consideration of objections received.

Regards,
Nigel.

Objection:

-----Original Message-----

From: Royal Burgh of Cupar & District Community Council <secretary.trbccc@gmail.com>

Sent: 26 February 2025 09:18

To: Nigel Hampton <Nigel.Hampton@fife.gov.uk>

Cc: [REDACTED] Cllr Margaret Kennedy <Cllr.Margaret.Kennedy@fife.gov.uk>; Cllr John Caffrey <Cllr.John.Caffrey@fife.gov.uk>; Cllr Stefan Hoggan-Radu <Cllr.Stefan.Hoggan-Radu@fife.gov.uk>

Subject: Bonnygate Raised Table

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Dear Nigel,

The CC met last evening and considered the above proposal.

They wish to advise that given the desire was to have a crossing that the proposed development falls short of this much needed pedestrian crossing point.

Furthermore a raised table, after National 20mph is extended/implemented has no immediate traffic calming benefit and as such is considered to be obsolete.

It would also alleviate any real or perceived risk of vibration to listed buildings in close proximity. Objections have been raised.

Our hope would be that a crossing point could be revisited and the raised table idea withdrawn.

The funds might be directed to other projects in Cupar, one being the ponding directly outside the Corn Exchange, directly at the crossing - significant pooling of water or form part of the necessary funding to deliver a crossing point at this location.

Thank you.

Regards

[REDACTED]
Cupar Community Council

23 April 2025.

Agenda Item No. 12

Justice Social Work Service – Community Payback: Unpaid Work Scheme

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

Wards Affected: 16, 17, 18, 19 & 20

Purpose

The purpose of this report is to update members on developments within Fife Council Justice Social Work Service concerning the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2023 to March 2024.

Recommendation(s)

The Committee is asked to: -

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

Resource Implications

There are no additional resource implications for Fife Council.

Legal & Risk Implications

There are no Legal & Risk implications for Fife Council.

Impact Assessment

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

Consultation

There is no requirement for consultation.

1.0 Background

- 1.1 This report aims to update members on developments within Fife Council's Justice Social Work Service concerning the Community Payback Unpaid Work Scheme. Continuous improvement in the delivery of the Unpaid Work Scheme will assist the Council in meeting its key objective of being a top-performing Council.
- 1.2 All statistical information and projects undertaken relate to the period of April 23 to March 24, however, I have included some changes to the service delivery to enable the committee to have a foresight into the current provision.

2.0 Funding

- 2.1 The Unpaid Work Team is funded through the Justice budget. This consists of around £1 014 967 of which the largest percentage is accounted for under human resource costs. Other areas the budget covers include rental of facilities, vehicle hire, equipment purchase, maintenance, and training.
- 2.2 Whilst the Unpaid Work Team will provide the tools, transportation, and manpower for specific projects, it is the responsibility of the recipients to provide the necessary materials for use.

3.0 Staffing

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

4.0 Legislation

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

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

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

- 4.2 **Immediacy/Visibility**

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

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

5.0 Service Delivery

- 5.1 The statistical information relates to the period 2023/24. However, it is important to make the committee aware of the current operations of unpaid work and the vision for the future (5.16). Two links have also been included to showcase the work undertaken and partnership working with Street Cleansing.
- 5.2 The scheme has two workshops located in Dunfermline and Kirkcaldy. The Kirkcaldy Workshop serves the North East Fife Area. We also have five vehicles operating in this area transporting materials, equipment, and service users to projects.
- 5.3 The Community Payback Unpaid Work Scheme operates five days a week. Sunday to Thursday. Sunday work is available for those participants in employment or with particular care or educational commitments.
- 5.4 The working day is 9.30 am to 4.30 pm. Shorter working days can be arranged as required to accommodate work patterns and health issues.
- 5.5 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community. Throughout the year, there have been several positive news articles in the local press.
- 5.6 There is an increasing focus on the use of social media to promote the positive work being undertaken. In North East Fife Area, the Community Payback Unpaid Work Team undertakes a wide range of projects, from painting, litter picking, and beach clearances to assisting communities by completing tasks such as decorating, gardening, and ground clearance. Positive media information offers an opportunity to inform the public of the good work that can be achieved by those undertaking Community Payback and now has its own X page (previously Twitter) to showcase the work of the service.
- 5.7 The Service has taken advantage of the opportunities presented through social media, particularly our X page @fcjusticesw, to spread the word on the work we undertake in the community, why we do it, and how it helps. This has already proved a highly effective strategy with a focus on continuing communication between partners, the wider group of stakeholders, and communities. Improved communication will continue to stimulate dialogue, enhance knowledge, and further develop confidence in justice systems for the public and key stakeholders.

- 5.8 Unpaid work raised £800 for local and national charities during the festive period in 2023. The money raised was from making Christmas holly wreaths and Christmas crafts and selling them to the local community. This was an ideal opportunity to share the work of the unpaid work scheme.
- 5.9 The scheme currently has 35 personal placements throughout Fife suitable for both males and females and is actively working on establishing working relationships to create more personal placements across the local authority. Six of these are located within the North East Fife area, with ongoing work being undertaken to continue to expand this number. The current placements include:

CUPAR

Age Concern

Barnardo's Shop

Salvation Army

Castle Furniture

NEWPORT ON TAY

Manna Cafe

ST ANDREWS

Salvation Army Shop

- 5.10 Our staff are trained in the Training for Trainers model. This allows them to instruct and guide participants on the safe and effective use of relevant equipment. This will ensure the skill set of unpaid work participants is increased and will promote confidence and skills that can be utilised in the future when seeking employment.

IOSH Institute of Occupational Safety & Health

We are also investing in developing the staff group by offering training and development opportunities to enhance knowledge and awareness. Courses undertaken include COSHH (Control of Substances Hazardous to Health),

CALM Training, which addresses Crisis & Aggression Limitation Management

Train the Trainer (Manual Handling). One staff member has been trained in this and trains other staff members.

Woodwork training to enable staff to utilise woodwork machinery.

First Aid training is ongoing.

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

Becoming Trauma Informed, Levels 1, 2 & 3.

Community Justice Scotland Unpaid work learning enhances knowledge of the wider Social Work task and shared information and ideas about the delivery of Community Payback/Unpaid Work in other local authority areas. 10 staff members have undergone this training to date, and it is hoped all staff members will complete this training in the future.

All staff are due to undertake mandatory training looking at Recognising & responding to suicide risk – this will be completed over the coming months.

- 5.11 The Unpaid Work Team continues to work in close partnership with the Fife Coastal and Countryside Trust three days each week, supporting the management and upkeep of areas managed by the trust. Discussions are ongoing to expand this partnership into other areas in Fife. A recent pilot project was undertaken throughout Fife with Roads Maintenance. Grit bins were filled in preparation for the winter months. It is hoped Community Payback can assist more areas next winter. There are discussions ongoing with Communities to assist with community allotments.
- 5.12 To assist service users in attending and undertaking their hours, local meeting points remain in place throughout Fife, including the North East Fife Area. This assists by allowing clients to attend directly at a work site.
- 5.13 An Unpaid Work requirement also provides the opportunity within certain prescribed limits for a participant to undertake other activities designed to address identified deficits in the person's lifestyle that may improve a variety of areas in their life. Other activity must not exceed thirty percent of the specified number of hours in the requirement, or thirty hours, whichever is the lower. Some examples of other activities are listed below:

Fife Connect Women's Project.

Grace's Chocolates - Positive Changes Scotland is an award-winning Community Interest Company which trades as Grace Chocolates. 100% of their profits are reinvested back into supporting women who have experienced the justice system & empowering women to make positive change.

Turn Men's Programme.

Fife Included (provided via The Wise Group – online life skills learning platform).

Gym Group Initiatives.

Road Traffic Group.

SMART recovery groups.

‘Short-Term Long-Lasting Therapies’, which offer individuals trauma-informed tools, techniques, programmes, and therapies at a level suitable to their needs.

Alternative therapies.

Parenting groups · Engagement with educational supports.

Engagement with employability agencies.

Mental health-related work/appointments.

Engagement with support services for substance use.

Engagement with support services for money management. Such areas include specific training, which addresses issues of literacy, numeracy, and/or problem-solving.

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

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

We are embarking on connecting with other services within the Council to assist with Community engagement. Partnership working will assist both Justice Services and areas of the Council that can benefit from additional support.

- A recent pilot project was undertaken throughout Fife with Roads Maintenance. Grit bins were filled in preparation for the winter months. It is hoped Community Payback can assist more areas next winter.
- Pilot project with Communities to assist with the clearance of community allotments. This helps with the turnaround of vacant allotments to new occupiers.
- Working in partnership with Street Cleansing. Personal placements throughout Fife working alongside Street Cleansing Staff. A service user who has completed a Community Payback Order for 130 hours has now been accepted on a 12-week, full-time paid Life Chances Placement Programme. Once his LCPP is completed, he will then start as a temporary seasonal member of staff for a further 26 weeks. If all

goes well, the expectation is that he would apply for any permanent posts, which he would be in the running to secure.

- Link to interview undertaken by Justice Service and Street Cleansing, including the service user who completed his unpaid work order.
<https://youtu.be/PY-ZwdtigT8?feature=shared>

Fife Justice Service's unpaid work currently operates from two industrial premises located in Kirkcaldy & Dunfermline. The Kirkcaldy unit is in very poor condition with insufficient heating/insulation and is not a suitable facility to work with those individuals issued with Community Payback Orders.

During the winter months, the service users work mainly indoors due to inclement weather, and this can be limited due to the condition of the Kirkcaldy unit.

As a result, the Service has sought alternative, suitable premises to develop an Unpaid Work and Opportunities Hub.

The Service suggested a larger unit to incorporate the wider team and possible incorporation of the Dunfermline unit in the future to create a Fife-wide hub with meet points throughout Fife, reducing barriers to engagement. This will include the eventual closure of the Dunfermline Workshop, resulting in savings for the Service.

The proposed lease of this building will provide a significant opportunity for Justice Services to build on the provision of Unpaid Work, benefitting both service users and the community. There will be the opportunity to focus on employability and positive destinations, working towards the outcome of reducing re-offending rates and promoting public protection.

6.0 Recipient Feedback

6.1 The service regularly seeks feedback from those to whom we have provided a service. The Committee will be aware that from previous reports, our feedback has, in the main, been extremely positive. 25 recipients returned questionnaires. This downturn in feedback has been addressed, and it is hoped this will increase in the future. Also, many recipients send personal emails, which will be included in future figures.

6.2 A sample of quotes is provided below:

I feel this is an excellent service and I am completely satisfied and do use this service often.

Very happy with the service provided. The work that was carried out was very satisfactory.

We had excellent communication between ourselves and the Project Officer and were kept updated with what was happening. We thought it was great that some of the service users who had built the beds got to install them and see the difference they were making to the local community. It was nice for us to be able to thank everyone in person for their hard work and excellent service and to let those involved in the project

The supervisor linked in with me on all aspects of the jobs - the coordinator advised what equipment/tools were required, such as paint/paint brushes, etc in advance so they could be available as soon as the job started. The supervisor advised if there were any issues and offered alternative solutions if required

The payback team is brilliant. No issues or improvement suggestions.

Thank you, my kinship carer was really appreciative,

The communication with the area supervisor is prompt and professional with agreed site visits being on time where a review of the work and planned time frame takes place in a cordial manner.

Feedback when the work has been completed is prompt where further action by my team may be required to help to complete the task. The clients are courteous where interaction has taken place on occasions

My client was extremely appreciative of the service provided. He had been paying a significant amount of money for the storage facility with no means of getting his belongings to his new address.

Amazing service which made a huge difference to the presentation of the playground making it clean, colourful and fun environment for the children.

We were delighted at the service we received - the supervisor was a joy to work with and the people carrying out the work were friendly, obliging and helpful.

7.0 Service User Feedback

7.1 The key results from the Service User Feedback Survey for the period of April 2023 – March 2024 are given immediately below. This information covers respondents on **all** Justice Orders and not solely Unpaid Work.

Justice Service User Feedback Survey 2023/2024

The service user feedback questionnaire has been shortened to make it easier to complete.

The key results from the Justice Service User Feedback Survey for the period 1 April 2023 – 31 March 2024 are given below.

Response Rate

- Total number of Service Users who responded to the questionnaire was 24.

Type of Order

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

What do you think about the amount of information given?

- Too much – 13%
- About right – 83%
- Not enough – 4%

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

- Very easy – 63%
- Fairly easy – 33%
- Fairly difficult – 4%
- Very difficult –

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

- Always – 22%
- Most of the time -8%
- Sometimes –
- Never –

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

- Yes, completely – 88%
- Yes, partly – 8%
- No, not much –
- No, not at all – 4%

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

- Strongly agree – 63%
- Agree – 37%
- Disagree -
- Strongly disagree -

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

- Helped stop offending – 92%
- Helped reduce offending – 8%
- It didn't help -

Overall, how satisfied were you with the service received?

- Very Satisfied – 83%
- Satisfied – 17%
- Unsatisfied –

- Very unsatisfied –

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

I had a very good experience mostly I think because of the worker I was assigned.

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

My social worker was very professional and supportive. I couldn't have asked for better I also learned a lot from the driving awareness course.

We have all made mistakes in life, but I was encouraged, guided, and made to feel I can make a difference to society. I really gained very valuable life lessons from attending the modules.

I think that some people turning up out there face on drugs is no good for other people I can't fault any of the gaffers that looked after me.

Response Rate

Justice Service User Feedback Survey 2023/24

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

8.0 Unpaid Work in Fife – Demand

- 8.1 The total number of Community Payback Orders with an Unpaid Work requirement imposed in Fife from 1st April 2023 to 31st March 2024 is 547 (614 in the previous year). In demographic terms, males represent the largest cohort of participants with 489 Orders imposed on men and 58 women.
- 8.2 The number of hours completed by unpaid work participants in Fife over the period covering 1st April 2023 to 31st March 2024 was 63,219 (65,815 in the previous year). Using the Living Wage of £11.44 per hour as a guide, this equates to £723,225 of financial benefit to Fife communities and Unpaid Work Recipients.
- 8.3 The total number of Community Payback Unpaid Work Requirements completed in Fife from 1st April 2023 to 31st March 2024 was 417 males (301 in the previous year) with a total of 57,816 hours completed and 41 females (43 females in the previous year) with a total of 5403 hours completed.

8.4 A few comparisons from bordering Local Authorities:

Local Authority Area	Number of Individuals subject to a Community Payback Order
Dundee City	481
Falkirk	413
Fife	547
Perth & Kinross	258

9.0 Work Undertaken in Wards

9.1 The work undertaken by the Community Payback Scheme and its participants benefit local schools; charities; and community organisations. The range of work can include:

- ground clearance
- recycling projects
- building maintenance and landscaping
- Improvements to park and community facilities
- General gardening projects
- Painting and decorating in community centres and churches
- Litter picking

10.0 Projects Undertaken in the Committee Area

10.1 A description of some of the work undertaken in the North East Fife Area over the period from 31st March 2023 to 1st April 2024 is noted in Appendix 1 of this report. Also included within the Appendix is a list of organisations that have benefited from work undertaken and the organisations that we currently have arrangements in place with whom we facilitate personalised placements.

11.0 Conclusion

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

List of Appendices

Appendix 1 - Work undertaken in the North East Fife Area

Background Papers

None.

Report Contact

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

Appendix 1

North East Fife Area Fife Area Committee Community Payback Unpaid Work Projects

1st April 2023 to 31st March 2024



SERVICE / ORGANISATION /RECIPIENT/PROJECT/TASK

- Painting & repairing planters, Blalowan Park Cosy Cabin
- Painting & decorating, East Neuk Centre, Anstruther
- Litter Picking, Fife Show X 2
- Painting railings, Double Dykes
- Ground clearance, repair of handrail, Jenny Steps, Blebo Craigs
- Ground clearance, Nature Trail, Newport
- Exterior painting, Toilet Block, Cellardyke
- Gala, St Andrews Harbour
- Painting & decorating, Kinbrae Park Gardens
- Weeding & tidying, Roome Bay, Crail
- Weeding, Cupar Library
- Painting & decorating, Newburgh Parish Church
- Painting & decorating, Families First, St Andrews
- Remove of garden vegetation, Birkhill, Wormit
- Painting & decorating, Cameon Kirk Hall, St Andrews
- Painting & decorating, Public Toilets, Ceres
- Leaf clearance & cutting back overgrown vegetation, Wormit Playpark

Regular litter picking across North East Fife:

- Leuchars to Raves Wood
- Guardbridge to St Andrews cycle path
- Tentsmuir Forest North
- Tentsmuir Forest Centre
- Tentsmuir Forest South
- Crail airfield path and coastal route
- Newport on Tay nature trail
- Tay Bridgehead to Tayport cycle path
- St Andrews Bruce embankment
- St Andrews west sands beach and green space
- St Andrews east sands beach and green space
- St Andrews Castle sands
- Kingsbarns Combo sands beach
- Crail Roome Bay beach and green space
- Crail Harbour
- Elie / Earlsferry beach
- Elie Ness and tower paths

Regular Garden Rota across North East Fife:

- Tolbooth Close Housing, Newburgh
- North Eden House, Cupar
- Ladywalk Care Home, Anstruther

- Age Concern / Scouts Green Provost Wynd, Cupar
- Blebo Craig's (Jenny's Steps) Blebo Craig's (outskirts of Pitscottie)
- Wormit Paths (upper path) Kilmany Road to Farmers Style (Lower Path) Wormit bay to Farmers Style
- Salt Pans (St Monans) East Braes, St Monans Beach
- Path Clearance, Spiers Hill, Tayport

Link to projects undertaken: https://youtu.be/lkoIU_MwJ7k



COMMUNITY PAYBACK UNPAID WORK SCHEME

INTRODUCTION

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

RISK ASSESSMENT

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

PROJECTS

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

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

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

COMMUNITY PAYBACK PROJECT REQUESTS

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

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

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

COMMUNITY PAYBACK CRITERIA

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

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

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

Contacts for the 3 areas across Fife are as below

Dunfermline & SW Fife

Kimberly Cherrie

Kimberly.cherrie@fife.gov.uk

07712542569

Kirkcaldy, Kinghorn & Burntisland

Gary Meldrum

Gary.meldrum@fife.gov.uk

07515290821

Glenrothes & NE Fife

Craig Hutton

Craig.hutton@fife.gov.uk

07515291032

23 April 2025

Agenda Item No. 13

Report on Education Outcomes – 2023/24

Report by: Donald Macleod, Executive Director, Education

Wards Affected: 16, 17, 18, 19, 20

Purpose

The purpose of this report is to provide the North East Fife Area Committee with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2023/24. This report also provides an overview of the range of strategies being developed to support our key priority to raise attainment.

Recommendation(s)

The committee is asked to consider and comment on:

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

Resource Implications

There are no resource implications arising from this report.

Legal & Risk Implications

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

Impact Assessment

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

1.0 Background

- 1.1 Our ambition is to improve attainment and to provide an appropriate curriculum for all learners. This report specifically relates to the attainment of pupils in the senior phase of their learning, i.e. stages S4-S6. In addition, it reports on how they have performed in securing a positive destination.

- 1.2 The senior phase of the curriculum also provides us with the opportunity to:
- improve employability skills
 - increase levels of sustained positive destinations
 - contribute to a prosperous Fife economy and improve life chances for all
- 1.3 School improvement in Scotland is focused on the use of the senior phase benchmarking tool, generally known as Insight. This improvement tool has two key release dates and provides a rounded view of attainment across a range of outcomes. An initial release in September provides information on all qualifications sat by young people within the Scottish Credit and Qualifications Framework for the previous session. This local benchmarking data provides details on the performance of year groups S4, S5 and S6. The national benchmarking data is updated in February with details of the destinations of all young people who left school in the previous session. The February data allows analysis of how young people have performed by the time they leave school.
- 1.4 In terms of analysis of attainment and achievement performance, the Education Service now publishes two statistical reports to schools. The first of these, the School Attainment Report, is provided to schools in early October, after the formal September Insight release, and discussion centres on the school's local benchmark data which shows how well each stage cohort S4 to S6 has performed across the range and level of qualifications. Discussions at individual school meetings feed into school planning and target setting.
- 1.5 At the end of March, a second report, the School Outcome Report, goes to schools and focuses on the national benchmarks which show how well the school's leavers have performed. The discussions with schools at this point focus on areas such as literacy and numeracy to see how well-equipped leavers are to go onto sustained and positive destinations, as well as considering overall levels of attainment and the types of destinations young people are achieving.
- 1.6 We take an 'outcomes'-based approach to attainment with a focus on equipping our young people for their point of exit.
- 1.7 Our focus on 'outcomes' includes the 'destination', 'employability' and other appropriate qualifications achieved by the time our young people leave school, rather than simply the overall attainment of any year group.
- 1.8 We monitor key measures of progress towards this goal, at the end of stages S4 and S5. These provide an indication of how well learning is progressing. This report also presents information regarding these measures.
- 1.9 This report considers the data for 2023/24, as it stands in March 2025. This includes data from the September and March Insight updates for the school year 2023/24.
- 1.10 We continue to improve our data sharing with schools through the Power BI platform.

2.0 Our Vision

- 2.1 Our shared vision across Fife is to improve the opportunities for all learners by improving attainment.
- 2.2 This vision aligns us with the recently published reviews It's Our Future - [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](https://www.gov.scot/publications/future-report-independent-review-qualifications-assessment/pdf/pages/default.aspx) and [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery Landscape Review – Final Report \(www.gov.scot\)](https://www.gov.scot/publications/fit-for-the-future-developing-a-post-school-learning-system-to-fuel-economic-transformation/skills-delivery-landscape-review-final-report/pages/default.aspx) and is being realised through jointly delivering on the following:
- a greater depth in work towards understanding and interrogating data, at all levels
 - ensuring sharing of practice at Headteacher events and across local authorities, including visits to other schools outwith Fife
 - the review of subject choices and offers at school level
 - development of curricular pathways that are progressive
 - more collaborative approaches across our secondary schools and the college to provide a relevant, coherent and appropriate curriculum for all learners, informed by local context and Labour Market information
 - allowing all young people across Fife access to more curricular options and opportunities, including wider achievement and access to, all levels of apprenticeships based on a policy of equity and equality
 - collaborative working with subject specialists to ensure greater understanding of subject areas and other options within subjects.
- 2.3 As a result of the above, the Directorate Improvement Plan 2023-26 has a focus on improving the following outcomes:
- **Attendance** - improving attendance is a key factor in raising attainment. Lower levels of attendance are a significant barrier to learning for many disadvantaged groups of pupils (e.g. those living in poverty, those with particular support needs – like young carers). Improving attendance will be a key factor in closing the attainment gap.
 - **Attainment** - with a particular focus on literacy and numeracy. Literacy and numeracy are educational outcomes for which performance was relatively strong in the period leading up to the Covid pandemic. Many elements of Fife's approach (e.g. our use of the Model for Improvement, Workshop for Literacy, Conceptual Understanding of Numeracy) continue to be held in high regard nationally. Re-establishing these approaches and ensuring that they are used rigorously across Fife's school system will be a key element in supporting further improvement in literacy and numeracy. This will be a key enabler for further improving wider attainment.
 - **Positive Destinations** - by ensuring that the curriculum design of schools supports the needs and aspirations of all learners and by identifying and supporting appropriate pathways into post school opportunities.

3.0 The context of the local area

- 3.1 Schools covered by this local area report are those in the North East Fife area: Bell Baxter HS, Madras College and Waid Academy.
- 3.2 School context is known to have a significant influence on educational outcomes. Two factors have a particular influence on outcomes at a cohort level:
- Socio-economic factors, including household poverty (measured by registration rates for free school meals) and area deprivation (most commonly measured by SIMD, the Scottish Index of Multiple Deprivation).
 - The Additional Support Needs (ASN) of pupils, including: learning, physical and communication support needs (these can usually be addressed through support for learning within the classroom), and family, emotional and mental health needs (these are related to socio-economic factors in many cases, and often require a partnership approach to support).
- 3.3 Appendices 1A and 1B provide an overview of key data relating to these factors. As may be noted, schools in the North East Fife area:
- Have a significantly lower level of Free School Meal Registration than the Fife average and Scotland.
 - Have a relatively small number of pupils living in areas of disadvantage, particularly in SIMD deciles 1 to 3.
 - Have a higher level of More Able Pupils than Fife as a whole, but also show a higher than average level of recorded need for Other Specific Learning Difficulty.

4.0 Attainment

Attainment in literacy by the end of stage S4

- 4.1 Literacy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of literacy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1C provides an overview of attainment in literacy by the end of stage S4 for Fife and the local area.
- 4.2 Levels of attainment for literacy at SCQF level 4 have seen a dip below 2020/2021 levels after previously seeing general improvement across Fife in recent years.
- 4.3 Overall attainment at SCQF level 4 in the North East Fife area matches the trends seen across Fife and is below the levels in 2020/21. Outcomes in SIMD Quintiles 2-5 fell below the Fife average in 2023-24. Outcomes in SIMD Q1 remain above Fife levels but have returned to the same level as 2020/21, after a previous increasing trend.
- 4.4 Generally, levels of attainment for literacy at SCQF level 5 fell slightly across Fife in 2023/24, following improvements in earlier years. This reflects a fall in S4 outcomes in 2023/24 that was seen across Scotland.
- 4.5 Overall attainment at SCQF level 5 in the North East Fife area has seen a slight decline since 2020/21, with a reduced gap to the Fife average. Outcomes were lower than the Fife average in 2023/24 for learners in each SIMD Quintile, except Quintile 2.

- 4.6 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the North East Fife area relate to a small group of learners.

Attainment in numeracy by the end of stage S4

- 4.7 Numeracy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of numeracy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1D provides an overview of attainment in numeracy by the end of stage S4 for Fife and the local area.
- 4.8 Levels of attainment for numeracy at SCQF level 4 have been broadly constant across Fife in recent years, in each SIMD quintile, with outcomes in 2023/24 slightly lower than those in 2020/21.
- 4.9 Overall attainment at SCQF level 4 in numeracy for the North East Fife area is similar to outcomes across Fife. Outcomes for learners in SIMD Quintiles 2-5 learners fell in 2023/24, having seen some improvement in earlier years. Outcomes for learners in SIMD quintile 1 saw a significant decline in 2023/24, falling below levels seen in 2020/21.
- 4.10 Generally, levels of attainment for numeracy at SCQF level 5 across Fife fell in 2023/24, following a gradual improvement in preceding years.
- 4.11 Overall attainment at SCQF level 5 in numeracy for the North East Fife area has fallen over the past two years and is now in line with the rest of Fife. 2023/24 has seen a decrease in all SIMD quintiles with outcomes for all SIMD Quintiles now below the Fife average.
- 4.12 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the North East Fife area relate to a small group of learners.

Wider attainment by the end of stage S4 and stage S5

- 4.13 Wider attainment by the end of stage S4 provides a foundation for leaving school, or for further study and achievement in stages S5 and S6.
- 4.14 Appendix 1E provides an overview of attainment at SCQF level 4 by the end of stage S4. For both Fife and the area, a decrease has been seen in 2023/24 for those achieving 1+ to 5+ awards at SCQF level 4. Outcomes seen in the North East area at SCQF level 4 are below Fife values for 1+ to 3+ SCQF level 4s.
- 4.15 Appendix 1F provides an overview of attainment at SCQF level 5 by the end of stage S4. Outcomes across Fife have seen a mixed pattern over the past five years; outcomes in 2023/24 remain broadly in line with 2019/20. Outcomes seen in the North East Fife area at SCQF level 5 fell in 2023/24, but remain higher than the Fife average across all measures (1+ to 5+ awards at SCQF level 5).
- 4.16 Appendix 1G provides an overview of attainment at SCQF level 6 by the end of stage S5. Outcomes across Fife have seen a mixed pattern over the past five years; outcomes in 2023/24 remain broadly in line with 2019/20 for 1+ to 5+ awards at SCQF level 6. Outcomes seen in the North East Fife area at SCQF level 6 saw some improvements in 2023/24, following a strong set of S4 outcomes in 2022/23; outcomes are above the Fife average. Significantly more S5 learners achieved 6 or more awards at SCQF level 6 in 2023/24, in both Fife and the North East area.

Overall attainment of school leavers

- 4.17 Overall attainment of school leavers can be measured by two different scales of tariff points:
- Total tariff points reflect the total achievement across the course of the senior phase. They reflect: the number of awards achieved across all subjects, the grades achieved in each award, and the SCQF level of the awards in question.
 - Complementary tariff points are a more focussed measure of the key qualifications achieved by each school leaver. They are based on the tariff points of the qualifications most likely to influence their post school life chances.
- 4.18 Appendix 2 provides some example qualification sets, to illustrate how both measures work and to aid with interpreting the scales of numbers shown in the following outcomes.
- 4.19 Appendix 1H provides an overview of the complementary tariff awards for Fife and the local area. Appendix 1I provides an overview of the total tariff awards for Fife and the local area. In each case, tariff points are shown for three groups of pupils:
- The bottom 20% - those pupils whose outcomes are furthest from attainment
 - The top 20% - those pupils with the greatest overall attainment outcomes
 - The middle 60% - the remaining pupils, representing the majority of the cohort
- 4.20 It should be noted that these groupings are relative to the schools' own rolls, rather than any wider population of school leavers. Hence, the social context of pupils in each grouping will vary with local area.
- 4.21 As measured by both tariff scales, the attainment of North East area school leavers is generally higher than the Fife average for each of the three tariff groups (bottom 20%, middle 60%, and top 20%). However, tariff points have fallen over the past three years.
- 4.22 The difference in outcomes for 2023/24 between the North East Fife area and Fife reflects the relatively large proportion of learners living in SIMD deciles 7-10 and relatively small proportion of learners living in SIMD decile 1 -3 (see Appendix 1B).

5.0 Destinations of School Leavers

- 5.1 Skills Development Scotland (SDS) tracks the post school destinations of pupils who leave school each year. In conjunction with the Scottish Government, they publish data on the initial destinations of school leavers, as well as information relating to the sustained destinations of school leavers, six months later.
- 5.2 Appendix 1K shows destinations of school leavers, by category of destination.
- 5.3 The level of positive destinations in the North East Fife area has improved from 2021/22 is now above the Fife and national averages.
- 5.4 The main destinations for leavers in the North East Fife area are continuing education (with 39.6% entering higher education and 29.9% entering further education), and employment (with 23.1% entering employment directly from school). In the North East Fife area, a similar proportion of school leavers entered higher education as the national average; this reflected a decline on earlier years, with more leavers entering further education.

6.0 Action Planned to Further Raise Attainment

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

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

A strengthened performance framework supporting improvement

- 6.7 The Directorate has undertaken a review of support arrangements for performance management and its use of data to support improvement. Work is being undertaken through collaborative working with school leaders, via engagement with key groups of primary headteachers, and a new Collaborative Network with a focus on performance and improvement in the secondary sector. Key elements in this approach are:
- A new modelling approach, to help better assess the potential impact of multiple barriers to learning for individual learners. This is enabling better targeting of support for learners, through a "Risk Prediction Tool," which is being piloted with secondary schools.

- A revised approach to benchmarking performance. The data underpinning the “Risk Prediction Tool” is being used to refresh the Directorate’s approach to setting stretch targets, ensuring that the Directorate and schools have improvement goals that are ambitious but achievable. Pilot stretch targets based on this new approach are being used by schools this year.

7.0 Conclusions

7.1 The evidence in Appendix 1, summarised in sections 3-5, shows that:

- Pupils in the North East Fife area are less likely to live in household poverty or areas of deprivation than pupils in the rest of Fife.
- S4 outcomes fell in 2023/24, reflecting a decline that was seen across Scotland in S4 attainment. S5 outcomes improved, reflecting a strong S4 performance in the preceding year.
- School leaver attainment is generally better than for other parts of Fife, as would be expected given the social context of the area. However, outcomes have shown a gradual decline in recent years across a range of measures.
- Positive destinations show an improving trend and are now above outcomes seen across Fife and the rest of Scotland.
- Trends in the attainment gap are subject to a significant amount of year-to-year volatility. This reflects the fact that outcomes for learners in Quintile 1 in the North East Fife area relate to a small group of learners.

List of Appendices

1. Area Level School Attainment Report
 - A. School Context Information
 - B. SIMD Profile of the Area Pupils
 - C. Attainment of Literacy by the End of Stage S4
 - D. Attainment of Numeracy by the End of Stage S4
 - E. Attainment at SCQF Level 4 by the End of Stage S4
 - F. Attainment at SCQF Level 5 by the End of Stage S4
 - G. Attainment at SCQF Level 6 by the End of Stage S5
 - H. Overall Attainment of School Leavers (Complementary Tariff)
 - I. Overall Attainment of School Leavers (Total Tariff)
 - K. Initial Leaver Destinations by Category
2. Glossary of Education Terms
3. The Scottish Index of Multiple Deprivation (SIMD)

Background Papers

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

- **Education and Children’s Services Directorate Improvement Plan 2023-26** (available at: [Education & Children’s Services Directorate Improvement Plan 2023-26 \(fife.gov.uk\)](https://www.fife.gov.uk/education-and-childrens-services-directorate-improvement-plan-2023-26))
- Know Fife briefing: **SIMD 2020 Focus on North East Fife** (see: https://know.fife.scot/data/assets/pdf_file/0032/177665/SIMD-2020v2-Focus-on-North-East-Fife.pdf)

- [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](#)
- [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery Landscape Review – Final Report \(www.gov.scot\)](#)

Sources of evidence

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

Report Contacts

Stuart Booker
Improvement Officer
Education and Children's Services
Fife House
North Street
Glenrothes, KY7 5LT
stuart.booker@fife.gov.uk

Appendix 1A – School Context Information

Secondary Schools Context

School Roll - From September Census

Year	2023/24		
School Name	Female	Male	Total
▲ Bell Baxter High School	752	758	1510
Madras College	684	728	1412
Waid Academy	332	349	681
Total	1768	1835	3603

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

% of Pupils with FMR

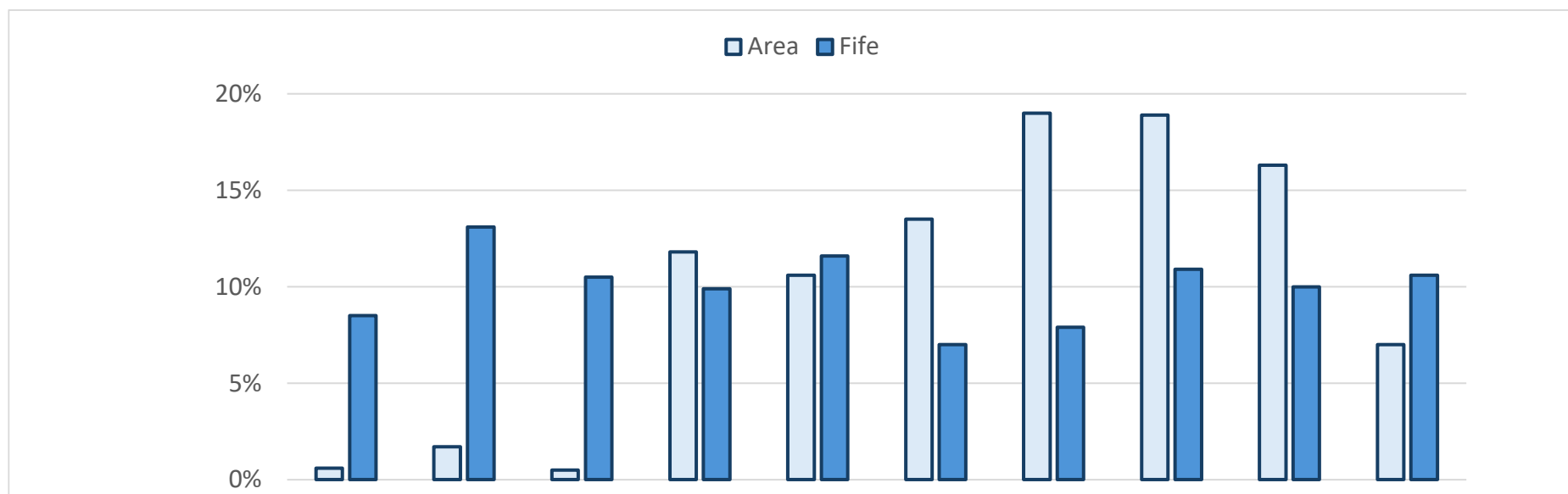
	2020/21	2021/22	2022/23	2023/24
Area	11.4%	11.9%	12.3%	12.7%
Fife	17.9%	19.4%	19.7%	19.3%
National	1700.0%	1760.0%	1780.0%	1830.0%

North East Fife

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

Support Need	Year	2023/24	
		Area	Fife
Any	Students with at least one need	37.9%	47.5%
Communication	Autistic Spectrum disorder	4.3%	4.8%
	Communication Support Needs	0.2%	0.4%
	Language or Speech Disorder	1.7%	2.1%
	Hearing Impairment	0.5%	0.8%
	Visual Impairment	0.5%	0.8%
	Deafblind	0.1%	0.0%
	English as an Additional Language	3.0%	5.3%
	Social, Emotional and Behavioural Difficulty	11.1%	11.3%
	Mental Health Problem	2.2%	3.7%
	Young Carer	1.9%	1.7%
Family/Emotional/Mental Health	Bereavement	0.7%	1.2%
	Substance Misuse	0.1%	0.2%
	Family Issues	1.7%	2.9%
	Looked After	1.1%	1.8%
	Risk of Exclusion	0.7%	0.6%
	Dyslexia	12.3%	11.2%
	Learning Disability	1.4%	1.6%
Learning	Other Specific Learning Difficulty (eg numeric)	5.1%	4.0%
	Other Moderate Learning Difficulty	3.2%	3.3%
	Interrupted Learning	2.1%	11.1%
	More Able Pupil	0.7%	0.3%
Other	Other	1.4%	2.1%
	Physical or Motor Impairment	1.7%	2.1%
Physical	Physical Health Problem	1.4%	4.9%

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



SIMD Decile	1	2	3	4	5	6	7	8	9	10	Total
SIMD Quintile	1	1	2	2	3	3	4	4	5	5	
Area school roll	21	61	19	426	383	485	686	682	588	252	3603
Area roll (%)	0.6%	1.7%	0.5%	11.8%	10.6%	13.5%	19.0%	18.9%	16.3%	7.0%	100.0%
Fife roll (%)	8.5%	13.1%	10.5%	9.9%	11.6%	7.0%	7.9%	10.9%	10.0%	10.6%	100.0%

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

SQA Attainment - Literacy & Numeracy by Stage

North East Fife

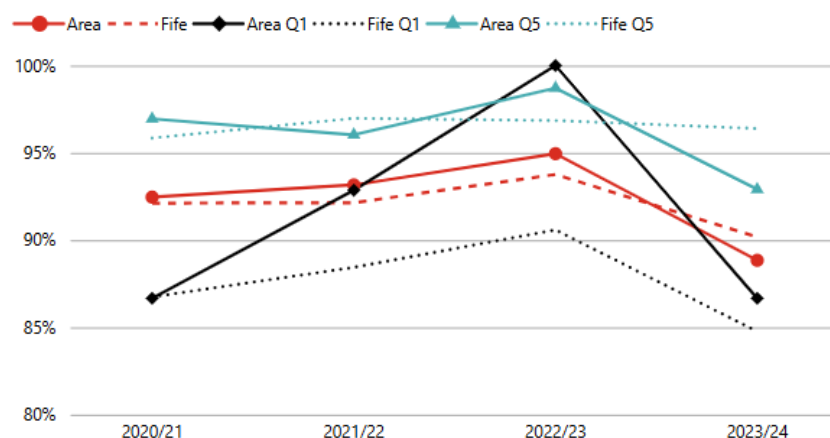
Stage

S4

Subject Choice

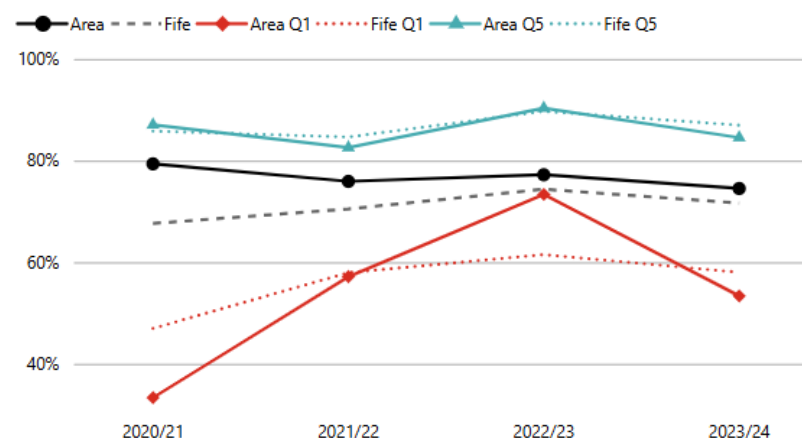
Literacy

% of Pupils with Level 4+



Measure	Literacy Level 4+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	86.7%	86.7%	92.9%	88.4%	100.0%	90.6%	86.7%	84.8%
2	92.4%	91.9%	90.8%	89.7%	88.3%	91.1%	85.4%	88.0%
3	89.8%	92.5%	89.6%	91.1%	92.6%	95.0%	86.2%	89.9%
4	92.3%	94.5%	94.7%	95.2%	96.3%	96.1%	89.3%	92.7%
5	96.9%	95.8%	96.0%	97.0%	98.7%	96.8%	92.9%	96.4%

% of Pupils with Level 5+



Measure	Literacy Level 5+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	33.3%	47.0%	57.1%	57.9%	73.3%	61.5%	53.3%	58.0%
2	75.8%	60.6%	63.1%	62.5%	68.1%	69.1%	67.1%	65.4%
3	76.3%	71.4%	73.0%	72.8%	70.4%	72.9%	69.5%	71.7%
4	81.4%	77.4%	78.9%	77.2%	77.2%	80.9%	75.3%	78.4%
5	87.0%	85.8%	82.5%	84.6%	90.3%	89.7%	84.5%	86.9%

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

SQA Attainment - Literacy & Numeracy by Stage

North East Fife

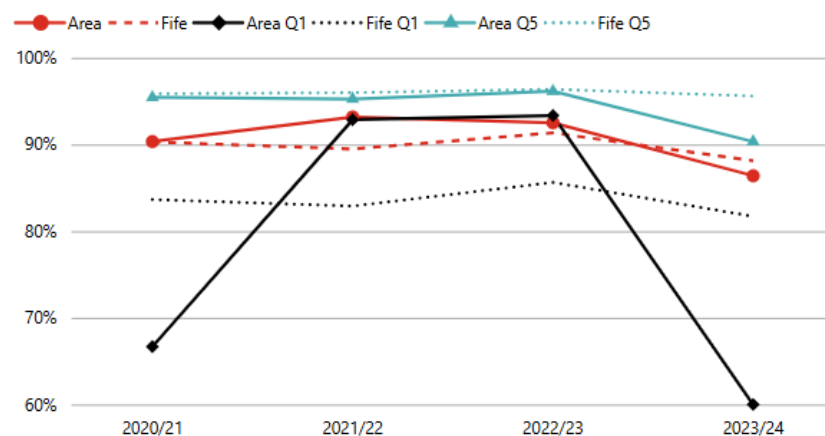
Stage

S4

Subject Choice

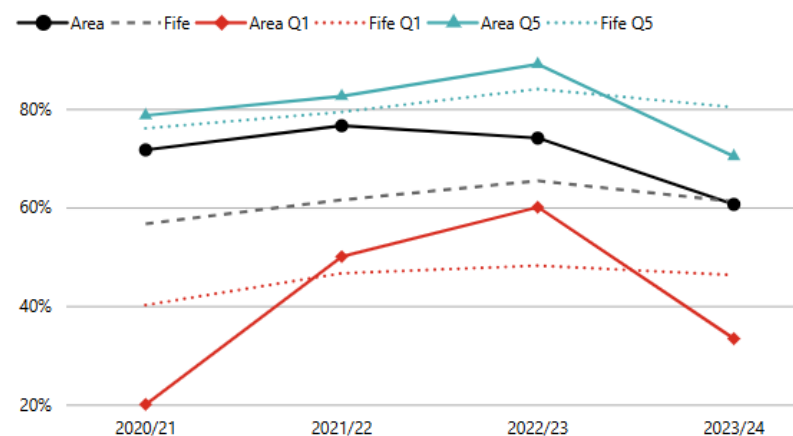
Numeracy

% of Pupils with Level 4+



Measure	Numeracy Level 4+							
Year	2020/21		2021/22		2022/23		2023/24	
Quintile	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	66.7%	83.6%	92.9%	82.9%	93.3%	85.6%	60.0%	81.7%
2	89.4%	88.7%	92.3%	86.5%	87.2%	89.7%	80.5%	85.3%
3	86.4%	90.6%	90.8%	89.8%	90.7%	92.8%	82.0%	87.6%
4	92.3%	93.9%	93.9%	93.5%	93.3%	93.3%	90.0%	91.3%
5	95.4%	95.8%	95.2%	96.0%	96.1%	96.4%	90.3%	95.6%

% of Pupils with Level 5+



Measure	Numeracy Level 5+							
Year	2020/21		2021/22		2022/23		2023/24	
Quintile	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	20.0%	40.1%	50.0%	46.6%	60.0%	48.1%	33.3%	46.2%
2	71.2%	47.5%	58.5%	50.1%	59.6%	58.4%	46.3%	54.4%
3	67.8%	57.6%	76.7%	64.2%	71.0%	66.4%	56.9%	60.9%
4	74.2%	65.6%	79.7%	70.6%	73.0%	73.2%	63.1%	66.2%
5	78.6%	76.0%	82.5%	79.3%	89.0%	84.0%	70.3%	80.3%

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

Stage and Level	S4 Level 4									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	95.6%	94.0%	94.4%	94.3%	91.7%	94.3%	97.4%	95.9%	92.2%	93.1%
2 or more	91.9%	90.5%	93.0%	91.7%	88.9%	91.3%	94.4%	92.7%	88.0%	88.2%
3 or more	89.5%	87.5%	90.7%	88.7%	86.0%	88.4%	91.1%	89.5%	84.1%	84.7%
4 or more	87.2%	84.3%	87.7%	85.5%	81.9%	84.6%	88.3%	86.4%	81.3%	81.2%
5 or more	84.2%	79.9%	85.1%	81.2%	76.5%	79.4%	84.6%	82.2%	78.1%	77.0%

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

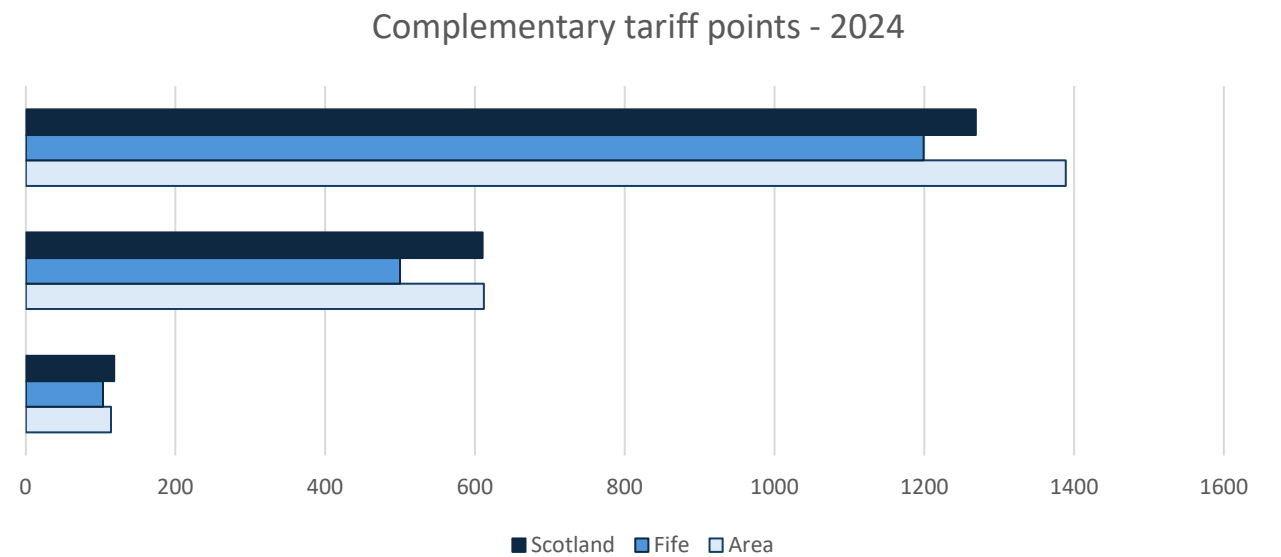
Stage and Level	S4 Level 5									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	86.2%	78.8%	86.1%	80.4%	76.3%	78.8%	83.8%	80.5%	80.3%	78.4%
2 or more	80.8%	70.4%	80.7%	71.3%	67.0%	68.8%	78.8%	71.1%	73.0%	70.0%
3 or more	76.4%	63.1%	74.3%	63.9%	59.6%	60.3%	73.0%	63.6%	67.1%	62.1%
4 or more	71.6%	56.3%	67.9%	56.6%	51.3%	52.6%	66.4%	56.0%	59.7%	54.3%
5 or more	64.8%	48.8%	60.8%	48.4%	43.4%	45.6%	58.4%	48.5%	54.3%	47.4%

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

Stage and Level	S5 Level 6									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	67.0%	58.9%	69.0%	60.6%	62.6%	57.4%	62.9%	60.0%	63.8%	61.6%
2 or more	59.9%	48.7%	60.2%	50.8%	50.6%	46.3%	53.4%	47.4%	56.9%	48.2%
3 or more	52.8%	40.3%	52.1%	41.9%	40.6%	37.4%	46.6%	38.6%	48.9%	39.4%
4 or more	43.3%	30.2%	40.9%	31.8%	30.4%	28.2%	39.0%	30.8%	40.9%	31.0%
5 or more	29.1%	19.6%	28.4%	19.7%	20.6%	17.7%	27.1%	20.5%	30.3%	21.7%
6 or more	2.1%	2.7%	1.2%	2.5%	7.9%	4.0%	1.3%	5.4%	10.9%	8.5%

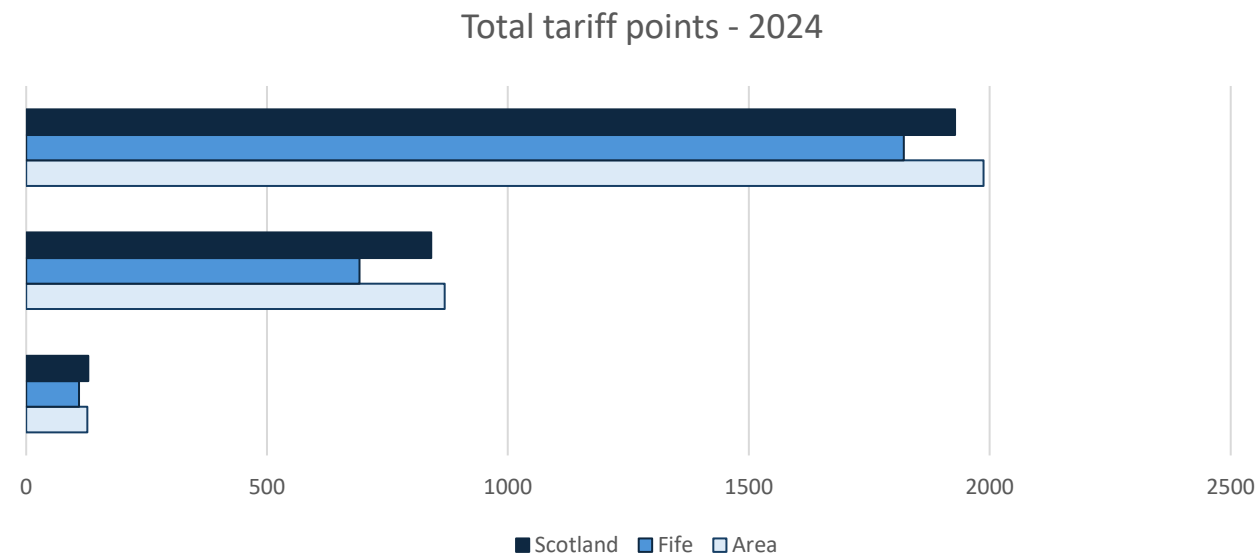
Appendix 1H – Overall Attainment of School Leavers (Complementary Tariff)

Year	2022	2023	2024	2022	2023	2024	2022	2023	2024
	Area	Area	Area	Fife	Fife	Fife	Scotland	Scotland	Scotland
Lowest 20%	169	144	114	122	114	103	137	127	118
Middle 60%	764	688	612	556	528	500	643	612	610
Highest 20%	1438	1415	1389	1270	1236	1199	1304	1286	1269



Appendix 1I – Overall Attainment of School Leavers (Total Tariff)

Year	2022	2023	2024	2022	2023	2024	2022	2023	2024
	Area	Area	Area	Fife	Fife	Fife	Scotland	Scotland	Scotland
Lowest 20%	211	176	127	137	127	110	155	141	129
Middle 60%	1078	961	869	750	718	692	871	832	841
Highest 20%	2073	2020	1987	1883	1843	1822	1950	1931	1928



Appendix 1K – Initial Leaver Destinations by Category

Year	2021/22	2022/23	2023/24	2021/22	2022/23	2023/24	2021/22	2022/23	2023/24
	Area	Area	Area	Fife	Fife	Fife	Scotland	Scotland	Scotland
Positive	94.7%	95.0%	97.2%	94.8	95.3	95.6	95.7	95.9	95.7
Higher Education	45.0%	46.1%	39.6%	35.8	35.5	33.4	41.3	40.3	40.8
Further Education	25.6%	23.4%	29.9%	32.0	32.8	33.3	25.5	26.6	26.4
Training	0.9%	1.8%	2.2%	3.0	3.9	3.4	2.9	3.4	3.9
Employed	22.8%	23.2%	23.1%	23.4	21.9	22.3	25.1	24.4	23.1
Personal Skills Development	0.2%		1.8%	0.3	0.5	2.3	0.5	0.8	0.9
Voluntary Work	0.3%	0.6%	0.7%	0.4	0.6	1.0	0.5	0.5	0.6
Not Positive	5.3%	5.0%	2.8%	5.2	4.8	4.4	4.3	4.1	4.3
Unemployed Seeking	2.5%	3.0%	0.6%	2.4	2.6	2.1	2.3	2.2	2.2
Unemployed Not Seeking	2.2%	1.9%	2.2%	2.3	1.9	2.2	1.6	1.6	1.9
Not known	0.6%			0.6	0.2	0.1	0.4	0.3	0.3

Number of leavers	645	625	680	4088	3920	4179	55211	54719	55961
--------------------------	-----	-----	-----	------	------	------	-------	-------	-------

Appendix 2 – Glossary of Education Terms

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

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

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

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

The table below shows the tariff points awarded for a range of National awards, offered by the SQA. Tariff points are awarded for other courses, but vary according to the course structure and length. As can be seen from the table above, the SCQF level of an award is a significant factor in the tariff points awarded.

SCQF level	Award	Tariff points
Level 7	Advanced Higher - grade A pass	480
Level 7	Advanced Higher - grade B pass	440
Level 7	Advanced Higher - grade C pass	400
Level 7	Advanced Higher - grade D award	380
Level 6	Higher - grade A pass	204
Level 6	Higher - grade B pass	182
Level 6	Higher - grade C pass	160
Level 6	Higher - grade D award	149
Level 5	National 5 - grade A pass	84
Level 5	National 5 - grade B pass	74
Level 5	National 5 - grade C pass	64
Level 5	National 5 - grade D award	59
Level 4	National 4 course pass	33
Level 3	National 3 course pass	12

The following tables set out the tariff points associated with some example qualification sets – for school leavers with a range of different attainment.

The first table shows the total tariff points associated with the total attainment of these leavers.

Example total qualification sets	Tariff pts
2 Advanced Highers at grade A & 3 Highers at Grade A & 3 National 5s at grade A	1659
1 Advanced Higher grade C & 2 Higher grade Bs & 5 National 5 Bs	1134
5 Higher grade As + 3 National 5 grade As	1272
3 Higher grade Cs & 5 National 5 grade Bs	850
1 Higher grade C & 6 National 5 grade Bs	604
8 National 5 grade As	672
8 National 5 grade Cs	512
5 National 5 grade Cs & 3 National 4s	419
3 National 3 awards & 3 National 4 awards	135
5 National 3 awards & 1 National 4 award	93

The second table shows the corresponding complementary tariff points associated with the “best” attainment (i.e. highest tariff rated) from their total attainment, up to a limit of 120 credit points.

Example "best" qualification sets Limited to 120 credit points	Tariff pts
2 Advanced Highers at grade A & 2.33 Highers at Grade A	1436
1 Advanced Higher grade C & 2 Higher grade Bs & 1.67 National 5 Bs	887.33
5 Higher grade As	1020
3 Higher grade Cs & 2 National 5 grade Bs	628
1 Higher grade C & 4 National 5 grade Bs	456
5 National 5 grade As	420
5 National 5 grade Cs	320
5 National 5 grade Cs	320
3 National 3 awards & 2.75 National 4 awards	126.75
5 National 3 awards & 1 National 4 award	93

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

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

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

Appendix 3 – The Scottish Index of Multiple Deprivation

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

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

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

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

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

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

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

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

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

Data Zone	Name	Total population	Working age population	SIMD20 Rank	Fife Rank	SIMD Quintile	SIMD Decile
S01009688	Cupar North West	792	493	1001	71	SIMD Q1	SIMD Decile 2

Further information regarding the SIMD profile of the North East Fife area can be found in the Know Fife briefing: **SIMD 2020 Focus on North East Fife** (see: https://know.fife.scot/data/assets/pdf_file/0032/177665/SIMD-2020v2-Focus-on-North-East-Fife.pdf).

23 April 2025

Agenda Item No 14

Cupar Recycling and Reuse Hub

Report by: Head of Environment and Building Services

Wards Affected: 16,17, 18, 19 and 20

Purpose

The report provides an update on progress to establish a Recycling and Reuse Hub in Cupar.

Recommendation

Committee is asked to note the challenges and opportunities presented by a new recycling and reuse hub in Cupar. It is proposed that a working group, comprising officers and local members, be formed to investigate the recommendations and options detailed in this document.

Legal & Risk Implications

There are no legal and risk implications.

Impact Assessment

A risk assessment is not required.

Consultation

Property Services and the Climate Change Team.

1.0 Background

- 1.1 In 2022, a capital investment sum was allocated for a new recycling centre in Cupar. The existing facility has no room for expansion and the subsequent search found no suitable alternative sites.
- 1.2 This led to political discussions about a change in direction and the possibility of a new 'Recycling and Reuse Hub'. No other such facility exists in Fife, although it is referenced within the Climate Fife Strategy and the Resources and Waste Strategy.

- 1.3 Reuse of waste materials is becoming a greater strategic priority as the 2026 landfill ban gets closer. If a recycling and reuse business model can be delivered in Cupar, it could create the blueprint for other such facilities across Fife.
- 1.4 Sites for a reuse hub in Cupar are now being explored.

2.0 Unsuitable Recycling Centre Sites

- 2.1 Access and transport were the main criteria for the suitability of a new recycling centre site in Cupar, other key considerations included:
 - Town centre proximity
 - Private / community land ownership
 - Walking distances
 - Existing site infrastructure
 - Vacant and derelict properties
 - Shared use facilities
- 2.2 Access for pedestrians and vehicles must be safe and on land that does not flood.
- 2.3 The site area must be a minimum of 0.35ha and have access to services and utilities.
- 2.4 The land must be granted a Waste Management License (WML) for recycling activities, not reuse, the council need to have full planning permission, a working plan explaining how the site will be developed and operated.
- 2.5 The current recycling centre is in a good central location but has a small footprint of 0.09ha and is not suitable for additional facilities. There are also traffic management issues with the access road and a booking system has been implemented to control the user numbers.
- 2.6 Table 2 details the alternative sites that were assessed for their recycling centre suitability.

Table 1: **Alternative Recycling Centre Sites**

Location	Size	Use/ownership	Access	Notes
Cupar North	8ha (Green)	Commercially owned development land (Red)	No access roads or roundabout yet (Red)	Land around the A91 cannot be developed until at least 2027 as the access road will not be ready until then. Safeguard access

Location	Size	Use/ownership	Access	Notes
				needed once roundabout in place and access roads need to be a certain distance from them. Land south of A91 near new roundabout not feasible for the access reasons listed.
Coal Road Yards	0.07ha <i>(Red)</i>	Leased out by the Council to a business <i>(Red)</i>	Coal Road <i>(Red)</i>	Lease would need to be terminated. Combining this with existing HWRC creates a 0.16ha site. Narrow site so still access and traffic issues.
Prestonhall	0.12ha <i>(Red)</i>	Combined services depot. Council owned. <i>(Red)</i>	Road to industrial estate needs improving <i>(Red)</i>	The remaining land would need to be developed to make it usable.
Duffus Park	11ha <i>(Green)</i>	Sports pitches Council owned <i>(Red)</i>	Surrounding roads used as a rat run. <i>(Red)</i>	Road improvements needed to improve traffic flow of site and service users. Near housing and could mean losing some of the recreation area
Tarvit Green	2.98ha <i>(Green)</i>	Grazing land next to traveller site. Council owned <i>(Red)</i>	Access via A914, 60mph road <i>(Red)</i>	Location is hard to connect to utilities and drainage. Could be perceived as putting as a waste facility next to a marginalised group which is not intended.
Cupar Muir	3ha <i>(Green)</i>	Green field site Ownership – private? Bounded by River Eden. <i>(Red)</i>	Access road shared with ABN facility-heavy vehicles use the road <i>(Red)</i>	Council wants to build on brown field sites not green field sites. Unlikely to be granted WML by SEPA as river Eden floods regularly. If it was and the river flooded there is a risk the site would be cut off.

- 2.7 None of the sites detailed in Table 1. were assessed as suitable.

3.0 Recycling and Reuse Hub

Strategies and Context

- 3.1 Increasing reuse and promoting the circular economy is a key action across several national and local strategies. The Scottish Government recently published its Circular Economy and Waste Route Map which aims to modernise the waste and recycling service in Scotland and reduce climate impacts. Within the Route Map are four strategic actions, one of which is Reduce and Reuse, which focuses on reducing consumption and promoting reuse behaviours to keep materials in circulation.
- 3.2 Within Fife Council, the recently published Climate Fife strategy is split into three Big Moves. The Big Energy Move, the Big Community Move and the Big Resilience Move. Zero Waste actions come under the Big Community Move with a focus on reducing consumption and reuse. One of the actions listed under Zero Waste was to promote and encourage reuse, including developing re-use hubs across Fife. The Cupar reuse hub would be used as a pilot to demonstrate its potential, with a further rollout to other areas of Fife anticipated in the longer term.
- 3.3 The Council's Resources and Waste Strategy references the development of a reuse action plan to identify how the Council will promote responsible consumption and reuse in a way that delivers not only good environmental practice but social benefits too.
- 3.4 Social benefits will accrue through the recruitment of people who face barriers to employment and are short of work experience. They will acquire valuable skills, experience and confidence that they can take into future workplaces and situations.

UK Recycling and Reuse Hub Models

- 3.5 Scotland has a number of good examples of best practice with recycling and reuse hubs. Stirling, Edinburgh, Glasgow, Dundee and Aberdeen all have similar models run by environmental charities and social enterprises that work closely with Councils, other charities and communities.
- 3.6 Volunteers collaborate with Learning and Employability Teams in Councils, providing the opportunity for people with barriers to employment to gain new skills, confidence and jobs within the workforce. All money made through the sale of reused and upcycled items supports the continuation of the charitable work, to help protect the environment.

3.7 These reuse hubs provide broadly similar services:

- Sale of pre-owned furniture and household goods
- Workshops to reduce consumption and create more sustainable ways of living
- Library of DIY, gardening and camping equipment and tools for borrowing
- Provision of food bank
- Refurbishment of mobile phones, tablets and laptops
- Training to make new items with waste wood.
- Repairs area to fix items and teach maintenance skills

3.8 Recycling centres in Fife do promote reuse and have signs directing people with quality materials to local charities or groups that can take the items for repair or resale. There is already a network of organisations across Fife that do reuse and repair at a local level, so anything new that the council wants to establish is to complement, not compete with these groups.

Cupar Town Centre Site

3.9 Recycling and Reuse Hubs are generally sited in town centres to provide maximum accessibility for the community. However, there are limited options in the centre of Cupar for a new reuse hub.

3.10 Two town centre sites have been assessed, both present challenges and further feasibility work would need to be undertaken should no suitable alternative be found.

3.11 Gap sites and the demolition of existing buildings should be considered for new build construction, if a suitable existing building cannot be found.

4.0 Next steps

4.1 A Project Manager has been appointed to take ownership of the recycling and reuse hub project, and she will develop a transparent programme of actions and timelines for delivery. A number of Council services and external agencies will be involved in the project, and it is critically important that the Project Manager maintains coordination and collaboration throughout.

4.2 A Head of Service will also be nominated to support the Project Manager and provide governance.

4.3 The Estates Team will continue to search for a suitable town centre site, and Councillors are asked to share any local knowledge of potential sites with the Project Manager.

- 4.4 A Working Group comprising the Project Manager and local Councillors will be formed to maintain communication, agree objectives and advance progress on the project.
- 4.5 Zero Waste Scotland will be contacted to develop discussions about the structure, charity and social enterprise collaborations, finance and services to be provided with the new facility.
- 4.6 The Project Manager and Working Group will visit the Stirling Reuse Hub, to observe the extensive scope of services provided by one of the most advanced reuse models in Scotland.

5.0 Conclusions

- 5.1 Movement with the Cupar recycling and reuse hub has been slow, and it is hoped that progress and a cadence of accountability will come with the introduction of a dedicated Project Manager and overseeing Head of Service.
- 5.2 Greater investigation into potential sites is required, if nothing suitable emerges within a reasonable period of time, some lateral thinking and community support may be required to reach a solution.
- 5.3 Although potentially restricted by availability of site space, the Project Manager and Working Group should establish a vision and mission for the reuse hub and all the services they wish the facility to provide.
- 5.4 With so many good examples of reuse hubs in Scotland, site visits will be necessary to observe best practice and learn from the experience of others.
- 5.5 A Cupar Recycling and Reuse Hub has the potential to offer significant community wealth building opportunities. The new facility is an exciting development in the Council's bid to tackle climate change and could provide a template that could be replicated in other towns across Fife.

John Rodigan
Head of Service
Environment and Building Services

24 March 2025

23 April 2025

Agenda Item No. 15

Area Housing Plan Update

Report by: John Mills, Head of Housing Services

Wards Affected: Ward 16 – Howe of Fife, Ward 17 – Tay Bridgehead, Ward 18 – St Andrews, Ward 19 – East Neuk and Landward, Ward 20 - Cupar

Purpose

Members approved the North East Fife Area Housing Services Plan 2024-2025 on 23 October 2024.

This report provides an update on progress in delivering service priorities and performance information for the financial year 2024-25 where figures are available at an Area level.

Recommendation(s)

Members are asked to:

- Comment on the work progressed through the Area Housing Plan for the financial year 2024-2025
- Note the Expenditure for the HRA Locality Managed Budget for 2024-2025 outlined in Appendix 2.

Resource Implications

Work is taking place within agreed HRA local and capital budgets.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Local tenants were involved in the development of the Area Housing Plan through local groups as well as taking part in walkabouts. We have also used feedback from the annual tenant survey to develop the plan.

1.0 Background

- 1.1 Members approved a report on 23rd October 2024 which outlined the 2024/2025 North East Fife Area Housing Plan and set out how we intended to:
- Understand and address housing needs in the area
 - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives. We have a key role to work in partnership with others to reduce poverty in Fife and to ensure that we are acting 'one step sooner'.
- 1.3 This report includes measures to outline how well we are performing and addressing housing need in North East Fife.

2.0 Issues and Options

- 2.1 This report will focus on the following Plan for Fife headings:
- Opportunities for all
 - Thriving places
 - Community led services
- 2.2 Attached to the report are two appendices:
- Appendix 1 is a summary of North East Fife Area performance 2024/25
 - Appendix 2 information on the expenditure 2024/25 locally managed budget allocation.

3.0 Opportunities for all

- 3.1 Housing continues to work in partnership with others to help our most vulnerable households, whilst working to improve performance
- 3.2 We continue to have a blended approach, with staff working between home, office and patch as required. Our focus remains to continuing to deliver critical services while improving the condition of our estates and addressing the welfare needs of our tenants.
- 3.3 Housing allocations continue to promote transfers to meet housing needs however, there continues to be a clear focus on statutory homelessness, particularly to assist those at risk of homelessness, care leavers, people fleeing domestic abuse, and those in poor housing conditions. Demand for temporary accommodation remains extremely high.

3.4 Appendix 1 provides a summary of key performance information for the year 2024/2025. The following areas are highlighted –

- Void properties were turned around and reallocated 2024/2025 within 39 days on average, however a significant decrease on 2023/2024 figure of 62 days. This figure is above Fife average for the same period which was 37 days to turnaround and relet a property. There is a continuous drive between Housing Services and Building services to reduce the void turnaround time to minimise rent loss and ensure a more efficient management of our stock to drive savings in the Housing Revenue Account which is reinvested to improve tenant services and build new homes and work is ongoing to reduce void turnaround figures.
- The proportion of allocations to each housing list category were as follows – 48% to homeless, 33% transfer and 19% to the housing list. The allocations made to homeless applicants equated to 163.
- The Tenant Incentive Scheme (TIS) was used to assist 5 tenants with the costs associated with moving home. Practical help can be provided with the things that can sometimes be a barrier for people wishing to downsize and this included removal costs, decoration, new carpets, furnishings and white goods. We will continue to engineer moves where suitable properties can be identified to match the preferences of tenants who are under occupying and who have indicated they may be prepared to move.
- The Property Acquisition Policy has been used over the last year to buy back 5 properties which were a mix of one, two and three bed properties. These properties will be used to provide permanent housing for homeless customers. We continue to actively look at opportunities to acquire or return larger former council properties back to stock to meet the housing needs of families in the North East Fife area and identify where transfer chains can be created.
- The number of abandoned properties during 2024-2025 was 7 in North East Fife, with 100 across Fife.
- To improve tenancy sustainment the Housing Management Officers, offer a Tenancy Assistance service to tenants to help tenants to sustain their tenancies. 36 tenants have been supported through tenancy assistance from Housing Management Officers. We continue to make referrals for longer term and specialist housing support through our partner agencies.
- In 2024-2025 there were 10,600 repairs carried out in the North East Fife (NEF) area. The average time taken to complete repairs is as follows:
 - Emergency repairs 3.80 hours NEF, 3.26 hours Fife
 - Non Emergency repairs 5.5 days NEF, 5.56 days Fife
- The table in Appendix One shows the recorded breaches of Tenancy actions not including antisocial behaviour. Most complaints are of a low level and involve estate management or environmental type issues that are quickly resolved. We continue to work closely with the Safer Communities team to address the more serious issues reported involving anti-social behaviour. Antisocial behaviour figures are now reported by the Safer Communities Team.

- 3.5 The Housing team have been at the forefront of tackling poverty in the North East Fife Area and assisting vulnerable tenants whose normal life has been impacted by the increasing cost of living.
- Improving rent collection rates continues to be a challenge and for North East Fife the end of year figure was 100%. This was just above the Fife wide average of 99%.
 - It has been a priority for staff to work with tenants in debt within their patches and to liaise closely with Revenues Officers. A preventative approach is taken to support new tenants and promote early intervention. At the accompanied viewing staff discuss affordability with new tenants, the Welfare Fund and other options for sourcing household items. Through the Locality Managed Budget household items and other practical help can be provided to new tenants in need who are struggling to set up their home. To date we have support 36 tenants.
- 3.6 During 2024-2025, a further 78 new build Fife Council homes have been allocated to tenants across North East Fife in developments in Springfield , Ladybank and Guardbridge.

4.0 Community Led Services

- 4.1 Tenant engagement is critical for the Housing Service to receive feedback and to deliver community led and relevant services. Tenants indicated to us that they wished to be more involved in improving their local areas and this will be reflected in the Area Housing Plan and underlying action plan going forward. The following progress has been made:
- There are 4 tenants and residents' associations (TRA's) across the North East Fife area who work closely with us and make an active contribution to improving their local communities. We are also currently working alongside tenants and residents and the Tenant participation team to support the development of 3 new groups. We will continue to encourage TRA's to play a more active part in their local communities.
- 4.2 While there is clearly a strong sense of community and identity across North East Fife it does not always translate well into tenant participation and involvement in housing issues. Moving forward we will continue to work to engage with areas underrepresented by our tenant base.
- 4.3 We have a strong relationship with our Community Manager. We have supported our tenants through the Fuel Poverty Fund to assist tenants who are struggling to top up gas/electric meters where they have been refused by Scottish Welfare Fund and are in crisis.
- 4.4 Housing Services along with other key services have been key in developing a People and Place Leadership local delivery model. The People and Place Leadership Teams work collaboratively to understand our places and the people who live there. The Teams provide support and services which are responsive to the needs of individuals, families and local communities delivered by a range of partners working as "one organisation". Both groups focus delivery on the following key areas; tackling poverty and crisis prevention, leading economic recovery, sustaining

services through new ways of working. In North East Fife the groups meet on a 4 weekly basis

5.0 Thriving Places

- 5.1 Within the North East Fife area, the Housing Service Locality Managed budget has been used to support projects across ward areas to address issues identified through community engagement, walkabouts and by elected Members throughout the year. It should be noted that due to the later approval of area budgets and fencing budgets it has been difficult to programme and carryout project work within the financial year.

The Area team are actively working to identify project work for 2025/26 which will improve and benefit our communities.

The key areas of spending have been on fencing, maintaining communal areas, removal of fallen trees and landscape improvements. A proportion of the budget has also been used to provide items for new tenants who are struggling to set up their home and support to those who are vulnerable to sustain their existing tenancies, as well as supporting tenants who are in fuel poverty.

- 5.2 Several projects were completed over the last year to improve the local environment and make a difference in communities. These included:

- Removal and crowning of trees impacting surrounding properties – St Andrews, Auchtermuchty, Tayport, Cupar and Ladybank.
- New fencing – Pittenweem, Anstruther, Falkland, St Monans, Cupar, St Andrews, Tayport, Guardbridge
- Flood gates– Cupar

- 5.3 In addition, £24,371.12 of the budget was used to support vulnerable tenants who required help to sustain their tenancy, and tenants who are engaging with Housing Management Officers through our Tenancy Assistance service. The Area team also assisted tenants with rising fuel costs with £1308.00 spent on fuel top ups. Tenants also have access to financial help for fuel poverty through Fuel Poverty initiatives.

- 5.4 Information on how the Housing Service Locality Managed budget has been allocated for the Financial Year 2024/25 is attached in Appendix 2.

6.0 Conclusions

- 6.1 Our aim is to be a top performing social landlord in Scotland. Through the Area Housing Plan, we will identify local issues and plan to address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes. The plans can be updated to reflect where member scrutiny shows a need to quicken the pace of improvement.

List of Appendices

1. North East Fife Performance 2024-2025
2. Housing Service Locality Managed Budget 2024/2025 North East Fife Area

Background Papers

No papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:

Report Contact

Claire Hallett
Area Housing Manager
County Buildings, Cupar
Email: claire.hallett@fife.gov.uk

Appendix 1 – North East Fife Performance 2024-2025

Indicator	NEF 2024/25	FIFE 2024/25
average days to turnaround an empty property	39 days	37 days
% of the rent lost due to empty houses	1.42%	1.26%
rent collection rates	99.97%	99%
% allocations to homeless households	48%	58%
% allocations to transfer	33%	34%
% allocations to general waiting	19%	8%
number of abandoned tenancies	7	100
number of evictions	4	30
number of reported breach of tenancies (non ASB)	67	-

Appendix 2

Housing Service Locality Managed Budget 2024/2025 North East Fife Area

The Locality Managed budget is used for three priorities which are:

- Estate Management
- Tenancy Sustainment
- Improvement Projects

In addition to the above the budget for fencing renewal and repairs has been devolved the Area Housing Team.

Estates Management

The budget is used to deal with estate management related issues and is mainly reactive. Examples of this type of work would include managing open space areas on housing land, tree maintenance, fencing, removal of fly tipping and looking after garage sites.

Tenancy Sustainment

This involves supporting tenants to sustain their tenancies and ensuring balanced communities. We can offer practical help to vulnerable tenants through tenancy assistance. The budget can be used in certain circumstances for clearing properties and providing help to source essential household items. The focus of this type of intervention is to work closely with other partner services to meet any gaps in provision.

Improvement Projects

The projects are identified through estates walkabouts, consulting with our tenants, and through working with Tenants and Residents Associations and Community Councils. These are usually proactive works to improve the local environment for our tenants. Examples would be lighting, parking provision, improvements to bin store areas, lock ups and communal areas and environmental improvements.

As a team we are being proactive in identifying projects throughout the locality and will be carrying out targeted walkabouts late Spring/Early summer 2025.

Expenditure to date

The budget for 2024/25 was £459K (£254 HIB & £205K for Fencing) and there was an £130k underspend at the end of this year. The table below shows how the expenditure was proportioned.

Estate Management	28%
Tenancy Sustainment	5%
Major Projects	0%
Fuel assistance	1%
Fencing Renewal	37%
Fencing Repairs	1%
Underspend	28%*

* Due to the later approval of area budgets and fencing budgets

Monitoring

Project work will be considered through discussions with elected members and issues identified at walkabouts. If the allocation of funds needs adjusted in line with the reactive nature of the budget, then this can be highlighted through further update reports.

23 April 2025

Agenda Item No. 16

PROPERTY TRANSACTIONS

Report by: Alan Paul, Head of Property Services

Wards Affected: 19

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 Land at The Folly, Shore Street, Anstruther (licence to occupy)

Term: 5 years from 5 April 2024
Rent: £5,000 per annum
Tenant: Thunder Holdings Limited (t/a Ship Tavern)

2.1.2 Land at Shore Street, Anstruther (licence to occupy)

Term: 5 years from 10 June 2024
Rent: £5,000 per annum
Tenant: Inchbarn Limited (t/a Anstruther Fish Bar)

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

Author Name	Michael O’Gorman
Author’s Job Title	Service Manager
Workplace	Property Services – Estates Bankhead Central Glenrothes KY7 6GH
Telephone	03451 555555 440498
Email	Michael.Ogorman@fife.gov.uk

23 April 2025

Agenda Item No. 17

North East Fife Area Committee Work Programme

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

Wards Affected:

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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

North East Fife Area Committee of 18 June 2025			
Title	Service(s)	Contact(s)	Comments
School Brae, Letham - Update	Roads & Transportation	Sara Wilson	Arising from a petition considered at meeting on 26.02.25, Para 195 (2), service requested to bring an update report/business case/proposal for an appropriate resolution. Site visit for elected members to be arranged by service meantime.
South Street, St Andrews	Roads & Transportation	Allan Maclean	Previously considered 24.11.23 (para. 392); 26.04.23 (para. 67 (3)). Planning consent granted at NEPC 12.03.25. TRO for the associated waiting and loading restrictions, loading bays and DDA bays.
Improving the safety of the cycle path between St Andrews and Guardbridge	Roads & Transportation	Allan Maclean	Update report following petition on 23.10.24, Para 171 refers.
Health & Social Care Locality Planning - North East Fife	Health and Social Care	Jennifer Rezendes, Michelle Mclaughlin	Annual report - previously considered 28.02.24 - Para 121 refers. Service request to defer from January meeting.
North East Fife Area Local Community and Community Learning and Development (CLD) Plans	Communities and Neighbourhoods Service	Vicky Wilson	Annual report - previously considered 19.06.24, para 155 refers.
Kingdom Greenways - Speed limits	Roads & Transportation	Allan Maclean	Service to report to the committee before the end of the current cycle on the implementation of the proposed Kingdom Greenway routes. The report to include an

North East Fife Area Committee of 18 June 2025			
Title	Service(s)	Contact(s)	Comments
			update on a proposed pilot project to identify and evaluate for a specific case the costs and benefits of enhanced signage and speed limit reductions on the route. The report should include recommendations regarding how the findings might inform future projects on the Kingdom Greenway routes.
Update Report - Common Good and Settlement Trust Funds	Finance and Corporate Services	Eleanor Hodgson	Update report since consideration on 09.12.24 - para 191 (3) refers. Delayed from 24.04.25 - draft to be approved by a WG.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 27 August 2025			
Title	Service(s)	Contact(s)	Comments
Play Strategy Implementation - North East Fife Area Update	Communities and Neighbourhoods Service	Louise Whyte	Annual report – previously considered 28.08.24, Para 166 refers.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 29 October 2025			
Title	Service(s)	Contact(s)	Comments
Area Housing Plan and Area Lettings Plan Review 2025-26	Housing Services	Claire Hallett	Annual report - previously considered 23.10.24 - Para 181 refers.
Safer Communities Team Update Report	Housing Services	Sara Gray	Annual report - previously considered 19.06.24, para 147 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
Operational Briefing on Policing Activities within North East Fife April 2024 - March 2025	Police Scotland		Annual report - previously considered 19.06.24, para 148 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Scottish Fire & Rescue Service		Annual report - previously considered 19.06.24, para 149 refers. Deferred from June meeting at request of Safer Communities, January 2025. To be reported September/October going forward.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee

Forward Work Programme 4/9 Agenda Item No 17

North East Fife Area Committee of 17 December 2025			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust Funds 2023-24	Finance and Corporate Services	Eleanor Hodgson	Annual report - previously considered 09.12.24 - Para 191 refers.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 25 February 2026			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2024/25	Business and Employability	Kirsty Martin-ep	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson-CRM	Annual report.
Area Roads Programme 2026-27	Roads & Transportation	Vicki Storrar	Annual report.
Common Good and Settlement Trust Funds Annual Report 2024-2025	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 22 April 2026			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes - 2024/25	Education	Stuart Booker	Annual report.
Justice Social Work Service - Community Payback: Unpaid Work Scheme	Education	Joan Gallo	Annual report.
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Morag Millar, Carlene Simpson	Annual report.

North East Fife Area Committee of 22 April 2026			
Title	Service(s)	Contact(s)	Comments
North East Fife – Anti-Poverty Report 2024/25	Communities and Neighbourhoods Service	Kirstie Freeman	Annual report.
Health and Social Care Locality Planning - North East Fife	Health and Social Care	Jacquie Stringer-fc	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 17 June 2026			
Title	Service(s)	Contact(s)	Comments
North East Fife Area Local Community and Community Learning and Development (CLD) Plans	Communities and Neighbourhoods Service	Vicky Wilson, Laiza Lorimer	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 26 August 2026			
Title	Service(s)	Contact(s)	Comments
Play Strategy Implementation - North East Fife Area Udate	Communities and Neighbourhoods Service	Louise Whyte	Strategy originally considered 28.08.24, Para 166 refers. Annual update?
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 28 October 2026			
Title	Service(s)	Contact(s)	Comments
Area Housing Plan and Area Lettings Plan Review 2026-27	Housing Services	Claire Hallett	Annual report.

North East Fife Area Committee

Forward Work Programme 6/9 Agenda Item No 17

North East Fife Area Committee of 28 October 2026			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update Report	Housing Services	Sara Gray, Paul Coleman	Annual report.
Operational Briefing on Policing Activities within North East Fife April 2025 - March 2026	Police Scotland		Annual report. Michael Reilly, Police lead officer.
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Police Scotland		Annual report. Niall Miller, Police lead officer.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 16 December 2026			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust Funds Annual Report 2025-2026	Communities and Neighbourhoods Service	Eleanor Hodgson	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 3 February 2027			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2025/26	Business and Employability	Kirsty Martin-ep	Annual report.
Complaints Update	Customer Services Improvement Service	David Thomson-CRM	Annual report.
Area Roads Programme 2027-28	Roads & Transportation	Vicki Storrar	Annual report.
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

North East Fife Area Committee of 17 March 2027			
Title	Service(s)	Contact(s)	Comments
North East Fife Area Committee Forward Work Plan	Finance and Corporate Services		

Unallocated			
Title	Service(s)	Contact(s)	Comments
Review of Position following implementation of 50 mph speed limit at Strathkinnes Crossroads	Assets, Transportation and Environment	Steven Sellars	Agreed at meeting 24.11.21 - Para. 387 (3) - review one year after implementation of speed limit. 14.08.24 - Steven Sellars advised 50mph in place. Further feedback to follow. Following meeting between the convener, ward members and service representative, Community Manager to advise date for an update report to committee. Discussed at meeting 09.12.24, para 192 (2) refers.
Pupil Equity Fund	Education	Sarah Else, Zoe Thomson	Previous report 26.01.22. 05.10.23 - advised by Zoe PEF would be included in a member Workshop on attainment for each area (pm, 23.10.24). Outcome/follow up report to come to committee following the workshop (service to confirm which committee date).

Unallocated			
Title	Service(s)	Contact(s)	Comments
Capital Plan Projects in North East Fife	Communities and Neighbourhoods Service	Kirstie Freeman	For Info - six-monthly update reports circulated to members by email. Previously circulated September 2024. 02.04.25 - update issued by Kirstie, by email.
Director of Public Health Annual Report	Health and Social Care		Previously considered 19.06.19. Joy Tomlinson (Director of Public Health). Advised not finalised until December, publication in January 2025. (Committee date tba) .
Tay Cities Deal Annual Report and Benefits Realisation Plan	Business and Employability	Carlene Simpson, Morag Millar	Annual Report – previously considered 24.04.24. To be issued as a briefing note - with any new projects being considered at committee as and when required.
OnFife Six-Monthly Update	Fife Cultural Trust	Sheona Small	Previously considered 25.10.23. Change of staffing. Advised, in the interim, the newsletter is available online. (Committee date tba) .
Cupar Recycling/Reuse Hub	Planning, Environment & Building Operations (AT&E)	Robin Baird, Ross Spalding	Para 173 of meeting 23.10.24 refers - update report on options for Cupar. John Rodigan leading - advised report going to WG w/c 10.02.25 and suggesting an EMB meantime (06.02.24).
Disposal of Coal Tar Waste	Roads & Transportation	Mark Dewar	For info - EMB requested 01.09.24 - to include cost implications for the council, impact

Unallocated			
Title	Service(s)	Contact(s)	Comments
			on the area roads programme - the impact of this issue across Fife and how it is being dealt with? 09.10.24 - Kirstie to progress chase.
Planning Obligations Update	Planning	Kathleen Illingworth, William Shand	FOR INFO - workshop held 30.01.25 - providing comments on the status of obligations and their spend. Possible future report to NEFAC (tba).
Chief Social Work Officer Annual Report		James Ross-fc-d1	People & Communities meeting 14.11.24, agenda Item 7 refers. Briefing note requested in the first instance to inform committee on the scope and complexities of work in NEF.
Active Travel Strategy and Action Plan	Roads & Transportation	Holly Hunter	FOR INFO: Workshop held on 18.02.25 - comments made will feed into the strategy which will be considered by Scrutiny Committee prior to agreement at Cabinet Committee.
Bereavement Services Cemetery Strategy 2023 – 2028 Update	Property Services	Liz Murphy	Previously considered 06.12.23, para 116 refers.
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review	Environment & Building Operations (AT&E)	Alexander Anderson-Es	Update - previously considered 06.12.23, para 113 refers.
Education - Pupilwise and Parentwise Survey	Education	Rona Weir	Previously considered 28.08.24, Para 165 refers - next survey date to be advised.