

## Cowdenbeath Area Committee

The Willie Clarke Centre, Lochore Meadows Country Park,  
Lochore, KY5 8BA



Wednesday, 20 December, 2023 - 2.00 p.m.

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### AGENDA

#### Page Nos.

- |     |                                                                                                                                                                                                                                 |         |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1.  | <b>APOLOGIES FOR ABSENCE</b>                                                                                                                                                                                                    |         |
| 2.  | <b>DECLARATIONS OF INTEREST</b> - In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage. |         |
| 3.  | <b>MINUTE</b> – Minute of meeting of the Cowdenbeath Area Committee of 1 November 2023                                                                                                                                          | 3 – 7   |
| 4.  | <b>SPENDING ON ROADS OVER LAST THREE FINANCIAL YEARS IN THE COWDENBEATH AREA</b> – Report by the Head of Roads and Transportation Services                                                                                      | 8 – 10  |
| 5.  | <b>PLAY SPACES CATEGORISATION - COWDENBEATH AREA</b> – Report by the Head of Communities and Neighbourhoods Services                                                                                                            | 11 – 19 |
| 6.  | <b>COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2022-2023</b> – Report by the Executive Director, Finance and Corporate Services                                                                                        | 20 – 30 |
| 7.  | <b>COMMUNITY AND LEARNING DEVELOPMENT HOLIDAY PROGRAMME – SUMMER AND AUTUMN 2023</b> – Report by the Head of Communities and Neighbourhoods Services                                                                            | 31 – 33 |
| 8.  | <b>AREA BUDGET AND PROJECT PROGRESS REPORT</b> – Report by the Head of Communities and Neighbourhoods Services                                                                                                                  | 34 – 47 |
| 9.  | <b>COWDENBEATH AREA LOCAL COMMUNITY PLAN - PLAN 4 COWDENBEATH AREA 2023-2026 UPDATE</b> – Report by the Head of Communities and Neighbourhoods Services                                                                         | 48 – 53 |
| 10. | <b>COWDENBEATH AREA FORWARD WORK PROGRAMME</b> – Report by the Service Manager - Committee Services                                                                                                                             | 54 – 60 |

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

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13 December, 2023

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### **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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

**THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING**

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

**1 November 2023**

**2.00 pm – 4.20 pm**

**PRESENT:** Councillors Alex Campbell (Convener), Alistair Bain, Linda Erskine, Rosemary Liewald, Mary Lockhart, Lea McLelland, Bailey-Lee Robb and Darren Watt.

**ATTENDING:** Anne-Marie Vance, Community Manager (Cowdenbeath Area), Scott Blyth, Project Manager, Izzy Scott-Trim, Community Development Team Manager (Cowdenbeath Area) and Liz Murphy, Bereavement Service Manager, Communities and Neighbourhoods Service; Keith Johnston, Technician Engineer, Traffic Management South, Roads and Transportation Service; Lindsay Thomson, Head of Legal and Democratic Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**ALSO ATTENDING:** Stewart Christie, Rural Skills Scotland.

**82. DECLARATIONS OF INTEREST**

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

**83. MINUTE**

The committee considered the minute of the Cowdenbeath Area Committee meeting on 6 September 2023.

Arising from the minute, paragraph 74 - Complaints, acknowledged a sincere apology from Councillor Bailey Lee Robb regarding inappropriate and discourteous comments made during the meeting of the committee on 6 September, 2023, relating to the performance of colleagues in Customer and Online Services and Building Services. Councillor Robb advised going forward he would endeavour to work with those Services openly, honestly and respectfully as part of team Cowdenbeath and Fife Council.

**Decision**

The committee agreed to approve the minute.

## 2023 CAC 45

Prior to consideration of the following item of business on the agenda, the Convener, on behalf of the committee, offered sympathy and condolences to the victims of the devastating fire in Lochgelly on Monday, 23 October 2023, which had destroyed 12 family homes.

The committee acknowledged the outstanding efforts from fellow Councillors Erskine, Lockhart and Hamilton and colleagues from the Scottish Fire and Rescue Service, Police Scotland and Fife Council as first responders involved in dealing with the emergency and offered support to the families in the community affected by the situation. The Convener also showed thanks and appreciation to Amanda Cathrew, Housing Team Manager, Housing Services, Fife Council for provision of new homes for the victims of the fire.

### **84. PROPOSED PARKING RESTRICTION AMENDMENTS - VARIOUS STREETS, CARDENDEN**

The committee considered a report by the Head of Roads and Transportation Services regarding the introduction and amendment of parking restrictions in various streets in Cardenden.

#### **Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the parking restrictions detailed in drawing no. TRO23\_43 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

### **85. PROPOSED RAISED PUFFIN CROSSING - B925 (MOSSGREEN) KIRKCALDY ROAD, CROSSGATES**

The committee considered a report by the Head of Roads and Transportation Services regarding a proposal to install a raised puffin crossing on B925 (Mossgreen) Kirkcaldy Road, Crossgates.

#### **Decision**

In the interests of road safety, the committee:-

- (1) agreed to the promotion of a Road Hump Order (RHO) and Pedestrian Crossing Notice to install a raised puffin crossing as detailed in drawing no. TRO23\_44 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to construct the raised puffin crossing within a reasonable period unless there were objections.

*Councillor Lea McLelland joined the meeting during consideration of the above item.*

**86. BEREAVEMENT SERVICES CEMETERY STRATEGY**

The committee considered a report by the Head of Property Services outlining Fife Council's legal responsibility to provide and regulate cemeteries and to make appropriate provision for the care and disposal of the deceased. The importance of cemeteries was acknowledged in the current Programme for Administration which noted the importance of making "sure our cemeteries are safe, well looked after and provide fitting places for remembrance and contemplation". The report also informed on the outcome of the consultation which took place and strategy which would be implemented moving forward.

**Decision**

The committee:-

- (1) noted the key points from the consultation exercise; and
- (2) supported the actions moving forward in the Cemetery Strategy 2023 – 2028, detailed in Appendix 1 to the report.

**87. PLAN 4 COWDENBEATH 2023-2026 - UPDATE**

The Community Manager - Cowdenbeath Area, provided a verbal update on the delivery of the Local Community Plan 4 Cowdenbeath 2023-26, approved at the meeting of the Cowdenbeath Area committee on 6 September 2023. The first meeting of the People in Place Group had taken place on 26 October 2023, an action plan and strategy had been devised relating to ownership of areas work and the delivery of improvements identified within the plan.

Priority leads and had been identified to take forward the 3 key priorities and would support work to be delivered and co-ordinate feedback to the committee, key priority areas as follows:—

- (1) reducing poverty;
- (2) raising aspirations within the community; and
- (3) Improving community engagement.

Thirty seven (37) improvement areas had been identified across the three (3) priority areas. Although the action plan was in the early stages, the team would continue to work on coordinating and delivering the identified improvements, some of which had already been implemented such as the welfare roadshows.

**Decision**

The committee:-

- (1) noted the update provided; and
- (2) acknowledged the action plan/strategy to implement the delivery of the 3 priority areas would be circulated to members once this was available.

**88. AREA BUDGET AND PROJECT PROGRESS REPORT**

The committee considered a report by the Head of Communities and Neighbourhoods Service updating members on area budgets and on existing projects that were approved at the December 2022 Area Committee and seeking agreement for budget allocation.

*At this point in the proceedings, the Convener agreed to a short adjournment. The meeting adjourned at 3.20 pm and reconvened at 3.45 pm.*

**Decision**

The committee:-

- (1) noted spend on the Cowdenbeath Area budgets 2023/2024 as shown in Appendix 1 of the report;
- (2) noted spend on the Cowdenbeath Area's Community Recovery Fund budget, as shown in Appendix 2 of the report;
- (3) noted progress on projects agreed at the December 2022 Area Committee, as shown in Appendix 3 of the report;
- (4) agreed to move the £65,000 Energy Advice funding back into the local area budgets (£7,800 into LCP; £31,850 into Ward 7; £25,350 into Ward 8) for future allocation as detailed at para 2.3 in the report; and
- (5) agreed to resolve that the Community Recovery Fund, Mental Health - High Schools, allocation of £60,000, would be split equally between Wards 7 and 8, to provide £30,000 to each ward boundary, to be further discussed and distribution of allocated funds agreed at ward level at a later date.

**89. SUPPORTING THE PLAN 4 COWDENBEATH - GROUNDS FOR GROWTH**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement for an allocation of funding from the Anti-Poverty budget, towards the Grounds for Growth Project.

**Decision**

The committee:-

- (1) agreed to allocate £7,000 towards the Grounds For Growth Project from the Anti-Poverty Budget; and
- (2) that a report would be submitted to the committee in 6 months (May 2024) which would provide an update on the success of the Grounds for Growth programme, including information on the number of participants continuing on the programme, future destinations and so on.

**90. PROPERTY TRANSACTIONS**

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

**Decision**

The committee:-

- (1) noted the contents of the report; and
- (2) agreed the Convener would contact the Head of Housing to highlight members' concerns regarding the low figures of buy back properties acquired by the Council in the Cowdenbeath Area.

**91. COWDENBEATH AREA FORWARD WORK PROGRAMME**

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

**Decision**

The committee:-

- (1) noted the forward work programme; and
- (2) requested that the Convener extend an invitation to Scottish Water, Head of Roads and Transportation and the Flooding Services Team to attend the meeting of the Cowdenbeath Area Committee on 28 February 2024 to discuss issues with extreme flooding in the Benarty and Cardenden areas and to provide an update on work undertaken to resolve the issues.

20<sup>th</sup> December 2023

Agenda Item No. 4

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## Spending on Roads Over Last Three Financial Years in the Cowdenbeath Area

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

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**Wards Affected:** 7 and 8 – Cowdenbeath & Lochgelly

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### Purpose

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The purpose of this report is to update the Cowdenbeath Committee about the spend regarding roads maintenance in the Cowdenbeath area.

### Recommendation

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It is recommended that the Committee considers the content of this report.

### Resource Implications

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There are no resourcing issues associated with this report.

### Legal & Risk Implications

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There are no legal or risk implications associated with this report.

### Impact Assessment

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An impact assessment is not required for the report as there are changes to existing policies or practices.

### Consultation

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Members were consulted on the list of projects forming the Area Roads Programmes and policy relating to safety inspections.



# 1.0 Background

- 1.1 Request received from Committee to provide a report regarding spend in the Cowdenbeath area over the last three years relating to roads and potholes. (THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING 14<sup>th</sup> of June 2023, Par 69(2)).

## 2.0 Area Roads Programme & Maintenance

- 2.1 Table 1 outlines the spend profile for the Cowdenbeath area during financial years 2020 – 2023. Included is the current position for 2023 – 2024 from April – November. A detailed list of ARP schemes may be found in the final reports for the Area Roads Programme – Cowdenbeath Area presented to Committee:

18<sup>th</sup> August 2021 – Agenda Item 6

26<sup>th</sup> October 2022 – Agenda Item 2

6<sup>th</sup> September 2023 – Agenda Item 5

- 2.2 Please note due to our current database for recording safety defects, we are unable to give an accurate spend for potholes in Cowdenbeath. However, we have provided a total spend based on an average cost per defect in 2022 - 2023.
- 2.3 The numbers of defects repaired only outlines the number of locations we have attended and not the total square meterage, which is substantially higher. Again, due to the limitations of our database we cannot quantify the total square meterage repaired.

Table 1.

	2020 – 2021	2021 - 2022	2022 - 2023	2023 - 2024
Area Roads Programme	6 Carriageway Schemes - £361,623 3 Footway Schemes - £121,298	5 Carriageway Schemes – £644,283 4 Footway Schemes - £194,046	3 Carriageway Schemes - £423,318 2 Footway Schemes - £231,799	5 completed Carriageway Schemes – final costs to follow. 1 completed footway scheme and 2 planned.
Carriageway & Footway - Pothole Patching (Safety Defects)	From August 2020 – April 2021 318 defects repaired	1006 defects repaired	803 defects repaired	From April 2023 – 29 <sup>th</sup> November 2023 732 defects repaired.
Estimated Safety Defect Spend	£127,200	£402,400	£321,200	£292,800
Total Spend	£610,121	£1,240,729	£976,317	Available April 2024

## 3.0 Conclusions

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- 3.1 The current reporting capabilities of Alloy (safety defect & asset database) are not ideal. We are working with the software provider to improve the reports available to Roads & Transportation.

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20 December 2023

Agenda Item No.5

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## Play Spaces Categorisation – Cowdenbeath Area

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

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Wards Affected: 7,8

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### Purpose

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The purpose of this report is to seek approval of the Play Spaces Categorisation for the Cowdenbeath Area to create better quality and more inclusive play spaces.

### Recommendation(s)

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The Committee is asked to;

- 1) approve the play spaces categorisation for the Cowdenbeath Area; and
- 2) note an implementation plan is being developed.

### Resource Implications

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The play spaces categorisation standardises the provision of play spaces which improves the play value and inclusivity.

### Legal & Risk Implications

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There are several risks if the Council does not have a categorisation of play spaces. These include:

- The absence of a clear basis on which to prioritise capital investment for the refurbishment of play parks.
- Inconsistent approach across Fife, meaning that some neighbourhoods will have limited access to good quality play parks.
- Less opportunity for securing external funding.
- Challenges around timelines for delivery of projects

### Impact Assessment

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An EQIA is not required as this was carried out for the Fife Play Spaces Strategy. A Fife Environmental Impact Assessment was carried out and can viewed on request.

A widely advertised [public consultation](#) was held between September and December 2019. It consisted of an evening meeting at Beath High and an online survey. Area members checked the proposed categorisation at several meetings. Community councils were notified of the categorisation. Grounds Maintenance Service staff were involved in the process.

## 1.0 Background

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1.1 Community and Housing Services sub-committee approved the [Play Spaces Strategy](#) in [August 2021](#). The recommendation was for engagement at local level to implement the strategy to ensure that areas most in need are identified as a priority.

### 1.2 Play Spaces Strategy

Aim of the play spaces strategy:

- Provide play parks with good play value for children of different ages and needs
- Ensure the public parks and greenspaces continue to provide varied opportunities for outdoor play.
- Ensure the financial sustainability of play park provision in Fife.

### 1.3 Categorisation

Categorisation is one of the main purposes of the strategy. Sites with play equipment have been added over the years to greenspaces, with no standard approach. Many sites have less than three pieces of equipment and can't really be called play parks. Many cater for pre-school children, with no equipment for primary school children or less able-bodied children. The categorisation has three types of play parks (destination, town, local) and one natural play space.

### 1.4 Existing situation

Within the Cowdenbeath committee area, there are 40 Fife Council maintained sites with play equipment. This varies from sites with two pieces of equipment to Lochore Meadows Destination Play Park.

Much of the equipment will be at the end of its safe use in the next ten years so there is a need to plan for replacement and refurbishment of sites to secure funds.

In the area there are non-FC sites, which are maintained by private housing factors, that have not been categorised. They have been scored as part of the Play Sufficiency Assessment which is a requirement of the Local Development Plan.

### 1.5 Natural Play Spaces

Natural Play Spaces are sites with no manufactured play equipment instead they have natural play features such as logging, wooden stepping stones, mounds, wildflowers, wooden sculptures. Sites that are changed to a natural play space will be within a 5-minute walking distance of a local play park.

## 2.0 Play Space Categorisation

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### 2.1 Categorisation

Each site has been categorised as per the play space strategy. Information on the condition of sites has been included.

**Table 1**

**Play spaces categorisation – Cowdenbeath Area**

Site name	Settlement	Ward	Categorisation	Strategy	Information
Drylie Street	Cowdenbeath	Cowdenbeath	local play park	new	Planning permission and community engagement needed.
Farm Road	Cowdenbeath	Cowdenbeath	local play park	new	Planning permission and community engagement needed.
Cullaloe View	Cowdenbeath	Cowdenbeath	local play park	Improve	The play park needs a full refurbishment. No money secured. Some equipment has been removed as it had reached the end of its life. All equipment will have reached the end of life by 2029.
Keir Street	Cowdenbeath	Cowdenbeath	natural play space	natural play space	Play equipment will not be replaced. Natural Play features will be created at the same time Drylie St Play Park is created. The proposal would be to change once Drylie Street Play Area is created.

Southfield Park	Cowdenbeath	Cowdenbeath	natural play space	natural play space	The two springies and swings are estimated to reach the end of their life in 2029. They will not be replaced. Natural play features will replace them.
Westburn Avenue	Cowdenbeath	Cowdenbeath	Local play park	maintain	Most of the equipment has a lifespan of 15 years. Some of the equipment will need to be replaced in the six years.
Cowdenbeath Public Park	Cowdenbeath	Cowdenbeath	town play park	improve	More equipment is needed for the park to be up to the standard of a town play park. The cone climber is being replaced.
Church Street	Cowdenbeath	Cowdenbeath	local play park	improve	The site has only three pieces of equipment, it needs to be improved to meet standard of local play park. Apart from the swings the other two pieces have less six years live left.
Perth Road	Cowdenbeath	Cowdenbeath	local play park	improve	Swings have been replaced. The site has three pieces of equipment, it needs to be improved to meet local play park standard.
Curling Knowe	Crossgates	Cowdenbeath	natural play space	natural play space	Equipment will not be replaced once it reaches the end of its life. This will become a greenspace with natural play features.

Crossgates Public Park / Humbug	Crossgates	Cowdenbeath	local play park	maintain	Play Park has recently been refurbished.
Drover Hall Avenue	Crossgates	Cowdenbeath	local play park	improve	The site has four pieces of equipment. It needs to be improved to meet standard of local play park. The swings and slide have approximately six years life left.
Manse Road	Crossgates	Cowdenbeath	local play park	improve	The site has five pieces of equipment. It needs to be improved to meet standard of local play park. The springies and swings are at the end of their life. The rest of the equipment has six years life expectancy.
Keirs Beath Park	Hill of Beath	Cowdenbeath	local play park	Maintain	The Play Park has recently been refurbished.
Blairadam Park	Kelty	Cowdenbeath	natural play space	natural play space	Equipment will not be replaced once it reaches the end of its life. This will become a greenspace with natural play features.
Kelty Hill Avenue	Kelty	Cowdenbeath	town play park	maintain	
Central Park	Kelty	Cowdenbeath	local play park	maintain	

Netherton Gardens	Kelty	Cowdenbeath	local play park	improve	Only two pieces of equipment. The multi-play unit is at the end of its life.
Hope Street	Lumphinnans	Cowdenbeath	local play park	improve	The site has a junior multi-play and swings, which have an estimated six years of life span. It needs to be improved to meet standard of local play park.
New Flockhouse	Ballingry	Lochgelly Cardenden Benarty	Local play park	Improve	This site needs a full refurbishment.
Martin Crescent	Ballingry	Lochgelly Cardenden Benarty	local play park	improve	Some of the equipment is at the end of it's life and needs replacing.
Lochore Park	Benarty	Lochgelly Cardenden Benarty	Town park	Improve	More equipment is needed to bring the site up to the standard of a town play park.
Derran Drive	Cardenden	Lochgelly Cardenden Benarty	natural play space	natural play space	The 2 springies will not be replaced.
Woodend	Cardenden	Lochgelly Cardenden Benarty	Local play park	improve	Drainage works are needed. Some of the equipment will reach the end of its life in the next six years.
Balgreggie Open Area	Cardenden	Lochgelly Cardenden Benarty	local play park	improve	The equipment will reach the end of its life in the next six years.



Carden Avenue	Cardenden	Lochgelly Cardenden Benarty	local play park	improve	Officers are working with a community group to refurbish the site.
Denfield Ave Dundonald	Cardenden	Lochgelly Cardenden Benarty	local play park	improve	All the equipment will reach the end of its life by 2029.
Dundonald	Cardenden	Lochgelly Cardenden Benarty	local play park	improve	The site needs to be improved to meet the standard of a local play park.
Keirs Brae	Cardenden	Lochgelly Cardenden Benarty	local play park	improve	£40,000 has been secured for the refurbishment. An extra £60,000 is needed.
Wallsgreen Park	Cardenden	Lochgelly Cardenden Benarty	local play park	maintain	
Crosshill Park	Crosshill	Lochgelly Cardenden Benarty	local play park	maintain	
Lochore Meadows Country Park	Crosshill	Lochgelly Cardenden Benarty	destination play park	maintain	The new destination play park is planned to be open by spring 2024.
Russell Street	Lochgelly	Lochgelly Cardenden Benarty	natural play space	natural play space	The four pieces of equipment will reach the end of their life by 2029 and not be replaced. Natural play features will be created.

Lochgelly Public Park	Lochgelly	Lochgelly Cardenden Benarty	town play park	maintain	
Brucefield Park	Lochgelly	Lochgelly Cardenden Benarty	local play park	improve	Most of the equipment will need to be replaced by 2029. Extra equipment is needed for the site to meet the local play park standard.
Grays Road	Lochgelly	Lochgelly Cardenden Benarty	local play park	improve	Equipment will need to be replaced by 2029.
Paxton Crescent	Lochgelly	Lochgelly Cardenden Benarty	local play park	improve	All equipment will need to be replaced by 2029.
Timmons Park	Lochgelly	Lochgelly Cardenden Benarty	local play park	improve	All equipment will need to be replaced by 2029.
West End Park	Lochgelly	Lochgelly Cardenden Benarty	local play park	improve	Most of the equipment will reach the end of its life by 2029.

## 2.2 Implementation

Implementation is a long-term process due to the range and volume of sites and the costs involved to deliver this. An implementation plan is being developed. Nine sites will need full refurbishment in the next six years as equipment will reach the end of its life. Money will need to be secured to refurbish these sites. The full refurbishment of Crossgates Public Park / Humbug Pk play park is a good example of council officers working with a community group to secure money and construct the play park.

## 3.0 Conclusions

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- 3.1 Implementation of the play space categorisation will lead to better quality play spaces, that are more inclusive for children of all ages and abilities. It aids investment in refurbishment of play parks.

### List of Appendices

#### Background Papers

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

- [Play Spaces Strategy](#)
- [Fife Council play parks](#)

#### Report Contact

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20th December 2023

Agenda Item No. 6

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# Common Good and Settlement Trust Funds Annual Report 2022-2023

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

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**Wards Affected:** All

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## Purpose

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The purpose of this report is to advise members of the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities over the financial year 2022-2023.

## Recommendations

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Members are asked to:

- (1) note the information contained in the relevant appendices for the various Common Good funds and Trust Funds; and
- (2) continue to support the disbursement of Trusts funds to suitable projects which also include the amalgamation of individual trusts and where appropriate the dissolution of individual trusts including transferring the funds to suitable 3<sup>rd</sup> party organisation who are providing similar support to local priorities.

## Resource Implications

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None.

## Legal & Risk Implications

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There are no known legal or risk implications.

## Impact Assessment

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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.

## Consultation

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Consultation has taken place with Enterprise and Environment Directorate and Fife Cultural Trust.

## 1.0 Background

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- 1.1 Annual reporting is one of a suite of measures designed to ensure that Fife's Common Good and Trust funds are managed and reported in a way that reflects best value for the organisation.
- 1.2 Historically, the Common Good Fund has comprised both capital and revenue balances. The capital balance consists of assets which are heritable property, long term debtors and investments. The revenue balance comprises current assets held in the Council's accounts on behalf of the relevant fund.
- 1.3 Settlement Trusts comprise several individual trusts and bequests specific to a defined geography which were brought together in 2014 following consultation with Community Councils and the charities regulator OSCR and/or Lord Advocate. A list of Settlement Trust and a statement of fund balances is contained in Appendix 7.
- 1.4 Non-Settlement Trusts cover more than one geography or were designated for a specific purpose. A list of Non-Settlement Trusts and a statement of fund balances is contained in Appendix 9.

## 2.0 Common Good and Trust Fund - Key Elements

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### 2.1 Revenue Account

#### Income

- 2.1.1 The cash income received during the financial year is mainly from rents, interest on investments and external interest. Income from net gain on revaluation is a result of the revaluation of the fund's investments at the year end.

#### Expenditure

- 2.1.2 In line with the Council's policy, the first call on the Common Good Fund and Trusts funds is maintenance of heritable property. Disbursements / donations and other expenses are also funded from the Funds.
- 2.1.3 The amount spent on property costs and disbursements / donations are detailed within appendices 5 and 6.
- 2.1.4 The net effect of the income and expenditure on a Common Good and Trust account results in a surplus or deficit for the particular year. This amount is then transferred to balances.

### 2.2 Projects Supported in 22/23

#### Common Good

- 2.2.1 Common Good funds dispersed funding for projects totalling £0.

#### Settlement Trusts

- 2.2.2 Settlement Trusts across Cowdenbeath , dispersed funding in 22/23, detailed in appendix 6.

#### Non-Settlement Trusts

- 2.2.3 Non-Settlement Trusts across Cowdenbeath , dispersed funding in 22/23, detailed in appendix 6.

## 3.0 Balance Sheet

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### 3.1 Long Term Assets

#### Heritable Property

3.1.1 Heritable Property comprises land and buildings held on Common Good and Trust accounts. In the main, this is municipal buildings and recreational land of various kinds.

3.1.2 The attached accounts reflect the assets held on the Common Good Balance sheet and the Trust Funds as at 31st March 2023. A complete list of all Common Good assets relative to this Area is also attached at Appendix 5.

#### Investments

3.1.3 In addition to heritable property, each Common Good and Trust Fund also has investments. These investments form part of the fund's capital balances. Investments are made using the Council's standard investment strategy to maximise income to the fund.

3.1.4 The heritable property and investments represent the capital balances.

### 3.2 Current Assets

3.2.1 The cash & cash equivalents comprise of monies held in the Council's bank account which receive internal interest from Fife Council.

3.2.2 The cash & cash equivalents, plus debtors and less creditors, represents the revenue balances.

3.2.3 The revenue account and balance sheet form the financial accounts for the Common Good Fund and Trusts, and this is attached as Appendix 1 to 6 to this report.

## 4.0 Moveable Property

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4.1 Moveable property held as part of the Common Good and Trusts comprises everything that is not land or buildings, e.g., Council Chains of Office, furniture, ceremonial robes and so on. The Local Services Network and Museums and Libraries can provide a list of this moveable property if required.

## 5.0 Conclusions

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5.1 This report and its Appendices are intended to give members greater information on the relevant Common Good and Charitable Trusts Funds.

### **List of Appendices**

- Appendix 1 – Combined Financial Statement
- Appendix 2 - Income Statement
- Appendix 3 – Expenditure Statement
- Appendix 4 – Balance Sheet
- Appendix 5 – Property Asset breakdown
- Appendix 6 - Charitable Trusts financial Statement
- Appendix 7 – Statement of uses for Settlement Trusts

## **Background Papers**

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

- Fife Council Annual Accounts 2022/2023

## **Report Contacts**

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## Combined Financial Statement

<b>COMMON GOOD FUNDS - Cowdenbeath</b>		
<b>Revenue Account</b>		
<b>2021/22</b>		<b>2022/23</b>
<b>£</b>		<b>£</b>
	<u>Income</u>	
0	Income from Rents	0
0	Income from Sale of Heritable Property	0
-24	Interest from Cash Balances	-430
-1,917	Interest from Investments	-2,237
0	Other Income	0
<b>-1,941</b>		<b>-2,668</b>
	<u>Expenditure</u>	
0	Property Costs	0
0	Donations	0
0	Other Expenditure	0
<b>0</b>		<b>0</b>
-41	(Increase) / Decrease in value of Investments	4,005
<b>-1,981</b>	<b>(Increase) / Decrease in Revenue Reserve</b>	<b>1,337</b>
<b>Balance Sheet</b>		
<b>31st March 2022</b>		<b>31st March 2023</b>
<b>£</b>		<b>£</b>
	<u>Property Assets</u>	
1.00	Heritable Property	195,940.73
956,371.00	Property Leased to Fife Council	859,441.00
0.00	Capital Grant Unapplied	0
<b>956,372</b>		<b>1,055,382</b>
	<u>Other Assets and Liabilities</u>	
47,082.63	Investments	43,077.84
18,193.23	Cash & Cash Equivalents	20,773.04
423.07	Debtors	510.86
0.00	Creditors	0.00
<b>65,699</b>		<b>64,362</b>
<b>1,022,071</b>	<b>Net assets</b>	<b>1,119,743</b>
	<u>Financed by:</u>	
-956,372	Capital Reserves	-1,055,382
-65,699	Revenue Reserve (incl Investments)	-64,362
<b>-1,022,071</b>	<b>Total Reserves</b>	<b>-1,119,743</b>



**Income Statement**

Common Good Funds	Income				Total Income
	<u>Interest on Cash Balances</u>	<u>Investment Interest</u>	<u>Other Income</u>	<u>Rents</u>	
Cowdenbeath	0	0	0	0	<b>0</b>
Lochgelly	-430	-2,237	0	0	<b>-2,668</b>
<b>Total Common Good</b>	<b>-430</b>	<b>-2,237</b>	<b>0</b>	<b>0</b>	<b>-2,668</b>

## Expenditure Statement

Expenditure				
<b>Common Good Funds</b>	<b>Grants</b>	<b>Property</b>	<b>Other Expenditure</b>	<b>Total Expenditure</b>
	0	0	0	0
Cowdenbeath	0	0	0	0
Lochgelly	0	0	0	0
<b>Total Common Good</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Balance Sheet

Balance Sheet						
Net Worth						
	<u>Heritable Property</u>	<u>Property Leased to Fife Council</u>	<u>Investments</u>	<u>Debtors</u>	<u>Cash &amp; Cash Equivalents</u>	<u>Total</u>
Cowdenbeath	195,941	0	0	0	0	195,941
Lochgelly	0	859,441	43,078	511	20,773	923,803
<b>Total Common Good</b>	<b>195,941</b>	<b>859,441</b>	<b>43,078</b>	<b>511</b>	<b>20,773</b>	<b>1,119,743</b>

## Appendix 5

### Heritable property and Leased to Fife Council breakdown

<b>Lochgelly Assets</b>			
<b>SRN</b>	<b>Description</b>	<b>NBV (£)</b>	
535	Lochgelly Town Hall, 69 - 71 Bank Street, Lochgelly	842,440	Leased to FC
778	Lochgelly Public Park, Hall Street/Johnston Crescent, Lochgelly	17,001	Leased to FC
	<b>Total Leased to Fife Council</b>	<b>859,441</b>	
101005	West End Park, Paul Street	-	Other
<b>Cowdenbeath Assets</b>			
<b>SRN</b>	<b>Description</b>	<b>NBV (£)</b>	
742	Cowdenbeath Town House, High Street, Cowdenbeath	195,940	Heritable Property
100070	Cowdenbeath War Memorial, Foulford Road, Cowdenbeath	1	Heritable Property
	<b>Total Heritable Property</b>	<b>195,941</b>	
	<b>Total Heritable Property</b>	195,941	
	<b>Total Leased to Fife Council</b>	859,441	
	<b>Total</b>	<b>1,055,382</b>	

## Charitable Trusts

		Grants	Total Expenditure	Interest on Revenue Balances	Investment Interest	Total Income	(Surplus)/ Deficit for Year	Investments	Cash & Cash Equivalents	Debtors	Total
Trust Funds	Charity Number										
A75000-DUNFERMLINE	SC042161	0	0	-1,125.76	-1,884.98	-3,010.74	-3,010.74	36,291.05	52,270.92	430.37	88,992.34
A75001-BALLINGRY	SC042905	0	0	-135.31	-270.34	-405.65	-405.65	5,204.56	6,305.39	61.72	11,571.67
A75002-LOCHGELLY	SC042904	0	0	-275	-420.98	-695.98	-695.98	8,104.97	12,748.03	96.12	20,949.12
A75004-LESLIE	SC042170	0	0	-13.57	-90.63	-104.2	-104.20	1,744.93	666.1	20.69	2,431.72
A75005-AUCHTERTOOL	SC042387	980	980	-21.43	-46.03	-67.46	-67.46	886.29	19.61	10.51	916.41
A75006-BURNHILL	SC042382	0	0	-431.08	-249.88	-680.96	-680.96	4,810.99	19,766.48	57.05	24,634.52
A75007-KINGHORN	SC042385	0	0	-366.14	-664.2	-1,030.34	-1,030.34	12,787.67	16,685.69	151.65	29,625.01
A75008-KIRKCALDY	SC042383	6,408.86	6,408.86	-2,090.38	-5,286.45	-7,376.83	-967.97	101,778.42	104,727.83	1,206.99	207,713.24
A75009-BUCKHAVEN AND METHIL	SC042211	0	0	-252.8	-26.68	-279.48	-279.48	513.46	533.3	6.09	1,052.85
A75010-KENNOWAY	SC042208	0	0	-15.48	-26.71	-42.19	-42.19	514.21	769.35	6.1	1,289.66
A75011-LEVEN	SC042207	0	0	-118.18	-240.5	-358.68	-358.68	4,630.09	6,053.12	54.91	10,738.12
A75012-ANSTRUTHER & CELLARDYKE	SC042156	6,600.00	6,600.00	-1,325.23	-6,184.64	-7,509.87	-909.87	119,071.03	65,681.83	1,412.06	186,164.92
A75013-AUCHTERMUCHTY	SC042152	275	275	-294.79	-320.95	-615.74	-340.74	6,179.18	7,147.37	73.28	13,399.83
A75014-COLLESSIE	SC042172	0	0	-32.22	-56.82	-89.04	-89.04	1,093.85	1,498.33	12.97	2,605.15
A75015-CRAIL	SC042150	2,000.00	2,000.00	-1,189.65	-2,546.06	-3,735.71	-1,735.71	49,018.66	54,372.37	581.31	103,972.34
A75016-CUPAR	SC042151	1,500.00	1,500.00	-618.45	-1,919.70	-2,538.15	-1,038.15	36,959.72	28,051.56	438.3	65,449.58
A75017-ELIE	SC042154	0	0	-205.64	-384.4	-590.04	-590.04	7,400.70	9,569.21	87.76	17,057.67
A75018-FALKLAND	SC042149	0	0	-36.86	-84.94	-121.8	-121.80	1,635.30	1,724.23	19.39	3,378.92
A75019-FREUCHIE AND AREA	SC042148	0	0	-97.96	-131.79	-229.75	-229.75	2,537.15	4,532.16	30.09	7,099.40
A75020-KILCONQUHAR	SC042145	0	0	-74.32	-164.29	-238.61	-238.61	3,162.81	3,472.23	37.51	6,672.55
A75021-KINGSKETTLE	SC042144	0	0	-27.36	-52.13	-79.49	-79.49	1,003.68	1,273.76	11.9	2,289.34
A75022-LADYBANK	SC042143	0	0	-99.37	-229.85	-329.22	-329.22	4,425.20	4,647.05	52.48	9,124.73
A75023-NEUBURGH	SC042155	1,622.19	1,622.19	-649.36	-2,718.75	-3,368.11	-1,745.92	52,343.46	30,107.55	620.74	83,071.75
A75024-PITTENWEEM	SC042174	250	250	-267.91	-466.03	-733.94	-483.94	8,972.54	12,412.75	106.4	21,491.69
A75025-ST ANDREWS	SC042157	2,065.00	2,065.00	-682.15	-5,110.09	-5,792.24	-3,727.24	98,383.39	32,645.61	1,166.72	132,195.72
A75026-ST MONANS	SC042153	1,310.18	1,310.18	-536.9	-1,495.37	-2,032.27	-722.09	28,789.90	24,128.93	341.42	53,260.25
A75027-TAYPORT	SC042173	0	0	-175.5	-232.93	-408.43	-408.43	4,484.47	8,116.97	53.18	12,654.62
A75029-CULROSS	SC042749	0	0	-22.09	-172.66	-194.75	-194.75	3,324.16	1,097.44	39.42	4,461.02
A75030-KINCARDINE	SC042751	0	0	-350.22	-754.33	-1,104.55	-1,104.55	14,523.04	16,349.52	172.23	31,044.79
A75031-LIMEKILNS	SC042750	200	200	-13.04	-200.78	-213.82	-13.82	3,865.51	694.65	45.84	4,606.00
A75055-A. A. WILKIE TRUST - CHILDREN	SC019334	0	0	-1.49	-2.72	-4.21	-4.21	52.41	69.17	0.62	122.2
A75057-FL. LAWSONS EXECUTRY	SC019335	0	0	-11.71	-18.79	-30.5	-30.50	361.59	543.03	4.29	908.91
A75060-RAEMORE MORT. K/L	SC019339	0	0	-33.38	-74.56	-107.94	-107.94	1,435.11	1,560.07	17.02	3,012.20
A75063-ADAM SMITH/GOW/BEVERIDGE	SC019331	0	0	-129.12	-229.28	-358.4	-358.40	4,414.16	6,002.62	52.35	10,469.13
A75079-B.F. NISBET'S TRUST & GARDEN	SC019402	0	0	-95.04	-145.24	-240.28	-240.28	2,796.12	4,405.48	33.16	7,234.76
A75080-BELL FUND/GOOD TEMPLARS F	SC019435	7,150.00	7,150.00	-2,919.68	-7,818.80	-10,738.48	-3,588.48	150,533.33	131,026.29	1,785.17	283,344.79
A75090-FRANCES LAWSON'S BEQUEST	SC019392	0	0	-18.24	-23.26	-41.5	-41.50	447.91	843.23	5.31	1,296.45
A75098-MACINTOSH BEQUEST	SC019399	0	0	-10.03	-23.88	-33.91	-33.91	459.44	469.18	5.45	934.07
A75100-OGILVY DALGLEISH MORTIFICA	SC019396	0	0	-23.38	-55.18	-78.56	-78.56	1,062.17	1,093.53	12.6	2,168.30
A75108-THOMAS IRELAND'S TRUST	SC019447	0	0	-41.32	-106.47	-147.79	-147.79	2,049.98	1,938.84	24.31	4,013.13
A75109-THOMAS S. GREIG'S BEQUEST	SC019417	0	0	-221.88	-677.27	-899.15	-899.15	13,039.42	10,463.58	154.63	23,657.63
A75110-THOMSON BEQUEST AND LAIR	SC019420	0	0	-11.92	-1,149.51	-1,161.43	-1,161.43	22,131.27	1,150.69	262.45	23,544.41
A75112-WAUGH & WHARRIE BEQUEST	SC018777	0	0	-22.52	-76.07	-98.59	-98.59	1,464.35	1,066.88	17.37	2,548.60
<b>Total Charitable Trust</b>		<b>30,361.23</b>	<b>30,361.23</b>	<b>-15,083.86</b>	<b>-42,834.92</b>	<b>-57,918.78</b>	<b>-27,557.55</b>	<b>824,687.65</b>	<b>688,701.93</b>	<b>9,779.93</b>	<b>1,523,169.51</b>
A75050-ALFRED STEWART TRUST		0	0	-10.6	0	-10.6	-10.60	0	482.84	0	482.84
A75051-MRS ANDERSON'S BEQUEST		0	0	-5.53	0	-5.53	-5.53	0	251.62	0	251.62
A75052-BENARTY PRIMARY SCHOOL		2,395.00	2,395.00	-268.74	-4,364.36	-4,633.10	-2,238.10	84,026.01	12,507.60	996.46	97,530.07
A75053-BOWHILL CEMETERY GDF		0	0	-103.57	-170.01	-273.58	-273.58	3,273.06	4,807.26	38.82	8,119.14
A75054-OSWALD FAMILY TRUST		0	0	-0.06	0	-0.06	-0.06	0	2.99	0	2.99
A75056-A. A. WILKIE TRUST - CLOCK		0	0	-1.54	-2.84	-4.38	-4.38	54.68	72.06	0.65	127.39
A75058-LESLIE CEMETERY GDF		0	0	-60.57	-99.58	-160.15	-160.15	1,917.17	2,811.74	22.74	4,751.65
A75059-MARKINCH CEMETERY		0	0	-136.37	-224.38	-360.75	-360.75	4,320.19	6,329.80	51.23	10,701.22
A75061-SIEVEWRIGHT LESLIE GDF		0	0	-2.06	-3.32	-5.38	-5.38	64.09	95.49	0.76	160.34
A75062-ABBOTSHALL CHURCH YARD BEQ		0	0	-2.55	-4.16	-6.71	-6.71	80	118.75	0.95	199.7
A75064-DOBBIE BEQUEST		0	0	-0.27	-0.46	-0.73	-0.73	8.99	12.12	0.11	21.22
A75065-DYSART CEMETERY		0	0	-79.34	-135.56	-214.9	-214.90	2,610.07	3,685.07	30.95	6,326.09
A75066-KINGHORN BURIAL GDF		0	0	-62.4	-106.53	-168.93	-168.93	2,050.94	2,898.52	24.32	4,973.78
A75067-ORRELLS LEGACY		0	0	-4.93	-8.77	-13.7	-13.70	168.97	229.82	2	400.79
A75068-SILVER BAND		0	0	-29.49	-47.38	-76.87	-76.87	912.29	1,368.63	10.82	2,291.74
A75069-SPENCE MEMORIAL		0	0	-37.22	-62.09	-99.31	-99.31	1,195.35	1,728.02	14.18	2,937.55
A75070-WAR MEMORIAL		0	0	2.77	-1.19	1.58	1.58	22.86	-126.5	0.27	-103.37
A75071-EAST WEMYSS CEM. GDF		0	0	-276.66	-456.73	-733.39	-733.39	8,793.34	12,842.52	104.28	21,740.14
A75072-LETHAM GLEN FUND		0	0	-83.63	-142.19	-225.82	-225.82	2,737.49	3,884.30	32.46	6,654.25
A75073-METHILHILL CEMETERY		0	0	-124.52	-204.79	-329.31	-329.31	3,942.66	5,779.75	46.76	9,769.17
A75074-MRS BALFOUR LEGACY		0	0	-4.85	-7.8	-12.65	-12.65	150.36	225.61	1.78	377.75
A75075-SCOONIE CEMETERY		0	0	-127.36	-209.76	-337.12	-337.12	4,038.42	5,911.02	47.89	9,997.33
A75076-SCOONIE CEMETERY FLOWERS		0	0	-0.83	-1.31	-2.14	-2.14	25.38	37.76	0.3	63.44
A75077-WEST WEMYSS CEMETERY		0	0	-4.56	-7.73	-12.29	-12.29	148.88	211.63	1.77	362.28
A75078-WEST WEMYSS CEMETERY FLOWERS		0	0	-1.86	-3.12	-4.98	-4.98	60.08	86.3	0.71	147.09
A75084-CRAIL PUBLIC LIBRARY TRUST		0	0	-454.36	0	-454.36	-454.36	0	20,694.87	0	20,694.87
A75085-CRAIL WAR MEMORIAL		0	0	-65.64	-164.34	-229.98	-229.98	3,163.83	3,076.17	37.52	6,277.52
A75087-DUFFUS PARK DISABLED GARDEN APPEAL		0	0	362.98	-2,800.32	-2,437.34	-2,437.34	53,913.84	-15,054.13	639.36	39,499.07
A75088-FUJK PARISH TRUST		0	0	-7.13	-10.36	-17.49	-17.49	199.56	330.1	2.37	532.03
A75094-GRAVES DRESSINGS		0	0	579.07	-14,000.15	-13,421.08	-13,421.08	282,592.84	-19,320.81	2,214.37	265,486.40
A75096-J. FERGUSON'S TRUST		5,375.00	5,375.00	-1,278.11	-7,961.33	-9,239.44	-3,864.44	153,277.51	59,948.02	1,817.71	215,043.24
A75097-LEUCHARS PARISH TRUST		316.99	316.99	-92.78	-363.6	-456.38	-139.39	7,000.39	4,271.61	83.02	11,355.02
A75107-TAYPORT WAR MEMORIAL		18,517.20	18,517.20	-609.75	-6,321.47	-6,931.22	11,585.98	121,705.73	22,558.47	1,443.30	145,707.50
A75111-TORRYBURN PUBLIC LIBRARY		0	0	-1.76	-2.02	-3.78	-3.78	39.01	80.84	0.46	120.31
A75113-FORM. FCC - OTH. BGS. GDF		0	0	-181.77	-301.45	-483.22	-483.22	5,803.90	8,438.06	68.83	14,310.79
A75114-OTHER BURIAL GROUNDS		0	0	-1.68	-2.72	-4.4	-4.40	52.5	78.18	0.62	131.3
<b>Total Non-Charitable Trusts</b>		<b>26,604.19</b>	<b>26,604.19</b>	<b>-3,177.67</b>	<b>-38,191.82</b>	<b>-41,369.49</b>	<b>-14,765.30</b>	<b>748,350.39</b>	<b>151,356.10</b>	<b>7,737.77</b>	<b>907,444.26</b>

**Charitable Purposes**

These are the charitable purposes recognised in section 7(2) of the Charities and Trustee Investment (Scotland) Act 2005.

- a) The prevention or relief of poverty.
- b) The advancement of education.
- c) The advancement of religion.
- d) The advancement of health.
- e) The saving of lives.
- f) The advancement of citizenship or community development (including rural or urban regeneration).
- g) The advancement of the arts, heritage, culture, or science.
- h) The advancement of public participation in sport.
- i) The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.
- j) The advancement of human rights, conflict resolution or reconciliation.
- k) The promotion of religious or racial harmony.
- l) The promotion of equality and diversity.
- m) The advancement of environmental protection or improvement.
- n) The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.
- o) The advancement of animal welfare.
- p) Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

20 Dec 2023

Agenda Item No. 7

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## Community Learning and Development Holiday Programme – Summer and Autumn 2023

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**Report by:** Paul Vaughan, Head of Communities & Neighbourhoods

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**Wards Affected:** Ward Nos 7 & 8

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### Purpose

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To provide a summary of the Community Learning and Development Summer and October 2023 programme in the Cowdenbeath area.

### Recommendation(s)

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Members are asked to consider and comment on the holiday programme update.

### Resource Implications

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There are no resource implications.

### Legal & Risk Implications

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There are no legal or risk implications.

### Impact Assessment

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An EqlA has not been completed as there are no proposed changes or revisions to existing policies.

### Consultation

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Consultation was carried out with young people and families via youth work projects, family fun days and community activity.

## 1.0 Background

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- 1.1 The Cowdenbeath Area Committee are extremely supportive of Community Learning & Development holiday programmes and approve an allocation of local budgets each year.
- 1.2 This funding is provided to create innovative and engaging programmes for young people and families and encourage wider engagement with the community.
- 1.3 The Community Development Team have a full staff compliment since Jan this year and this has made a positive impact on our ability to deliver an effective and engaging holiday programme.
- 1.4 Community education workers will attend area committee to assist in bringing the holiday programme to life and share feedback from participants with the members.

## 2.0 Activity Programmes

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- 2.1 A full programme of activities was prepared by the community education team and ran in each of the 5 main localities (Benarty area, Cardenden, Cowdenbeath, Kelty & Lochgelly) These were advertised on social media, in community centres, youth clubs and schools.
- 2.2 Partnerships with Active schools meant we were able to offer a reduced, but successful programmes, in Hill of Beath and Crossgates. Children and young people in Lumphinnans were actively encouraged to participate in both the Cowdenbeath and Lochgelly programmes and families were offered support with transport if required.
- 2.3 Junior playschemes were offered in all 5 localities. The activities offered to the children attending these ranged from baking and crafts to sports and trips out.
- 2.4 Senior clubs, activities and trips were also offered which included our successful Friday Night at the Meedies, which makes the best of our natural resources, youth clubs continued to operate throughout the summer evenings and young people were able to participate in trips across Fife and beyond. Cardenden Youth Forum enjoyed a fun and informative trip to London.
- 2.5 The detached team led on 2 Pitch Up sessions working with local partners to engage young people who are not attending youth programmes in diversionary activities. Partners included local police Clued up, Safer Communities, Barnardos, Fire Service, Peachy Keen (Smoothie bike activity), Cowden in the Community and NHS.
- 2.6 As they had proved popular previously, family fun and engagement sessions were offered in Ballingry, Cardenden, Cowdenbeath, Kelty and Lochgelly. Over 600 people attended these. These sessions were also used to have conversations around local green space work.
- 2.7 New opportunities were provided across the area to offer more for parents and children to enjoy together. This included family yoga, family walks and mini zoo sessions. Some sessions were fully booked and feedback was that these were both enjoyable and informative and families would like to see more.



## 3.0 Feedback

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- 3.1 Based on feedback from participants Senior & Junior clubs continued to operate for the duration of the holidays, however in the summer attendances waned due to the volume of activities on offer and in October the amount on offer was reduced but higher sustained attendances were achieved.
- 3.2 To encourage the young people and families to make the most of the outdoors a number of sessions were planned at Lochore meadows and Fordel Firs. Weather restricted some of the activity but feedback from some young people suggested this was their favourite opportunity.
- 3.3 Poor weather, including flooding, meant some trips had to be postponed during the holidays but have been rescheduled for during the winter term.
- 3.4 Family activities were very well received, parents and children fed back they wished more family activities in the next holiday period.

## 4.0 Conclusions

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- 4.1 A review should be taken to look at activities provided versus numbers attending to ensure both best value for money and we are meeting the needs of local young people.
- 4.2 Further family activity opportunities should be looked at and provided within future holiday provision.
- 4.3 With 2306 youth attendances and over 600 Family attendances across the area, the summer and autumn provision has been hailed a success.

### Report Contact:

Izzy Scott-Trim  
Community Development Team Manager  
izzy.scott-trimm@fife.gov.uk

20 December 2023  
Agenda Item No. 8

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## Area Budget and Project Progress Report

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

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Wards Affected: Wards 7 and 8

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### Purpose

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The purpose of this report is to update members on area budgets, provide an update on existing projects that were approved at the December 2022 Area Committee and seek agreement of budget allocation.

### Recommendation(s)

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It is recommended that members of the committee:

1. Note spend on the Cowdenbeath Area budgets 2023/2024 as shown in Appendix 1.
2. Note spend on the Cowdenbeath Area's Community Recovery Fund budget, as shown in Appendix 2.
3. Note progress on projects agreed at the December 2022 Area Committee, as shown in Appendix 3.

### Resource Implications

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There are no additional resource implications arising from this report.

### Legal & Risk Implications

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There are no Legal & Risk Implications.

### Impact Assessment

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An EqIA has not been completed and is not necessary as this report does not propose a new or revised policy or practice.

### Consultation

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This report is to update members on the Cowdenbeath Area budgets and progress on projects, therefore no consultation was undertaken. These budgets are discussed with elected members at Ward meetings and funding recommendations shared with members for feedback.

# 1.0 Background

## Budget Update

- 1.1 Cowdenbeath Area manage the local community planning, anti-poverty, ward 7 and ward 8 budgets. The budgets are allocated each year to support activities linked to the priorities in the Cowdenbeath Local community plan to encourage local partnership working. The budgets are designed to be flexible and respond to community needs and to support projects that support the communities within the Cowdenbeath Area.
- 1.2 In March 2023, the Area Committee approved a number of projects to be delivered through the Community Recovery Fund allocation. Officers will keep members informed of progress and spend as these projects develop through ward meetings and at Area Committee. A workshop was held on the 14 November to update members on project investigations undertaken and to finalise project options to deliver. These will now be developed and delivered and from early 2024 finance will start to be drawn down to support these projects.

## Projects Update

- 1.3 In December 2022, the Cowdenbeath Area Committee approved funds for project that allocated the remainder of the 2022/2023 LCP Ward and Anti-Poverty budgets. Underspend against these projects were brought forward into 2023/24, to continue delivery.

# 2.0 Budget update

## Area Revenue Budgets

- 2.1 The table below shows the available revenue budgets and spend to date across a number of budget headings. A detailed breakdown of the budget spend is shown in Appendix 1.

Budget Heading	Carry Over from 2022/23	2023/24 Budget Allocation	Total Budget 2023/24	Spend / Committed to Date*	Remaining Budget
Local Community Planning	£172,649.41	£21,025.00	£193,674.41	£173,448.41	£20,026.00
Anti-Poverty	£162,692.00	£270,000.00	£432,692.00	£372,115.86	£60,576.14
Ward 7	£20,932.74	£84,320.00	£105,252.74	£82,562.84	£54,539.90
Ward 8	£11,724.51	£66,408.00	£78,132.51	£77,918.20	£25,564.31

\* Remaining Budget 2023/24 has increased due to £65k (Energy Advice) reallocated back into area budgets based upon baseline allocations (£7,800 into LCP; £31,850 into Ward 7; £25,350 into Ward 8), for allocation to other projects and local priorities. Delivery of energy advice and handy services will continue to be investigated.

## Warm Welcome

- 2.2 Funding for Warm Welcome over winter 2023/24 was made available to support the Cowdenbeath Area. Applications were made to the £37,000 fund and we were delighted to receive 12 applications, of which 11 were supported. Additional central funding of £10,000 was provided, alongside the remaining area funding agreed in December 2022, allowing us to support late applications and local provision within Fife Council venues.

We have a wide variety of venues and days warm welcome is available throughout the area. Not only is this providing a fantastic service to the community, it also supports capacity building with local groups and helps connect the community with local services and wider support.

## Community Recovery Fund

- 2.3 Projects agreed at the March 2023 Area Committee are being progressed. The Community Recovery Funding is available to the end of March 2025, with the funding allocated to date shown in the table below. This provides an interim update on the Community Recovery Fund spend, with a full report to be available at a future committee meeting. Further details of the project spend can be found in Appendix 2. On the 14 November 2023 a workshop was held with members to finalise and discuss the outcome of officer investigations into CRF projects. This allowed final decisions to be made and as a result project will move forward and project spend will start to be drawn down early 2024.

	Total Budget	Spent/Allocated to Date	Remaining Budget
Community Recovery Fund	£1,297,000	£637,000	£660,000

## 3.0 Project Progress

- 3.1 As a result of the project progress, the following funds remain under each project. Any unspent budget against projects from 2022/23 were carried forward into 2023/24. An update on the projects shown in the table below is provided in Appendix 3.

Projects	Approved Budget (Dec 2022)	Budget Spend in 2022/23	Budget Allocated in 2023/24	Funding Remaining
Cowdenbeath Shoe Box	£105,900.00	£26,040.00	£22,489.24	£57,370.76
DeliverIt/The Big Hoose	£20,000.00	£0.00	£0.00	£20,000.00
Warm Spaces/Winter Provision	£20,000.00	£1,382.24	£18,617.76	£0.00
Cosy Kingdom Area Resource	£65,000.00	£0.00	Reallocated as agreed at November 23 AC	£0.00
Breakfast Club/After School Provision	£60,000.00	£2,930.00	£34,982.00	£22,088.00
Participatory Budgeting	£48,000.00	£0.00	£0.00	£48,000.00
Ward Contingency Fund	£30,000.00	£15,070.08	Reallocated as agreed at June 23 AC	£0.00

Projects	Approved Budget (Dec 2022)	Budget Spend in 2022/23	Budget Allocated in 2023/24	Funding Remaining
Café Inc Expansion	£55,000.00	£40,172.04	£54,439.41	£560.59 balance to support Oct/Dec budget
Community Food Projects	£80,000.00	£65,854.90	£14,351.88	£0 (£145 underspend transferred to AP)
CLD Activity Programme	£25,000.00	£6,121.92	£9,640.47	£0 (£25.38 underspend was transferred to LCP)
Pending Allocations	£10,000.00	£0.00	Reallocated as agreed at June 23 AC	£0
<b>Total</b>	<b>£518,900.00</b>	<b>£157,571.18</b>	<b>£154,520.76</b>	<b>£147,458.76</b>

\* Budget allocation at 28.11.23

## 4.0 Conclusion

- 4.1 Members are requested to note the spend in 2023/2024 across all budgets shown in Appendix 1 and Appendix 2.
- 4.2 Members are requested to note the updates provided in relation to the projects approved at the December 2022 Area Committee in Appendix 3.

### List of Appendices

1. Budget Monitor for Local Community Planning, Anti-Poverty, Ward 7 and Ward 8 Budgets 2023-24
2. Budget Monitor for Community Recovery Fund budget
3. Project update (Dec '22 Committee projects)

### Report Contact:

Anne Marie Vance

Community Manager

E-mail: [anne-marie.vance@fife.gov.uk](mailto:anne-marie.vance@fife.gov.uk)

## Ward 7 - 2023/24

Approved Budget	£	84,320.00
Carryover 2022/23	£	20,932.74
<b>Current Budget</b>	<b>£</b>	<b>105,252.74</b>
Actuals to date	£	46,610.12
Outstanding Spend on Projects	£	35,952.72
<b>Total Spend &amp; Allocation</b>	<b>£</b>	<b>82,562.84</b>
<b>Remaining Budget</b>	<b>£</b>	<b>54,539.90</b>

\*This is being investigated and will be moved to the correct cost centre in due course.

Approved Project Ref.	Project Name	Lead Service/Organisation	Area Budget Contribution & Proposed Project Contribution	Expenditure & Income Processed
	Rental/Feu Property Income		£ - 1,000.02	-£ -1,000.02*
S30011	Shotokan Masterclass Showcase Event	Kelty Shotokan Karate Club	£ 2,188.00	£ 2,188.00
S30012	Community Learning and Development Easter Programme	Area CLD Team	£ 12,500.00	£ 12,500.00
S30013	Pepper Cup Holland International	Cowdenbeath Martial Arts	£ 1,820.00	£ 1,820.00
S30014	CLD Resource Contribution	Area CLD Team	£ 12,537.16	£ -
S30017	CLD Summer Programme	Area CLD Team	£ 26,667.00	£ 19,842.72
S30018	CLD October Programme	Area CLD Team	£ 7,500.00	£ 4,015.78
S30019	Mentors in Violence Prevention Scotland (MVP) @ Beath HS	Education Service	£ 500.00	£ 500.00
S30020	ABE & ESOL Summer Celebration	Area CLD Team	£ 162.50	£ 162.50
S30021	Cowdenbeath Town Hall - New Use Feasibility Plan	BRAG	£ 1,500.00	£ 1,500.00
S30022	Mental Health Support Group (Walks and Talks)	Area CLD Team	£ 304.66	£ 108.00
S30023	Christmas Trees / Lights	Cowdenbeath CC Lumphinnans CC	£ 7,000.00	£ 3,750.00
S30024	Floral Enhancements	Kelty CC Lumphinnans CC	£ 1,750.00	£ 750.00
S30025	Community Events	Cowdenbeath Gala Kelty Gala	£ 8,000.00	£ 3,000.00
S30026	First Aid in the Community	Communities & Neighbourhoods CUS	£ 480.00	£ 480.00
S30027	DigiCom: Welfare Phones	Area CLD Team	£ 359.54	£ 359.54
S30028	Place Plan Training	My Cowdenbeath	£ 600.00	£ 600.00
	Place Plan Training – Funding returned as PAS unable to accommodate sessions	My Cowdenbeath	£ -600.00	£ -600.00
S30029	Watercooler at Reception Area, Kelty CC	Communities & Neighbourhoods H&C	£ 294.00	£ 294.00
S30030	Oor Wee Café – Volunteer Development	Oor Wee Café	£ 728.00	
<b>TOTALS</b>			<b>£82,562.84</b>	<b>£ 46,610.12</b>

<b>Ward 8 - 2023/24</b>	
Approved Budget	£ 66,408.00
Carryover 2022/23	£ 11,724.51
<b>Current Budget</b>	<b>£ 78,132.51</b>
Actuals to date	£ 48,656.59
Outstanding Spend on Projects	£ 29,261.61
<b>Total Spend &amp; Allocation</b>	<b>£ 77,918.20</b>
<b>Remaining Budget</b>	<b>£ 25,564.31</b>

Approved Project Ref.	Project Name	Lead Service/Organisation	Area Budget Contribution & Proposed Project Contribution	Expenditure & Income Processed
S30011	Ore Valley Garden Club	Ore Valley Tenants Association	£ 1,376.00	£ 1,376.00
S30012	Club Connect – Benarty PS and Kirkcaldy Junior Curling Club	Active Schools	£ 700.00	£ 700.00
S30013	Community Learning and Development Easter Programme	Area CLD Team	£ 12,500.00	£ 12,500.00
S30014	CLD Resource Contribution	Area CLD Team	£ 12,537.16	
S30015	CLD Summer Programme	Area CLD Team	£ 29,752.00	£ 23,311.93
S30016	CLD October Programme	Area CLD Team	£ 7,500.00	£ 5965.62
S30017	Lochgelly HS Parent Council Awards	Lochgelly HS Parent Council	£ 1,000.00	£ 1,000.00
S30018	ABE & ESOL Summer Celebration	Area CLD Team	£ 162.50	£ 162.50
S30019	Christmas Trees / Lights	Area CLD Team	£ 3,250.00	
S30020	Floral Enhancements	Area CLD Team	£ 1,500.00	
S30021	Community Events	Lochgelly Gala	£ 6,000.00	£ 2,000.00
S30022	First Aid in the Community	Communities & Neighbourhoods CUS	£ 480.00	£ 480.00
S30023	DigiCom: Welfare Phones	Area CLD Team	£ 359.54	£ 359.54
S30024	Installation of Security Cameras	Lochgelly Albert Football Club	£ 801.00	£ 801.00
<b>TOTALS</b>			<b>£ 77,918.20</b>	<b>£ 43,606.47</b>

## Local Community Planning - 2023/24

Approved Budget	£	21,025.00
Carryover 2022/23	£	172,649.41
<b>Current Budget</b>	<b>£</b>	<b>193,674.41</b>

Actuals to date	£	64,067.79
Outstanding Spend on Projects	£	109,380.62
<b>Total Spend &amp; Allocation</b>	<b>£</b>	<b>173,448.41</b>

<b>Remaining Budget</b>	<b>£</b>	<b>20,226.00</b>
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Approved Project Ref.	Project Name	Lead Service/Organisation	Area Budget Contribution & Proposed Project Contribution	Expenditure & Income Processed
640605	Growing Projects - Print Large Scale Maps for Community Consultation		£ 96.00*	£ 96.00*
S30011	Celebrating the King's Coronation	Cowdenbeath Baptist Church	£ 250.00	£ 250.00
S30012	Cowdenbeath Area DRR Awards 2023-24	Area CLD Team	£ 8,549.00	£ -
S30013	Crowdfunder Fife - Area Contribution	Fife Council, Community Investment Team	£ 1,000.00	£ 1,000.00
S30014	Community Engagement	Area CLD Team	£ 1,000.00	£ 51.00
S30022	CLD Activity Programme	Area CLD Team	£ 18,961.65	£ 17,792.07
S30023	Deliverit/The Big Hoose	Area CLD Team	£ 20,000.00	£ -
S30024	Warm Spaces / Winter Provision	Area CLD Team	£ 18,617.76	£ 18,617.76
S30025	Cosy Kingdom Funding Return	Area CLD Team	£ -65,000.00	£ -65,000.00
S30025	Cosy Kingdom Area Resource	Area CLD Team	£ 65,000.00	£ 65,000.00
S30026	Breakfast Club/After School Expanded Provision	Area CLD Team	£ 57,070.00	£ 34,892.00
S30027	Participatory Budgeting	Area CLD Team	£ 48,000.00	£ -
<b>TOTALS</b>			<b>£ 210,448.41</b>	<b>£ 98,238.79</b>

\* This has not been included in the total, as the costs are due to be transferred into the Community Growing Projects line on the Anti-Poverty budget.



## Anti-Poverty - 2023/24

Approved Budget	£	270,000.00
Carryover 2022/23	£	162,692.00
<b>Current Budget</b>	<b>£</b>	<b>432,692.00</b>

Actuals to date	£	132,506.43
Outstanding Spend on Projects	£	239,609.43
<b>Total Spend &amp; Allocation</b>	<b>£</b>	<b>372,115.86</b>

<b>Remaining Budget</b>	<b>£</b>	<b>60,576.14</b>
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Approved Project Ref.	Project Name	Lead Service/Organisation	Area Budget Contribution & Proposed Project Contribution	Expenditure & Income Processed
<b>Default</b>	Mobile Phone Charges for Befriending Service - April to June 2023 £2 x 3	Area CLD Team	£ 6.00	£ 6.00
S30011	Cowdenbeath Resilience Fund	Castle Enterprise Scotland Ltd (Castle Furniture)	£ 5,000.00	£ 5,000.00
			£ 12,500.00	£ 12,500.00
S30012	Community Growing Projects Cowdenbeath Area		£ 60,000.00	
S30013	Van Costs to support Food Deliveries, Collections and Food Projects in the Cowdenbeath Area	Area CLD Team	£ 7,268.00	£ 3,633.84
S30014	Welfare Support Travel Vouchers	Area CLD Team	£ 1,500.00	£ 967.10
S30015	Lochgelly Town Hall - Additional General Waste Bin Uplift	Area CLD Team	£ 1,177.80	£ 588.90
S30016	CLD Resource Contribution	Area CLD Team	£ 12,537.16	
S30017	CLD Resource Contribution	Area CLD Team	£ 20,338.62	
S30018	CLD Resource Contribution	Area CLD Team	£ 29,800.00	
S30019	CLD Resource Contribution	Area CLD Team	£ 25,000.00	
S30020	Welfare Immediate Response Fund	Area CLD Team	£ 8,000.00	£ 536.85
S30021	Lochgelly Gala Subsidised Wrist Bands	Lochgelly Gala Committee/Area CLD Team	£ 500.00	£ 500.00
S30022	Welfare Roadshow	Area CLD Team	£ 4,200.00	£ 2,298.58
S30023	Crossgates Welfare Provision	Primrose Community Trust	£ 1,000.00	£ 500.00
S30024	Grounds for Growth	Rural Skills Scotland	£ 7,000.00	£ 7,000.00
S30028	Cowdenbeath Shoebox	Area CLD Team	£ 79,860.00	£ 22,489.24
S30029	Community Food Projects - Food Prep Equipment	Area CLD Team		£ -22.50
S30030	Cafe Inc Expansion	Area CLD Team	£ 56,372.18	£ 54,439.41
S30031	Community Food Projects	Area CLD Team	£ 25,056.10	£ 14,351.88
S30032	Cafe Inc Expansion October/Christmas	Area CLD Team	£ 15,000.00	£ 7,717.13
<b>TOTALS</b>			<b>£ 372,115.86</b>	<b>£ 132,506.43</b>

<b>Warm Welcome - 2023/24</b>	
Central budget to support warm welcome venues for winter 2023/24.	
Approved Budget (via FVA applications)	£ 37,000.00
Approved Budget (additional social spaces funding)	£10,000.00
Actuals to date	-£ 40,745.00
<b>Remaining Budget</b>	<b>£ 6,255</b>

## Community Recovery Fund (CRF) Projects

## Budget Spend to 28 November 2023

Project	Budget	Allocated/Spent	Remaining budget
Welfare Support	£102,000	£102,000*	£0
Community Education Workers	£185,000	£185,000*	£0
Funded outdoor education courses	£20,000	£0	£20,000
Youth work development	£50,000	£0	£50,000
Community Social Work	£350,000	£350,000**	£0,000
Mental Health – High Schools	£60,000	£0	£60,000
Lochgelly Town Hall	£10,000	£0	£10,000
Lochgelly Civic Space	£10,000	£0	£10,000
Lumphinnans Play Park	£150,000	£0	£150,000
Kiers Brae Play Park	£40,000	£0	£40,000
Participatory Budgeting	£48,000	£0	£48,000
Tree Growing, Ballingry	£10,000	£0	£10,000
Community Orchard, Cardenden	£10,000	£0	£10,000
Crossgates Primrose Trust	£200,000	£0	£200,000
Car Park, Hill of Beath	£50,000	£0	£50,000
<b>Budget yet to be allocated</b>	£2,000	£0	£2,000
<b>Total</b>	£1,297,000	£637,000	£660,000

\*funding allocated to staffing

\*\* funding allocated to Social Work

## December 2022 Project Update

The information below provides an update on outstanding projects approved by the Cowdenbeath Area Committee at their meeting in December 2022. Completed projects are no longer reported on.

Projects were established last financial year, with the balance of the budgets for each carried into this financial year to continue to project delivery.

NOTE: Figures accurate as of 28 November 2023.

### Cowdenbeath Shoe Box

£105,900 was approved for this project, aiming to provide footwear for all school pupils throughout the Cowdenbeath Area who may be in need, supporting school attendance, participation and helping families on low incomes with the cost of the school day.

Both schools and Community Education Staff are able to use the funding to supply schools. The table below shows funding distributed:

Budget	Distributed 2022/23	Distributed 2023/24 (up to 28.11.23)	Budget remaining
£105,900	£26,040	£22,489.24	£57,370.76

The following schools/nurseries have applied and have been successful for funding:

**Nurseries:** Clentry, Sunflower, Dunmore, St Kenneths

**Primary Schools:** Cowdenbeath, Crossgates, Foulford, Hill of Beath, Lumphinnans, Benarty, Cardenden, Denend, Lochgelly South, Lochgelly West, St Patricks, St Kenneth, St Josephs.

**High Schools:** Lochgelly, Beath, St Columbas

**CLD:** Lochgelly Teatime Club, Maxwell Centre, EasyP Programme.

Officers have kept in contact with schools to promote the available funding, ensuring that emerging needs can be met.

The remaining funding will continue to be allocated throughout the remainder of 2023/24.

### DeliverIt

Following discussion with Councillors on 14<sup>th</sup> November at a project workshop, it was agreed to proceed with implementation of this project to trial DeliverIt for 12 months, as the corporate pilot hasn't progressed as quickly as we'd hoped.

Utilising the £20k budget allocated, we will proceed with implementing deliver it, with the budget used to fund a temporary (12 month) part time post, van hire, fuel and volunteer costs. A number of recording systems, data protection arrangements and logistic processes will be established to ensure the project operates in a way which meets the requirements of both Big Hoose and the community.

A detailed proposal will be drawn up and circulated to members outlining the scope of the project to ensure it meets expectations. Following this a role profile will be agreed with HR and recruitment will commence.

### **Warm Spaces**

Warm spaces funding was allocated in 2022/23 to support both Council facilities and local groups in providing local venues where the community can access a warm, comfortable, environment which allowed activities and socialisation. This was extended, following a members workshop on 8<sup>th</sup> August 2023, to potential Social Spaces throughout 2023/24.

The table below shows the spend on the budget to date:

<b>Project</b>	<b>2022/23 Allocation</b>	<b>2023/24 Allocation (to 02/08/23)</b>	<b>Budget Remaining (£20,000)</b>
Resources, drinks and snacks for Council venues	£1,139.53	-	£18,860.47
Lochgelly Job Clubs supplies	£242.71	-	£18,617.76
Express Group Social Activities	-	£3,000.00	£15,617.76
Social Spaces – Lumphinnans Bowling Club	-	£2,000.00	£13,617.76
Knights Templar (Social Space)	-	£3,960.00	£9,657.76
Café Inc Support – Lumphinnans Bowling Club		£100.00	£9,557.76
Kelty 50+ Social Club		£1,470.00	£8,087.76
Crossgates Community Centre (Hot drink provision)		£133.47	£7,954.29
Woodwork classes (Kelty & Cardenden)		£1,250.00	£6,704.29
Lochgelly Teatime Club		£810.00	£5,894.29
Community Use Venues		£4000.00	£1,894.29
Cowdenbeath Community Choir		£250.00	£1,644.29
Resources, drinks and snacks for Council venues		£818.60	£825.69
Benarty Events Group (Warm Welcome contribution)		£825.69	£0
<b>Total</b>	<b>£1,382.24</b>	<b>£18,617.76</b>	<b>£0</b>

Additional funding was provided to support new Warm Welcome spaces for winter 2023/24. The balance of £825.69 supported Benarty Events Group, as a contribution towards their £2,400 Warm Welcome application, with remaining funding supported by the central Warm Welcome budget.

This project is now closed.

### **Cosy Kingdom Area Resource**

Members agreed at the 1<sup>st</sup> November Cowdenbeath Area Committee to reallocate the £65,000 back into area budgets based upon their baseline allocations (£7,800 into LCP; £31,850 into Ward 7; £25,350 into Ward 8), for allocation to other projects and local priorities. Delivery of energy advice and handy services will continue to be investigated.

## Breakfast Club/After School Provision

£60k was set aside from area budgets as an offer of support for the creation of new or ongoing breakfast club and/or after-school club provision in the area. As such a mapping exercise was undertaken earlier on this year to gain a greater understanding of what was on offer with 24 nursery, primary and secondary schools targeted, which included the two charity run organisations in the area.

Budget	Distributed	Budget remaining
£60,000	£37,912	£22,088

To date five projects have come forward with proposals which were approved:

- St Columba's High School free 'Pit stop' Breakfast Club (joint project with Dunfermline and Southwest Fife) - £1,666
- Hill of Beath Primary School Breakfast Club - £4982
- Lochgelly South Primary School Nursery and School Snack - £1264
- Lochgelly High School extension of their Breakfast Club - £15,000
- Beath High School extension of their Breakfast Club - £15,000

In reference to queries around after school activities, 15 schools stated that they offered various sports and arts activities. In addition, the Cowdenbeath Out of School Club offers school holiday programmes which comes with a charge and Kids Come First offers some activities and fun days which may or may not come with charges dependant on external grant or sponsorship offerings.

As a follow up, an email was circulated to all Head Teachers in the area thanking them for their input. Also bringing to their attention that this offer of support has been extended to include existing after school activities/clubs which are charged, to consider removing charges for participants while funding is available. Schools thus were encouraged to submit proposals around this issue for consideration. To date there has only been one query from Hill of Beath and Denend Primary School, but only around breakfast club support. Therefore, following discussion with Members, it was agreed to reach out to both primary schools to enquire if they do require any additional support, thereafter any funds remaining will be reallocated back to the budgets which funded the project.

This will bring this project is closed position.

## Participatory Budgeting

A workshop was held with members on 8<sup>th</sup> August 2023. The division of the budget between the eight communities was agreed, which will allow staff to start engagement activity. The split of funding is shown in the table below.

Community	PB Budget
Cowdenbeath	£21,600
Crossgates	£8,000
Hill of Beath	£4,800
Kelty	£15,000
Lumphinnans	£4,440
Ballingry	£12,900

Cardenden	£14,000
Lochgelly	£15,300
<b>Total</b>	<b>£96,000</b>

A timeline was drawn up and distributed to members regarding the ongoing work around community profiles and conversations about aspirations for local communities. The feedback from these will be utilised to spark further discussion with local people around projects for participatory budgeting, with the first PB event expected to take place in Benarty in April 2024.

20 December 2023

Agenda Item No. 9

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## **Cowdenbeath Area Local Community Plan - Plan 4 Cowdenbeath Area 2023-2026 update**

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**Report by:** Paul Vaughan, Head of Communities and Neighbourhood Service

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**Wards Affected:** Wards 7 and 8

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### **Purpose**

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This report updates members on progress being made to deliver on the priorities agreed in the Plan 4 Cowdenbeath Area 2023-2026. This report will focus on very early progress being made across the 3 priorities – Tackling Poverty, Raising Aspirations and Community Engagement.

### **Recommendation(s)**

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Members are asked to note the work delivered to date on the three agreed priorities within the Plan 4 Cowdenbeath Area 2023-2026.

### **Resource Implications**

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Local Community Planning activities are funded through various sources, including the Local Community Planning Budgets, Service and Partner budgets and external funding. Partners also contribute to delivery of the LCP by developing targeted projects and initiatives.

There is an expectation that service planning processes will address issues raised through the Local Community Planning process and that partners and officers work together to make the Plan a success.

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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There has previously been consultation in the production of the Plan 4 Cowdenbeath Area 2023-2026. Consultation took place with elected members, fife council partners, third sector organisations and young people within the Cowdenbeath Area.



## 1.0 Background

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- 1.1 on the 6 September 2023 the Cowdenbeath Area Committee approved the new Local Community Plan (LCP) 2023-2026. LCPs have been in place across Fife for the past ten years and are generally updated every three years in line with the Plan for Fife. The revised plan for 2023 to 2026 is in line with the Council's recovery and renewal priorities, with a much stronger focus on identifying the improvements and shifts in approach that are needed in each local area.
- 1.2 The new Plan for Cowdenbeath Area 2023-2026 sets out a vision and key priorities. All partners are responsible for aligning service delivery to meet the aims of the plan, integrating the key priorities into the work they deliver. Partners are accountable to the relevant area committee for their ongoing contribution to delivering the plan's vision.
- 1.3 Members asked that regular updates were provided to Area Committee to monitor progress of the LCP as it progresses through the 3-year period. Updates will be a mix of verbal updates, briefings and AC committee reports.

## 2.0 Cowdenbeath Area Local Community Plan 2023-2026

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- 2.1 The new Cowdenbeath LCP has three priority areas and three priority leads. Priority areas and leads are as follows:-
  - Tackling Poverty Scott Blyth
  - Raising Aspirations Anne Marie Vance
  - Community Engagement Izzy Scott-Trimmm
- 2.2 The Cowdenbeath Area People and Place Partnership group is well established and supports the progress of delivering on the LCP. They meet every 8 weeks to discuss the priority areas and work being delivered to address these. The group have a diverse membership reflecting the scale of the partnerships active in the area.
- 2.3 Although still very early in the lifespan of the new LCP a number of projects have been developed and delivered. Highlights of some of the work undertaken to date are detailed below.

## 3.0 Tackling Poverty

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- 3.1 8 Welfare Roadshow took place across the Cowdenbeath area in November 2023. They were delivered in Lochgelly, Benarty, Kelty, Cowdenbeath, Cardenden, Hill of Beath, Crossgates and Lumphinnans. Twenty partners from the Cowdenbeath Poverty Action Group (CPAG) worked together to ensure the communities could access services that support a number of different themes including financial wellbeing, mental health, physical health, education and social inclusion. This supported communities being well informed of the variety of services and organisations available to support them locally.
- 3.2 The CPAG have been meeting regularly since March 2023 to share information and raise awareness of the services available within the community. This strengthened partnership working, helping deliver joined up services throughout the area and deliver better signposting and connecting members of the community to appropriate services. The CPAG are working to undertake activities to deliver on the LCP under the Tackling Poverty theme.

- 3.3 The Winter Programme aims to provide a package of support for the community over the winter period. This includes providing information to partners, helping ensure all services operating within the community are aware of the support mechanisms, delivering a programme of 'Warm Welcome' venues, ensuring welfare support is available within the community and provision of 'Winter Warmer' items to assist households which are self-rationing energy use. All partners support provision of holistic support, rather than just crisis mitigation.
- 3.4 Following funding to deliver Welfare Support Outreach resource, Welfare Support Assistants have been delivering drop-in sessions at schools helping us reach out to families who may not have been aware of the support available. This is to be extended in 2024 to include an increased presence at Winter Welcome events and community groups.

## 4.0 Raising Aspiration

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- 4.1 **Fife College** are helping raise aspirations and tackle poverty within the communities of Cowdenbeath (and beyond) through a variety of initiatives. Please see below an example of 3 projects underway.

### 4.2 Education Support Assistants

Often young or single parents cannot access education due to a lack of childcare. This can lead to some people feeling stuck in a position where they want to work and achieve more, but feel unable to do so. This also means many parents are looking for work that fits around their childcare needs.

The role of an Education Support Asst (ESA) supports children in a class environment, the role often being within school hours and sessional, allowing parents to continue to work and care for their child.

This is a role which requires a qualification, and we have now offered this role as an evening class (fully online) to allow people who would not normally be able to access the qualification the opportunity to study when the kids are often in bed. The course starts in February, and we have seen a large number of applications so far, which is really exciting. We have also offered payment plans (for those not eligible for funding) to make sure the qualification is accessible.

### 4.3 HNC Working with Communities

We are reintroducing the HNC Working with Communities (online) in 2025. This helps raise aspirations as it allows volunteers, or those with an interest in working within their community, the opportunity to study for a required qualification. Again, a part time model (funded) which allows people to earn and learn, rather than committing to full time study.

Our colleagues who work within the community directly target issues around poverty, engagement and raising aspirations within their community, so we are proud to help bring more passionate people into roles working in their community.

### 4.4 Full Time SVQ

We introduced a full time SVQ course especially for students who wanted a career in care (but were not yet 100% ready), which allowed us to work with students over a year, offer them a placement and the opportunity to learn and grow and become ready for work. This work was done in conjunction with the Fife Health and Social Care Partnership (as part of our 'Fife Care Academy'), and has been successful in readying students for work.

We have also created an online HNC within the Fife Care Academy for those in work with aspirations to move into higher grade role within the care sector. This operates online (and we have ensured the model we use allows people to access SAAS funding, so there is no cost to students). This model allows people to earn and learn, and access a qualification that can help people move into other roles and again, helps raise the aspirations and opportunities of the people in Cowdenbeath and beyond.

- 4.5 Business Gateway Fife deliver business support services for businesses in Fife on behalf of Economic Development. A wide range of support and advice is provided to individuals looking to set up in business, and newly formed and existing businesses looking to grow and develop. Within the Cowdenbeath Area, during the period 2022/23, 112 businesses have engaged with a Start-up Adviser, 100 businesses have engaged with a Growth Adviser, 7 businesses have engaged with a Fife Council Relationship Manager, 5 businesses have been supported with 11 days of consultancy support and 9 grants have been awarded.
- 4.6 **Economic Development** have also developed a flyer which has been promoted via the People and Place Groups/Community Managers and via social media platforms to promote support to town centre businesses. An additional flier has been developed highlighting support for social enterprises which has been shared via Business Gateway Fife's e-zine and will be promoted via social media platforms. Within Economic Development, we are continuing to engage with businesses within communities to ensure a broader understanding of the support services available to businesses, whether that be start up, or existing businesses to ensure Fife is the best place to do business.
- 4.7 Fife Business Week delivered by InvestFife and Business Gateway Fife, featured an impressive lineup of twenty events, drawing participation from 504 businesses and stakeholders across Fife. In alignment with Fife's Economic Strategy, the events of the week tackled vital priorities within our key sectors, encompassing Advanced Manufacturing, Food & Drink, Tourism, Energy, Fintech, and Construction. These priorities included supporting businesses in recovery and growth, investing in business premises and infrastructure, and providing skills, training, and fair employment opportunities.
- 4.8 **Anti Social Behaviour.** A Cowdenbeath Multi Agency Group was set up to provide strategic direction and to adopt a partnership approach to countering anti-social behaviour and associated criminality in the Cowdenbeath area. The group meet 8 weekly and have been working collaboratively to target and support those individuals and communities with greatest need.
- 4.9 Work has been undertaken to reduce anti-social behaviour at hotspots such as Glenraig, Lochore Meadows, the underpass leading to Lochore meadow, Cowdenbeath Skatepark, the World War 1 Memorial and the Mans shed. The agency group shared patrol rotas to support a greater presence at hotspots and youth engagement took place via our Safer Communities, Police and Communities teams. Clued up and the communities detached workers teamed up to undertake some Friday evening outreach sessions with young people. Two Pitch Up sessions took place, one at Cowdenbeath Skatepark which included partners from the Fire Brigade, Clued Up, Barnardo's, Youth Justice and Cowden in the Community and one at Lochore Meadows.

- 4.10 Further prevention projects have been discussed within the group. These potential projects are being further investigated and members will be updated as projects are established.

## **5.0 Community Engagement**

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- 5.1 A number of opportunities for engagement have been offered recently within the Cowdenbeath area. Focussed sessions on local place plans, green space consultations and health and wellbeing questionnaires and conversations have all taken place since the last plan update was presented to committee.
- 5.2 Community Education workers have been refreshing, and in some cases developing new, community profiles for the area. These will be available in the new year and will be used as the basis for further discussion about community aspirations for the 8 Cowdenbeath area communities and which of these could be possible projects for the participatory budgeting exercise.
- 5.3 Cowdenbeath area has a thriving online community, investigation has begun on how to better utilise the social media pages we have both within fife council and in the wider community. Currently it is used to provide information and updates but it is hoped to move towards using this as a method to gather views and information from local people.
- 5.4 Local youth forums are thriving in Cardenden and Lochgelly, discussions are taking place on how we roll this success out across the Cowdenbeath area raising the impact of the youth voice in our communities.
- 5.5 Engagement has taken place with local organisations who did not apply for warm welcome funding but who officers believed had a vital part to play in social inclusion, this resulted in further applications and additional opportunities for local people to participate in social groups.

## **6.0 Next Steps**

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- 6.1 The Cowdenbeath Area Partnership Group are working to finalise the action plan outlining how the group plan to deliver on the priorities approved as part of the LCP. The action plan will support the group to monitor project progress, development and delivery. The action plan will be a working document that should grow, develop and evolve to meet the needs of the area, drawing on input from the community.
- 6.2 Present the finalised action plan to the Cowdenbeath Area Committee members.

## **7.0 Conclusion**

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- 7.1 This report is an update of the work being developed to meet the three priorities within the Plan 4 Cowdenbeath Area 2023-2026.
- 7.2 Members are asked to note the work already started under the agreed priorities.

### **List of Appendices**

None

## Background Papers

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

- Plan 4 Cowdenbeath Area 2023-2026
- Cowdenbeath Area Strategic Assessment (2022) DRAFT  
[https://know.fife.scot/\\_data/assets/pdf\\_file/0026/363338/LSA-2022-Cowdenbeath-DRAFT-v2.pdf](https://know.fife.scot/_data/assets/pdf_file/0026/363338/LSA-2022-Cowdenbeath-DRAFT-v2.pdf)
- Cowdenbeath Economic Profile  
[2022-01-04 Local Area Economic Profiles \(Dec 2021\) \(fife.scot\)](#)

## Report Contact:

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20 December 2023

Agenda Item No. 10

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## Cowdenbeath Area Committee Forward Work Programme

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

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**Wards Affected:** 7 and 8

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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None required for this paper.

### Consultation

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

## **1.0 Background**

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- 1.1 Each Area Committee operates a Work Programme which contains items which fall under three broad headings: items for decision, supporting the Local Community Plan and Scrutiny/Monitoring. These items will often lead to reactive rather than proactive scrutiny. Discussion on the 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**

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

### **List of Appendices**

1. Cowdenbeath Area Committee Forward Work Programme

### **Report Contact**

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<b>Cowdenbeath Area Committee of 28 February 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services	Wendy Macgregor	
Local Area Economic Profiles	Economy, Planning and Employability	Peter Corbett	Expected February 2024.
Domestic Waste, Street Cleansing and Grounds Maintenance Annual Review 23-24	Environment & Building Operations (AT&E)	Alexander Anderson-Es	Expected February 2024.
Area Roads Programme 2023-24	Roads & Transportation	Vicki Connor-fc	Expected February 2024.
Report on Education Outcomes included PEF Fund - 21/22	Education and Children's Services	Mary Mckay-Gr	Expected Feb 2024, workshop to be held January 2024
School Meals Progress report	Education and Children's Services	Tariq Ditta	Motion from Cllr Robb 29.03.23 - Committee further requests officers from Education and Children Services and Facilities Management to keep members regularly informed of the developments in these two schools going forward and requests a progress report to be presented at the 28 February 2024 meeting to allow for further scrutiny." Additional recommendation from Cllr Erskine - "Education are integral to this and sit with a substantial Pupil Equity Fund (PEF) their input could be to utilise part of the PEF to augment the support for the delivery for the Facilities Management Team."
Community Learning and Development - 2024 budget Request.	Communities and Neighbourhoods Service	Izzy Scott-Trimmm	Expected February 2024.
Plan 4 Cowdenbeath 2023-2026 Action Plan	Finance and Corporate Services	Anne-Marie Vance	Minute of meeting 06.09.23 para 77 (4), - committee requested a report by



<b>Cowdenbeath Area Committee of 28 February 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			the current Community Manager (Cowdenbeath Area) on the Plan 4 Cowdenbeath 2023-2026 Action Plan, once this had been agreed by the Cowdenbeath Area Partnership Group. The report would be submitted to Cowdenbeath Area committee no later than the end of the financial year, 31 March, 2024.
Area Budget and Project Progress Report	Communities and Neighbourhoods Service	Anne-Marie Vance	Update
Property Transactions	Property Services	Tracey Clark-bs	If required
Cowdenbeath Area Forward Work Programme	Finance and Corporate Services	Wendy Macgregor	
Draft Development Plan	Communities and Neighbourhoods Service	Sarah Roxburgh	Minute from meeting 06.09.23 - para 81 (2) - arising from the minute of the committee meeting on 1 February 2023, agreed a report on a draft Development Plan (Lochore Meadows)

<b>Cowdenbeath Area Committee of 17 April 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services	Wendy Macgregor	
Educational Outcomes 2023/24	Education and Children's Services	Mary Mckay-Gr	Expected April 2024 – submit to committee following workshop with members
Area Housing Plan 2023-26	Housing Services	Amanda Cathrew	Expected April 2024
Health and Social Care Locality - Cowdenbeath	Health and Social Care	Jacquie Stringer-fc	Annual Report last at committee 29.03.23 – Expected April 2024

<b>Cowdenbeath Area Committee of 17 April 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Community Wealth Building across Cowdenbeath Area	Communities and Neighbourhoods Service	Scott Blyth	Expected April 2024 – Minute of meeting on 06.09.23 para 81 (5) - request report submitted
Supporting the Plan 4 Cowdenbeath - Grounds for Growth - Update	Communities and Neighbourhoods Service	Izzy Scott-Trimmm	Minute of meeting on 01.11.23 - update report in 6 mths, include intake numbers, drop out rate, figures who have gone on to achieve positive destinations etc Invite Stewart Christie Rural Skills Scotland to meeting?
Plan 4 Cowdenbeath 2023-2026	Communities and Neighbourhoods Service	Anne-Marie Vance	Update
Area Budget and Project Progress Report	Communities and Neighbourhoods Service	Anne-Marie Vance	Update
Property Transactions	Property Services	Tracey Clark-bs	If required
Cowdenbeath Area Forward Work Programme	Finance and Corporate Services	Wendy Macgregor	For noting

<b>Cowdenbeath Area Committee of 12 June 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services	Wendy Macgregor	
Supporting the Local Community Plan - Operational Briefing on Policing Activities within Cowdenbeath	Police Scotland		Update
Scottish Fire and Rescue Service - Cowdenbeath Area Annual Performance Report	Scottish Fire & Rescue Service		Update
Safer Communities Team Update Report	Safer Communities	Brian Westwater, Patricia Spacey	Update

<b>Cowdenbeath Area Committee of 12 June 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Community Learning and Development Holiday Programme Update	Communities and Neighbourhoods Service	Anne-Marie Vance, Patricia Galfskiy	Update
Area Budget and Project Progress Report	Communities and Neighbourhoods Service	Anne-Marie Vance	Update on Progress
Plan 4 Cowdenbeath 2023-2026	Communities and Neighbourhoods Service	Anne-Marie Vance	Update on progress.
Property Transactions	Property Services	Tracey Clark-bs	If required
Cowdenbeath Area Forward Work Programme	Finance and Corporate Services	Wendy Macgregor	For noting

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Report on Rockgelly	Economy, Planning and Employability	David Grove	Further investigation required, date to be advised.
Local Community Planning Budget	Communities and Neighbourhoods Service	Ann-Marie Vance	Update?
Area Capital Update Report	Communities and Neighbourhoods Service	Andy Maclellan	Date to be advised
Mary Pit Head - Restoration Work	Communities and Neighbourhoods Service	Ann-Marie Vance	Report required following discussions with Herriot Watt University to determine extend of repairs on the condition of the structure of the Miners Winding Wheel and options for restoration.
Single Amendment to the Core Path Plan Cardenden	Communities and Neighbourhoods Service	Sarah Johnston	Date to be advised.
Concluding report on Plan 4 Cowdenbeath 2019-22	Communities and Neighbourhoods Service	Anne-Marie Vance?	Include detail of progress made, outstanding work and provide reasoning. – Date to be advised

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
For noting - Standing Item for each meeting - Plan 4 Cowdenbeath 2023-2026 - Progress report	Communities and Neighbourhoods Service	Anne-Marie Vance	Include in future meetings Aug – Dec 2024
Report on Cowdenbeath High Street and BRAG Enterprises Ltd	Finance and Corporate Services	Gordon Mole	Minute of meeting on 06.09.23 para 81 (5) - request for report on Cowdenbeath High Street with focus on the decline, to include section on employability and services provided by BRAG Enterprises Ltd. – Date to be advised