

Tuesday 1 October 2024 - 9.30 a.m.

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of City of Dunfermline Area Committee of 18 June 2024. 4 - 8
4. **COMMUNITY RECOVERY FUND (CRF) PROPOSALS - COMMUNITY FOOD DEVELOPMENT WORKER AND DULOCH PARK AND CALAIS WOODS IMPROVEMENTS** – Report by the Head of Communities and Neighbourhood Services. 9 - 12
5. **LOCAL COMMUNITY PLANNING BUDGET REQUEST - COMMUNITY FOOD DEVELOPMENT WORKER** – Report by the Head of Communities and Neighbourhood Services. 13 - 15
6. **DUNFERMLINE SKATEPARK BUDGET REQUEST** - Report by the Head of Communities and Neighbourhood Services. 16 - 21
7. **AREA HOUSING PLAN UPDATE 2024 - 2027** – Report by the Head of Housing Services. 22 - 50
8. **EDUCATION - PUPILWISE AND PARENTWISE SURVEYS** – Report by the Head of Education & Childrens Services (Early Years and Directorate Support). 51 - 61
9. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 62 - 63
10. **CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance & Corporate Services. 64 - 68

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

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

Fife House
North Street

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24 September, 2024

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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.

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THE FIFE COUNCIL - CITY OF DUNFERMLINE AREA COMMITTEE - BLENDED MEETING

Regency House Halbeath

20 August 2024

9.30 am - 12.45 pm

PRESENT: Councillors James Calder (Convener), Naz Anis-Miah, Lynn Ballantyne-Wardlaw, Auxi Barrera, Aude Boubaker-Calder, Gavin Ellis, Derek Glen, Jean Hall-Muir, Cara Hilton, Jim Leishman and Gordon Pryde.

ATTENDING: Stuart Booker, Improvement Officer, Education Service; Shirley Melville, Community Manager (Dunfermline), Lindsay Gilfillan, Anti-Poverty Project Manager and Louise Whyte, Capital Project Manager, Communities and Neighbourhoods Service; Lisa Hemphill, Lead Officer Community Regeneration, Housing Service; Matthew Roberts, Lead Consultant (Local Transport Strategy) and Vicki Storrar, Lead Consultant (Roads and Lighting Asset Management), Roads and Transportation Service; David Thomson, Customer Experience Lead Officer, Customer and Online Services; Hilary Roberts, Lead Officer (Tourism), Property Services; and Emma Whyte, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

The Convener advised of an additional item which he had agreed to take as urgent business which was relevant, competent and urgent due to a recent decision taken by Cabinet Committee and the consequences of this and moved its consideration, in terms of Standing Order 29.3. This was unanimously agreed. The item was considered after item 14 on the agenda.

The committee expressed their condolences to the family of former Councillor Liz Mogg who had recently passed away and acknowledged her contribution to the community in her time as an elected member.

150. DECLARATIONS OF INTEREST

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

151. MINUTES

- (a) The committee considered the minute of the meeting of the City of Dunfermline Area Committee of 18 June 2024.

Decision

The committee agreed to approve the minute.

- (b) The committee considered the minute of the West Fife Area Common Good Sub-Committee of 3 June 2024.

Decision

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The committee agreed to approve the minute.

152. REPORT ON EDUCATIONAL OUTCOMES 2022/23

The committee considered a report by the Head of Education providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23. The report also provided an overview of the range of strategies that were being developed to support education's key priority to raise attainment.

Decision

The committee noted:-

- (1) the overall progress in raising levels of attainment in 2022/23; and
- (2) the strategies that were being implemented to raise attainment.

153. LOCAL COMMUNITY PLANNING BUDGET REQUEST - TOUCH AND GARVOCK OUT OF SCHOOL CLUB

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £14,654.80 from the Dunfermline Local Community Planning budget to support start up costs of after school childcare provision in St. Margaret's Community Church, Dunfermline.

Decision

The committee agreed to allocate £14,654.80 from the Dunfermline Local Community Planning budget to support the project and that the funds for the project would come from the Dunfermline Central portion of the budget due to the geographical location as well as budget remaining.

154. LOCAL COMMUNITY PLANNING BUDGET REQUEST - PLACE BASED COMMUNITY-LED REGENERATION IN TOUCH

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £10,000 from the Local Community Planning budget for the Place Based Community Led Regeneration in Touch.

Decision

The committee agreed to allocate £10,000 from the Local Community Planning anti poverty budget to support the project.

155. SUPPORTING THE CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN – COMMUNITY RECOVERY FUND (CRF) PROPOSALS

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for a contribution of £5,830 from the Dunfermline Community Recovery Fund (CRF) to support a One Step At a Time (Lego Walk) event. It was recommended that the funds for this project would

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come from the previously agreed Development of Dunfermline's City Status CRF allocation.

Decision

The committee agreed to a contribution of £5,830 from the Development of Dunfermline's City Status CRF allocation to support the project.

156. SUPPORTING THE CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN – ANTI POVERTY WORK UPDATE 2023-24

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update for the period 1 April 2023 to 31 March 2024 on the activity and outcomes relating to the anti-poverty work currently being undertaken in the City of Dunfermline area, in alignment with the key priorities of the area contained within the draft City Plan.

Decision

The committee noted the progress in terms of the activity and outcomes for the City of Dunfermline area in relation to the period 1 April 2023 to 31 March 2024 and ongoing anti poverty work.

The committee adjourned at 10.55 am and reconvened at 11.05 am.

157. DUNFERMLINE FREE BUS TRAVEL INITIATIVE 2024/25

The committee considered a report by the Head of Roads and Transportation Services seeking approval to use the budget allocated to the City of Dunfermline Area Committee for devolved parking initiatives to provide free bus travel within the city on a number of days in 2024/25.

Decision

The committee:-

- (1) agreed to commit the budget allocated to the City of Dunfermline Area Committee for devolved parking initiatives in 2024/25 to fund free bus travel in the city on a number of days in 2024/25; and
- (2) authorised officers to confirm dates in consultation with members of the committee and the local business community.

158. AREA ROADS PROGRAMME 2023/24 – FINAL REPORT

The committee considered a report by the Head of Roads and Transportation Services advising on the delivery of the 2023/24 Area Roads Programme (ARP).

Decision

The committee noted the contents of the report and Appendices.

159. PLAY STRATEGY IMPLEMENTATION – DUNFERMLINE AREA

The committee considered a report by the Head of Communities and Neighbourhoods Services detailing the proposed implementation programme for

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the Dunfermline area and seeking approval of the approach adopted, taking cognisance of the issues noted.

Decision

The committee agreed:-

- (1) the suggested play strategy implementation programme; and
- (2) the approach in allocating investment identified.

160. COMPLAINTS UPDATE - 1 APRIL 2023 TO 31 MARCH 2024

The committee considered a report by the Executive Director (Communities) providing an overview of complaints received relating to the City of Dunfermline committee area for the year from 1 April 2023 to 31 March 2024.

Decision

The committee noted:-

- (1) the contents of the report; and
- (2) the complaints responded to in target timescales and the proportionality of service complaints.

161. CITY OF DUNFERMLINE TOURISM ACTION PLAN

The committee considered a report by the Service Manager (Place Programmes and Policies) providing an update on progress of the City of Dunfermline Tourism Action Plan and seeking approval of the actions contained within the Action Plan.

Decision

The committee:-

- (1) agreed the actions contained within the City of Dunfermline Tourism Evaluation and Action Plan, a multi-partner five year Tourism Action Plan;
- (2) noted the progress since the Action Plan was produced; and
- (3) noted that the governance for the Action Plan would be part of the City Development Plan framework and the City Development Partnership and City Alliance which would ensure that progress by all partners would be reviewed and reported on.

162. CITY OF DUNFERMLINE AREA COMMITTEE WORKPLAN

The committee considered a report by the Executive Director (Finance and Corporate Service) relating to the committee's Forward Work Programme for future meetings of the committee.

Decision

The committee reviewed and noted the City of Dunfermline Area Committee Forward Work Programme.

163. URGENT ITEM – EMERGENCY MOTION – DUNFERMLINE’S LEISURE PROVISION

Emergency Motion

Councillor Ellis, seconded by Councillor Boubaker-Calder, moved that:-

"In light of the decision by the Cabinet Committee to approve demolition of the Woodmill and St Columba sites, the City of Dunfermline Area Committee requests an written explanation by the cabinet committee convener of why the decision taken by the City of Dunfermline area committee on the 25th April, 2023 item 15 on the agenda in regard to the motion on Dunfermline’s leisure provision and the request for a feasibility study hasn’t been carried out or added to the forward work programme of the cabinet committee."

Decision

The committee agreed the motion unanimously.

1 October 2024

Agenda Item No. 4

Community Recovery Fund (CRF) Proposals – Community Food Development Worker and Dulloch Park and Calais Woods Improvements

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

Wards Affected: Wards 2,3 & 4

Purpose

To seek agreement from the Area Committee for a contribution of £43,476 from the Dunfermline Community Recovery Fund (CRF) to support: An extension to the current Community Food Development Worker post (£21,076) and a series of improvements to local parkland and woodland within Dulloch (£22,400).

Recommendation

The Committee is asked to consider and agree to an allocation of £43,476 from the Community Recovery Fund (CRF). The projects spread across all Local Community Planning priorities. The funding will be used for:

- Community Food Development Worker Post Extension (£21,076 part funding)
- Dulloch Park & Calais Woods Improvements (£22,400)

Resource Implications

There will be sufficient funding available within the Community Recovery Fund with a current balance of **£107,323.38** prior to the approval of projects outlined in this report. There is also sufficient funding available within the Local Community Planning Budget (Anti-poverty).

Legal & Risk Implications

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

Impact Assessment

An EqIA is not required because the report does not propose a change or revision to existing policies and practices, for example, annual reports or monitoring reports.

Consultation

There has been local consultation with elected members and key officers. A Megaward meeting took place on 22nd August whereby members had the opportunity to discuss applications and feedback accordingly.

Consultation for specific projects has been carried out with relevant groups and organisations across the City of Dunfermline.

1.0 Background

- 1.1 At its meeting on 25 August 2022, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 22nd September approved the 'Help with Cost of Living: Extending Community Support' report which set out a general approach and criteria for the Fund, including the allocation of the £9m across the 7 Area Committees. The City of Dunfermline's allocation is £1.26M.
- 1.2 The specific criteria for the fund is as follows:
 - Projects should link to Local Community Plan priorities.
 - Projects should take account of Plan for Fife recovery priorities (Community Wealth Building, Tackling Poverty, Economic Recovery, Climate)
 - Projects should provide assessment of benefit to ensure no unintended consequences.
- 1.3 Projects delivered via Community Recovery Fund should be completed by 31 March 2025 to allow for a full evaluation to be presented at Cabinet.
- 1.4 Current projects cut across all priority areas of the Plan 4 Fife and also the Local Community Planning Priorities of:
 - Building strong and resilient communities
 - Making Dunfermline a better place to live, work & visit
 - Promoting and supporting wellbeing
- 1.5 On 12th September 2024, Fife Council Cabinet Committee agreed the extension of CRF flexibility into 2025/26.

2.0 Community Food Development Worker

- 2.1 The Community Food Development Worker Post was funded via CRF in December 2023, as there was an identified need to support Community Food across the City of Dunfermline. Within the first 8 months of the establishment of this post, various outcomes have been achieved such as:
 - Community Capacity support to 12 organisations over the winter period to deliver Winter Welcome activities
 - Ongoing support to organisations delivering Cafe Inc as well as carrying out evaluations after Easter and Summer
 - Food Hygiene training delivered through Community Based Adult Learning: 38 individuals completed REHIS Elementary Food Hygiene Level 2, with representation from 6 different Community Food organisations. Other training delivered such as Entitlement Training and Food and Health Training.
 - Delivery of an 8-week meal in a bag project via Baldridgeburn Pantry
- 2.2 Identified projects to be delivered over the 12 month extension are:

- Focus on supporting new CFPs across the City, as well as continued support to existing providers
 - Supporting and improving Winter Welcome and Cafe Inc offering to increase dignity and sustainability.
 - Co-delivering Community Food Champion Training through health promotions
 - Working with Feeding Fivers to develop a new “seed to fork” course in primary schools.
 - Further develop meal in a bag project
 - Support delivery of Cash First project
- 2.3 A key focus of this post will be to explore sustainability beyond the period of current funding.
- 2.4 Matched funding of £21,076 has also been requested from the Local Community Planning Budget Anti Poverty fund.

3.0 Duloch Park & Calais Woods Improvements

- 3.1 This project aims to support a series of improvements to local parkland & woodland within Duloch, improving accessibility, promoting active travel and enhancing awareness for health and wellbeing use, backed by a community led Development plan.
- 3.2 The funding will be used to establish a new accessible nature trail within the park, widening and enhancing existing grass path and adding points of interest, sensory play related, along a 600m route. This will allow a greater number of people to experience the ‘wilder’ parts of the greenspace, including the local Calaiswood school. Points of interest will be designed in collaboration with the school and local community to ensure maximum inclusivity.
- 3.3 Funding will also be used to create two interpretation boards to tell the story of local history at key points of interest: 1. Bronze age Tumulus 2. Lime kiln/quarry & Halbeath waggonway route. Boards will be built with Dunfermline Men’s Shed and the context developed by local volunteers and Fife Council Archaeology.
- 3.4 Animal/ Bird posts will be placed along the existing woodland paths. Posts with rubbing plaques attached will allow children to collect rubbings of animals and birds found within Calais Woods as part of an interactive trail.
- 3.5 Consultation has taken place with the Community Council and Conservation groups in May, bringing ideas together which form the basis of the development plan for Duloch Park and Calais Woods area. Consultation has also taken place with Fife Council teams and Calaiswood school.
- 3.6 £10,000 of volunteer hours, including the production of a development plan, mapping projects, engaging with stakeholders, fundraising and physical work of the ground (path maintenance, litter picking etc) has taken place. There are pending applications with Edinburgh Airport Net Zero fund, Fife Environmental Trust, LNER Community Fund, grants from South Dunfermline CC and Halbeath & Duloch CC.

4.0 Conclusion

- 4.1 All projects meet the criteria for CRF processes, and meets the LCP priorities for the City of Dunfermline
- 4.2 All projects have included consultation with various groups, organisations and FC services.
- 4.3 If approved, this will leave a remaining CRF balance of **£63,847.38**

Background Papers

Circulated to members in advance of City of Dunfermline Area Committee:

- Community Food Development Worker application
- Duloch Park & Calais Woods application
- Duloch Park development plan

Report Contact(s)

Lindsay Gilfillan

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Anti-Poverty & Community Wealth Building Project Manager

1 October 2024

Agenda Item No. 5

Local Community Planning Budget Request - Community Food Development Worker

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 2,3,4

Purpose

This report seeks a contribution of £21,076 from the Local Community Planning budget to part-fund the continuation of the Community Food Development Worker position.

Recommendation(s)

Members are asked to agree a contribution of £21,076 from the Local Community Planning budget, specifically the Anti-Poverty section of the budget.

The same amount has been requested from the Community Recovery Funding.

Resource Implications

There is sufficient funding available in the local area budget should the contribution be agreed.

Legal & Risk Implications

This report raises no particular legal or risk implications.

Impact Assessment

An Equality Impact Assessment (EqIA) is not required, as the report does not propose a change or revision to existing policies and practices.

Consultation

There has been local consultation with elected members and key officers. A Megaward meeting took place on 22nd August whereby members had the opportunity

to discuss applications and feedback accordingly. Key partners within the Dunfermline Poverty Action Group have also been consulted.

1.0 Background

- 1.1 The criteria for spend from the Local Community Planning Budget requires authorisation from the Area Committee before amounts over £5,000 can be committed. This report has been undertaken to seek agreement from this Area Committee for a contribution of £21,076 from the Local Community Planning Budget (Anti-Poverty)
- 1.2 This project supports key areas of the Plan 4 Fife and also the Local Community Planning Priorities of:
 - Building strong and resilient communities
 - Making Dunfermline a better place to live, work and visit
 - Promoting and supporting wellbeing

2.0 Project Information

- 2.1 The Community Food Development Worker Post was funded via CRF in December 2023, as there was an identified need to support Community Food across the City of Dunfermline. Within the first 8 months of the establishment of this post, various outcomes have been achieved such as:
 - Community Capacity support to 12 organisations over the winter period to deliver Winter Welcome activities
 - Ongoing support to organisations delivering Cafe Inc as well as carrying out evaluations after Easter and Summer
 - Food Hygiene training delivered through Community Based Adult Learning: 38 individuals completed REHIS Elementary Food Hygiene Level 2, with representation from 6 different Community Food organisations. Other training delivered such as Entitlement Training and Food and Health Training.
 - Delivery of an 8-week meal in a bag project via Baldridgeburn Pantry
- 2.2 Identified projects to be delivered over the 12 month extension are:
 - Focus on supporting new CFPs across the City, as well as continued support to existing providers
 - Supporting and improving Winter Welcome and Cafe Inc offering to increase dignity and sustainability.
 - Co-delivering Community Food Champion Training through health promotions

- Working with Feeding Fivers to develop a new “seed to fork” course in primary schools.
- Further develop meal in a bag project
- Support delivery of Cash First project

- 2.3 A key focus of this post will be to explore sustainability beyond the period of current funding.
- 2.4 The proposal for funding for this project is to match fund from both CRF and LCB Anti-Poverty Budget.

3.0 Conclusions

- 3.1 This report seeks support to continue the position of Community Food Development Worker.
- 3.2 A copy of the LCPB application can be viewed upon request where appropriate.

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:

- N/A

Report Contact

Lindsay Gilfillan
Anti-Poverty & Community Wealth Building Project Manager
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1 October 2024

Agenda Item No. 6

Dunfermline Skatepark Budget Request

Report by: Paul Vaughan, Head of Communities and Corporate Development

Wards Affected: 2,3 and 4

Purpose

To ask members to consider re-allocating funds to support the Dunfermline Skatepark group to refurbish and enhance the urban skatepark (behind Music Institute). Funding would be allocated from the 2017-19 Area Capital budget, from Wellwood Park unspent allocation and to assign the remaining Improving Health Budget to match fund the significant external funding raised by Dunfermline Skatepark group.

Recommendation(s)

- (1) Agree to allocate £30,369 from 2017-19 unallocated Area Capital;
- (2) Agree to reallocate £32,525 remaining budget allocated to Wellwood Play area from Dunfermline 2017 Improving Health through Leisure and Sport;
- (3) Agree to allocate £18,871 unallocated budget from Improving Health through Leisure and Sport for Dunfermline area; and
- (4) Note the previous agreement from Convener Cllr Helen Law to reallocate £20,000 from Duloch Green Gym to Dunfermline Skatepark.

Resource Implications

There is sufficient budget available in Dunfermline Area Capital to support the above recommendations. Staff resource is available to ensure delivery of the project in 2025 if funding is secured. The skatepark is a council asset that has reached its natural expiry date, and this funding is essential to breathe new life back into the facility.

Legal & Risk Implications

If we fail to invest in this asset, it will fall further into disrepair and may result in increased health & safety issues as the facility is not fit for purpose.

Impact Assessment

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

Consultation

The Dunfermline Regeneration Trust along with the Dunfermline Skatepark group have undertaken public consultation at various public events they have organised including music events and skate jams. Some further consultation of final design of the skatepark is required.

Local elected members are also aware of and supportive of the project.

A Community empowerment (engagement) consultation was completed in 2022, and no representations were made

1.0 Background

- 1.1 The current skatepark is 20 years old and is at end of life. It no longer meets user requirements as the sport has developed over the years. The proposal is to utilise the existing infrastructure and enhance the current skatepark facility by making better use of the space and introducing new features.
- 1.2 Wellwood Play Area was awarded £126,232 from Dunfermline Improving Health money in 2017. Initial aspirations were to replace the play park and build a MUGA. The play park was completed in June 2022. The remaining budget of £32,525 was to secure match funding to allow the MUGA construction, however, the Community Council disbanded and formally withdrew their application/award from the Fife Environment Trust on 20th March 2024.
- 1.3 Duloch Green gym project did not progress as the proposal was not viable in terms of delivery and maintenance mechanisms. Gyms were not included in the scope of the play space strategy as they aren't considered as play items. Given the resource stretch in scheduling and inspections of existing equipment, it wasn't feasible to continue to add assets to the portfolio.

2.0 Current Position

- 2.1 The existing facility is approximately 800m². Skatepark Adoption Model – Public Skatepark Development Guide suggests that for every 25,000 residents, you might require a skatepark of around 900m²
- 2.2 Dunfermline Area – Our Fife Data set, notes that Dunfermline has a population of circa 56,000 with a 29% increase by 2026, therefore our aspiration is to provide a facility close to 2000m²
- 2.3 There is available space for expansion at the current location. A Community empowerment (engagement) consultation was completed in 2022 and no representations were made regarding the redevelopment of the ball court and tennis court. This would provide an opportunity for us to develop an entry level section adjacent to the current skatepark facilitating the need to integrate skating abilities.
- 2.4 One of the biggest issues we face is raising sufficient funds to deliver a state-of-the-art skatepark for the City of Dunfermline and Fife. The Dunfermline Skatepark group have raised £185,000 in external funding which is a fantastic achievement. However, to bring their aspirations to fruition they need significantly more. Further funding applications awaiting a decision (mid November 24) amount to £50,000 however, there is no guarantee that these will be successful.
- 2.5 A phased approach to delivery means that a construction budget of £300,000 is required to develop plans on the current footprint which would provide a fantastic facility for the City of Dunfermline of approximately 1000m²
- 2.6 A second phase would aspire to include an entry level facility aimed at beginners and younger skaters. Further funding would be sought to deliver this future aspiration.

3.0 Conclusions

- 3.1 Based on the information above which demonstrates the need for a larger facility to meet the demand of a growing population, a minimum of £300,000 is required to deliver this. The recommendations above identify £101,765 of Capital funding available to match the groups £185,000 already raised giving a total £286,765.
- 3.2 The Skatepark group continue to fundraise towards the construction budget target of £300,000

List of Appendices

1. Concept design

Background Papers

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

Bulleted list

- <https://our.fife.scot/lets-talk-local/dunfermline-area>
- <https://publicskateparkguide.org/vision/skatepark-adoption-model/>
- Capital Investment Plan 2017-27

Report Contact

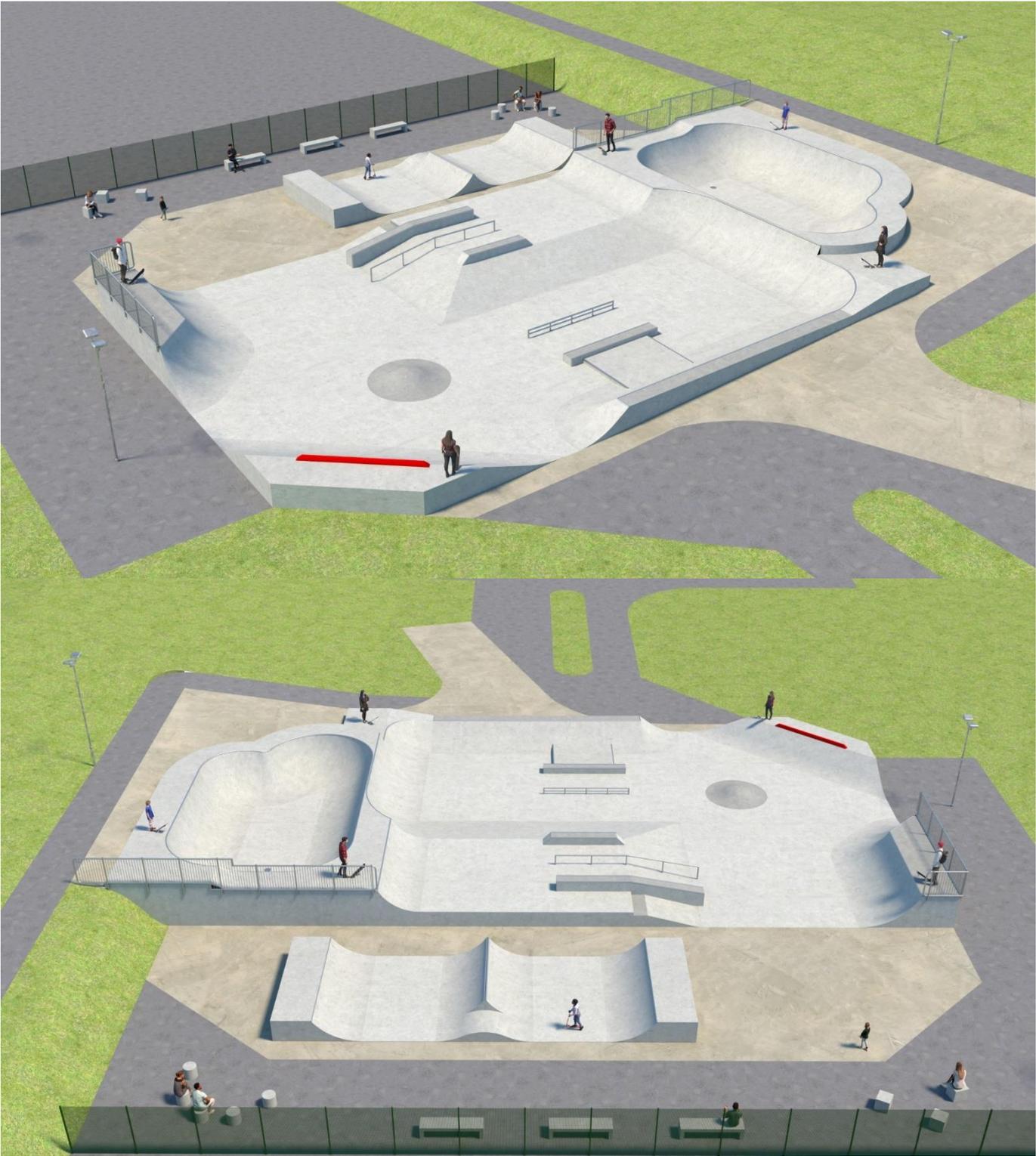
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Appendix 1 – Concept Design





1 October 2024
Agenda Item No. 7

Area Housing Plan 2024-25

Report by: John Mills, Head of Housing Services

Wards Affected: 2, 3 and 4

Purpose

The report seeks Area Committee approval for a revised area housing plan which sets out area performance, service delivery and highlights key housing issues for Members' consideration.

Recommendation

Members are asked to consider and approve the Dunfermline Area Housing Plan for 2024 – 2025.

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

1.0 Background

- 1.1 The Council has a vision to create a Fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services, as the largest landlord in Fife, can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives.
- 1.2 The Area Housing Plan shows how we work with partners and local communities to improve housing services in the area. Tenant and residents have told us their concerns and issues where they live and together we have identified what we can do to address these issues. We have looked at how well we are doing managing our homes to prioritise which services we need to improve.
- 1.3 The plan links into different policies and strategies across Fife including; Plan 4 Fife, Local Housing Strategy, Dunfermline Local Community Plan, Area Lettings Plan and Pathway to Improvement (Annual Return on the Social Housing Charter).

2.0 Development of the Area Housing Plan

- 2.1 The previous Area Housing Plan covered the period 2023-26. Since then, we have developed a new annual Area Housing Plan focusing on key performance areas in line with discussions with the Area Committee Conveners and Vice-Conveners.
- 2.2 Tenant participation is a key part of our housing strategy. Being part of organised groups gives our tenants and residents a greater voice when talking about local issues. We work closely with Tenant and Resident Associations and carry out area walkabouts with representatives and partner services to identify areas of concern, creating action plans and reporting on progress.
- 2.3 The Area Housing Plan highlights performance and states tenants in the Dunfermline Area are 80% satisfied with the overall service provided. 86% of tenants are satisfied with the management of their neighbourhoods.
- 2.4 In Dunfermline over recent years, the Council has delivered Affordable Housing. Currently, there is an acute need for more council new build properties in this Area. We have linked in our Strategic Housing Investment Plan (SHIP) to give Members the opportunity to explore potential new builds sites in the Dunfermline Area.
- 2.5 We have highlighted the role of the Housing Investment Programme and the Council's intention to continue to invest in council houses. Investments include; kitchens, central heating, bathrooms, roofs, rewiring, smoke

detectors, secure door entry systems, structural works, electrical testing and external walls.

3.0 Local Issues Action Plans

- 3.1 It is recognised there is a need for more affordable housing in the Dunfermline Area. In year 2023/24, 2 properties were bought in the Dunfermline area.

The lack of family housing / specific needs housing is recognised as a key housing issue throughout the area. We will provide feedback on the number of tenants who have downsized using the Tenant Incentive Scheme, we will build larger family homes, we will ensure 30% of the affordable housing programme is for specific needs customers including 5% for wheelchair housing and will carry out adaptations to existing homes to keep tenants at home where feasible.

- 3.2 We are committed to a number of projects throughout the area which will see improvements to the communal areas of some of our flatted properties. We have also committed to continue with estate walkabouts so that we can work together with the tenants and residents to identify further issues that they feel are important to address.
- 3.3 We will continue to work in partnership with Safer Communities and take robust action against perpetrators of anti-social behaviour. We will utilise allocation discretion where appropriate and aim to increase the number of “Housing First” tenancies within the area.

4.0 Area Lettings Plan

- 4.1 There are more people looking for rehousing in the Dunfermline area than we have housing becoming available. There is a lack of larger properties within the area and we are committed to identifying areas for development to include larger family homes.
- 4.2 We continue to offer housing options advice which provides applicants with information on all tenure types which are available, maximising their opportunities for re-housing.
- 4.3 The Home Swap scheme continues to see increased number of households registering their interest in moving to more suitable properties with 29 completed exchanges taking place last year.

5.0 Conclusions

- 5.1 Through the Area Housing Plan, we have identified local issues through engagement with local communities and elected member and create action plans to address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes.

- 5.2 The Area Lettings Plan sets out the stock profile, identifying where there is housing need and how we intend to improve the lack of larger family homes.

List of Appendices

1. Dunfermline Area Housing Plan 2024-25
2. Dunfermline Area Lettings Plan 2024-27

Report Contact

Lynne Johnston
Dunfermline Area Housing Manager
Segal House, Dunfermline
Email: lynne.johnston@fife.gov.uk

Dunfermline Area Housing Plan 2024-2025

Introduction

The Fife Housing Partnership supports the [Scottish Governments Housing to 2040](#) vision for everyone in Scotland to have a safe, high-quality home that is affordable and meets their needs in the place they want to be. [The Fife Housing Partnership Local Housing Strategy 2022-2027](#) is the strategic plan in which the key areas of focus are outlined:

1. Ending Homelessness
2. More Homes in the Right Places
3. A Suitable Home
4. A Quality Home
5. A Warm Low Carbon Home

Whilst the Local Housing Strategy sets out the strategic plan for Fife, the area housing team are responsible for the delivery of local plans for and with local people. This Area Housing Plan aims to illustrate how the Dunfermline area housing team works with our partners and local communities to improve how we deliver housing services in the local area.

The area housing plan is our commitment to the ongoing work required on:

- New Homes,
- Letting Empty Houses,
- Improving Property,
- Looking after tenancies.

Working in partnership with tenants, residents and elected members we have identified the key areas of focus for improvement, which have been described within the content of this Area Housing Plan. The Dunfermline Area Housing Plan was approved by City of Dunfermline Area Committee on 01/10/2024

This plan supports Fife Council wider strategies, policies and plans. The below infographic demonstrates the link between this area housing plan and the wider strategies, policies and plans that it supports:-



South and West Fife is part of the **Dunfermline and Coast** Housing Market Area and includes the electoral wards of:

Ward 2 – Dunfermline North

Ward 3 – Dunfermline Central

Ward 4 – Dunfermline South

Through the [Fife Housing Register](#) webpage, you can now view our new [interactive map](#) which shows where all housing partners have properties. This will help you make an informed decision about your preferred areas of choice if you want to submit a Fife Housing Register application.

Performance Information

Fife Council is the largest landlord in the Dunfermline area. The stock profile below shows that we are responsible for the management of 3444 homes.



| Stock by type | | Fife | Stock by size | | Fife |
|-----------------|------|-------|---------------|------|-------|
| Sheltered | 87 | 1253 | Bedsit | 40 | 256 |
| Flat/Maisonette | 85 | 1659 | 1 bed | 997 | 7422 |
| 4 in a block | 680 | 8152 | 2 bed | 1518 | 14680 |
| Flat/Tenement | 951 | 4910 | 3 bed | 755 | 7515 |
| High rise flat | 211 | 706 | 4+ bed | 134 | 1220 |
| House | 1430 | 15666 | | | |

**Total stock figures include Sheltered Properties*

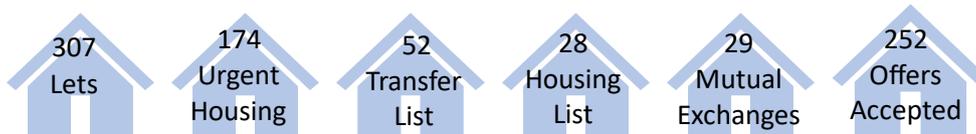
Dunfermline Area holds 10.6% of all Fife Council housing stock, of which 94.69% of properties are lettable. Stock that is not available for let is due to housing regeneration or the properties being used for other purposes such as temporary accommodation. In Dunfermline, the majority of our stock are 2 bedroom properties. 41.52% of our stock are house types, 27.61% are flatted properties and a further 6.12% high rise multi story dwellings, 19.74% are 4 in a block. The remainder are other flatted type properties and retirement housing.

Every year in the Dunfermline more people apply for housing than what becomes available. Our annual Letting Plan sets out the profile of properties we expect to become available in the following year and how we intend to distribute those properties between the different groups of applicants:

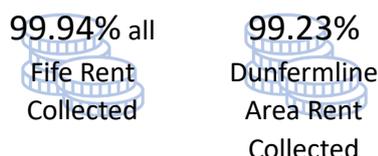
- Urgent Housing
- Transfer list
- Housing List

Allocations play a key role in ensuring that we make best use of housing stock, and we have committed to allocate properties fairly across all applicant categories.

The Fife Housing Register waiting list shows that 2361 applicants have Dunfermline Area as their first area of choice, this accounts for 18.17% of all applicants. From July 2023 to June 2024 we made 307 offers of housing of which 82.08% were accepted.



The Dunfermline Area housing team work hard to meet a range of housing needs. The cost-of-living crisis and economic uncertainty is making it difficult for some households to pay basic bills or access benefits.



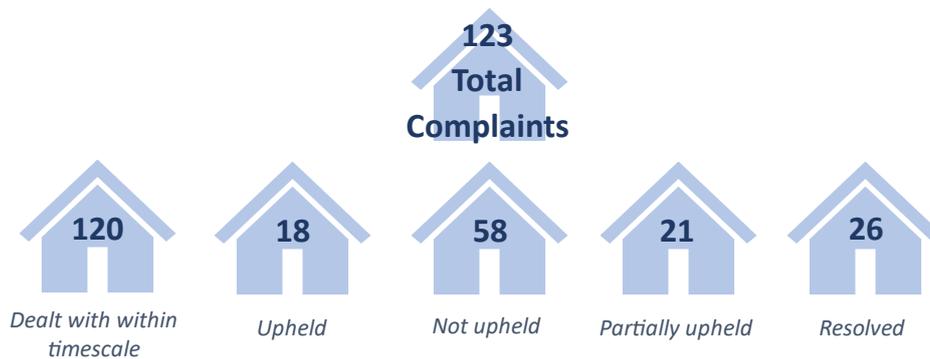
We can provide support with money advice, please speak with your housing management officer if you would like further information.

In our introduction, we confirmed that we support the Scottish Government Housing to 2040 strategy, and this includes addressing fuel poverty. It is estimated that 24% of Fife households are living in fuel poverty, through a partnership approach we continue to work towards reducing fuel poverty across Fife for all tenants and residents.

Every year, a customer satisfaction survey is carried out providing you the opportunity to tell us how you think we are performing as your landlord. The satisfaction survey is also used to report the annual return on the charter. The most recent satisfaction survey showed us that:

| | Dunfermline Area | Fife |
|--|------------------|--------|
| % satisfied with overall service provided by Fife Council | 80.4% | 83.14% |
| % who think we are good at keeping you informed about our services and decisions | 81.4% | 81.69% |
| % satisfied with the opportunities we give you to participate in our decision-making process | 79.4% | 78.00% |
| % satisfied with the quality of their home | 80.4% | 83.00% |
| % satisfied with the repair service we provide | 80.8% | 83.94% |
| % satisfied with our contribution to the management of your neighbourhood | 86.3% | 84.57% |
| % that think their rent is good value for money | 74.5% | 77.25% |

The customer satisfaction results help us to identify areas we need to improve. Alongside our customer satisfaction survey, housing complaints are also a valuable source of information that help to identifying recurring or underlying problems.



The top reasons for all complaints in Dunfermline Area of **2023/24** are as follows:

| Complaint Reasons | Total number |
|---|--------------|
| Dissatisfaction with policy/current delivery arrangements e.g timescales, priorities, criteria | 19 |
| Failure to respond to previous complaint/request for service/enquiry/reported fault | 17 |
| Unsatisfactory response to previous complaint/request for service/enquiry/reported fault | 14 |
| Poor communications including lack of notice/consultation/engagement | 8 |
| Quality of workmanship including mess/damage, unsatisfactory completions, quality of products etc | 8 |

Annual Area Housing Budget

Housing Services activities are taking place within agreed Housing Revenue Account (HRA) budget. The HRA Capital Investment Plan for 2022-25 was approved at full committee on the 24th February 2022 and remains the approved capital investment plan for the HRA.

The area housing budget that was approved for Dunfermline Area by elected members was £233,552 for this financial year. The area housing budget is used for local projects, and to date we have spent £79, 691.09 on local projects in Dunfermline Area. These projects include:-

- Fencing projects
- Tenancy Assistance
- Estate Improvements
- Estate Clearances
- Garden Work

In the next 6 month period, we have a remaining budget of £153,860.00 and have identified/agreed the following project(s):-

Upgraded Stairwells

Improved communal areas

New parking provision

Looking forward...

We will continue to identify area projects through consultation with local communities and agree throughout the year with elected members at area Ward meetings.

Estate Management

Estate Management refers to services that aim to give tenants and residents quiet enjoyment of their home in a safe and secure environment they can take pride in. It is not simply about looking after buildings and the physical environment around them. Dunfermline Area housing team recognise that Estate Management is an important aspect of our role as the landlord, it is an important service not only for tenants but all residents in Dunfermline.

We monitor our neighbourhoods by carrying out regular walkabouts with tenants, residents and partner agencies. We monitor changes to the [Scottish Index of Multiple Deprivation](#) (SIMD) and [Place Standard Tool](#). This highlights estates that require attention.

Every year we develop local initiative projects to improve local areas and to deal with health & safety and estate condition concerns. Local initiative projects are often small projects that can be overseen by our Dunfermline Area team and completed within the year.

Housing Regeneration

In December 2023 a phased 10 year regeneration plan was agreed at Dunfermline Area Committee for the Touch Area. Phase one currently for identifying new properties for tenants and residents of Law Road and Henryson Road is currently underway. The project takes a People and Place approach with community involvement and consultation at the heart of the process.

To date we have bought back 4 properties and rehoused a further 12.

Stock Improvement and Affordable Housing Programme

The Plan for Fife 2017-2027 through the 'Thriving Places' theme identifies the challenge of a rapidly changing population with around 20,000 new homes, of all tenure, needed over ten years. To achieve this, we are committed to building new homes and in the Dunfermline Area we have built 157 new homes since 2017. We recognise that under the Right to Buy Scheme which was active between 1980 – 2016, 3938 properties were sold in the Dunfermline Area, we are now purchasing properties back from the open market in the areas of greatest demand to assist those in the greatest need of housing. In the previous year 2 properties were bought in the Dunfermline Area.

You can find out more about what is planned in Dunfermline Area by viewing our [Strategic Housing Investment Plan](#) projects.

As a landlord, we are committed to ensuring that our properties meet the Scottish Housing Quality Standard. The Scottish Housing Quality Standard sets priorities to ensure our houses are:

- Above tolerable standard
- Free from serious disrepair
- Energy Efficient
- Provided with modern facilities.
- Healthy Safe and Secure

We have Housing Improvement Programmes that help us in meeting the standard, below are a list of items we class as an element that we have renewal programmes for:

- Central Heating
- Double-glazed windows
- External doors
- Extractor fans for kitchen and bathroom
- Hard-wired smoke detectors
- Kitchen
- Roofs and rainwater goods
- Roughcasting
- Upgrading of electric consumer units
- Bathrooms

The Scottish Housing Quality Standard compliance rate for Fife as at 31/03/2024 is 92.15%, compared to the Scottish average of 83.87%.

The Energy Efficiency Standards for Social Housing (EESH) encourages landlords to improve the energy efficiency of social housing. In Fife we achieved a 89.47% compliance rate, against the Scottish average of 91.79%.

Gypsy Travellers are dedicated to living a travelling lifestyle and see travelling as an important part of their identity. In Fife we have three Gypsy Traveller sites which are undergoing improvement works to provide better facilities.



Safer Communities

Our Safer Communities team works to deliver community safety across Fife. Community safety covers a range of issues including crime, antisocial behaviour, public perception of crime and safety in our homes and on our roads. We have dedicated officers who work with colleagues across the council and partner organisations to improve the local environment, make people feel safer and reduce crime, its causes and the fear of crime.

Our Safer Communities team has responsibility for the enforcement and issuing of fixed penalty notices, in 2023-24 the following cases were reported within Dunfermline Area:

| Fixed Penalty notice / Order | Total number |
|------------------------------------|--------------|
| Dog fouling fixed penalty notices | 3 |
| Dog control notices | 8 |
| Fly tipping fixed penalty notices | 2 |
| Littering fixed penalty notices | 3 |
| Noise fixed penalty notices | 1 |
| Antisocial Behaviour Orders (ASBO) | 1 |

We recognise that antisocial behaviour is not acceptable and that it can have a significant impact on the quality of life of individuals, families and the community as a whole. We are committed to tackling antisocial behaviour in our neighbourhoods and identifying the causes of such behaviour.

We are committed to working in partnership with other agencies to ensure residents feel safe within our communities, this includes improving road and home safety as well as focusing on early intervention and prevention of antisocial behaviour. This focus means that we recognise the need to take action at an early stage by:

- supporting people in changing their behaviours and reducing risk
- working closely with individuals and communities to help them find solutions to local problems
- offering tenancy assistance to encourage tenancy sustainment.

In the past year there has been 766 cases reported of Antisocial behaviour in the Dunfermline.

Effective participation gives tenants an opportunity to influence decisions about the housing services they receive. We want to make sure that the tenant's voice is heard, influences decisions and shapes how service are improved to benefit our communities in the Dunfermline Area. We also deliver our Down Your Street magazine to our tenants' tri-annually, this is another useful tool to help you keep informed. Getting involved gives you a greater voice, please visit our [Tenant Participation](#) webpage for more information.

The best way to get involved is through one of the local Tenant and Resident Associations, we have 9 in the Dunfermline Area:

- BASICSIM TRA
- Brucefield TRA
- Canon Lynch Community TRA
- Dollar Court & David Millar Place TRA
- Golfdrum Street TRA
- Halbeath Village TRA
- Broomhead Drive TRA
- Cleish Area TRA
- Leishman Drive TRA

Useful Information



Housing Services are a part of Fife Councils Communities directorate.



03451 55 00 33



Housing Services, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT

Customer Service Centre, City Chambers, Kirkgate, Dunfermline. KY12 7ND



Dunfermline Area Lettings Plan

2024 to 2027

Welcome

Welcome to the Dunfermline Area Local Lettings Plan. We have produced a Housing Area Plan with our customers for each of the 7 Areas in Fife. The Dunfermline Area Lettings Plan covers 7 lettings areas across 3 Committee Wards. These lettings areas are;

Crossford
Dunfermline North
Dunfermline South
Halbeath
Kingseat
Townhill
Wellwood

This plan sets out how we aim to make the best use of housing available, respond to Council pressures and challenges as well as plan for new build and other changes within the housing stock in the area

We will give 6 monthly updates on progress with the plan to the Committee, and in between times we will update <https://www.fife.gov.uk/kb/housing> with events, progress and completed actions.

Link to other Documents:

[Allocations Policy](#)

Area Housing Plan

About the Dunfermline Area

The table below details the housing stock by property type and size in all lettings areas within the Dunfermline area with information available July 2023. Fife Council has a total of 3444 properties in the Dunfermline area. The chart below details the breakdown of the housing stock by property type and number of bedrooms.

Fife Council: (correct as at July 2024)

| Stock by type | | Fife | Stock by size | | Fife |
|-----------------|------|-------|---------------|------|-------|
| Sheltered | 87 | 1253 | Bedsit | 40 | 256 |
| Flat/Maisonette | 85 | 1659 | 1 bed | 997 | 7422 |
| 4 in a block | 680 | 8152 | 2 bed | 1518 | 14680 |
| Flat/Tenement | 951 | 4910 | 3 bed | 755 | 7515 |
| High rise flat | 211 | 706 | 4+ bed | 134 | 1220 |
| House | 1430 | 15666 | | | |

**Total stock figures include Sheltered Properties*

FHR Partners

The Fife Housing Register is made up of 13 organisations with Fife Council being the largest partner. Fife Housing Register partners who have housing in the Dunfermline area are:

- Fife Council
- Kingdom Housing Association
- Fife Housing Group
- Ore Valley Housing Association

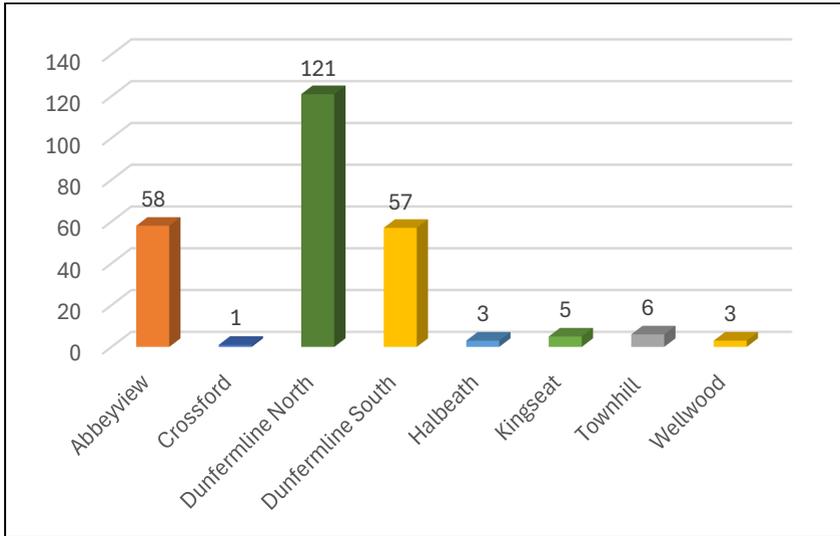
The chart below details the breakdown of the housing stock by property type and number of bedrooms for our five Housing Register Partners combined housing stock in the Dunfermline Area (excluding Fife Council).

| FHR Partner Stock | Bedsit | 1 Bed | 2 Bed | 3 Bed | 4 Bed | 5 Bed | Totals |
|---------------------------|-----------|------------|------------|------------|-----------|----------|-------------|
| Sheltered Bungalow | | | | | | | |
| Bungalow | | 3 | 13 | 2 | 3 | | 21 |
| Ground 4 in block | | | 37 | | | | 37 |
| Ground Floor Flat | 4 | 50 | 74 | 3 | | | 131 |
| Ground floor sheltered | | | | | | | |
| House | | | 277 | 430 | 13 | 5 | 725 |
| Maisonette | | | | | | | |
| Multi-Storey | | | | | | | |
| Upper 4 in block | | | 37 | | | | 37 |
| Upper Flat | 6 | 70 | 133 | 10 | | | 219 |
| Upper Floor sheltered | | | | | | | |
| Total | 10 | 123 | 571 | 445 | 16 | 5 | 1170 |

- Kingdom Housing Association are the largest provider in Dunfermline Area from the Partnership with 58% of the housing stock - excluding Fife Council.
- Almost 57% of Kingdom Housing stock is comprised of 2-beds.
- Fife Housing Group are the 2nd largest provider within the partnership in the Dunfermline Area with just over 41% of the partner stock
- Fife Housing Group primarily have stock in Abbeyview/Dunfermline South with only 1 property in Wellwood and 1 in Dunfermline North.
- Ore Valley is the smallest housing provider within the partnership in Dunfermline with around 1% of total partner stock.

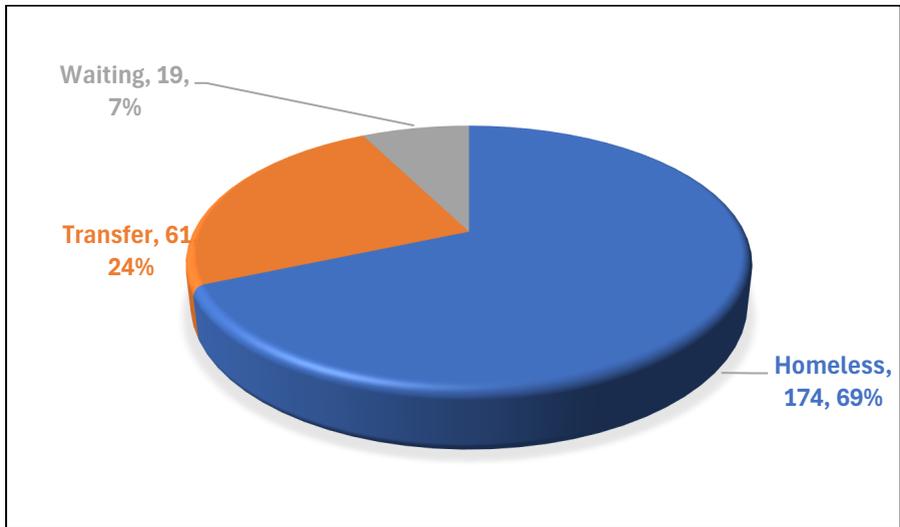
Allocations

Fife Council allocated 254 properties in the Dunfermline Area between 1st July 2023 and 30th June 2024.

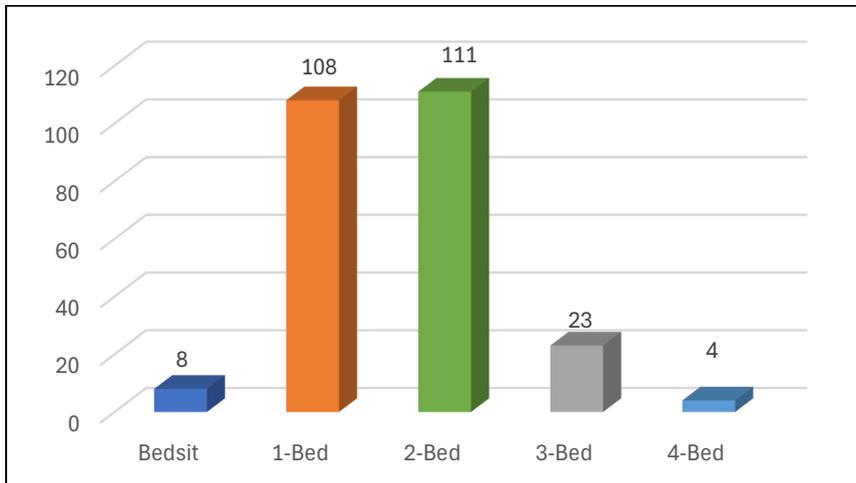


In the Dunfermline Area Last year, Fife Council made 174 allocations to households on homeless lists, 61 to transferring applicants and 19 allocations were made to the general housing list.

Number of Applicants Housed by Category



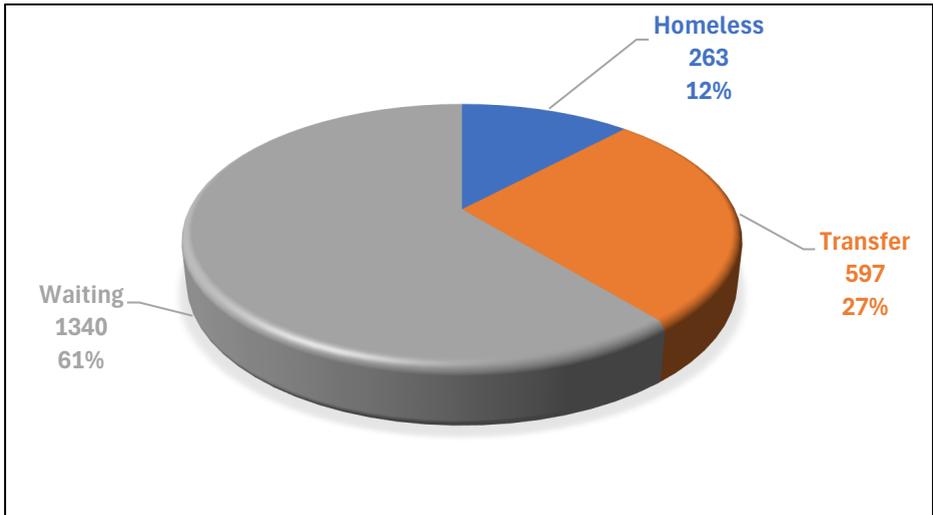
Number of applicants housed by Bedroom Size



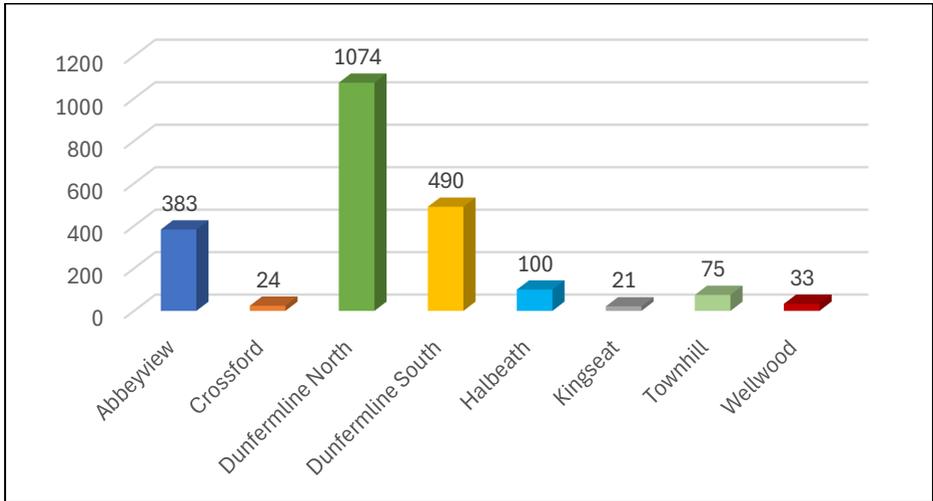
There are more people looking for housing than the number of properties becoming available.

The charts below illustrate the number of applicants (2200 – as at August 2024) looking to be housed in the Dunfermline Area. Transfer* includes transfer tenants of all FHR partners.

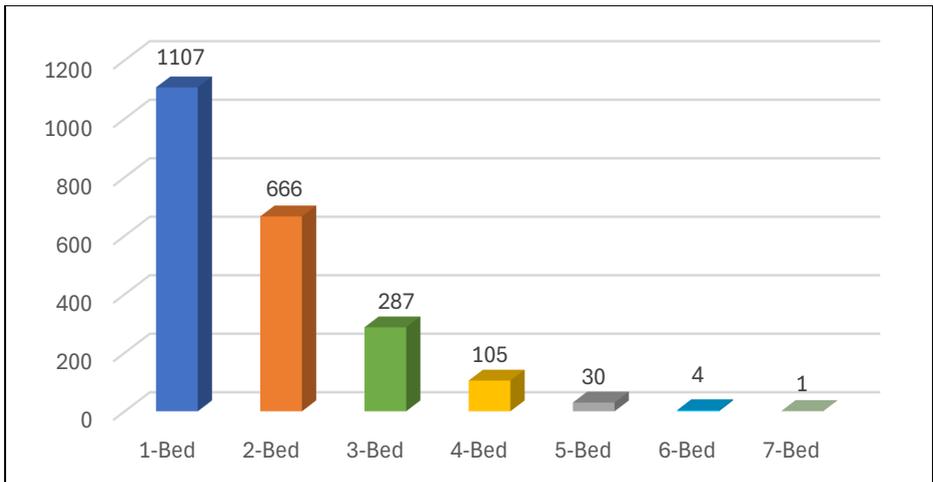
FHR Waiting list – based on Dunfermline lettings areas as 1st area of choice



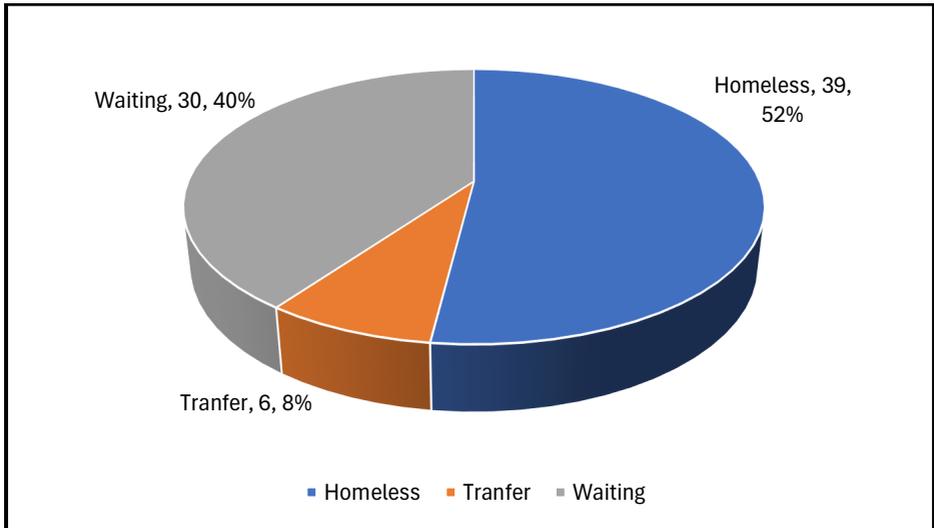
Number of FHR applicants with Dunfermline lettings areas as 1st area of choice – based on lettings area.



Number of FHR Applicants with Dunfermline lettings areas as 1st area of choice based on bedroom size.



The combined FHR partners made 75 allocations in the Dunfermline area from 1st July 2023 – 30th June 2024. The Chart below shows the breakdown by category.



Housing Options: FHR Partners

Low Cost Home Ownership

There are currently no low-cost home ownership opportunities in Dunfermline Area at this time.

Mid Market Rent

Kingdom Housing Association have Mid-Market Rent opportunities in the Dunfermline Area. Mid-Market rent is for those who may have difficulty accessing social rented housing or buying their own home. Rent can be lower than the private rented sector, but higher than social housing. For more information please see the following link:

<http://www.kingdomhousing.org.uk/housing/home-3/mid-market-rent/>

Mutual Exchange & Home Swap

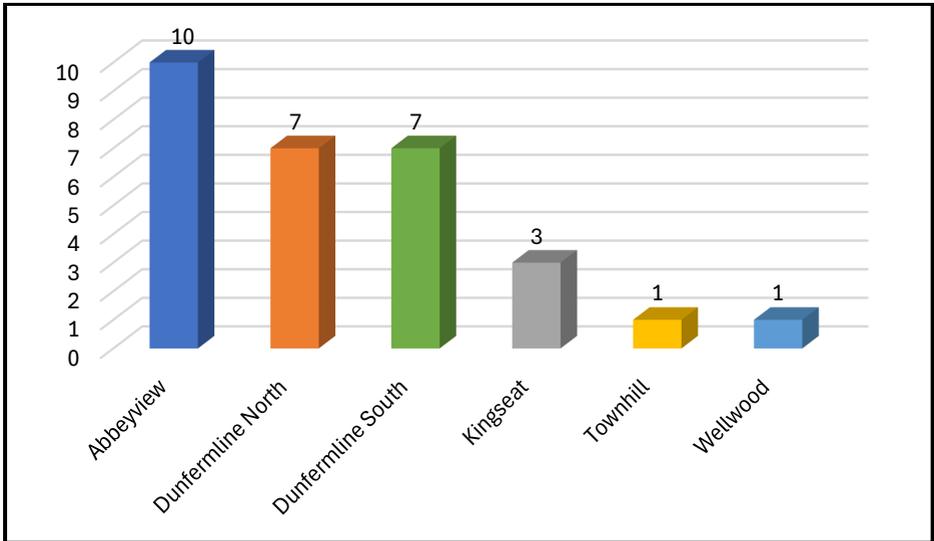
A mutual exchange between tenants can be an alternative option for those looking to move as housing needs in households change. This can often be quicker than waiting on a transfer through Fife Housing register and can maximise opportunities and choices.

You can mutually exchange with a tenant of the same Local Authority, another Local Authority or a Housing Association if all tenants have a Scottish Secure Tenancy Agreement. To apply go to www.fifedirect.org.uk and select 'Sign-in / Join' (located top right of web page).

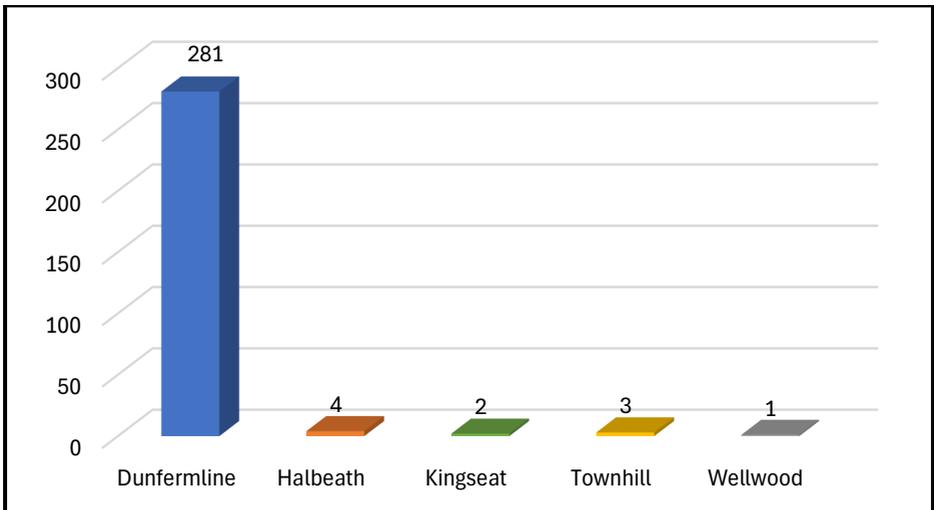
Log in to your Fife Direct account, or use the prompt provided to create an account if you don't have one. When you are logged in to Fife Direct, the Home Swap option is displayed on your home page. Select Register within Home Swap to create your Home Swap account.

The charts below shows the number of tenants living within the Dunfermline Area mutually exchanged from 1st July 2023 to 30th June 2024. They also show the number of tenants in the Dunfermline area that are registered on Fife Councils Home Swap site. This includes tenants of all FHR Partners – this is dated July 2024.

Number of mutual exchanges



Number of tenants registered on Homeswap



Private Rented Sector

Private rents like mid-market rent provides another alternative to Local Authority Housing. Private rents are generally available through estate and letting agents, local advertisements and social media.

Renting a property from a private landlord is an option for anyone over 16 years of age. Private renting offers varying options of properties for both sole and shared occupancy.

From the 1st of December 2017 all private tenants are issued with Private Residential Tenancy (PRT). Generally, there is a deposit required (usually equal to one month's rent) when renting privately.

The tables below show the average rent per size of property v's the local housing allowance figures (Correct at May 2024). They also show the number or registered landlords and registered private let properties registered in the Dunfermline area.

| Area | Average Cost Per Month | | | |
|------------|------------------------|-------|--------|------------|
| | 1 Bed | 2 Bed | 3 Bed | 4 Bed Plus |
| Abbeyview | £438 | £700 | | £1,500 |
| Dunf North | £623 | | £1,700 | £1,700 |
| Dunf South | | £725 | | £1,525 |
| LHA | £414 | £543 | £658 | £1,151 |

| Number of Registered Landlords | Number of Registered Properties | Number of Houses of Multiple Occupancy (HMO) |
|--------------------------------|---------------------------------|--|
| 3,895 | 3,086 | 1 |

The table above is correct as at August 2024.

NB: Data taken from the Registers of Scotland data reporting, can't guarantee 100% accuracy.

Making the best use of our stock

As part of the Plan, we have looked at the needs of those looking for housing in the Area, the Council's legal responsibilities and priorities as well as the housing available in the area. This showed what our Allocations priorities should be.



Pressures on the housing stock

The current Housing stock equates to 3444 properties. There is a lack of 1 bedroomed and 4+ bedroomed larger family homes.



Making the best use of different types of properties

We actively attempt to make the best use of our housing stock in Dunfermline. We encourage tenants in larger family properties where they are under occupying to give consideration to moving to a smaller property. We may also provide assistance through our Transfer Incentive Scheme to assist with moves.



Maximising Access to affordable housing

Housing Option Interview appointments can be arranged on request. This helps to determine what housing options are available to meet the individual circumstances



Meeting the Needs of families

As above, we will encourage Transfer Incentive Schemes to free up larger family sized homes.



Developing initiatives in response to specific lettings issues

We work closely with Tenants and Residents groups, Fife Housing Register Partners and other agencies to identify customer led projects in the Dunfermline Area.



Complaints and Appeals

We learn from what our customers tell us through satisfaction results and report our outcomes and findings. We have a complaints and appeal procedure to ensure customers are treated fairly and to improve delivery of services.

Local Housing Access issues

Fife Council:

| We found | Where | What we will do |
|--|------------------|--|
| Demand for larger family homes. | Dunfermline Area | Promote transfer incentive scheme for under occupying tenants to downsize. |
| High Demand for Social Housing | Dunfermline Area | Work with applicants to explore all available tenure options |

Allocations Priorities

Every year, more people apply for housing than there is available so we have to set priorities. We have to meet our legal duty and respond to a number of other challenges...

Our priority is to prevent homelessness wherever possible. Where this is not possible, through our Lettings Plan we aim to;

- help families with children move through temporary accommodation as quickly as possible
- provide a proportion of two bedroom properties to single people in response to mismatches in supply and demand
- link offers of housing with appropriate help, support or care to ensure sustainable tenancies.

We work as part of the Health and Social Care Partnership to;

- Help to prevent people going into hospital and return home as soon as possible
- Help children to move through the care system and sustain independent tenancies
- Assist households affected by domestic abuse to sustain tenancies without the fear of intimidation or harassment

Making the best use of available housing stock

- Support families who are overcrowded or under-occupying to move to more suitable homes
- Assist households affected by illness, disability or other health conditions to live independently within their own home

Your Community

The Neighbourhood plan is part of the Local Community Plan. Fife Council produces Local Community Plans to help make Fife a better

place to live, and cover topics like employment, local facilities, improving health and welfare.

Your community plan is available online at

https://our.fife.scot/_data/assets/pdf_file/0034/187639/Dunfermline-Plan.pdf

If you want to know more about it, your Community Manager is Andrew Gallacher.

1 October 2024

Agenda Item No. 8

Education - Pupilwise and Parentwise Surveys

Report by: Angela Logue, Head of Service, Education Directorate

Wards Affected: All

Purpose

This report presents a summary of the Parentwise and Pupilwise survey process undertaken across Fife in academic session 2023/24, with a focus on the Dunfermline area results

Recommendation(s)

The committee is asked to: -

1. **Provide comments and feedback** on the findings and considerations of next steps.
2. **Note** that schools would welcome contact from elected members to discuss their approach to engaging with parents/carers and pupils, as well as how they are responding to the findings of the ParentWise and PupilWise 23/24 surveys.

Resource Implications

N/A

Legal & Risk Implications

There are no legal or risk implications identified at this stage

Impact Assessment

An EqIA has not been completed and is not necessary for the following reasons: no change or revision to existing policies is proposed by this report.

Consultation

Work to develop the surveys has involved consultation with a range of pupils, parents/carers and staff from across sectors, including strategic leads working to evidence progress on the Education Directorate Plan. These surveys represent the largest scale consultation activities undertaken by the Education Directorate.

1.0 Background

- 1.1 The United Nations Convention on the Rights of the Child (UNCRC) has now been enacted into law in Scotland. This legislation emphasises seeking pupils' views on their needs, involving relevant parties in discussions, and understanding how children wish to be treated. Additionally, the act acknowledges the rights and responsibilities of parents, offering support to empower them in fulfilling their roles as duty bearers within the convention.
- 1.2 As a directorate, Education is committed to ensuring that children, young people and parents/carers have their say about Fife nurseries and schools and that their views are listened to and acted upon. This paper provides information about work in Fife to gather views on a large scale using the Pupilwise and Parentwise online surveys, implemented this session for the fourth time.
- 1.3 The surveys were first introduced in session 2011/12. These were designed to complement the range of methods where views are gathered locally and nationally and as a way of encouraging pupil and parental participation to inform service evaluation and improvement planning. This approach allows schools to compare their individual profiles with the profile for their sector and cluster schools in Fife. The survey results provide data that supports the continual cycle of improvement, which in turn helps to raise standards and expectations of service provision across Fife.
- 1.4 The surveys normally take place every third school session, however, due to the global pandemic, there was no Parentwise or Pupilwise survey completed in session 20/21. Instead, schools sought views within their own establishments during this period. Gathering the information now is especially important, to help to form an accurate picture across Fife of parents and pupils' views as society recovers post pandemic.
- 1.5 The surveys have taken place four times since development, with the number of respondents increasing over time:
 - Session 2011/12: 14,249 pupils + 4,609 parents = 18,858
 - Session 2014/15: 23,047 pupils + 3,162 parents = 26,209
 - Session 2017/18: 23,440 pupils + 9,913 parents = 33,353
 - Session 2023/24: 27,418 pupils + 13,463 parents = 40,881

| Pupilwise | 2011/12 | 2014/15 | 2017/18 | 2023/24 |
|-----------------------|----------------|----------------|----------------|----------------|
| No of responses | 14,249 | 22,962 | 23,440 | 27,418 |
| Total Fife Pupil Roll | 35,158 | 54,400 | 55,386 | 54,816 |
| Response Rate | 41% | 42% | 42% | 50% |

| Parentwise | 2011/12 | 2014/15 | 2017/18 | 2023/24 |
|-----------------------|----------------|----------------|----------------|----------------|
| No of responses | 4,261 | 3,159 | 9,913 | 13,463 |
| Total Fife Pupil Roll | 35,281 | 54,400 | 55,386 | 54,816 |
| Response Rate | 12% | 6% | 18% | 25% |

Figure 1: Pupilwise and Parentwise surveys - Overall Fife Response rates

During this time, and in response to feedback, the surveys have been further developed and improved to adapt to changing contexts and to enable and encourage as many people as possible to take part. This aims to help make them more inclusive and accessible to younger children and pupils with additional support needs, as well as to ensure the questions remain relevant and worthwhile. Most recently, guidance has been devised for practitioners to support younger pupils to complete the process. Parentwise Surveys have been promoted through posters, Groupcall messages and the sharing of surveys via QR codes to promote and increase the number of parental respondents.

- 1.6 Gathering parental views is only an initial step in the parental involvement process, what happens next is what makes the difference. Parents should not only feel their views are listened to but that these are taken account of and further, it is essential that parents feel informed of what happens as a result of them sharing their views. This process can be simply described as:



2.0 Response Rates

2.1 *Pupilwise Response:*

- During the period January 2024 to March 2024, 27,418 children and young people took part in the Pupilwise survey. This is a 50% response rate which is an 8% increase in responses compared to the 17/18 Pupilwise survey.
- The number of respondents to Pupilwise can be broken down further, as follows: 1,901 children in nursery (33% response rate) 17,769 children in P1-7 (66% response rate) and 7,748 young people in S1-6 (35% response rate).
- With the majority of primary pupils responding to the survey and less than half responding in nursery and secondary, it is important to consider this when interpreting the results.

2.2 *Parentwise Response:*

- During the period January 2024 to March 2024, 13,463 parents/carers across Fife responded to the Parentwise survey, a 25% response rate which is a 7% increase in the number of responses from the 17/18 Parentwise survey.
- The number of respondents to Parentwise can be broken down further as follows: 1331 parents of children at nursery (23% response rate) 7872 parents of P1-7 children (29% response rate), 4,215 parents of young people in S1-6 (19% response rate) 45 parents of young people in Special Schools (28% response rate).
- While there was an overall increase in response since the last Parentwise survey, the response rate was less than half in all sectors. It is important to consider this when interpreting the results. Going forward, schools must continue to engage parents and carers to gather views using a variety of approaches in their parent engagement strategy.

- 2.3 *Parent/Carer responses* - This session, of the 13,463 responses, 86 identified themselves as being foster carers, 132 identified as Kinship Carers and 50 as Carer (which includes all other forms of care). There were 746 Fife looked after children at the time of the survey, as well as a further group of looked after pupils from outwith Fife, therefore an approx. 36% response rate. Work will continue to be done to look at these numbers closely and to notice patterns relating to area, individual establishment and age-group, so that follow-up work can take place.
- 2.4 The results from both surveys were shared with schools/nurseries in May 2024 to enable them to reflect on feedback and to consider next steps in their individual improvement plans for the coming session. Results will now be shared more widely, at cluster, local area level, authority and partnership levels, to ensure that the pupil and parental views influence wider self-evaluation processes and improvement planning.

3.0 Pupilwise Survey Findings

- 3.1 The Pupilwise survey poses a series of statements to children and young people relating to the Wellbeing Indicators (safe, healthy, active, nurtured, achieving, responsible, respected and included). The percentages shown below relate to the combined positive responses made to these statements from across the sectors in the Dunfermline area. The percentages are shown in *Italics* with the Fife-wide results shown in brackets.
- 3.2 Schools will feedback their results on surveys via their individual Parent Councils and wider parent forums and with pupils appropriate to age and stage. They will consider the data from their survey, alongside people views, direct observation and other data to inform their improvement planning.
- 3.3 **Safe and Nurtured**
- *75%* (73%) of pupils report that they feel safe at nursery/school.
 - *46%* (47%) feel that at least one adult knows them well in school/nursery.
 - *76%* (74%) say that they know who they can talk to in school/nursery if they are upset or worried about something.
 - *82%* (78%) report that they learn in school how to stay safe when using technology online to communicate with others (e.g. internet, social networking, mobile phones and email).
 - *54%* (51%) say that their school listens to their concerns about bullying.
 - *57%* (53%) say that their school takes action following reports of bullying.
- 3.4 **Healthy and Active**
- *83%* (82%) of pupils report that their school encourages them to be healthy and to take part in physical activity (e.g. Physical Education, outdoor learning, extra-curricular taster sessions/events)
 - *70%* (67%) report that in school they learn about healthy life choices (such as healthy eating).
 - *82%* (81%) feel they have friends they can go to if they have a worry.

- 51% (47%) believe that school helps them to become more confident.
- 58% (58%) feel that school is helping them to make healthy life choices – sexual health.
- 78% (77%) feel school is helping them to make healthy life choices – the dangers of drugs, alcohol and smoking.
- 66% (61%) feel their school is helping them to become more resilient and to cope with challenges.
- 45% (42%) say that they like being at their school most of the time.

3.5 **Achieving and Responsible**

- 63% (64%) of pupils say that staff talk to them about how they can improve their learning.
- 75% (71%) think that they are making good progress in their learning.
- 70% (68%) report that people in school help them with their learning when they need it.
- 67% (66%) say that they can access support to enable them to achieve progress in their learning.
- 52% (49%) say that there is a positive behaviour ethos in their school which allows them to learn.
- 62% (61%) say that school has helped them know what skills they might need for a range of different careers.
- 56% (53%) believe that their school knows about the things they are good at.
- 29% (29%) believe that their school knows what they like doing when they are not in school.
- 68% (67%) report that their parents/carers talk to them about their learning at home.
- 59% (55%) feel that their school and parents /carers work together to support them (S1 to S6 only).

3.6 **Respected and Included**

- 65% (63%) of Fife pupils think that school treats them fairly and with respect.
- 68% (66%) report that staff listen to them and pay attention to what they say.
- 64% (61%) report that they feel welcome in their school.
- 78% (74%) think that school makes sure they know about their rights and responsibilities.
- 47% (45%) feel that they are treated with respect by other pupils in school.

- 54% (50%) say they get the chance to share their ideas about what they like most and least about school and how to make school better.
- 73% (63%) feel they were given help by school to feel prepared for their move from Primary to Secondary school.
- 61% (56%) feel that when they started Secondary school that their lessons were at the right level at them in most of their classes
- 68% (64%) feel that they have been given support to think about what they want to do when they leave school.
- 64% (61%) feel that they have been given help to find out about possible next steps in preparation for leaving school.
- 49% (47%) feel that their school has helped to prepare them for the world of work.
- 87% (87%) say that they are happy.
- 85% (86%) say that they enjoy learning.
- 79% (78%) say they get the chance to share their ideas and choose to do things they like to do in school.

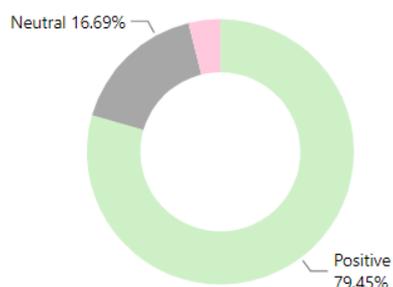
3.7 NEXT STEPS in response to Pupilwise results

Overall, in Fife, the majority of pupil responses to the survey are positive, averaging 63% positive responses across the three sectors. This suggests that pupils feel they have a good quality of wellbeing experience in Fife schools. This is echoed in the Dunfermline Area returns, with the majority of pupils' responses again being positive, (averaging 65% across the sectors), and with sector responses as follows:

- Nursery: 80% (82%)
- Primary: 68% (69%)
- Secondary: 55% (52%)

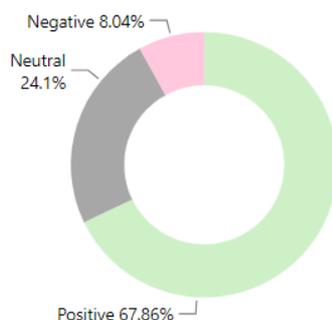
Nursery

Summary of Responses by Nursery



Primary

Summary of Responses by Primary



Secondary

Summary of Responses by Secondary

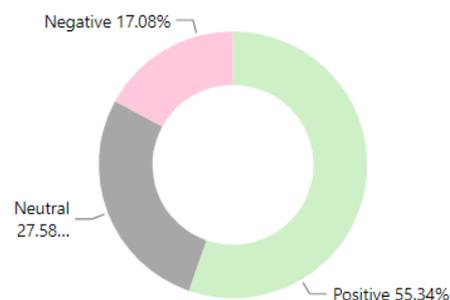


Figure 2: Pupilwise Survey 23/24: Dunfermline Area responses by sector.

- 3.8 Analysis of the data shows that most pupils (75% or above) responded positively about the following themes, these are therefore identified as **overall strengths**:
- *Safe and Healthy Environment*: Pupils feel they know who they can talk to if they are upset or worried and that school teaches them effectively about how to stay safe when using technology to communicate online.
 - *Promoting Healthy Life choices*: School encourages healthy living and participation in physical activities and guidance to make healthy lifestyle choices.
 - *Learning and Engagement*: Pupils report feeling happy and enjoying their learning experiences. Pupils get opportunities to share ideas and engage in activities they like.
- 3.9 Analysis of the data shows that less than half of pupils (49% or below) responded positively about the following themes, these are therefore identified as **aspects for focused attention**:
- *Behaviour & Relationships*: There is a need to continue to promote positive relationships and learning environments. This will include awareness raising around approaches used by schools (e.g. around bullying and managing children's behaviour).
 - *Achievements*: Work will be undertaken to improve recognition and celebration of both in-school and out of school achievements. This will give feedback to pupils on skills development, supporting their self-awareness and contributing to building resilience, self-esteem and confidence.
 - *Positive Destinations*: We will work to support pupils' development and awareness of transferable skills to support their decision making and preparations for life, learning and the world of work.

4.0 Parentwise Survey Findings

- 4.1 The Parentwise survey poses a series of statements relating to the Wellbeing Indicators (safe, healthy, active, nurtured, achieving, responsible, respected, and included). The percentages shown below relate to the combined positive responses of parents with children from across all sectors in the Dunfermline area. The percentages are shown in *italics* with the brackets show the Fife-wide results.
- 4.2 Safe and Nurtured
- 83% (78%) of parents report that their child feels safe at school/nursery.
 - 70% (69%) feel staff really know their child as an individual.
 - 89% (87%) know who to contact if they are upset or worried about something that is affecting their child.
 - 63% (60%) of parents across all sectors feel that their child's school teaches their child how they can stay safe when using technology online to communicate with others (internet, social networking, mobile phones, and email).
 - 49% (50%) of parents feel that their child's school/nursery listens to concerns on bullying.
 - 43% (44%) of parents feel that their child's school/nursery takes action following reports on bullying concerns.

4.3 Healthy and Active

- 84% (82%) of parents feel that the school encourages their child to be healthy and to take part in physical activity (e.g. Physical Education, Outdoor Learning, Extra-curricular, Taster Sessions/Events)
- 66% (65%) feel that the school/nursery encourages their child to make healthy life choices – food and health.
- 66% (65%) feel that the school/nursery supports their child's emotional wellbeing.
- 62% (60%) feel that the school/nursery helps their child to learn how to make friends and develop good relationships
- 45% (45%) feel that the school/nursery encourages their child to make healthy life choices – relationships, sexual health and parenthood.
- 47% (46%) feel that the school/nursery encourages their child to make healthy life choices – substance misuse (i.e. The dangers of drugs, alcohol and/or smoking).
- 73% (71%) of parents who took part in the survey feel that their child likes being at school/nursery most of the time.

4.4 Achieving and responsible

- 80% (78%) of parents report that their school/nursery keeps them informed about their child's progress (e.g. reports cards, parents' nights).
- 77% (75%) feel that their child is making progress in school/nursery.
- 66% (64%) know what their child needs to do next to make progress in their learning.
- 64% (63%) feel that their child has access to the relevant support to enable them to achieve at school/nursery
- 64% (60%) feel that there is a positive behaviour ethos in the school/nursery which allows for effective learning to take place.
- 56% (53%) feel that the school/nursery is teaching their child resilience skills and strategies to cope with challenges.
- 54% (54%) think that the school/nursery plans/offers opportunities for wider achievement.
- 63% (61%) agree that the school/nursery recognises and values their child's achievements within and outwith school.
- 66% (64%) think that the school/nursery provides opportunities for their child to develop their personal and social skills through a wide range of activities.
- 63% (58%) think that the school/nursery provides information about how they can engage with supporting their child's learning at home.
- 53% (49%) say that the school/nursery gives opportunities for family learning, which focuses on children and parents learning together.

4.5 Respected and included

- 72% (71%) of parents report that the staff in the school/nursery treat their child fairly and with respect.
- 55% (56%) of parents report that the school/nursery asks for, and considers, their views.
- 55% (56%) of parents report that the school/nursery provides opportunities for their child to progress and achieve from outdoor learning experiences.
- 66% (64%) of parents say that their child is able to participate in all school activities and the school has measures in place to minimise the cost of the school day.
- 56% (54%) of parents say that the school has clear guidance and supports in place to ensure that no child is disadvantaged by personal circumstances.
- 74% (73%) of parents say that they feel welcome in the school/nursery.
- 82% (79%) say that the school provides regular information about the life of the school/nursery (e.g. information letters, newsletters, email, school/nursery websites etc.).
- 50% (48%) report that they know about the school/nursery priorities for improvement.
- 60% (59%) say that the school helps to prepare their child for all transitions (e.g. from nursery to primary, primary to secondary, for leaving school or for when moving school).
- 68% (67%) say that they are given opportunities to participate in the school/nursery community.

Next steps in response to Parentwise Feedback

4.6 Overall in Fife, the majority (63%) of parental responses to the survey are positive and indicate a good level of confidence in Fife schools and nurseries. In the Dunfermline Area the majority (64%) of parental responses are positive, 1% higher than Fife overall.

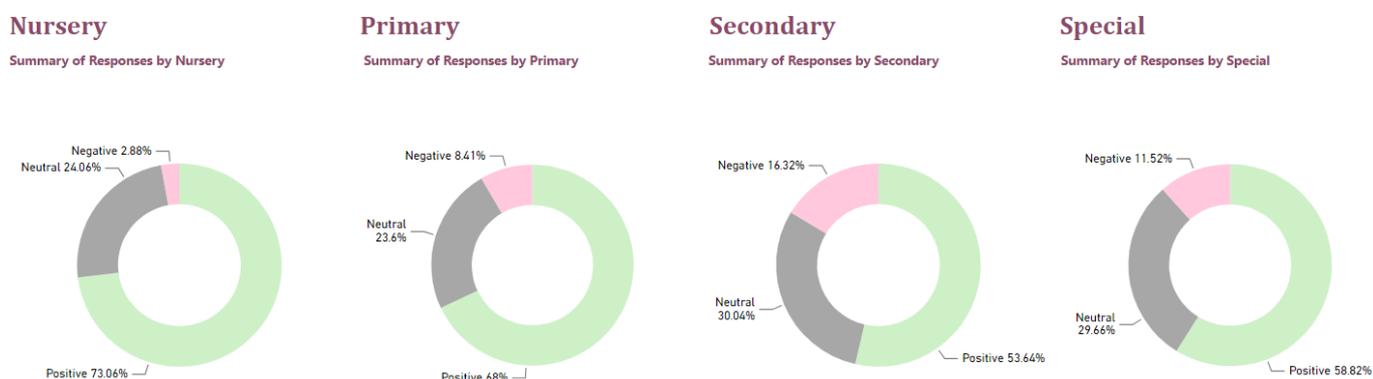


Figure 3: Parentwise Survey 23/24: Dunfermline Area responses by sector

The overall positive responses can be broken down further by sector (see Figure 3 above). For the Dunfermline area, the data is as follows with percentages shown in italics with the Fife-wide results in brackets. For the Dunfermline area 73% nursery, 68% primary and 54% secondary

- Nursery: 73% (74%)
- Primary: 68% (69%)
- Secondary: 54% (47%)
- Special: 59% (84%)

4.7 Analysis of the data shows that most (75% or more) parents responded positively about the following themes, these are therefore identified as **overall strengths**:

Safe and Healthy Environment: Parents/Carers feel that their child is safe in school and know who to contact if they are upset or worried about something that is affecting their child and that the school encourages their child to be healthy and take part in physical activity.

Parental Engagement: Parents report that they are kept informed about their child's progress through report cards, parents' nights and that their child is making progress. Parents feel suitably informed about the life of the school through information letters, newsletters, email and websites.

4.8 Analysis of the data shows that less than half of parents (49% or below) responded positively about the following themes, these are therefore identified as **aspects for focused attention**:

Healthy Life Choices: Further consideration needs to be given as to how the school/nursery promotes learning about healthy life choices appropriate to age and stage, for a) relationships, sexual health and parenthood, and b) substance misuse.

Communication, Relationships and Behaviour: Continued reflection is needed on how to improve communication, parental awareness and confidence in nurseries/schools' approaches to managing behaviour and building positive relationships (to include reflection on communication and handling of bullying concerns).

Parental Involvement & Family Learning: Further consideration is needed around approaches to engaging with parents, how to promote opportunities for family learning that focus on children and parents learning together and how to improve parental engagement in schools'/nurseries' priorities for improvement.

5.0 Conclusions

- 5.1 The Pupilwise and Parentwise surveys have been effective in gathering the views of a significant number of pupils and parents/carers across Fife. The results will be used to identify strengths and areas for focused attention across all sectors, at individual educational establishment level and at Fife-wide strategic level. We seek comments and suggestions from the Dunfermline Area Committee, regarding next steps and any other potential aspects for consideration.
- 5.2 To effectively recognise and realise children's rights, it is crucial for all educational establishments to integrate the principles of the UNCRC into their parental engagement strategies and approaches to pupil participation and engagement. Fostering a collaborative environment that prioritises the well-being and development of every child.
- 5.3 Educational establishments will build on their successes and continue to work hard to enhance parental partnership and engagement further. It is essential for all sectors to improve their approaches to parental engagement, which incorporates parental involvement and family learning, by working together, we can ensure that our children and young people in Fife thrive and flourish, supporting their learning and achievements.

List of Appendices

N/A

Background Papers

N/A

Report Contacts

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1 October 2024

Agenda Item No. 9

PROPERTY TRANSACTIONS

Report by: Alan Paul, Head of Property Services

Wards Affected: 3

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 Unit P Pitreavie Crescent, Dunfermline

| | |
|---------|------------------|
| Term: | 3 years |
| Rent: | £6,500 per annum |
| Tenant: | J A Taste Ltd |

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

| | |
|--------------------|---|
| Author Name | Michael O’Gorman |
| Author’s Job Title | Service Manager |
| Workplace | Property Services – Estates Bankhead Central Bankhead Park Glenrothes, KY7 6GH |
| Telephone | 03451 555555 Ext No 440498 |
| Email | Michael.Ogorman@fife.gov.uk |

1 October 2024

Agenda Item No. 10

City of Dunfermline Area Committee Work Programme

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

Wards Affected:

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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

| City of Dunfermline Area Committee of 10 December 2024 | | | |
|---|------------------------|-------------------|---|
| Title | Service(s) | Contact(s) | Comments |
| Common Good and Settlement Trust Funds Annual Report 2023 - 2024 | | Eleanor Hodgson | |
| UK Government Levelling-Up Funding: City of Dunfermline Culture Funding | | Morag Millar | |
| OnFife Annual Report | | Michelle Sweeney | |
| City Plan (Dunfermline's Local Community Plan) Update | | Shirley Melville | |
| Community Recovery Funds Projects Update | | Lindsay Gilfillan | |
| Community Use Update | | Scott Fenton | |
| Speed Reduction Issue - Kingseat Road, Dunfermline | Roads & Transportation | Lesley Craig | Report due to address issues raised at CODAC meeting of 6 February 2024 (Para. 118 Refers). |

| City of Dunfermline Area Committee of 4 February 2025 | | | |
|--|-------------------|-------------------|-----------------|
| Title | Service(s) | Contact(s) | Comments |
| Health and Social Care Locality Planning Annual Update | | Fiona Mckay | |
| Area Roads Programme 2025 - 2026 | | Vicki Storrar | |

| City of Dunfermline Area Committee of 1 April 2025 | | | |
|--|--|---------------------------------------|--|
| Title | Service(s) | Contact(s) | Comments |
| Criminal Justice Community Payback Annual Report 2023 - 2024 | | Joan Gallo | |
| Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2024-25 | Environment & Building Operations (AT&E) | Alexander Anderson-Es, Scott Clelland | Previous report 23.04.24 - Para 129 of 2024.CODAC.55 refers. |
| Justice Social Work Service - Community Payback: Unpaid Work Scheme | | Joan Gallo | Previous report 23.04.24, Para 130 of 2024.CODAC.55 refers. |

| City of Dunfermline Area Committee of 10 June 2025 | | | |
|---|--------------------------------|-------------------|--|
| Title | Service(s) | Contact(s) | Comments |
| Supporting the Local Community Plan - Operational Briefing on Policing within Dunfermline | Police Scotland | | Neil McGurk Annual report - previously considered 18.06.24 |
| Scottish Fire and Rescue Service City of Dunfermline Area Annual Performance Report | Scottish Fire & Rescue Service | | Craig Robertson Annual report - previously considered 18.06.24 |
| Report on Educational Outcomes 2023 - 2024 (tbc) | | Deborah Davidson | |
| Safer Communities Team Update Report | Housing Services | Michael Collins | Annual report - previously considered 18.06.24. |

| Unallocated | | | |
|---|-------------------|-------------------|-----------------|
| Title | Service(s) | Contact(s) | Comments |
| Update on Flood Issues in Dunfermline | | | |
| Update of Maintenance of Trees in Dunfermline | | | |

| Unallocated | | | |
|--|-------------------|-------------------------|---|
| Title | Service(s) | Contact(s) | Comments |
| Relocation of Woodmill and St Columbas High Schools - Impact on the local economy. | | | Workshop to be arranged for members. |
| School support for cost of living impact on families | | Zoe Thomson, Sarah Else | |
| Pavement Parking Ban | | John Mitchell | |
| Pittencrieff Park Status | | Shirley Melville | tbc |
| Young People Health and Wellbeing (smoking) | Education | Pamela Colburn | Survey results considered 23.04.24, Para 131 of 2024.CODAC.55 refers. Members requested further report on young people smoking. |
| Breakfast clubs in schools, and after school clubs | | | Requested at meeting 23.04.24. Date and author tbc. |