

South and West Fife Area Committee

Civic Centre, Inverkeithing / Blended Meeting

Wednesday, 30 April 2025 - 9.30 am



AGENDA

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1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the South and West Fife Area Committee of 5 February 2025. 4 – 9
4. **NAMING OF THE RELOCATED INVERKEITHING HIGH SCHOOL UPDATE** – Verbal update by the Head of Education.
5. **REPORT ON EDUCATIONAL OUTCOMES 2023/24** – Report by the Executive Director (Education). 10 – 32
6. **PROPOSED PARKING PROHIBITION - PROMENADE, LIMEKILNS** – Report by the Head of Roads and Transportation Services. 33 – 35
7. **PROPOSED SPEED LIMITS - KELTY** – Report by the Head of Roads and Transportation Services. 36 – 38
8. **COMMUNITY RECOVERY FUND - OFF ROAD BIKE PROJECT** – Report by the Head of Communities and Neighbourhoods Service. 39 – 66
9. **DALGETY BAY SPORTS AND LEISURE CENTRE - SPORTS HALL FLOOR REPLACEMENT BUDGET REQUEST** – Report by the Head of Communities and Neighbourhoods Service. 67 – 69
10. **AREA CAPITAL UPDATE REPORT 2024/25** – Report by the Executive Director (Finance and Corporate Services). 70 – 73
11. **SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET AND AREA CAPITAL REQUEST - LIMEKILNS PLAYPARK RENEWAL PROJECT** – Report by the Head of Communities and Neighbourhoods Service. 74 – 77
12. **SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUEST - INVERKEITHING CIVIC CENTRE CAFE, KITCHEN EQUIPMENT** – Report by the Head of Communities and Neighbourhoods Service. 78 – 79
13. **JUSTICE SOCIAL WORK SERVICE - COMMUNITY PAYBACK: UNPAID WORK SCHEME** – Report by the Head of Children and Families and Justice Services. 80 – 94

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15. PROPERTY TRANSACTIONS – Report by the Head of Property Services.	101 – 102
16. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME – Report by the Executive Director (Finance and Corporate Services).	103 – 111

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

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23 April 2025

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

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

Civic Centre, Inverkeithing

5 February 2025

9.30 am - 12.55 pm

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

ATTENDING: Shelagh McLean, Head of Education (Early Years and Directorate Support) and Lyn Meeks, Quality Improvement Officer, Education Service; Lesley Craig, Lead Consultant, Vicki Storrar, Lead Consultant, Gordon Henderson, Lead Consultant and Cara Gourlay, Technician Engineer, Roads and Transportation Services; Sandy Anderson, Service Manager (Domestic Waste and Street Cleansing) and Scott Clelland, Service Manager (Grounds Maintenance), Environment and Building Services; Pamela Stevenson, Service Manager, Alison Laughlin, Economy Adviser and Karen Stewart, Forth Bridges Area Tourism Strategy Manager, Property Services; Alastair Mutch, Community Manager (South and West Fife Area), Mandy MacEwan, Area Community Development Team Manager, Mike Payne, Community Education Worker, Erman Maglalang, Community Education Worker and Simone Breen, Welfare Support Assistant, Communities and Neighbourhoods Service; and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

Prior to the start of business, the Convener intimated the intention to consider the Local Area Economic Profiles 2023/24 report prior to para. 196 below.

194. DECLARATIONS OF INTEREST

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

195. MINUTE

The committee considered the minute of the South and West Fife Area Committee meeting of 11 December 2024.

Decision

The committee agreed to approve the minute.

196. SHORTLISTING OF THE NAME FOR THE RELOCATED INVERKEITHING HIGH SCHOOL

The committee considered a report by the Executive Director (Education) providing feedback on the naming suggestions collected/received during the consultation period (9 December 2024 to 22 January 2025) for the relocated Inverkeithing High School requesting up to three names be selected for the final stakeholder feedback.

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In terms of Standing Order No. 42.2, the Convener advised he would be proposing that four names be put forward for shortlisting for the final stakeholder consultation rather than three as recommended in the report. The Convener felt that the level of response to the consultation had been exceptional and could be considered a change in circumstances.

Motion

Councillor David Barratt, seconded by Councillor Brian Goodall, moved to add a fourth proposal to the three names put forward for the final stakeholder consultation which were: Caledonia, Rosyth, Forth and Janet McCallum and to also consult on whether "High School" or "Academy" was the preferred suffix to each of the proposals.

Amendment

Councillor Patrick Browne, seconded by Councillor Dave Dempsey, moved the recommendations contained within the report proposing the top three names to be shortlisted for the final stakeholder consultation which were: Caledonia, Rosyth and Three Bridges.

Roll Call Vote

For the motion - 5 votes

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

For the Amendment - 5 votes

Councillors Karen Beaton, Patrick Browne, Dave Dempsey, Andrew Verrecchia and Conner Young.

As there was an equality of votes for each proposition, the Convener used his casting vote and the motion was accordingly carried.

Decision

The committee:-

- (1) agreed a ranked vote on the consultation proposals with the addition of "Janet McCallum" as an option;
- (2) therefore agreed that the following names be shortlisted for the final stakeholder consultation:-
 - Caledonia
 - Rosyth
 - Forth
 - Janet McCallum; and
- (3) that an additional question be included within the final stakeholder consultation to determine whether "High School" or "Academy" was the preferred choice as a suffix to the proposed names detailed above.

197. OBJECTION TO PROPOSED 20MPH - B913 MAIN STREET AND WEST ROAD, SALINE

The committee considered a report by the Head of Roads and Transportation Services seeking agreement to set aside an objection to the proposal to introduce a 20mph speed limit on the B913 Main Street and West Road, Saline.

Decision

The committee agreed to set aside the one outstanding objection to the Traffic Regulation Order proposing the 20mph in Saline as shown in Drawing No. TRO24_40 to allow the Order to be made and the speed limit to be put in place.

198. PROPOSED PARKING RESTRICTION - STRUAN DRIVE, INVERKEITHING

The committee considered a report by the Head of Roads and Transportation Services seeking approval to introduce a No Waiting at Any Time parking restriction on Struan Drive, Inverkeithing from 8.30 am until 4.30 pm, Monday to Saturday.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a No Waiting at Any Time parking restriction on Struan Drive, Inverkeithing as detailed in Drawing No. TRO25_04; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

199. DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2023-24

The committee considered a report by the Head of Environment and Building Services detailing the progress and performance of Domestic Waste, Street Cleansing and Grounds Maintenance Services for 2023/24 and outlining the service planning objectives for 2024/25.

Decision

The committee noted:-

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

The meeting adjourned at 11.05 am and reconvened at 11.15 am.

200. AREA ROADS PROGRAMME 2025-26

The committee considered a report by the Head of Roads and Transportation Services identifying the projects which were proposed for inclusion in the 2025-26 Area Roads Programme for the South and West Fife Area.

Decision

The committee:-

- (1) approved the report and Appendices 1-3 on Carriageway Schemes, Footway Schemes and Traffic Management and Road Safety;
- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener, Depute Convener and elected members in the affected wards;
- (3) noted Appendix 4 (Street Lighting);
- (4) agreed that the Admiralty Road, Inverkeithing project detailed in Appendix 1 (Carriageway Schemes) be delayed until March 2026 to allow some Category 2 projects to be moved forward;
- (5) requested a report from Roads and Transportation Services on what changes were required to incorporate carriageway thin surfacing / patching schemes into the Area Roads Programme.

201. POTHOLE AND PATCHING PERFORMANCE UPDATE

The committee considered a report by the Head of Roads and Transportation Services providing an interim 2024-25 pothole and patching performance update ahead of the Service's Roads and Transportation Annual Review.

Decision

The committee noted the contents of the report and Appendix.

202. LOCAL AREA ECONOMIC PROFILES 2023/24

The committee considered a report by the Head of Property Services providing an annual overview of the performance of the local economy and labour market in the South and West Fife area, along with the business support, strategic investment and employability activity carried out in the area by Business and Employability Services. The information presented was intended to provide background and context to council activity within the committee area and to help inform area committee discussion and decision making.

Decision

The committee:-

- (1) reviewed the activity undertaken by Business and Employability Services in 2023/24 and in 2024/25 to date;

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- (2) considered and commented on the issues raised by an analysis of the latest available economic data; and
- (3) agreed that a members' workshop be arranged to identify future opportunities for the South and West Fife area, working with community partners.

203. FORTH BRIDGES AREA TOURISM STRATEGY DELIVERY PLAN 2025-2029

The committee considered a report by the Head of Property Services seeking endorsement of the Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029.

Decision

The committee endorsed the Forth Road Bridges Area Tourism Strategy Delivery Plan 2025-2029.

204. COMMUNITY RECOVERY FUND - COST OF LIVING POSTS

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on progress following the approval of Community Recovery funding on 25 January 2023 for a Community Education Worker and two Welfare Support Assistants.

Decision

The committee:-

- (1) noted the work undertaken by members of staff and commented on the activity to date; and
- (2) agreed to identify further areas of development at ward meetings.

205. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

206. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The committee:-

- (1) reviewed and noted the South and West Fife Area Committee Forward Work Programme;

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- (2) agreed that a report be requested as soon as practicable on Active Travel Routes to cover how they were funded, decided upon and approved, with particular reference to those created recently in the South and West Fife area and providing a list of those currently planned or proposed in the South and West Fife area;
- (3) agreed that an update be requested from Housing on the Gypsy Travellers' Working Group policy and guidance;
- (4) agreed to invite members from MoD and Babcock to a future meeting of the committee to provide an update on the Nuclear Submarine Dismantling Project;
- (5) agreed that a report be requested from Education for submission to the next committee meeting in April 2025 on the Outcomes of Care Inspectorate Inspection of Nursery Early Year Provision;
- (6) agreed that a report be requested from Roads and Transportation on what changes were required to incorporate carriageway thin surfacing / patching schemes into the Area Roads Programme as detailed in para. 200(5) above.
- (7) noted that the South and West Fife Area Local Community and CLD Plan scheduled for the April meeting would be deferred to the 11 June 2025 committee meeting; and
- (8) noted that the Dalgety Bay Sports Hall Floor Replacement - Funding Request report would be submitted to the 30 April 2025 committee meeting.

30 April 2025

Agenda Item No. 5

Report on Educational Outcomes – 2023/24

Report by: Donald Macleod, Executive Director (Education)

Wards Affected: 1, 2, 3, 4, 5 and 6

Purpose

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

Recommendations

The committee is asked to consider and comment on:-

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

Resource Implications

There are no resource implications arising from this report.

Legal & Risk Implications

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

Impact Assessment

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

1.0 Background

- 1.1 Our ambition is to improve attainment and to provide an appropriate curriculum for all learners. This report specifically relates to the attainment of pupils in the senior phase of their learning, i.e. stages S4-S6. In addition, it reports on how they have performed in securing a positive destination.
- 1.2 The senior phase of the curriculum also provides us with the opportunity to:
 - improve employability skills
 - increase levels of sustained positive destinations
 - contribute to a prosperous Fife economy and improve life chances for all.
- 1.3 School improvement in Scotland is focused on the use of the senior phase benchmarking tool, generally known as Insight (see the Glossary in Appendix 2 for further information). This improvement tool has two key release dates and provides a rounded view of attainment across a range of outcomes. An initial release in September provides information on all qualifications sat by young people within the Scottish Credit and Qualifications Framework for the previous session. This local benchmarking data provides details on the performance of year groups S4, S5 and S6. The national benchmarking data is updated in February with details of the destinations of all young people who left school in the previous session. The February data allows analysis of how young people have performed by the time they leave school.
- 1.4 In terms of analysis of attainment and achievement performance, the Education Service now publishes two statistical reports to schools. The first of these, the School Attainment Report, is provided to schools in early October, after the formal September Insight release, and discussion centres on the school's local benchmark data which shows how well each stage cohort S4 to S6 has performed across the range and level of qualifications. Discussions at individual school meetings feed into school planning and target setting.
- 1.5 At the end of March, a second report, the School Outcome Report, goes to schools and focuses on the national benchmarks which show how well the school's leavers have performed. The discussions with schools at this point focus on areas such as literacy and numeracy to see how well-equipped leavers are to go onto sustained and positive destinations, as well as considering overall levels of attainment and the types of destinations young people are achieving.
- 1.6 We take an 'outcomes'-based approach to attainment with a focus on equipping our young people for their point of exit.
- 1.7 Our focus on 'outcomes' includes the 'destination', 'employability' and other appropriate qualifications achieved by the time our young people leave school, rather than simply the overall attainment of any year group.
- 1.8 We monitor key measures of progress towards this goal, at the end of stages S4 and S5. These provide an indication of how well learning is progressing. This report also presents information regarding these measures.
- 1.9 This report considers the data for 2023/24, as it stands in March 2025. This includes data from the September and March Insight updates for the school year 2023/24.

- 1.10 We continue to improve our data sharing with schools through the Power BI platform.

2.0 Our Vision

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

3.0 The context of the local area

- 3.1 Schools covered by this local area report are those in the South & West Fife and Dunfermline areas: Dunfermline HS, Inverkeithing HS, Queen Anne HS, St Columba's RCHS, and Woodmill HS. A joint report covers both committee areas, as secondary schools in the South & West Fife and Dunfermline areas generally have catchments that traverse area boundaries, with significant rolls in both areas.
- 3.2 School context is known to have a significant influence on educational outcomes. Two factors have a particular influence on outcomes at a cohort level:
- Socio-economic factors, including household poverty (measured by registration rates for free school meals) and area deprivation (most commonly measured by SIMD, the Scottish Index of Multiple Deprivation).
 - The Additional Support Needs (ASN) of pupils, including: learning, physical and communication support needs (these can usually be addressed through support for learning within the classroom), and family, emotional and mental health needs (these are related to socio-economic factors in many cases, and often require a partnership approach to support).
- 3.3 Appendices 1A and 1B provide an overview of key data relating to these factors. As may be noted, schools in the South & West Fife / Dunfermline area:
- Have a lower level of Free School Meal Registration than the Fife average and Scotland.
 - Have a relatively small number of pupils living in areas of disadvantage, particularly in SIMD quintile 1 (2.3%).
 - Have nearly a quarter of pupils (24.7%) living in SIMD decile 10.
 - Have learners whose recorded Additional Support Needs are generally less than those seen across Fife as a whole.

4.0 Attainment

Attainment in literacy by the end of stage S4

- 4.1 Literacy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of literacy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1C provides an overview of attainment in literacy by the end of stage S4 for Fife and the local area.
- 4.2 Overall levels of attainment for literacy at SCQF level 4 in Fife – and attainment for learners in SIMD Quintiles 1-4 – have fallen below 2020/2021 levels, after previously seeing general improvement in recent years. This reflected a decline in S4 attainment seen across Scotland in 2023/24.
- 4.3 Outcomes fell in 2023/24, with a pronounced decline in SIMD Quintile 1. Overall attainment at SCQF level 4 in the South & West Fife / Dunfermline area is now slightly lower than in 2020/21. The overall level of attainment in each SIMD Quintile is greater than the Fife average.
- 4.4 Generally, levels of attainment for literacy at SCQF level 5 in Fife fell slightly in 2023/24, having seen improvement over preceding years.

- 4.5 Attainment at SCQF level 5 in the South & West Fife / Dunfermline area closely matches the level of attainment seen across Fife for learners in SIMD Quintile 5. There is a similar improvement trend for learners overall and in SIMD Quintile 1, but with outcomes in the South & West Fife / Dunfermline area now ahead of those seen across Fife as a whole.
- 4.6 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in SIMD Quintile 1 in the South & West Fife / Dunfermline area relate to a relatively small group of learners.

Attainment in numeracy by the end of stage S4

- 4.7 Numeracy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of numeracy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1D provides an overview of attainment in numeracy by the end of stage S4 for Fife and the local area.
- 4.8 Levels of attainment for numeracy at SCQF level 4 have seen similar trends at Fife level to literacy attainment.
- 4.9 Overall attainment for numeracy at SCQF level 4 for the South & West Fife / Dunfermline area fell slightly in 2023/24. It continues to be higher than the Fife average across each SIMD quintile. Outcomes for learners in SIMD Quintile 5 were maintained (at 97%), outcomes in SIMD Quintile 4 improved, and outcomes in SIMD Quintiles 1-3 saw a decline.
- 4.10 Levels of attainment for numeracy at SCQF level 5 have seen similar trends at Fife level to literacy attainment.
- 4.11 Generally, attainment at SCQF level 5 in numeracy for the South & West Fife / Dunfermline area has followed a similar trend to attainment across Fife. Outcomes for learners in SIMD Quintiles 2-5 are similar to Fife, whilst overall attainment and outcomes in SIMD Quintile 1 are somewhat higher.
- 4.12 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the South & West Fife / Dunfermline area relate to a relatively small group of learners.

Wider attainment by the end of stage S4

- 4.13 Wider attainment by the end of stage S4 provides a foundation for leaving school, or for further study and achievement in stages S5 and S6.
- 4.14 Appendix 1E provides an overview of attainment at SCQF level 4 by the end of stage S4. Outcomes for Fife saw a decline in 2023/24, having seen a generally improving trend in preceding years. Attainment in 2023/24 for the area fell in 2023/24, reflecting a general decline in S4 attainment across Scotland in 2023/24. Attainment in the area was generally lower than in 2019/20.
- 4.15 Appendix 1F provides an overview of attainment at SCQF level 5 by the end of stage S4. Outcomes for Fife have seen a mixed pattern over the past five years and 2023/24 figures remain broadly in line with 2019/20. Attainment trends in the area have also been mixed. Attainment in 2023/24 for the area fell in 2023/24, reflecting a general decline in S4 attainment across Scotland in 2023/24. Attainment in the area was generally lower than in 2019/20.

- 4.16 Appendix 1G provides an overview of attainment at SCQF level 6 by the end of stage S5. Outcomes at SCQF level 6 for Fife are broadly in line with the outcomes seen in 2019/20, having seen a mixed pattern of trends over recent years. Attainment in the area was broadly in line with earlier years for learners achieving 1 or more award to 3 or more awards at SCQF level 6. Attainment in the area improved in 2023/24 for learners achieving 4 or more awards to 6 or more awards at SCQF level 6 by the end of S5; outcomes for these levels of attainment show a clear improvement on 2019/20.

Overall attainment of school leavers

- 4.17 Overall attainment of school leavers can be measured by two different scales of tariff points:
- Total tariff points reflect the total achievement across the course of the senior phase. They reflect: the number of awards achieved across all subjects, the grades achieved in each award, and the SCQF level of the awards in question.
 - Complementary tariff points are a more focussed measure of the key qualifications achieved by each school leaver. They are based on the tariff points of the qualifications most likely to influence their post school life chances.
- 4.18 Appendix 1H provides an overview of the complementary tariff awards for Fife and the local area. Appendix 1I provides an overview of the total tariff awards for Fife and the local area. In each case, tariff points are shown for three groups of pupils:
- The bottom 20% - those pupils whose outcomes are furthest from attainment
 - The top 20% - those pupils with the greatest overall attainment outcomes
 - The middle 60% - the remaining pupils, representing the majority of the cohort
- 4.19 It should be noted that these groupings are relative to the schools' own rolls, rather than any wider population of school leavers. Hence, the social context of pupils in each grouping will vary with local area.
- 4.20 As measured by both tariff scales, the attainment of South & West Fife / Dunfermline area school leavers is generally higher than the Fife average for each of the three tariff groups (bottom 20%, middle 60%, and top 20%). Attainment has been broadly constant over the last three years for the bottom 20% and middle 60% of attainment. There was a fall in attainment in 2023/24 for leavers in the top 20% of attainment.
- 4.21 The difference in outcomes between the South & West Fife / Dunfermline area and Fife is consistent with a relatively large proportion of learners living in SIMD decile 10 and relatively small proportion of learners living in SIMD decile 1 (see Appendix 1B).

5.0 Destinations of School Leavers

- 5.1 Skills Development Scotland (SDS) tracks the post school destinations of pupils who leave school each year. In conjunction with the Scottish Government, they publish data on the initial destinations of school leavers, as well as information relating to the sustained destinations of school leavers, six months later.
- 5.2 Appendix 1J shows destinations of school leavers, by category of destination.

- 5.3 The level of positive destinations in the South & West Fife / Dunfermline area has improved steadily over the past three years, ahead of the improving trend seen across Fife. Outcomes are now significantly better than the Fife and national average.
- 5.4 The range of positive destinations which school leavers in the South & West Fife / Dunfermline area entered in 2022/23 demonstrates the main destinations are continuing education (with 72.0% entering either higher or further education), and employment (with 19.2% entering employment directly from school). In the South & West Fife / Dunfermline area, the proportion of school leavers entering:
- Higher education is in line with the national average and above the Fife average.
 - Further education is between the Fife and national average.
 - Employment is lower than the Fife and national average.

6.0 Action Planned to Further Raise Attainment

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

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

- 6.6 A round of scrutiny will take place from April, following the publication of the updated Insight outcomes as noted in this report.

A strengthened performance framework supporting improvement

- 6.7 The Directorate has undertaken a review of support arrangements for performance management and its use of data to support improvement. Work is being undertaken through collaborative working with school leaders, via engagement with key groups of primary headteachers, and a new Collaborative Network with a focus on performance and improvement in the secondary sector. Key elements in this approach are:
- A new modelling approach, to help better assess the potential impact of multiple barriers to learning for individual learners. This is enabling better targeting of support for learners, through a “Risk Prediction Tool”, which is being piloted with secondary schools.
 - A revised approach to benchmarking performance. The data underpinning the “Risk Prediction Tool” is being used to refresh the Directorate’s approach to setting stretch targets, ensuring that the Directorate and schools have improvement goals that are ambitious but achievable. Pilot stretch targets based on this new approach are being used by schools this year.

7.0 Conclusions

- 7.1 The evidence in Appendix 1, summarised in sections 3-5, shows that:
- Pupils in the South & West Fife / Dunfermline area are less likely to live in household poverty or areas of deprivation than pupils in the rest of Fife.
 - Outcomes for S4 literacy and numeracy attainment are above the Fife average for each SIMD Quintile, at both SCQF levels 4 and 5.
 - Generally, S4 wider attainment at SCQF levels 4 and 5 saw a decline in 2023/24 and is lower than in 2019/20.
 - S5 attainment saw improvements for those achieving 4 or more awards to 6 or more at SCQF level 6. Other measures have remained broadly constant over recent years.
 - Generally, positive destinations have seen an improving trend over the past three years, ahead of an improving trend across Fife. Outcomes are now significantly above the Fife and national average.

List of Appendices

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

Background Papers

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

- **Education Directorate Improvement Plan 2023-26** – updated at August 2024
- Know Fife briefing: **SIMD 2020 Focus on Glenrothes** (see: https://know.fife.scot/_data/assets/pdf_file/0029/177662/SIMD-2020v2-Focus-on-Glenrothes.pdf)
- [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](https://www.gov.scot/publications/future-report-independent-review-qualifications-assessment/pdf)
- [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery Landscape Review – Final Report \(www.gov.scot\)](https://www.gov.scot/publications/fit-for-the-future-developing-a-post-school-learning-system-to-fuel-economic-transformation/skills-delivery-landscape-review-final-report/pdf)

Sources of evidence

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

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Appendix 1A – School Context Information

Secondary Schools Context

South West Fife / Dunfermline

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

School Roll - From September Census

Year	2023/24		
School Name	Female	Male	Total
Dunfermline High School	718	732	1450
Inverkeithing High School	808	835	1643
Queen Anne High School	905	938	1843
St Columba's R C High School	412	444	856
Woodmill High School	704	704	1408
Total	3547	3653	7200

The table below displays the proportion of pupils on the school roll who are registered for free school meals (FMR).

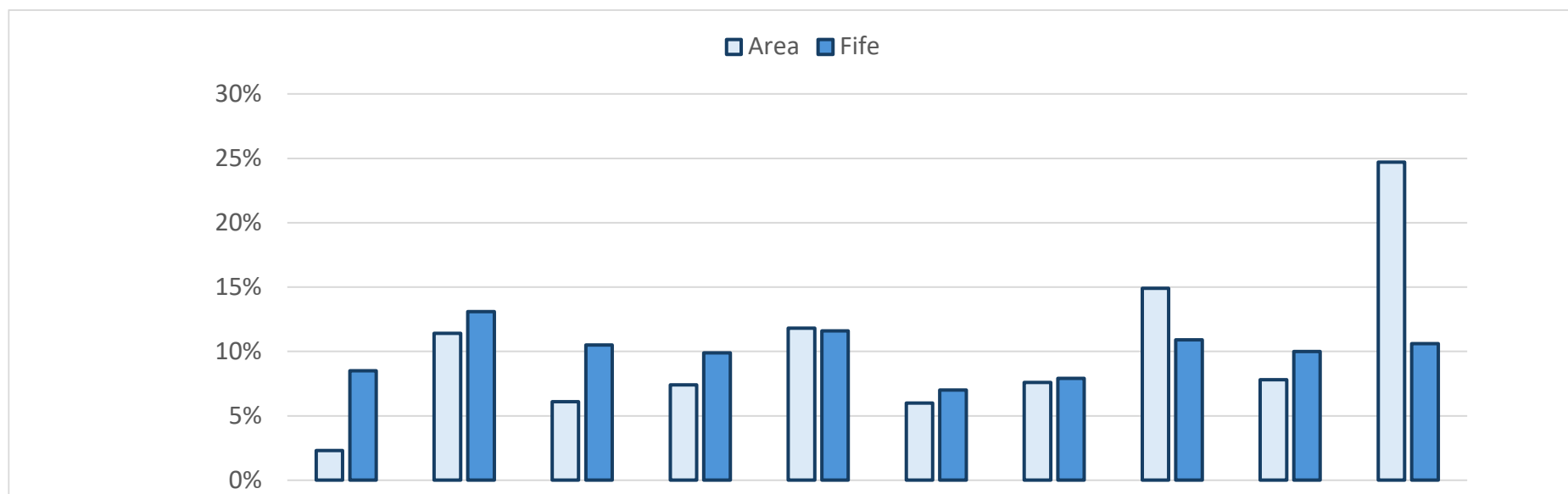
Data is taken from the annual Healthy Living Survey and the annual pupil census.

% of Pupils with FMR

	2020/21	2021/22	2022/23	2023/24
Area	13.4%	14.6%	14.8%	14.3%
Fife	17.9%	19.4%	19.7%	19.3%
National	1700.0%	1760.0%	1780.0%	1830.0%

Support Need	Year	NeedType	2023/24	
			Area	Fife
Communication	Any	Students with at least one need	42.8%	47.5%
		Autistic Spectrum disorder	4.2%	4.8%
		Communication Support Needs	0.4%	0.4%
		Language or Speech Disorder	2.3%	2.1%
		Hearing Impairment	0.8%	0.8%
		Visual Impairment	0.8%	0.8%
		Deafblind	0.0%	0.0%
		English as an Additional Language	5.0%	5.3%
	Family/Emotional/Mental Health	Social, Emotional and Behavioural Difficulty	9.0%	11.3%
		Mental Health Problem	3.2%	3.7%
		Young Carer	1.2%	1.7%
		Bereavement	1.3%	1.2%
		Substance Misuse	0.3%	0.2%
		Family Issues	2.4%	2.9%
		Looked After	1.5%	1.8%
		Risk of Exclusion	0.1%	0.6%
Learning		Dyslexia	11.9%	11.2%
		Learning Disability	1.2%	1.6%
		Other Specific Learning Difficulty (eg numeric)	2.5%	4.0%
		Other Moderate Learning Difficulty	1.8%	3.3%
Other		Interrupted Learning	7.5%	11.1%
		More Able Pupil	0.1%	0.3%
		Other	2.3%	2.1%
Physical		Physical or Motor Impairment	2.3%	2.1%
		Physical Health Problem	4.0%	4.9%

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



SIMD Decile	1	2	3	4	5	6	7	8	9	10	Total
SIMD Quintile	1	1	2	2	3	3	4	4	5	5	
Area school roll	165	818	441	535	851	430	545	1068	557	1773	7183
Area roll (%)	2.3%	11.4%	6.1%	7.4%	11.8%	6.0%	7.6%	14.9%	7.8%	24.7%	100.0%
Fife roll (%)	8.5%	13.1%	10.5%	9.9%	11.6%	7.0%	7.9%	10.9%	10.0%	10.6%	100.0%

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

SQA Attainment - Literacy & Numeracy by Stage

South West Fife / Dunfermline

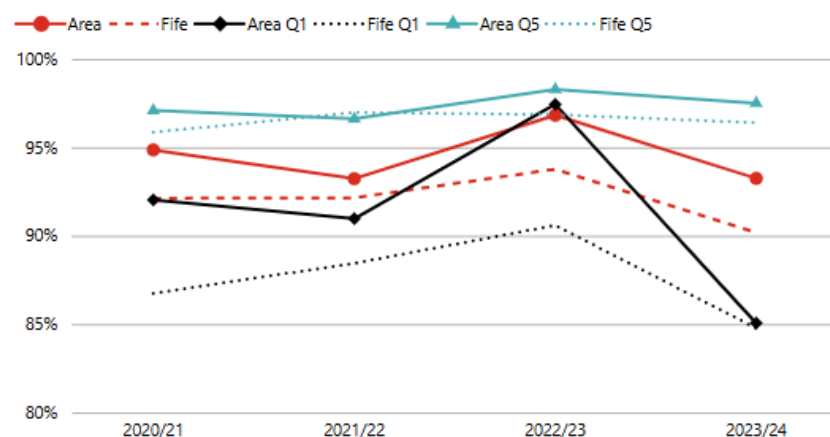
Stage

S4

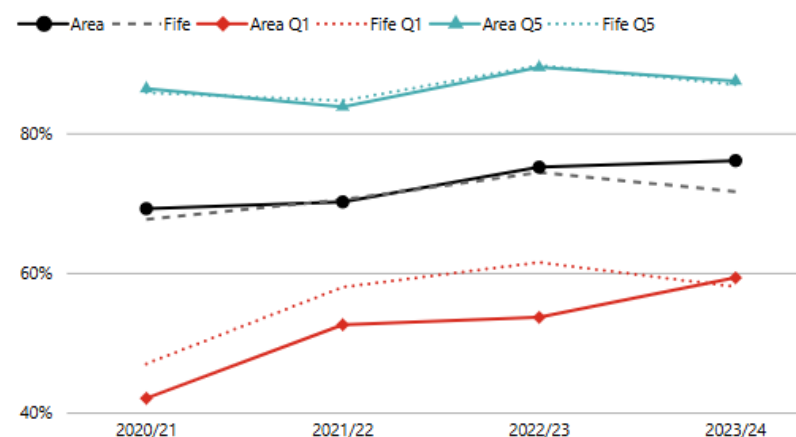
Subject Choice

Literacy

% of Pupils with Level 4+



% of Pupils with Level 5+



Measure Year Quintile	Literacy Level 4+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	92.0%	86.7%	91.0%	88.4%	97.4%	90.6%	85.1%	84.8%
2	93.2%	91.9%	90.3%	89.7%	94.3%	91.1%	92.2%	88.0%
3	94.0%	92.5%	89.3%	91.1%	96.0%	95.0%	90.9%	89.9%
4	95.3%	94.5%	94.7%	95.2%	96.3%	96.1%	94.9%	92.7%
5	97.1%	95.8%	96.6%	97.0%	98.3%	96.8%	97.5%	96.4%

Measure Year Quintile	Literacy Level 5+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	42.0%	47.0%	52.5%	57.9%	53.6%	61.5%	59.3%	58.0%
2	56.8%	60.6%	52.7%	62.5%	63.5%	69.1%	66.0%	65.4%
3	67.7%	71.4%	69.8%	72.8%	69.3%	72.9%	73.4%	71.7%
4	71.9%	77.4%	74.1%	77.2%	80.7%	80.9%	79.1%	78.4%
5	86.4%	85.8%	83.8%	84.6%	89.4%	89.7%	87.5%	86.9%

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

SQA Attainment - Literacy & Numeracy by Stage

South West Fife / Dunfermline

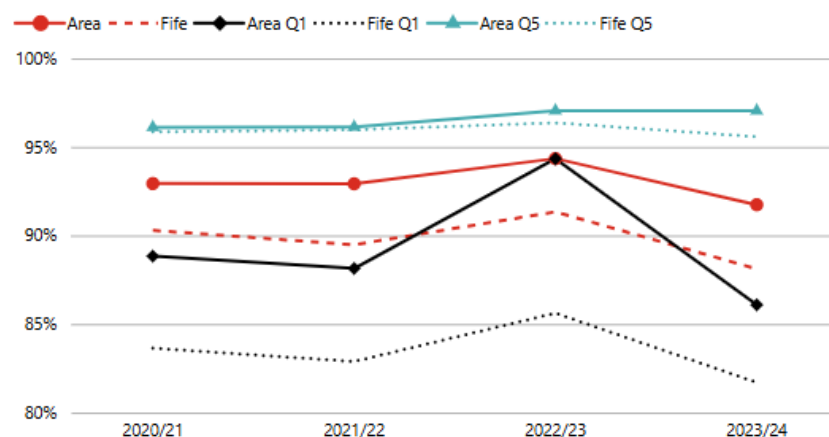
Stage

S4

Subject Choice

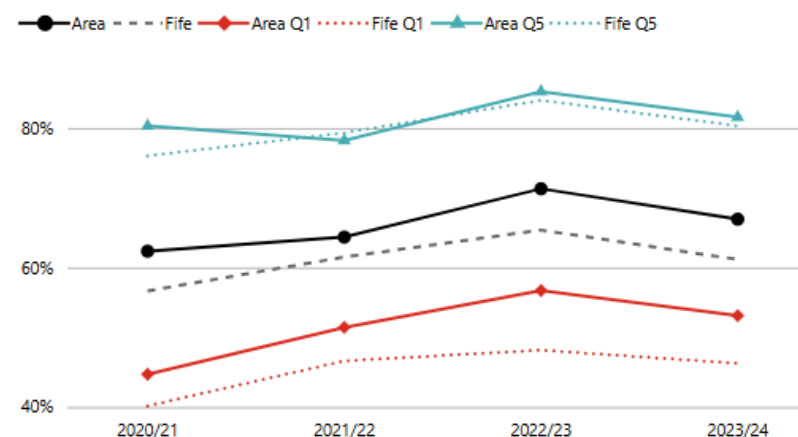
Numeracy

% of Pupils with Level 4+



Measure Year Quintile	Numeracy Level 4+							
	2020/21 Area	2020/21 Fife	2021/22 Area	2021/22 Fife	2022/23 Area	2022/23 Fife	2023/24 Area	2023/24 Fife
1	88.8%	83.6%	88.1%	82.9%	94.3%	85.6%	86.1%	81.7%
2	90.6%	88.7%	89.9%	86.5%	93.1%	89.7%	86.4%	85.3%
3	90.5%	90.6%	90.2%	89.8%	93.3%	92.8%	89.6%	87.6%
4	94.6%	93.9%	95.3%	93.5%	91.9%	93.3%	92.9%	91.3%
5	96.1%	95.8%	96.1%	96.0%	97.0%	96.4%	97.0%	95.6%

% of Pupils with Level 5+



Measure Year Quintile	Numeracy Level 5+							
	2020/21 Area	2020/21 Fife	2021/22 Area	2021/22 Fife	2022/23 Area	2022/23 Fife	2023/24 Area	2023/24 Fife
1	44.7%	40.1%	51.4%	46.6%	56.7%	48.1%	53.1%	46.2%
2	50.0%	47.5%	47.3%	50.1%	60.4%	58.4%	55.3%	54.4%
3	56.0%	57.6%	61.4%	64.2%	64.0%	66.4%	60.6%	60.9%
4	61.5%	65.6%	66.8%	70.6%	73.3%	73.2%	67.5%	66.2%
5	80.3%	76.0%	78.2%	79.3%	85.2%	84.0%	81.5%	80.3%

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

Stage and Level	S4 Level 4									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	96.3%	94.0%	96.2%	94.3%	95.6%	94.3%	97.8%	95.9%	96.3%	93.1%
2 or more	93.8%	90.5%	93.9%	91.7%	93.0%	91.3%	95.4%	92.7%	91.7%	88.2%
3 or more	91.9%	87.5%	91.6%	88.7%	90.6%	88.4%	92.7%	89.5%	89.6%	84.7%
4 or more	89.3%	84.3%	88.2%	85.5%	87.7%	84.6%	88.8%	86.4%	85.8%	81.2%
5 or more	86.3%	79.9%	82.6%	81.2%	83.0%	79.4%	84.1%	82.2%	80.9%	77.0%

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

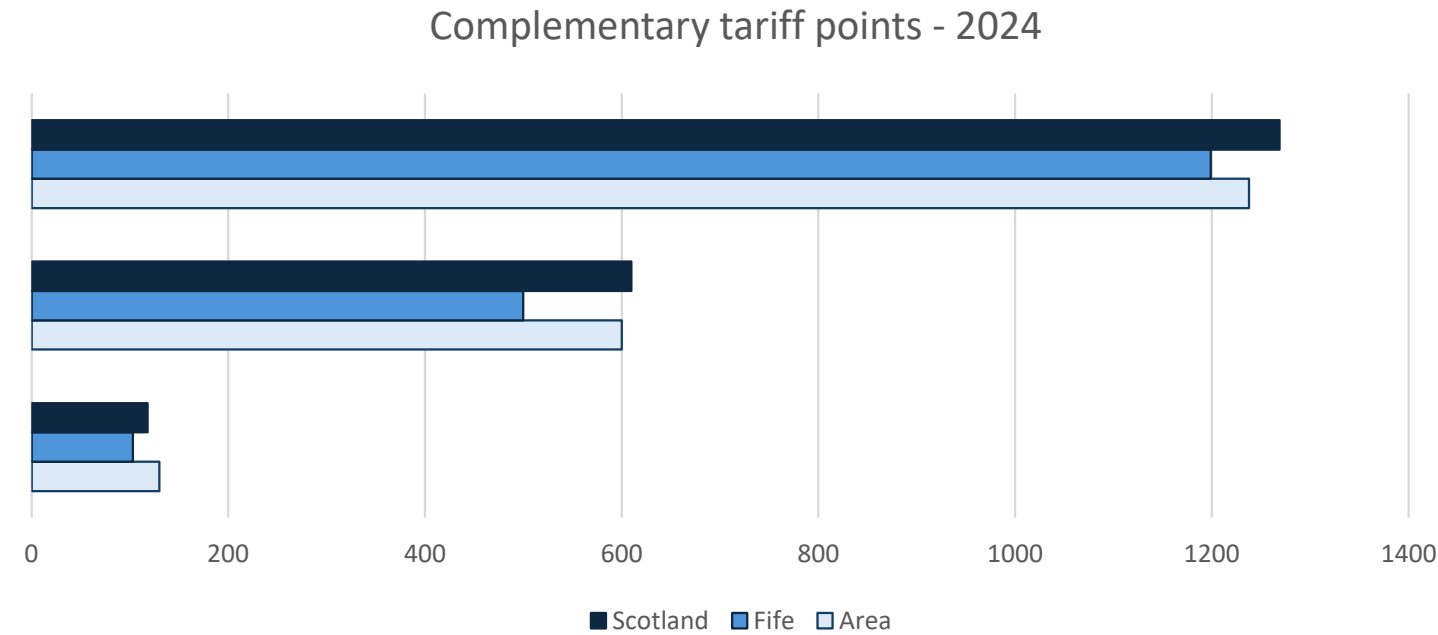
Stage and Level	S4 Level 5									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	83.5%	78.8%	82.9%	80.4%	82.4%	78.8%	83.2%	80.5%	81.5%	78.4%
2 or more	75.8%	70.4%	72.8%	71.3%	76.1%	68.8%	74.6%	71.1%	73.8%	70.0%
3 or more	69.7%	63.1%	66.5%	63.9%	70.8%	60.3%	67.7%	63.6%	66.9%	62.1%
4 or more	61.7%	56.3%	59.8%	56.6%	63.1%	52.6%	61.0%	56.0%	59.5%	54.3%
5 or more	54.2%	48.8%	52.0%	48.4%	56.3%	45.6%	53.7%	48.5%	52.6%	47.4%

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

Stage and Level	S5 Level 6									
Year	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	63.8%	58.9%	62.5%	60.6%	62.4%	57.4%	61.4%	60.0%	61.9%	61.6%
2 or more	55.7%	48.7%	53.8%	50.8%	54.6%	46.3%	52.4%	47.4%	53.9%	48.2%
3 or more	46.5%	40.3%	44.9%	41.9%	46.1%	37.4%	43.7%	38.6%	46.9%	39.4%
4 or more	33.9%	30.2%	33.9%	31.8%	37.2%	28.2%	35.4%	30.8%	38.4%	31.0%
5 or more	22.1%	19.6%	21.1%	19.7%	24.1%	17.7%	23.3%	20.5%	27.8%	21.7%
6 or more	1.7%	2.7%	1.1%	2.5%	4.0%	4.0%	5.6%	5.4%	11.3%	8.5%

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

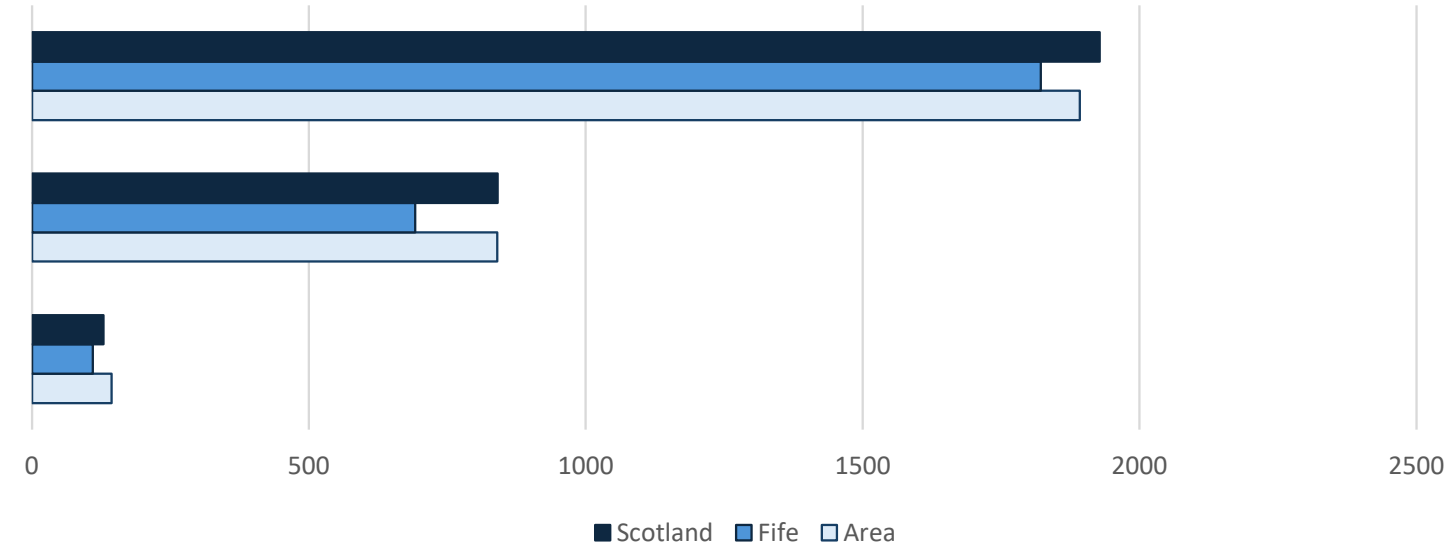
Year	2022 Area	2023 Area	2024 Area	2022 Fife	2023 Fife	2024 Fife	2022 Scotland	2023 Scotland	2024 Scotland
Lowest 20%	132	132	130	122	114	103	137	127	118
Middle 60%	611	621	600	556	528	500	643	612	610
Highest 20%	1292	1295	1238	1270	1236	1199	1304	1286	1269



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

Year	2022 Area	2023 Area	2024 Area	2022 Fife	2023 Fife	2024 Fife	2022 Scotland	2023 Scotland	2024 Scotland
Lowest 20%	148	151	144	137	127	110	155	141	129
Middle 60%	821	851	840	750	718	692	871	832	841
Highest 20%	1931	1958	1892	1883	1843	1822	1950	1931	1928

Total tariff points - 2024



Appendix 1J – Initial Leaver Destinations by Category

Year	2021/22 Area	2022/23 Area	2023/24 Area	2021/22 Fife	2022/23 Fife	2023/24 Fife	2021/22 Scotland	2022/23 Scotland	2023/24 Scotland
Positive	95.3%	96.1%	97.2%	94.8	95.3	95.6	95.7	95.9	95.7
Higher Education	40.3%	42.3%	41.4%	35.8	35.5	33.4	41.3	40.3	40.8
Further Education	29.3%	31.4%	30.6%	32.0	32.8	33.3	25.5	26.6	26.4
Training	3.1%	2.6%	3.0%	3.0	3.9	3.4	2.9	3.4	3.9
Employed	22.0%	19.0%	19.2%	23.4	21.9	22.3	25.1	24.4	23.1
Personal Skills Development	0.3%	0.2%	1.5%	0.3	0.5	2.3	0.5	0.8	0.9
Voluntary Work	0.4%	0.5%	1.5%	0.4	0.6	1.0	0.5	0.5	0.6
Not Positive	4.7%	3.9%	2.8%	5.2	4.8	4.4	4.3	4.1	4.3
Unemployed Seeking	2.3%	2.0%	2.0%	2.4	2.6	2.1	2.3	2.2	2.2
Unemployed Not Seeking	2.0%	1.7%	0.7%	2.3	1.9	2.2	1.6	1.6	1.9
Not known	0.4%	0.2%	0.1%	0.6	0.2	0.1	0.4	0.3	0.3

Number of leavers	1324	1282	1279	4088	3920	4179	55211	54719	55961
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Appendix 2 – Glossary of Education Terms

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Appendix 3 – The Scottish Index of Multiple Deprivation

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

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

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

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

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

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

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

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

For the purposes of SIMD, Scotland is divided into 6,976 local areas, named datazones. These are designed to group together households with a similar social context. The table below shows the 5 local areas within the South & West Fife area that lie within SIMD Quintile 1.

Data Zone	Name	Total population	Working age population	SIMD20 Rank	Fife Rank	SIMD Quintile	SIMD Decile
S01009388	Inverkeithing Spittalfield	726	495	800	50	SIMD Q1	SIMD Decile 2
S01009280	High Valleyfield East	903	538	829	53	SIMD Q1	SIMD Decile 2
S01009281	High Valleyfield West	776	486	940	64	SIMD Q1	SIMD Decile 2
S01009269	Oakley North	890	541	1016	73	SIMD Q1	SIMD Decile 2
S01009270	Comrie East	586	356	1344	96	SIMD Q1	SIMD Decile 2

Further information regarding the SIMD profile of the South & West Fife area can be found in the Know Fife briefing: **SIMD 2020 Focus on South & West Fife** (see: https://know.fife.scot/data/assets/pdf_file/0033/177666/SIMD-2020v2-Focus-on-South-and-West-Fife.pdf).

30 April 2025

Agenda Item No. 6

Proposed Parking Prohibition – Promenade, Limekilns

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

Wards Affected: Ward 1 – West Fife and Costal Villages

Purpose

The purpose of this report is to allow the South and West Fife Area Committee to consider a proposal to introduce a “No Waiting at Any Time” parking prohibition on Promenade, Limekilns

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the parking prohibition as detailed in drawing no. TRO25_22 (Appendix 1); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,400 which covers Roads and Transportation Services’ and Legal Services’ staff costs, advertising and installation. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Community Council, Police Scotland, Parking Management, have been advised.

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

1.0 Background

- 1.1 The area is a mixture of residential and commercial on the north side with a car park and Limekilns pier on the south side.

2.0 Issues and Options

- 2.1 Complaints have been received about vehicles parking on a blind bend causing visibility issues for vehicles heading towards Charlestown.
- 2.2 To mitigate the safety risks, it is proposed to introduce a “No Waiting At Any Time” (Double yellow lines) prohibition as shown in Appendix 1.

3.0 Conclusions

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

List of Appendices

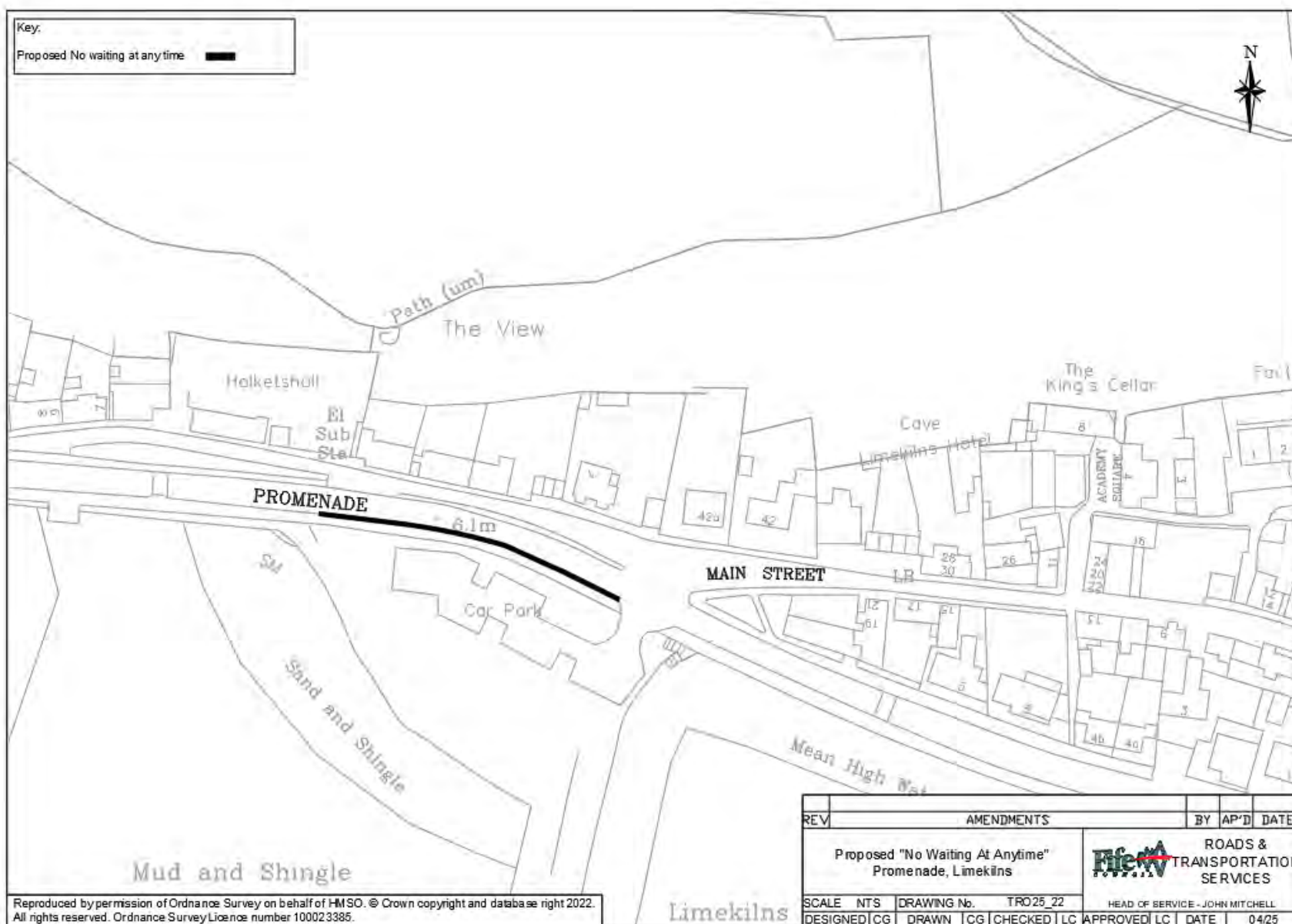
1. Drawing no. TRO25_22

Report Contacts

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Drawing no. TRO25_22



30 April 2025

Agenda Item No. 7

Proposed Speed Limits - Kelty

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

Wards Affected: Ward 1 – West Fife and Coastal Villages

Purpose

The purpose of this report is to allow the South and West Fife Area Committee to consider a proposal to introduce a 40 mph speed limit on A909 / B914 west of Kelty.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce a 40 mph speed limit as detailed in drawing no. TRO25_01/P40 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,000 which covers Roads and Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. The cost of delivery of the new infrastructure will be funded by Transport Scotland as part of the National 20 mph Strategy.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Kelty Community Council, Transport Scotland, and Police Scotland have been advised.

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

1.0 Background

- 1.1 Fife Council's Cabinet Committee considered a report on a 20 mph strategy for Fife in which it was recommended Fife Council adopt 20 mph as the recognised speed limit on appropriate roads cognisant of the Scottish Government's Guidelines for implementation [Minute 2025 CC 183 Item 347 refers].

2.0 Issues and Options

- 2.1 In line with the Scottish Government's "place criteria" identifying roads which are appropriate for proposed reduction to 20 mph, it is proposed to introduce 20 mph speed limits in Kelty.
- 2.2 It is proposed to introduce a 40 mph on A909 / B914 from the existing gateway on Cocklaw Street, Kelty westwards past Blairadam Forest access to a point west of Blairadam Lodge as shown in Appendix 1 (Drawing no. TRO25_01/P40). This will provide a buffer speed limit, improve safety at the M90 overbridge, other junctions, and the bends west of Kelty. As this proposal for 40 mph covers two Committee Areas, approval will also be sought from the Cowdenbeath Area Committee.

3.0 Conclusions

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

List of Appendices

1. Drawing no. TRO25_01/P40

Background Papers

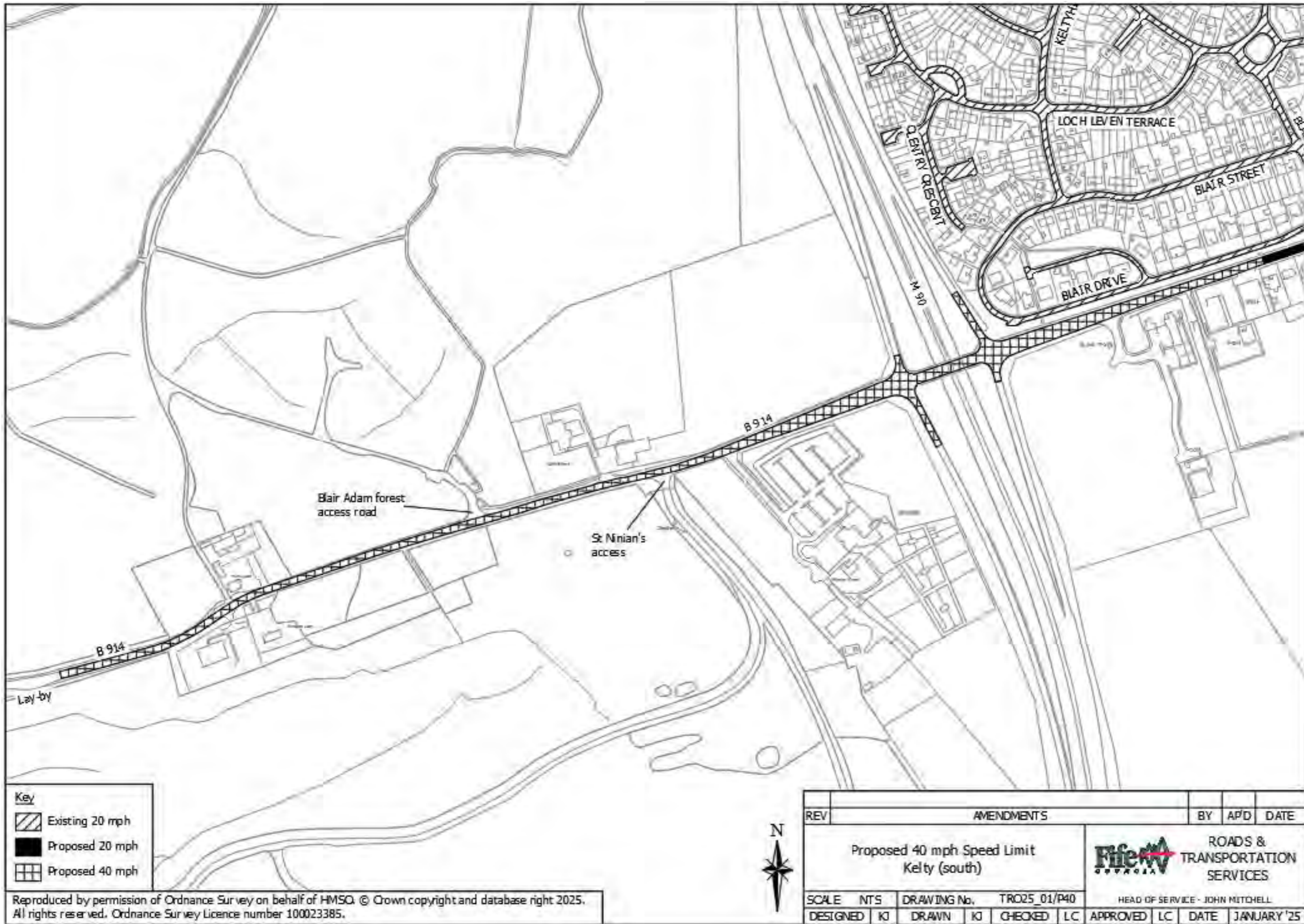
The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

- Cabinet Committee Report – Fife Council 20 mph Strategy

Report Contacts

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30 April 2025
Agenda Item No. 8

Community Recovery Fund – Off Road Bike Project

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

Wards Affected: Wards 1, 5 and 6

Purpose

To seek agreement from the Area Committee for a contribution from the Community Recovery Fund for the following:-

- Rural & Urban Training Scheme – off road bike

Recommendation(s)

The Committee is asked to agree an allocation of £30,000 from the Community Recovery Fund. Which will consist of £10,000 allocation from each ward.

Resource Implications

There is sufficient funding available in the South and West Fife Community Recovery Fund should the contribution be agreed.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Ward Councillors have been consulted on this project at ward 1, 5 & 6 meetings held in February and March 2025. All Councillors are supportive of the application being funded through the Community Recovery Fund.

1.0 Background

- 1.1 Councillors agreed an allocation of £100,000 from the Community Recovery Fund for Kingdom off Road to support an initiative to tackle the growing concerns regarding off road bikes in particular safety concerns relating to individuals and communities.
- 1.2 Unfortunately Kingdom off Road could not fulfil the requirements of the project and funds were reallocated to all 3 wards.
- 1.3 Following Ward discussions, Councillors were provided with information on an alternative off road bike scheme, Rural & Urban Training Scheme (RUTS).

2.0 Project Information

- 2.1 RUTS is an inclusive innovative service for young people and was founded in the early 1980's. They are responsive to the needs of young people and communities and strive to help young people overcome barriers, enhance skills, gain qualifications and achieve their potential. The project delivers tailored off road bike project work which includes safety aspects and maintenance of the bikes.
- 2.2 RUTS offer tailored personal development opportunities recognising each young person's individual needs, skills, strengths, ambitions and personalities. They use mobile equipment to deliver their service across schools and community venues. These collaborations allow RUTS to build positive relationships within communities and ensures they can reach the young people who will benefit the most.
- 2.3 RUTS has been working in partnership with Cashback for Communities since 2023 and delivering programmes to young people throughout the Lothians. Cashback for Communities is a Scottish Government Programme which takes funds from the proceeds of crime and invests them into free activities and programmes for young people across Scotland.
- 2.4 One of the key referral criteria to RUTS is a minimum of three barriers such as behavioural, school non-attendance, and/or a disability. 148 young people took part in the project 2023/24.
- 2.5 100% of young people that engaged in the project had three or more barriers as described above, 45% of young people referred had a disability, 55% of young people reported a reduction in their criminal behaviour and 62% of young people reported less likely to engage in harmful drug/alcohol use.
- 2.6 Appendix 1 provides further detail, their annual reports highlights successes of the project.
- 2.7 Police Scotland recognise that the use of off-road bikes is a recurring issue, not only in South and West Fife, but across Fife as a whole and other areas of Scotland. Whilst this is found to be more prolific in more rural areas, there remain repeated occasions when the use of off-road bikes occurs on pathways, roads and large open spaces.
- 2.8 Reports are made to Police via 101, community mailboxes, online reporting and via community councils and Elected Members. Not only does use in this manner contravene Road Traffic legislation, the noise pollution and risk to the riders and other members of the public is evident and large numbers of those who are suspected of using the bikes are reported to be young people.

- 2.9 Previous engagement with young people in schools and in the community have found that legislation around responsible use of off-road bikes is minimal, therefore there appears to be a gap in education of the subject.
- 2.10 During the 2024/25 reporting period (April 1st, 2024, to March 31st, 2025) there were 563 'Public Nuisance' calls recorded for the South and West Fife area. 229 of those calls (41%) related to the use of off-road bikes, quad bikes or e-scooters in public areas within Ward 1, Ward 5 and Ward 6. It should be noted that police do see an increase in this call type during better weather, through the Spring and Summer months.
- 2.11 There are limitations to the reactive action that police can take when these reports are received as Police will not actively pursue someone on an off-road bike due to the risk this can present to the rider and other members of the public, therefore it is felt that education of use is regarded as the best means of prevention.

3.0 Course Information

- 3.1 The funding requested will allow two courses to run in all 3 wards between May and August 2025. This will allow 8 young people (48 young people in total) per course to participate. All young people who complete the course will gain a SCQF level 5 in MotoLearn which consists of 3 separate modules.
1. Think Bike – A broad introduction to safe & legal motorbikes use
 2. Fix Bike – An introduction to motorbike mechanics
 3. Ride Bike – An introduction to motorbike riding
- 3.2 The course cost is £3,600 for 8 young people. We had hoped for 8 courses (total £28,800 but have at this time secured 6 courses (£21,600). The costing was confirmed to each of the Counsellors at the 3 Ward meetings and highlighted the request for funding would be £30, 000 (£10,000 from each ward allocation) to secure the original 8 courses.
- 3.3 Ward 1 will see courses being delivered at Oakley Community Centre in June 2025 and High Valleyfield Community Centre in July 2025.
- 3.4 Ward 5 courses will be delivered at Camdean Community Centre in June 2025 and Parkgate Community Centre in July 2025.
- 3.5 Ward 6 will see two courses delivered in May 2025 and again in August 2025 and will be hosted at Inverkeithing High School.
- 3.6 Courses held within Inverkeithing High School will be delivered over a 6 week period and the community courses will be held Monday to Friday 10am – 3pm as part of the summer holiday programme provision.
- 3.7 Should this pilot programme prove successful; it is hoped that application can be made to Cashback for Communities in an effort to secure funding to run RUTS programmes throughout schools and community groups in Fife between 2026 and 2029.
- 3.8 All programmes will be monitored and evaluated using RUTs monitoring tools and outline in a report to committee in December 2025.

4.0 Conclusion

- 4.1 This project provides significant opportunities for targeted young people and communities and will contribute to the Plan4Fife and South and West Fife Area Local Community Plan themes.

Appendices

1. RUTS 2023/24 Annual Report

Report Contact

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RUTS CashBack Academies

Annual Report
2023-2024



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Welcome to RUTS CashBack Academies

RUTS has been working in partnership with CashBack for Communities since 2023 when we were awarded funding for Phase 6.

This report aims to share the impact that our programme, RUTS CashBack Academies, has made throughout year 1, as well as providing a summary of the wider impact of the Phase 6 funding and our plans as we move into year 2.

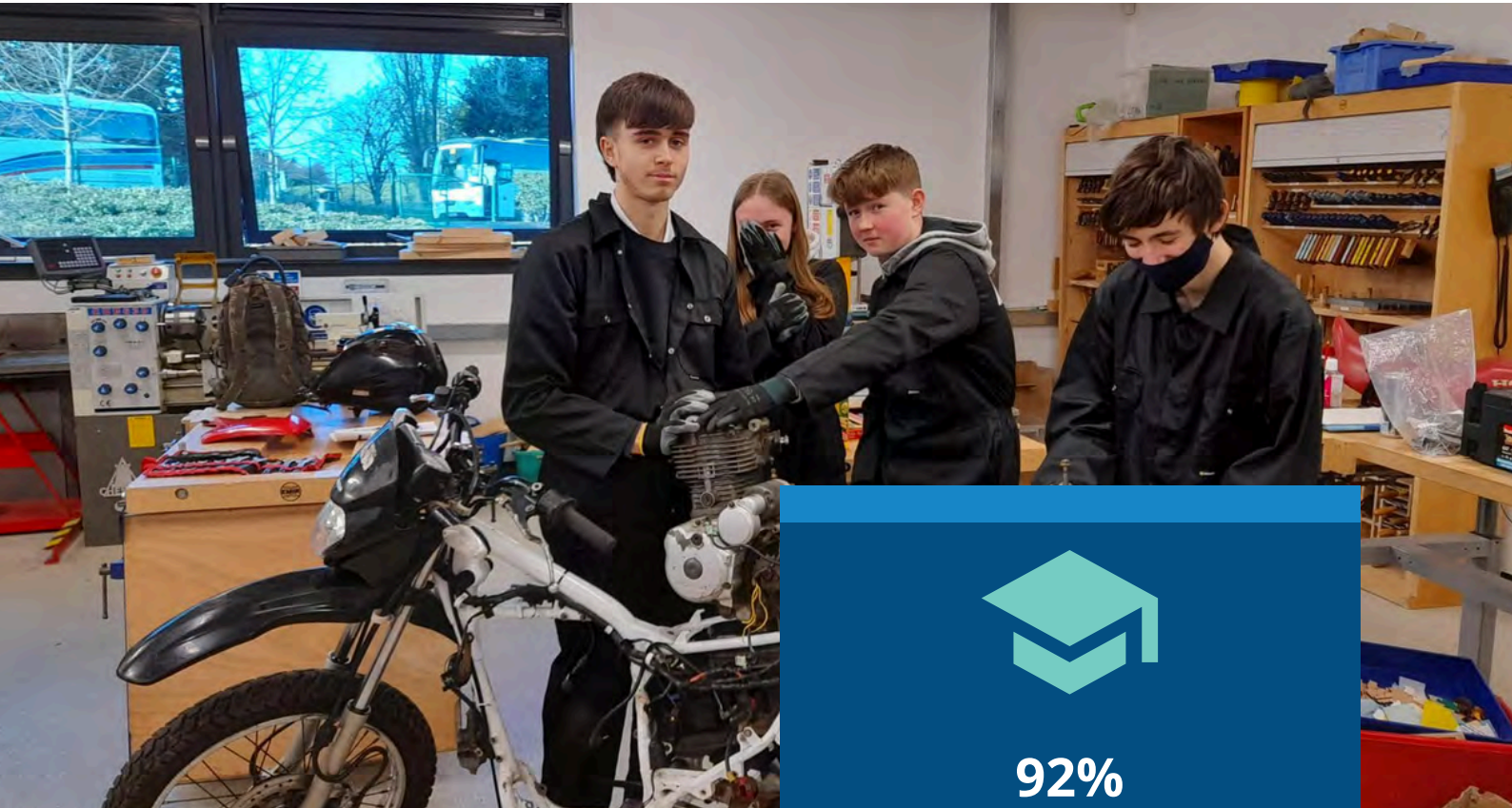


During this first year, we adapted our tried and tested RUTS service offerings to focus on a slightly younger target audience and greater numbers of young people, which has had a significant positive impact.

We believe that this approach is allowing us to have a lasting impact on the lives and futures of these young people.

In the first year we have delivered RUTS CashBack Academies to 148 young people accross Midlothian, East Lothian and West Lothian.

About RUTS



RUTS has been an inclusive, innovative service for young people in the east of Scotland since its founding in the early 1980s.

We are responsive to the needs of young people in our communities and strive to help young people overcome barriers, enhance skills, gain qualifications and achieve their potential.

RUTS do this through the themes of motorbikes, bicycles and general fitness to offer accredited vocational training, as well as bespoke employability and sector-specific courses.



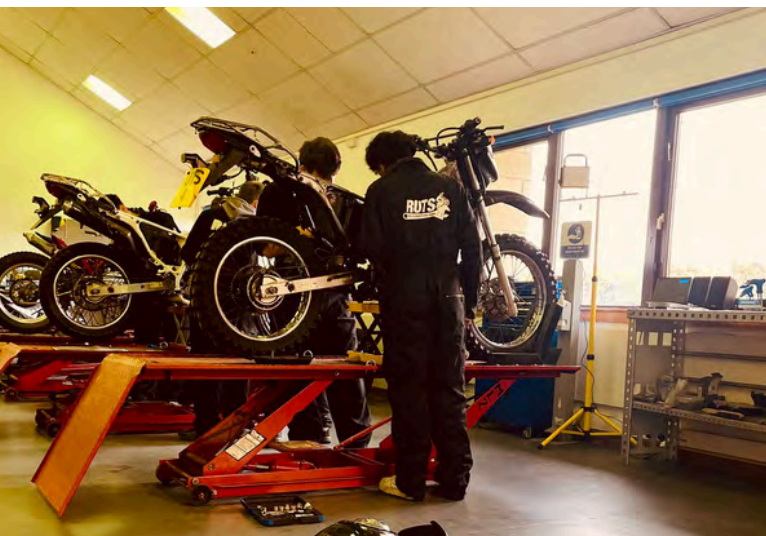
92%

of attendees reported
re-engaging with
education

We offer tailored personal development, recognising each young person's individual needs, skills, strengths, ambitions and personalities. We use mobile equipment to deliver our services across schools and a range of partner agencies.

These collaborations continue to build positive relationships within the community and ensures we can reach the young people who will benefit most.

About the academies



The RUTS CashBack Academy courses are a variation of our core service offerings, aligned to Motorbike, Cycling and non-contact Boxing activities which support participants gain technical and life skills within the context of employability.

We have partnered with schools in East, West and Midlothian to make each of these courses accessible via our skilled trainers and mobile delivery teams who strive to create a safe and

exciting environment that will not only be a place to learn, but a place to have fun and develop skills. The courses are aligned to the school terms and run for approximately 30 weeks on site within the schools, allowing RUTS staff to build relationships with young people and provide a supportive, positive environment for progression that respects and upholds children's rights as outlined in the UNCRC.

Reflection on year 1

It has been a successful year for RUTS, our delivery partners and the young people that we work with, enjoying many positive experiences and stories that we hope will inspire individuals to forge ahead with their next steps in life, whether college, volunteering, training or employment. In our first year of Phase 6, RUTS have built on our strengths and experience to deliver bespoke courses as part of the CashBack for Communities Programme, supporting participants to gain certifications, technical and life skills within the context of employability, and improve mental health and wellbeing.

We make each of these courses accessible via our skilled trainers who strive to create a safe and exciting environment that will not only be a place to learn, but a place to have fun and develop skills for their onward journeys in life.



Together we make this happen...



Steve

CashBack
Project Lead



Robert

Lead
Youth Trainer



Heather

Progressions
Co-ordinator



Cameron

Youth Trainer

RUTS CashBack Academies delivering throughout the Lothians



Impact

Number of young people

38 West Lothian

66 Midlothian

44 East Lothian

Over 450 academy sessions delivered in Year 1, working with 148 young people.

Spend by area

£36,243 West Lothian

£62,949 Midlothian

£41,966 East Lothian

Year 1 highlights

Key performance highlights :

Our first year of the CashBack delivery has proven to be incredibly positive and memorable. We have gained some valuable insights and lessons learned during the year which contributed positively to our continuous improvement processes. RUTS CashBack Academies supported a total of 148 young people, all of whom had the opportunity to regularly take part in sporting activities and learn new skills.

Building on this, we have seen 136 young people highlighting that their attendance at school had improved, and that they had experienced improved relationships with peers and teachers. Some positive progression at this early stage has seen personal wellbeing improve, with 94 young people highlighting that they have improved mental health. The chart below picks out some highlights from our KPI's (Appendix 1).



Note : The RUTS volunteering model is designed to maximise the number of young people who are comfortable with basic volunteering amongst their peers in year one. In year two, we aim to progress young people into broader volunteering opportunities.

Year 1 highlights cont'd

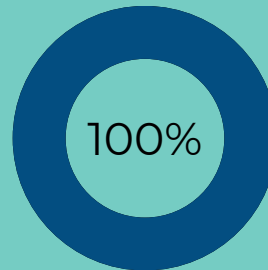
Key highlights :

One of our key criteria for referral to RUTS CashBack Academies is a minimum of three barriers such as behavioural, school non-attendance. Our data reflects that 100% of young people met this criteria by having three barriers or more.

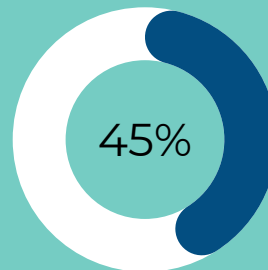
Additionally, 45% of young people referred to the RUTS CashBack Academies have a disability i.e. learning, physical.



Highlight Referral data :

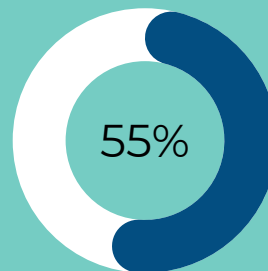


100% of young people referred have three or more barriers

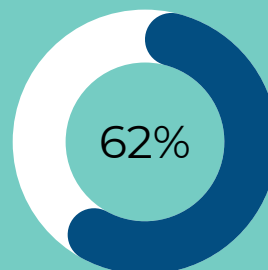


45% of young people referred have a disability

Highlight Outcome data :



55% of young people reported a reduction in their criminal behaviour



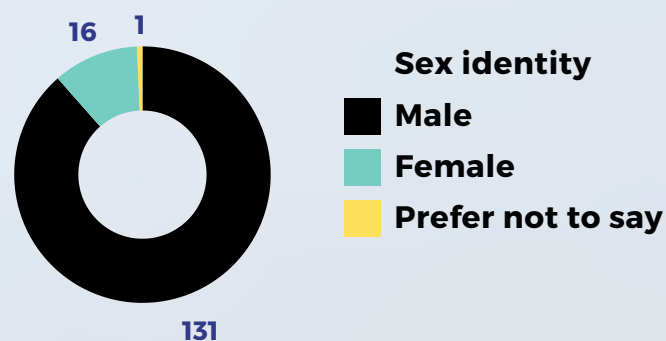
62% of young people reported they were less likely to engage in harmful drugs/alcohol use

Note : During year one we have seen a positive impact on the behaviours of the young people in relation to crime and substance misuse, as reflected in the graphs.

Equality data

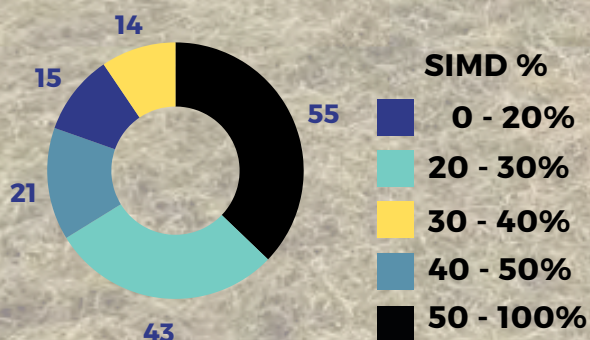
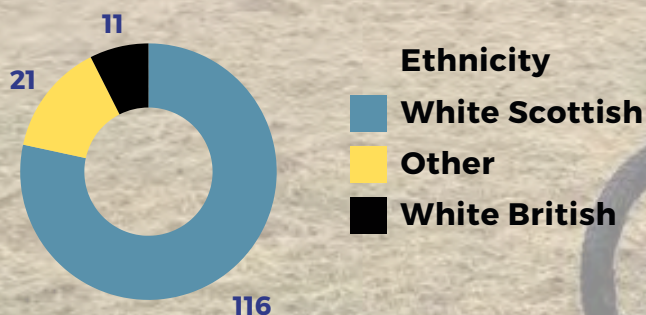
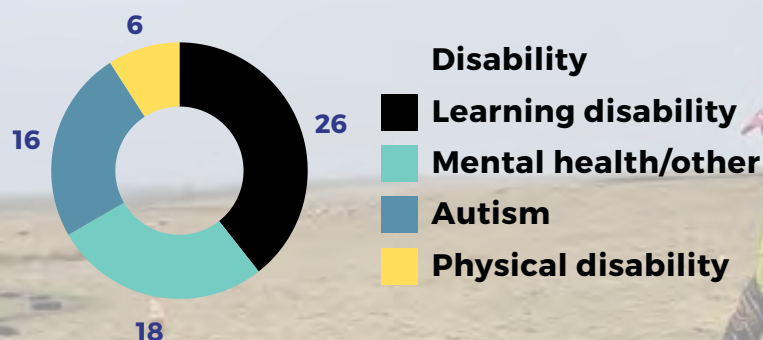
Description :

These charts below show a clear breakdown of the equalities data captured over the year.



Insights:

Gender balance is an ongoing challenge which RUTS continue to target CashBack to schools and youth groups to attract cohorts of girls.



Insights:

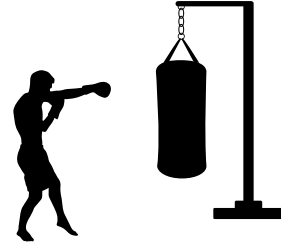
Analysis of the cohort who reside in deciles 4-5 show that 80% have 4 barriers or more.

In addition to SIMD, other key criteria for young people joining our CashBack Academies is that they have a minimum of 3 barriers.

Year 1 journey

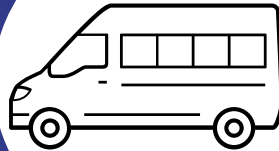
QUARTER ONE

12 young people start initial RUTS CashBack Academy.



QUARTER TWO

RUTS relocated to Penicuik which provides a dedicated youth hub and easy delivery of our mobile service.



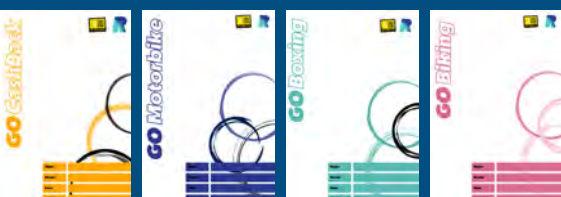
QUARTER THREE

Launch event at our new premises. Attended by stakeholders, MSP's/local councillors. Extending our partnership network



QUARTER FOUR

Total 148 young people joined RUTS CashBack Academies. 450 Academy sessions delivered. 382 accredited new skills gained.



Communication highlights

Ministerial visit

RUTS were visited by Siobhan Brown, Minister for Victims and Community Safety, as well as Christine Grahame MSP, Penicuik head of Guidance Margaret Brandie, and Councillor Debbie McCall.

Guests were provided with a tour of the premises and had an opportunity observe a CashBack group and engage in discussion with the young people. It was a great opportunity to promote the great work that RUTS is doing through CashBack Academies.

It was fun to meet someone who you see on TV and great that she actually showed some interest in coming to Penicuik, Penicuik High School pupil.



Throughout 2023/2024, RUTS and CashBack Academies have been promoted directly or indirectly via the following channels and media outlets:



RUTS Facebook social media account has increased reach by 247%, helping to promote awareness of CashBack.

Partnerships

Partnership working is a vital part of the RUTS CashBack Academy delivery. We work alongside a wide range of organisations and services when delivering our courses, to improve young people's support networks and provide them with a varied range of services. We receive referrals from a wide range of organisations including schools, communities and public services.

Below are some of the major organisations that we have worked with in the first year of CashBack Phase 6.



During year one CashBack partnerships have been formed with local secondary schools: Inveralmond, Musselburgh, Ross High, Preston Lodge, Dalkeith, Beeslack and Penicuik to help try, test and shape our academy model. The academies have been well supported by the young people, educators and parents.

Initial engagement has been undertaken with CashBack delivery partners such as Police Scotland, Y2K with plans to further develop these networks during 24-25. We promote all CashBack partner delivery across our network to signpost referrals out with our area. Continue working with Boxing Scotland and expand our network of affiliated clubs to increase volunteering and career opportunities for young people.



Case study 1


New Scot :

A young Afghan refugee, now living in Scotland, separated from his parents, has faced language, social, and cultural challenges, impacting his school attendance and confidence. He lives with foster carers in Midlothian and was recommended for the RUTS CashBack Academy to boost his confidence and social skills.

Despite initial reluctance, the young person has shown 100% attendance and enthusiasm for activities, particularly enjoying mechanics. He has formed bonds with peers, improved his confidence, and his school attendance has improved, raising hopes for a positive future.

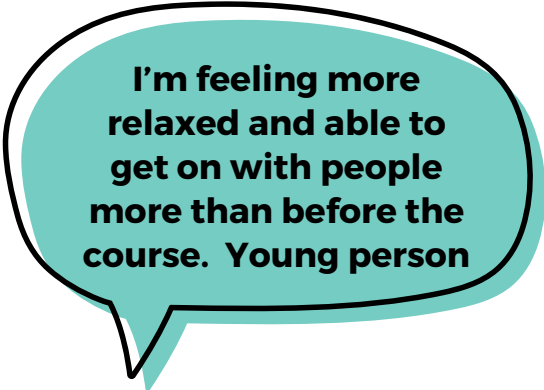
I have made more friends and my english is getting better. I really liked the mountain biking and motor mechanics. I would like to go to college.
Young person





**I can't believe I can
now ride a bike,
something I never
thought was possible.
Young person**

Case study 2



I'm feeling more relaxed and able to get on with people more than before the course. Young person

Improved confidence :

SJ was referred to RUTS CashBack Academy by his secondary school. Whilst he is attending school (S3), he is having challenges with focus and attention within the traditional school learning approach and is at risk of anti-social behaviour, has substance related issues and is already involved in the criminal justice system at such a young age.

From a health perspective, the young person suffers from emotional and behavioural problems linked to diagnosed ADHD and unfortunately heavily medicated due to this.

As a consequence, this young person suffers from an overall lack of confidence and is in danger of not achieving a positive destination, so was put forward for the RUTS CashBack Academy by his guidance teacher.

The young person can be a cheery and excitable character and requires special attention and support, but has shown a great aptitude for the work delivered by the RUTS training staff. He has 100% attendance. SJ has willingly interacted with peers in group activities, showing glimpses of positive team working and communication skills, an example of this being within the RUTS Motorbike Academy which was delivered between mid August and end of October.

He has cooperated with peers within a small team to regularly complete the removal and rebuild of front and rear motorbike wheels, and the dismantling and reattachment of braking systems on road bikes – all with minimal guidance, and this has been an inspiration to see.

SJ has shown capabilities in the rebuild of motorbike engines, communicating with peers on types and sizes of tools required and done so in good spirit. Whilst he can be distracted easily at times, his focus on some tasks and competitive nature have allowed him to engage in tasks positively.

SJ has completed 20 weeks and has excellent attendance and shown an aptitude for the motorbike Academy that has now concluded with the opportunity for him to ride a motorbike in a safe environment. This is a great achievement to build upon as the RUTS CashBack Academy transitions into the non-contact boxing/fitness activities.

The Principal Teacher from his school has commented on how positively he has responded to the course and has attended all the RUTS CashBack sessions, his school attendance has improved as a consequence of his involvement with our CashBack Academy.



How RUTS align to Policy

Scotland's 2018-2032 Climate Change Plan:

RUTS have embraced the challenge of helping Scotland achieve its Climate Change Plan by promoting a culture of environmental awareness. The CashBack Academies have been a fantastic way to promote the environment and climate change and make a real difference in Scotland.

Some of the key highlights during our first year of CashBack were as follows:

- ✓ RUTS team encouraged to cycle and walk, with a positive, active culture promoted both within and outwith the organisation.
- ✓ Promotion of bike use and fitness via CashBack Academies to ensure maximum physical and mental health benefits.
- ✓ Encourage all CashBack Academy attendees to apply for a Young Persons Free Bus Travel Card.
- ✓ RUTS have reduced our van miles travelled in 23/24 through careful planning to reduce use of vans and maximise coverage of schools.
- ✓ Reduce consumption of single-use items by using hardwearing gloves, rather than single use, disposable gloves for young people.
- ✓ Energy audit completed for RUTS, discussions to establish an environmental plan for the organisation and determine best practice.
- ✓ Raised awareness of environmental challenges and the impact of different motorbike types on the environment, introducing young people to electric vehicles through our E-Motorbikes.

How RUTS align to Policy cont'd

Best Start, Bright Futures: The Scottish Government's Tackling Child Poverty Delivery Plan, 2022-26 :

The CashBack Academy project has focussed on one of the three key themes from the Best Start, Bright Futures plan, namely "Supporting the next generation to thrive", by specifically targeting young people with a view to increasing the likelihood of reaching and sustaining positive destinations.

The CashBack Academy was specifically designed to support the achievement of this outcome by introducing activities that push the boundaries of the young person's comfort zone and skillset while supporting them to build resilience.

Course content in our first year has supported positive behavioural changes in relation to confidence, aspirations, and enabled the rebuilding of relationships with peers, their wider community and re-engagement with school.

The RUTS training staff have been instrumental in the roll-out of the CashBack Academies in our first year, their feedback has enabled us to tailor content and continuously improve processes over the duration of the project.

UNCRC / CRWIA

RUTS have embraced the UNCRC and use of a CRWIA within our organisation, having undertaken thorough planning and research prior to its creation and implementation. A timetable is now in place to review relevance of the CRWIA annually and ensure it is fit-for-purpose. Initial UNCRC training was rolled out to existing staff in December 2023, with a process in place to have new staff complete the training as part of their on-boarding process.

The CashBack Academy now ensures that UNCRC forms part of the introductory session to promote its existence and ensure that young people have a better understanding of their rights. The feedback loop that we have in place with young people and partners allows us to regularly review our processes and ensure that the voice of the child is heard.

Link to CRWIA on RUTS website.

<https://www.ruts.org.uk/s/ChildrensRightsandWellbeingImpactAssessmentv41.pdf>

How RUTS align to Policy cont'd

Fair Work First Framework:

RUTS is committed to each of the Scottish Government's Fair Work First criteria.

<https://www.ruts.org.uk/fair-work-statement>

Appropriate channels for an effective voice

RUTS organisational policies highlight our commitment to fair and inclusive work practices for all staff. Encourage all staff to have the opportunity to Speak Up and have a voice. RUTS recognise and accommodate Trade Unions and members thereof to ensure that those who work for us meet with the principles of the Fair Work criteria.

Investment in workforce development

RUTS invest in developing our staff and have robust induction and personal development plans in place to ensure staff are fully qualified to deliver RUTS programmes and qualifications. Staff are encouraged to keep CPD up to date and be aware of current trends in our sector.

No inappropriate use of zero-hours contracts

RUTS do not offer zero hours contracts or engage people on a sessional contract to cover where an employment contract is more appropriate. All RUTS staff are on permanent contracts.

Action to tackle the gender pay gap

RUTS promote and support equality, diversity and inclusion within our workplace. RUTS has a fixed salary structure which eliminates a gender pay gap. RUTS workforce represents the communities that we serve.

Offer flexible and family friendly working practices

RUTS offer flexible and family friendly working practice to all staff from day one of employment, in line with providing the best support to the children and families we work with. We encourage our people to collaborate and feel supported in their place of work.

Oppose the use of fire and rehire practices

RUTS do not engage with fire and re-hire practices. RUTS has an inclusive recruitment practice in place, to ensure appointments are made on a fair and impartial basis.

Payment of the real Living Wage

RUTS is an accredited living wage employer and review pay periodically to ensure that staff receive a fair pay for the work that they do.

Updates and priorities

Organisational updates :

Grant of £300k awarded by Community Ownership Fund for development of dedicated youth hub at our facilities in Penicuik.




The board of trustees of Penicuik YMCA-YWCA and Rural Urban Training Scheme Ltd were delighted that the UK Government and the Department for Levelling Up, Housing and Communities' Community Ownership Fund have supported our plans to create a dedicated Youth Hub allowing for the enhancement of our building.

The Community Ownership Fund award of £300,000 will re-energise the existing community hub, providing a modern, environmentally friendly, and appealing community youth-hub, which will be sustainable.

The community youth-hub will provide various choices for vocational training to young people, equipping them with the tools and opportunities to achieve their goals using innovative solutions, irrespective of their background.

Through the provision of universal youth work the community youth-hub project will support young people to develop and deliver a pathway of support, accredited learning and leadership focused on progressive pathways for vulnerable young people, supporting their mental and physical health needs.

Priorities for Year 2

-  Promotion of CashBack summer programmes across all of our activities, to engage young people over the summer months. This is with particular focus on encouraging girls to join our programmes. Continue to support our existing cohort of young people to progress into positive destinations.
-  Confirm bookings for CashBack Year 2 - we are currently formalising bookings for year 2, with all existing partners keen to continue the partnership that we have built for a new intake of young people. We are aiming to build on our stakeholder plan and forge new partnerships within our funding areas.
-  We will continue to capture feedback from young people, educators and stakeholders to inform and shape continuous improvement in processes.

Appendix 1:

KPI's

Indicator	YTD Actual	Year 1 Target
New YP Starting	148	100
Outcome 1:		
YP report that their own participation in antisocial/criminal behaviour has reduced	82	70
YP report that they feel less inclined to participate in antisocial/criminal behaviour	82	70
Outcome 2:		
YP gain accreditation for a new skill	302	70
YP report an improved relationship with their school	136	70
YP attendance at school improves	136	70
YP gaining / taking up Modern Apprenticeship or employment	5	5
YP gaining / taking up Training / Work Experience	21	5
YP gaining / taking up college or uni placement	18	8
YP gaining / taking up Volunteering	87	8
Outcome 3:		
YP report an increase in feelings against SHANARRI indicators	94	70
YP report their mental health has improved and they have a more positive outlook on life	94	70
YP report they are more aware of the risks and impacts of harmful substance use	104	70
YP report they are less inclined to engage in harmful drugs and/or alcohol use.	92	70
YP report their confidence has increased	100	70
YP report evidence of participation in physical and sporting activities	148	70

Appendix 1 cont'd

KPI's :

Indicator	YTD Actual	Year 1 Target
Outcome 4:		
YP report their perception of their neighbourhood improves	70	70
YP report a heightened sense of belonging to a community	70	70
YP report feeling their contribution, links with communities and social interaction are improving	69	70
YP report increased motivation to positively influence what happens in their community	70	70
YP go on to volunteer, coach, mentor, support or take a leadership role in community organisation	87	70
Hours of volunteering contributed by participants	223.5	100
Community focused awards gained by participants	0	0
Outcome 5:		
YP report feeling more resilient	148	70
YP report positive, supportive networks – including improved relationships with family, friends and peer mentor	148	70
YP report increased access to appropriate services	148	70
YP report positive changes in their behaviour choices/ improved understanding of rights and responsibilities	148	70

Appendix 2:

Spend v Target

RUTS CashBack Academies Spend April 2023 - March 2024

	Spend	
	Actual	Target
Project Co-ordinator	£30,744	£30,744
Youth trainer(s) & Progressions co-ordinator PT	£73,610	£73,610
Sessional staff	£10,000	£10,000
Other costs (fuel, insurance, SQA costs)	£2,000	£2,000
Cost for external qualifications (Coaching awards)	£2,500	£2,500
Facility hire costs	£2,600	£2,600
Sports equipment	£2,000	£2,000
PPE - for off road and mechanics workshops	£2,000	£2,000
Project delivery equipment (tools, laptops, bicycle parts)	£2,000	£2,000
Management and Marketing Material	£13,704	£13,704
Total Expenditure	£141,158	£141,158



30 April 2025
Agenda Item No. 9

Dalgety Bay Sports and Leisure Centre – Sports hall Floor Replacement Budget Request

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

Wards Affected: 1, 5, 6

Purpose

To seek agreement from the South and West Fife Area Committee to allocate £20,000 from unallocated Improving Health through Leisure and Sport funding (awarded 2017-27 Capital Plan)

Recommendation(s)

The committee is asked to approve the allocation of £20,000 match funding from South and West Fife Improving Health as investment into Dalgety Bay Sports and Leisure Centre Sports hall floor replacement.

Resource Implications

There is budget available in S&WF Improving Health through Leisure and Sport to match fund £60,000 identified from the Service Capital Plan to deliver.

The works would be procured via Fife Council approved procurement framework.

Legal & Risk Implications

The current flooring has reached end of life and has become worn and uneven with reduced grip in places. This is regarded as an emerging Health & Safety risk.

Impact Assessment

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

Consultation

Consultation will be required with communities and local user groups. This will be scheduled at an appropriate time ahead of work beginning.

1.0 Background

- 1.1 The current sports hall floor is the original Granwood floor from the opening of the building in 1994 so has exceeded its expected 25-year lifespan as a result of regular maintenance. Granwood is a floor system made up of rectangular blocks (made from a mix including cement and sawdust) laid on a base layer, in a similar manner to parquet flooring.
- 1.2 Over time, the existing floor has become worn and uneven with reduced grip in places. As with many areas, it has not been resurfaced regularly due to budget restrictions.

2.0 Scope of Works

- 2.1 The intended replacement is the SSUK Pulastic flooring which, over the last few years, has been installed at Kirkcaldy LC, Cowdenbeath LC, Michael Woods S&LC and in a modified form at Cupar SC. This floor includes foam underlayers for shock absorption and a polyurethane top layer providing the playing surface.
- 2.2 The Pulastic floor gives an expected lifespan of over 30 years (there are floors of this type installed in 1985 which are still in use). Compared to the existing floor, the Pulastic floor offers improved shock absorption, which is better for users, and more consistent grip across the surface. It retains a hardwearing multi-use surface that is suitable for the full range of activities currently offered.
- 2.3 The Pulastic floor is suitable for all activities currently offered at the facility. Experience from other venues confirms, to date, no activities have been prevented as a result of fitting this product
- 2.4 There will be a need for occasional resurfacing, however, this would not be expected within the first ten years of installation.

3.0 Cost/Funding/Programme

- 3.1 The cost of replacement, as per the scope above, will cost circa £80,000 based on similar replacements in other facilities. £60,000 has been identified and allocated from the Service Capital Plan. An allocation from S&WF Area Capital Improving Health through Leisure and Sport funding of £20,000 would ensure the replacement is fully funded and future proofed for years to come.
- 3.2 No further funding will be sought from Area Committee for this project.
- 3.3 If funding is secured, works will be programmed for Autumn 2025.

4.0 Conclusions

- 4.1 Funding this project will facilitate the replacement of an asset at end of life.
- 4.2 The investment demonstrates our commitment to the Health and Wellbeing of the communities we serve.

Background Papers

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

- Capital Plan 2017-2027

Report Contact

Louise Whyte

Capital Project Manager

Louise.whyte@fife.gov.uk

30 April 2025

Agenda Item No. 10

Area Capital Update Report 2024-2025

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

Wards Affected: All

Purpose

The purpose of this report is to advise members of the current status of the additional capital investment awarded to South and West Fife area in the 2017-20 and budget and the subsequent 2021-31 Capital Investment Plan.

Recommendations

Members are asked to note the information contained in the report and the relevant Appendices for the Capital funding allocations.

Resource Implications

Resources are available per the capital allocations agreed in the 2017-20 budget round and the 2021-31 Capital Investment Plan.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

None

1.0 Background

- 1.1 The purpose of this report is to advise members of the progress of the additional Capital Investment received for the Communities Directorate in the 2017-20 budget and the 2021-31 Capital Investment Plan.
- 1.2 In the 2017-20 budget, Investment totalling £6.3m has been allocated between the seven different geographical boundaries of Fife covering multiple years. By area, this equates to £0.200m in 2017-18 and a further £0.200m in 2018-19 to each area combined with an allocation of £0.500m to each area to Improve Health through Leisure and sport over a 5 year period. This provides a total of £0.900m per area.
- 1.3 In the 2021-31 Capital Investment Plan, Area Capital funding received an additional £1.090m. By Area this equates to £0.156m in 2021-22 and 2022-23.

2.0 Governance

- 2.1 On 28th March 2017, the Executive Committee approved revised governance and scrutiny arrangements for the additional capital investment. At that meeting, the Committee approved the following:
 - Area Capital Budgets will be managed through the existing delegated authority for local community planning budgets to Area Committees;
 - All projects including project business plans and allocations will be approved by each Area Committee;
 - As the funding is capital in nature, certain criteria is required to be met in terms of the type of project that can be funded. In addition to the guidance around what is capital in nature, projects should meet a recognised priority within the Local Community Plan;
 - A short project outline template will be developed for each bid and will provide details on funding requested (including match funding), expected outcomes and capital criteria eligibility.

3.0 Progress to Date

- 3.1 A total of £0.961m has been approved for South and West Fife Area to date.
- 3.2 £0.095m remains unallocated at this stage for South and West Fife Area.

4.0 Conclusions

- 4.1 This report and its Appendices are intended to give members information on Area Capital Investment for the South and West Fife Area.

List of Appendices

1. Project Detail

Report Contacts

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Appendix 1

South and West Fife Area Capital	Approved Budget
Area Capital Funding 2017-19 remaining	£
Torryburn Primary School Road	10,000
Rosyth Concept Design	100,000
Total Allocated from remaining funding	110,000
New Allocation (£78k in 21/22 & 22/23)	155,717
Car Parking, The Cairns, Charlestown	36,000
High Valleyfield Community Centre Sports Floor	25,000
Total Available to Allocate	94,714

30 April 2025
Agenda Item No. 11

Supporting the Local Community Plan – Local Community Planning Budget & Area Capital Request – Limekilns Playpark Renewal Project

Report by: Paul Vaughan, Head of Communities & Neighbourhoods

Wards Affected: 5

Purpose

To seek agreement from the Area Committee for a contribution from the Local Community Planning and Area Capital Budget for the Limekilns Playpark Renewal Project.

Recommendation(s)

The committee is asked to agree an allocation of:-

- (1) £10,000 from the Local Community Planning Budget Ward 5 allocation 2024-2025; and
- (2) £5,000 from the Area Capital Budget.

Resource Implications

There is sufficient funding available in the South and West Fife Local Community Planning budget Ward 5 Allocation and Area Capital Budget.

Ward 5 Councillors approved this request at a ward meeting on the 25th February 2025, hence the request for support from the fiscal year 2024-2025.

Legal & Risk Implications

None

Impact Assessment

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

Consultation

Ward 5 Councillors have been consulted. All are supportive of this project and are in agreement to award the amounts requested.

1.0 Background

- 1.1 The criteria for spend from the Local Community Planning Budget requires approval from the Area Committee which requires authorisation for amounts over £5,000.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Local Community Planning and Area Capital budget.
- 1.3 The total cost of the Limekilns Playpark Renewal Project is £230,000. The project has been allocated £65,000 from Fife Council Play Spaces Strategy Tranche 4 funding. The Limekilns Playpark Fundraising Group have had successful funding applications to various funders including Fife Environment Trust and Forth Ports Limited. To date, £166,000 has been secured towards the total cost.

2.0 Application Details

- 2.1 The application has been submitted by Limekilns Playpark Fundraising Group. The group was established to assist in raising funds to help replace the now dated and broken play equipment.
- 2.2 The play area is located in the main open space within Limekilns and is the only play area in the village. The existing equipment is now nearing the end of its safe, operational life.
- 2.3 The playpark fundraising group have carried out extensive consultation and fundraising within the community. Following initial consultation, the attached design (Appendix 1) was prepared to allow further discussion with the community on types of equipment that could be installed.
- 2.4 The design of the new playpark will create a safe environment where children and young people can use their imagination, be creative, taking part in outdoor exercise and play whilst socialising with others. The types of equipment that will be installed will also address the needs of those who require additional consideration for access or in feeling secure.
- 2.5 The existing equipment was installed over 20 years ago, some of which is now having to be removed due to it no longer being safe or where it is beyond economical repair. Annual condition surveys identify a reducing life span for the remaining equipment.
- 2.6 It is recognised that early intervention is now necessary and plans put in place to replace the aged equipment. It will be replaced with a more modern offering based on Fife Council's Play Spaces Strategy, 'town play park' model. This model incorporates equipment for pre-school; primary and high school age children and is zoned to support this. The inclusive design will appeal to all in the community and be used in a variety of diverse ways by all ages and abilities. It will provide play equipment that is more stimulating to encourage a higher level of physical activity in children and provide a safe space for the community to enjoy.
- 2.7 Fife Council Park's Development Officers plan to meet with the group and the equipment manufacturers (Kompan) again in May/June to finalise the design. It is anticipated that the tender for the play park will be advertised in the Autumn.

3.0 Conclusions

- 3.1 The park remains an attraction for local children and visitors. The remaining equipment is used by the school, after school clubs and individuals accessing the adjacent community garden. Replacing the equipment and developing the park as a 'town play area' will see its use increase both by local and visitors.
- 3.2 This project will contribute to the Plan4Fife and South and West Fife Area Local Community Plan themes.

List of Appendices

1 – Limekilns Play Area Consultation Plan

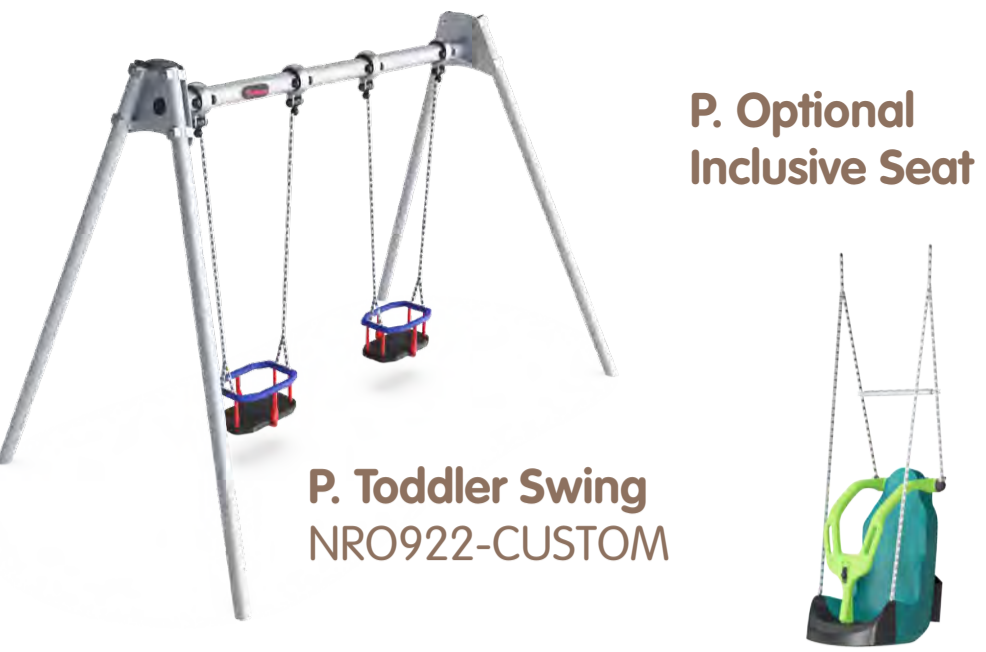
Report Contact

Alastair Mutch

Community Manager, South and West Fife

Telephone: 03451 555555 ext. 473005

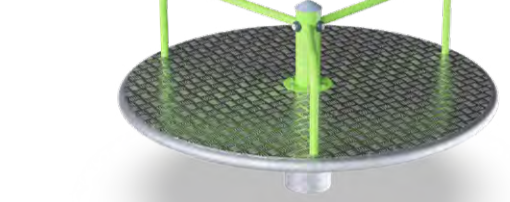
E-mail: Alastair.Mutch@fife.gov.uk



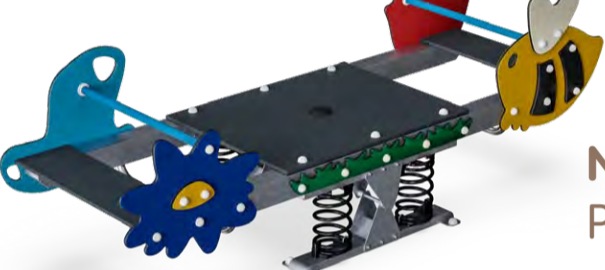
O. Option 1 - Inclusive Roundabout
PCM157



O. Option 3 - Carousel
KPL115



N. Option 1 - Inclusive Seesaw
M186



N. Option 3 - Butterfly Seesaw
NRO108



K. Spinner Bowl
ELE400024



M. Ladybird Springer
M16801



J. Option 1 - Pine Toddler Unit
PCM400221-CUSTOM



P. Optional Inclusive Seat



EPDM WETPOUR SAFER SURFACING
50/50 black with coloured fleck
depths to suit equipment fall heights
150mm depth Type 1 (min)
grass edge



EPDM WETPOUR SAFER SURFACING
50/50 black with coloured fleck
depths to suit equipment fall heights
150mm depth Type 1 (min)
grass edge

KSL to remove & dispose of all existing play equipment.
All timber edging to be removed and playchip to be used within cut and fill.
Existing wet pour to remain, be extended at junior area with MOT Type 1 and overlaid to allow continuous surface with grass edge.
New cableway to be installed onto grass mat surfacing.
Areas where loosefill is not being used to be topped with 10mm top soil and turfed to finish.
Fencing & basketball hoop to be repaired &/or replaced.

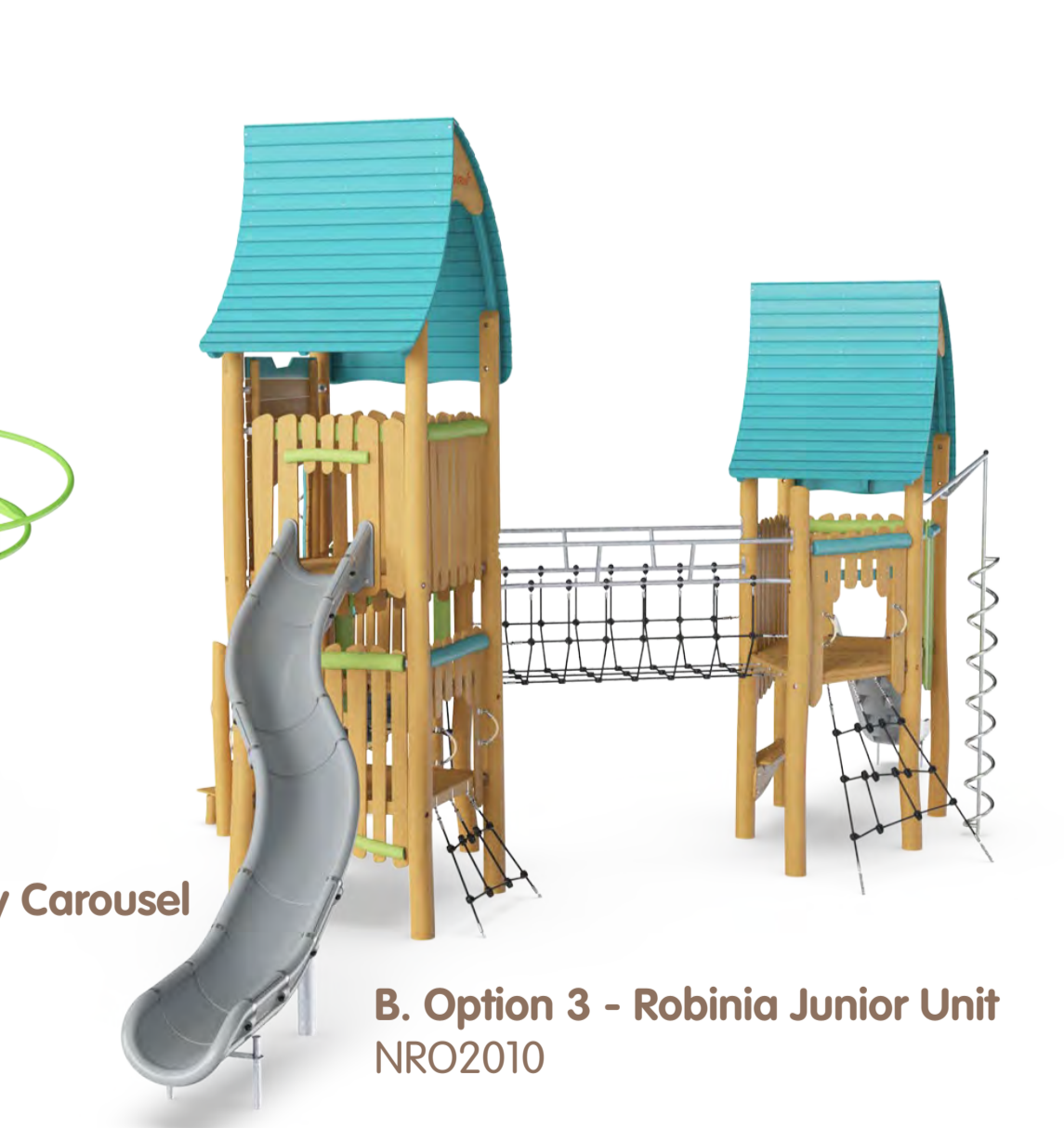
NOT FOR TENDER ISSUE
RIGHTS TO DESIGN BELOW TO KSL



B. Option 2 - Greenline Junior Unit
PCM410421



B. Option 3 - Robinia Junior Unit
NRO2010



D. Option 2 - Flexus
GXY919



J. Option 2 - Greenline Toddler Unit
NRO417

Supporting the Local Community Plan – Local Community Planning Budget Request – Inverkeithing Civic Centre Café - Kitchen Equipment

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

Wards Affected: 6

Purpose

To seek agreement from the Area Committee for a contribution from the Local Community Planning Budget to replace equipment within the Café, kitchen area in Inverkeithing Civic Centre.

Recommendation(s)

The committee is asked to agree an allocation of £5,828.00 from the Local Community Planning Budget 2024-2025 Area Allocation.

Ward 6 Councillors approved this request at a ward meeting on 3 March 2025, hence the request for support from the fiscal year 2024-2025.

Resource Implications

There is sufficient funding available in the South and West Fife Local Community Planning budget Area Allocation.

Legal & Risk Implications

None.

Impact Assessment

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

Consultation

Ward 6 Councillors have been consulted and all are supportive of this award from the area allocation. Although the award is from the area allocation, it was felt appropriate to consult Ward 6 Councillors as the facility is located within their ward and is used predominantly by their constituents.

1.0 Background

- 1.1 The criteria for spend from the Local Community Planning Budget requires approval from the Area Committee which requires authorisation for amounts over £5,000.
- 1.2 This report is to seek agreement from the Area Committee for a contribution from the Local Community Planning budget.
- 1.3 The total cost of the project is £5,828.00 which covers the purchase and installation of a replacement dishwasher and fridge.

2.0 Application Details

- 2.1 This application is requesting funding to replace the dishwasher and fridge within the café in Inverkeithing Civic Centre. Both items of equipment have broken down and are beyond economic repair.
- 2.2 Inverkeithing Civic Centre is a vital hub for the local community; the café operates two days per week as well as being used as a 'Warm Welcome venue. Some learning activities are hosted from the space as well. Work is underway to make better use of the catering, café facilities to create more learning and volunteering opportunities. This will include employability courses as well as increasing its use for community events.
- 2.3 Due to equipment failure, the café has had to close temporarily. The kitchen cannot be accessed by community groups for activities or events due to this. Both items of equipment are required to meet food preparation and storage requirements. As the café, kitchen area provides food and drinks to facility users, the equipment needs to be of commercial kitchen standards, hence the cost of the equipment.
- 2.4 The dishwasher will be replaced 'like for like' with a more modern model being fitted into the existing area. The current fridge is a chilled display model, however, due to costs quoted this will be replaced with a cheaper undercounter version which will continue to meet the café and kitchen requirements. A chilled display case model is not required.
- 2.5 The total cost to replace the equipment is £5,828.00 with the fridge costing £2,547.00 and the dishwasher £3,281.00.

3.0 Conclusions

- 3.1 If the equipment is not replaced then the kitchen area will no longer be available for use with the part-time café also having to close permanently.
- 3.2 The provision of the kitchen facilities and cafe will contribute to activities that meet the 'Plan4Fife' and South and West Fife Area Local Community Plan themes.

Report Contact

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30 April 2025.

Agenda Item No. 13

Justice Social Work Service – Community Payback: Unpaid Work Scheme

Report by: James Ross, Head of Children and Families and Justice Services

Wards Affected: 1, 5 and 6

Purpose

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

Recommendation(s)

The committee is asked to:-

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

Resource Implications

There are no additional resource implications for Fife Council.

Legal & Risk Implications

There are no Legal and Risk implications for Fife Council.

Impact Assessment

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

Consultation

There is no requirement for consultation.

1.0 Background

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

2.0 Funding

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

3.0 Staffing

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

4.0 Legislation

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

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

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

- 4.2 **Immediacy/Visibility**

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

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

5.0 Service Delivery

- 5.1 The statistical information relates to the period 2023/24. However, it is important to make the committee aware of the current operations of unpaid work and the vision for the future (see para. 5.16 below). Two links have also been included to showcase the work undertaken and partnership working with Street Cleansing.
- 5.2 The scheme has two workshops located in Dunfermline and Kirkcaldy. The Dunfermline Workshop serves the South and West Fife Area. We also have five vehicles operating in this area transporting materials, equipment and service users to projects.
- 5.3 The Community Payback Unpaid Work Scheme normally operates seven days a week. Saturday and Sunday work is available for those participants in employment or with particular care or educational commitments.
- 5.4 The working day is 9.30 am to 4.30 pm. Shorter working days can be arranged as required to accommodate work patterns and health issues.
- 5.5 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community. Throughout the year, there have been several positive news articles in the local press.
- 5.6 There is an increasing focus on the use of social media to promote the positive work being undertaken. In the South and West Fife Area, the Community Payback Unpaid Work Team undertakes a wide range of projects, from painting, litter picking and beach clearances to assisting communities by completing tasks such as decorating, gardening and ground clearance. Positive media information offers an opportunity to inform the public of the good work that can be achieved by those undertaking Community Payback and now has its own X page (previously Twitter) to showcase the work of the service.
- 5.7 The Service has taken advantage of the opportunities presented through social media, particularly our X page @fcjusticesw, to spread the word on the work we undertake in the community, why we do it and how it helps. This has already proved a highly effective strategy with a focus on continuing communication between partners, the wider group of stakeholders and communities. Improved communication will continue to stimulate dialogue, enhance knowledge and further develop confidence in justice systems for the public and key stakeholders.
- 5.8 Unpaid work raised £800 for local and national charities during the festive period in 2023. The money raised was from making Christmas holly wreaths and Christmas crafts and selling them to the local community. This was an ideal opportunity to share the work of the unpaid work scheme.
- 5.9 The scheme currently has 36 personal placements throughout Fife suitable for both males and females and is actively working on establishing working relationships to create more personal placements across the local authority. Five of these are located within the South and West Fife area, with ongoing work being undertaken to continue to expand this number. The current placements include:

Dalgety Bay – Barnardo’s Retail

Dalgety Bay – Barnardo’s Kids

Rosyth – Barnardo’s Retail

Kincardine – Community Café

Kincardine - Fairshare

- 5.10 Our staff are trained in the Training for Trainers model. This allows them to instruct and guide participants on the safe and effective use of relevant equipment. This will ensure the skill set of unpaid work participants is increased and will promote confidence and skills that can be utilised in the future when seeking employment.
- **IOSH Institute of Occupational Safety & Health**
We are also investing in developing the staff group by offering training and development opportunities to enhance knowledge and awareness. Courses undertaken include COSHH (Control of Substances Hazardous to Health)
 - CALM Training which addresses Crisis and Aggression Limitation Management
 - Train the Trainer (Manual Handling). One staff member has been trained in this and trains other staff members
 - Woodwork training to enable staff to utilise woodwork machinery
 - First Aid training is ongoing
 - **HAV'S Hand arm vibration** – Two staff members have been trained to raise awareness of the dangers associated with vibration and the practical steps that can be taken to minimise and control the risks that it presents. They are taking the lead on Risk Assessments for all necessary garden machinery for safe usage.
 - **Becoming Trauma Informed, Levels 1, 2 & 3**
Community Justice Scotland Unpaid work learning enhances knowledge of the wider Social Work task and shared information and ideas about the delivery of Community Payback/Unpaid Work in other local authority areas. Ten staff members have undergone this training to date and it is hoped all staff members will complete this training in the future.
 - All staff are due to undertake mandatory training looking at Recognising & responding to suicide risk – this will be completed over the coming months.
- 5.11 The Unpaid Work Team continues to work in close partnership with the Fife Coastal and Countryside Trust three days each week, supporting the management and upkeep of areas managed by the trust. Discussions are ongoing to expand this partnership into other areas in Fife. A recent pilot project was undertaken throughout Fife with Roads Maintenance. Grit bins were filled in preparation for the winter months. It is hoped Community Payback can assist more areas next winter. Ongoing discussion with Communities to assist with community allotments.
- 5.12 To assist service users in attending and undertaking their hours, local meeting points remain in place throughout Fife, including the Dunfermline Area. This assists by allowing clients to attend directly at a work site.
- 5.13 An Unpaid Work requirement also provides the opportunity within certain prescribed limits for a participant to undertake other activities designed to address identified deficits in the person's lifestyle that may improve a variety of areas in their life. Other activity must not exceed thirty percent of the specified number of hours in the requirement, or thirty hours, whichever is the lower. Some examples of other activities are listed below:
- Fife Connect Women's Project
 - Grace's Chocolates (empowers women to make positive change)
 - Turn Men's Programme

- Fife Included (provided via The Wise Group – online life skills learning platform)
- Gym Group Initiatives
- Road Traffic Group
- SMART recovery groups
- ‘Short-Term Long-Lasting Therapies’, which offer individuals trauma-informed tools, techniques, programmes, and therapies at a level suitable to their needs
- Alternative therapies
- Parenting groups · Engagement with educational supports
- Engagement with employability agencies
- Mental health-related work/appointments
- Engagement with support services for substance use
- Engagement with support services for money management. Such areas include specific training, which addresses issues of literacy, numeracy, and/or problem-solving
- There may also be a need to address anger management issues, alcohol, and or drug-related problems

5.14 In response to the needs of women who offend, the Justice Social Work Service works in partnership with Fife Deer Centre and Lochore Meadows. Women attend one day a week working on projects throughout the parks. Women also undertake learning in their educational facilities at the Centre. The Fife Connect Project works in partnership with Greener Kirkcaldy and a volunteer seamstress. Women learn new sewing skills while making bonding squares for babies in the Neonatal Unit within the Fife maternity service.

5.15 The service works closely with corporate Health and Safety colleagues to ensure that the correct advice and guidance are in place for the safety and well-being of staff and service users alike.

5.16 **Current and future service delivery**

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

- A recent pilot project was undertaken throughout Fife with Roads Maintenance. Grit bins were filled in preparation for the winter months. It is hoped Community Payback can assist more areas next winter.
- Pilot project with Communities to assist with the clearance of community allotments. This helps with the turnaround of vacant allotments to new occupiers.
- Working in partnership with Street Cleansing. Personal placements throughout Fife working alongside Street Cleansing Staff. A service user completed 130 hours based at the Halbeath Fife Council Depot. The service user has now been accepted on a 12-week, full-time paid Life Chances - Placement Programme. Once his LCPP is completed, he will then start as a temporary seasonal member of staff for a further 26 weeks. If all goes well, the expectation is that he would apply for any permanent posts, which he would be in the running to secure.
- Link to interview undertaken by Justice Service and Street Cleansing including the service user who successfully completed his unpaid work order <https://youtu.be/PY-ZwdtigT8?feature=shared>

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

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

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

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

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

6.0 Recipients' Feedback

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

- 6.2 A sample of quotes is provided below:

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

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

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

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

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

Thank you, my kinship carer was really appreciative,

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

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

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

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

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

7.0 Service User Feedback

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

Response Rate

Justice Service User Feedback Survey 2023/24

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

Justice Service User Feedback Survey 2023/2024

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

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

Response Rate

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

Type of Order

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

What do you think about the amount of information given?

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

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

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

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

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

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

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

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

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

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

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

Overall, how satisfied were you with the service received?

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

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

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

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

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

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

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

8.0 Unpaid Work in Fife – Demand

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

Local Authority Area	Number of Individuals
Dundee City	481
Falkirk	413
Fife	547
Perth & Kinross	258

9.0 Work Undertaken in Wards

- 9.1 The work undertaken by the Community Payback Scheme and its participants benefit local schools; charities; and community organisations. The range of work can include:
- ground clearance
 - recycling projects
 - building maintenance and landscaping
 - Improvements to park and community facilities
 - General gardening projects
 - Painting and decorating in community centres and churches
 - Litter picking

10.0 Projects Undertaken in the Committee Area

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

11.0 Conclusion

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

List of Appendices

1. Work undertaken in the South and West Fife Area

Projects highlighted in yellow notes work undertaken for recipients we were aware of with health/disability issues. Tasks are often arranged through a third party, i.e. a support worker therefore we are not always party to conditions that affect an individual's physical, mental or well-being.

Report Contact

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

**South and West Fife Area Committee
Community Payback
Unpaid Work Projects**

1 April 2023 to 31 March 2024

Service / Organisation / Recipient



South and West Fife Area Project and Tasks
Community Payback
Unpaid Work Projects

1 April 2023 to 31 March 2024

Service / Organisation / Recipient / Project / Task

Ward 1

- Grow West Fife – Gardening – Culross
- Grow West Fife – Laying type 1 for car park – Culross
- Fife Council Community Use – Kincardine Community Centre – Bulky uplift
- Fife Council Community use – Oakley Community Centre – indoor painting
- Fife Council Retirement Housing – Oakley residential (School Grove) – gardening X 2
- Fife Council Housing – Eastercraig Gardens – Gardening
- Fife Council Communities – Indoor & outdoor painting – Blairhall Community Centre
- Fife Council Housing – Gardening/area clearance – Kellywood crescent garage site
- Fife Council Cllr Graham Downie – Gardening/path clearance – Blairhall pathways rear of Blairhall Community Centre
- Fife Council Grounds Maintenance – Gardening – Blairhall Community Garden
- Fife Council Housing – outdoor painting – Woodlands Terrace Blairhall
- Fife Council Housing – gardening/path clearance – Eillen place/Main Street Torryburn
- Fife Council Housing – path clearance/gardening – Sir George Bruce Road Oakley

Ward 5

- Fife Council – Rubbish uplift and gardening Park Road Rosyth
- Fife Council – Rubbish uplift Craig Street Rosyth
- Fife Council Retirement Housing – Walter Hay Court – Fence painting
- Fife Council Social Work – Sherbrook Road Rosyth – Indoor painting
- Fife Council Social Work – Sherbrook Road Rosyth – Gardening
- Fife Council Family Support – Webster Place – rubbish uplift
- Fife Council Social work – rubbish uplift – Admiralty Road Rosyth
- Fife Council Social work – indoor painting – Aberlour Street Rosyth

Ward 6

- North Queensferry Community Council – gardening/area clearance at Beach slipway
- Fife Council Housing – North Queensferry Brock Street garages – area clearance/gardening
- North Queensferry Community Use – indoor painting – North Queensferry Community Centre
- North Queensferry Community Use – area clearance, bush cut back & path edging – North Queensferry centre & surrounding areas x 2
- North Queensferry Community Use – North Queensferry Community centre – bulky uplift
- North Queensferry Church – Area clearance/Bush cutback/gardening
- Fife Council Housing – Area clearance/gardening – Chapel Place, St James Chapel x 2
- North Queensferry Community Council – North Queensferry Chapel Place gardening

Regular Litter Picking across SW Fife areas below:

- Torryburn beach & car parks
- Limekilns to Crombie coastal path
- Culross village
- Culross to Kincardine coastal path
- Dalgety Bay coastal path
- Rosyth playpark
- Inverkeithing Fife coastal path
- Inverkeithing to North QF Ferryhills road
- Dalgety Bay Regents Way
- Inverkeithing North
- Inverkeithing Hillend
- Dalgety Bay – Hillend
- Oakley West Fife cycle way
- Blairhall West Fife cycle way
- Blairhall East Avenue

Regular Garden Rota across SW Fife areas below:

- Oakley community centre
- Blairhall community centre
- Mossbank house Rosyth individual
- Kings Crescent Rosyth individual
- Walter Hay Sheltered housing Rosyth
- Camdean PS garen Rosyth
- Wilson Wat football pitch Rosyth
- Torryburn Community Centre

Link to projects undertaken: https://youtu.be/lkolU_MwJ7k



Community Payback Unpaid Work Scheme

INTRODUCTION

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

RISK ASSESSMENT

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

PROJECTS

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

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

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

COMMUNITY PAYBACK PROJECT REQUESTS

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

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

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

COMMUNITY PAYBACK CRITERIA

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

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

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

Contacts for the 3 areas across Fife are as below

Dunfermline & SW Fife

Kimberly Cherrie

Kimberly.cherrie@fife.gov.uk

07712542569

Kirkcaldy, Kinghorn & Burntisland

Gary Meldrum

Gary.meldrum@fife.gov.uk

07515290821

Glenrothes & NE Fife

Craig Hutton

Craig.hutton@fife.gov.uk

07515291032

30 April 2025
Agenda Item No. 14

Health & Social Care Locality Planning – South and West Fife

Report by: Audrey Valente, Chief Finance Officer (Senior Leadership Team Lead for South and West Fife H&SC Locality Planning Group)

Wards Affected: Ward Nos. 1, 5 & 6

Purpose

The purpose of this annual report is to provide the Area Committee with a comprehensive overview of the Health & Social Care Partnership (H&SCP) Locality Planning outputs for South & West Fife in 2024.

Recommendations

The committee is asked to note:

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

Resource Implications

There are no specific Resource Implications

Legal & Risk Implications

There are no legal or risk implications associated with this report. Each working group focused on the Key Priorities within the South & West Fife Locality Delivery Plan 2024 maintains a risk register, which is regularly reviewed by the respective working groups.

Impact Assessment

An equality (EqIA) Impact Assessment is not required as this is a report outlining the performance of Locality Planning in 2024.

Consultation

Throughout the year, quarterly H&SCP Locality Meetings have been facilitated. In November 2023, a wider stakeholder event was held to inform priorities for 2024–2026. Additionally, a Fife-wide locality event took place on November 5, 2024. This event aimed to highlight the work undertaken by locality planning groups and to enhance stakeholders' understanding of the role of these groups. The event was a resounding success, with over 115 delegates in attendance. The positive feedback received through a survey and emails confirmed that stakeholders gained a deeper understanding of locality planning and collectively agreed that the event was highly valuable and worthwhile.

1.0 Background

- 1.1 The locality priorities and Action Plan will deliver on the range of local and national outcomes set out in legislation, policy and strategies. The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) puts in place the legislative framework to integrate health and social care services in Scotland. Section 29(3)(9a) of the Act requires integration authorities to work within localities (**Appendix 1**). In Fife, we have established seven locality groups which are aligned to the Fife Council Local Area Committees.
- 1.1.2 Health & Social Care Local Plans are currently based on improved joined up working across local teams. The locality groups are focussing more on changing the way we work to improve health and wellbeing outcomes. There is an expectation that locality planning processes will address issues raised through the annual wider stakeholder events, local intelligence, Public Health Scotland data and the local strategic needs assessment.
- 1.1.3 Integration is about ensuring those who access health and social care services get the right care and support whatever their needs, at the right time and in the right place with a locality focus on community based preventive care. This report highlights areas of work to improve the support for people living in Fife, within the South & West Fife Locality.
- 1.1.4 Localities seek to deliver positive health and wellbeing outcomes for the people of Fife. The overarching goals of localities are to:
- promote healthy lifestyle choices and self-management of long-term conditions
 - support people to live healthy well independent lives while living in their own home for as long as possible
 - reducing the number of avoidable emergency admissions to hospital and minimise the time people are delayed in hospital
 - efficiently and effectively manage resources available to deliver Best Value
 - support staff to continuously improve information and support and care that they deliver
 - support unpaid carers, to reduce the impact of their caring role on their own health and wellbeing.
- 1.1.5 The South & West Fife Locality Delivery Plan is aligned with the HSCP Strategic Plan 2023-2026, Plan4Fife and the NHS Fife Population Health and Wellbeing Strategy.
- 1.1.6 The South & West Fife Locality Delivery Plan has identified specific outcomes to ensure meaningful improvements are demonstrated and delivered in a timely manner. Improvements will be measured through a combination of qualitative and quantitative methods. Key approaches include:
1. **Regular Reviews:** The working groups will regularly review progress against the delivery plan. This includes assessing the effectiveness of implemented strategies and making necessary adjustments.
 2. **Stakeholder Feedback:** Input from stakeholders, including community members and partners, will be gathered to gauge the impact of the initiatives. This feedback will help identify areas of success and those needing improvement.
 3. **Risk Registers:** Each working group will maintain a risk register, which will be regularly reviewed to manage potential risks and ensure that any issues are promptly addressed.

4. **Annual Reports:** The Health and Social Care Partnership (H&SCP) will provide annual reports to the Area Committee and Integration Joint Board, detailing updates on locality delivery plans and highlighting collaborative efforts with community planning partners.
5. **Benchmarking:** Comparing performance with other localities or against established standards to identify best practices and areas for improvement.

2.0 Current Position

2.1 Locality Planning has significantly strengthened in 2024, with the collaborative and systems working approach being critical to this success. This approach has empowered locality groups to play a pivotal role in making integration successful across Fife. By leveraging insights, experience and resources, the partnership has improved local networks, developed robust and productive professional relationships and enhanced outcomes.

2.2 Priority 1 Community Led Support – “Working in Partnership with **Community Learning & Development team**”

Background:

2.2.1 The Locality Planning group identified an opportunity to work collaboratively with the Community Learning & Development team (CLD) to support the people of Aberdour to create a community action plan. The locality development officer will support the community group to develop health & wellbeing questions for the community questionnaire.

2.2.2 **Key Objectives We Aimed to Achieve:**

- An Increased awareness of what matters to local people to help them live a healthier, active life.
- What barriers are the people of Aberdour facing – what are their needs to address the barriers.
- To ensure services are community led – a requirement to work with local people to ascertain what their local priorities are.

2.2.3 **Achievements to Date:**

- A short life working group has been formed to create action plan, which references six place standards.
- Working group have created questions for community consultation - currently under review.

2.2.4 **Next Steps for 2025:**

- Continue to attend the community meetings to support the group develop the community questionnaire
- Feedback to be gathered from consultation to help create action plan - Locality planning team to support with health and wellbeing actions

2.3 Priority 2 – Community Led Support/Partnership working – The Wells

Background:

2.3.1 In collaboration with the Community Learning Development (CLD) team, an application was submitted to the South & West Fife Welfare Reform/Anti-Poverty Group to request funding for a Link Worker for The Well. The Link Worker will partner with services supporting the South & West Fife community hubs, facilitating knowledge sharing among staff. The application was successful and a dedicated Well Link Worker was appointed in mid-December 2023.

2.3.2 Key Objectives We Aimed to Achieve:

- Increase the opportunities for people to engage with the Well across South & West Fife by running pop up wells in smaller villages
- Increase the number of referrals and walk ins from 23/24 to 24/25
- Work collaboratively to develop new provision in outlying areas.

2.3.3 Achievements to Date:

- Temporary full time link worker funding approved in December 2023 – This post has now been extended to November 2025.
- 240 people have been supported by The Well from 1 January to 30 Sept 2024. This is a 68% increase from the same period in 2023 (142 people).
- 147 people were referred to the project from 1st January to 30th Sept 2024. This is a 126% increase from the same period in 2023 (65 people).
- A monthly pop up Well has been established at Cairneyhill Church.

2.3.4 Next Steps for 2025:

- Continue to raise awareness of The Wells/Community Hubs to stakeholders throughout S&WF
- Two new Pop-up Wells are identified for 2025 – Dalgety Bay library and Kincardine Community Centre.
- Link with the foodbank/food pantries in S&WF to provide health and social care information and support.
- Continue to promote the activities offered throughout S&WF by Fife Sports & Leisure Trust.

2.4 Priority 3 Unpaid carers – Community Chest Fund

Background:

2.4.1 The Fife Health and Social Care Partnership has established the Community Chest Fund (CCF) to support the region's unpaid carers. With over 47,000 unpaid carers in Fife and 6,055 in South & West Fife (census 2022), these individuals provide essential care for friends or family members affected by illness, disability, mental health conditions, or addiction.

Key Objectives We Aimed to Achieve:

2.4.2 The aim of this priority is to create greater opportunities for unpaid carers to enhance their knowledge and understanding of preventative care and to empower them to make positive choices that promote their own health and wellbeing. By providing access to valuable resources and information, this initiative seeks to equip unpaid carers with the tools and support they need to prioritize their own health while continuing to care for others.

Achievements to Date:

- 2.4.3 During the 2023/24 funding rounds, a total of four projects were successfully awarded grants, with a combined funding total of £20,350. These projects are focused on delivering meaningful impact for unpaid carers across Fife, ensuring that they have the necessary support and resources.

Next Steps for 2025:

- 2.4.4 The Locality Development Officer is actively working with the funded groups to help them monitor and evaluate the impact of their project. This ongoing support ensures that the initiatives are meeting their goals and making a positive difference in the lives of unpaid carers.

- 2.4.5 For further information about the South & West Fife groups that have been awarded funding, click on the links below.

<https://sway.cloud.microsoft/1eA9UfTIUiBVnm9z?ref=Link>

<https://sway.cloud.microsoft/38c2FxHkWsFmCyak?ref=Link>

2.5. Priority 4 – Supporting positive mental health and wellbeing – physical activity

Background:

- 2.5.1 The Active Fifers group, a multi-agency initiative run by Fife Council, meets monthly to foster collaborative opportunities that encourage physical activity. The group's aim is to enhance knowledge and understanding of the importance of physical activity and to increase participation in the South & West Fife locality. The locality planning group partners with Active Fifers to promote physical activity awareness among teams and services in South & West Fife.

2.5.2 Key Objectives:

- Equip frontline workers in South & West Fife with knowledge about the benefits of physical activity.
- Build confidence among frontline workers to discuss physical activity with colleagues and those they support.
- Increase awareness of local opportunities for physical activity.

2.5.3 Achievements to Date:

- Established a multi-agency short-life working group to support this priority.
- Delivered training on the benefits of physical activity to core group members at the December 2024 meeting.

2.5.4 Next Steps for 2025:

- Targeted Training Sessions: Identify teams and services for training. Currently, the Care at Home and Health Visiting teams have enrolled in the sessions
- Continue to work with Active Fifers group to understand the barriers to people being active in South & West Fife.

3.0 Conclusions

- 3.1 Locality Planning has been instrumental in fostering strong and positive relationships between HSCP, Fife Council, NHS Fife, and the third and independent sectors. This report presents evidence of the ongoing work within Fife's locality planning groups, showcasing the significant positive impact achieved through multi-agency collaboration.

The concept of collaborative advantage plays a pivotal role in locality planning, raising awareness about the importance and value of joint efforts. While collaboration can sometimes present challenges - particularly when it involves broader strategic goals rather than specific projects - the members of the locality planning groups recognise that their primary responsibility is to ensure that services work in unison to enhance health and wellbeing outcomes for the residents of Fife.

- 3.2 The community and locality plans 2025/26 will collaborate seamlessly, aligning their objectives and initiatives to maximise impact and efficiency. Through coordinated efforts and shared resources, these plans will mutually support and enhance each other, resulting in more cohesive and effective outcomes for the S&WF community.

List of Appendices

1. [Health and social care integration - localities: guidance - gov.scot](#)

Report Contact

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30 April 2025

Agenda Item No. 15

Property Transactions

Report by: Alan Paul, Head of Property Services

Wards Affected: 1

Purpose

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

Recommendation

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Leases by the Council – New Leases

2.1.1 Offices 2 and 3 Fife Council Business Centre, Forthview Industrial Estate, Low Valleyfield

Term: 5 years – lease renewal – from 31 January 2025
Rent: £4,850 per annum
Tenant: Jane Harvey T/A The Cheeky Hound

2.1.2 Office 4 Fife Council Business Centre, Forthview Industrial Estate, Low Valleyfield

Term: 5 years – lease renewal – from 13 January 2025
Rent: £919 per annum
Tenant: Jeremy and Matthew Spurgeon

2.1.3 Office 9 Fife Council Business Centre, Forthview Industrial Estate, Low Valleyfield

Term: 5 years – lease renewal – from 27 September 2024
Rent: £3,200 per annum
Tenant: Lois Bell T/A Bluebell Design

2.1.4 Office 14 Fife Council Business Centre, Forthview Industrial Estate, Low Valleyfield

Term: 5 years – lease renewal – from 15 October 2024
Rent: £3,600 per annum
Tenant: Ruth Downie

3.0 Conclusions

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

List of Appendices

1. N/A

Report Contact

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30 April 2025
Agenda Item No. 16

South and West Fife Area Committee Forward Work Programme

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

Wards Affected: All

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. South and West Fife Area Committee Forward Work Programme

Report Contact

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Committee Services Manager
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11th June, 2025			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 11th December, 2024
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson /	Annual report - last update 17th April, 2024
Settlement and Non-Settlement Trust Review	Finance	Eleanor Hodgson	

3rd September, 2025			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 12th June, 2024
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report – last update 12th June, 2024
Scottish Fire and Rescue Service Annual Performance Report 2023/24	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 12th June, 2024
Area Roads Programme 2024-25 - Final Report	Roads and Transportation	Vicki Storrar	Annual report - last update 4th September, 2024
Complaints Update	Customer Services Improvement	David Thomson	Annual report - last update 4th September, 2024
Welfare Support and Anti-Poverty Annual Report 2024-25	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 4th September, 2024
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report – Last update 4th September, 2024

5th November, 2025			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report – last update 30th October, 2024
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report - last update 30th October, 2024
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2024	Protective Services	Kenny Bissett	Annual report - last update 30th October, 2024
Summer Provision Activities	Communities and Neighbourhoods	Mandy MacEwan	Annual report – last update 30th October, 2024

10th December, 2025			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 11th June, 2025
Common Good and Settlement Trust Funds Annual Report 2024-2025	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 11th December, 2024

4th February, 2026			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profile 2024/25	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report – last update 5th February, 2025
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	Annual report – last update 30th April, 2025

South and West Fife Area Committee

4th February, 2026			
Title	Service(s)	Contact(s)	Comments
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report – last update 5th February, 2025
Area Roads Programme 2026-27	Roads and Transportation Services	Vicki Storrar	Annual Report - last update 5th February, 2025
Patching Performance Report (Carriageway Repairs)	Roads and Transportation	Gordon Henderson	Annual report - last update 5th February, 2025
Community Recovery Fund Update	Communities and Neighbourhoods Service	Mandy MacEwan	

29th April, 2026			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes 2024/25	Education and Children's Services	Sarah Else / Alan Cumming	Annual report – last update 30th April, 2025
Area Capital Update Report 2025/26	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 30th April, 2025
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 30th April, 2025
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Annual report - last update 11th June, 2025

10th June, 2026			
Title	Service(s)	Contact(s)	Comments
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 10th December, 2025
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update – last update 11th June, 2025

2nd September, 2026			
Title	Service(s)	Contact(s)	Comments
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 3rd September, 2025
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report – last update 3rd September, 2025
Scottish Fire and Rescue Service Annual Performance Report 2025/26	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 3rd September, 2025
Area Roads Programme 2025-26 - Final Report	Roads and Transportation	Vicki Storrar	Annual report - last update 3rd September, 2025
Complaints Update	Customer Services Improvement	David Thomson	Annual report - last update 3rd September, 2025
Welfare Support and Anti-Poverty Annual Report 2025-26	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 3rd September, 2025
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report – Last update 3rd September, 2025

4th November, 2026			
Title	Service(s)	Contact(s)	Comments
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report – last update 5th November, 2025
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report - last update 5th November, 2025
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2024	Protective Services	Kenny Bissett	Annual report - last update 5th November, 2025
Summer Provision Activities	Communities and Neighbourhoods	Mandy MacEwan	Annual report – last update 5th November, 2025

9th December, 2026		
Service(s)	Contact(s)	Comments
SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 10th June, 2026
Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 10th December, 2025

27th January, 2027			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles 2025/26	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report – last update 4th February, 2026
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report – last update 4th February, 2026

27th January, 2027			
Title	Service(s)	Contact(s)	Comments
Area Roads Programme 2027-28	Roads and Transportation Services	Vicki Storrar	Annual Report - last update 4th February, 2026
Patching Performance Report (including carriageway repairs)	Roads and Transportation	Gordon Henderson	Annual report - last update 4th February, 2026

24th March, 2027			
Title	Service(s)	Contact(s)	Comments
Report on Educational Outcomes 2025/26	Education and Children's Services	Sarah Else / Alan Cumming	Annual report – last update 29th April, 2026
Area Capital Update Report 2026/27	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 29th April, 2026
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 29th April, 2026
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Annual report - last update 29th April, 2026

Unallocated			
Title	Service(s)	Contact(s)	Comments
Housing Service – Allocations Process Update	Housing Services	TBC	To be invited to a meeting of the Committee to provide an update on the allocations process undertaken in relation to new builds as agreed at 1st March, 2023 meeting
Bike Park Strategy	Communities and Neighbourhoods	Kevin O'Kane	Report request from Councillor Goodall at 10th August, 2022 Committee
Place Sufficiency Assessment and Play Parks Implementation Plan Update	Communities and Neighbourhoods Service	Kevin O'Kane / Louise Whyte / Andy MacLellan	As requested by Councillor Goodall at 14th February, 2024 committee meeting
Active Travel Routes	Roads and Transportation Services	John Mitchell / Susan Keenlyside	As requested by Councillor Dempsey at 6th February, 2025 committee meeting
Gypsy Travellers' Working Group Update	Housing	Paul Short	As requested by Councillor Steele at 5th February, 2025 committee meeting.
Nuclear Submarine Dismantling Project - Update from Babcock and MoD	MoD / Babcock	Alastair Mutch	As requested by Councillor Goodall at 5th February, 2025 meeting.
Report detailing what changes were required to incorporate carriageway thin surfacing / patching schemes into the Area Roads Programme	Roads and Transportation	Alastair Mutch	As requested by Councillor Dempsey at 5th February, 2025 meeting