

West Fife Area Common Good Sub-Committee



Due to Scottish Government guidance relating to Covid-19, this meeting will be held remotely.

Tuesday, 27 April, 2021 - 8.45 a.m.

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of the West Fife Area Common Good Sub-Committee of 4th August, 2020. 3 - 4
4. **COMMON GOOD FUNDS UPDATE REPORT 2021/22** – Report by the Head of Finance. 5 - 9
5. **WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - DUNFERMLINE HERITAGE PROGRAMME** – Report by the Head of Communities & Neighbourhoods. 10 - 22

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.

Morag Ferguson
Head of Legal and Democratic Services
Finance and Corporate Services

Fife House
North Street
Glenrothes
Fife, KY7 5LT

20th April, 2021

If telephoning, please ask for:
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THE FIFE COUNCIL - WEST FIFE AREA COMMON GOOD SUB-COMMITTEE

4th August, 2020.

10.00 a.m. – 10.15 a.m.

PRESENT: Councillors Helen Law (Convener), James Calder, Sharon Green-Wilson, Alice McGarry, Tony Orton and Ross Paterson.

ATTENDING: Eleanor Hodgson, Accountant and Michelle McDermott, Committee Officer, Finance and Corporate Services; and Susan Dryburgh, Policy Officer, Communities and Neighbourhoods Service.

This meeting was held remotely, in accordance with the powers contained in section 43 of the Local Government in Scotland Act 2003. As the nature of the remote meeting made it impossible for a vote to be taken by way of a show of hands, members of the West Fife Area Common Good Sub-Committee unanimously agreed to suspend Standing Order 10.3 and agreed that a roll call vote would be taken for any votes that were put during the meeting.

55. DECLARATIONS OF INTEREST

No declarations of interest were submitted in terms of Standing Order No. 7.1.

56. MINUTE

The minute of the meeting of the West Fife Common Good Sub-Committee of 18th March, 2020 was submitted.

Decision

The Sub-Committee approved the minute.

57. COMMON GOOD FUNDS UPDATE REPORT 2020-21

The Sub-Committee considered a report by the Executive Director (Finance and Corporate Services) which provided members with the current status of the Common Good Funds in the area.

Decision

The Sub-Committee noted the contents of the report.

58. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - HEART OF DUNFERMLINE FEASIBILITY STUDY

The Sub-Committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for an award from the West Fife Area Common Good Sub-Committee towards a feasibility study planned for the Heart of Dunfermline.

Decision/

Decision

The Sub-Committee agreed to allocate £5,000 from the Common Good Fund towards the cost of the feasibility study.

59. WEST FIFE AREA COMMON GOOD FUND - APPLICATION FOR ASSISTANCE - DUNFERMLINE TRONDHEIM TWINNING 75TH ANNIVERSARY EVENT

The Convener requested members' views on withdrawing the report due to the fact that the events detailed in the Appendix could not go ahead due to the current situation with Covid-19. The Convener suggested that the organisation be asked to submit a fresh application next year if guidance from the Scottish Government had changed to allow events of this type to take place.

Decision

The Sub-Committee agreed that the report be withdrawn.

27th April 2021

Agenda Item No. 4

Common Good Funds Update Report 2020-2021

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

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

Purpose

The purpose of this report is to advise members of the current status of the Common Good Funds in the area to assist with the decision-making process for new applications.

Recommendations

Members are asked to:

- (1) note the information contained in the financial monitoring statement

Resource Implications

The additional work to produce these reports has been resourced from within Finance & Corporate Services Directorate.

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

Consultation has taken place with Asset, Transportation and Environment Services and Fife Cultural Trust.

1.0 Background

- 1.1 A number of towns in Fife have a Common Good Fund which can be used for the benefit of the inhabitants of that town. The Common Good Funds are administered by the Council and any grant in excess of £5,000 requires committee approval.

2.0 Common Good Fund – Current Position

2.1 Revenue Account

2.1.1 Projected Income

The projected cash income for the financial year is £192,617 and comprises mainly from rents, interest on investments and external interest

2.1.2 Projected Expenditure

The projected expenditure for the financial year to is £74,795 of which £11,558 relates to property costs and £3,773 other expenditure. To date 2020-21 grants allocations have been £6,062.

2.1.2 In year available Funds

£171,224 remains available for distribution for new applications dependent on the outcome of the application today this may reduce to £156,224.

3.0 Year End Balances

3.1 Revenue Balances

3.1.1 Prior Years Commitments

£22,581 of funding has been earmarked for grants that were approved in 15-20 but due to various circumstances have not been released prior to the financial year end. A commitment for these grants to be paid will remain in 2020-21 and should these not be expended the funds will return to the revenue balances.

3.1.2 Revenue Balances

£66,184 of funding is held in Revenue balances, this funding can be used for grant or property costs during the financial year. Revenue balances are invested on a 3-5year basis to increase the value of the Common Good.

The heritable property and investments represent the capital balances.

3.2 Capital Balances

3.2.1 Investments

West Fife Common Good currently hold investments to the value of £345,338. These investments are generating approximately £14,252 in interest annually.

3.2.2 Heritable Property

Heritable property held within West Fife Common Good has a current Value of £332,063.

4.0 Conclusions

- 4.1 This reports and its appendices are intended to give Members greater information on the current position of the Common Good Funds.

List of Appendices

1. West Fife Area Common Good Fund financial monitoring statement

Background Papers

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

- Fife Council Annual Accounts 2019/2020

Report Contacts

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**FINANCIAL STATEMENT 2020/21
AS AT FEBRUARY 2021**

2019/20	2020/21 EXPENDITURE TO DATE	2020/21 FULL YEAR PROJECTION
£	£	£
INCOME		
79,130 RENTS	12,761	77,793
19,003 EXTERNAL INTEREST	7,107	14,252
572 INTEREST ON REVENUE BALANCES	0	572
0 OTHER INCOME	100,000	100,000
98,705 TOTAL INCOME	119,868	192,617
EXPENDITURE		
36,202 PROPERTY COSTS	11,558	11,558
20,217 GRANTS - Current Year	100	6,062
GRANTS - Previous years	30,821	53,402
6,200 OTHER EXPENDITURE	3,773	3,773
62,618 TOTAL EXPENDITURE	46,252	74,795
36,087 SURPLUS/(DEFICIT) FOR YEAR	73,616	117,823
REVENUE BALANCES FOR PREVIOUS YEAR GRANTS	30,821	53,402
36,087 SURPLUS/(DEFICIT) TOTAL	104,437	171,224

FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/20

	£
HERITABLE PROPERTY	332,063
INVESTMENTS	345,338
PRIOR YEAR COMMITMENTS	53,402

ANALYSIS OF GRANT PAYMENTS

APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS

£	PROJECT	REF	AWARDED DATE	£
OUTSTANDING				PAID
5,616	Wellwood Community Council	181	3/6/2015	
1,681	Culross Pier Restoration	438	12/21/2017	309
1,000	Ribbon of Poppies	506	5/8/2018	1,000
5,000	Dunfermline East Church Annexe	507	6/8/2017	5,000
10,000	Dunfermline Tennis and Bridge Club Limited	532	10/15/2018	5,109
1,637	Dunfermline Regeneration Trust Viability	537	6/17/2019	
5,500	Dunfermline Southern Gateway Project	538	3/14/2019	
270	Creative Learning for all	W002	8/15/2019	
7,950	Garage Site Abbot Place, inverkeithing	W003	8/16/2019	7,950
3,450	Carnegie Dunfermline Trust	W008	12/20/2019	3,450
3,295	Carnegie Dunfermline Trust	W009	12/17/2019	
3,003	2nd Fife Scouts	W010	12/24/2019	3,003
5,000	Abbeyview Indoor Bowling Replacement Flooring	W011	3/18/2020	5,000
53,402				30,821

REMAINING AMOUNT STILL TO BE PAID 22,581

APPLICATIONS APPROVED IN 2020/21

£	PROJECT	REF	AWARDED DATE	£
COMMITTED				PAID
5,000	Heart of Dunfermline, Feasibility Study	W013	8/4/2020	
100	Crossford KGV Park MUGA Lease	W014	9/3/2020	100
962	Forth Bridges Festival of Highland Dancing 2021 40th Anniver:	W015	1/14/2021	

6,062 100

28,543

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 20/21				171,224
CURRENT REVENUE BALANCES AVAILABLE				66,184
TOTAL AVAILABLE TO SPEND IN 2020-2021				237,409

27th April 2021

Agenda Item No. 5

West Fife Area Common Good Fund - Application for Assistance : Dunfermline Heritage Partnership's Wellbeing through Heritage Project

Report by: Paul Vaughan, Head of Communities & Neighbourhoods

Wards Affected: 2, 3 and 4

Purpose

The purpose of this report is to seek a Sub-Committee decision on the award of funding from the West Fife Area Common Good Fund.

Recommendation(s)

It is recommended that the Sub-Committee consider and approve the application from the Dunfermline Heritage Partnership for £15,000 from the West Fife Area Common Good Fund. The funds will assist with the costs of organising and delivering walking groups in Dunfermline and West Fife over a 3-year period as part of their Wellbeing Through Heritage project; including staffing costs and delivering training and support for group leaders.

Resource Implications

A Finance Report (appendix 1) summarising and commenting on the current application along with the Financial Statement for the West Fife Area Common Good, being a separate item on the agenda.

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

The Local Members of Wards 2, 3 and 4 along with the respective Community Councils have been consulted and have been supportive of this project.

1.0 Background

- 1.1 Applications to Common Good Funds should be able to demonstrate a benefit to the inhabitants of the former Burgh concerned.
- 1.2 Applications to the Common Good Fund in West Fife must be determined by the West Fife Area Common Good Sub-Committee.

2.0 Application Details

- 2.1. The Dunfermline Heritage Partnership is seeking £15,000 from the West Fife Common Good Fund to support the development and implementation of a programme of wellbeing activities over a three-year period, which will promote awareness of the built and natural heritage and greenspace areas across Dunfermline and West Fife. This is part of the Wellbeing through Heritage project (see appendix 2).
- 2.2. This application will form part of a package of funding amounting to £368,000 for the three-year period of which £245,000 is being sought from the Heritage Lottery Fund. A contribution of £15,000 per year for three years, totalling £45,000, is also being sought from the City of Dunfermline Area Committee on April 27th, 2021.
- 2.3. As the Dunfermline Heritage Partnership is not a constituted group, the Carnegie Development Trust is acting as the lead organisation on behalf of the group.
- 2.4. The COVID-19 pandemic has caused major disruption to the lives of everybody across the world. Even before the pandemic there was significant evidence that wellbeing, and particularly mental wellbeing, was a growing concern particularly amongst younger age groups. Glasgow University also reported that mental wellbeing was 40% narrower among people reporting good access to green and recreational areas compared to those with poor access. Dunfermline and West Fife is very fortunate to have significant heritage and greenspace areas that are accessible to all residents and visitors.
- 2.5. This project will deliver improved wellbeing through heritage and greenspace for residents and visitors to Dunfermline and West Fife. The approach will also promote the nationally recognised New Economics Foundation model of 5 ways to wellbeing. These include:
 - *****Connect:** Talk & listen, Be there, Feel connected.
 - *****Be active:** Do what you can, Enjoy what you do, Move your mood.
 - *****Take notice:** Remember the simple things that give you joy.

*****Keep Learning:** Embrace new experiences, See opportunities, Surprise yourself.

*****Give:** Your time, Your words, Your presence.

- 2.6. The funds being sought from the West Fife Area Common Good Fund will contribute towards activities that support the 'Explore and Connect' element of the project (see appendix 2), which is about encouraging people to be more active and connected to their place and community.
- 2.7. The funds will specifically be used to support the organisation and running of several walking groups in Dunfermline and West Fife (see appendix 2, page 6). It will provide training and support for volunteer walk leaders in points of interest on established routes in these areas, including groups from Valleyfield and Oakley.
- 2.8. Partners such as the Fife Cultural Trust, Active Fife and the West Fife Heritage Network will provide training and co-lead the walks. The funds will cover costs associated with staffing, including the use of sessional workers as well as training costs for volunteer walk leaders.
- 2.9. The project compliments the aims contained within the Plan for Fife and will deliver against the a number of areas, including:

*****Thriving places:**

- Mental wellbeing programmes will being delivered in a natural environment through sessional workers thereby improving the health and resilience of different age groups.

*****Opportunities for all:**

- Educational opportunities provided across multiple ages in the wonder of nature.
- Traditional building skills courses being delivered to secondary pupils in Dunfermline and West Fife.
- Training in Lime skills through Lime Centre in Limekilns.

3.0 Conclusions

- 3.1 The application is considered to be eligible for Common Good funding.

List of Appendices:

- 1 Financial Report
- 2 Dunfermline Heritage Partnership - Heritage & Wellbeing Project 2021 – Outline Project Plan

Report Contact

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COMMON GOOD APPLICATION -FINANCIAL EVALUATION FORM

Amount of Grant Application Number Grant Applicant

Contact Name
Address

Description of Project

Period of Accounts 1. One off Project

2. Information available from the Annual Accounts

Income & Expenditure/Receipts & Payments Account Statement of Balances/Balance Sheet Accounts Audited/Independent Examiner Deficit or Surplus
as % of Total Expenditure Have Funds at end of year increased If so, what is percentage increase on previous year Organisations Annual Income Organisations Annual Expenditure Expenditure items appropriate

3. Comments from Evaluation of Accounts

4. Funding Breakdown

Detailed Breakdown of costs provided Detailed Breakdown of Funding Income provided

Income raised/applied for		£
Current Application		15,000
Income raised		
Other Grants		
Heritage Lottery Fund	246,000	
Fife Council - Dunfermline Arr	45,000	
Fife Cultural Trust	24,000	
Carnegie Dunfermline Trust	18,000	
Fife Council – Town Centre Fi	20,000	
NHS Fife – Project aligns with Scot Govt fi	TBC	
Others		
Total Income		<u>368,000</u>
Total Expenditure		<u>368,000</u>

5. Comments

Have all the funding from other applications been approved? if not approved is there a back up of one of the applications fail?

Cannot assess accounts related to this project as the accounts supplied are that of the Dunfermline Carnegie Trust, they are the lead on this project but is only a small part of the total DCT have.

Funding available from the West Common Good Fund but would advise any funding from the Common Good fund be made with the condition that it will be available if/when all other funding is approved.

Prepared By Mary O'Neill 1/19/2021

Checked By Eleanor Hodgson 2/18/2021

Designation Accountant Date

Dunfermline Heritage Partnership - Heritage & Wellbeing Project 2021 - 24

Outline Project Plan - DRAFT 20/11/20

Introduction & Rationale

Dunfermline Heritage Partnership is a non-constituted network of organisations which aims to catalyse heritage-led regeneration through the use of its built assets. The Partnership has an established track record working together to deliver strategic success for Dunfermline through supporting greater understanding of, connection with and use of our heritage. The partnership promotes learning from the past to secure investment in our future. This has never been more vital as we face the multiple economic and wellbeing challenges presented in a world post Covid19. We now propose to work together to deliver a programme that connects organisations with capability and capacity to organisations with client groups who would benefit using the New Economics Foundation “5 Ways to Wellbeing” as the common ‘bridge’ between organisations. The five focus points are Connect, Be Active, Take Notice, Keep Learning, and Give.

The Dunfermline Heritage Partnership has already undertaken the difficult ground work in identifying partners and enabling them to work together and to agree that a shared vision focussed on consumers is the most effective way to create change and deliver strategic programmes across Dunfermline that have maximum impact. Its current membership includes a diverse group of heritage organisations, some of whom maintain and manage built heritage in Dunfermline. The Dunfermline Heritage Partnership has developed a shared vision around delivery of a coherent consumer experience. Our community of interest includes: Fife Cultural Trust, Historic Environment Scotland, Carnegie Dunfermline Trust, Fife Cultural Trust, Church of Scotland Abbey, Fife Coast and Countryside Trust and Abbot House. The Partnership also includes, Visit, Scotland, Fife Tourism Partnership, Fife Council and Dunfermline Area Local Tourist Association.

In addition, Dunfermline Heritage Partnership activities form a key plank in Fife Council – Dunfermline Area Local Community Planning Partnership (LCPP) economic recovery plan as a tourist destination. The Dunfermline Poverty Alliance Group form a key plank of Dunfermline LCPP in addressing Health and Wellbeing activity post pandemic. Both partnerships have formed strong links through the LCPP and specifically the Dunfermline Advice Hub. The New Economics Foundation 5 Ways to Wellbeing provides a strong bridge between these two communities of interest.

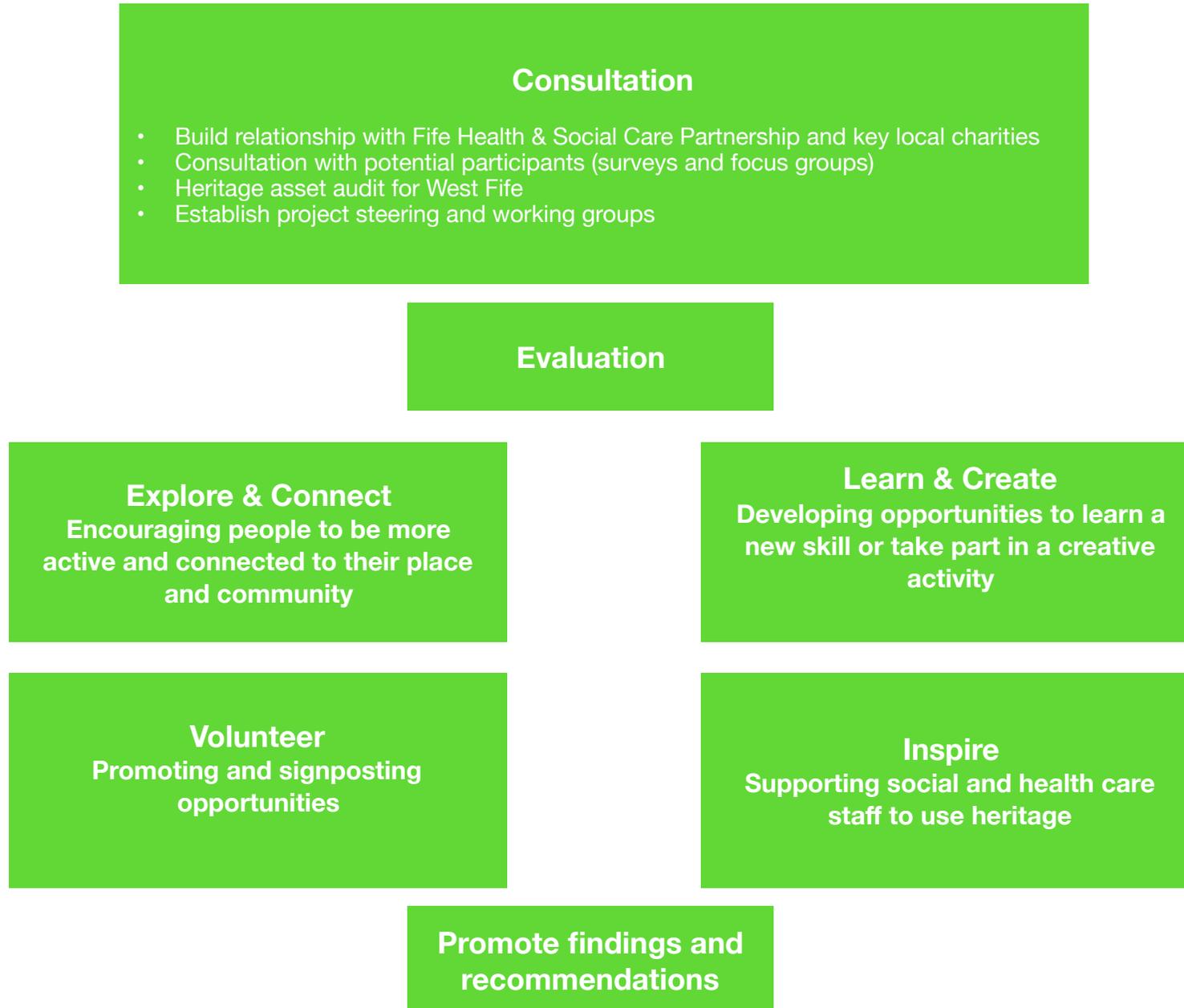
To make the transition to our new signature project we envisage that our key partners are: Carnegie Dunfermline Trust - lead partner, Fife Council, Fife Cultural Trust, Fife Health & Social Care Partnership, Historic Environment Scotland, Fife Coast & Countryside Trust. The project will use local heritage to improve wellbeing for people in Dunfermline and West Fife. It will build a sense of connectedness and belonging in neighbourhoods, supporting individual confidence and self-esteem, providing opportunities for people to be active and to give back to their communities. Improving wellbeing is a key priority of the Scottish Government and the Fife Health & Social Care Partnership. In 2018, the Design Dunfermline charette also identified the potential of building on the town’s heritage assets to promote wellbeing.

Working closely with communities of interest and local health and social care organisations, the project would support them to include heritage in their existing wellbeing activities, jointly developing and trialling a series of new programmes. Using New Economics Foundation “5 Ways to Wellbeing”, as the bridge between organisations and consumers, the project will work with people experiencing low/poor wellbeing, where new activities, opportunities and connections are likely to have the biggest impact. The project would also align creativity, communications and

technology providing a digital boost to the programme to allow enhanced connections and access to wellbeing programmes in a context of continued social distancing as Coronavirus changes the way in which individuals and communities engage with each other. The 5 Ways to Wellbeing are outlined in the illustration below.



Project Framework



Project Activities Plan

Consultation

Activity	Partners	Resources
Establish project steering group and regular meetings	Dunfermline Heritage Partnership, Fife Council, Fife Health & Social Care Partnership	Project Manager/Project Officer
Establish a community of interest with third sector organisations	Dunfermline Advice Hub, Dunfermline and West Fife third sector organisations	Project Manager/Project Officer
Wellbeing audit of heritage sites: <ul style="list-style-type: none"> Identify potential participants for the project Identify third sector organisations for referrals to project activities Identify heritage organisations with activities linked to wellbeing In collaboration with support workers, potential participants tour heritage sites, discuss activities and complete online survey 	Dunfermline Advice Hub, Dunfermline and West Fife third sector organisations	Project Manager/Project Officer Consultant support Expenses for support workers
Heritage asset summary for targeted areas in West Fife: <ul style="list-style-type: none"> Desktop review of heritage assets Summary identifying key themes/assets and recommended links to other project activities 	West Fife Heritage Network, West Fife Woodlands, Valleyfield Heritage Project	Project Manager/Project Officer Consultant support

Evaluation

Activity	Audience	Partners	Resources
Appoint evaluation consultants		Project steering group	Project Manager/Project Officer Evaluation consultants
Regular updates to community of interest	Third sector organisations	Project steering group	Project Manager/Project Officer

Publish evaluation findings and promote through a conference	Third sector organisations, heritage organisations, NHS and health professionals	Project steering group	Project Manager/Project Officer Design and print costs Venue hire, catering and materials costs
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Explore & Connect

Activity	Audience	Partners	Resources
Develop an online guide to using heritage sites for wellbeing, based on 5 ways to wellbeing: <ul style="list-style-type: none"> • Online guide hosted on digital hub, linked to Mood Cafe and Wellbeing Point websites • Develop in consultation with community of interest • Promote via third sector networks 	People with mental health issues Referrals from third sector organisations and GP's	Dunfermline Heritage Partnership, West Fife Heritage Network Fife Voluntary Action forums, Dunfermline Advice Hub, Fife Forum	Project Manager/Project Officer Website design, development and hosting costs
Develop a digital mindfulness tool based on Look at Paintings , using heritage experiences in Dunfermline Heritage Quarter (paintings, objects, views) <ul style="list-style-type: none"> • Virtual walks to support routes for Walk ON groups and other health walks 	People with mental health issues Referrals from third sector organisations and GP's	Dunfermline Heritage Partnership, West Fife Heritage Network Fife Cultural Trust, Active Fife	Digital design, development and hosting costs

<p>Wellbeing activities for campaign weeks, eg ON Fife Ways to Wellbeing events for Mental Health Awareness Week in May/ Scottish Mental Health Arts and Film Festival.</p> <ul style="list-style-type: none"> • Promote digital guide and tools to local employers, particularly SME's • Develop a scavenger/treasure hunt for groups to use, self-guided or as a guided experience • Artist-led installations in Pittencrieff Park and Abbey Nave to help promote mindfulness • Exhibitions co-produced with third sector organisations, including oral history • Workshops using art works for creative writing and drawing • Artefact handling and talks to encourage group discussion 	<p>Referrals via workplace</p> <p>Referrals from third sector organisations and GP's</p>	<p>Dunfermline Heritage Partnership - Carnegie Dunfermline Trust, Historic Environment Scotland,</p> <p>Fife Health & Social Care Partnership - Health Promotion, Workplace Team</p>	<p>Project Manager/Project Officer</p> <p>Volunteers - Dunfermline Ambassadors</p> <p>Artist and materials costs</p>
<p>Support for walking groups:</p> <ul style="list-style-type: none"> • CPD for volunteer walk leaders in points of interest on established routes in Dunfermline • Support new Walk ON groups from Valleyfield and Oakley libraries and train volunteer walk leaders 	<p>Volunteer leaders and participants in health walks</p>	<p>Fife Cultural Trust, Active Fife, West Fife Heritage Network</p>	<p>Project Manager/Project Officer</p> <p>Training costs for volunteer walk leaders</p>
<p>Establish a monthly heritage drop-in social club using the Bruce Room at DCLG, offering object handling sessions/behind the scenes access</p>	<p>Referrals from third sector organisations and GP's</p>	<p>Dunfermline Heritage Partnership</p> <p>Dunfermline and West Fife third sector organisations</p>	<p>Facilitator for group sessions</p> <p>Transport, materials and refreshments costs</p>
<p>Support for West Fife villages using the MAC mobile museum:</p> <ul style="list-style-type: none"> • Information surgeries • Workshops and classes • Object handling 	<p>People with mental health issues</p> <p>Referrals from third sector organisations and GP's</p>	<p>Fife Cultural Trust</p> <p>Dunfermline and West Fife third sector organisations</p>	<p>Facilitator for group activities</p> <p>Exhibition displays and materials costs</p>

<p>Support for people with dementia:</p> <ul style="list-style-type: none"> • Training for staff on dementia awareness • Dementia awareness environment assessment - auditing signage, interior design etc. • Moments in Time sessions - using local history to encourage group conversation, with 3D printer and interactive digital projection to enhance participation 	Referrals from third sector organisations and GP's	Fife Cultural Trust Alzheimer Scotland	Facilitator for group sessions 3D printer, Omivista
Develop on online offer for young people supporting mental health through a series of co-produced podcasts	Young people - focus on those suffering social isolation, with caring responsibilities or unemployed	Fife Cultural Trust Active Schools, NHS Child and Adolescent Mental Health Service, Fife Young Carers Network, Fife Employment Access Trust	Facilitator for development group Recording and editing equipment and training
<p>Develop accessibility awareness among staff in the Heritage Quarter through the Hidden Disability Scheme</p> <ul style="list-style-type: none"> • Lanyards for distribution • Staff training and awareness • Promotional campaign 	All visitors with additional needs	Dunfermline Heritage Partnership Hidden Disability Scheme	Cost of lanyards and signage Training facilities - facilitator, venue, screen and projector

Learn & Create

Activity			
<p>Traditional building skills programme:</p> <ul style="list-style-type: none"> • Schoolbuild programme for school leavers - 3 week programme in Nov/Dec and May/Jun, offering practical experiences in heritage skills • Heritage Skills Summer School - drop-in taster sessions over 2 week period, participants targeted through Job Centre/Advice Hub • Heritage surveys of streetscape/monuments - initiative through Job Centre/Advice Hub, offering advice to home owners on repairs and maintenance. 	School leavers, unemployed	Fife Council - Employability Team, Historic Environment Scotland, Dunfermline Advice Hub	Facilitators, materials costs

Green space activities: a regular programme of outdoor activities involving habitat creation, orchards/herb gardens in Dunfermline and West Fife • Community activities in Lynne Burn Park	Referrals from third sector organisations	Fife Coast and Countryside Trust	Facilitator, equipment and materials costs
Creative activities: a regular programme of artist led drop-in sessions using locations in Dunfermline Heritage Quarter (DCLG, Pittencrieff Park, Abbey Church, Palace, graveyard etc.)	Referrals from third sector organisations	Dunfermline Heritage Partnership	Artist/facilitator, materials costs
Jacquard handloom weaving programme • Recruiting and training a group of volunteers to deliver public demonstrations of handloom weaving at the Andrew Carnegie Birthplace Museum • Weaving skills taster sessions as part of Heritage Skills Summer School, linked to Fife College SCQF	Referrals from third sector organisations	Andrew Carnegie Birthplace Museum	Trainer, training looms, materials costs

Volunteer

Activity	Audiences	Partners	Resources
Map volunteer opportunities available within Dunfermline Heritage Partnership and West Fife Heritage Network and establish heritage volunteer section on digital hub	Third sector organisations	Dunfermline Heritage Partnership, West Fife Heritage Network	Project Manager/Project Officer
Heritage Volunteering Fair: Annual event to showcase heritage volunteer opportunities	Referrals from third sector organisations	Dunfermline Heritage Partnership, West Fife Heritage Network	Project Manager/Project Officer Venue hire, transport, materials costs

Inspire

Activity	Audience	Partners	Resources
Annual knowledge sharing session on heritage and wellbeing as part of Fife Health & Social Care Partnership training programme	Health and social care professionals, support workers, volunteers	Fife Health & Social Care Partnership	Project Manager/Project Officer

CPD for visitor services staff/volunteer supervisors to increase understanding of the needs of people with the lowest wellbeing, with input from support workers	Front of house staff, volunteers	Dunfermline Heritage Partnership Third sector organisations	Facilitators, venue hire, refreshments, materials costs
Develop regular communication with health and social care professionals: <ul style="list-style-type: none"> • Produce regular content for social media/newsletters on the project for partners to share. • Regular programme of drop-in knowledge sharing sessions with health and social care professionals. 	Health and social care professionals, support workers, volunteers	Fife Health & Social Care Partnership (CPNs and OTs), Fife Voluntary Action, Dunfermline Advice Hub, Fife Forum	Project Manager/Project Officer
Pittencrieff Park <ul style="list-style-type: none"> • Establish users group, map current activities and facilities for promoting wellbeing • Health & wellbeing charette - consultation event with invited stakeholders to develop an action plan for Pittencrieff Park 	Friends of Pittencrieff Park, community groups using the park, health and social care professionals, support workers, volunteers	Carnegie Dunfermline Trust, Fife Council	Project Manager/Project Officer Venue hire, facilitators, refreshments, materials costs