

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 North East Fife Area Committee of 28 February 2024. 5 – 9
4. **APPOINTMENT TO EXTERNAL ORGANISATION - ST ANDREWS PILGRIM FOUNDATION** – Report by the Executive Director Finance & Corporate Services. 10 – 11
5. **OBJECTIONS TO PROPOSED NO WAITING RESTRICTION: SHANWELL ROAD SOUTH, TAYPORT** – Report by the Head of Roads & Transportation Services. 12 – 15
6. **PROPOSED WAITING PROHIBITION: SHORT LANE, CUPAR** – Report by the Head of Roads & Transportation Services. 16 – 18
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**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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17 April 2024

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## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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



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

**JP Court Room, County Buildings, Cupar**

**28 February 2024**

**9.30 am - 12.10 pm**

**PRESENT:** Councillors Jane Ann Liston (Convener), Al Clark, Sean Dillon, Alycia Hayes, Stefan Hoggan-Radu, Margaret Kennedy, Louise Kennedy-Dalby, Donald Lothian, David MacDiarmid and Ann Verner.

**ATTENDING:** Jacquie Stringer, Service Manager (Locality/Community Led Support) and Jennifer Rezendes, Principal Social Work Officer, Health & Social Care Partnership; Donald Grant, Community Manager (North East Fife), Communities and Neighbourhoods; Lesley Craig, Lead Consultant, Traffic Management, Vicki Connor, Lead Consultant, Roads & Lighting Asset Management and Nigel Hampton, Technician Engineer, Roads & Transportation Services; Peter Corbett, Lead Officer (Economy), Business & Employability Service; Laura Robertson, Finance Operations Manager and Eleanor Hodgson, Accountant, Common Good and Trusts and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.

**ALSO ATTENDING:** Jane Kell, General Manager, St Andrews Environmental Hub and Gavin Brady, Senior Energy Advisor (Cosy Kingdom) (for Para No 119).

**APOLOGIES FOR ABSENCE:** Councillors John Caffrey, Fiona Corps, Gary Holt, Robin Lawson and Jonny Tepp.

**118. DECLARATIONS OF INTEREST**

Councillor Hoggan-Radu declared an interest in Para 124 – ‘Proposed Waiting Prohibition: Kirkgate, Cupar’ – as he resided in the area and had been vocal on the parking issues there.

**119. DEPUTATION - ST ANDREWS ENVIRONMENTAL NETWORK: RANGE OF SERVICES PROVIDED IN NORTH EAST FIFE**

The Convener agreed, in terms of Standing Order No 12.0, that representatives from the organisation 'St Andrews Environmental Network' be permitted to address the meeting relating to the range of services their organisation provided across the whole of North East Fife and outlining their main projects.

Members then asked a number of questions which were answered.

The Convener, on behalf of the committee, thanked the organisation's representatives for their presentation.

**120. MINUTE**

The committee considered the minute of the meeting of the North East Fife Area Committee of 6 December 2023.

**Decision**

The committee agreed to approve the minute.

**121. HEALTH & SOCIAL CARE LOCALITY PLANNING – NORTH EAST FIFE**

The committee considered a report by the Service Manager (Locality/Community Led Support), Health and Social Care Partnership (H&SCP) providing an overview of the H&SCP Locality Planning Outcomes for North East Fife during 2023.

**Decision**

The committee agreed that the Health and Social Care Partnership (H&SCP) would provide an annual report to this committee with updates on locality planning and joint areas of interest between H&SCP and community planning partners.

**122. COMMUNITY RECOVERY FUND - HUMANUTOPIA**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for the reallocation of £30,000 funding from the Community Recovery Fund (CRF) towards the 'Humanutopia Secondary Schools project'.

**Decision**

The committee:-

- (1) agreed to approve the reallocation of £30,000 from the CRF towards the 'Humanutopia Secondary Schools project' - with a view to introducing this at Bell Baxter High School and Waid Academy, following Madras College's successful programme; and
- (2) noted that this funding was to be redistributed from the previously allocated funds to Police Scotland for the purchase of mobile CCTV systems for the five community ward areas in North East Fife.

**123. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2022-2023**

The committee considered a report by the Executive Director, Finance and Corporate Services advising on the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities for the financial year 2022-2023.

*Councillor Kennedy left the meeting prior to determination of this item.*

*The committee adjourned at 10.55 am and reconvened at 11.10 am.*

**Decision**

The committee:-

- (1) noted the information contained in the relevant appendices for the various Common Good Funds and Trust Funds; and
- (2) agreed to continue to support the disbursement of Trusts' funds to suitable projects which also included the amalgamation of individual trusts and, where appropriate, the dissolution of individual trusts including transferring the funds to suitable third-party organisations who were providing similar support to local priorities.

*Prior to consideration of the following item, having declared an interest, Councillor Hoggan-Radu left the meeting at this point.*

**124. PROPOSED WAITING PROHIBITION: KIRKGATE, CUPAR**

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce further 'No Waiting At Any Time' restrictions in Kirkgate, Cupar.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23\_50 (Appendix 1) with all ancillary procedures; and
- (2) authorised officers to confirm the TRO within a reasonable period unless there were objections.

*Councillor Hoggan-Radu re-entered the meeting prior to consideration of the following item.*

**125. AREA ROADS PROGRAMME 2024-25**

The committee considered a report by the Head of Roads and Transportation Services detailing the projects which were proposed for inclusion in the 2024-25 Area Roads Programme for the North East Fife area.

**Decision**

The committee:-

- (1) approved the report and appendices 1-3 (Carriageway Scheme; Footway Scheme; and Proposed Road Safety and Traffic Management Scheme Lists for 2024-25, respectively);
- (2) agreed to delegate 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 and Depute Convener; and

## 2024 NEFAC 48

- (3) noted appendices 4, 5 & 6 (Lighting Scheme; Proposed Bridges and Structures; and Carriageway Thin Surfacing/Patching Scheme Lists 2024-25, respectively).

### 126. FIFE LOCAL AREA ECONOMIC PROFILES 2022-23

The committee considered a report by the Head of Business and Employability providing an annual overview of the performance of the local economy and labour market in North East Fife. The information presented was intended to provide background and context to council activity within the area and to help inform area committee discussion and decision-making.

#### **Decision**

The committee:-

- (1) considered and commented on the issues raised from the analysis of the latest available data; and
- (2) recognised the ongoing economic challenges.

### 127. NORTH EAST FIFE AREA COMMITTEE FORWARD WORK PLAN

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

#### **Decision**

The committee:-

- (1) noted the workplan and agreed to advise the Convener, Lead Officer and Committee Officer of any suggestions for specific areas they would like to see covered in any future report;
- (2) as outlined at Para 121 – ‘Health and Social Care Locality Planning – North East Fife’ – agreed that an annual update report be submitted for its consideration in February 2025;
- (3) in relation to Para 122 – ‘Community Recovery Fund – Humanutopia’ – agreed that the Community Manager (North East Fife) arrange for an ambassador of the project to deliver a short presentation to a future meeting of the committee;
- (4) acknowledged that an annual update report relating to the Common Good and Settlement Trust Funds 2023-24 was expected to be submitted for its consideration in February 2025; and
- (5) acknowledged that an annual update report relating to Fife Local Area Economic Profiles 2023-24 was expected to be submitted for its consideration in February 2025.



**VALEDICTORY COMMENT**

As this was the last meeting of the committee prior to his retirement, the committee expressed their appreciation of the contributions of Donald Grant, Community Manager (North East Fife) in supporting the work of the committee and wished him a healthy and happy retirement.

24 April 2024

Agenda Item No. 4

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## Appointment to Partner Organisation – St Andrews Pilgrim Foundation

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Report by: Lindsay Thomson, Head of Legal and Democratic Services

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Ward Affected: 18 - St Andrews

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### Purpose

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To seek nominations from the North East Fife Area Committee for an appointment to the St Andrews Pilgrim Foundation, being a fixed term appointment due to expire in June 2024. Councillor Jane Ann Liston is the current appointee to this organisation, appointed in June 2021.

### Recommendation(s)

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The Committee is asked to appoint a Councillor from Ward 18 to the St Andrews Pilgrim Foundation.

### Resource Implications

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None.

### Legal & Risk Implications

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External organisations have their own governance structures and members should seek advice from Legal and Democratic Services on any concerns they have on membership of the organisation. In particular, members may be subject to other legislation such as the Companies Acts (directors' responsibilities) and charity law.

### Impact Assessment

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

### Consultation

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The St Andrews Pilgrim Foundation has been consulted as appropriate.

## 1.0 Background

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- 1.1 At the meeting of the North East Fife Area Committee on 9 June 2021, the Committee were asked to appoint a member from Ward 18 to the St Andrews Pilgrim Foundation. Previous minute reference paragraph 347 of 2021 NEFAC 183.
- 1.2 The Committee appointed Councillor Jane Ann Liston as a member.

## 2.0 Current position

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- 2.1 Councillor Jane Ann Liston is currently the Council's appointee to the St Andrews Pilgrim Foundation, however, this is a fixed term appointment due to expire in June 2024.

## 3.0 Conclusion

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- 3.1 Being a fixed term appointment, the North East Fife Area Committee requires to re-appoint to this vacancy - to be filled by a Councillor from Ward 18.

### List of Appendices

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None

### Background Papers

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

- Appointments to Partner Organisations - Report to Committee on 9 June 2021.

### Report Contact

Diane Barnet, Committee Officer, Legal & Democratic Services

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24 April 2023

Agenda Item No. 5

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## Objections to Proposed No Waiting Restriction: Shanwell Road South, Tayport

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

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**Wards Affected:** Ward 17 – Tay Bridgehead

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### Purpose

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The purpose of this report is to allow Committee to consider objections to the proposed no waiting restrictions at Shanwell Road South, Tayport.

### Recommendation(s)

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It is recommended that the Committee agrees to withdraw the proposal and uphold the objections to the Traffic Regulation Order (TRO) to promote the restrictions detailed in drawing no. TRO23\_38.

### Resource Implications

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The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising as well as the necessary markings required.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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The ward councillors, Parking Management team, Police Scotland and Tayport Community Council were advised.

Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of road. In addition, details of the proposed TRO were made available online.

## 1.0 Background

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- 1.1 Shanwell Road South is a residential street, with some commercial and leisure usage. It is a route to the Fife Coastal Path and Tentsmuir Forest.
- 1.2 The no waiting at any time restriction was promoted due to reports and observation of inconsiderate parking in the area around the bus turning circle at the east end of Shanwell Road South.
- 1.3 On 25<sup>th</sup> October 2023, Committee agreed to the promotion of a TRO for a “No Waiting At Any Time” restriction on Shanwell Road South, Tayport.
- 1.4 Formal consultation was carried out with notices being published on the 9<sup>th</sup> of February 2024 with a closing date for objections of 1<sup>st</sup> March 2024.
- 1.5 During the objection period 14 objections were received. 2 objectors failed to confirm their objections by the above date, following service response.

## 2.0 Issues and Options

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2.1 The objections received were from a combination of residents and visitors to the area.

2.2 The main grounds for objections were:

*The proposed restriction is not necessary as the issue with problem parking does not exist or is minimal.*

*The proposal will result in additional vehicles parking in the residential section of the street, increasing parking and access difficulties for residents.*

2.3 We have advised objectors that parking for the Fife Coastal Path and Tentsmuir Forest exists at Links Road North, a few minutes' walk away from the location concerned. However, this is only 24 spaces plus disabled parking, so can be busy.

2.4 Some objectors have suggested creating a car park within the land around the bus turning circle. However, Fife Council does not own this land which is split between Common Good ownership or private property.

2.5 Two objectors have only objected to the proposal in part. Removing sections of the no waiting restriction is likely to render the remainder ineffective.

## 3.0 Conclusions

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3.1 It is considered that the objections are upheld and the proposal withdrawn.

### List of Appendices

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1. Drawing No. TRO23\_38
2. Background papers – details of objections and service responses

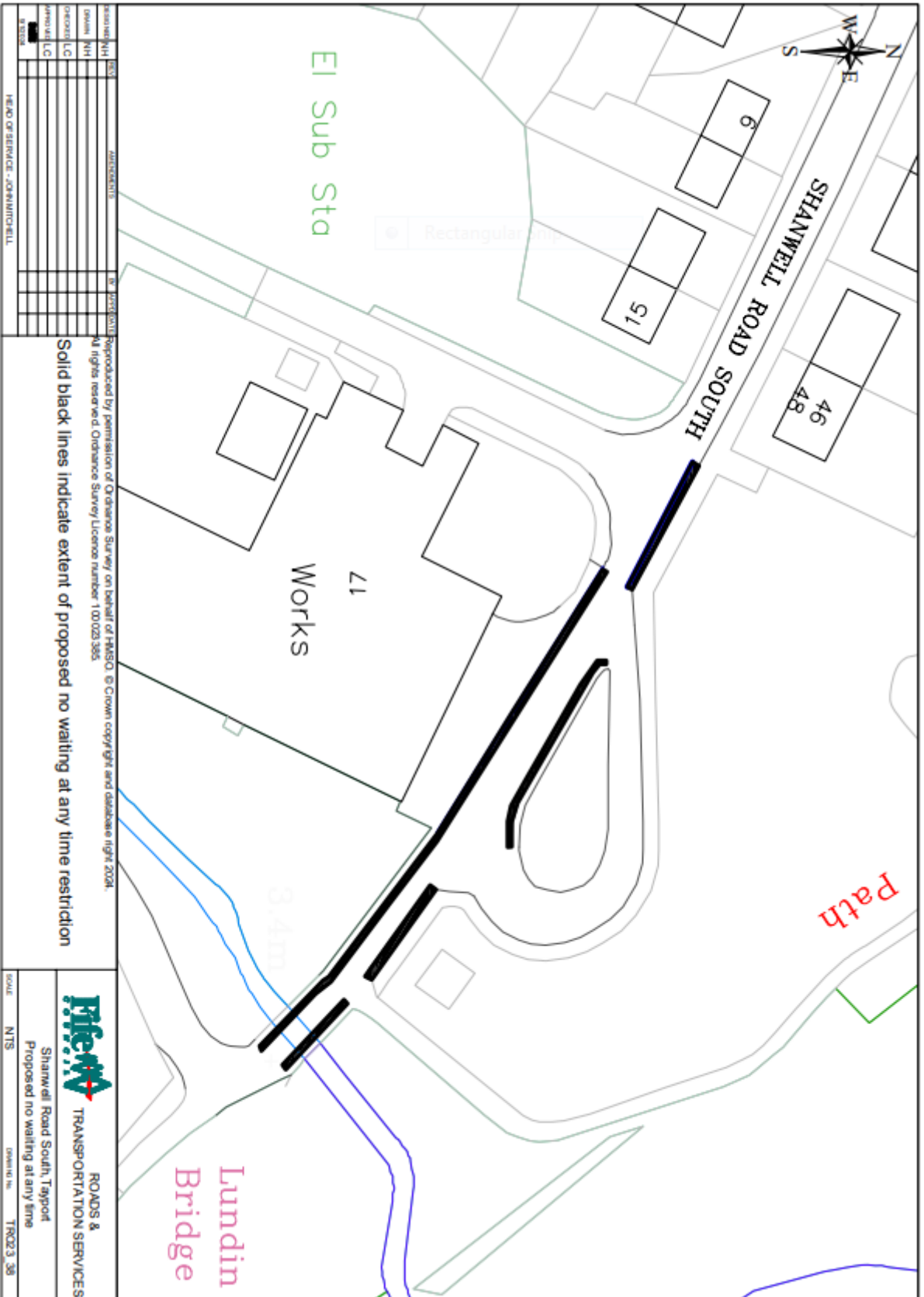
## Report Contacts

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Appendix 1



24 April 2024

Agenda Item No. 6

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## Proposed Waiting Prohibition: Short Lane, Cupar

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

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**Wards Affected:** Ward No. 20 – Cupar

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### Purpose

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The purpose of this report is to allow the North East Fife Area Committee to consider proposals to introduce further 'No Waiting At Any Time' restrictions in Short Lane, Cupar.

### Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO24\_11 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

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The cost to formally promote this TRO will be approximately £2,500, which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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

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



## 1.0 Background

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- 1.1 Short Lane is a narrow, no through road with no turning head.
- 1.2 Vehicles parking in the unrestricted section of road on the north side can make passage difficult, especially as with no turning head there is sometimes a necessity to reverse out.
- 1.3 The car park on the south side of Short Lane has now closed for proposed housing development. Parking is available 113m away in Bonnygate car park. The design for the proposed housing development has its own off-street parking provision.

## 2.0 Issues and Options

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- 2.1 Following an enquiry from a member of public and on-site observations regarding difficulties with parking, access and safety for pedestrians, it is proposed to extend the “No Waiting At Any Time” restriction as shown in Appendix 1.
- 2.2 The building shown on the plan as Sunday School and no’s 2-16 Short Lane have their own car parks. No. 17 Short Lane has existing off-street parking provision.
- 2.3 A “No Waiting At Any Time” restriction already exists for the west end of Short Lane and from the access to flats 1-4 The Old Exchange, Short Lane to the vehicular access to the post office.

## 3.0 Conclusions

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

### List of Appendices

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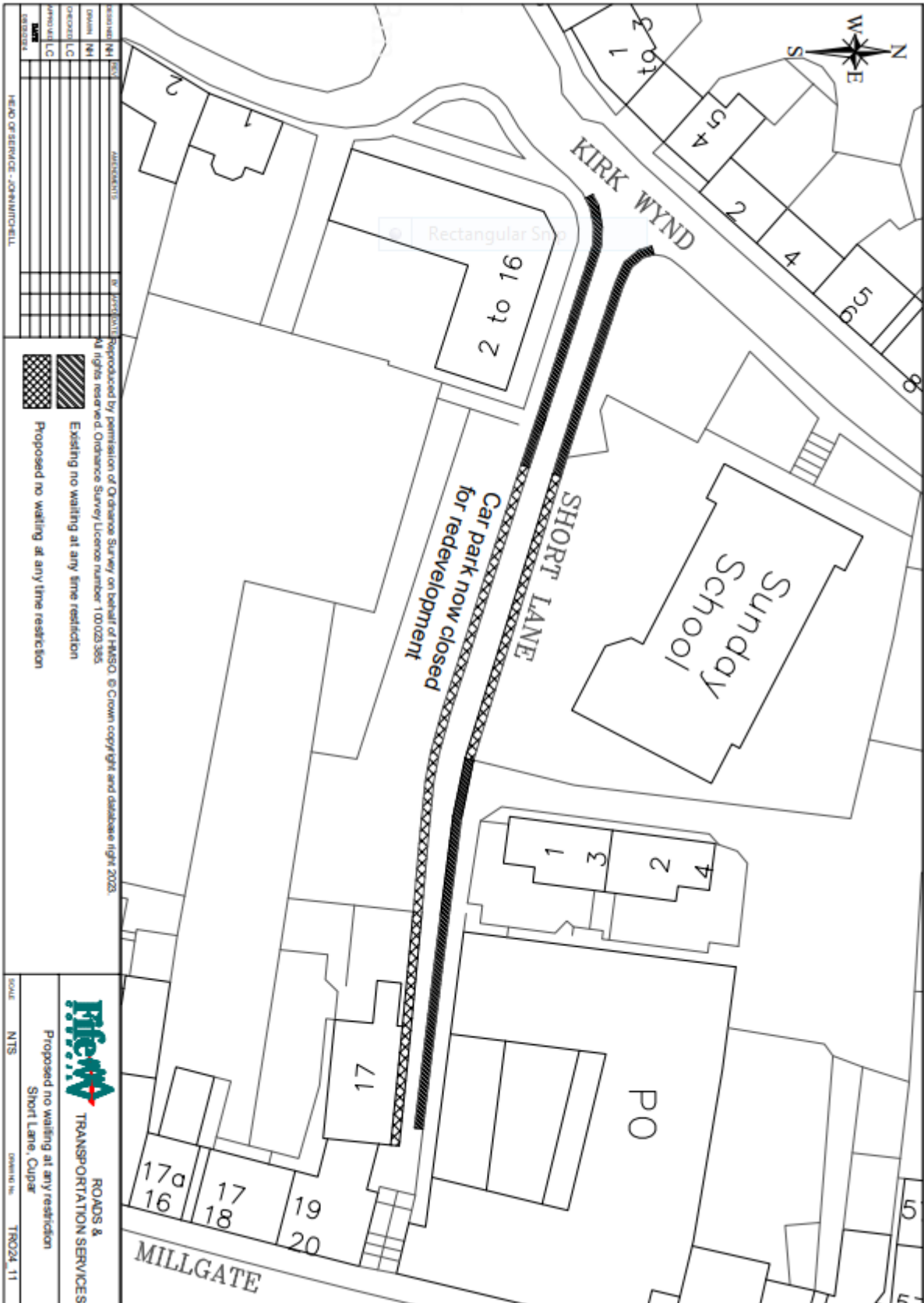
1. Drawing no. TRO24\_11

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24 April 2024

Agenda Item No. 7

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## Proposed Loading Bay: Castle Street, Tayport

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

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**Wards Affected:** Ward 17 – Tay Bridgehead

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### Purpose

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The purpose of this report is to allow the Area Committee to consider proposals for the introduction of a loading bay in Castle Street, Tayport.

### Recommendation(s)

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

1. agrees to the promotion of a Traffic Regulation Order (TRO) to amend the restrictions as detailed in drawing no. TRO24\_06 (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 and deliver the associated traffic management works will be approximately £2500 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising and delivery of the new infrastructure. This will be met from approved Service budgets.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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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, Tayport Community Council, Parking Management team and Police Scotland have been advised. A letter-drop was carried out to inform nearby residents.

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

## 1.0 Background

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- 1.1 Castle Street is a two-way street containing both residential and commercial properties.
- 1.2 The local Co-op store is located at the north end of Castle Street, close to the junction with Broad Street.
- 1.3 Two other businesses, a butcher's and a tattooist, occupy premises on the same side of road as the Co-op.

## 2.0 Issues and Options

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- 2.1 Parking is at a premium along both sides of Castle Street.
- 2.2 All deliveries for the Co-op are made to the front entrance of the shop off Castle Street. There is no access to the rear of the shop.
- 2.3 Parking in front of the shop causes the delivery vehicles to park close to the narrowing of the road at the Broad Street junction. Other vehicles continue to park on the west side of the road while the Co-op vehicle is unloading, significantly reducing the visibility.
- 2.4 The Co-op distribution team have given assurances that all deliveries to the shop will be made between 9am and 11am.
- 2.5 It is proposed to introduce a "Loading Bay", white box marking as detailed in dwg. no. TRO24\_06. This will clear 22 metres of the east side of Castle Street every day between 9am and 11am to allow delivery vehicles to park. With a temporary restriction customers, residents and visitors will still be able to park outwith these times.

## 3.0 Conclusions

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

### List of Appendices

1. Drawing No. TRO24-06: Castle Street, Tayport, proposed loading bay

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DRAWN	NH				
CHECKED	LC				
APPROVED	LC				
<b>DATE</b>					
18/02/2024					

HEAD OF SERVICE - JOHN MITCHELL



Proposed Co-op loading bay  
 Castle Street, Tarpot

SCALE: NTS DRAWING NO: TRO24\_06

24 April 2024

Agenda Item No. 8

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## Traffic Regulation Order Amendment - St Andrews 20mph Speed Limit – B939 Strathkinness Low Road

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

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**Wards Affected:** Ward 18

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### Purpose

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The purpose of this report is to inform the North East Fife Area Committee of an amendment to the proposed 20mph & 40mph Traffic Regulation Orders on B939 Strathkinness Low Road (approved 6<sup>th</sup> December 2023 Agenda Item 8) as a result of conditions within Planning Permission 22/00691 FULL.

### Recommendation

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It is recommended, Committee notes the amendment extending the 20mph zone beyond the new development south of B939 Strathkinness Low Road, as shown in Appendix 1.

### Resource Implications

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There were no additional costs to the original proposal in implementing this amendment.

### Legal & Risk Implications

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Not addressing the conditions of the Planning Permission of the development could cause the developer to incur further design and Planning costs, that could be claimed against the Council.

### Impact Assessment

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

### Consultation

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The Committee Convenor and Vice-convenor were consulted under delegated powers.

The statutory consultation for the proposed TRO, as amended, is open, having been published on 29<sup>th</sup> March in the St Andrews Citizen, online and by on-street notices. The closing date for objections is 26<sup>th</sup> April.

## 1.0 Background

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- 1.1 Planning permission 22/00691/FULL was granted, with conditions applied, on 3rd March 2023. The proposal is for housing served by a new vehicular access from a derestricted (60mph speed limit) rural road. The Transportation Development Guidelines contains a policy against the formation of new accesses on derestricted rural roads. To address this it was agreed that, given the road would eventually have development on both sides with the STAW SDA (St Andrews West Strategic Development Area), it would be acceptable to extend the existing 30mph limit on the B939 by some 300 metres to the western boundary of the application site; with conditions requiring the developer to extend the street lighting, relocate road signs and provide a footway.
- 1.2 After planning permission was granted, St Andrews ward Members requested that all remaining 30mph roads within the boundary of St Andrews be covered by a 20mph speed limit. To progress this request, the North East Fife Area Committee approved the promotion of a Traffic Regulation Order (TRO) for amendments to the speed limits in St Andrews on Wednesday 6th December 2023.

## 2.0 Issues and Options

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- 2.1 Condition 4 of Planning Permission 22/00691/FULL that requires the developer to relocate the 30mph speed limit gateway, west past their access.
- 2.2 Condition 5 relates to the required visibility splay of 3m x 90m that is based on a 30mph speed limit.
- 2.3 The existing speed limits and the original TRO proposal to reduce the B939 Strathkinness Low Road from 30mph to 20mph to the existing gateway at the east boundary of the cemetery and introduce a length of 40mph speed limit west past Rufflets Hotel, are shown in Appendix 1. The result being that there would be no 30mph limit to extend westwards to the western boundary of the application site.
- 2.4 The decision of the North East Fife Area Committee to reduce the 30mph roads in St Andrews to 20mph and the subsequent TRO proposal mean that the applicant cannot comply with conditions 4 and 5 of the Planning Permission. Promoting the TRO in its original form, Fife Council would effectively be rendering its own Planning Permission conditions unachievable, which could lead to reputational damage and risk of financial penalty, as the holder of the Planning Permission would have a valid claim and challenge against the council. The holder of the Planning Permission therefore, called for the proposal to be amended to show the 20mph extended out past the proposed development access, otherwise a claim against the council would be intimated and raised.
- 2.5 A 20mph limit on the rural road beyond the existing gateway past the new development access is not desirable or in line with new 20mph guidelines issued by the Scottish Government through Transport Scotland. It is expected that driver compliance with the inappropriately low limit will be extremely low. However, to address this issue, the proposed TRO has been amended, as shown in Appendix 1 to move the 20mph gateway west as required.
- 2.6 To avoid any delay, the amendment was made to the proposed TRO before it was published, under delegated authority by the Council Leadership team and by agreement of the Committee Convenor and Vice-convenor.



- 2.7 The statutory consultation for the proposed TRO, as amended, is open having been published on 29th March with a closing date of 26th April for objections.

## 3.0 Conclusions

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- 3.1 Committee is hereby notified of the amendment for extension of the 20mph zone beyond the new development on B939 Strathkinness Low Road.

### Background Papers

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

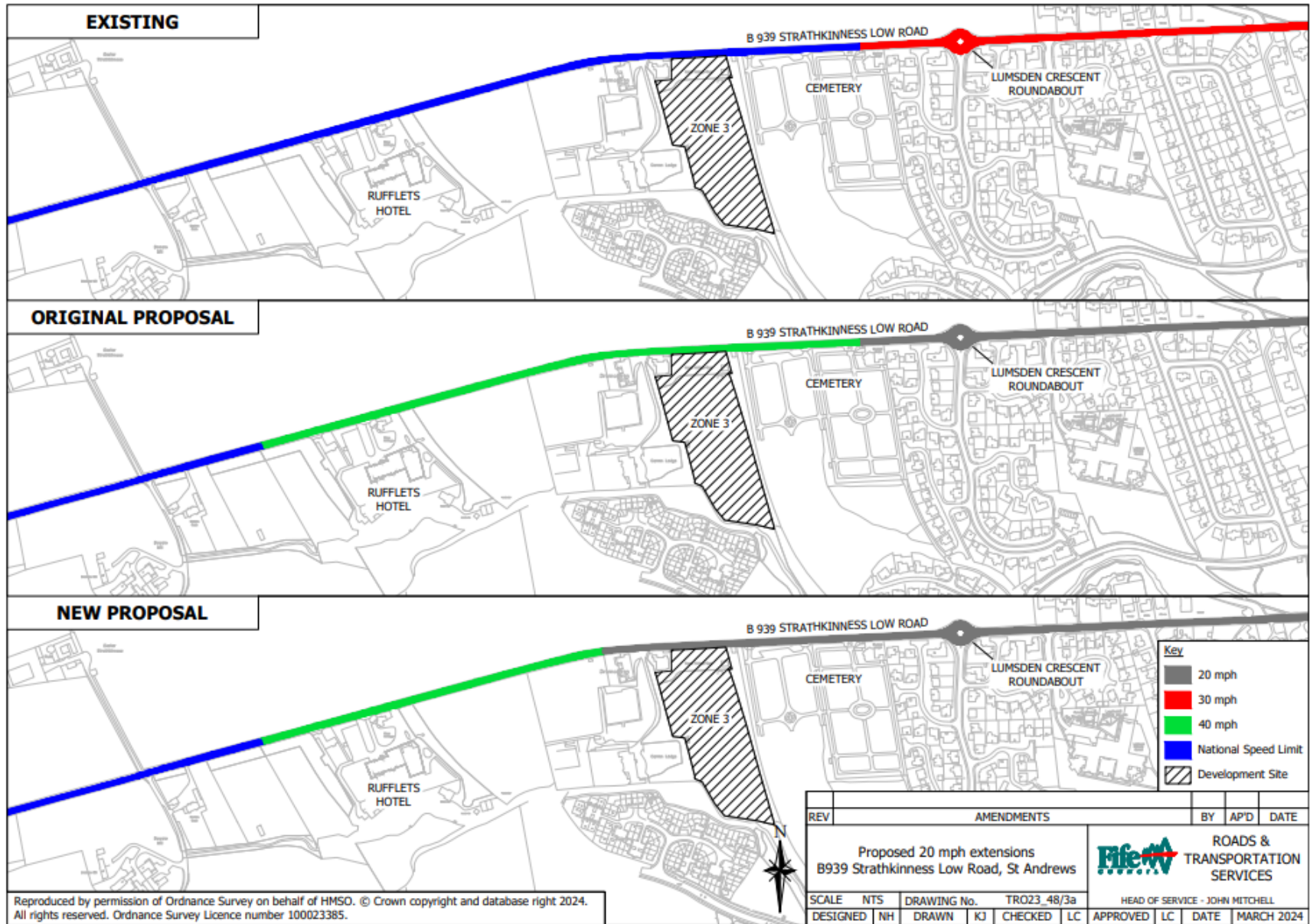
- North East Fife Area Committee Papers (Agenda Item 8: St Andrews – Speed Limit Amendments) [Agenda & Papers for NEFAC on 6 December 2023](#)

### Report Contacts:

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# Appendix 1



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## Community Asset Transfer Application by Crail Community Partnership

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

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Wards Affected: 19

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### Purpose

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The purpose of this report is to seek approval for a Community Asset Transfer request received from Crail Community Partnership under Part 5 of the Community Empowerment (Scotland) Act 2015 to purchase Denburn Wood in Crail.

### Recommendation(s)

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It is recommended that committee members approve the asset transfer request at less than market value at the price of £1 and all otherwise on terms and conditions to the satisfaction of the Head of Property Services and the Head of Legal and Democratic Services.

### Resource Implications

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If the request is approved, there will be a potential loss of a capital receipt of £4,999.

### Legal & Risk Implications

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There are no material risks or legal implications anticipated from the disposal.

### Impact Assessment

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

### Consultation

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Crail Community Partnership has undertaken consultation with its members, the local community and stakeholders as part of the application process.

Fife Council, as required under Community Empowerment legislation, notified the local community of the request for community asset transfer and published the Community Asset Transfer application online.

## 1.0 Background

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- 1.1 Part 5 of the Community Empowerment (Scotland) Act 2015 enables community transfer bodies to request the ownership, lease or management of publicly owned buildings or land. The Community Transfer Body (CTB) and its request must meet the requirements of the Act before the Council can validate and consider the request.
- 1.2 Denburn Wood is divided into four segments with Fife Council owning one quarter share and the remaining sections owned by Crail Preservation Society. Crail Community Partnership, with support from Crail Preservation Society, would like to take over management of Denburn Wood to allow simpler and faster decision making and seek funding to manage the area as a community green space.

## 2.0 Process for Dealing with Community Asset Transfer Applications

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- 2.1 Part 5 of the Community Empowerment (Scotland) Act (the “Act”) came into force on January 2017. The Act provides a process for Community Transfer Bodies (CTB) to request the sale, lease or management of buildings and land within the ownership of public authorities. The Council has a two-stage process for dealing with (1) CAT enquiries and (2) formal CAT requests. Stage 1 is not required in terms of the Act but encourages organisations to make an informal application in order for the Council to assess the extent of any advice or support necessary for organisations to make the most of the opportunities that the Act offers. A CTB can submit a formal request in terms of the Act at any time. The Community Asset Transfer Team has set up an evaluation panel to evaluate and score requests in accordance with the criteria set down by the Act. A scoring matrix has been developed in order to allow requests to be evaluated objectively, fairly and transparently. The evaluation panel will score a request and make a recommendation to either accept or reject a request.
- 2.2 Section 82(5) of the Act states that an authority must agree to a request unless there are reasonable grounds for refusing it. Reasonable grounds for refusal must be determined in the circumstances of each individual case. However, they are likely to include cases where:-
  - the benefits of the asset transfer request are judged to be less than the benefits of an alternative proposal;
  - where agreeing to the request would restrict the relevant authority’s ability to carry out its functions; or
  - failure to demonstrate the benefits or delivery of the proposal.
- 2.3 Once the committee decides to either approve or refuse the application, the Act requires that the Decision Notice states reasons for the decision reached by the committee. These are set out in Appendix 1.

## 3.0 CAT Application by Crail Community Partnership

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- 3.1 Crail Community Partnership (CCP) aims to bring together a wide range of stakeholders which have an interest in further the social, economic, environmental and physical design of the Crail community. The organisation has successfully taken ownership of a number of council assets through community asset transfer, mostly being land transfers in Crail.

- 3.2 Denburn Wood is a highly valued asset in Crail providing a scenic route between section of the community and a resource used for well-being and for education by Crail Primary School. Development of Denburn Wood as a community green space started in the 1960s and the area was gifted to Crail Preservation Society by the adjacent developer in the 1990s.
- 3.3 The purchase of Denburn Wood for £1 would allow the organisation to secure external funding to improve accessibility of the path for benefit of the local community.

## **4.0 Community Empowerment (Scotland) Act Evaluation**

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- 4.1 The CAT evaluation panel individually scored the applicant's application with a subsequent consensus evaluation and scoring meeting held on 7 February 2024. The panel considered the request using evaluation criteria as laid down by the Act. A copy of the completed scoring matrix is attached at Appendix 2. The panel considered that the applicant's proposal would improve accessibility of the path for everyone as well as improving health and well-being.
- 4.2 A main goal for the community is to make the end to end path more accessible and less vulnerable. The best way to do this is obtain funding that would be given to local community charities but not to Fife Council.
- 4.3 The price offered by the Applicant is £1. The market value of the Asset is £5,000.
- 4.4 After assessing the application under the Community Empowerment (Scotland) Act 2015, the CAT evaluation panel decided that the organisation would:-
- develop the path for the benefit of the local community;
  - be able to secure funding to make it accessible for a wide range of people;
  - enhance volunteering opportunities thereby benefitting public health, social and environmental well-being.
- 4.5 Crail Community Partnership received a consensus score of 79 points out of a maximum of 124 points and the panel recommended approval of the transfer on the basis of conditions to be confirmed by the Head of Legal and Democratic Services and the Head of Property Services.

## **5.0 Disposal of Properties for Less than Best Consideration**

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- 5.1 Where the council is considering a proposal that land (or buildings) be disposed of at 'less than the best consideration that can reasonably be obtained,' in situations like the current one, it needs to follow the process set out in the Disposal of Land by Local Authorities (Scotland) Regulations 2010.
- 5.2 The process consists of three steps:-
- The council must appraise and compare the costs and other disbenefits and the benefits of the proposal;
  - Be satisfied that the disposal for that consideration is reasonable; and
  - Be satisfied that, as regards some or all of the local authority area or persons resident or present there, the disposal is likely to contribute to the promotion of improvement of economic development or regeneration; health; social well-being; or environmental well-being.

- 5.3 The asset has been valued at £5,000 and Crail Community Partnership has offered a nominal purchase price of £1.
- 5.4 The benefits of the application are that the organisation will be able to secure funding to improve the accessibility of the path thereby benefitting the local community.
- 5.5 Disbenefits are the loss of circa £4,999 from the disposal at less than market value of £1.
- 5.6 Comparison: After comparing the benefits and disbenefits of the asset transfer request, the scoring panel has concluded that the benefits outweigh the disbenefits and that the disposal consideration is reasonable.

## **6.0 Conclusion**

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- 6.1 Following evaluation of the CAT request in terms of the Act, the evaluation panel and CAT team are recommending the approval of the disposal of Denburn Wood to Crail Community Partnership.

### **List of Appendices**

- 1. Reasons for Approval or Refusal of Request
- 2. Scoring Matrix
- 3. Denburn Wood site plan

### **Report Contacts:**

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## Reasons for Approval or Refusal of Request

### Approval of request

#### Matters to be considered

1. Has the organisation demonstrated the need for the proposal in their community?  
Does it have community support?
  
2. Benefits of the request  
  
The Council needs to consider whether agreeing to the proposal would be likely to promote or improve:
  - Economic development
  - Regeneration
  - Public Health
  - Social well-being
  - Environmental well-being, or
  - Reduce inequality of outcome which result from socio-economic disadvantage.
  
3. Ability to deliver  
The Council must consider whether the proposal is sustainable and whether the organisation has the ability to deliver. Has the organisation:
  - provided evidence on how they intended to fund the proposal. Have they identified all costs associated with delivering the proposal and how these would be covered in the short and long term?
  - provided evidence of the appropriate skills and experience required to manage and maintain the asset.
  - Demonstrated that the projected benefits were based on robust information and the proposal demonstrated value for money.
  
4. Will the proposal restrict the delivery of the Council's functions?  
Consider whether the proposal will contribute to achieving local and national outcomes.
  
5. Is there an alternative proposal?  
This can be another community asset transfer request or the Council's own requirement for the asset. Assess the benefits of the request against those of the alternative proposal.

## Refusal of request

### Matters to be considered

1. Has the organisation demonstrated the need for the proposal in their community? Does it have community support? If the proposal has attracted opposition and causes division within the community then it does not have a net benefit.
2. Benefits of the request  
The Council needs to consider whether agreeing to the proposal would be likely to promote or improve:
  - Economic development
  - Regeneration
  - Public Health
  - Social well-being
  - Environmental well-being, or
  - Reduce inequality of outcome which result from socio-economic disadvantage.
3. Ability to deliver  
The Council must consider whether the proposal is sustainable and whether the organisation has the ability to deliver. Has the organisation:
  - provided evidence on how they intended to fund the proposal. Have they identified all costs associated with delivering the proposal and how these would be covered in the short and long term?
  - provided evidence of the appropriate skills and experience required to manage and maintain the asset.
  - Demonstrated that the projected benefits were based on robust information and the proposal demonstrated value for money.
  - What is the impact of project failure?
4. Will the proposal restrict the delivery of the Council's functions?  
Will there be an unacceptable impact on the Council's ability to deliver its functions? For example, it may interfere with operations or require the Council to put alternative arrangements in place at substantial cost.
5. Is there an alternative proposal?  
This can be another community asset transfer request or the Council's own requirement for the asset. Assess the benefits of the request against those of the alternative proposal.
6. Other obligations or restrictions  
Is the asset leased by the Council and there are restrictions on assignment or subletting? Is the asset common good and consent from the Sheriff is required? This would not prevent the transfer but there would be additional cost involved in obtaining consents. Consider whether this cost would have to be met by the organisation.



## Scoring Matrix for Stage 2 Applications under Part 5 – Community Empowerment (S) Act 2015

**Name of applicant:** Crail Community Partnership  
**Asset being applied for:** Denburn Wood, Balcomie Road, Crail

Assessment Criteria	Score
<b>Section A – About the Proposal</b>	3
A.1 - Are the aims and objectives of the proposal clearly defined?	
A.2 - Has the organisation described what services they will deliver and explained why they are required?	3
A.3 - Has the organisation described why they require the asset and what difference this will make to delivery of services in their area?	3
A.4 - How does the proposal compare with similar services being delivered in the same area? What is the additionality/displacement?	4
A.5 – Have they described their experience of delivery the services?	4
A.6 – Are there similar projects in the area? What will this add?	3
	<b>Section A=20</b>
<b>Section B – Wider support and wider public support</b>	3
B.1 - Has the applicant organisation demonstrated that there is sufficient demand for the proposal?	
B.2 - Local community support Has the organisation demonstrated that there is sufficient support from the local community? This should be based on widespread consultation of those who would be served by the asset as well as support from community partners. Evidence of stakeholder consultation is required including details of who was consulted, how, what the response was etc.	2
B.3 - Partnerships - Has the organisation provided details of any partnership arrangements required to deliver the proposal successfully?	3
B.4 - Equality - Has the organisation demonstrated how it will take into account the different needs of the community? Does the application demonstrate where a proposal may reduce inequalities?	2
	<b>Section B=10</b>
<b>Section C - Impact/ Benefits</b>	3
C.1 - Assess whether agreeing to the request would be likely to:  promotes or improve: Economic development Regeneration Public health Social well-being Environmental well-being Reduce inequalities	

Assessment Criteria	Score
C.2 – Have they demonstrated how they will take into account the differing needs of the community and demonstrate how they will reduce inequalities? Note any practical, physical or financial barriers to accessing services and how they will address these for all sections of the community.	3
C.3 – Regarding the Services being provided – how will this reduce public sector costs of providing the same or similar services in the area?	2
<b>Section C=8</b>	
<b>Section D – Organisational Viability</b>	3
D.1 - Has the organisation demonstrated that they have experience of managing an asset?	
D.2 - Has the organisation demonstrated that they have experience in delivering the proposed services?	3
D.3 - Has the organisation provided details of individuals who have the skills to a) manage the project b) run and manage the asset? This should include details of the individual skills and experience.	3
D.4 - Has the organisation demonstrated they have clear governance and decision-making procedures for managing the asset and delivering the services e.g. there needs to be a clear process for making decisions including who will be responsible for booking rooms, dealing with site problems, compliance with legal issues such as health and safety.	2
D.5 - Has the organisation demonstrated they have a clear understanding as to what is required in relation to managing an asset? E.g. insurance, maintenance of the building, boilers, firefighting equipment and electrical items, EPC, legionella testing etc.	3
D.6 - Has the organisation provided details of the monitoring arrangements to be put in place to ensure the project delivers its key objectives?	2
<b>Section D=16</b>	
<b>Section E – Financial Information</b>	1
E.1 - Has the applicant organisation provided their projected income and expenditure and cash flow forecasts? Have they demonstrated there is sufficient projected cash flow to show the proposal is financially viable?	
E.2 - Has the organisation demonstrated the need as to why the asset should be transferred at less than best consideration?	1
E.3 - Use of Resources Has the organisation identified all the resources required to deliver the benefit? Consider: <ul style="list-style-type: none"> <li>• Funding obtained so far</li> <li>• Funding and support required from the Council</li> <li>• Other sources of funding</li> <li>• Number of employees or volunteers available to run/maintain the asset</li> </ul>	1
E.4 - Has the organisation demonstrated prioritisation of resources in the longer term in order to contribute to sustainable development? Demonstrate future funding or self-financing arrangements. Are the assumptions credible/ evidenced?	1

<b>Assessment Criteria</b>	<b>Score</b>
E.5 - Have they identified resources for long term sustainability? Future funding or self-financing arrangements.	3
E.6 – What overall benefit will there be to public sector costs? Try to quantify the community benefit in financial terms.	3 <b>Section E=10</b>
<b>Section F – Property</b>	
F.1 - If the organisation seeks a discount then the benefit of the request should be proportionate to the value of the asset and the level of discount. Has the discount been justified?	N/A
F.2 - Will the project have an overall financial benefit on public sector costs (e.g. removes the maintenance burden from the Council)	2
F.3 – Has sufficient consideration been given to property costs?	2
F.4 – Has the organisation provided sufficient evidence that they merit and can sustain exclusive use of the asset (based on current user information provided)?	2 <b>Section F=6</b>
<b>G. Local and National Outcomes</b>	3
G.1 - Consider how the proposed benefits of the asset transfer request will contribute to achieving the Council's outcomes or to national outcomes more generally.	
G.2 - Consider how the proposal will impact on the Council's own delivery of services.	3
G.3 - To what extent does the proposal contribute to local or national priorities? Produce a clear plan for achieving intended outcomes (ideally showing links to local or national outcomes),	3 <b>Section G=9</b>

**Total consensus score: 79/124**

## Assessment Scoring Matrix

To assess proposed use and financial arrangements for the asset. Must be proportionate and appropriate.

-2	Has negative impact on the Councils activities
-1	Has negative impact on existing provision/ existing benefit
0 = Poor	Little or no response in regards to the submission with ill defined unrealistic ambitions
1 = Weak	The submission contains only minor detail and is not based on robust information
2 – Moderate	The submission provides a level of detail which enables understanding with acceptable projected benefits
3 = Strong	The submission provides sufficient evidence that the issue has been taken into account with sound, sustainable Best Value characteristics
4 = Very Strong	The applicant has included all issues in the submission and has provided additional information which enables detailed understanding with strong and sustainable Best Value characteristics with robust related project benefits

• *Red Bull's 1005*



ENTRANCE AT  
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24 April 2024

Agenda Item No. 10

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## **Application for Funding from Crail Common Good Fund – Crail Play Park Renovation**

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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Wards Affected: 19 – East Neuk and Landward

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### **Purpose**

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To present for consideration an application received from Crail Community Council for an increase in grant funding from Crail Common Good Fund.

### **Recommendations**

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Members are asked to consider an application from Crail Community Council for a further £19,514.53 towards the costs of renovating Crail Play Park.

### **Resource Implications**

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Crail Common Good Fund has an estimated in-year revenue surplus of £56,841 and revenue balances from previous years of £383,616. Successful applications from previous years that have yet to draw down funding amount to £204,819, including this application.

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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The project has the support of ward members and the local community council.

## 1.0 Background

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- 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 for £5,000 and under can be determined under delegated powers if there is agreement between the local Elected Members. However, the amount applied for on this occasion will require that it is determined by the North East Fife Area Committee.
- 1.3 The grant application should normally be a maximum of 50% of the total project cost except in circumstances where funding is for the maintenance of Common Good property.
- 1.4 Members previously approved £44,884.47 from Crail Common Good Fund towards the cost of this project.
- 1.5 Whilst an application for funding to another organisation was successful, the level of award was not as high as expected. The applicant is seeking the shortfall (£19,514.53) from Crail Common Good Fund.

## 2.0 Project Proposal

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- 2.1 The local Charette carried out by Crail Community Partnership highlighted the need, want and requirement of improved play spaces in Crail. This application is for a grant to renovate the play park adjacent to the school and nursery in Crail.
- 2.2 The play park equipment is nearing the end of its asset lifetime, with several pieces having already been removed but not replaced.
- 2.3 The current play equipment is not accessible to disabled users, therefore, equipment in the new design of the park has been specifically chosen to allow accessibility – e.g., accessible roundabout, bucket swing and sensory panels. Furthermore, the access path into the park will be improved to ensure ease of access for those in a wheelchair.
- 2.4 The current play equipment does not fully cater to the age range of the children using the park hence, the new design includes more challenging equipment which allows the chance for climbing for older users age 12+, while ensuring there is suitable equipment for younger children that still provides the opportunity for risky climbing and self-propelled movement – all of which are essential for development at all stages.
- 2.5 The fencing along the entire play park and skate park will be replaced as part of the project as the old fence is rusted and not particularly safe or secure. Further perennial planting will be added to enhance the natural environment and to attract wildlife, both pollinators and birds.

## 3.0 Project Costs

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3.1 The overall cost for the project is £189,784.47. Fife Council will fund £100,000 of the overall cost (63%).

3.2 The following applications have been made to cover this cost:

• Common Good (June 2023)	£44,884.47	(awarded)
• Fife Environment Trust	£21,895	(awarded)
• University of St Andrews Community Trust	£1,500	(awarded)
• Helen Main Trust	£2,000	(awarded)
• Common Good	£19,514.53	(this application)

## 4.0 Conclusion

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4.1 The award of a grant towards the cost of renovating the Crail Play Park ensures its long-term sustainability.

4.2 The application meets the criteria for Common Good funding. Overall grant funding requested is 34% of total estimated project costs.

### List of Appendices

1. Crail Common Good Financial Statement
2. Crail Community Partnership Financial Evaluation Form

### Background Papers

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

### Report Contact

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**FINANCIAL STATEMENT 2023/24  
AS AT JANUARY 2024**

2022/23	2023/24 EXPENDITURE TO DATE	2023/24 FULL YEAR PROJECTION
£	£	£
<b>INCOME</b>		
43,760 RENTS	56,315	56,315
20,158 EXTERNAL INTEREST	8,936	20,158
9,338 INTEREST ON REVENUE BALANCES	0	9,338
0 OTHER INCOME	0	0
OTHER INCOME - PROPERTY	0	0
<b>73,256 TOTAL INCOME</b>	<b>65,251</b>	<b>85,811</b>
<b>EXPENDITURE</b>		
0 PROPERTY COSTS - CORPORATE MANAGED	0	0
300 PROPERTY COSTS - OTHER	403	403
26,033 GRANTS - Current Year	5,414	167,631
GRANTS - Previous years	14,238	56,841
450 OTHER EXPENDITURE	0	0
<b>26,783 TOTAL EXPENDITURE</b>	<b>20,056</b>	<b>224,875</b>
<b>46,473 SURPLUS/(DEFICIT) FOR YEAR</b>	<b>45,195</b>	<b>(139,064)</b>
REVENUE BALANCES FOR PREVIOUS YEAR GRANTS	14,238	56,841
<b>46,473 SURPLUS/(DEFICIT) TOTAL</b>	<b>59,433</b>	<b>(82,223)</b>

**FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/23**

HERITABLE PROPERTY	£	1,322,871
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**CRAIL COMMON GOOD**

**ANALYSIS OF GRANT PAYMENTS**

**APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS**

£	OUTSTANDING PROJECT	REF	AWARDED DATE	£ PAID
20,000	Crail Parish Church Restoration	NEF023	02/09/2020	
20,000	Refurbish Harbourmasters Office at Crail Harbour	NEF035	02/09/2020	
-	Crail Community Partnership - Victoria Gardens 2021 Plantin	NEF050	07/01/2021	
-	Crail Festival - Tree Pollarding	NEF067	05/10/2021	
1,254	Crail in Bloom	NEF074	12/05/2022	1,254
1,825	Crail Museum & Heritage Centre - Computerising Collection	NEF075	12/05/2022	
10,000	Trustee of Crail - Turning Tarmac into Wetland	NEF079	20/07/2022	9,223
3,762	Crail Community Hall - Floor Resurfacing	NEF090		3,762
<b>56,841</b>			<b>REMAINING AMOUNT STILL TO BE PAID</b>	<b>14,238</b>

42,602

**APPLICATIONS APPROVED IN 2023/24**

£	COMMITTED PROJECT	REF	AWARDED DATE	£ PAID
1,818.00	Removal of Infected Willow tree	NEF093		
3,114	Doocot Restoration	NEF095		3,114
2,300	Crail Local Place Plan	NEF099	11/2/2023	2300
96,000	Community Hall Development Coordinator - Over 3 years	NEF100	11/7/2023	
64,399	Crail Playpark Renovation	NEF105		

<b>167,631</b>				<b>5,414</b>
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204,819

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 23/24			(82,223)
CURRENT REVENUE BALANCES AVAILABLE			383,616
<b>TOTAL AVAILABLE TO SPEND IN 2023-2024</b>			<b>301,393</b>

**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

<u>Income raised/applied for</u>		£
Current Application		64,399 Common Good
Income raised		
Other Grants	Fife Council Match Fund	100,000
	Fife Environment Trust	21,895 awarded
	University of St Andrews Corr	1,500 awarded
	Helen Main Trust	2,000 awarded
Others		
Total Income		<u>189,794</u>
Total Expenditure		<u>189,794</u>

**5. Comments**

Prepared By S Mitchell Finance Assistant 12/20/2023

Checked By Emma Lennon 2/8/2024

Designation Accountant Date

24 April 2024

Agenda Item No. 11

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## **Application for Funding from Pittenweem Common Good Fund – Pittenweem Playpark Project**

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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Wards Affected: 19 – East Neuk and Landward

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### **Purpose**

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To present for consideration an application received from Pittenweem Playpark Project for an allocation of grant funding from Pittenweem Common Good Fund.

### **Recommendation**

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Members are asked to consider an application from Pittenweem Playpark Project for £43,895 towards the costs of the Pittenweem Playpark Project.

### **Resource Implications**

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Pittenweem Common Good Fund has an estimated in-year (23/24) revenue surplus of £10,892 and revenue balances from previous years of £82,971. This means that there is currently £93,863 revenue available to allocate.

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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The recommendation to allocate £43,895 has the support of the majority of ward members. The local community council has been consulted and, whilst they unanimously support this project, the majority requested a grant of £4,000 be made. Their view is that this would be in keeping with retaining the capital fund and keeping part of the interest in case of an emergency. It should be noted, however, that the recommendation to allocate the full amount requested will have zero impact on capital.

## 1.0 Background

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- 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 for £5,000 and under can be determined under delegated powers if there is agreement between the local Elected Members. However, the amount applied for on this occasion will require that it is determined by the North East Fife Area Committee.
- 1.3 The grant application should normally be a maximum of 50% of the total project cost except in circumstances where funding is for the maintenance of Common Good property.

## 2.0 Project Proposal

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- 2.1 To replace the recently demolished playpark at Charles Street/New Grange Pittenweem with an inclusive design.
- 2.2 The location of this play park is significant; situated right beside the local primary school. A total of 96 children are currently enrolled in this school with the majority making good use of the play park before and after their school day. Attendant parents and carers also make use of this facility by enjoying their children's play, socialising with other adults and forming networks. These activities are the foundations for healthy physical and mental wellbeing and the relationships which are formed can be life lasting. As a relatively small place children and their families are well known to one another and to the broader community, and they are valued. Supporting families with children is essential for retaining a living community. Pittenweem, like many other "pretty" small coastal villages is at risk of losing this resident population.
- 2.3 The campaign to replace the play park acknowledges these challenges and has the support of the full community.

## 3.0 Project Costs

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- 3.1 The overall cost for the project is £150,000. Fife Council will fund £50,000 of the overall cost (33%).
- 3.2 The following applications have been made to cover this cost:
  - Community funding and donations £1,700 (awarded)
  - Norah Weber Trust award £10,000 (awarded)
  - Section 75 payment New Grange development £12,000 (awarded)
  - Pittenweem Play Group donation £2,035 (awarded)
  - Pittenweem Wine Club donation £200 (awarded)
  - Pittenweem Coffee Morning donation £170 (awarded)
  - Pittenweem Common Good £43,895 (this application)

## 4.0 Conclusion

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- 4.1 The award of a grant towards the cost of the Pittenweem Playpark Project ensures its long-term sustainability.
- 4.2 The application meets the criteria for Common Good funding. Overall grant funding requested is 29% of total estimated project costs.

### List of Appendices

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1. Pittenweem Common Good Financial Statement
2. Pittenweem Playpark Project Financial Evaluation Form

### Background Papers

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

None.

### Report Contact

Donald Grant  
Community Manager  
County Buildings, Cupar  
Tel: 03451 55 55 55 Ext no 446109  
Email: [donald.grant@fife.gov.uk](mailto:donald.grant@fife.gov.uk)

**FINANCIAL STATEMENT 2023/24  
AS AT JANUARY 2024**

2022/23	2023/24 EXPENDITURE TO DATE	2023/24 FULL YEAR PROJECTION
£	£	£
<b>INCOME</b>		
1,598 RENTS	1,523	1,598
8,914 EXTERNAL INTEREST	3,951	8,914
381 INTEREST ON REVENUE BALANCES	0	381
0 OTHER INCOME	0	0
OTHER INCOME - PROPERTY	0	0
<b>10,892 TOTAL INCOME</b>	<b>5,474</b>	<b>10,892</b>
<b>EXPENDITURE</b>		
0 PROPERTY COSTS - CORPORATE MANAGED	0	0
97 PROPERTY COSTS - OTHER	0	0
0 GRANTS - Current Year	0	0
GRANTS - Previous years	1,448	1,448
0 OTHER EXPENDITURE	0	0
<b>97 TOTAL EXPENDITURE</b>	<b>1,448</b>	<b>1,448</b>
<b>10,795 SURPLUS/(DEFICIT) FOR YEAR</b>	<b>4,026</b>	<b>9,444</b>
REVENUE BALANCES FOR PREVIOUS YEAR GRANTS	1,448	1,448
<b>10,795 SURPLUS/(DEFICIT) TOTAL</b>	<b>5,474</b>	<b>10,892</b>

**FOR INFORMATION ONLY - YEAR END BALANCES AS AT 31/3/23**

HERITABLE PROPERTY £ 415,043

**ANALYSIS OF GRANT PAYMENTS**

**APPLICATIONS APPROVED IN PREVIOUS FINANCIAL YEARS**

£	OUTSTANDING PROJECT	REF	AWARDED DATE	£ PAID
1,448	Pittenweem Priory - interpretative informal	NEF086	1/30/2023	1,448
<b>1,448</b>				<b>1,448</b>

REMAINING AMOUNT STILL TO BE PAID 0

**APPLICATIONS APPROVED IN 2023/24**

£	COMMITTED PROJECT	REF	AWARDED DATE	£ PAID
-				-

-

IN YEAR ESTIMATE SURPLUS AVAILABLE TO SPEND 23/24				10,892
CURRENT REVENUE BALANCES AVAILABLE				82,971
<b>TOTAL AVAILABLE TO SPEND IN 2023-2024</b>				<b>93,863</b>

**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

<b>Income raised/applied for</b>		£
Current Application		43,895 Common Good
Income raised		
	Scottish Government Aid	50,000
	Community Funding and Donations	1,700
	Norah Weber Trust Award	10,000
	Section 75 from New Grange Development	12,000
	Pittenweem Play Group Donation	2,035
	Pittenweem Wine Club Donation	200
	Pittenweem Coffee Morning Donation	170
Other Grants		
	FiFe Environmental Trust	30,000 Awarded
Others		
Total Income		<u>150,000</u>
Total Expenditure		<u>150,000</u>

**5. Comments**

The applicant does not have two-year accounts because it is a new group.  
 Funding still to be confirmed.  
 Sufficient funds available in the CG account. Would require using accumulated revenue balances.

Prepared By S Mitchell Finance Assistant 2/29/2024

Checked By E Hodgson 3/14/2024

Designation Accountant Date

24 April 2024

Agenda Item No 12

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## **Non-Settlement Trust – Graves Dressings - Crail Cemetery - Mural Monuments XIX & XVI**

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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

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### **Purpose**

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The purpose of the report is to seek a committee decision on the proposal to make a grant award of £13,133 from the Graves Dressing fund to Crail Preservation Trust as a contribution to the Mural Monuments XIX & XVI Conservation project.

### **Recommendation**

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It is recommended that Committee consider a request for funding of £13,133 from the Graves Dressing fund (non-settlement trust).

### **Resource Implications**

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There is currently approximately £14,000 of revenue within the Graves Dressing fund.

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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Previous conservation projects at Crail Cemetery have had support from elected members.



## 1.0 Background

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- 1.1 The Graves Dressing fund is a Non-Settlement trust for North East Fife.
- 1.2 Applications to non-settlement trusts are delegated to the Community Manager in consultation with the Area Convenor, except when the amount is over £5,000.

## 2.0 Project Information

---

2.1 Crail Preservation Society is continuing major conservation works on the unique Mural Monuments. To proceed with the next phase considerable preliminary works are required.

2.2 The work includes:

Conservation reports	£1,505
CAD illustration, optimisation & preservation	£5,700
Project design & listed building application	£5,928
Total	£13,133

## 3.0 Conclusion

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3.1 A contribution from the Graves Dressings fund would allow this project to be progressed.

### Report Contact:

Donald Grant  
Community Manager  
County Buildings  
St. Catherine Street, CUPAR, KY15 4TA  
Telephone: 03451 555555 Ext 446109  
Email: [donald.grant@fife.gov.uk](mailto:donald.grant@fife.gov.uk)

24 April 2024

Agenda Item No. 13

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## North East Fife – Anti-Poverty Report 2023/24

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

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

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### Purpose

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The purpose of this report is to update members on the activity and outcomes of the anti-poverty work undertaken in the North East Fife area to address rural poverty. The work within this report is in alignment with the key priorities for the area in the 2023-2026 North East Fife Local Community Plan.

### Recommendation

---

The committee is asked to note the progress and the recommended allocated spend for 2024/25.

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

### Consultation

---

The work noted in this report is aligned to the anti-poverty priority theme in the North East Fife Local Community Plan and the further detail in the North East Fife Rural Poverty action plan 2023-2026. The conference of the Welfare Reform and Anti-poverty group held in October 2023 and ongoing discussions have shaped the approaches over the past year.

## 1.0 Background

---

- 1.1 Local areas have been tasked with addressing issues of poverty and inequality that meet the needs of the local area. On that basis there will be variations to the approaches across Fife, based on the rurality of an area or demographic pressures etc.
- 1.2 The approach to anti-poverty work in North East Fife has adapted, and the local area budget has supported local organisations across the area to support the work of the Council in tackling poverty interventions at a community-based level.
- 1.3 The NE Rural Poverty Action Group is made up of local partner organisations from Fife Council, Health and Social Care and 3<sup>rd</sup> sector who meet on a quarterly basis to network and discuss collaborative work ideas and update on the funded priority areas. Groups who are awarded funding are asked to provide quarterly updates and this is shared across the area.

## 2.0 Issues and Options

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- 2.1 From the main themes of the Rural Poverty Action Plan the key priority areas are noted below:
  - Climate Crisis
  - Food Insecurity
  - Access to services
  - Income Maximisation
  - Lived Experience
  - Family Support
  - Crisis/Cost of Living Support
  - Social Isolation and Mental Health

The appendix attached details the outcomes and update on the work carried out under the themes and budget spend gathered from the quarterly reports.

- 2.2 Additional funding of £97,000 was allocated from centrally allocated funds to support area anti-poverty initiatives. These included Growing Food, Warm Welcome and Warmer items which are detailed in the appendix.

## 3.0 Conclusions

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- 3.1 On approval of the anti-poverty budget recommendations, all partners of the rural anti-poverty group who are involved in the delivery of the outcomes will review their plans and reflect new and emerging priorities.

### List of Appendices

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1. North East Fife Area Anti-poverty report

## Background Papers

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

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

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Team Manager (Community Development)  
County Buildings, Cupar  
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Laiza Lorimer  
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**Indicative Appendix – Annual Anti-Poverty Report**  
**North East Fife Area Committee**

**AREA CONTEXT**

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

**POPULATION**

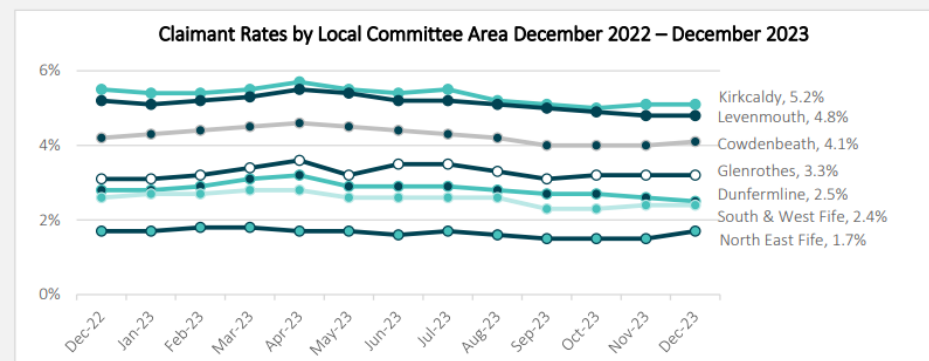
	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
<b>Total population</b>	14,404	12,411	13,383	18,282	16,205	74,685	374,730
<b>Children (0-15 years)</b>	2,218	1,754	1,947	1,454	2,769	10,142	63,680
<b>Working age (16-64 years)</b>	8,497	7,116	7,974	13,600	9,925	47,112	231,635
<b>Older adults (65+ years)</b>	3,689	3,541	3,462	3,228	3,511	17,431	79,415

NRS 2021 Population estimates. For further information see North East Fife area profile [North-East-Fife-Area-Profile.pdf](#)

## LABOUR MARKET

December 2023	Claimant Rate	Monthly change	Annual change	Claimant Count	Monthly change	Annual change
Cowdenbeath	4.1%	+0.1 ↑	-0.1 ↓	1,060	+25 ↑	-35 ↓
Dunfermline	2.5%	-0.1 ↓	-0.3 ↓	930	-45 ↓	-100 ↓
Glenrothes	3.2%	0.0 →	+0.1 ↑	970	-10 ↓	+15 ↑
Kirkcaldy	5.1%	0.0 →	-0.4 ↓	1,850	-25 ↓	-150 ↓
Levenmouth	4.8%	0.0 →	-0.4 ↓	1,085	+5 ↑	-105 ↓
North East Fife	1.7%	+0.2 ↑	-0.0 →	770	+60 ↑	-20 ↓
South & West Fife	2.4%	0.0 →	-0.2 ↓	740	-10 ↓	-75 ↓

Source: ONS Claimant Count

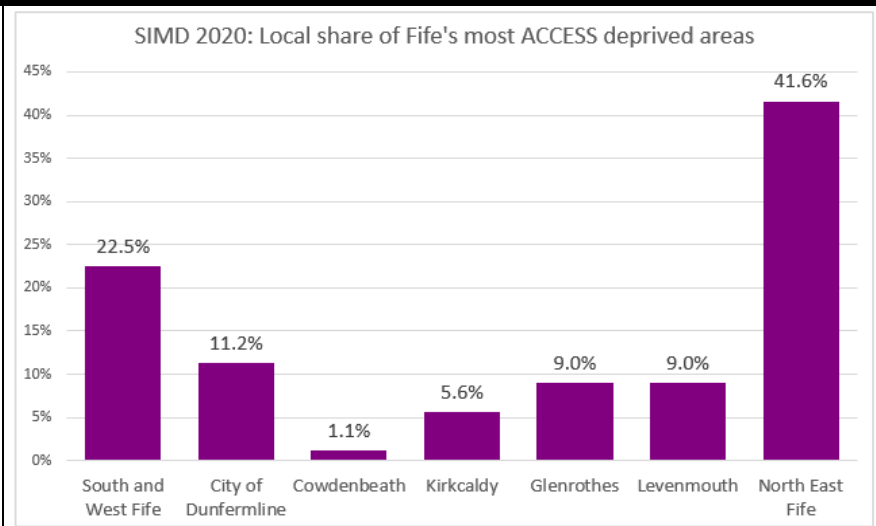
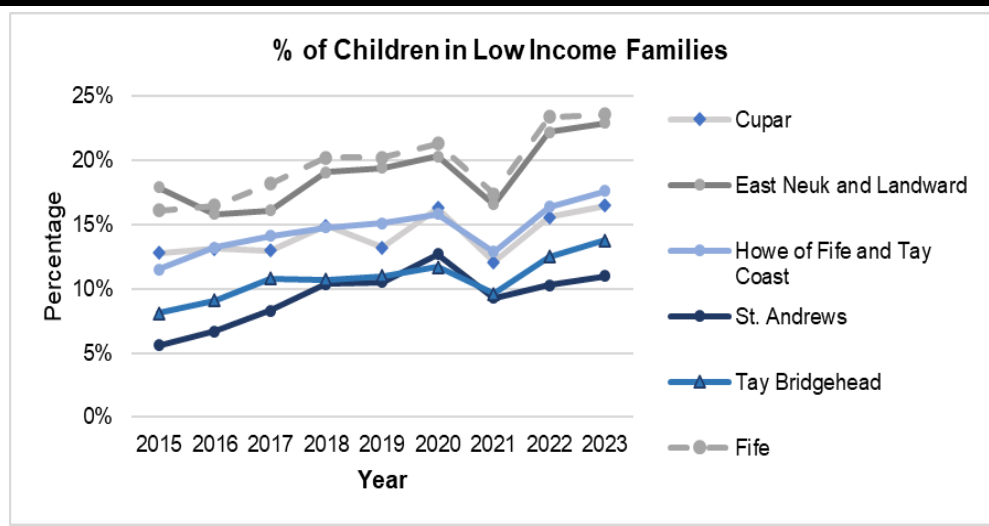


Source: ONS Claimant Count

December 2023	North East Fife Area	Fife
<b>Claimant rate</b>	1.7% (770)	3.2% (7,450)
<b>Female claimants</b>	1.4% (330)	2.6% (3,055)
<b>Male claimants</b>	2.0% (440)	3.9% (4,395)

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

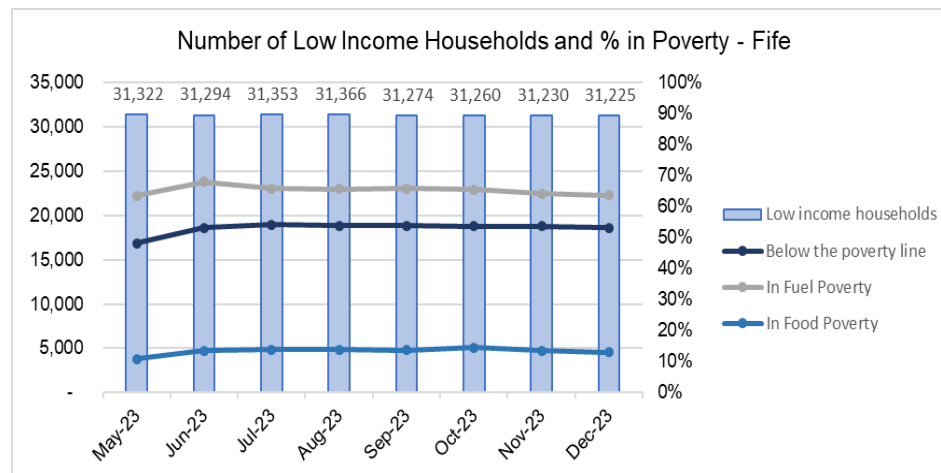
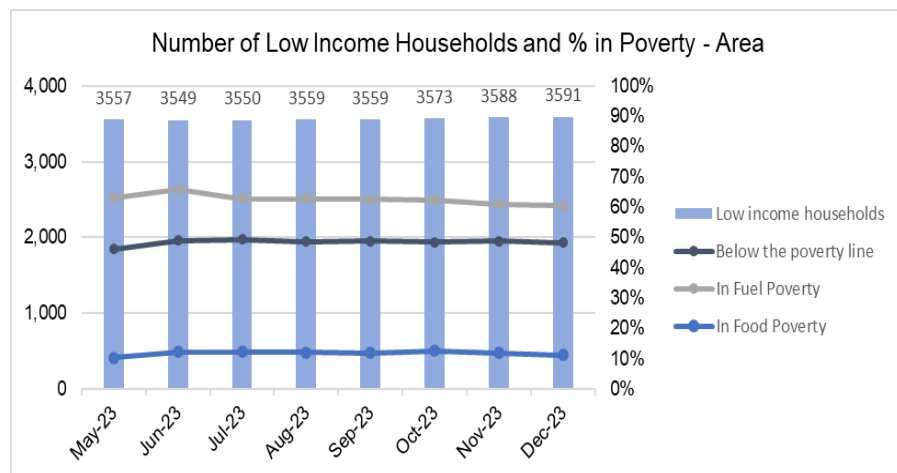
## POVERTY AND DEPRIVATION



	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
<b>Children in low income families (relative poverty 2023)</b>	16.5%	22.9%	17.6%	11.0%	13.8%	16.8%	23.6%
<b>% of working age employment deprived</b>	7.2%	7.3%	5.8%	2.4%	4.9%	5.0%	9.4%
<b>% of total population income deprived</b>	8.0%	8.9%	7.1%	3.7%	5.8%	6.4%	11.9%

DWP Children in Low Income Families: local areas statistics: [Children in low income families: local area statistics 2014 to 2023 - GOV.UK](https://gov.uk/statistics-and-data/collections/children-in-low-income-families-local-area-statistics-2014-to-2023)  
SIMD data: [SIMD-2020v2-KnowFife-Quick-Brief.pdf](#)

## LOW INCOME FAMILY TRACKER

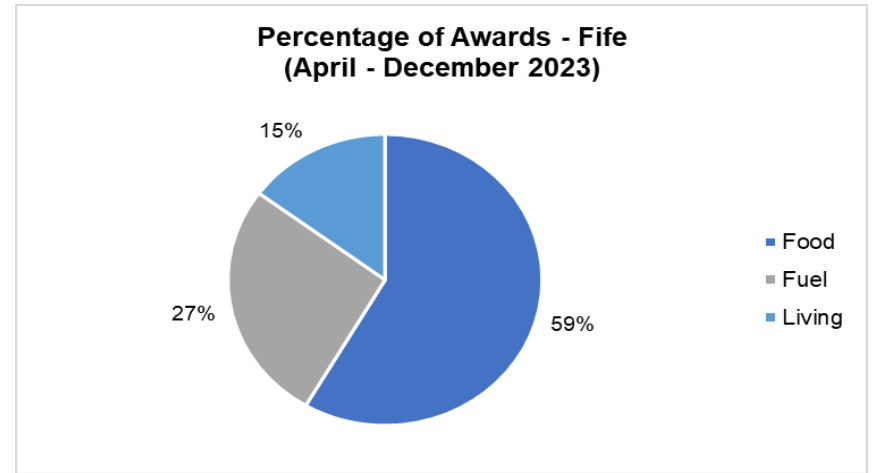
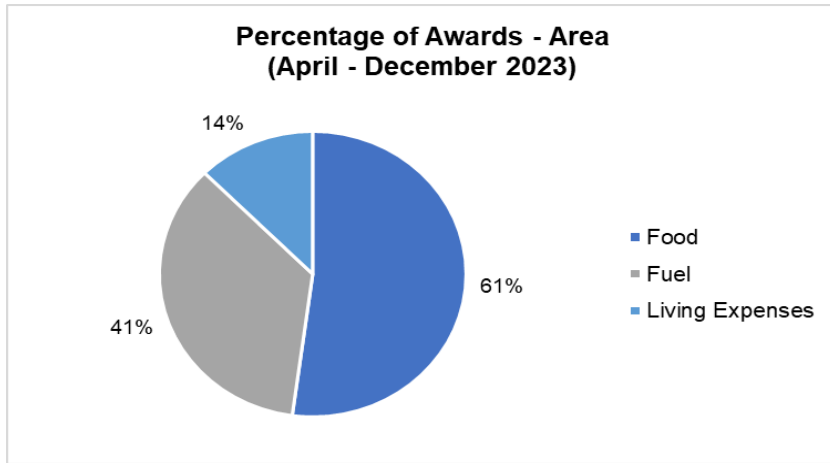


December 2023	Cupar	East Neuk	Howe of Fife	St. Andrews	Tay Bridgehead	North East Fife Area	Fife
No of low income households	793	840	739	530	689	3,591	31,225
No of households below poverty line	375	427	346	256	329	1,733	16,599
No of households in fuel poverty	477	526	439	307	423	2,172	19,855
No of households in food poverty	82	88	107	67	58	402	4,056

Data taken from the Low Income Family Tracker (LIFT) Dashboard snapshot of December 2023

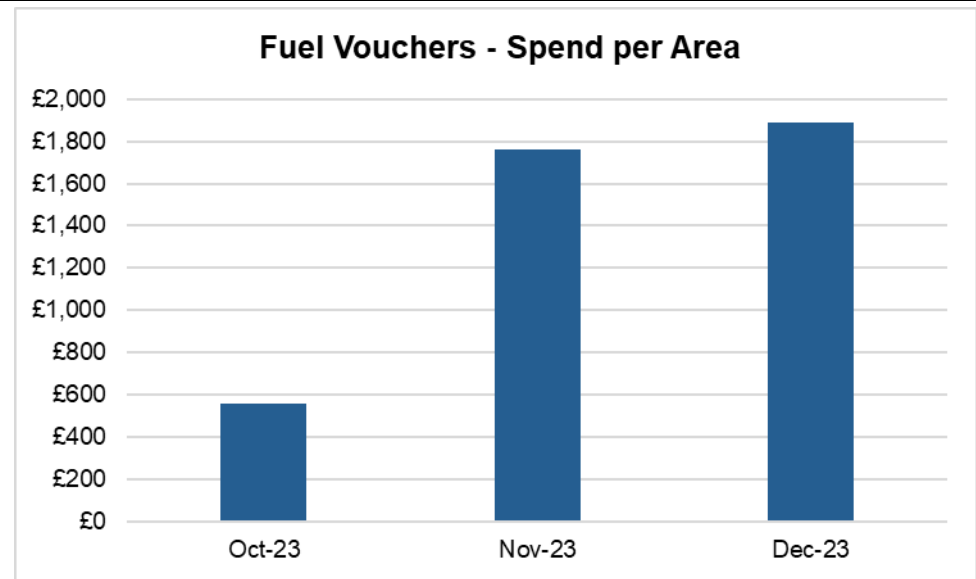
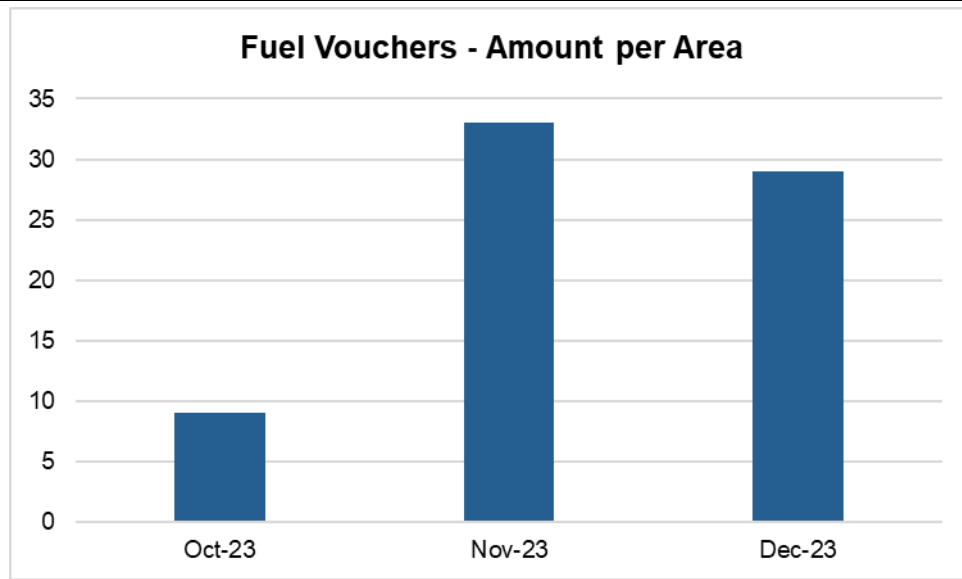


## SCOTTISH WELFARE FUND



<b>SCOTTISH WELFARE FUND</b> (April to December 2023)	<b>North East Fife Area</b>	<b>Fife</b>
Crisis Grants – Total Amount Awarded	£120,204	£1,630,949
Crisis Grants – Amount Awarded for Food	£72,838	£962,832
Crisis Grants – Amount Awarded for Fuel	£29,961	£432,041
Crisis Grants – Amount Awarded for Living Expenses	£17,405	£236,076

**FUEL BANK REFERRALS (Council Only)**



**REFERRALS AND SPEND (October 2023 to December 2023)**

**North East Fife Area**

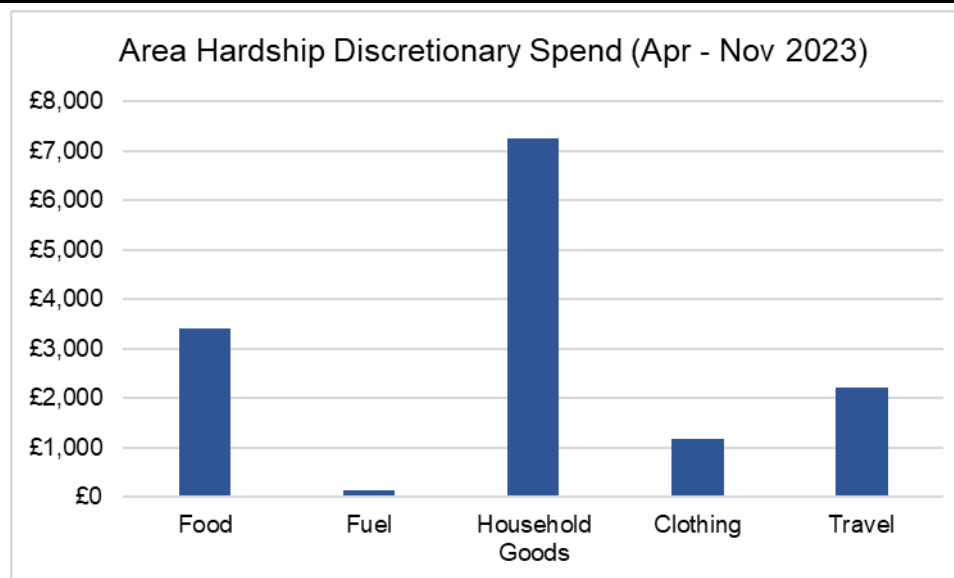
**Council Total Amount of Referrals**

71

**Council Total Amount of Spend**

£4,208

## HOUSEHOLD SUPPORT

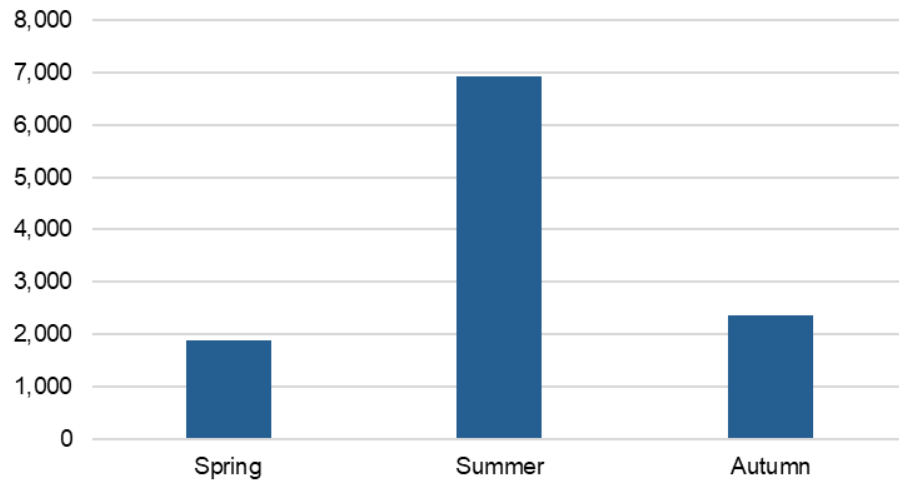


HARDSHIP GRANTS – SPEND (April – November 2023)	North East Fife Area	% of Total Area Spend
Area Hardship Discretionary Fund - Food	£3,410	24%
Area Hardship Discretionary Fund – Fuel	£120	1%
Area Hardship Discretionary Fund – Household Goods	£7,265	51%
Area Hardship Discretionary Fund – Clothing	£1,175	8%
Area Hardship Discretionary Fund - Travel	£2,213	16%

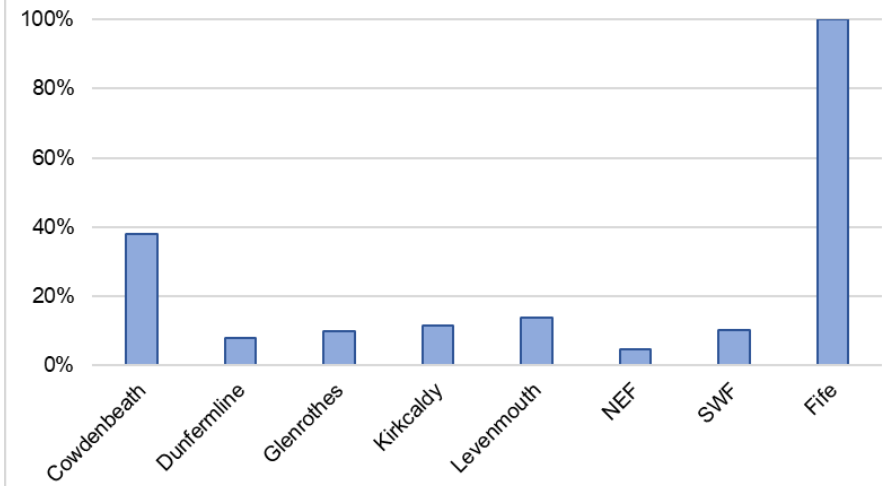
## CAFÉ INC

Café Inc is a free lunch club for children, young people and families in Fife. It is free for anyone to use, no referrals are needed.

**Number of Meals for Area per Season - 2023**



**% of Meals Provided per Area - 2023**



### CAFÉ INC (Spring – Autumn 2023)

**Number of Meals Provided**

**% of Total Meals Provided**

### North East Fife Area

11,166

5%

### Fife

245,416

-

## AREA ANTI-POVERTY ACTIVITY / PROJECTS MONITOR

Budget	Allocation	Spend	Balance
£135,000	£135,000	£129,136.55	£5,863.45

Project	Partners	Update
<b>Climate Crisis</b>	<p>To increase knowledge and confidence of communities in how to reduce climate change.</p> <p>Empower communities to find other solutions to fuel issues.</p>	<p>St Andrews Environmental Network funded staff and have developed educational materials, held regular sessions in their Eco Hub Garden. Their main aim of their organisation is sustainability. Their Reuse project has also grown exponentially.</p>
<b>Food Insecurity</b>	<p>To increase the access to local, healthy, and affordable food throughout NE Fife.</p> <p>To increase the knowledge and tools needed to grow your own food.</p>	<p>Lauren Cook (NEF Food Development Worker) has continued to support existing and new community groups set up and run community fridges/larders. This has increased the access to healthy food in NE Fife.</p> <p>Jane Kell has reached out to community gardens to develop a growing food network. Many now donate surplus to community fridges/larders/foodbanks.</p> <p>St Andrews Environmental Network has developed educational materials needed to grow your own food at home- these are being sense checked and will be free or people soon.</p>
<b>Access to Services</b>	<p>Increase accessibility to services throughout NE Fife to address transport costs and poor transport links.</p>	<p>The Travel Voucher project continues, runs from July 23-July 24 with a second report on the information coming out at the end of the summer. This year more agencies are taking part and Moffat &amp; Williamson tickets are also available.</p> <p>Working with Health and Social Care Partnership (HSCP) the reach of this project has extended to health teams.</p>

<b>Income Maximisation</b>	<p>To increase the income of people in NE Fife by making sure they are receiving all benefits they are eligible to and by addressing debt.</p> <p>Have a coordinated employability support pathway and increase employability opportunities.</p> <p>Promote and expand Big Hoose provision to reduce the most vulnerable household's outgoings.</p> <p>Promote money management and saving through Credit Union.</p>	<p>Fife Benefit Checker training has been offered in NE Fife to the Rural Poverty Group members and CLD team. This offer is now being offered to community groups, third sector organisations and other Fife Council teams. Citizens Advice and Rights Fife (CARF) and Health and Social Care partnership have funded post to roll this out.</p> <p>A Welfare Network through Education has been created by Louise Hynd (Welfare Coordinator), she has organised having welfare point of contacts in each school, this has increased knowledge about support which can be accessed for parents. Lousie Hynd is also manager of the Support and Connect team who work with families address multiple barriers such as debt, budgeting, benefits. Referrals come from education.</p> <p>A joint NE Fife and Glenrothes Coordinator has been employed through Castle Furniture Project to operate and develop the Big Hoose hub in these areas. They have now changed the name of the project to Castle Home Hub as donations and suppliers are not solely from the Big Hoose.</p>
<b>Lived Experience</b>	<p>To have lived experience voices heard in every priority in the plan.</p>	<p>3 Project Assistant staff have been employed. They have lived experience of poverty and will be consulting on various projects and direction of anti-poverty work in NE Fife.</p>
<b>Family Support</b>	<p>To increase holistic family support available in NE Fife to address the waiting lists.</p> <p>To address child poverty with targeted approaches.</p> <p>Collaborative working between agencies.</p> <p>Increase children's opportunities in NE Fife.</p>	<p>A range of third sector agencies, community groups and Fife Council teams have access to this funding to provide children and families with toys at Christmas, cosy bags, and trips during the holidays. Working in partnership has meant that the response has been targeted to those who most need this.</p> <p>A family support worker post in Homestart was funded through CRF. This post was to help waiting lists for family support providing short term support. This post was recruited for in January. CRF projects are being monitored and evaluated through a central system. Reports on them will be completed in due course.</p>
<b>Crisis/Cost of Living Support</b>	<p>To reduce the amount of people in NE Fife who find themselves in a crisis- so that they become rare, brief, and nonrecurring.</p>	<p>Welfare Support staff are providing supermarket vouchers and/or bus tickets for those in an immediate crisis while supporting them to improve their situation in the longer term.</p>

	To promote a cash first response where able for dignity and choice	<p>Fife Voluntary Action administer the NE Fife Discretionary Fund which can be goods, vouchers and in exceptional cases cash into a bank account. This prevents people moving into poverty or further into poverty.</p> <p>These are in line with cash first principles giving dignity and choice to those most in need.</p>
<b>Social Isolation &amp; Mental Health</b>	<p>To reduce social isolation through a joined up approach of services.</p> <p>To find more support for those suffering from mild to moderate mental health issues.</p> <p>Reduce waiting lists for support, especially for young people.</p>	<p>Social Prescribing in Cupar continues and has supported 53 patients over the last year.</p> <p>Work with the Fife Council, Suicide Prevention Team, and Fife Forum on a suicide campaign to promote talking in safe spaces for those experiencing mental health issues, there was a focus on men as frontline workers had reported an increase in the critical low mental health in this demographic.</p> <p>Scottish Mental Health First Aid courses ran for community group volunteer and centre staff, 18 participants completed this certificate. The courses ran in areas which are not central- Cellardyke, Tayport and Ladybank, supporting the Access to Services priority.</p> <p>A Youth Worker post in Families First was funded through CRF. This post was to help with waiting lists for young people to receive support. CRF projects are being monitored and evaluated through a central system. Reports on them will be completed in due course.</p>

Other grants	Amount	Spend	Outcomes	Update
Growing Food	£50,000	£41,340.00	<p>Access to local, healthy, affordable food</p> <p>Reduce Climate Change</p>	10 groups were allocated funding in 2023 and 2024. The groups included two community trusts, a parent council, a community centre, a nursery, church group, allotment group and 3 community groups including Cambo and Sunshine Kitchen. An evaluation report will be completed by May 2024.

			Increased knowledge about growing food  Links with support services-holistic support	
Warm Welcome	£47,000	£47,000	To provide a warm welcome venue where there was refreshments, food, and activities. In addition all groups had to demonstrate they were doing preventative work e.g. signposting to welfare, cost of living support, Cosy Kingdom	13 venues were allocated funding. Lived experience staff have gathering feedback from people accessing, this will add to the groups evaluation forms which are due to be completed by mid-April. A report will be completed in May 2024.  Early indication is that they are being well used but many are accessing it for social interaction and food reasons rather than warmth.
Warmer Items	50 x electric throws 50 x Oodies 50 x warmer packs  62 x electric throws 62 x Oodies	All allocated    All allocated	To alleviate fuel costs for most vulnerable	Allocation process agreed at People Leadership Group. All allocated through partners. Case studies and feedback to be completed for mid-April for evaluation report.  A reported need by Link Living who are supporting the Afghanistan families in Leuchars for more warm items due to the change in environment and also fear of high fuel bills. There was an allocation of 2 of each item to each household.



## PROJECTED ANTI POVERTY SPEND 2024-2025

Priority	Allocation	Comments
Climate Change	£20,000	Focusing on reuse this year.  Continued education through materials produced by St Andrews Environmental Network.
Food Insecurity	£25,000	Funding food projects as well as growing food.
Access to Services	£10,000	More tickets needed at higher rate- East of Scotland, more agencies taking part.
Income Maximisation	£20,000	Funding a part-time credit union worker to promote saving and change habits towards financial literacy.
Lived Experience	£500	Expenses for engagement activities
Family Support	£20,000	Support for families ongoing such as trips, travel, cosy bags.
Crisis/Cost of Living Support	£30,000	Continuing crisis support through welfare workers for vouchers and bus tickets, also funding the discretionary fund which acts as a safety net for all NE Fife residents.
Social Isolation & Mental Health	£9,500	Due to initial findings from Warm Welcome feedback- looking to fund groups year round for social isolation reasons and not just in winter. Any allocation of winter funding will fund 6 months (Oct-Mar).

24 April 2024

Agenda Item No. 14

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## Tay Cities Deal Annual Report and Benefits Realisation Plan

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**Report by:** Gordon Mole, Head of Business & Employability Services

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**Wards Affected:** 16-20

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### Purpose

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This report presents the third Annual Report on progress by the Tay Cities Region Deal from 1<sup>st</sup> October 2022 to 30 September 2023.

### Recommendation(s)

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The Committee is asked to consider the Annual report by Tay Cities Deal, noting the progress on activity in North East Fife.

### Resource Implications

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None.

### Legal & Risk Implications

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There are no legal and risk implications from this Report.

### Impact Assessment

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An Equality Impact Assessment (EqIA) is not required as there are no changes to existing service delivery and policy.

### Consultation

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None.

## 1.0 Background

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- 1.1 The Tay Cities Region Deal was signed on 17th December 2020 by the Tay Cities Partnership and both Governments. The Deal is a combined investment of £300m from the Scottish and UK Governments over ten years to deliver benefits over the next fifteen years. The Tay Cities Region Deal will support business growth, develop innovative technologies, enhance productivity, develop skills, and create jobs. The investment is expected to leverage a further £400m and secure more than 6,000 jobs.

- 1.2 The Deal follows the Regional Economic Strategy themes of:
- **An empowered & Inclusive Tay** - Empower and promote inclusion – by ensuring that local people have the skills they need to success in the modern workplace and growth is inclusive, with a Government investment of £30.1m.
  - **An Innovative & International Tay** - Innovate and internationalise – by developing globally recognised clusters of academic and business excellence, with a Government investment of £237.9m.
  - **Connected Tay** - Connect – by improving physical and digital infrastructure, with a Government investment of £32m.
- 1.3 The Tay Cities Region Deal is comprised of local, regional, and national partners. These include:
- Local Authorities – Angus, Dundee City, Fife and Perth & Kinross Councils.
  - Higher Education and Further Education sector.
  - The business sector.
  - Regional third sector interface bodies.
  - Scottish Enterprise.
  - Skills Development Scotland.
  - Tactran.
  - Visit Scotland.
- 1.4 Noting that only North East Fife is included within the Tay Cities Deal, with the remainder of Fife within the Edinburgh and South East Scotland City Region Deal.

## 2.0 Tay Cities Region Deal Annual Report 2022/23

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- 2.1 The 2022 /23 Tay Cities Region Deal Annual Report was published in March 2024. This is the third Annual report since the Deal was signed in December 2020. Page 4 of the Annual Report in Appendix 1 shows the key achievements in the Executive Summary. The programmes and projects being delivered under the City Region Deal can be found under each of the key themes on Page 6 of the Annual Report.
- 2.2 The University of St Andrews' Eden Campus has received £26.5m investment through the Tay Cities Deal. £2m is from the Scottish Government and £24.5m from the UK Government. It is part of the Innovative & International Tay theme within the Deal. The D'arcy Thompson Simulator, located within the Campus, also received £300k investment from the UK Government. The University's Eden Enterprise Centre opened in 2021. The Deal investment is expected to leverage a further £110m of investment, a total investment of £136m. The City Region Deal investment has been fully claimed so it does not feature in this Annual Report.
- 2.3 The Regional Skills and Employability Programme is now in delivery. Up to £20m of City Region Deal Investment will make incremental changes to improve the currently complex and weakly-connected regional employability and skills landscape to deliver better outcomes for all, particularly those people facing significant disadvantages to securing

and sustaining meaningful, high-quality employment. The projects will be delivered regionally, with opportunity for businesses and residents from North East Fife to participate. More information is available in Page 29-31 of the Annual Report.

- 2.4 Fife Council is the lead for the Digital Skills Project, now branded as DigiTay. The launch event for the project took place on 7<sup>th</sup> November 2023 in Dundee. Since then, a pilot project has been launched to support 16 - 24-year-olds into Software Development and a partnership has been formed with the Data Lab Scotland to support up to 100 individuals gain Data Skills through the Data Lab's "Data Skills for Work Programme". Further information including a case study is available on page 34-35 of the Annual Report. Work is also underway to develop the scope of Phase 2 for the project.
- 2.5 Within the Culture and Tourism programme, there is a Culture and Tourism investment programme and four projects. Within the investment programme, two projects have been approved. Tay Adventures is another potential project for the investment programme. This includes up to three projects in North East Fife to develop additional landing facilities to enable greater leisure use of the Tay. The Tay Adventures Business Case has been developed and will be considered after the review of the Culture and Tourism investment programme in 2024/5.

## The Benefits Realisation Approach

- 2.6 Appendix 2 of this report is the Inclusive Growth Statements that have been published as part of the Benefits Realisation Plan for the Tay Cities Region Deal. Projects within North East Fife and the inclusive growth objectives the aim to deliver are as follows:
- The Digital Skills project (DigiTay): Page 5 and 6 in Appendix 2.
  - Eden Campus: Page 15 and 16 in Appendix 2.
  - Stretch Dome Simulator: Page 16 and 17 in Appendix 2.
  - 5G Digital Testbeds: Page 24 and 25 Appendix 2. A Fife-based Business - Digiflec - was successful in their bid to the 5G Innovation Challenge Fund. Their project utilises 5G technology to integrate LiDAR technology to monitor and enhance the infrastructure efficiency on the Tay Road Bridge. The technology contributes to the development of smart cities by improving traffic flow, structural health monitoring, and safety measures. A webinar outlining the project can be found here: [Smart City Technologies: LiDAR on the Tay Road Bridge - YouTube](#).
- 2.7 Appendix 3 of this report is the Benefits Realisation Plan for the Tay Cities Region Deal. Its purpose is to demonstrate, to the local, regional, and national stakeholders, how the Partnership will capture the outputs, outcomes, and impacts resulting from Tay Cities Region Deal investments. It also outlines the approach to monitoring (Page 16) and evaluation (Page 19).
- 2.8 Page 5 of The Benefits Realisation Plan (Appendix 3) sets out the proposed Jobs and Leverage commitments. There is a forecast of additional jobs against the 6,000-job commitment.
- 2.9 Table 3, Page 8 of The Benefits Realisation Plan provides a broad overview of the inputs and activities within the Deal - the main Beneficiary groups / conditions that will be impacted by the activities; the short-term direct outputs that will result within these groups

/ conditions on completion and operation of Programme facilities and interventions;  
medium terms impact indicators and a minimum number of long-term impacts.

## 3.0 Conclusions

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- 3.1 The third Annual Report on the Tay Cities Region Deal confirms that the Deal is now progressing delivery. The University of St Andrews has completed the projects at Eden Campus to deliver its Business Case and has fully drawn down committed budget. The Campus is also delivering its net zero carbon ambitions.
- 3.2 The Business Case for the Tay Adventures projects will be progressed in 2024 /2025 and the Digital Skills Project will develop its Phase 2. These will provide further opportunities for investment and activity in North East Fife.
- 3.3 The Inclusive Growth Statements and the Benefits Realisation Plan demonstrates the City Region Deal has relevant and appropriate Benefits and an effective process for monitoring, reporting, and evaluating to determine the impact of the Deal of the Region.

### List of Appendices

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1. Tay Cities Region Deal Annual Report 2023 - [Annual Performance Report Oct 2021 - Sep 2022.pdf \(taycities.co.uk\)](#)
2. Tay Cities Region Deal Inclusive Growth Statements 2023 (available on request)
3. Tay Cities Region Deal Benefits Realisation Plan 2023 - [TCRD Benefits Realisation Plan 2023.pdf \(taycities.co.uk\)](#)

### Background Papers

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

- Tay Cities Region Deal [tay\\_cities\\_deal\\_doc\\_feb\\_8.pdf \(taycities.co.uk\)](#)

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24 April, 2024.

Agenda Item No. 15

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## **Justice Social Work Service – Community Payback: Unpaid Work Scheme**

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Report by: Christine Moir, Head of Service (Children's, Families & Justice Services)

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

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### **Purpose**

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The purpose of this report is to update members on developments within Fife Council Justice Social Work Service concerning the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2022 to March 2023.

### **Recommendation(s)**

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The Committee is asked to: -

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

### **Resource Implications**

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There are no additional resource implications for Fife Council.

### **Legal & Risk Implications**

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There are no Legal & Risk implications for Fife Council.

### **Impact Assessment**

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

### **Consultation**

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There is no requirement for consultation.

## 1.0 Background

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- 1.1 The purpose of this report is 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.

## 2.0 Funding

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- 2.1 The Unpaid Work Team is funded through the Justice budget. This consists of around £852,686 of which the largest percentage is accounted for under human resource costs. Other areas the budget covers include vehicle hire, rental of facilities, equipment purchase, and maintenance.
- 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

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

## 4.0 Legislation

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- 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

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- 5.1 The Community Payback Unpaid Work Scheme normally operates five days a week. Sunday work is available for those participants in employment or with particular care commitments.

- 5.2 From 21 March 2022 Scotland's legal Covid-19 restrictions, including the wearing of face coverings, ended. To ensure the safety of employees and service users, masks continued to be worn in vehicles, workshops, and enclosed spaces.
- 5.3 Gradually, from April 2022 the staff/service user ratio was increased to 1:4. In June 2022 the scheme returned to pre-pandemic operations with the ratio of 1:5.
- 5.4 The scheme has two workshops located in Dunfermline and Kirkcaldy. There is a satellite meet point in Cupar to accommodate service users in the North East Fife Area. We also have vehicles operating in this area transporting materials, equipment, and service users to projects.
- 5.5 The full working day is 9.30 am to 4.30 pm with limited half days 9.30 am to 12.30 pm and 1.30 pm to 4.30 pm. Other work patterns can be made available to service users when staffing allows.
- 5.6 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community and, throughout the year, there have been several positive news articles in the local press.
- 5.7 Unpaid work supervisors can work up to 7 hours each day with service users and can build up a good rapport and working relationship. If any service user discloses any information regarding their lifestyle that is causing concern this will be reported by the Supervisor to their Social Worker at the end of the shift for action.
- 5.8 There is an increasing focus on the use of social media to promote the positive work being undertaken. In the North East Fife Area, the Community Payback Unpaid Work Team undertakes a wide range of projects from painting, litter picking, supporting food banks, and 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.
- 5.9 The Service has taken advantage of the opportunities presented through social media, in particular, 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.
- 5.10 Unpaid work raised £430 for The Samaritans during the festive period in 2022. The money raised was due to making Christmas holly wreaths and selling them to the local community. This was an ideal opportunity to share the work of the unpaid work scheme and it is hoped similar projects can be replicated at different times of the year.
- 5.11 The scheme currently has thirty-four 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. Seven of these are located within the North East Fife area with ongoing work being undertaken to continue to expand this number. The current placements include:



## **CUPAR**

Age Concern  
Barnardo's Shop  
Castle Furniture

## **NEWPORT ON TAY**

Manna Cafe

## **ST ANDREWS**

Barnardo's Book Shop  
Barnardo's Shop  
Salvation Army Shop

- 5.12 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. We are also investing in developing the staff group by offering training and development opportunities to enhance knowledge and awareness. Courses undertaken include COSHH (Control of Substances Hazardous to Health), CALM Training which addresses Crisis & Aggression Limitation Management. Train the Trainer (Manual Handling) one staff member has been trained in this and will then train all staff members. Woodwork training to enable staff to utilise woodwork machinery. First Aid training is ongoing. Becoming Trauma Informed, Levels 1, 2 & 3. Community Justice Scotland Unpaid work learning which enhances their 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. 7 staff have undergone this training to date and it is hope all staff members will complete this training in the future.
- 5.13 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. Discussions are also taking place with Historic Environmental Scotland to look at ways we can assist with the care of Scotland's historic environment. NHS Greenspace is also an area we are hoping to invest in once the initiative is up and running.
- 5.14 To assist service users in attending and undertaking their hours, local meet points remain in place throughout Fife Area. This assists by allowing clients to attend directly at a work site where PPE and equipment are brought to them by UPW staff, rather than having to muster at the central workshop point and drive from there, saving time and allowing work to commence more quickly.
- 5.15 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. 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, address alcohol and or drug-related problems. Attendance at the Justice Service Road Traffic Offenders Programme, which has multi-agency engagement from Community Safety, Transportation Services, the Procurator Fiscals Office, Police Scotland, and the Scottish Ambulance Service has also been used for this purpose.

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

## 6.0 Recipients Feedback

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- 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. The format of receiving feedback has changed and this has made a positive impact and response. 101 recipients returned questionnaires.
- 6.2 A sample of quotes are provided below:

*The Club committee was pleased with the whole process and found it difficult to suggest improvements. From start to finish it ran very smoothly and finished long before expected.*

*From my initial discussion with the community payback co-ordinator to discuss the task, to the onsite arrival of the community payback team, and subsequent completion of the task. It was all completed in a very satisfactory way. My sincere thanks to all members of the community payback service and team.*

*The squads that attended were very polite, considerate, and keen to make a difference to an elderly group.*

*Both myself and my client were very impressed with the efficiency, flexibility, and amount of work undertaken by the teams involved. It made a tremendous difference to the family home and garden and gave the mother the incentive to start addressing the standards within the family home. So grateful! I cannot suggest any way to improve the service.*

*We always appreciate the work that the guys do. They're always very approachable and the supervising staff are very obliging.*

*Very helpful in the service provided. Because of the service provided a vulnerable Family have benefited from this in many ways and their living circumstances improved.*

*Thank you so much for sending along the teams to help build the marquees for the Harbour Gala. The whole group were amazing, quick workers and very friendly. We were so grateful for their help this year and in previous years.*

*It was asked of the team to decorate 2 rooms for the tenant as they were only given 2 days to carry out the work. When the keys were returned the team had decorated every room asked of them and also the hall, bathroom and painting of woodwork. This was over and above what was asked and myself and the new tenant was exceptionally happy with the work as it gave the tenant a fresh start in their new home.*

*From the feedback I have received from both staff and the Community Centre users, the most appropriate comment would be "keep up the good work", several persons using the Centre have already commented positively not only on the work being completed timely and with minimum disruption, but also how they feel this is a valuable use of Community payback.*

*The Criminal Justice Unpaid Work which is carried out in my Ward and across Fife do this work to a level which is exemplary and again many thanks to all the team.*

## 7.0 Service User Feedback

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7.1 Justice Service User Feedback Survey 2022/2023. The key results from the Service User Feedback Survey for the period April 2022 – March 2023 are given immediately below. This information covers respondents on **all** Justice Orders and not solely Unpaid Work.

### Response Rate

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#### Justice Service User Feedback Survey 2022/23

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 2022/2023

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 2022 – 31 March 2023 are given below.

#### Response Rate

- Total number of Service Users who responded to the questionnaire was 54.

#### 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 – 0%
- About right – 91%
- Not enough – 9%

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

- Very easy – 61%
- Fairly easy – 35%
- Fairly difficult – 2%
- Very difficult – 2%

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

- Always – 78%
- Most of the time -15%
- Sometimes – 7%
- Never – 0%

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

- Yes, Completely – 83%
- Yes, partly – 13%
- No, not much – 4%
- No, not at all – 0%

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

- Strongly agree - 46%
- Agree - 35%
- Disagree - 9%
- Strongly disagree - 11%

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

- Helped stop offending - 83%
- Helped reduce offending - 6%
- It didn't help - 11%

### **Overall, how satisfied were you with the service received?**

- Very Satisfied – 41%
- Satisfied – 57%
- Dissatisfied – 2%

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

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

*I can't fault any of the gaffers that looked after me.*

*Professional and supportive.*

*Prior to starting my CPO I had preconceived idea's of what it might be like and I did have some sleepless nights over it all, even after I had done my induction I envisaged all sorts of work I might be doing and under what supervision I would be. It was a real struggle to get to grips with it all and as my first day fast approached. When I got home after completing my first shift, my wife asked me how it all went and I told her 'do you know what it was not that bad' and all my fears were laid to rest. I have met some really nice guys and have worked alongside them and this really helped in getting my head around the situation I found myself in. The supervisors were great to work for and I found that I really benefited from being in company again and having a certain routine to work to. If I were to sum up my experience I would say that doing the payback order turned my life around.*

## **8.0 Unpaid Work in Fife – Demand**

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- 8.1 The total number of Community Payback Orders with an Unpaid Work requirement imposed in Fife from 1st April 2022 to 31st March 2023 is 614 (373 in the previous year). In demographic terms, males represent the largest cohort of participants with 539 Orders imposed on men and 75 women.
- 8.2 The number of hours completed by unpaid work participants in Fife over the period covering 1st April 2022 to 31st March 2023 was 65815 (15752 in the previous year). Using the Living Wage of £10.18 per hour as a guide, this equates to £669,996 of financial benefit to Fife communities and Unpaid Work Recipients.

8.3 The total number of Community Payback Unpaid Work Requirements completed in Fife from 1st April 2022 to 31st March 2023 was 301 males (83 in the previous year) and 43 females (11 females in the previous year).

8.4 A few comparisons from bordering local authorities:

<b>Local Authority Area</b>	<b>Number of Orders Made</b>
Dundee City	447
Falkirk	462
Fife	614
Perth & Kinross	296

## **9.0 Work Undertaken in Wards**

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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 individual homes
- Litter picking

## **10.0 Projects Undertaken in the Committee Area**

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10.1 A description of some of the work undertaken in the North East Fife Area over the period 31st March 2022 to 1st April 2023 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**

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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. The number of Orders has increased in the last year following the pandemic and is returning to pre pandemic levels.

- 11.3 As ever, the Unpaid Work in the Community Team would welcome the opportunity to continuously develop links with other Fife Council directorates in the coming year to improve the range of activities it can offer to those on the order as well as fill gaps where the council is unable to provide a service due to budgetary constraints.
- 11.4 Development of Unpaid Work (UPW) - Consider ways to increase the throughput of UPW Orders and provide individuals with the opportunity to complete hours in creative and flexible ways, it is also vital that the Service continue to prioritise the development of new initiatives and projects to develop skills and experience for service users. Although Unpaid Work can be viewed as one of the more punitive community-based disposals, it is recognised that providing service users with new skills and increased confidence may result in a greater likelihood of employability. With employability being one of the protective factors linked to the reduction in risk of further offending, providing development opportunities supports the reduction in recidivism and community safety.

## **List of Appendices**

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1 Work undertaken in the North East Fife Area

### **Background Papers**

None.

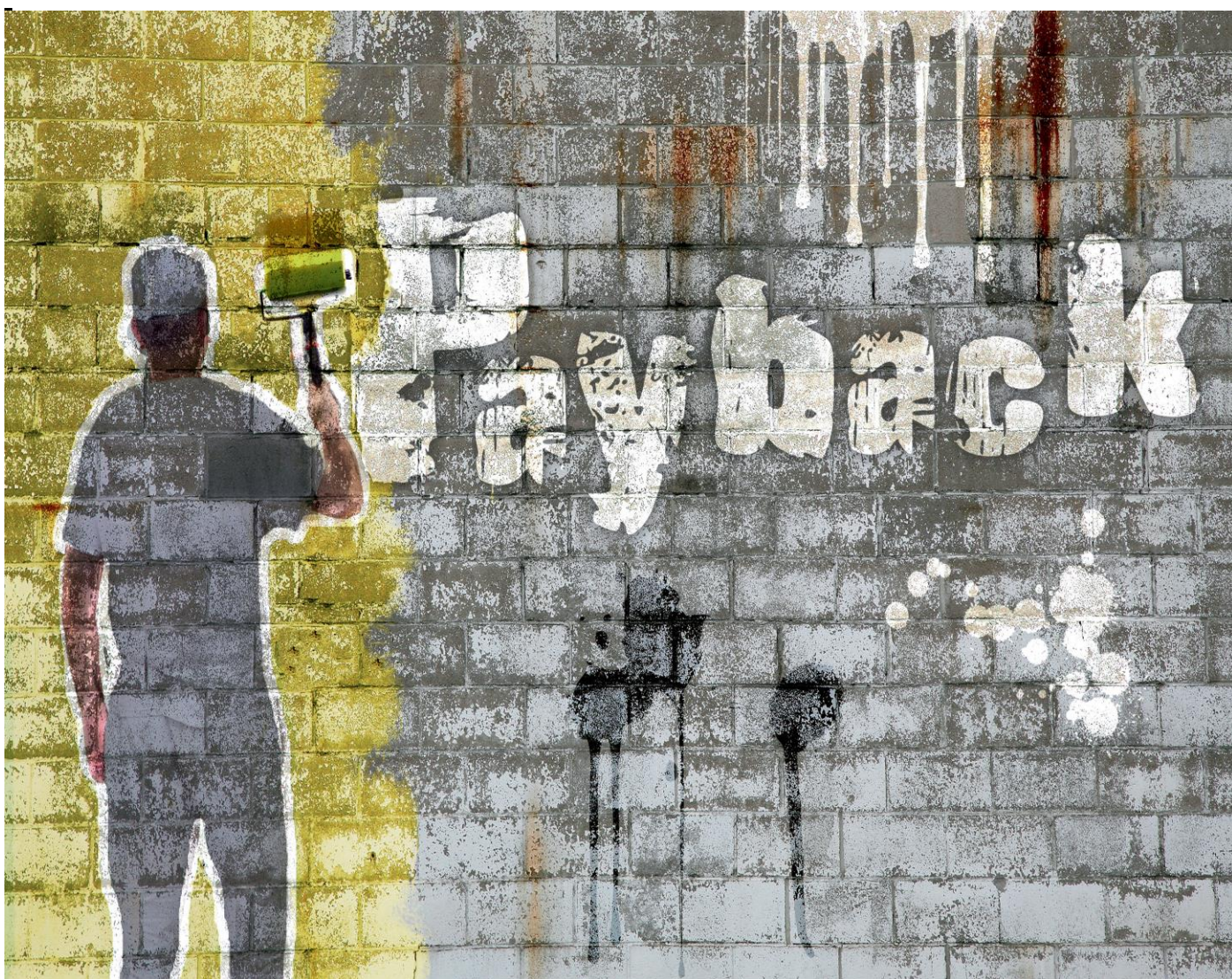
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**North East Fife Area Committee  
Community Payback  
Unpaid Work Projects**

**1st April, 2022 to 31st March, 2023**

**Service / Organisation / Recipient**



**North East Fife Area Project and Tasks  
Community Payback  
Unpaid Work Projects**

**1st April, 2022 to 31st March, 2023**

**SERVICE / ORGANISATION /RECIPIENT/PROJECT/TASK**

08/04/22	Cllr Tim Brett	Ground clearance, Newport on Tay
13/04/22	Colind Davidson	Ground clearance, Waterson's Crook, Newport
04/04/22	Cllr Tim Brett	Street weeding, Tayport
12/04/22	Gillian McFarland	Painting bus shelter, Bottomcraig
27/04/22	Ruth Brown	Tree planting, Pittenweem
06/05/22	Yvonne Tasker	Painting garden furniture, Mears Court, Leuchars
17/05/22	Denise Cameron	Garden tasks, Tayport Nursery
16/05/22	Elaine Miller	Litter picking, Fife show
28/04/22	Colin Davidson	Ground clearance, viewpoint, Newport
23/05/22	Mark Cook	Painting & decorating, Colinsburgh
25/05/22	Cllr Tepp	Path clearance, Tayport heritage trail
05/06/22	Lyndsay Miller	Rubbish removal/gardening, Springfield
20/06/22	Marion Mason	Community event, St Andrews Gala
23/09/22	Judith Hunter	Ground clearance, St Monans windmill
07/11/22	Megan Penny	Removals, Cellardyke to Tayport
11/11/22	Colin Davidson	Weeding, Crail
16/01/23	Gordon Campbell	Painting building exterior, Pittenweem
24/01/23	Cllr Lothian	Wooden walkway repair, Auchtermuchty
06/02/23	Andrew	Painting & decorating, Dunbog Village Hall
22/02/22	Facilities Management FC	Exterior Painting, Bonnygate toilet block
21/10/22	Janice Laird	Digging pathway, Freuchie Den
22/03/23	Cllr Tepp	Painting toilet block & railings, Tayport harbour



**Fife Council  
Justice Services  
Community Payback  
Unpaid Work Scheme**

## **1.0 Introduction**

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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.

## **2.0 Risk Assessment**

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The Community Payback by Offenders Scheme is delivered throughout Fife by Project Officers and Supervisors. Working with Social Workers 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.

### **2.1 PROJECTS**

The Projects Team is responsible for the provision of unpaid work placements, projects, and the direct supervision of participants. Community payback runs 7 days per week 09.30 – 16.30. 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 project officers who will link with recipients of the service to consider the needs and demands of a 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.

Community Payback aims 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 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 has a criterion that must be adhered to when allocating and assessing a project which is detailed below. Organisation or individual recipients must meet our criteria. Thereafter an assessment appointment can be arranged, to assess what work you require and if we can assist. We provide advice regarding the required materials needed to complete the job.

Please note that any recipient of our service must cover the costs of their materials, all labour is free. Once the project has been agreed a date will be confirmed by the Project Officer as to when the work will commence. Flexibility will be required around completion dates due to the availability of resources.

## **The criteria that we work to in Community Payback Unpaid Work are:**

*All Fife Council service providers such as Children and Families and Adults must go through appropriate local authority teams/providers and have explored alternative supports before approaching Community Payback Fife Council must be contacted before Community Payback to ensure paid work is not being taken away from other services.*

You must ensure:

- Individuals cannot do the work themselves.
- The individual/organisation has no monies available to pay someone to complete the work.
- They have no family or friends, regardless of their commitments that cannot do the work for them.
- Work will only be considered for non-profit making charitable organisations.
- We are unable to replace any Fife Council Service who have responsibility for completing the task you are requesting.
- In addition, all materials must be purchased and supplied by the beneficiary or recipients before any work commencing

The work undertaken benefits both the local and wider communities of Fife and includes charities, community organisations/centres, care homes, and the disabled. The range of work can include:

- litter picking
- recycling projects
- wooden fencing repairs and painting
- basic landscaping & basic path work
- improvements to park and community facilities
- general gardening projects
- painting and decorating in community centres, voluntary organisations and churches.
- making and repairing garden furniture.
- community festivals/events
- snow and ice clearing

### **Contacts for the 3 areas across Fife are as below**

Dunfermline & SW Fife

**Kimberly Cherrie**

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Kirkcaldy, Kinghorn & Burntisland

**Gary Meldrum**

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Glenrothes & NE Fife

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07515291032/03451 555555 400010

24 April 2024

Agenda Item No. 16

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## Report on Educational Outcomes – 2022/23

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Report by: Shelagh McLean, Head of Education

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

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### Purpose

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The purpose of this report is to provide the North East Fife Area Committee with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2022/23. This report also provides an overview of the range of strategies being developed to support our key priority to raise attainment.

### Recommendation(s)

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The committee is asked to consider and comment on:

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

### Resource Implications

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There are no resource implications arising from this report.

### Legal & Risk Implications

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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

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

## 1.0 Background

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

- 1.2 The senior phase of the curriculum also provides us with the opportunity to:
- improve employability skills
  - increase levels of sustained positive destinations
  - contribute to a prosperous Fife economy and improve life chances for all
- 1.3 School improvement in Scotland is focused on the use of the senior phase benchmarking tool, generally known as Insight. This improvement tool has two key release dates and provides a rounded view of attainment across a range of outcomes. An initial release in September provides information on all qualifications sat by young people within the Scottish Credit and Qualifications Framework for the previous session. This local benchmarking data provides details on the performance of year groups S4, S5 and S6. The national benchmarking data is updated in February with details of the destinations of all young people who left school in the previous session. The February data allows analysis of how young people have performed by the time they leave school.
- 1.4 In terms of analysis of attainment and achievement performance, the Education Service now publishes two statistical reports to schools. The first of these, the School Attainment Report, is provided to schools in early October, after the formal September Insight release, and discussion centres on the school's local benchmark data which shows how well each stage cohort S4 to S6 has performed across the range and level of qualifications. Discussions at individual school meetings feed into school planning and target setting.
- 1.5 At the end of March, a second report, the School Outcome Report, goes to schools and focuses on the national benchmarks which show how well the school's leavers have performed. The discussions with schools at this point focus on areas such as literacy and numeracy to see how well-equipped leavers are to go onto sustained and positive destinations, as well as considering overall levels of attainment and the types of destinations young people are achieving.
- 1.6 This report considers the data for 2022/23, as it stands in March 2024. This includes data from both the September and February Insight updates for the school year 2022/23.
- 1.7 As per national guidance, we take an 'outcomes'-based approach to attainment with the focus on all our young people at the point of exit rather than individual 'year on year' attainment.
- 1.8 The increased emphasis on 'outcomes' means a clear focus on the 'destination', 'employability' and range of appropriate qualifications achieved by the time our young people leave school rather than the overall attainment of any year group.
- 1.9 This report also presents information regarding attainment at key stages in learning (the end of stages S4 and S5). These provide an indication of how well learning is progressing.
- 1.10 We continue to improve our data sharing with schools through the Power BI platform.

## 2.0 Our Vision

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- 2.1 Our shared vision across Fife is to improve the opportunities for all learners by improving attainment.
- 2.2 This vision aligns us with the recently published reviews It's Our Future - [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](https://www.gov.scot/resources/documents/2022/06/future-report-independent-review-qualifications-assessment.pdf) and [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery Landscape Review – Final Report \(www.gov.scot\)](https://www.gov.scot/resources/documents/2022/06/fit-for-the-future-developing-a-post-school-learning-system-to-fuel-economic-transformation-skills-delivery-landscape-review-final-report.pdf) 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

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

## 4.0 Attainment

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### **Attainment in literacy by the end of stage S4**

- 4.1 Literacy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of literacy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1C provides an overview of attainment in literacy by the end of stage S4 for Fife and the local area.
- 4.2 Levels of attainment for literacy at SCQF level 4 have seen a general improvement across Fife in recent years, with some evidence of a closing of the attainment gap.
- 4.3 Overall attainment at SCQF level 4 in the North East Fife area shows an improving trend. Literacy attainment for learners in SIMD Quintile 1 has seen a significant improvement over the last three years, with a particularly significant closing of the attainment gap.
- 4.4 Generally, levels of attainment for literacy at SCQF level 5 have shown an improvement across Fife over the last three years. Outcomes for pupils living in SIMD Quintile 1 have also seen an improvement, with a closing of the attainment gap.
- 4.5 Attainment at SCQF level 5 in the North East Fife area closely matches the level of attainment seen across Fife both overall and for learners in SIMD Quintile 5. There is a significant improvement trend for learners in SIMD Quintile 1, with outcomes in the North East Fife area better than 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 Quintile 1 in the North East Fife 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 been broadly constant across Fife in recent years, in each SIMD quintile, with outcomes in 2022/23 similar to those seen in 2019/20.
- 4.9 Overall attainment at SCQF level 4 in numeracy for the North East Fife area is similar to outcomes across Fife for SIMD Quintile 5 learners. Generally, outcomes have been higher for learners in SIMD Quintile 1 and overall.
- 4.10 Generally, levels of attainment for numeracy at SCQF level 5 across Fife have seen a gradual improvement in the past two years.
- 4.11 Overall attainment at SCQF level 5 in numeracy for the North East Fife area is generally higher than the outcomes across Fife. Outcomes for learners in SIMD Quintile 5 and 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 North East Fife area relate to a relatively small group of learners.

#### **Wider attainment by the end of stage S4 and stage S5**

- 4.13 Wider attainment by the end of stage S4 provides a foundation for leaving school, or for further study and achievement in stages S5 and S6.
- 4.14 Appendix 1E provides an overview of attainment at SCQF level 4 by the end of stage S4. For both Fife and the area, improvement has been seen in 2022/23 for those achieving 1+ to 5+ awards at SCQF level 4. Outcomes seen in the North East area at SCQF level 4 have generally been above those seen across Fife (except for the 2021/22 year) and in 2022/23 were higher than for similar areas in Scotland.
- 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 general improvement over the past five years. Improvements have been seen since 2018/19 for those achieving 1+ to 5+ awards at SCQF level 5 across Fife. In the local area, outcomes have been lower since 2019/20 for those achieving 1+ to 5+ awards at SCQF level 5. Outcomes seen in the North East Fife area at SCQF level 5 have generally been above those seen across Fife (except for the 2021/22 year) but below those seen for similar areas in Scotland.
- 4.16 Appendix 1G provides an overview of attainment at SCQF level 6 by the end of stage S5. Outcomes for Fife have seen a general improvement over the past five years, for those achieving 1+ to 5+ awards at SCQF level 6. Improvements have also been seen since 2018/19 in the North East Fife area at SCQF level 6 for those achieving 3+ to 6+ awards (with a fall in those achieving 1+ and 2+ awards in 2022/23). Outcomes seen in the North East Fife area at SCQF level 6 have generally been above those seen across Fife but below those seen for similar areas in Scotland.

## 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 North East area school leavers is generally higher than the Fife average for each of the three tariff groups (bottom 20%, middle 60%, and top 20%).
- 4.21 The difference in outcomes between the North East Fife area and Fife may reflect:
- A higher staying on rate to stage S6 (see the data in Appendix 1J);
  - The relatively large proportion of learners living in SIMD deciles 7-10 and relatively small proportion of learners living in SIMD decile 1 -3 (see Appendix 1B).

## 5.0 Destinations of School Leavers

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- 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. Fife has been below the national average for school leavers although, for the most recent leaver data, the gap has closed to 0.6%.

	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
Fife	92.7%	92.5%	94.4%	91.9%	93.9%	94.9%	95.3%
Scotland	93.7%	94.4%	95.1%	93.4%	95.5%	95.7%	95.9%
LA Position	25/32	29/32	23/32	27/32	29/32	21/32	21/32



- 5.2 Appendix 1J provides an overview of the initial positive destinations of school leavers for Fife and the local area. This includes destinations by stage of leaving, as well as destinations of key groups of pupils (looked after school leavers, those living in SIMD Quintile 1, those with Additional Support Needs).
- 5.3 The level of positive destinations in the North East Fife area has improved from 2021/22 but remains below the 2020/21 level and below the improving trend seen across Fife.
- 5.4 The initial post school destinations of school leavers who were looked after or who lived in SIMD Quintile in the North East Fife area have improved, ahead of the Fife trend. Outcomes for school leavers who have Additional Support Needs are below the Fife average.
- 5.5 Appendix 1K shows destinations of school leavers, by category of destination.
- 5.6 The range of positive destinations which school leavers in the North East Fife area entered in 2022/23 demonstrates the main destinations are continuing education (with 69.5% entering either higher or further education), and employment (with 23.2% entering employment directly from school). In the North East Fife area, a greater proportion of school leavers entered higher education than the national average.

## 6.0 Action Planned to Further Raise Attainment

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### **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**

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- 7.1 The evidence in Appendix 1, summarised in sections 3-5, shows that:
- Pupils in the North East Fife area are less likely to live in household poverty or areas of deprivation than pupils in the rest of Fife.
  - Attainment outcomes are generally better than for other parts of Fife, as would be expected given the social context of the area. However, outcomes have shown a tendency to be below those for comparable areas in Scotland (including for the virtual comparator).
  - Outcomes at SCQF level 4 by the end of stage S4 are strong in the North East Fife area. This is reflected in outcomes for literacy, numeracy and wider attainment, which are better than those seen across Fife as a whole.
  - There is scope for improvement for higher levels of attainment (SCQF levels 5 and 6). Wider attainment at SCQF level 5 (by the end of stage S4) and SCQF level 6 (by the end of stage S5) are below the outcomes achieved in similar areas of Scotland, although above the Fife average.
  - Positive destinations remain below the 2020/21 level, although have increased above the 2021/22 level. The level remains below the improving trend across Fife.
  - When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 1 in the North East Fife area relate to a relatively small group of learners.

## List of Appendices

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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. Staying On Rates and Overall Positive Destination Rates
  - K. Initial Leaver Destinations by Category
2. Glossary of Education Terms
3. The Scottish Index of Multiple Deprivation (SIMD)

## Background Papers

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

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

## Report Contacts

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## Appendix 1A – School Context Information

### Secondary Schools Context

North East Fife

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

#### School Roll - From September Census

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

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

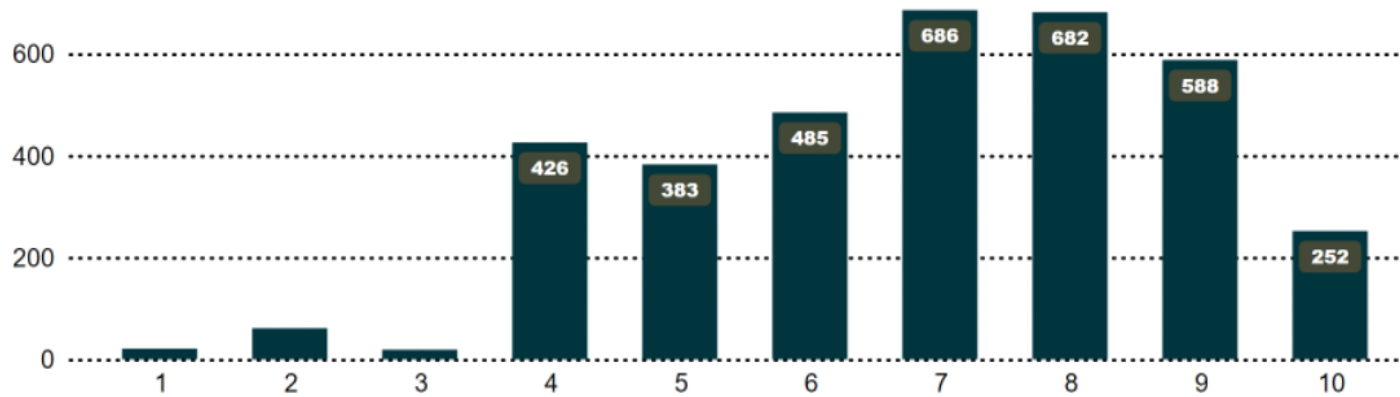
	2020/21	2021/22	2022/23
Area	11.4%	11.9%	12.3%
Fife	17.9%	19.3%	19.3%
National	19.1%	19.3%	19.7%

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

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

North East Fife

Number of Pupils per SIMD Decile



Percentage of Pupils per SIMD Decile compared to Fife

Year	1	2	3	4	5	6	7	8	9	10	Total
<b>2023/24</b>											
<b>Roll</b>	21	61	19	426	383	485	686	682	588	252	<b>3603</b>
<b>% of Roll</b>	0.6%	1.7%	0.5%	11.8%	10.6%	13.5%	19.0%	18.9%	16.3%	7.0%	<b>100.0%</b>
<b>% of Fife</b>	8.5%	13.1%	10.5%	9.9%	11.6%	7.0%	7.9%	10.9%	10.0%	10.6%	<b>100.0%</b>

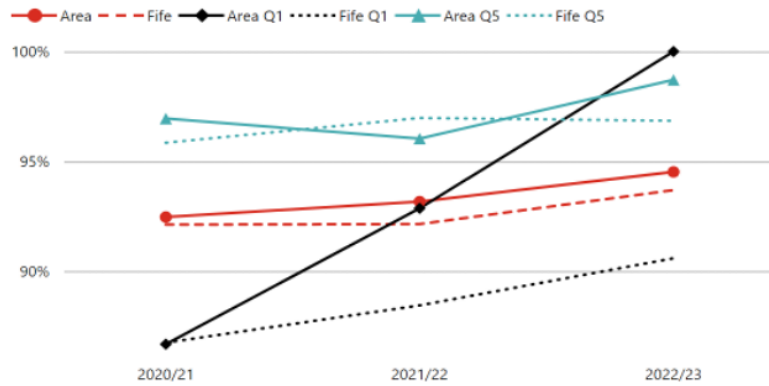
# Appendix 1C – Attainment of Literacy by the End of Stage S4

## SQA Attainment - Literacy & Numeracy by Stage

North East Fife

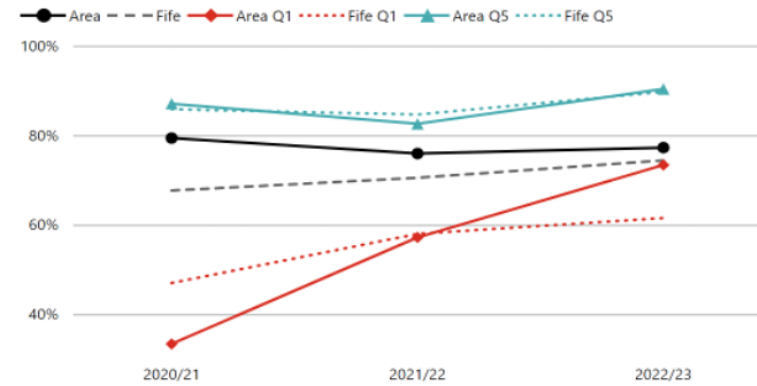
Stage: S4  
Subject Choice: Literacy

% of Pupils with Level 4+



Measure Year Quintile	Literacy Level 4+					
	2020/21		2021/22		2022/23	
	Area	Fife	Area	Fife	Area	Fife
1	86.7%	86.7%	92.9%	88.4%	100.0%	90.6%
2	92.4%	91.9%	90.8%	89.7%	88.3%	91.1%
3	89.8%	92.5%	89.6%	91.1%	92.0%	94.8%
4	92.3%	94.5%	94.7%	95.2%	95.5%	95.8%
5	96.9%	95.8%	96.0%	97.0%	98.7%	96.8%

% of Pupils with Level 5+



Measure Year Quintile	Literacy Level 5+					
	2020/21		2021/22		2022/23	
	Area	Fife	Area	Fife	Area	Fife
1	33.3%	47.0%	57.1%	57.9%	73.3%	61.5%
2	75.8%	60.6%	63.1%	62.5%	68.1%	69.1%
3	76.3%	71.4%	73.0%	72.8%	70.4%	72.9%
4	81.4%	77.4%	78.9%	77.2%	77.2%	80.9%
5	87.0%	85.8%	82.5%	84.6%	90.3%	89.7%

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

### SQA Attainment - Literacy & Numeracy by Stage

North East Fife

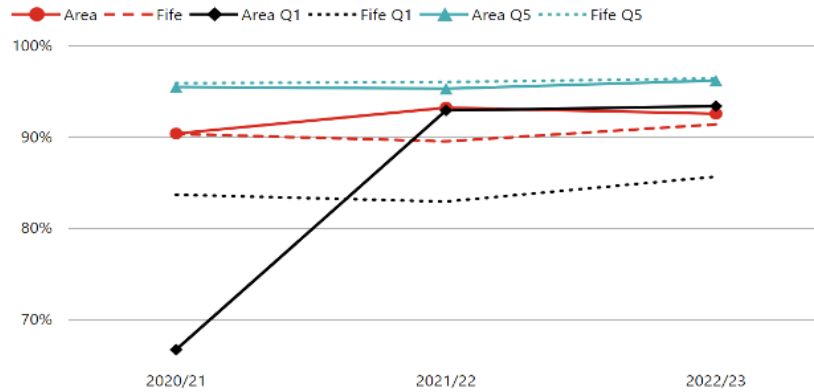
Stage

S4

Subject Choice

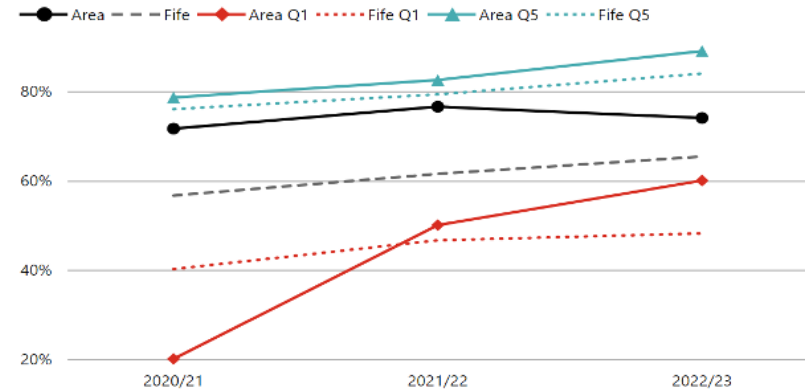
Numeracy

#### % of Pupils with Level 4+



Measure Year Quintile	Numeracy Level 4+					
	2020/21		2021/22		2022/23	
	Area	Fife	Area	Fife	Area	Fife
1	66.7%	83.6%	92.9%	82.9%	93.3%	85.6%
2	89.4%	88.7%	92.3%	86.5%	87.2%	89.7%
3	86.4%	90.6%	90.8%	89.8%	90.7%	92.8%
4	92.3%	93.9%	93.9%	93.5%	93.3%	93.3%
5	95.4%	95.8%	95.2%	96.0%	96.1%	96.4%

#### % of Pupils with Level 5+



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

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

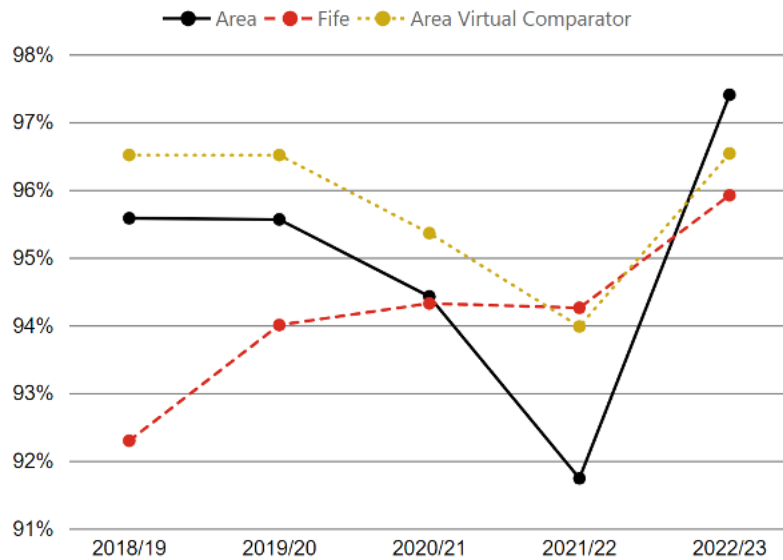
### Breadth and Depth of Attainment

North East Fife

Stage and Level

S4 Level 4

Five year trend for 1 or more passes at National 4 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 4									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	95.6%	92.3%	95.6%	94.0%	94.4%	94.3%	91.7%	94.3%	97.4%	95.9%
2 or more	94.3%	89.4%	91.9%	90.5%	93.0%	91.7%	88.9%	91.3%	94.4%	92.7%
3 or more	90.8%	86.3%	89.5%	87.5%	90.7%	88.7%	86.0%	88.4%	91.1%	89.5%
4 or more	88.1%	81.7%	87.2%	84.3%	87.7%	85.5%	81.9%	84.6%	88.3%	86.4%
5 or more	85.4%	74.1%	84.2%	79.9%	85.1%	81.2%	76.5%	79.4%	84.6%	82.2%



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

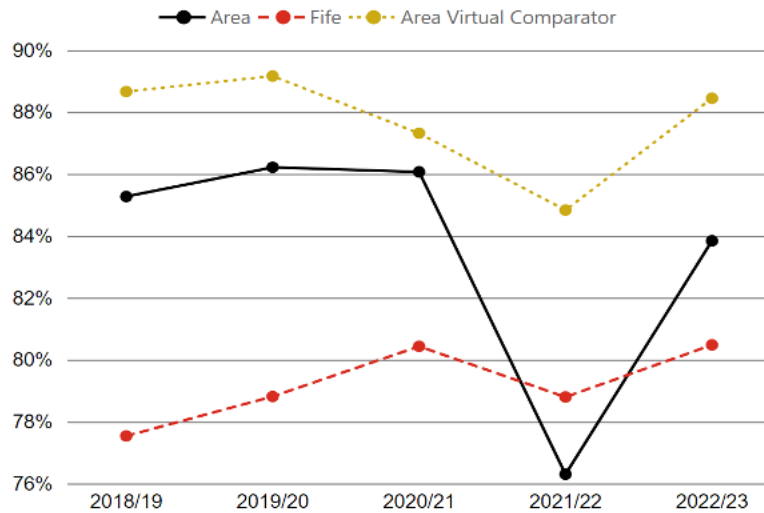
### Breadth and Depth of Attainment

North East Fife

Stage and Level

S4 Level 5

Five year trend for 1 or more passes at National 5 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 5									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	85.3%	77.5%	86.2%	78.8%	86.1%	80.4%	76.3%	78.8%	83.8%	80.5%
2 or more	77.7%	68.5%	80.8%	70.4%	80.7%	71.3%	67.0%	68.8%	78.8%	71.1%
3 or more	73.3%	60.8%	76.4%	63.1%	74.3%	63.9%	59.6%	60.3%	73.0%	63.6%
4 or more	66.8%	52.7%	71.6%	56.3%	67.9%	56.6%	51.3%	52.6%	66.4%	56.0%
5 or more	58.9%	43.9%	64.8%	48.8%	60.8%	48.4%	43.4%	45.6%	58.4%	48.5%

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

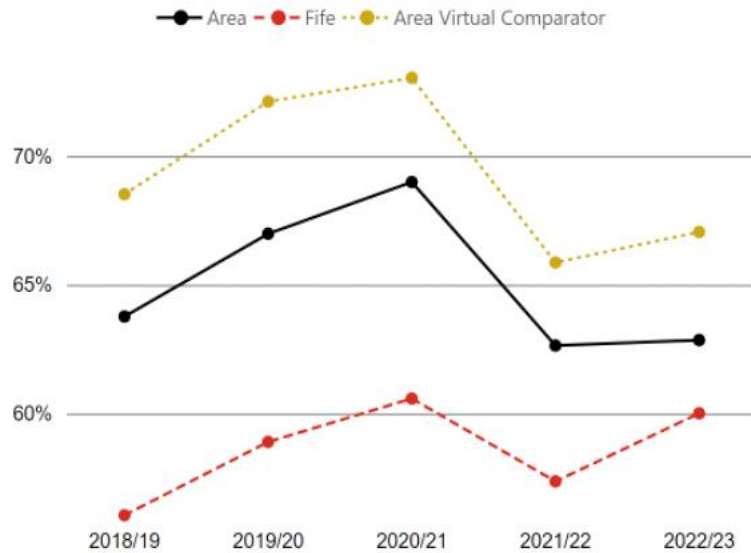
### Breadth and Depth of Attainment

North East Fife

Stage and Level

S5 Level 6

Five year trend for 1 or more passes at National 6 for the school in S5 as a percentage of the S4 cohort.



Stage and Level	S5 Level 6									
	2018/19		2019/20		2020/21		2021/22		2022/23	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	63.8%	56.1%	67.0%	58.9%	69.0%	60.6%	62.6%	57.4%	62.9%	60.0%
2 or more	53.9%	44.3%	59.9%	48.7%	60.2%	50.8%	50.6%	46.3%	53.4%	47.4%
3 or more	45.9%	35.7%	52.8%	40.3%	52.1%	41.9%	40.6%	37.4%	46.6%	38.6%
4 or more	36.2%	27.1%	43.3%	30.2%	40.9%	31.8%	30.4%	28.2%	39.0%	30.8%
5 or more	24.5%	17.0%	29.1%	19.6%	28.4%	19.7%	20.6%	17.7%	27.1%	20.5%
6 or more	0.8%	0.9%	2.1%	2.7%	1.2%	2.5%	7.9%	4.0%	1.3%	5.4%

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

### Average Tariff Points for Leavers, Split into Top 20%, Middle 60% and Bottom 20% of pupils by Tariff

North East Fife

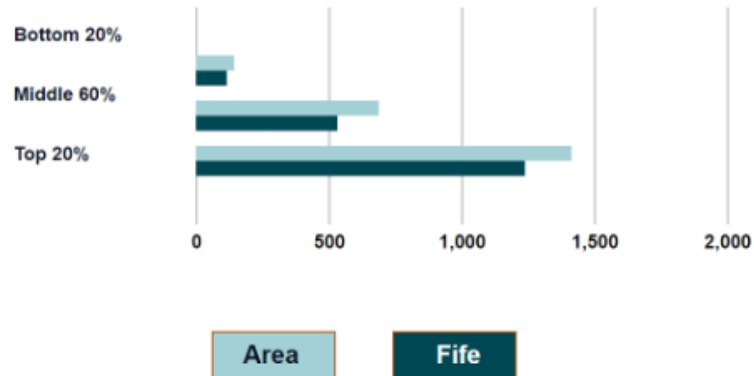
- Total Tariff
- Complementary Tariff

Average Tariff for Leavers	2020/21	2021/22	2022/23
Complementary Tariff			
Bottom 20%	158	169	144
Middle 60%	797	764	688
Top 20%	1,480	1,438	1,415

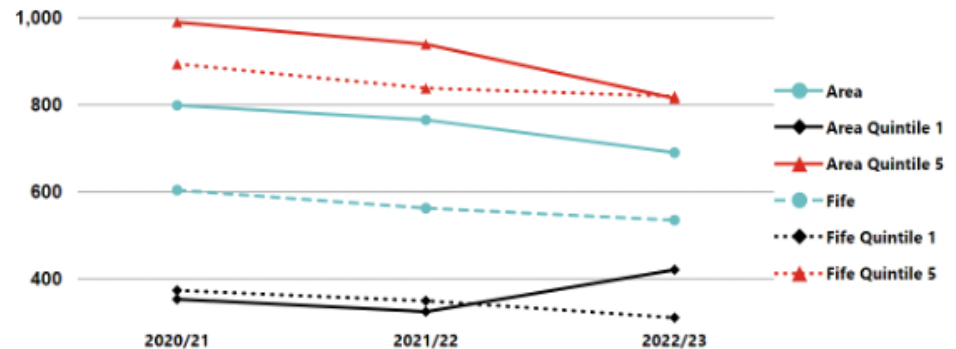
Average Tariff for Area Leavers by SIMD Quintile	Quintile		2020/21	2021/22	2022/23
Complementary Tariff	1	Bottom 20%	124	72	165
		Middle 60%	351	323	419
		Top 20%	974	1,051	894
	5	Bottom 20%	198	279	218
		Middle 60%	988	937	813
		Top 20%	1,579	1,469	1,431

Middle 60%

Academic Year 2022/23



Average Leavers Tariff Points



## Appendix 11 – Overall Attainment of School Leavers (Total Tariff)

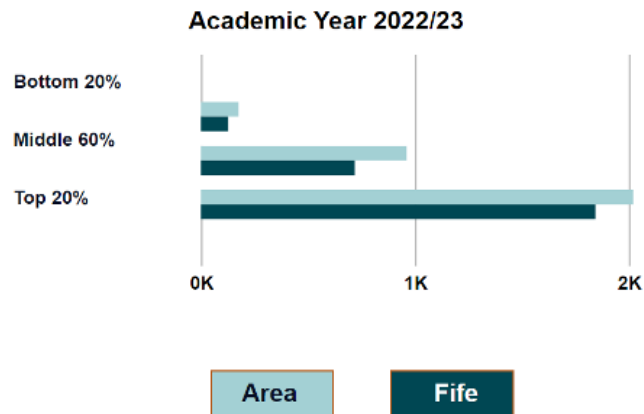
### Average Tariff Points for Leavers, Split into Top 20%, Middle 60% and Bottom 20% of pupils by Tariff

North East Fife

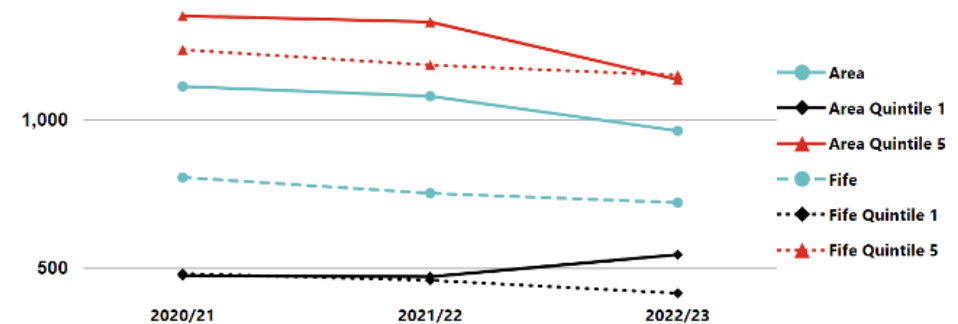
- Total Tariff
- Complementary Tariff

Average Tariff for Leavers	2020/21	2021/22	2022/23
Total Tariff			
Bottom 20%	185	211	176
Middle 60%	1,110	1,078	961
Top 20%	2,055	2,073	2,020

Average Tariff for Area Leavers by SIMD Quintile	Quintile		2020/21	2021/22	2022/23
Total Tariff	1	Bottom 20%	132	72	194
		Middle 60%	473	469	543
		Top 20%	1,284	1,626	1,305
	5	Bottom 20%	236	368	278
		Middle 60%	1,348	1,328	1,133
		Top 20%	2,168	2,107	1,987



### Average Leavers Tariff Points



## Appendix 1J – Staying on Rates and Overall Positive Destination Rates

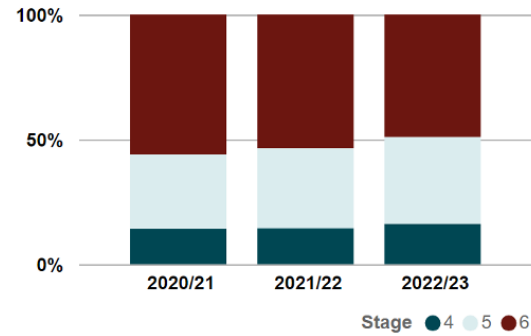
### North East Fife

#### Initial Positive Destination Rates

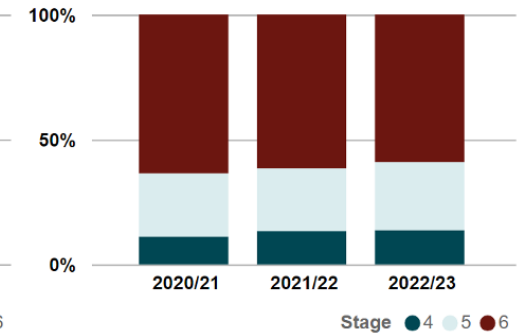
Pupil Stage	S4		S5		S6		All Leavers	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
▲ Year								
2020/21	94.1%	90.2%	94.2%	90.5%	97.4%	96.6%	<b>96.2%</b>	<b>93.9%</b>
2021/22	94.2%	91.0%	93.2%	93.8%	95.5%	96.5%	<b>94.7%</b>	<b>94.8%</b>
2022/23	93.0%	93.2%	88.2%	92.8%	98.6%	97.7%	<b>95.0%</b>	<b>95.3%</b>

S5 staying on rates represent the proportion of the prior year's S4 roll who were on the S5 roll in September.  
 S6 staying on rates represent the proportion of the prior year's S5 roll who were on the S6 roll in September.

#### Fife Leavers by Stage



#### Area Leavers by Stage



#### Staying on Rates

	2020/21	2021/22	2022/23
<b>Area S5</b>	84%	87%	85%
<b>Fife S5</b>	84%	84%	81%
<b>Area S6</b>	74%	76%	71%
<b>Fife S6</b>	67%	69%	60%

Looked After

Most Deprived Quintile

Additional Support Needs

All Leavers

Year	Area LAC	Fife LAC	Area SIMD Q1	Fife SIMD Q1	Area ASN	Fife ASN	Area All	Fife All
▲ 2020/21	78.6%	85.3%	100.0%	90.7%	95.1%	91.0%	96.2%	93.9%
2021/22	87.5%	86.2%	92.9%	93.4%	94.0%	92.7%	94.7%	94.8%
2022/23	92.9%	85.6%	100.0%	92.1%	94.3%	93.6%	95.0%	95.3%

## Appendix 1K – Initial Leaver Destinations by Category

### Initial Leaver Destinations

North East Fife 

**No. of Leavers**      2020/21   2021/22   2022/23  
                                  611      645      625

2020/21   2021/22   2022/23  
 3,751      4,088      3,920

2020/21   2021/22   2022/23  
 50,719   55,211   54,719

North East Fife				Fife				National %			
Year	2020/21	2021/22	2022/23	Year	2020/21	2021/22	2022/23	Year	2020/21	2021/22	2022/23
Destination	Area	Area	Area	Destination	Fife	Fife	Fife	Destination	National	National	National
<b>Positive</b>	<b>96.2%</b>	<b>94.7%</b>	<b>95.0%</b>	<b>Positive</b>	<b>93.9%</b>	<b>94.8%</b>	<b>95.3%</b>	<b>Positive</b>	<b>95.5%</b>	<b>95.6%</b>	<b>95.9%</b>
Higher Education	51.2%	45.0%	46.1%	Higher Education	39.4%	35.8%	35.5%	Higher Education	45.1%	41.3%	40.3%
Further Education	25.0%	25.6%	23.4%	Further Education	29.9%	31.9%	32.8%	Further Education	23.3%	25.5%	26.6%
Training	2.0%	0.9%	1.8%	Training	4.1%	3.0%	4.0%	Training	3.7%	2.9%	3.4%
Employment	17.7%	22.8%	23.2%	Employment	19.9%	23.4%	21.9%	Employment	22.6%	25.1%	24.3%
Personal Skills Development		0.2%		Personal Skills Development	0.2%	0.3%	0.5%	Personal Skills Development	0.5%	0.4%	0.8%
Voluntary	0.3%	0.3%	0.6%	Voluntary	0.4%	0.4%	0.6%	Voluntary	0.4%	0.5%	0.5%
<b>Not Positive</b>	<b>3.8%</b>	<b>5.3%</b>	<b>5.0%</b>	<b>Not Positive</b>	<b>6.1%</b>	<b>5.2%</b>	<b>4.7%</b>	<b>Not Positive</b>	<b>4.5%</b>	<b>4.4%</b>	<b>4.1%</b>
Unemployed Seeking	1.8%	2.5%	3.0%	Unemployed Seeking	3.4%	2.3%	2.6%	Unemployed Seeking	2.5%	2.3%	2.2%
Unemployed Not Seeking	2.0%	2.2%	1.9%	Unemployed Not Seeking	2.2%	2.3%	1.9%	Unemployed Not Seeking	1.7%	1.5%	1.6%
Unknown		0.6%		Unknown	0.6%	0.6%	0.2%	Unknown	0.3%	0.5%	0.3%
<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>Total</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

## Appendix 2 – Glossary of Education Terms

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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 **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

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

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

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

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

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

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

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

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



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

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

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

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# Public Health Report & Young People Health & Wellbeing Survey Results

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**Report by:** Shelagh McLean, Head of Education and Children’s Services

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**Wards Affected:** North East

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## Purpose

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The purpose of this report is to inform elected members of the director of public health report ‘Children and Young people in Fife - the Building Blocks for Health’ and provide the results of the Fife Young People’s Health and Wellbeing Survey, carried out in March 2023.

## Recommendation(s)

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Members are invited to:

- (1) note and comment on the survey results, as provided through the Fife Young People’s Health & Wellbeing Survey; and
- (2) endorse the next steps outlined in response to the Survey results.

## Resource Implications

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There are no direct resource implications arising from this report.

## Legal & Risk Implications

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There are no direct legal/risk implications arising from the report.

## Impact Assessment

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An EqIA has not been completed and is not necessary because this report does not propose introduction of a policy or a change to existing policy.

## Consultation

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Prior to implementation of the Fife Survey, a national pilot took place in March 2019, with three Community Planning Partnerships, to test the technology, national census administration and the questions as drafted at that stage. This provided helpful feedback on question content, which enabled revisions to be made. The questionnaire content group made revisions. The final amended questionnaires were checked by the content group for fluency, readability and ethical considerations, before going live. Amended questions, for Fife, were implemented, following consultation with members, to suit the needs of our Young People.

# 1.0 Director of Public Health Report

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## 1.1 Situation

The Director of Public Health annual report provides a mechanism to present the key issues relating to health and wellbeing for local areas and enable more targeted local responses to be developed. This year's report is focussed on 'Children and Young people in Fife- the Building Blocks for Health.'

## 1.2 Background

1.2.1 The Report has two sections- a text section, with chapters and topic specific summaries, and an information supplement. These are available at

[Director of Public Health Report 2023 | NHS Fife](#)

[Director of Public Health Annual Report \(nhsfife.org\)](https://nhsfife.org)

1.2.2 The Report highlights the importance of The United Nations Convention on the Rights of the Child (UNCRC) and children's rights across all services, not just children's services; The Promise to care experienced children and young people; inequalities in health outcomes and in health behaviours; the social determinants of health, including poverty, housing, diet, exercise and mental health; and the early impact of the pandemic.

## 1.3 Assessment

### 1.3.1 UNCRC and The Promise

The United Nations Convention on the Rights of the Child (UNCRC) Scotland Act was given Royal Assent on 16 January 2024, and the provisions will be in force on 16 July 2024. This is a landmark for children's rights, which applies up to the age of 18, and recognises the impact of decisions across public services which may impact on children directly or indirectly. Similarly, implementing the recommendations in The Promise to care experienced children and young people requires a fundamental rethink in how public services are delivered to this group to improve outcomes.

### 1.3.2 Population

The Report shows that the number of under 18s in Fife is currently declining, with 71,746 estimated in 2021, 19% of the population in 2021. Children aged 0-4 contributes most to this reduction. The proportion of children recorded as having additional support needs in Fife has increased, and meeting the needs of those with disability and Neurodiversity is central to realising children's rights.

### 1.3.3 Maternal health and births

The birth rate in Fife is declining, in a similar pattern to Scotland, with 3157 births in 2021. Aspects of maternal and reproductive health impact on the mother, but also on child health outcomes in the longer term. This applies for example to smoking, obesity and alcohol use in pregnancy. There are marked inequalities in health behaviours such as smoking and breastfeeding between areas of most and least deprivation. Smoking in pregnancy at maternity booking in appointments, in

Scotland is among the highest in Europe, and Fife has one of the highest rates in Scotland, although these are declining over the whole of the country.

#### 1.3.4 Child poverty

Child poverty rates in Scotland and Fife have risen recently from 17% in 2020 to 23% in 21/22 before housing costs. This rate varies across Fife from 11% to 35.9%, and many of the health indicators in the report show variation with deprivation and poverty.

1.3.5 Fife action on child poverty is reported annually, focussing on six priority group which comprise 90% of families with child poverty: *lone parents, families affected by disability, mothers under 25, children under one, more than 3 children and ethnicity*. Actions for the NHS include income maximisation and Anchor institution ambitions around employment, for example.

1.3.6 Other aspects relevant to health include housing and food insecurity. 390 children were living in households in temporary accommodation in Fife at 31 March 2022, and according to the Trussell Trust, in Fife 5,506 foodbank parcels were given out to children in 2021/22, a reduction on the previous year.

#### 1.3.7 Child development and wellbeing

Preventive and mitigating action around adversity childhood experiences (ACEs), and trauma informed approaches are important protective interventions that can strengthen the impact of services in meeting needs of the population. Prevention of factors associated with abuse and neglect, including domestic abuse, and appropriate responses when this is identified is crucial for child wellbeing.

1.3.8 The Heckman curve demonstrates the cost effectiveness of interventions in early life and is highlighted to demonstrate the known importance of investment early in the life course, tying in with the science of child development. Bonding, social connection and environment shape long term future physical and mental health and wellbeing.

1.3.9 Mental health and wellbeing in children and young people has been a concern before the pandemic, but this has been exacerbated by withdrawal of usual activities and support at that time. In Fife the Our Minds Matter Framework aims to implement the vision of supports available from universal to specialist level.

1.3.10 Alcohol and drug related admissions for young people in Fife are higher than the rate in Scotland, an indicator of serious harm. Children and young people also experience significant harms through loss of a parent to drug deaths, as well as risk to their own health in the short and long term, including fetal exposure. Tackling these requires specific preventive measures, but also universal measures tackling poverty, housing, education and employment, as well as specialist services to support those with greater or more complex needs.

## **1.4 Service aspects**

- 1.4.1 Across health and partnership agencies, universal and targeted approaches are in place and are being developed further, for example in immunisation and dental health. Examples of good practice include perinatal mental health, the Family Nurse Partnership, and the work being undertaken through the Whole Family Wellbeing Fund. Positive areas for promoting wellbeing include access to green space, the contribution of the third sector and Youth Work.
- 1.4.2 The Fife partnership Children Services Plan sets out the multiagency aims and objectives to address the concerns identified through both the Director of Public Health report and the survey.

## **2.0 Fife Young People Health & Wellbeing Results**

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- 2.1 The survey was designed to help promote and/or improve the wellbeing of children and young people in Fife, which is a specified duty within the Local Government in Scotland Act 2003.
- 2.2 The survey was designed to help us to understand the wellbeing needs of children and young people across Fife and to inform our work to improve services for children and families. Gathering the information is especially important, at this time, to help form an accurate picture of young people's wellbeing after the pandemic and to help support their recovery.
- 2.3 **Implementation**
  - 2.3.1 Young People (YP) had an opportunity to complete the survey in a school setting between 13th – 31st March 2023. Due to some local circumstances, such as staff absence, an extension was provided for some schools to complete the survey up to one week following the easter break, 17th-21st April 2023.
  - 2.3.2 Learners undertaking the survey were assigned a code that was linked to the following individual characteristics: geographical area, sex, stage, additional support need (ASN) and SIMD. This approach meant that no learners could ever be individually identified but that some information was available about how outcomes differed according to individual characteristics within the wider school cohort.
  - 2.3.3 The survey was carried out within Primary School classrooms and Personal, Social Education (PSE) classes for stages S1-S4. S5/6, where PSE, is not delivered were given opportunities within the school day to complete the survey.
  - 2.3.4 Children & Young People have previously participated in individual topical Survey's prior to Covid, including the Scottish Schools Adolescent Lifestyle and Substance Use Survey (SALSUS), but this was the first time a Health & Wellbeing Survey has been carried out in this way with a range of different topics covering all aspects of wellbeing. Questions previously asked within the SALSUS survey had differences in wording therefore comparative data is limited.
- 2.4 **Participant Response**
  - 2.4.1 63% of our Young People completed the Survey; this is a very positive response. As a comparison, the National Census received a 58% response rate and, locally, the last Pupilwise survey (completed in 2017) received a 55% response rate.

2.4.2 In total 21,607 responses were included in the dataset for stages P5 – S6. The response rate decreased with stage, particularly so for S4 - S6.

*Table 1 – Response Rate by Stage*

<b>Stage (Year Group)</b>	<b>Number of Responses</b>	<b>Response Rate Fife</b>	<b>Response Rate in 2021/22 National Survey</b>
P5	3347	82.54%	70.64%
P6	3250	78.69%	69.25%
P7	3178	74.44%	72.33%
S1	2962	70.29%	65.47%
S2	2795	64.79%	61.02%
S3	2752	63.56%	56.35%
S4	1766	42.67%	45.30%
S5	1103	36.10%	38.50%
S6	454	24.96%	30.02

## 2.5 High Level Findings

- 2.5.1 Across the reported measures, analysis indicates attitudes to school; views on neighbourhood and life at home; physical health and mental health and wellbeing, differ by stage, sex and deprivation.
- 2.5.2 This being the first time completing this Survey, where possible we have compared Fife with National data. For comparison purposes, the results by stage have been weighted to match the Fife school roll, this removes the impact of the varied response rates by stage.
- 2.5.3 Data has been broken into the 7 Areas of Fife and analysis has considered comparisons to the Fife data, where evidence shows if an area of Health & Wellbeing is better than or worse than the overall Fife Results.
- 2.5.4 After analysis of all the responses, results were classified as positive responses or negative. So, at the simplest level a better response is one with more positive or less negative responses than the rest of Fife.
- 2.5.5 The better or worse shows the area's results are "statistically significantly" different to the rest of Fife. That is based on a Z test, looking at the differences between the two groups, using a 95% confidence level and the much better or much worse uses a 99% confidence level. If we picked a random sample of pupils from Fife then 95% of the time they would have a result closer to the Fife average than those labelled better or worse, so these area's results stand out as unusual.
- 2.5.6 If the Fife data has 1% of pupils saying something, then if an area has 3% it will be highlighted as significantly different, whereas a question which has a 50%:50% positive to negative response and one area has a 48%:52% response doesn't stand out as

different, even though the change is 2% in both cases. It is also influenced by the number of responses.

2.5.7 North East had more better than worse than the rest of Fife results.

## 2.6 North East

2.6.1 The results within the North East showed multiple Health & Wellbeing areas where they were better than that of the rest of Fife, significant areas included:

Community – Young People liked where they lived and showed better than the rest of Fife results

Physical Activity – Young People attended Sports Clubs/Hobbies in their free time and was better than the rest of Fife

General Health – Young People reported feeling their life was just right and had what they want in life – the % was higher than that of the rest of Fife

2.6.2 Health & Wellbeing areas within the NE that were worse than that of the rest of Fife were limited but did include:

Hobbies – Fewer Young People within NE reported engaging within Duke of Edinburgh, this was worse than the rest of Fife

Social Media – More Young People within the NE reported spending time on Social Media in particular browsing other people's status/stories

Sleep – Young People woke up later in the mornings before School and had worse than the rest of Fife results

**Appendix 1** – Provides the full results where North East showed a significant difference with that of the rest of Fife.

## 3.0 Conclusion & Next Steps

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3.1 The results of the survey identify and confirm priority areas for Health & Wellbeing within Education and Children's Services, and the evidence has been used already to help support the development of the Health & Wellbeing [Strategy](#) for Education & Children's Services, 2023-2026. Five Key areas have been identified. Mental Wellbeing, Physical Wellbeing, Health Inequalities, Relationships & Behaviour and Communication.

3.2 Analysis of data shared with key strategic partners locally and Fife wide to enable discussion and used to help shape future direction, specifically considering key finding areas and differences in characteristics.

3.3 Area data is shared, and time given to discuss and support approaches required within local area planning, including further support to Schools to include priorities within school improvement planning. As an example, Local Improvement Frameworks have protected time to explore the work required to best target Children & Young People within the Glenrothes Cluster.

3.4 Data analysis shared with our colleagues in Health, where work will also take place to inform new strategies, adapt planning and respond to the needs of our Children and Young People. As an example – School Nursing will ensure that staff are trained in areas of the results most relevant within areas and consider the pathways required.

- 3.5 The Education & Childrens Services Directorate will consider how this data impacts, and informs, the priorities within the wider areas of improvement, in particular, other aspects of the directorate improvement plan, including Engagement, Positive Destinations and Achievement.
- 3.6 Engagement with young people, parents and carers, in sharing aspects of the results and helping inform future work and support, will be taken forward.

## List of Appendices

Full North East Results - [NE Area Results.xlsx](#)

### For Illustration Purposes Only (Below)

Question ID	Questions	Question Section	Area	ASN: No	ASN: Yes	Deprivation: Less Deprived	Deprivation: More Deprived	Gender: F	Gender: M	Stage: P5
6	I feel like my teachers treat me fairly	School	North East Fife	Much Better	No significant	Much Better	No significant	Better	No significant	No significant
7	I feel positive about my future	School	North East Fife	No significant	No significant	Better	No significant	Better	No significant	No significant
4	I feel confident to speak up in class, ask questions and share my opinion	School	North East Fife	Better	No significant	Better	No significant	Much Better	No significant	No significant
13	How pressured (stressed) do you feel by the schoolwork you have to do?	School	North East Fife	Better	No significant	Better	No significant	No significant	Better	
3	I enjoy learning new things	School	North East Fife	Better	No significant	No significant	No significant	No significant	No significant	No significant
331	Do you think that the area in which you live is a good place to live?	Community	North East Fife	Much Better	Better	No significant	No significant	Much Better	Much Better	No significant
330	Generally speaking, I feel safe in the area where I live...	Community	North East Fife	No significant	No significant	No significant	No significant	Better	No significant	No significant
226	If a friend was being bullied, I would help them or tell someone who would help them	Relationships	North East Fife	Better	No significant	Much Better	No significant	No significant	Better	No significant
329	Do you have an adult in your life who you can trust and talk to about any personal problems?	Relationships	North East Fife	No significant	No significant	Better	No significant	No significant	Better	No significant
210	How often do you and the people you live with usually have meals together?	People you live with	North East Fife	Much Better	No significant	Much Better	No significant	Much Better	Much Better	No significant
211	How often do you enjoy being with the people you live with?	People you live with	North East Fife	Better	Better	Much Better	No significant	Better	Better	No significant
217	Does anyone who you live with have none of the above?	People you live with	North East Fife	No significant	No significant	No significant	No significant	No significant	No significant	different
208	Adults are good at listening what I say	Adults	North East Fife	Much Better	No significant	Much Better	No significant	Much Better	Much Better	No significant
209	Adults are good at taking what I say into account	Adults	North East Fife	Much Better	No significant	Much Better	No significant	Much Better	Much Better	No significant
254	Please say how much you agree or disagree with this sentence: "I am happy with my body and	Mental Health	North East Fife	Much Better	No significant	Much Better	No significant	Better	Much Better	
246	Over the past 2 weeks, how often have you been feeling confident	Mental Health	North East Fife	Better	No significant	No significant	No significant	Better	No significant	No significant
255	Please say how much you agree or disagree with this sentence: "My body and the way I look of	Mental Health	North East Fife	Better	No significant	Much Better	No significant	No significant	No significant	different

## Background Papers

None

### Report Contacts:

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24 April 2024

Agenda Item No. 18

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## North East Fife Area Committee Workplan

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

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**Wards Affected:** 13, 14, 15

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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None required for this paper.

### Consultation

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

## 1.0 Background

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

## 2.0 Conclusions

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

### List of Appendices

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1. Workplan

### Background Papers

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

None

### Report Contact

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<b>North East Fife Area Committee of 19 June 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Petition	Roads & Transportation	Nigel Hampton, Steven Sellars	Deferred from 24.04.24 due to lack of petitioner postal addresses as per criteria for submitting/ considering petition.
North East Fife Local Community Plan 2023-2026 Progress Report	Communities and Neighbourhoods Service	Vicky Wilson	Last reported 15/2/23. Deferred from 24.04.24.
Capital Plan Projects in North East Fife	Finance and Corporate Services	Eleanor Hodgson	
Safer Communities Team Update Report	Housing Services	Sara Gray, Paul Coleman	Annual Report.
Police Scotland Annual Report	Police Scotland	NEF Community Inspector Michael Reilly	Annual Report.
Fire Service Annual Report	Scottish Fire & Rescue Service	Niall Miller, SFRS	Annual Report.
Draft Area Housing Plan 2024-2026	Housing Services	Kirstie Freeman	Deferred from 24.04.24 at request of Service.
Draft Area Lettings Plan 2024-26	Housing Services	Kirstie Freeman	Deferred from 24.04.24 at request of Service.
Area Housing Plan Update	Housing Services	Kirstie Freeman	6-monthly update.
North East Fife Area Committee Forward Work Plan	Democratic Services	Helena Couperwhite	

<b>North East Fife Area Committee of 28 August 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
North East Fife Area Committee Forward Work Plan			

<b>North East Fife Area Committee of 23 October 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
North East Fife Area Committee Forward Work Plan			

<b>North East Fife Area Committee of 18 December 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Housing Plan Update	Housing Services	Kirstie Freeman	6-monthly update.
North East Fife Area Committee Forward Work Plan			

<b>North East Fife Area Committee of 26 February 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Health & Social Care Locality Planning - North East Fife	Health and Social Care	Jennifer Rezendes	Annual Update, previously considered 28.02.24 - Para 121 refers.
Common Good and Settlement Trust Funds 2023-24	Finance and Corporate Services	Eleanor Hodgson	Previously considered 28.02.24 - Para 123 refers.
Fife Local Area Economic Profiles 2023-24	Business and Employability	Peter Corbett	Previous annual report 28.02.24 - Min Para Ref 126 refers.
North East Fife Area Committee Forward Work Plan			

<b>North East Fife Area Committee of 23 April 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
North East Fife Area Committee Forward Work Plan			

<b>North East Fife Area Committee of 18 June 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
North East Fife Area Committee Forward Work Plan			

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Update Report on Service Provision for North East Fife Holiday Villages and St Andrews	Business and Employability	Carlene Simpson	Motion agreed at meeting 29/9/21
Pupilwise and Parentwise Surveys	Education	Mary McKay	3-yearly report - last reported 12/9/18 due to pandemic.
Review of Position following implementation of 50 mph speed limit at Strathkinnes Crossroads	Assets, Transportation and Environment	Steven Sellars	Agreed at meeting 24/11/21 - Para. 387 (3) - review one year after implementation of speed limit. Review and report if necessary.
Pupil Equity Fund	Education	Sarah Else, Zoe Thomson	To be included in a member Workshop for each area on Attainment. Report to come to committee following the workshop.
Common Good Funds Update	Finance and Corporate Services	Eleanor Hodgson	Report as necessary.
Presentation - Cupar Now Third Annual Report			Organisation/ Simon to request attendance on future date, as necessary.
South Street, St Andrews	Roads & Transportation	Allan Maclean	Previously considered 24.11.23 (para.392 refers); 26.04.23 (para. 67 refers) - progress preliminary design work, further report to committee with designs. Member briefing proposed as an

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			alternative, 21.11.23. Planning consent to be sought in the first instance.
'Humanutopia' Secondary Schools Project	Police Scotland		Funding agreed at meeting on 28.02.24. Committee agreed to a short presentation at a future meeting. Advised 26.03.24 that presentation likely outwith Committee meeting, ie, Member Workshop.