

## Levenmouth Area Committee

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



Wednesday, 24 January, 2024 - 9.30 am

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the Levenmouth Area Committee of 22 November 2023 3 – 7
4. **SILVERBURN FLAX MILL WORKS - VERBAL UPDATE REPORT**
5. **LOCAL AREA ECONOMIC PROFILES (DECEMBER 2023)** – Report by the Head of Business & Employability 8 – 45
6. **AREA HOUSING PLAN UPDATE 2023** – Report by the Head of Housing Services 46 – 62
7. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – AREA BUDGET REQUEST- ANTI SOCIAL BEHAVIOUR APPROACH** – Joint Report by the Head of Communities and Neighbourhoods and the Inspector, Police Scotland 63 – 66
8. **SUPPORTING THE LEVENMOUTH PLAN- PURCHASE OF ACCOMMODATION UNITS KIRKLAND YARD LEVEN** – Report by the Head of Communities and Neighbourhoods 67 – 148
9. **COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2022-2023** – Report by the Head of Communities and Neighbourhoods 149 – 161
10. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services 162 – 163
11. **LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance & Corporate Services 164 – 168

**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 January, 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 - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING**

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

**22 November, 2023**

**9.30 am – 11.40 am**

**PRESENT:** Councillors Colin Davidson (Convener), Tom Adams, David Alexander, Ken Caldwell, Eugene Clarke, David Graham, John O'Brien and Alistair Suttie.

**ATTENDING:** Alan Paul, Head of Property Services, Property Services; Keith Johnstone, Technician Engineer, Roads and Transportation Service; Liz Murphy, Bereavement Service Manager, Bereavement Services; David Thomson, Customer Experience Lead Officer, Customer and Online Services; David Paterson, Community Manager (Area), Communities and Neighbourhoods Service; Kerry Elliott, Committee Officer and Michelle Hyslop, Committee Officer, Committee Services.

The convener acknowledged the sad passing of Billy McPhee and the committee expressed their condolences on behalf of the Levenmouth Area Committee.

**97. DECLARATIONS OF INTEREST**

Councillor Ken Caldwell made a transparency statement relating to Para. 105 – 'Warm and Welcoming Spaces – Additional Funding Report', as he was a member of the Buckhaven and Methil Rotary Club. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, he remained and participated in the meeting.

Councillor Colin Davidson made a transparency statement relating to Para. 106 – 'Leven Links Bridge Project – CRF Funding Request', as he was a social non playing member of Leven Links Golf Club without voting rights on any club issues. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, he remained and participated in the meeting.

Councillor Colin Davidson declared as a matter of transparency and with reference to Para. 103 'Supporting the Levenmouth Local Community Plan – Promenade Maintenance Proposals', that he was a Council appointee to the Fife Coast and Countryside Trust. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, he remained and participated in the meeting.

**98. MINUTE**

The committee considered the minute of the Levenmouth Area Committee of 4 October 2023.

**Decision**

The committee agreed to approve the minute.

**99. PROPOSED RAISED TABLES - PROMENADE, LEVEN**

The committee considered a report by the Heads of Roads and Transportation Services asking members to consider a proposal to introduce continuous footways in the form of raised tables along the Promenade, Leven.

**Decision**

The committee, in the interests of road safety and accessibility agreed: -

- (1) to the promotion of a Road Hump Order (RHO) to introduce raised tables as detailed in drawing no. TRO23/49(f) with all ancillary procedures; and
- (2) to authorise officers to confirm the Road Hump Order and for the raised tables to be constructed within a reasonable period unless there were objections.

**100. COMPLAINTS UPDATE REPORT**

The committee considered a report by the Executive Director, Communities providing members with an overview of the complaints received from 1 April 2022 to 31 March 2023 for the Levenmouth Area.

**Decision**

The committee noted the content of the report.

*Cllr Alistair Suttie joined the meeting during consideration of the above item.*

**101. BEREAVEMENT SERVICES CEMETERY STRATEGY**

The committee considered a report by the Head of Communities and Neighbourhoods Service advising of the outcome of the consultation on the future provision of cemeteries in Fife and requested support for implementation of the strategy moving forward.

**Decision**

The committee: -

- (1) noted the key points from the consultation exercise;
- (2) supported the actions moving forward in the Cemetery Strategy 2023 – 2028, detailed in Appendix 1 to the report; and
- (3) agreed that officers would arrange a workshop for members in early 2024 to look at the cemetery provision within the Levenmouth Area.

**102. SUPPORTING THE LEVENMOUTH LOCAL PLAN – NEXT PHASE PLAY AREA IMPROVEMENTS.**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from members to contribute a total of

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£90,000 from the Community Recovery Fund for the next phases of the play area improvement sites in the Levenmouth Area, specifically at Lilac Bank, Greig Park and Christie Park.

### **Decision**

The committee: -

- (1) agreed to fund a total of £60,000 (£30,000 each) from the Community Recovery Fund, to progress proposals at both the Lilac Bank and Greig Park play areas;
- (2) noted that the balance of funding for both projects would be supported from Scottish Government funding, and the Lilac Bank proposal would be supported following a separate application to the Fife Environment Trust;
- (3) agreed in principle a £30,000 contribution to the improvement proposal at Christie Park; and
- (4) noted that a further report on the proposal design for Christie Park would come to a future meeting of the committee.

### **103. SUPPORTING THE LEVENMOUTH LOCAL PLAN – PROMENADE MAINTENANCE PROPOSALS.**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from members for a contribution of up to £48,500 from a combination of the Ward 21 Local Community Planning Budget (LCPB) and the Community Recovery Fund (CRF) and potentially the Leven Common Good budget for a range of maintenance proposals at the Leven Promenade.

### **Decision**

The committee: -

- (1) agreed to contribute up to £48,500 from a combination of the Local Community Planning Budget (LCPB) for Ward 21 and the Community Recovery Fund budgets;
- (2) agreed to seek a suitable contribution from the Common Good Fund and note that a separate report and application would come back to a future meeting of the committee;
- (3) noted that the works could take place in the current financial year, however it is probable that the proposals would be phased over the 23/24 and 24/25 financial years; and
- (4) noted that the proposed works would be carried out by the Fife Coast and Countryside Trust, and they would be supported from the Grounds Maintenance Services as required.

**104. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – FIFE HERITAGE RAILWAY – FUNDING SUPPORT**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from members to contribute £27,446 from the Community Recovery Fund.

**Decision**

The committee: -

- (1) agreed to contribute £27,446 from the Community Recovery Fund towards the cost of providing a canopy unit as part of the larger improvement works at the Fife Heritage Railway (FHR); and
- (2) noted that this would be the second phase of the restoration learning centre which was supported at the 9 November 2022 Levenmouth Area committee meeting.

**105. WARM AND WELCOMING SPACES - ADDITIONAL FUNDING REPORT**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement to contribute £40,898 from the Local Community Planning Budget (LCPB) Anti Poverty Fund for the Levenmouth Area, towards the additional funding requirements for the 'Warm and Welcoming Spaces' programme in the Levenmouth Area.

**Decision**

The committee: -

- (1) agreed to contribute £40,898 from the Local Community Planning Budget (LCPB) Anti-poverty fund for the additional costs for the 'Warm and Welcoming spaces' programme in the Levenmouth Area; and
- (2) noted the extent of the provision of the Warm and Welcoming Spaces in the Levenmouth Area.

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

**106. LEVEN LINKS BRIDGE PROJECT - CRF FUNDING REQUEST**

The committee considered a report by the Head of Communities and Neighbourhoods seeking agreement from members for a contribution of up to £50,000 from the Community Recovery Fund to renew 2 new bridge assets and refurbish one other at Leven Links.

**Decision**

The committee: -

- (1) agreed to contribute up to £50,000 from the Community Recovery Fund (CRF) towards the Leven Links project;
- (2) noted that an application for £30,000 match funding was currently being considered by the Fife Environment Trust (FET); and

- (3) noted that based on the current proposal, there would be an estimated balance of £20,200 that would be met by the Leven Links joint committee.

**107. PROPERTY TRANSACTIONS**

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

**Decision**

The committee noted the contents of the report.

**108. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME**

The committee considered a report by the Executive Director (Finance and Corporate Services) relating to the future workplan for the Levenmouth Area Committee.

**Decision**

The committee noted the content of the Levenmouth Area Committee forward work programme.

24 January 2024

Agenda Item No. 5

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## Local Area Economic Profiles (December 2023)

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**Report by:** Gordon Mole, Head of Business and Employability

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**Wards Affected:** Ward Nos. 21 & 22

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### Purpose

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The purpose of this report is to provide members with an annual overview of the performance of the local economy and labour market in Levenmouth. The information presented is intended to provide background and context to council activity within the area and to help inform area committee discussion and decision-making.

### Recommendation(s)

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It is recommended that Members:

1. Consider and comment on the issues raised from the analysis of the latest available data; and,
2. Recognise the ongoing economic challenges.

### Resource Implications

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There are no resource implications associated with this report.

### Legal & Risk Implications

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

### Impact Assessment

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An Equalities Impact Assessment has not been completed and is not necessary as it does not represent a change to policy.

The Fairer Scotland Duty, which came into force on 1 April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socio-economic disadvantage when making strategic decisions. The information presented in this report and accompanying presentation provide members with context on inequalities within their committee area and Fife as a whole.

### Consultation

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Key officers from within Business & Employability, Legal and Finance have been consulted in the preparation of this overview report.



## 1.0 Background

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- 1.1 Appendix 1 provides updated local economic profiles for each of the Council's seven committee areas using the latest available data as of December 2023.
- 1.2 The profiles are based on analyses of a range of labour market and economic data published by external sources that include the Scottish Government and Office of National Statistics (ONS).
- 1.3 The lag in the availability of much data means that the figures provide an opportunity to assess only the initial impact of the cost-of-living and cost-of-doing business crises. In addition, response rates to the ONS Labour Force Survey – the main source of data about employment, unemployment and inactivity – have been falling since the pandemic, making some data at both the Fife and committee area geographies unreliable or unavailable. As in previous years, comparisons are made with pre-pandemic figures to show how Fife's economy is recovering, adjusting and adapting to the persistently challenging conditions.
- 1.4 These profiles and other Fife-wide economic analyses are used to inform a range of strategic planning activities. They informed the development of the new Fife Economic Strategy 2023-30 and similar data will be used to monitor progress in delivering the strategy. The data also informs systematic review of the Plan for Fife.
- 1.5 The information within the profiles is intended to provide members with context and background on policy development and impact at a local and strategic level.

## 2.0 Wider Economic Perspective

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- 2.1 The UK economy has experienced a succession of significant shocks in recent years, firstly from the COVID-19 pandemic and EU exit, and more recently from high rates of inflation following the onset of the war in Ukraine.
- 2.2 Although the sharp rise in inflation experienced in 2022 eased over 2023 and inflation is now on a downward trend, it remains considerably higher than in recent years and businesses and households are continuing to adjust to a permanent upward shift in prices alongside the rapid shift to higher interest rates. In addition, the latest economic forecasts indicate that the ongoing reduction in inflation will be gradual, and that inflation will remain above the 2% target until the second half of 2025<sup>1</sup>.
- 2.3 Economic growth in both the UK and Scotland has remained subdued and broadly flat since the start of 2022 and growth forecasts remain subdued for 2024, with an expectation that weak global growth, ongoing cost pressures and uncertainty will continue to dampen both consumer spending and business investment.
- 2.4 The labour market however remained resilient during 2023, with low unemployment, a drop in economic inactivity, and a fall in the number of vacancies indicating an easing of the recruitment difficulties companies experienced in 2022. Underlying tightness does remain in the labour market: data from the Business Insights and Conditions Survey indicate that in October 2023, 35.1% of surveyed businesses in Scotland reported difficulties in

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<sup>1</sup> Scottish Economic Insights: November 2023, Scottish Government

recruiting employees and 25.4% experienced worker shortages. Worker shortages were most common in the construction and the accommodation and food sectors (38.7% and 37.9% respectively).

- 2.5 In most parts of Fife, employment rates in 2022/23 were above the pre-pandemic 2019 levels. Fife's latest unemployment rate is at a record low (3.4%) and although higher than the Scottish rate (3.2%), the gap is narrower than before the pandemic. Economic inactivity rates have also fallen to 21% after reaching a record high of 26.9% in 2022. Around 32% of those economically inactive in Fife (15,100 people) cited long-term ill-health as the reason for their inactivity.

## 3.0 Local, Regional & National Developments

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- 3.1 The new Fife Economic Strategy 2023-30, which sets out the Fife Partnership's approach to growing a stronger, greener and fairer economy, was approved by Cabinet Committee on 1 June 2023 and endorsed by the Fife Partnership Board on 17 August 2023. The Strategy identifies three priorities where the council's and its partners' economic development and employability activities will be focused over the next seven years:

- Supporting businesses
- Investing in premises and infrastructure
- Delivering skills, training and fair employment.

A fourth priority – Working in Collaboration and Partnership details how the Strategy will be delivered.

- 3.2 Fife's Economic Strategy also commits to taking a Community Wealth Building approach to maximise the local impacts of investment in projects and programmes and to making sure that its interventions support the council's commitment to tackling climate change.
- 3.3 In January 2023, the UK and Scottish Governments announced the designation of the Firth of Forth as one of two Scottish Green Freeports. The successful bid encompasses three key ports on the Forth (Grangemouth, Leith and Rosyth); industrial facilities and logistics centres along the north and south shores of the Firth of Forth; and Edinburgh Airport. Led by Forth Ports, the bid consortium includes: Babcock International, Edinburgh Airport, Falkirk Council, Fife Council, INEOS, Scarborough Muir Group, and City of Edinburgh Council. It is expected that the Forth Green Freeport designation will not only bring investment and jobs to the proposed sites at Rosyth and Burntisland, but will also benefit the wider area. A continued commitment to the economic priorities and principles set out in the Mid Fife Economic Action Plan published in 2021 should ensure that the secondary benefits of the Green Freeport are maximised across the Mid-Fife area, including complementing the developments at Energy Park Fife, the Levenmouth Rail Link project and connecting potential freight routes.
- 3.4 Work is also ongoing in relation to regional economic partnership arrangements. A review of the Tay Cities Region Economic Strategy is currently underway and the Edinburgh and South East Scotland Regional Prosperity Framework Delivery Plan for 2023/24 published in March 2023 sets out four key programmes to deliver the region's ambitions: Green Regeneration; Infrastructure for Recovery and Prosperity; Visitor Economy and Culture; and a Data-Driven Innovation (DDI) Economy.

- 3.5 The ten-year £50 million Fife Industrial Innovation Investment Programme (Fi3P) funded by the Edinburgh & South-East Scotland City Region Deal and delivered by Fife Council is delivering new industrial, office and business space and serviced employment sites within existing business clusters in Mid and South Fife adjacent to growth corridors (M90 and A92). The Programme has supported ground remediation works and essential infrastructure works at Levenmouth Business Park. In 2022-25 funding from the Fi3P Programme will support the construction of seven new business units at Levenmouth Business Park. Around 25 jobs are expected to be created as a direct result of the new units, whilst their construction is expected to support at least 26 additional jobs.
- 3.6 The River Leven Regeneration Programme (Riverside Park Glenrothes and Leven Connectivity Projects) was awarded £19.4m from the UK Government Levelling Up Fund for the regeneration of Riverside Park in Glenrothes (£4.98m) and Phase 1 of improvements to connectivity in Levenmouth (14.43m). Design work is underway with construction expected to start in the 4<sup>th</sup> quarter of 2023/24 and to complete a year later.

## 4.0 **Headline Issues & Opportunities: Levenmouth\***

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- 4.1 The average employment rate in the Levenmouth committee area in 2022/23 was 71.6%. This was the second lowest rate in Fife, though higher than the area's pre-pandemic employment rate (67.1%). The male employment rate in the area (78.1%) was much higher than the female (64.1%).
- 4.2 Economic inactivity in Levenmouth fell between 2019 and 2022/23, but is the second highest rate in Fife.
- 4.3 The proportion of the working-age population claiming out-of-work benefits in Levenmouth (4.9%) is the second highest in Fife, though is lower than the area's pre-Covid March 2019 claimant rate (6.2%). Buckhaven, Methil and Wemyss Villages has the third highest claimant rate of all of Fife's wards (6.5% in November 2023).
- 4.4 The percentage of 16-19-year-olds participating in education, training or employment in the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area has steadily risen over the past five years, from 88.6% in 2018 to 92.4% in 2023.
- 4.5 In the 3-year period between March 2020 and March 2023, the number of registered businesses in the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area fell by 60 enterprises (-3.7%). In Fife overall, the number of enterprises fell by -9.3% over the same period. The Parliamentary Constituency Area's business density – there are 274 registered businesses per 10,000 resident adults - is lower than the overall Fife and Scottish densities (289 and 375 respectively). To reach the Scottish business density, the Area would need 577 or 37% more businesses.
- 4.6 The estimated number of jobs in Levenmouth remained the same in the 3-year period between September 2019 and September 2022 at 10,000 jobs.
- 4.7 In 2022/23 there were 351 participants from Levenmouth on employability programmes commissioned by the Opportunities Fife Partnership, the third highest number of participants in Fife. 39.6% of these participants were aged 16-24 years. Currently Fife Council's employability services are working with 57 people in Levenmouth. Nine people participated in the new Levenmouth Skills Academy – a joint QTS/Network Rail/Fife

Council initiative aimed at ensuring local people can gain qualifications and experience in the rail industry as a result of the rail link's reinstatement.

- 4.8 The proportion of retail and service units in Leven town centre that were vacant increased slightly from 19.3% in 2019 to 19.8% in 2023. A package of support measures was provided to businesses in Leven High Street following several building fires and temporary disruptions to business caused by roadworks related to the H100 and the Levenmouth Rail Link Projects.
- 4.9 The National Lottery Heritage Fund and Historic Environment Scotland approved funding for the Development Phase of the Buckhaven Area Heritage Regeneration Scheme.
- 4.10 The number of people visiting Kirkcaldy & Mid-Fife during 2022 increased by 46.6% compared with the previous year and visitor numbers were 93.2% of those received in 2019. A tourism action plan has been developed for Levenmouth linked to the opening of the rail link in 2024 and a Tourism Project Co-ordinator (funded by Levenmouth Area Committee) has been appointed. The marketing plan includes a new promotional video for Levenmouth, a Spring 2024 destination campaign and partnership marketing activity to be delivered with Network Rail and Scotrail in the period directly before and after the rail opening.
- 4.11 The Levenmouth Reconnected Programme has approved £2.3m of funding for the following projects in the area: Levenmouth Business Park (£714k), Silverburn Park Flax Mill (£500k), the Community Trade Hub's Positive Futures Project (£200k), Kennoway Pump Track (£44k), the CLEAR Buckhaven and Methil's Green Network Enhancement Initiative (£180k) and Mountfleurie Business Park Site Servicing (£683k). This investment supports £10.3m match-funding and the Mountfleurie Business Park is expected to lever £4-£5 million private sector investment.
- 4.12 The new Levenmouth Rail Link is scheduled to open in late Spring 2024. Track installation on the 9.5km link was completed at the end of August 2023. Following demolition of the old road bridge in May, the new Bawbee Bridge opened to traffic on 4 Dec 2023 and work is now progressing on a new joint car park (with the swimming pool) at Leven station. Test trains and driver training commenced on 8<sup>th</sup> January 2024 and construction is ongoing on new transport hubs at Leven and Cameron Bridge stations to include 'park and ride' facilities at Cameron Bridge and active travel route connections to/from both stations. Construction of the £5.8m Mountfleurie Active Travel Bridge will commence in early 2024.
- 4.13 Funding of £50,000 has been secured towards replacement bridges at Leven Lunks/Leven Thistle Golf Clubs to enhance Fife Coastal Path connections.
- 4.14 The world's first hydrogen network – the H100 Fife project – will start bringing renewable hydrogen into homes in Buckhaven and Denbeath in 2024. In the project's first phase, 300 homes will be heated with clean gas produced by a dedicated electrolysis plant powered by a nearby offshore wind turbine.
- 4.15 Work has started on the Restoring the River Leven project which will restore the river corridor along a 2.5 mile section of the river between Windygates and Leven. Similar work is planned on a section of one of its tributaries, the Black Burn. Plans for a new River Leven Park are being developed and consultation has been held on improving the Leven Promenade.

4.16 A Levenmouth Vision Document is being developed to sit alongside the Levenmouth Local Plan, highlighting key plans and aspirations for the area across a range of sectors. A consultation has been undertaken on plans for Leven Promenade with a view to introducing significant improvements over coming years, along with programmed investment prior to the new rail link opening.

[\* Note: Figures are given for the Levenmouth Committee Area unless otherwise stated. Where data are not available at this level, figures are given for the Mid Fife & Glenrothes Scottish Parliamentary Constituency Area (SPCA). Tourism data are given for Kirkcaldy & Mid Fife which constitutes the area covered by the Levenmouth and Heartlands of Fife Local Tourist Associations.]

## **List of Appendices**

1. Fife Local Area Economic Profiles 2022-2023 (December 2023)

## **Background Papers**

- [Fife's Economic Strategy 2023-30](#)
- [Scottish Economic Insights: November 2023](#), Office of the Chief Economic Adviser, Scottish Government
- [Business Insights and Conditions Survey weighted Scotland estimates: data to wave 95](#)
- Edinburgh and South East Scotland [Regional Prosperity Framework 2021-2041](#) and [Delivery Plan & Prospectus 2023/24](#)

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This profile provides an overview of the characteristics and performance of Fife’s labour market and business base. It also provides a summary of the business support activity carried out by Fife Council in 2022/23. The profiles are based on a range of publicly available socio-economic data. Whilst many of the data have a time lag, the figures presented are the most up-to-date available at the time of writing.

Unless otherwise stated, the data are broken down to the areas covered by each of Fife Council’s seven [Local Area Committees](#).

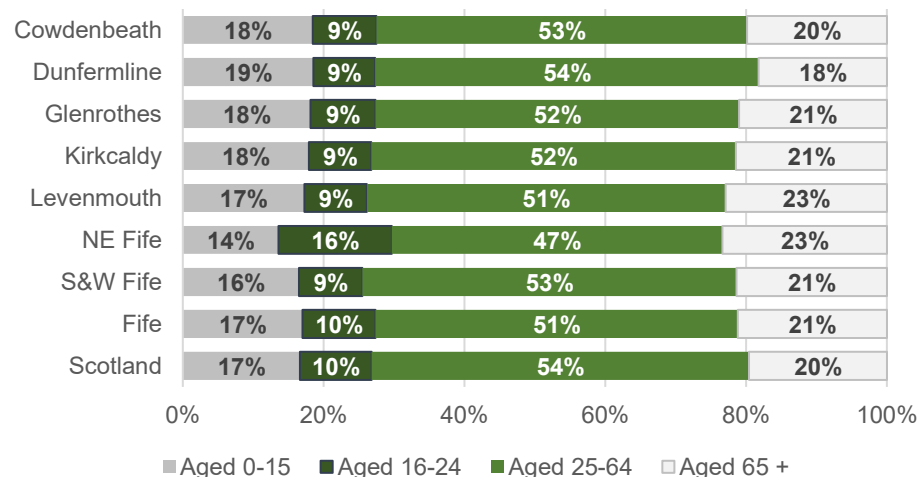
## Fife’s Labour Market

### Population

**Figure 1: Mid-2021 Population Estimates - Fife & Local Area Committee Geographies**

Cowdenbeath Area	City of Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
41,768	60,597	49,805	60,462	37,902	74,690	49,506	<b>374,730</b>

**Figure 2: Population Structure - Local Committee Areas, Fife, Scotland Mid-2021**



Around 374,730 people live in Fife, 6.8% of Scotland’s population (Figure 1). Looking at the population structure of Fife and its committee areas (Figure 2):

- Fife has a smaller proportion of its population of working age (aged 16-64 years) than Scotland as a whole – 61.8% of its population are of working age compared with 64% of Scotland’s population.
- Levenmouth has the smallest proportion of people of working age (60%).
- North East Fife and Levenmouth have the highest proportions of people aged over 65 (23%) whilst Dunfermline has the lowest (18%).
- North East Fife has the largest proportions of people who are of working age (63%) and the lowest proportion of children (14%).
- North East Fife also has the largest proportion of people aged 16-24 years (16%) and the lowest proportion aged 25-64 years (47%).

Source: Mid-2021 Electoral Ward Population Estimates, National Records of Scotland. Note: Mid-Year Population Estimates for 2022 are due for release in early 2024.

# Employment

Figure 3: Employment Rates, 2022/23

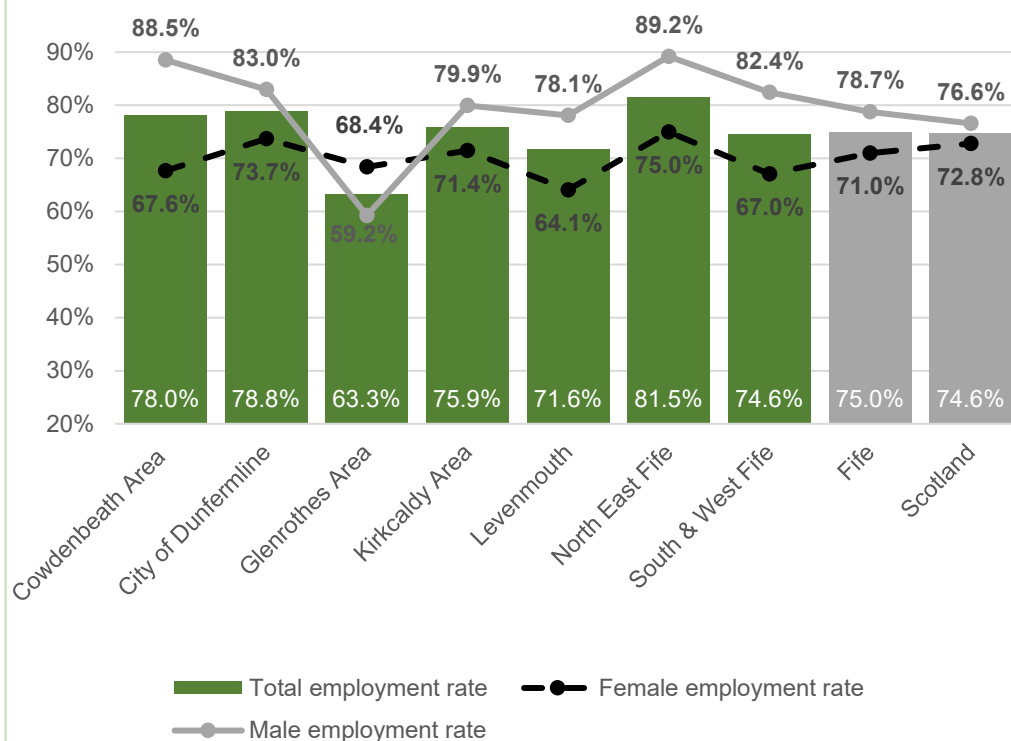
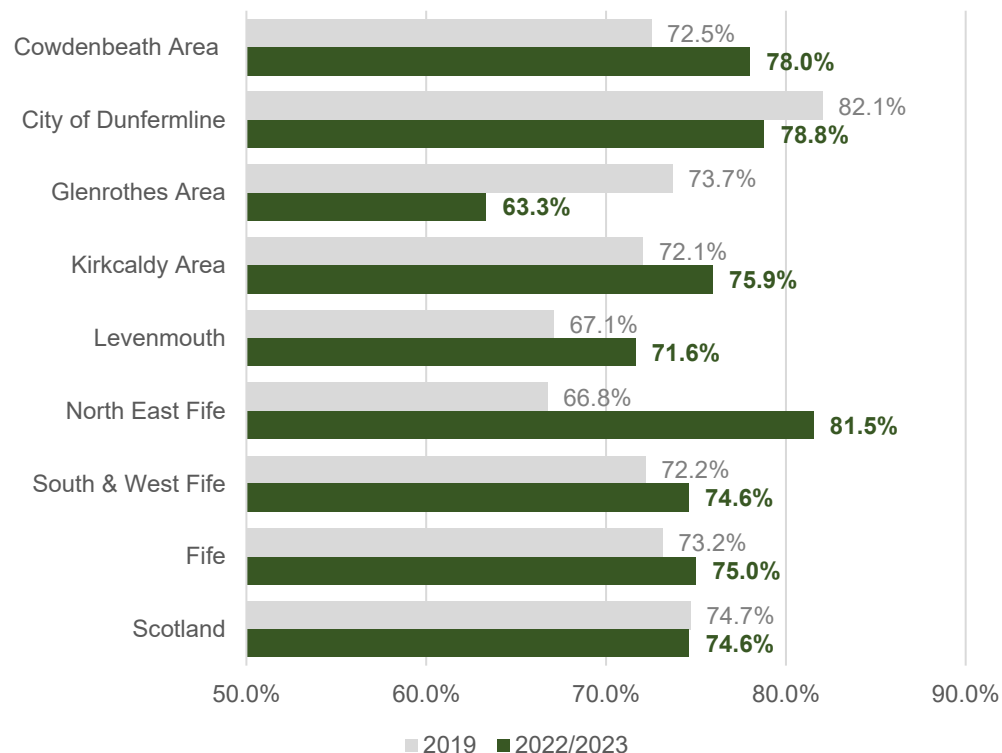


Figure 4: Employment Rate Change 2019-2022/23



## Latest Employment Rates\*:

North East Fife’s employment rate (81.5%) in 2022/23 was the highest in Fife (Figure 3).

The employment rates in the Glenrothes Area and Levenmouth were considerably lower than the Fife and Scottish rates.

The Glenrothes Area’s employment rate was the lowest of all the committee areas in Fife (63.3%). This was also the only part of Fife where the female employment rate was higher than the male employment rate (Figure 3).

Source: ONS Annual Population Survey, 2019 and 2022/23 Average Rates.

Note: \*employment rate = the percentage of the working age populations (aged 16-64) who are in employment. As these employment estimates are obtained from a national survey, they are based on a sample rather than the entire population which means they are subject to uncertainty. In addition, rates for committee areas should be viewed with caution due to small sample sizes at this geographic level. Because of this, averages of the rates for 2019 and 2022/23 are given.



### Employment Rate Change:

In most parts of Fife, employment rates in 2022/23 were above the pre-pandemic 2019 levels (Figure 4).

Dunfermline and the Glenrothes Area were the only areas where average employment rates in 2022/23 were lower than in 2019.

North East Fife and the Cowdenbeath Areas saw the greatest increases in employment rates.

Source: ONS Annual Population Survey, 2019 and 2022/23 Average Rates.

Note: As these employment estimates are obtained from a national survey, they are based on a sample rather than the entire population which means they are subject to uncertainty. In addition, rates for committee areas should be viewed with caution due to small sample sizes at this geographic level. Because of this, averages of the rates for 2019 and 2022/23 are given.

## Unemployment

**Figure 5: Unemployment in Fife, Scotland and Great Britain**

	2019/20	2020/21	2021/22	2022/23
<b>Fife (number of people)</b>	7,100	8,700	6,600	6,100
<b>Fife (%)</b>	4.1%	5.1%	3.9%	3.4%
<b>Scotland (%)</b>	3.4%	4.7%	3.4%	3.2%
<b>Great Britain (%)</b>	3.9%	5.0%	3.8%	3.8%

The latest unemployment figures for Fife are for the 12 months to June 2023.

Between 2019/20 and 2020/21 Fife's unemployment rate increased from 4.1% to 5.1% as an estimated additional 1,600 people became unemployed during the Covid-19 pandemic.

Fife's unemployment rate fell in the following two years and the latest rate is at a record low (3.4%) with an estimated 1,000 fewer people unemployed than prior to the pandemic in 2019/20.

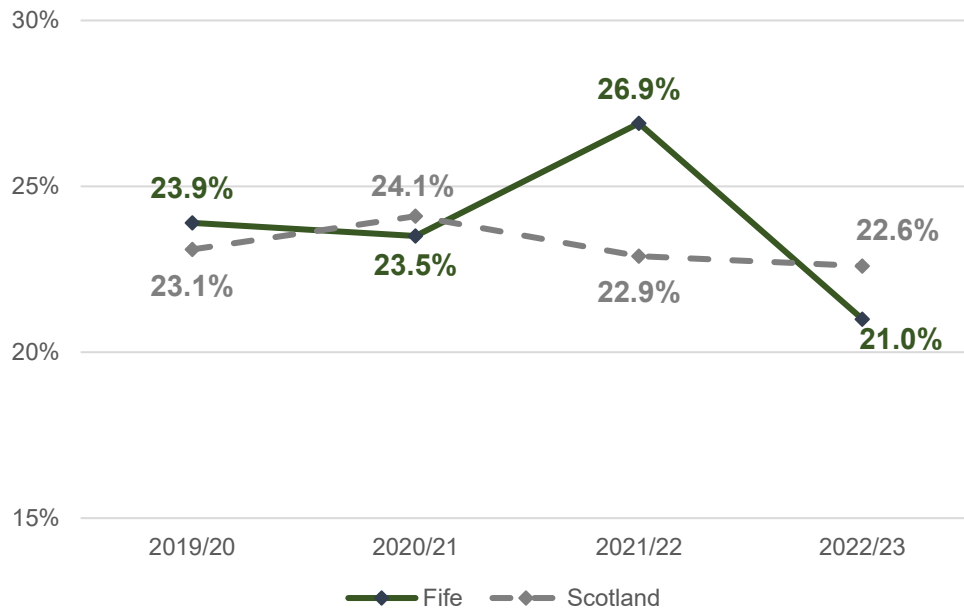
Although Fife's latest unemployment rate is higher than the Scottish rate (3.2%), the gap is narrower than before the pandemic.

Source: ONS Annual Population Survey, model-based estimates of unemployment, 12 months to June 2020, 2021, 2022 and 2023.

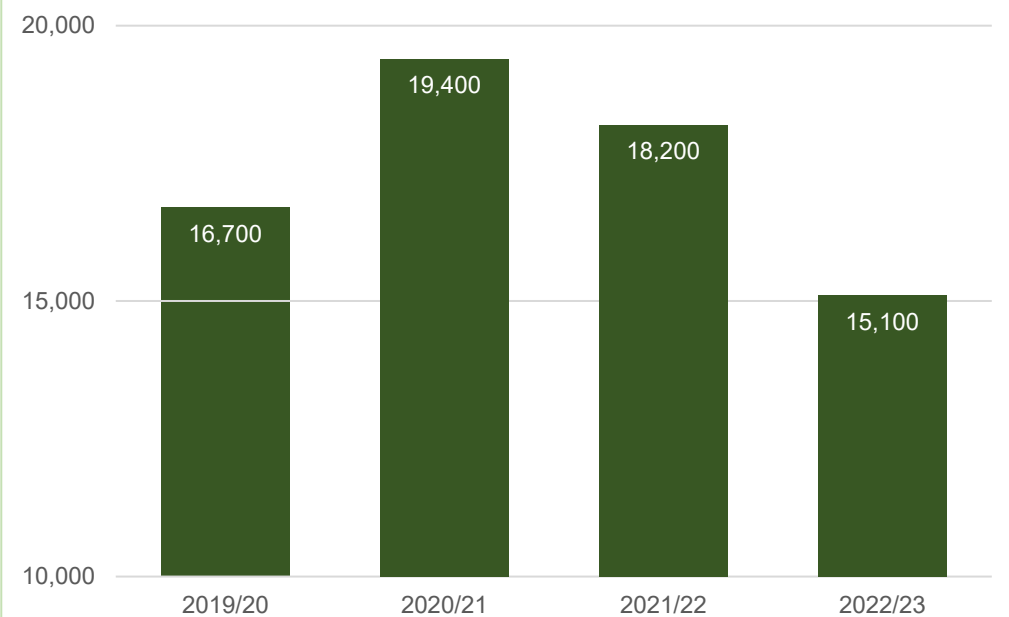
Note: Numbers and percentages are for those aged 16 and over who are without a job but who are looking for and available to start work. The unemployment rate is the proportion of the economically active population who are unemployed. Unemployment figures are not shown below the Fife level as sample sizes are too small for reliable estimates.

## Economic Inactivity

**Figure 6: Percentage of the working-age population who are economically inactive - Fife & Scotland**



**Figure 7: Number of people in Fife economically inactive due to long-term ill-health**



### Economic Inactivity in Fife:

A fifth (21.0%) of Fife's working aged population (people aged 16-64) was economically inactive in the 12 months to June 2023 - that is they were neither in employment nor actively seeking a job. This represents an estimated 47,000 people.

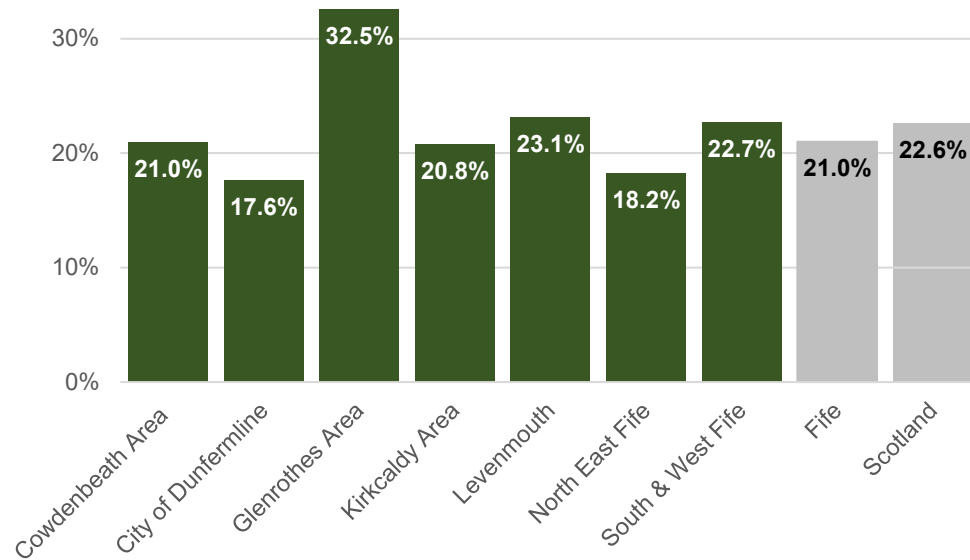
Fife's inactivity rate was lower than the Scottish rate (22.6%) for the same period, and also lower than the record high rate recorded in Fife the year before (26.9%), the highest rate recorded in the times-series of this data (which goes back to 1999). It was also lower than prior to the Covid-19 pandemic in 2019/20 (23.9%) (Figure 6).

Long term ill-health is the reason 32% of those who are economically inactive in Fife (an estimated 15,100 people) gave for not being in employment or seeking a job. Other reasons included being a student (24.7%), looking after the family/home (19.8%) and being retired (10.8%).

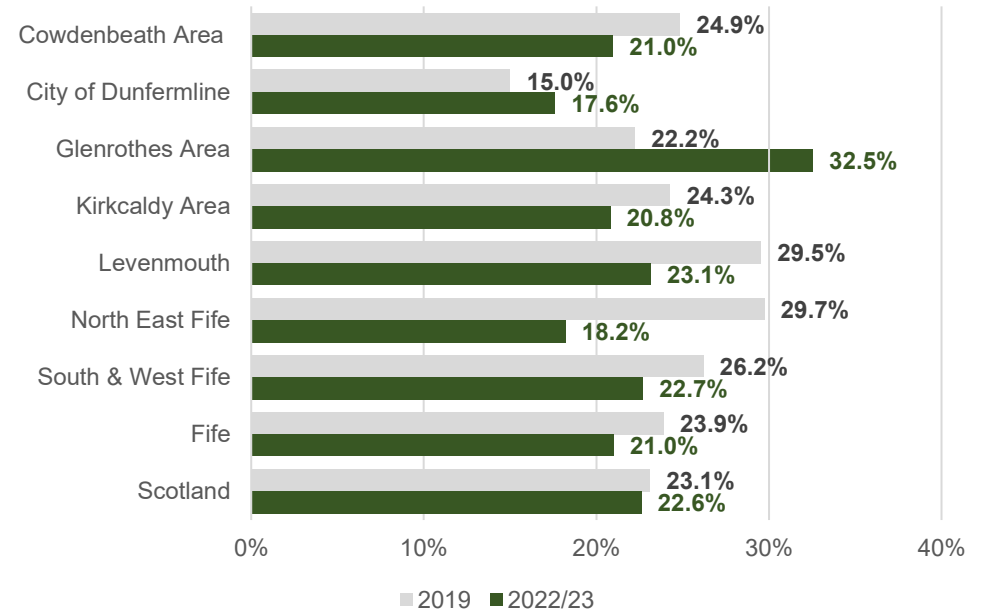
Source: ONS Annual Populations Survey, July – June 2019/20, 2020/21, 2021/22 and 2022/23.

Note: Those who are economically inactive are people aged 16 and over without a job who have not sought work in the last four weeks and/or who are not available to start work in the next two weeks, ie they are neither employed nor unemployed.

**Figure 8: Proportion of the working age population who were economically inactive (economic inactivity rate) 2022/23**



**Figure 9: Change in economic activity rates 2019 - 2022/23**



Between 2019 and 2022/23, the Glenrothes Area and Dunfermline saw increases in the proportion of their populations who were economically inactive. In all other parts of Fife inactivity rates fell (Figure 9).

Dunfermline, the Kirkcaldy Area and North East Fife are the only areas whose latest economic inactivity rate is lower than both the Fife and Scottish rates (Figure 8). Dunfermline has the lowest rate of inactivity in Fife.

The Glenrothes Area has the highest economic inactivity rate (32.5%) followed by Levenmouth and South & West Fife.

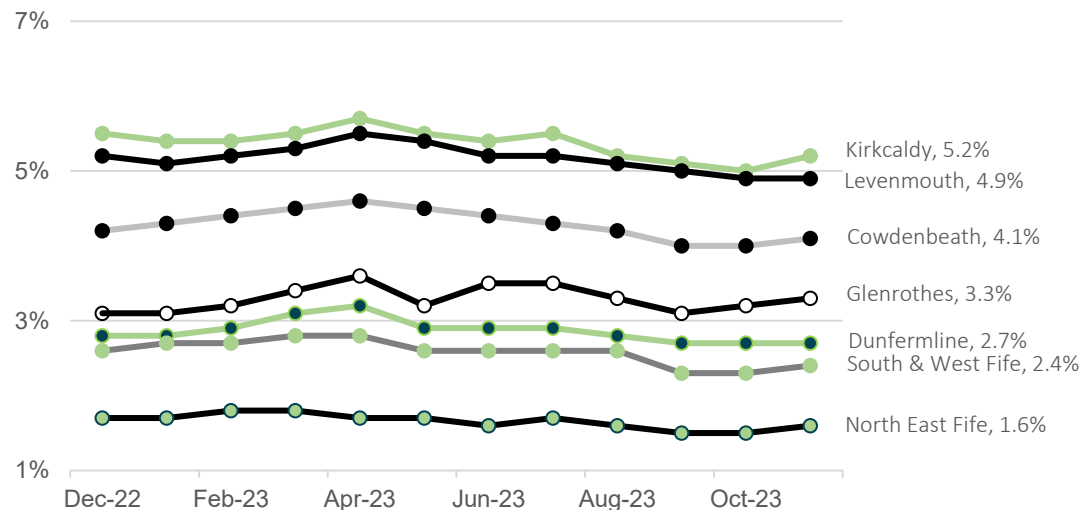
Due to small sample sizes at committee area levels, all these figures should be viewed with caution.

Source: ONS Annual Populations Survey, Jan-Dec 2019 and 2022/23

Note: Those who are economically inactive are people aged 16 and over without a job who have not sought work in the last four weeks and/or who are not available to start work in the next two weeks, ie they are neither employed nor unemployed. Economic inactivity rates for committee areas should be viewed with caution due to small sample sizes at this geographic level. Because of this, for the committee areas, averages of the rates for 2019 and 2022/23 are given; the rates for Fife and Scotland are for the 12 months to June 2023.

## People Claiming Out-of-work Benefits

**Figure 10: Claimant rates – Fife Area Committees, Dec 2022- Nov 2023**



North East Fife has the lowest rate of people claiming out-of-work benefits of all the area committees (Figure 10).

The Kirkcaldy Area and Levenmouth have the highest claimant rates and numbers; this has been the case for some time.

All claimant rates in Fife increased significantly in 2020 following the onset of the Covid-19 pandemic and remained considerably higher than pre-pandemic levels until they started to fall in April 2021. Over the past 12 months, rates have remained fairly stable, increasing a little in mid-2023 before falling again.

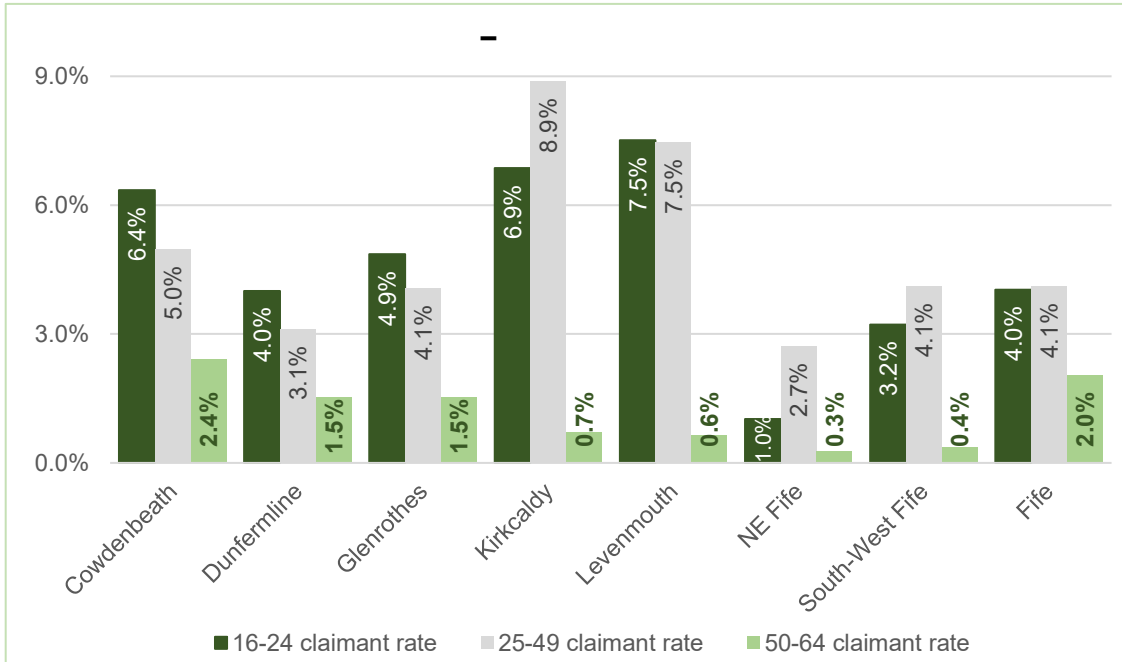
In all parts of Fife, apart from in North East Fife, the average number of claimants and claimant rates for 2023 (Jan to Nov) are lower than in 2019 (Figure 11).

Source: ONS Claimant Count.

Note: The claimant rate is the percentage of working age (16-64yrs) residents claiming out-of-work benefits.

**Figure 11: Claimant count and rate change 2019 to 2023**

Committee Area	2019 Average		2023 Average		Difference	
	Claimant Rate	Claimant Count	Claimant Rate	Claimant Count	Claimant Rate	Claimant Count
Cowdenbeath	5.1%	1,328	4.3%	1,115	-0.8%	-212
Dunfermline	3.3%	1,213	2.9%	1,056	-0.4%	-157
Glenrothes	3.6%	1,108	3.3%	1,006	-0.3%	-102
Kirkcaldy	5.5%	2,002	5.4%	1,960	-0.1%	-42
Levenmouth	6.4%	1,450	5.2%	1,169	-1.2%	-281
North East Fife	1.7%	762	1.7%	762	0.0%	0
South & West Fife	2.7%	836	2.6%	808	-0.1%	-28
<b>All Fife</b>	<b>3.8%</b>	<b>8,753</b>	<b>3.4%</b>	<b>7,930</b>	<b>-0.3%</b>	<b>-824</b>



In Dunfermline and the Cowdenbeath and Glenrothes Areas,

North East Fife has the lowest claimant rates for all age groups and has particularly low rates in its 16-24 and 50-64 age groups.

The Cowdenbeath Area has the highest claimant rate for people

In the Kirkcaldy Area, the 25-49 age group's claimant rate is considerably higher than the other age groups in the area and is

Source: ONS Claimant Count, Jan-Nov 2023 average rates

## Qualifications of Working Age Population

<b>% of working age population with RQF 4+ (HNC, Advanced Higher)</b>	<b>54.0%</b>	<b>54.2%</b>
<b>% of working age population with no formal qualifications (RQF)</b>	<b>7.7%</b>	<b>8.0%</b>

Just over half of Fife's working age population has a qualification equal to or higher than an HNC or Advanced Higher.

Fife has a smaller proportion of its working age population with no formal qualifications (7.7%) than Scotland as a whole (8.0%).

The ONS has changed the way it collects qualifications data, so comparisons cannot be made with previous years. Reliable figures are also not available for separate age groups or below the Fife geographic area due to small sample sizes.

Source: ONS Annual Population Survey, Jan-Dec 2022

Note: Regulated Qualifications Framework (RQF) level 4 = SCQF Level 6 (HNC, Advanced Higher or equivalent). No qualifications = no formal qualifications held.

**Figure 14: School Leaver Destinations and Attainment 2021/22**

	<b>Fife</b>	<b>Scotland</b>
Percentage of school leavers achieving a positive <b>initial</b> destination*	94.8%	95.7%
Percentage of school leavers achieving a positive <b>follow-up</b> destination*	92.1%	93.5%
Percentage of school leavers achieving 1+ SCQF Level 5 or better	81.4%	86.4%
Percentage of school leavers achieving 1+ SCQF Level 6 (Higher) or better	54.6%	61.3%

94.8% of Fife's 2021/22 school leavers achieved a positive initial destination\*.

This was higher than the year before, when 93.9% of leavers achieved a positive initial destination, slightly higher than prior to the pandemic when 94.4% of 2018/19 school leavers gained a positive initial destination and the highest proportion in the time-series of this dataset (which goes back to 2009/10)

The proportion of leavers in a positive destination in April 2023, 9 months after the end of the school year increased to 92.1% and was also the highest proportion in the time-series of this dataset.

The gaps between the Fife and Scottish initial and follow-up rates both narrowed after widening in the previous two years.

The percentages of 2021/22 school leavers achieving at least one Higher was lower than the previous year and Fife's attainment figures remain lower than those for Scotland as a whole.

Source: Scottish Government, Summary Statistics for Attainment and Initial Leaver Destinations and Summary Statistics for Follow-up Leaver Destinations, No 5: 2023 Editions.

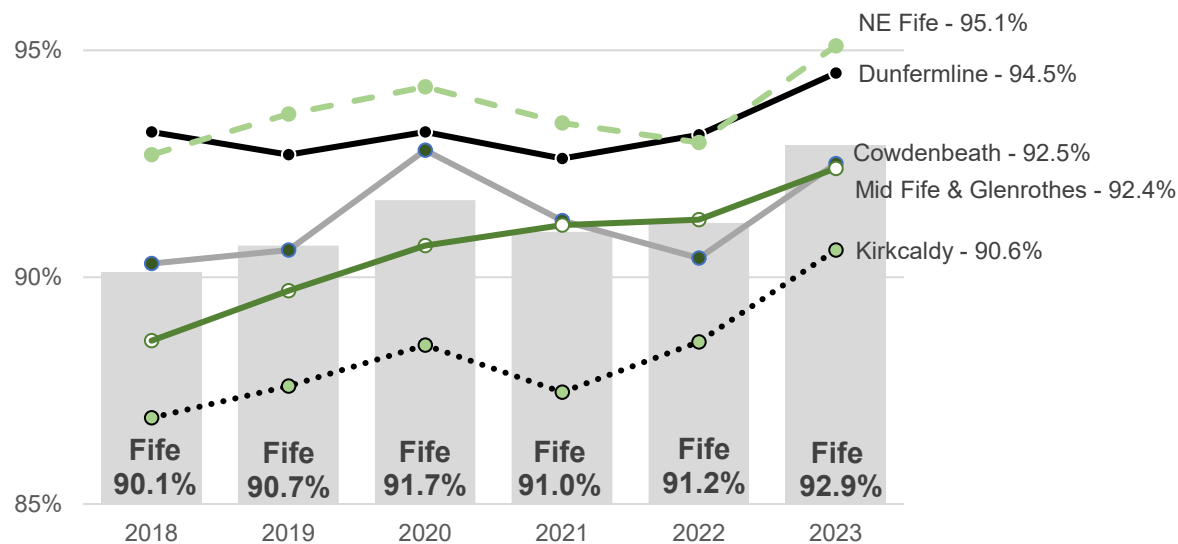
Note: \* A young person is deemed to be in a positive destination when they are actively engaged with an organisation for the purpose of learning, training or work (work includes volunteering).

## Annual Participation Measure for 16-19 Year Olds

Figure 15: Percentage of 16–19 year olds participating in education, training or employment 2018-2023 - Fife and Scotland

Year	Fife					Scotland				
	16-19 year olds	16-year olds	17-year olds	18-year olds	19-year olds	16-19 year olds	16-year olds	17-year olds	18-year olds	
2018	90.1%	98.7%	93.5%	86.8%	82.3%	91.8%	98.9%	94.6%	89.9%	
2019	90.7%	99.1%	93.6%	88.2%	82.2%	91.6%	99.0%	94.8%	89.1%	
2020	91.7%	98.6%	94.5%	89.6%	84.1%	92.1%	99.0%	95.0%	90.4%	
2021	91.0%	99.0%	92.6%	87.1%	85.0%	92.2%	99.1%	94.3%	89.4%	
2022	91.2%	99.0%	94.4%	88.7%	82.1%	92.4%	99.3%	95.7%	89.8%	
2023	92.9%	99.1%	95.3%	89.6%	87.2%	94.3%	99.2%	96.1%	92.6%	88.9%

Figure 16: Percentage of 16-19 year olds participating in education, training or employment 2018-2023 by Scottish Parliamentary Constituency Areas (SPCAs)



In 2023, Fife saw the proportion of its 16-19 year olds participating in education, training or employment increase to 92.9%, the highest level recorded\*. (Figure 15).

Fife's largest increase in participation between 2018 and 2023 was in the 19-year-old age group (Figure 15).

Fife's participation rates are lower than the Scottish rates. In 2023, the gap narrowed for 16, 17 and 19 year-olds, but widened for 18-year olds.

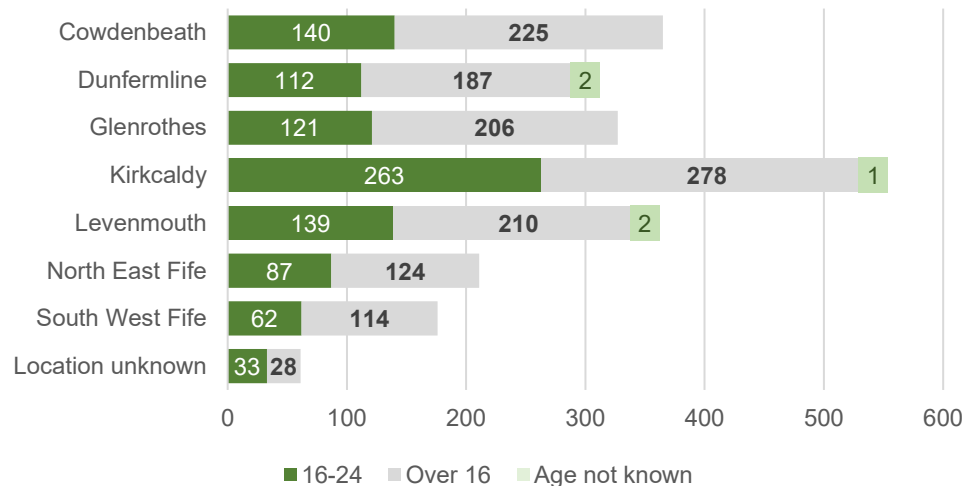
All parts of Fife saw participation increase between 2022 and 2023. The participation rates in the Cowdenbeath, Mid-Fife & Glenrothes and Kirkcaldy Scottish Parliamentary Constituency Areas are below the rate for Fife as a whole (Figure 16).

Source: Skills Development Scotland, Annual Participation Measure of 16–19-year-olds in Scotland, 2023.

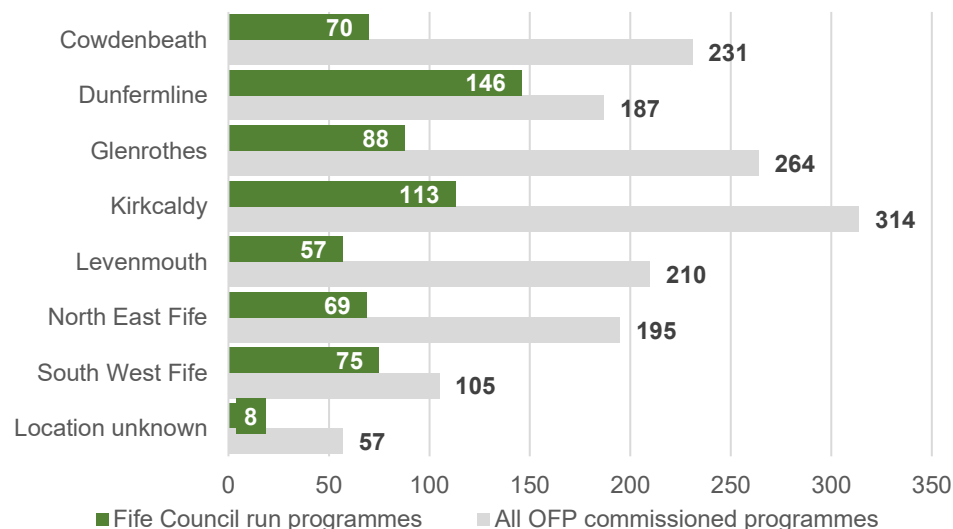
Note: \*Data for the Annual Participation Measure goes back to 2016.

## Employability Support

**Figure 17: Participants\* on programmes commissioned by the Opportunities Fife Partnership by age 2022/23**



**Figure 18: Participants\* on employability programmes 2023/24**



In 2022/23, there were **2,334 participants\*** (1,429 people) on **employability programmes commissioned by the Opportunities Fife Partnership** (Figure 17). This was fewer than in the previous year as 2022/23 was a transition year, with EU-funded projects winding down and new projects starting to get off the ground.

**60% of people went on to employment in 2022/23**, a much higher proportion than in previous years.

The largest number of participants were resident in the Kirkcaldy Area (542) followed by the Cowdenbeath Area (365), Levenmouth (351) and Glenrothes Area (327).

41% of participants were aged between 16-24 years. The areas with the highest proportion of participants aged 16-24 years were the Kirkcaldy Area (48.5%), North East Fife (41.2%), Levenmouth (39.6%) and the Cowdenbeath Area (38.4%).

By the end of Q2 2023/24, there were **1,563 participants\*** on projects **commissioned by the Opportunities Fife Partnership** (Figure 18).

**626 of participants were on programmes run by the council's Employability Services** (Figure 18). Dunfermline had the largest number of participants on council-run programmes (146) followed by the Kirkcaldy Area (113).

Source: Fife Council

Note: \* the number of participants on employability programmes is higher than the total number of unique participants due to individuals participating in more than one programme.



## **Employability Support Activities:**

**UK Shared Prosperity Funding** helped extend the No One Left Behind delivery priorities in 2022/23 based on need and the performance of existing providers. The commissioning approach for 2023 -2025 has been agreed by the Opportunities Fife Partnership and Fife Council.

The 21st **Fife Business Diversity Awards** took place in December 2023 recognising and celebrating the achievements of individuals, employers and employability providers in ensuring that people from all backgrounds are able to fulfil their work ambitions.

The total number of **Modern Apprenticeship** (MA) starts in Fife fell very slightly (by 6 people or -0.5%) after significantly increasing the year before. 72.9% of Fife's MAs completed their training in 2022/23, a higher rate than in 2021/22 (72%). There were 371 MA starts in Q1 of 2023/24. This is 38% (+103) higher than the same point last year (268).

The Employability Team supported **103 Modern Apprenticeships** across various Services within Fife Council and **146 Foundation Apprenticeships** (FAs) in the Education & Children's Services and Health & Social Care Directorates. Positive feedback was received from participants and school staff on the new one-year FA delivery model introduced in 2022/23 and this model is being continued in 2023/24.

Funding from Fife Council's allocation from the Scottish Government's Local Authority COVID Economic Recovery (LACER) fund was used to help establish **Midfield Skills and Development Centre** in Kirkcaldy as a training hub for Mid-Fife, with work ongoing to replicate this model in the West of Fife.

## Fife Council's Culture of Enterprise Programme

**Figure 19: Participation in Fife Council's Culture of Enterprise (CoE) Programme, 2022/23**

Number of different CoE activities in which schools participated	7	9	8	7	5	5	6	
Instances of pupil engagement with CoE activities 2022/23*	2,825	15,211	4,058	7,950	6,078	6,375	11,885	
<i>Instances of pupil engagement with CoE activities 2021/22*</i>	<i>11,293</i>	<i>30,680</i>	<i>13,679</i>	<i>6,835</i>	<i>12,452</i>	<i>8,990</i>	<i>28,123</i>	

As in 2021/22, Dunfermline had more instances of pupil engagement with the council's Culture of Enterprise (CoE) activities than any other committee area followed by South & West Fife.

In 2022/23 there was a significant fall in pupil registrations for virtual CoE programmes due to decreased teacher capacity. The number of instances of pupil engagement was however still higher than in 2020/21 (22,148).

The CoE initiative delivered a **Food, Drink, Hospitality and Tourism Takeover Event** in January 2023 in partnership with Fife College, Developing the Young Workforce Fife, the Royal Highland Education Trust, Springboard, Food from Fife and local businesses. The event, attended by one hundred S2 pupils, was designed to encourage more young people to consider a career within the tourism and hospitality sectors.

There were 92 downloads of the CoE '**Race to Zero**' game (entrepreneurial and net zero skills video game); ten pupils from Bell Baxter High School completed a **heat pump construction project** which included a site visit to the University of St Andrews Guardbridge facility; and eight Fife schools won awards at the **Social Enterprise Academy Schools Awards**.

Source: Fife Council – Economic Development.

Note: \* Instances of pupil engagement = the number of pupils participating multiplied by the number of weeks they were involved in the programme (discounting school holidays).

## Earnings

Resident earnings represent the average earnings of people who live in the area, but do not necessarily work in the area. Workplace earnings are the average earnings of those who work in the area, but do not necessarily live there.

The Dunfermline & West Fife parliamentary constituency has both the highest resident and highest workplace earnings. This is the only part of Fife where average resident earnings are higher than Scottish average earnings (Figure 20).

The Glenrothes constituency has the lowest average resident earnings in Fife, and North East Fife the lowest average workplace earnings. North East Fife's workplace earnings are £96.80 lower than its resident earnings.

The proportion of employee jobs with hourly pay below the real living wage fell between 2021 and 2022 to its lowest level – 12.3% – although this rate is still higher than the Scottish rate (9.0%) (Figure 21).

Source: ONS Annual Survey of Hours and Earnings.

Notes: Estimates below the Fife level should be viewed with caution due to small sample sizes. As the data is based on PAYE it does not include the self-employed. Median weekly earnings = the median gross weekly pay for full-time workers. The release of the 2023 percentage of employee jobs with hourly pay below Living Wage Foundation Rates dataset has been delayed and is due mid-January 2024.

**Figure 20: Median Weekly Earnings, April 2023: UK Parliamentary Constituency Areas, Fife & Scotland**



Area/Parliamentary Constituency	Apr-19	Apr-20	Apr-21	Apr-22	Apr-23
Dunfermline & West Fife	21.6%	12.1%	19.9%	10.3%	N/A
Glenrothes	15.9%	14.2%	15.2%	13.3%	N/A
Kirkcaldy & Cowdenbeath	18.6%	14.5%	13.2%	N/A	N/A
North East Fife	20.1%	21.4%	18.9%	N/A	N/A
Fife	18.9%	14.9%	16.8%	12.3%	N/A
Scotland	16.8%	15.1%	14.5%	9.0%	N/A

## Fife's Business Base & Key Sectors

### Number and Size of Businesses

**Figure 22: Number of Enterprises 2023: Scottish Parliamentary Constituency Areas (SPCAs), Fife & Scotland**

Number of Enterprises March 2023	1,505	1,865	1,630	1,570	2,415	8,980	
Percentage of Fife Total	16.8%	20.8%	18.2%	17.5%	26.9%	-	
Change 2020-2023	-425	-155	-275	-60	+5	-920	
Percentage Change 2020-2023	-22.0%	-7.7%	-14.4%	-3.7%	+0.2%	-9.3%	

#### Change in Number of Businesses 2020-2023:

Between March 2020 and March 2023, the number of enterprises in Fife fell by 920 businesses or -9.3%. This followed a period of sustained growth between 2015 and 2020. The number of businesses fell in all parts of Fife between 2020 and 2021; between 2021 and 2022, Mid Fife & Glenrothes and NE Fife both saw business numbers increase while the other SPCAs saw numbers continue to fall; between 2022 and 2023, the North East Fife SPCA was the only part of Fife to see numbers increase.

Cowdenbeath SPCA saw the largest fall between 2020 and 2023 (425 businesses or -22.0%); North East Fife saw business numbers increase overall (5 more businesses or +0.2%).

The highest decrease in numbers (-945 businesses) was within the micro (0-9 employees) size band. Mid Fife & Glenrothes and North East Fife both saw a fall in the number of medium-sized businesses (Figure 23 below).

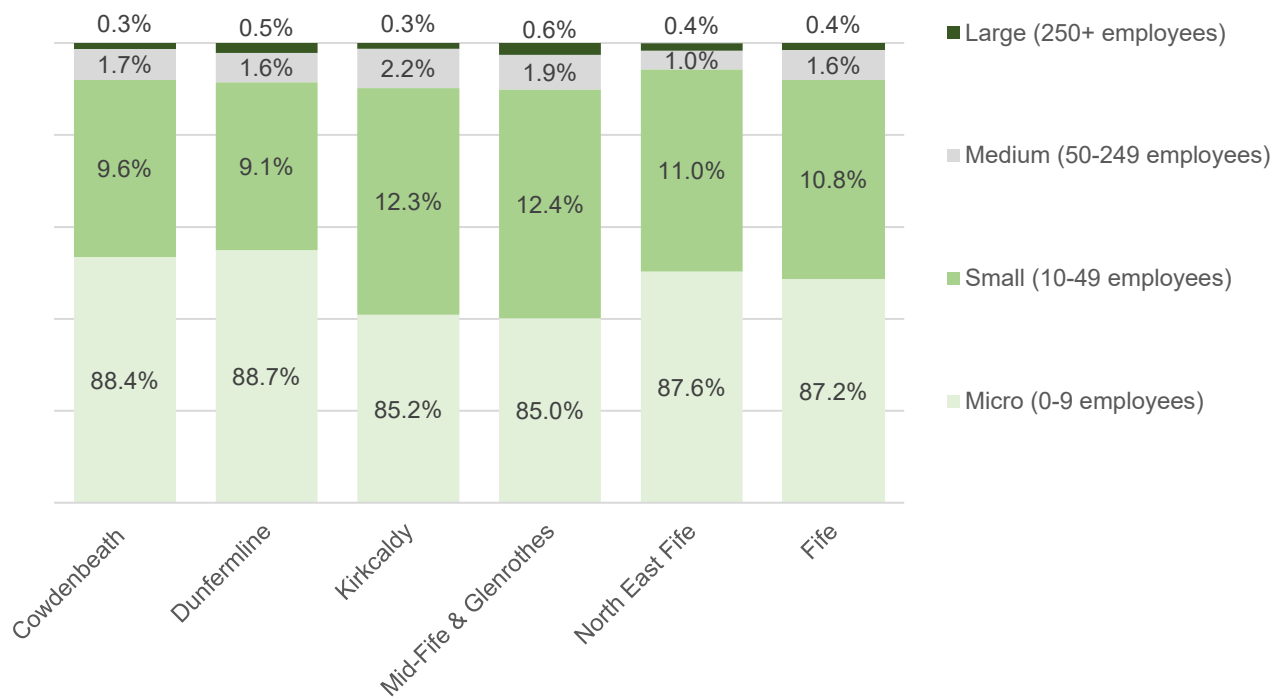
Source: ONS UK Business Counts, 2023.

Note: The number of enterprises registered for VAT and/or PAYE that were live on 10 March 2023. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

**Figure 23: Change in the number of enterprises by Scottish Parliamentary Constituency Area (SPCA) and Size 2020-2023**

	Cowdenbeath SPCA		Dunfermline SPCA		Kirkcaldy SPCA		Mid Fife & Glenrothes SPCA		North East Fife SPCA		Fife	
	2023	Change 2020-23	2023	Change 2020-23	2023	Change 2020-23	2023	Change 2020-23	2023	Change 2020-23	2023	Change 2020-23
Micro (0 to 9 employees)	1,330	-430	1,655	-170	1,385	-275	1,335	-65	2,115	0	7,825	-945
Small (10 to 49 employees)	145	+5	170	+10	200	-10	195	+10	265	+15	970	+20
Medium (50 to 249 employees)	25	0	30	0	35	+5	30	-5	25	-5	145	-5
Large (250+ employees)	5	0	10	+5	5	0	10	0	10	0	35	0

**Figure 24: Proportion of businesses by size - 2023**



**Businesses by Size:**

Kirkcaldy and the Mid-Fife and Glenrothes Scottish Parliamentary Constituency Areas have the highest proportions of small, medium, and large businesses (Figure 24).

Dunfermline SPCA has the highest proportion of micro businesses (88.7%) followed by Cowdenbeath (88.4%) and North East Fife (87.6%).

Source: UK Business Counts, 2023.

Note: The number of VAT and/or PAYE registered enterprises that were live on 10 March 2023. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

## Business Densities

In 2023, Fife had a business stock rate, or business density, of 289 registered businesses per 10,000 resident adults (aged 16+) compared with 375 businesses per 10,000 adults in Scotland as a whole (Figure 25)

The North East Fife Scottish Parliamentary Constituency Area (SPCA) is the only part of Fife with an overall business density above the Fife rate. It has a much higher density of micro and small businesses than the rest of Fife.

The Dunfermline SPCA has the second highest density of micro businesses and Mid-Fife and Glenrothes has the second highest density of small businesses in Fife.

Cowdenbeath and Kirkcaldy SPCAs have the lowest business densities in Fife. Both areas would need a 50% increase in the number of registered businesses (746 and 791 additional businesses respectively) to reach the Scottish business density. The Cowdenbeath SPCA has the lowest rate of micro and small businesses in Fife

Source: ONS Business Counts 2023 and National Records for Scotland Mid-2021 Population Estimates.

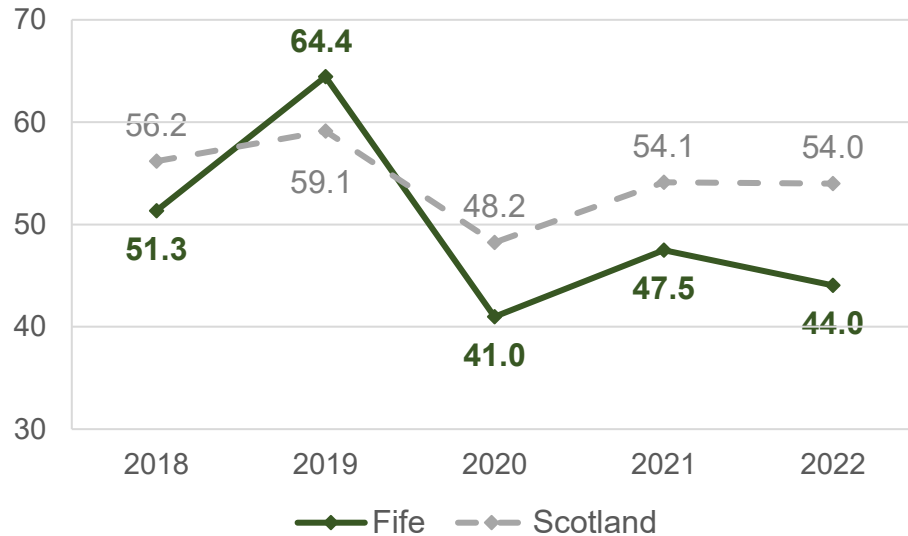
Note: These figures do not include unregistered enterprises (sole traders and partnerships who are not VAT and/or PAYE registered).

**Figure 25: Number of registered businesses per 10,000 resident adults by enterprise size**

			Medium (50-249)		
Cowdenbeath SPCA	222	24	4	1	
Dunfermline SPCA	256	26	5	2	
Kirkcaldy SPCA	215	31	5	1	
Mid-Fife & Glenrothes SPCA	233	34	5	2	
NE Fife SPCA	328	41	4	2	
Fife	252	31	5	1	
Scotland	328	40	6	2	

## Business Births

**Figure 26: Business start-ups per 10,000 working age adults (16-64 years) 2018-2022**



In 2022, both the number of new business start-ups and the business start-up rate in Fife fell after increasing the previous year.

A total of 1,020 new businesses started up in 2022, 80 or 7.3% less than in 2021.

In Scotland as a whole, the number of business births fell by only 0.2%.

The gap between Fife's start-up rate and that for Scotland as a whole increased in 2022 after narrowing the previous year (Figure 26).

Source: ONS Business Demography, UK (2022).

Note: These figures do not include unregistered enterprises (sole traders and partnerships who are not VAT and/or PAYE registered). They should be viewed with caution as they include registered holding companies and duplicate bank accounts.

## Business Survival Rates

			Percentage of businesses surviving 3 years (born 2019)
Fife	92.7%	71.6%	44.8%
Scotland	93.8%	74.2%	57.4%

For each of the first three years after starting up, Fife's business survival rates were below the Scottish rates.

In 2022, the 3-year survival rate of businesses in Fife (44.8%) was lower than in 2021 (55.5%) and 2020 (58.7%). Prior to the Covid-19 pandemic, Fife's 3-year business survival rates were higher than the national rates.

Source: ONS Business Demography, UK (2022).

Note: These figures do not include unregistered enterprises (sole traders and partnerships who are not VAT and/or PAYE registered).

## Distribution of Employment

**Figure 28: Number of Jobs in Fife 2019-2022**

	Cowdenbeath	City of	Glenrothes	Kirkcaldy		North East	South &	
September 2019	8,000	29,000	25,000	22,000	10,000	23,000	17,000	
September 2020	8,000	27,000	25,000	23,000	9,000	22,000	16,000	
September 2021	9,000	31,000	24,000	24,000	10,000	24,000	16,000	
September 2022	9,000	31,000	22,000	25,000	10,000	24,000	16,000	
% change 2019-2022	+12.5%	+6.9%	-12.0%	+13.6%	0.0%	+4.3%	-5.9%	

### Change in Number of Jobs:

The number of jobs in Fife fell in 2022, although employment in Fife in September 2022 was still higher than before the pandemic in 2019.

Between 2021 and 2022, the Kirkcaldy Area was the only part of Fife to see an increase in job numbers and the Glenrothes Area was the only part where employment fell. The Kirkcaldy Area saw the largest proportionate increase in employment between 2019 and 2022 followed by the Cowdenbeath Area; over the same period, the Glenrothes Area and South and West Fife both saw job numbers fall. (Figure 28).

### Employment by Sector:

North East Fife has the largest share of Fife's jobs in Education, Accommodation & Food Services and Arts, Entertainment & Recreation (37.5%, 36.4% and 37.5% of Fife's jobs in these sectors respectively) (Figure 29 below).

45% of all employment in Public Administration & Defence Activities in Fife is located in the Glenrothes Area along with 31% of Fife's Manufacturing jobs.

56% of Fife's jobs in Agriculture, Forestry & Fishing\* are located in Levenmouth.

75% of all employment in Financial & Insurance activities in Fife is located in Dunfermline, along with 62.5% of Fife's jobs in the Information & Communication sector.

Over a third (35%) of people in Fife working in the Human Health & Social Work Activities sector are employed in the Kirkcaldy Area.

Source: ONS Business Register & Employment Survey 2019, 2020, 2021 and 2022.

Note: \* The Fife totals include farm agriculture while the committee area figures exclude farm agriculture. Employment estimates include employees plus the number of working owners who receive a share of the profits but are not paid via PAYE. They do not however include those who are self-employed operating below the VAT threshold with no employees. The level of rounding applied varies by estimate, so zeros may not be true zeros and the data may not add up to the totals shown.



**Figure 29: Employment by Sector, Fife 2022**

Sector	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
A : Agriculture, forestry and fishing*	15	10	50	35	400	125	75	<b>710</b>
B : Mining and quarrying	0	0	10	20	0	75	30	<b>125</b>
C : Manufacturing	1,000	1,500	4,000	1,250	1,750	1,250	2,500	<b>13,000</b>
D : Electricity, gas, steam and air conditioning	20	0	200	0	10	50	150	<b>400</b>
E : Water supply; sewerage, waste mgmt	50	75	150	75	40	50	175	<b>600</b>
F : Construction	1,000	1,250	900	1,750	450	1,250	1,000	<b>8,000</b>
G : Wholesale and retail trade; vehicle repair	1,500	4,000	3,000	4,500	1,000	4,000	2,500	<b>21,000</b>
H : Transportation and storage	600	3,500	500	300	800	400	800	<b>7,000</b>
I : Accommodation and food service activities	400	2,000	1,250	1,500	700	4,000	900	<b>11,000</b>
J : Information and communication	50	2,500	125	400	20	200	700	<b>4,000</b>
K : Financial and insurance activities	15	2,250	150	225	40	100	250	<b>3,000</b>
L : Real estate activities	100	250	350	150	50	350	75	<b>1,250</b>
M : Professional, scientific and technical acts	225	2,000	600	1,000	400	1,000	1,500	<b>6,000</b>
N : Administrative and support service acts	400	1,750	800	1,500	350	1,000	1,000	<b>7,000</b>
O : Public admin, defence, social security	600	1,500	4,500	2,250	175	450	1,000	<b>10,000</b>
P : Education	1,250	2,500	1,500	2,000	900	5,000	1,000	<b>14,000</b>
Q : Human health and social work activities	1,250	4,500	3,000	7,000	1,750	2,250	900	<b>20,000</b>
R : Arts, entertainment and recreation	300	700	350	600	305	1,500	350	<b>4,000</b>
S : Other service activities	250	800	800	500	150	900	300	<b>3,500</b>
<b>Total Employment*</b>	<b>9,000</b>	<b>31,000</b>	<b>22,000</b>	<b>25,000</b>	<b>10,000</b>	<b>24,000</b>	<b>16,000</b>	<b>136,000</b>

Source: ONS Business Register & Employment Survey 2022.

Note: \* excludes farm agriculture. Employment estimates include employees plus the number of working owners who receive a share of the profits but are not paid via PAYE. They do not however include those who are self-employed operating below the VAT threshold with no employees. The level of rounding applied varies by estimate, so zeros may not be true zeros and the data may not add up to the totals shown.

## Support Given to Businesses in Fife

**Figure 30: Financial Support Given to Businesses in Fife 2022/23**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
No. of businesses supported	9	11	14	20	9	18	7	<b>88</b>
Value of financial support	£14,430	£27,473	£24,730	£44,855	£24,600	£59,972	£16,704	<b>£212,764</b>
Jobs created as a result of financial support	20	6	32	29	22	16.5	7	<b>132.5</b>

Source: Fife Council Economic Development.

Note: includes support given to businesses by the Fife Investment Fund and Young Persons' Start-Up Grant (Fife Council funded) and the SME Competitiveness Fund (European Regional Development Fund funded)

**Figure 31: Number of Business Start-Ups supported by Business Gateway Fife 2022/23**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
No. of businesses receiving Expert Help	13	22	25	22	4	38	11	<b>135</b>
No. of businesses accessing business growth services	99	160	212	215	82	328	152	<b>1,248</b>
No. of Business Gateway-supported start-ups	51	70	59	116	47	85	68	<b>503*</b>
No. of jobs created from Business Gateway	119	83	77	147	57	117	95	<b>702**</b>
Turnover generated	£2,591,500	£2,187,500	£1,830,500	£3,331,500	£1,320,000	£3,135,500	£2,631,000	<b>£17,147,500**</b>

Source: Business Gateway Fife.

Note: \* total includes 139 businesses with an invalid or non-Fife postcode; \*\* 7 start-up clients provided a postcode outwith Fife. This can happen when the client lives outwith Fife but intends to start a business in Fife. These 7 starts were projected to create 7 jobs and generate £120,000 in turnover. These figures are included in the Fife totals.

## Support to Businesses:

During 2022-23 Business Gateway Fife and Fife Council Economic Development provided advice, signposting and support to **over 500 start-up businesses** in Fife, the third highest number across all Scottish local authority areas. This support is estimated to have helped create 702 jobs and a projected turnover of £17.1m. Year to date figures indicate that Business Gateway Fife is on track to support 600 start-up businesses in 2023/24. Over 2,900 new and existing businesses in Fife received advisory support from Business Gateway Fife.

The Economic Development Team delivered a **Net Zero Transition Fund** using £1.23m from the Scottish Government's Local Authority COVID Economic Recovery (LACER) fund to provide non-repayable grants of up to £3,000 to 413 Fife SMEs to introduce measures to improve their energy efficiency.

Support for businesses to achieve their Net Zero ambitions in 2023/24 is being provided through a **SME Development Grants Scheme** funded by the UK Government's Shared Prosperity Fund (UKSPF). The SME Development Grant also provides support for workforce upskilling, attending trade shows, R&D/innovation and agriculture business diversification. To date 111 applications worth £256k have been approved.

During 2022/23, the **Trade Development Programme** supported 33 businesses to attend and exhibit at 11 trade shows and 45 businesses were supported at 5 International Trade Pathway Webinars. The events were part of a programme of workshops and training designed to support Fife businesses to access new markets being delivered by Fife Council in partnership with Business Gateway Fife, Fife Chamber of Commerce and Scottish Development International.

In 2022/23, the **Supplier Development Programme** helped 281 Fife businesses improve their tendering skills. 1,023 Fife companies are now registered with the programme (16 more than the previous year) which offers expert training, support and information to help businesses win public sector contracts.

In April, 39 Fife businesses attended a Meet-the-Contractor event to learn about supply chain opportunities arising from the **Halbeath Learning Campus and Westfield Energy Plant** and 126 businesses attended a **Meet-the-Buyer event in November**.

Over 30 events took place during the 13<sup>th</sup> **Fife Business Week** in November 2022 attracting 700 registrations from businesses.

2022/23 was the final year of the European Regional Development Fund (ERDF) funded **Business Competitiveness Programme** which between April 2016 and March 2023 brought in £1.5m of funding used to support Fife's businesses.

Delivery of business support services funded by the UK Shared Prosperity Fund (UKSPF) started in 2022/23 with the launch of a **Fit for Defence training and upskilling programme**. 14 businesses attended the programme's initial information session and launch workshop. The aim of the programme, which is being delivered in 2023/24, is to improve opportunities for Fife businesses wishing to work in the defence sector or to increase the market share of companies already working within the sector.

In addition to the SME Development Grants mentioned above, UKSPF funding has to date delivered consultancy support worth £58k to 35 businesses under **Business Gateway Fife's Specialist Business Advice programme** and 69 **start-up grants** worth £33k. This activity will increase in 2023/24 as UKSPF fully replaces EU funding.

Fife's **Food and Drink Strategy - Food4Fife 2023-30 - and Action Plan**, which aims to promote, educate and encourage the production of quality food and drink produce from Fife, were finalised.

## Remediation of Vacant & Derelict Land

**Figure 32: Extent of Vacant & Derelict Land in Fife 2023**

Area	Percentage	Area (ha)
Cowdenbeath	4.0%	28.5
Dunfermline	1.3%	9.2
Glenrothes	21.9%	156.2
Kirkcaldy	5.8%	41.2
Levenmouth	10.2%	73.1
North East Fife	8.3%	59.5
South and West Fife	48.5%	345.7
Total Fife	100.0%	713.3

Source: Fife Council Vacant & Derelict Land Audit 2023

In 2023, there were 203 vacant & derelict land sites across Fife amounting to 713 hectares (Figure 32). Since 2022, 13 sites representing 15.6 hectares of land have been brought back into use (although this decrease in hectareage is also due to revised measurements of site boundaries).

Derelict land has a broader impact than vacant land both in terms of total area (604.6 ha) and in the number of individual sites (154).

South & West Fife contains the largest proportion of vacant & derelict land (49% of Fife’s total) and the Dunfermline Area the lowest (1.3%); eight sites each covering more than 20 hectares are located in South & West Fife.

Since 2015/16, Fife Council has been one of five local authorities to receive funding from the Scottish Government’s Vacant & Derelict Land Fund; in 2022/23, Fife was awarded £1.451 million from the fund.

Figure 33 below details a selection of current, proposed and completed projects supported by the Vacant & Derelict Land Fund.

**Figure 33: Projects in Fife supported by the Vacant and Derelict Land Fund (VDLF)**

Cowdenbeath	
Glenrothes	<ul style="list-style-type: none"><li>• Industrial estate regeneration at Queensway Industrial Estate, Glenrothes with Phase 1 now complete and all new units let. Further</li></ul>
Kirkcaldy	
Levenmouth	<ul style="list-style-type: none"><li>• Site remediation and preparation works for the oil and gas decommissioning facility at Energy Park Fife now being operated by</li></ul>
North East Fife	
South and West Fife	

**Figure 33: Projects in Fife supported by the Vacant and Derelict Land Fund (VDLF) (continued)**

All Fife	<ul style="list-style-type: none"> <li>Support for the implementation of the Climate Fife Plan and its associated Sustainable Energy Action Plan (SECAP) including part-range of vacant and derelict sites which could host solar photovoltaic arrays on sites across Fife. Funding is also supporting feasibility work, in collaboration with the Coal Authority and British Geological Survey, to assess potential locations for use of mine</li> </ul>

Note: \* Investment from the Fife Industrial Innovation Investment (i3) Programme funded by the Edinburgh & South-East Scotland City Region Deal – see Figure 34 and the section below.

## Strategic Investment

**Figure 34: Edinburgh & South East Scotland City Region Deal Fife Industrial Innovation Investment (i3) Programme Investment Status**

Cowdenbeath	The Avenue, Lochgelly (site servicing)	Conditional Legal Agreement in place for disposal.	New Business Accommodation, Town Centre, Cowdenbeath	2026/27
Dunfermline	Fife Interchange North, Dunfermline (site servicing)	Conditional Legal Agreement in place for disposal.	Fife Interchange North, Dunfermline (new units) - construction ongoing	2025/26
Glenrothes	Queensway Industrial Estate, Glenrothes (new units)	Completed: 5 out of 7 new business units let.	Refurbished/New Units, Flemington Road, Queensway Industrial Estate	2024/25
Kirkcaldy	Dunnikier Business Park, Kirkcaldy (new units)	Completed: All new business units fully let.	John Smith Business Park (new units)	2026/27
Levenmouth	Levenmouth Business Park (Phase 1) (new units)	Due for completion 31/12/23.	Levenmouth Business Park (Phase 2) (new units)	2024/25

**Figure 34: Fife Industrial Innovation Investment (i3) Programme Investment Status (continued)**

South & West Fife	Hillend and Donibristle Industrial Estates, Dalgety Bay	Completed: All new business units fully let.	Hillend and Donibristle Industrial Estates: Conditional Legal Agreement in place for disposal at Ridgeway	2024/25
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**Strategic Investment:**

The **Fife Industrial Innovation Investment Programme (Fi3P)** is a £50 million ten-year programme delivered by Fife Council with grant funding from the Edinburgh and South-East Scotland City Region Deal. The programme is delivering new industrial, office and business space and serviced employment sites within existing business clusters in Mid and South Fife adjacent to growth corridors (M90 and A92) (Figure 34). The Fi3P started in April 2019; Tranche 1 (Years 1-3) was completed in March 2022. Tranche 2 is underway and will complete in March 2025. There is a third tranche of activity for this investment programme from 2025-2029; these projects are not included as they are subject to approval of the Full Business Case in 2024/25.

The **University of St Andrews’ Eden Campus** in Guardbridge has completed the current phase of investment being funded as part of the **Tay Cities Region Deal**. Design work for an Enterprise Hub at the Campus is underway; this is scheduled for completion in 2025/26.

In January 2023, the UK and Scottish Governments announced that the **Firth of Forth would host one of Scotland’s first Green Freeports**. The successful bid by a public-private consortium led by the Forth Ports Group and including Fife, Falkirk and Edinburgh City Councils includes the creation of an internationally-renowned port and shipbuilding, manufacturing and logistics cluster at Rosyth.

The **Arrol Gibb Innovation Campus** was officially launched in April 2022. A collaboration between Babcock International, the Universities of Edinburgh and Strathclyde, Fife College, Fife Council, Scottish Enterprise and Skills Development Scotland, the Campus at Babcock International’s Rosyth facility will see the development of leading expertise in five core capabilities on one site. The first facility to open for business in the Campus was the new £4.6m Fastblade testing facility for tidal turbine blades developed by Babcock International and the University of Edinburgh as part of the Edinburgh and SE Scotland City Region Deal which was officially opened in May 2022.

The **Levenmouth Reconnected Programme** has approved £2.3m of funding for the following projects in the area: Levenmouth Business Park (£714k), Silverburn Park Flax Mill (£500k), the Community Trade Hub’s Positive Futures Project (£200k), Kennoway Pump Track (£44k), the CLEAR Buckhaven and Methil’s Green Network Enhancement Initiative (£180k) and Mountfleurie Business Park Site Servicing (£683k). This investment supports £10.3 million match-funding and the Mountfleurie Business Park is expected to lever £4-£5 million private sector investment.

Fife Council, the Fife Partnership and the UK Government have agreed **Fife’s UK Shared Prosperity Investment Plan** for the grant allocation of £13.4m to be invested by March 2025. There are 4 investment priorities: Communities & Place, Supporting Local Businesses, People & Skills and Multiply. Delivery started in Quarter 4 2022/23. The priority is to sustain activities previously funded through EU funding that deliver the 2017-27 Plan For Fife’s ambitions.

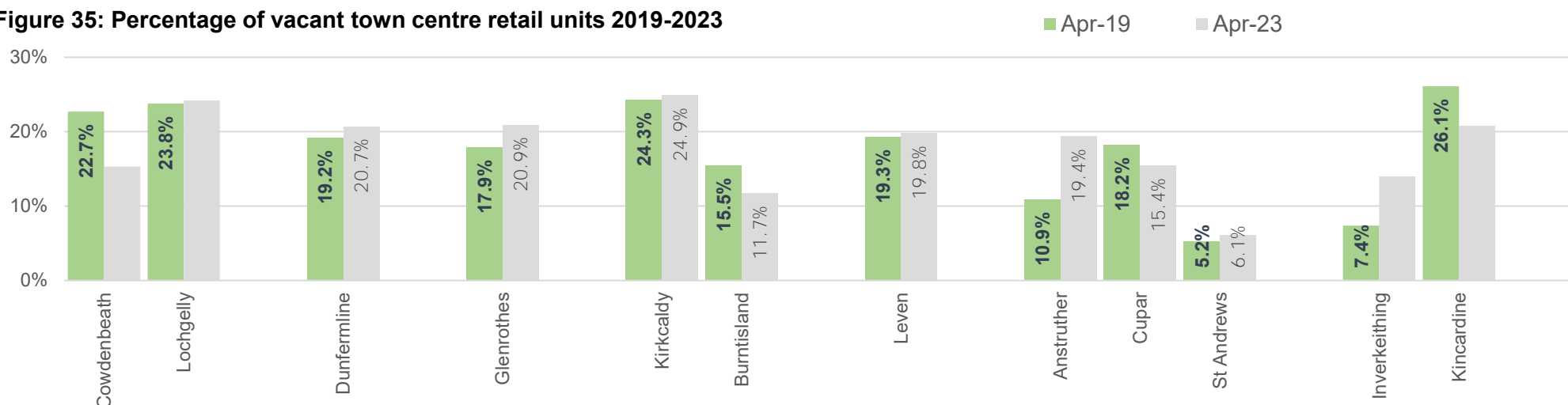
### **Strategic Investment (continued):**

The **River Leven Regeneration Programme** (Riverside Park, Glenrothes and Leven Connectivity Projects) was awarded £19.4m of Levelling Up grant for the regeneration of Riverside Park in Glenrothes (£4.98m) and Phase 1 of improvements to Connectivity in Levenmouth (River Park Routes and On road active travel network) (£14.43m). Design work is underway with construction expected to start in Quarter 4 2023/4 and complete by Quarter 4 2024/5.



## Town Centres

**Figure 35: Percentage of vacant town centre retail units 2019-2023**



**Figure 36: Town Centre Vacancy rates April 2023**

Area Committee	Town Centre	% of Vacant Units	% of Vacant Floor Space
Cowdenbeath Area	Cowdenbeath	15.3%	12.4%
	Lochgelly	24.2%	23.1%
Dunfermline Area	Dunfermline	20.7%	29.2%
Glenrothes Area	Glenrothes	20.9%	24.3%
Kirkcaldy Area	Kirkcaldy	24.9%	28.5%
	Burntisland	11.7%	12.0%
Levenmouth	Leven	19.8%	21.0%
North East Fife	Anstruther	19.4%	26.8%
	Cupar	15.4%	18.1%
	St Andrews	6.1%	4.6%
South & West Fife Area	Inverkeithing	14.0%	13.8%
	Kincardine	20.8%	41.2%

St Andrews, Burntisland, Cowdenbeath and Inverkeithing have the lowest vacancy rates of Fife's main town centres (Figure 36).

The highest vacancy rates are found in Kirkcaldy, Dunfermline and Kincardine.

Whilst most town centres saw the proportion of vacant retail units rise between 2019 and 2023 (Figure 35), Cowdenbeath, Burntisland, Cupar and Kincardine all saw vacancy rates fall.

Source: Experian GOAD Data (Fife Council).

**Figure 37: Grants awarded to businesses through the Town Centre Building Improvement Grant Scheme 2022/23**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
Number of grants awarded	2	5	2	9	4	4	3	29
Value of grants awarded	£17,744	£45,027	£16,824	£77,473	£36,285	£32,792	£26,030	£252,175
Total value of grant funding claimed (as of 30 Sept 2023)	£0	£14,012	£12,279	£40,582	£22,709	£32,792	£10,000	£132,373

Source: Fife Council Business & Employability Service.

### Town Centre Activity:

- Fife’s £2.75m allocation for 2022/23 from the Scottish Government’s **Place-Based Investment Programme** supported the following projects:
  - phase 1 works to make St Margaret’s House in Dunfermline wind and watertight (also supported by the UK Shared Prosperity Fund)
  - a Leven place-making project between the new railway station and existing bus station
  - phase 2 of the refurbishment of 9 Esplanade in Kirkcaldy by the Kings Theatre Trust (completed autumn 2023)
  - a multigenerational community training facility being developed at Rosyth by the Pars Foundation on behalf of Dunfermline Athletic Football Club
  - upgrading 9 business units at Lochgelly Business Park
  - 29 small businesses in town and local centres across Fife were awarded a grant to make upgrades to their property through the Building Improvement Grant scheme (which was also supported by the UK Shared Prosperity Fund) (Figure 37).
- 53 small businesses received grants of up to £5,000 from the **Town Centre Digital Improvements and Energy Efficiency Scheme 2022-23**. Funded by the Scottish Government’s LACER Fund, the scheme also funded energy efficiency audits for 46 properties.
- **Dunfermline** was awarded city status in May 2022 and the new Maygate Exchange in the city was opened in October 2022 with all five office units let.
- The refurbishment of Inverkeithing Town House, part of the **Inverkeithing** built heritage programme, reached practical completion in December 2023.
- The National Lottery Heritage Fund and Historic Environment Scotland approved funding for the one-year Development Phase of the **Buckhaven** Area Heritage Regeneration Scheme, due to complete in October 2024.Scotl
- Phase 2 of **Kirkcaldy’s** Waterfront Improvements was completed in autumn 2023. A business case for the demolition of Kirkcaldy’s multi-storey car parks is being produced; funding for the demolition and site restoration has still to be secured.
- A package of support measures was provided to businesses in **Leven** High Street following several building fires and temporary disruptions to business caused by roadworks related to the H100 and the Levenmouth Rail Link Projects.
- The **Scotland Loves Local Gift Card** is being rebranded to **Fife Loves Local** with a focus on Levenmouth and Dunfermline.

# Tourism

**Figure 38: Volume and Value of Tourism, Jan-Dec 2022**

STEAM* Indicators	St Andrews	Dunfermline Area	Kirkcaldy and Mid Fife	NE Fife (exc. St Andrews)	Fife
<b>Visitor numbers</b>	<b>700,560</b>	<b>797,010</b>	<b>685,260</b>	<b>522,890</b>	<b>2.71m</b>
% change in visitor numbers 2021-2022	+85.7%	+50.9%	+46.6%	+439.8%	<b>+54.9%</b>
% change in visitor numbers 2019-2022	+2.9%	-2.3%	-6.8%	-7.2%	<b>-3.2%</b>
<b>Economic impact (direct, indirect &amp; induced)</b>	<b>£146m</b>	<b>£110m</b>	<b>£96m</b>	<b>£98m</b>	<b>£450m</b>
% change in economic impact 2021-2022**	+72.3%	+51.4%	+33.9%	+39.1%	<b>+50.2%</b>
% change in economic impact 2019-2022**	+21.3%	+9.3%	-2.1%	+20.0%	<b>+12.3%</b>
<b>Number of Full Time Equivalent (FTE) jobs supported by tourist expenditure</b>	<b>1,438</b>	<b>1,368</b>	<b>1,239</b>	<b>1,495</b>	<b>5,541</b>
% change in number of FTE jobs 2021-2022	+38.0%	+34.5%	+24.9%	+15.7%	<b>+27.6%</b>
% change in number of FTE jobs 2019-2022	+5.7%	-2.5%	-7.1%	+7.5%	<b>+1.0%</b>

Source: Fife STEAM Reports for 2011-2022 - FINAL, Global Tourism Solutions (UK) Ltd.

Notes:

\*STEAM is a tourism economic modelling tool owned by Global Tourism Solutions (GTS) UK Ltd and is used by most Tourism Destination areas in the UK.

\*\* Indexed to 2022

The areas relate to Fife's Local Tourist Associations (LTAs) as follows: St Andrews=St Andrews LTA; NE Fife=Cupar & North Fife and East Neuk LTAs; Kirkcaldy & Mid Fife=Levenmouth and Heartlands of Fife LTAs; Dunfermline Area=Dunfermline & West Fife LTA.

Figures are not available at a lower level than these four areas.

### Volume and Value of Tourism (Figure 38 above):

- In 2022, Fife received **2.7 million visitors** – 97% of the number of visitors in 2019, the year before the pandemic and restrictions on travel.
- Between 2020 and 2022, the economic impact of tourism increased by **189% to £450 million**, a higher value than prior to the pandemic (£400.9m in 2019) (in 2022 prices).
- St Andrews saw the greatest rate of recovery in 2022, the year it hosted the 150<sup>th</sup> Open (see below).

### Fife Tourism Activity:

- The **Fife Tourism Strategy** was refreshed during 2022/23 and a new 2023-30 Fife Tourism Strategy was approved by Fife Council's Cabinet Committee in September 2023.
- **Welcome to Fife destination marketing campaigns** included social media partnerships with The Herald and The Scotsman, a series of films for Year of Stories and extensive social media campaigns delivered in partnership with VisitScotland. Its biggest ever marketing campaign was launched in October 2023; The Kingdom – Where it Begins included partnerships with Expedia, Tripadvisor, Coast and National Geographic Magazines and Scotrail as well as extensive social media and influencer activity.
- In 2023, Welcome to Fife had a strong focus on developing the **travel trade market**, giving training and support to businesses to help them develop their online bookable product offerings and extend their market reach.
- **WorldHost customer service training** was delivered to over 50 people working in Fife tourism businesses in 2022/23.
- In 2022, £41,570 was awarded to event organisers through the **Fife Strategic Events Fund** which supports events that attract at least 30% of their attendees from outwith Fife.
- Research commissioned to **identify growth opportunities for tourism in Fife** provided a series of recommendations for promoting and developing tourism in Fife.
- The **Fife 191 trail** was launched with active travel options.
- The **150th Open** in July 2022, which attracted a record 290,000 fans to St Andrews, brought in £106m and generated over £300m in economic benefit for Scotland – the greatest economic impact in the history of the Championship - according to an independent study commissioned by The R&A, VisitScotland and Fife Council. The study estimated that Fife received £61m of new money from the event.
- A tourism action plan was developed for **Levenmouth** linked to the opening of the new rail link in 2024 and a Tourism Project Co-ordinator (funded by Levenmouth Area Committee) was appointed.
- The **Forth Bridges Trail** was launched in November 2022.
- A promotional campaign for **Kirkcaldy** was delivered for the Adam Smith tercentenary celebrations.
- Following a strategic tourism evaluation of **Dunfermline**, a multi-partner 5-year tourism action plan was developed for Scotland's newest city.

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24 January 2024

Agenda Item No.6

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## Levenmouth Area Housing Plan Update 2023-26

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**Report by:** John Mills, Head of Housing Services

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**Wards Affected:** Ward 21 – Leven, Kennoway and Largo, Ward 22 – Buckhaven, Methil and Wemyss Villages

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### Purpose

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Members approved the original Levenmouth Area Housing Plan on 9 November 2022 covering the period of January 2023 to December 2026. This report gives a progress update on the Levenmouth Area Housing Plan outcomes for the period January 2023 – December 2023

### Recommendation(s)

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Members are asked to:

- (1) Consider the content of the report.
- (2) Discuss the progress made with the plan and its outcomes.
- (3) Comment on and support any proposed changes to the Area Housing Plan.

### Resource Implications

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Housing Services activities are taking place within agreed HRA Revenue budget. The HRA Capital Investment Plan for 2022–25 was approved at full committee on the 24th of February 2023 and remains the approved capital investment plan for the HRA.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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Local tenants were involved in the development of the Area Housing Plan through online consultation, local groups and events, as well as direct communication with staff and Elected members. We have also used feedback from the annual tenant's satisfaction surveys to up-date the plan and continue to engage and consult with tenants through established Tenant and Residents Associations as well as involving members and residents in our estate area walkabouts.

# 1.0 Background

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- 1.1 Members approved a report in November 2022 which introduced the 2023-26 Levenmouth Housing Services Plan, a document which set out how the council aim to:
- Undertake what housing needs are in the area
  - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services, as the largest landlord in Fife, can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvements initiatives. We have a key role to work in partnership with others to reduce poverty in Fife.
- 1.3 This report includes measures to outline how well we are performing and addressing Housing need in Levenmouth. Performance for the previous financial year is provided where this is available at an area level. It also outlines how staff have had to adapted in our service deliver during our recovery period from the pandemic. Housing Officers are more visible in local communities as we continue to work our way through the different stages of our recovery plan.
- 1.4 Several resources were used to develop the plan:
- Online survey was used to seek tenants and resident's views in the development of the plan
  - Tenants, residents and elected members advised us about their concerns and issues at walkabouts
  - Discussions and feedback at Ward and Tenants group meetings
  - Feedback and enquiries from Elected members
  - Discussions between staff and individual tenants
  - Discussions with local staff
  - Analysis of complaints and enquiries
  - Performance outcomes benchmarking within and out with Fife

In addition, the Area Housing Team also looked at how well we are doing managing our properties and estates, to identify where we need to improve and prioritise the services we deliver.

- 1.5 The plan included several measures through which we will demonstrate to tenants, elected members and other stakeholders how we are progressing with our aims. This report aims to provide a position statement for the 4 calendar years of the 2023-26 plan period and is therefore an update summary of the business conducted during this time.
- 1.6 The Levenmouth Area Housing Plan was publicised through the Down Your Street, our tenant newsletter and is available on [Fife.gov.uk](https://www.fife.gov.uk), and the full link is given below in the background papers used.

- 1.7 This update will outline future priorities that are informed through discussions at Ward meetings and reflect the views of our local communities.
- 1.8 As part of the Decentralisation workstream and Place redesign, Housing Services are working to revise the Area Housing Plan to ensure that more Housing Functions are reported and scrutinised at the Area Committee. The revised plans will be reported in the April-June 2024 round of Area Committees.

## **2.0 Issues and Options**

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- 2.1 This report focuses on the following Plan for Fife headings –
  - Opportunities for all
  - Thriving places
  - Community led services
- 2.2 Attached to the report are two appendices –
  - Appendix 1 is a Performance Management Summary 2023
  - Appendix 2 is a summary of the two main themes of the Levenmouth Housing Plan
    - Rate Your Estate – What We Found
    - Rate Your Estate – What You Told Us

## **3.0 Opportunities for All**

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- 3.1 Our recovery from the pandemic, despite being behind us continues to impact on service delivery moving forward and continue to throw up its own challenges for many in our communities. Housing continues to work in partnership with others to help our most vulnerable households. Our focus on delivering business critical services has been challenging however has now changed to improving our performance to bring it back in line with pre pandemic levels.
- 3.2 Our aim is for Levenmouth to be a place where families want to settle and thrive and where all children have a clean, safe and secure place to live, play, learn and develop. Many children will be our tenants of the future therefore we continue to build new properties to meet the future needs of the area and the people that stay here.
- 3.3 We continue to offer enhanced service delivery such as Emergency repairs, Gas safety inspections, dealing with Anti-social behaviour, Welfare checks, priority allocations to those high priority cases and those in urgent housing need, as well as support and assistance to older people in our new care village and existing sheltered housing complexes.



- 3.4 We continue to provide advice, guidance and in many cases assistance to tenants who were concerned about their rent. We continue to adapt and changed the way we deliver services locally to suit business needs. We have a much clearer focus on improving our customer satisfaction. Staff have now fully settled into a blended way of working with a combination of patch based, office based, and some home-based working. Technology has significantly improved to support this approach.
- 3.5 Since the start of the plan, we have become more resilient as well as review how we operate and deliver essential services locally. We have made changes to the way we have approached our delivery of services with a greater emphasis on good quality customer focussed service and continue to engage with our tenants at home.
- 3.6 Moving forward we continue to focus on improving the condition of our estates and addressing the welfare and support needs of our tenants.
- 3.7 Housing stock in Levenmouth is generally in good condition and remains in relatively high demand. With the addition this year of the new care village, children nursery, Care home and café. In addition there are further planned increased new developments in lower Methil and Kennoway all increasing our overall portfolio of good quality affordable housing. Like any new build development, it will increase the turnover of our properties and as such help satisfy tenants, homeless people and housing applicants from the Fife Housing Register. While the number of property terminations at the time of new build properties are likely to increase, our performance in allocating houses should remain consistent.
- 3.8 The Area continues to experience pockets of ongoing social and economic deprivation and much of our staff's time continues to be spent assisting customers experiencing poor mental health, providing welfare advice and guidance as well as offering addiction related advice. This work continues to be carried out in partnerships with a range of voluntary and statutory agencies.
- 3.9 In common with other areas in Fife, rent arrears have increased across the Levenmouth area. Accounts currently in arrears sits at 15% with percentage of rent due across the area at 6.54% of the overall debt, the Fife wide average arrears over financial year 2023 is currently at 8.9%.
- 3.10 Universal credit continues to offer challenge's and has had an impacted-on arrears across the area. Changes in the way Universal Credit is paid has benefited Fife. It now means that tenants receiving Universal Credit and have a direct payment arrangement in place, can have their rent element paid directly to Fife Council normally within two days, which means that there are minimal delays in getting payment into tenants rent accounts, thus having a positive effect on arrears in the area.
- 3.11 Rent sense, Mobyssoft case management system is now firmly embedded across Housing and Customer Services as is our Civica CX, our relatively new Housing Management Information System. The system guides officers to priority cases to establish contact with tenants at an early stage. To ensure we were able to do this, appropriately we responded by reducing housing officer patch sizes, increased the focus on early intervention and more face-to-face contact with our tenant's offering advice and assistance as required.

- 3.12 It continues to be our priority for Housing staff to work closely with Revenues Officers to support new tenants and existing tenants in arrears. A preventative approach has been embedded and as such early intervention is the key to tenancy sustainment moving forward to minimise the impact on rising rent balances and to ensure everything that can be done is being done to support our tenants.
- 3.13 Housing and Customer Services continue to offer help with those tenants needing support with the cost of living particularly with utilities. For many families the stark choice of eat or heat is a reality. We have changed our approach this year in regards assistance with energy assistance and are now working closely with Greener Kirkcaldy / Cozy Kingdom as well as forging a closer link with the fuel bank and welfare team for these tenants seeking additional assistance to ensure those with the greatest need get the level of assistance they need.
- 3.14 Technology has significantly improved through the implementation of Phase 1 of the Civica CX housing management information system. Many more transactions can be easily accessed online. Our staff over the period of the plan will continue to encourage the take up of online services. increase the offer of tenancy assistance to help our tenants manage finances, budgeting and tenancy related matters.
- 3.15 Our overall performance in 2023 Calander for allocations has meant that 448 offers of permanent housing has been made with 55% to Homeless, 31% to Transfer and 14% to Housing lists. There is still significant pressure on accommodation across the area. Priority has remained with statutory categories i.e. Homeless, Domestic abuse, Severe Harassment cases.
- 3.16 Moving forward and assuming statutory pressures ease, it is our intentions to increase the numbers of transfer opportunities which will stimulate turnover and bring more empty properties back into the letting pool. In doing this our Housing Options Officers would be able to create chains of allocations where possible
- 3.17 Since the start of the plan in January 2023 a new Housing, Health & Social Care village was born and came on stream in September 2023. With a stunning care home, children nursery along with café facilities and 35 bungalow type properties. The site was delivered by Fife Council's Building Series team. Feedback from tenants and residents in the facilities has been very positive with no significant concerns being raised.
- 3.18 Across the area we need larger four plus bedroomed family sized houses and smaller one bedroomed property to satisfy current demand. We are actively looking at anyone currently in a larger family home that want to downsize and using our transfer incentive scheme to assist with moving home costs.
- 3.19 To assist further, the property acquisition policy has been used over the last Calendar year to buy back 11 properties in 2023 with a further 2 currently going through the purchase process. All are former council houses. We continue to actively look at opportunities to return larger former council properties back to increase our stock to meet the housing needs of families in the Levenmouth area.
- 3.20 Housing and Property Services continue to work with the Area Chair to identify new affordable housing development opportunities across Levenmouth, but particularly to ensure that the Council takes full advantage of the new Leven rail link corridor and in Leven Town Centre.

- 3.21 The Committee is aware of the significant commitment to reclad the high-rise flats at wan and memorial Courts in 2024/5. Work is ongoing to specify the works and ensure that work can begin by Spring 2024 on the recladding of the blocks. The Committee will be keep appraised on progress of this important energy efficiency and health & safety project.

## 4.0 Thriving Places

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- 4.1 Where our tenants live and spend their time, can have a major impact on their health and well-being. It's important we continue to improve the area and as such focus on what's important to our tenants and the people of Levenmouth. Housing is right at the heart of the community with 4,429 council owned properties our role is to help create a balanced community which will be the foundations to its longer-term sustainability.
- 4.2 Challenges remain with the costs over energy / utilities and the spiralling cost of living have had a major impact on local families and businesses alike pushing families into Financial, Fuel and food poverty meaning the choices for some can be challenging. Over the period of the plan and with the change and introduction of the fuel bank referral process via Cozy kingdom earlier this year. Levenmouth area housing team have increased their referrals to Cozy Kingdon / Greener Kirkcaldy for assistance and energy advice. By comparison, the demand hasn't been the same as in financial year 2022 / 23. We have supported 237 council tenants so far, 38 with direct fuel payments, 91 referrals to the Fuel Bank and 108 Community Support vouchers issued across the Levenmouth area. In total we have given assistance with fuel cost amounting to a total of £11,364 across the Levenmouth area.
- 4.3 We have invested our time in working very closely with Scottish Gas Network and have actively been a participating service in the search for an alternative zero carbon non fossil fuel. 300 properties across the Buckhaven and Methil area have been selected and will be the first United Kingdom hydrogen run properties. This is undoubtedly groundbreaking and with new hydrogen pipeline network currently under way it is now coming to fruition, firmly putting Levenmouth on the map as a leading area with renewable energy.
- 4.4 We currently have a new build site at Lower Methil (Old wonder store site) and will provide 12 units. These are expected to be ready mid-way through 2024. In addition there are 2 additional sites with ongoing developments. Phase 2, School Road Kennoway has 43 units and is expected to be delivered in mid to late 2024. We also have phase 3, School Road Kennoway with an additional 20 units which is firmly in the planning / development stages and as such combined these will increase our overall new build portfolio developments in this plan at this stage by 71 units.

We continue to work with the new build team to identify new sites for development including smaller micro sites that may be suitable for further development.

- 4.5 We have continued to identify and develop new projects and have focussed local resources to create improvements to areas most affected by inequality and physical decay.
- Victoria Road / Lawrence Court Buckhaven: Legacy bowtop metal fencing - **complete**
  - Randolph Street Buckhaven: Replacement gates and panels - **complete**

- Rolland Avenue East Wemyss: Phase 2, Structural wall renewal & new railings **nearing complete**
- Scoonie Terrace Leven – Wheelchair low maintenance accessible garden works (3 properties) - **complete**
- Aithernie Drive Upper Largo – Creation of additional parking - **complete**
- LUP's Ardan Leven – replacement roofing – **awaiting start date**
- LUP's 7-12 Burnhill Lane Kennoway - site demolished, & new parking created **complete**
- LUP's 1-3 Ormes Lane Kennoway - site demolished, & new parking created **complete**
- Ormes lane Kennoway – develop old timber garage site into parking - **complete**
- LUP's Keir Hardie Street Methil – Essential maintenance & repairs, new roof and doors. **complete**
- Small fencing projects to 38 properties across the Levenmouth areas - **complete**

4.6 Our priority moving forward at this stage for 2024 / 25 are entirely based on policy and budget availability and as such are proposals with no formal decision having been made.

- Rolland Avenue East Wemyss Phase 3 – Replacement / repair boundary walls, fencing and access footpaths.
- Keir Hardie Street Methil – Suggested focus on new fencing
- Kirkland Walk Methil – Suggested focus on new fencing
- Aitken Court Leven – Develop an estate action plan to look at potential upgrade work to buildings, communal areas and the environment.

4.7 Lock ups have been the focus of our attention for some time with regards to overall occupancy levels with a noted decline in the demand for renting. As a result, we have almost completed our original program of demolition works with only 2 areas remaining

- 6-12 Balmaise Leven
- 1-3 Leargan Leven

4.8 Moving forward our focus will change towards essential maintenance and repairs. This will ensure our Lock Up stock is fit for purpose and value for money.

4.9 Tower block safety is paramount. Following a recent consultant review and report a range of upgraded proposal have been agreed at Cabinet committee which will see the replacement of the current external wall insulation including enhanced fire stop upgrades. It has also been agreed that replacement heating, kitchens and bathrooms will also be upgraded where required to ensure full compliance with Energy Efficiency, Standards Social, Housing post 2022 (ESSH2)

4.10 Over the period of the plan we continue to work alongside Community Planning partners and have over the period of the plan continue to support community-based initiatives that improve our local environment and estates.

## 5.0 Community Led Services

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- 5.1 A key part of our Housing Operating Model means a greater focus on working much closer with tenants and residents at the same time responding to their needs. In recent times officer patch sizes were reduced to allow a closer interaction with tenant and residents alike. Improved technology has assisted and has become imbedded in our service delivery. Housing staff continue to work a blended approach with little reliance on being office based and more visible to our tenants meaning we work in the estates bringing us much closer to our tenants.
- 5.2 This year's annual estate walkabouts were generally completed late spring early summer and were reasonably well attended. New suggestions and projects have materialised and as such led to suggested improvements in the area. We will continue to use the Place Standard model as an appropriate assessment tool when engaging with our communities. We are also keen to develop opportunities for participatory budgeting which can be used to broaden local community participation in project development and decision making, as many of the projects we undertake originate from elected members, tenant requests or a combination of both.
- 5.3 We have a well-established connection with our Tenant Participation Team who continue to provide support to existing and develop new Tenant and Residents Groups. Once groups are established, they are supported by the Tenants Participation Officer and the Housing Management Officers, this helps to improve relations and support work carried out in the estates. Since the pandemic recovery process, we have had some difficulty establishing new groups across the area however.
- 5.4 Whilst it remains clear there is a strong sense of community and identity across Levenmouth, it does not always translate well into tenant participation and involvement in housing issues. There appears to be a high dependency culture on statutory agencies to address and resolve local problems. There remain large parts of Levenmouth that do not have any representation from tenant and resident groups; Wemyss villages, Buckhaven, Kennoway, Leven and Largo area.

## 6.0 Conclusions

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- 6.1 There is no doubt moving forward will have its challenges however as a forward-looking Housing service, we are constantly looking for ways to improve services delivered across the area for the people of Levenmouth. By making improvement, bringing. The restrictions following the pandemic still have a lasting impact and we are likely to see this continue for years to come.
- 6.2 This report continues to be positive and recognises the good work that local staff, elected members and tenants have carried out to help deliver better housing services across the Levenmouth area. The report highlights areas of good practice as well as identifying areas of improvement.

**John Mills**  
**Head of Housing Services**

## List of Appendices

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1. Levenmouth Housing Services Plan - Summary of Performance Outcomes for 2023
2. Summary of the two main themes of the Levenmouth Housing Plan
  - i. Rate Your Estate – What We Found
  - ii. Rate Your Estate – What You Told Us

### Background Papers

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

<https://www.fifedirect.org.uk/topics/index.cfm?fuseaction=page.display&p2sid=F7D0BFDD-BF05-4AD7-3C88BF3B43D5772D&themeid=AABDB2B9-D379-434F-98CA-AF2B73303854>

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Appendix 1

Levenmouth Area Housing Performance Update Outcomes 2023 – 26

Repairs					
	Jan – Dec 2023	2024	2025	2026	Trend
Non-Emergency Repairs	<ul style="list-style-type: none"> <li>▫ Total repairs complete 6191</li> <li>▫ Completed right first time 88.4%</li> <li>▫ Average 6.36 days</li> </ul>				No comparative data available
Emergency Repairs completed in Timeframe	<ul style="list-style-type: none"> <li>▫ Total emergency repairs complete 5788</li> <li>▫ Average 3.2 hours</li> </ul>				No comparative data available
Time to let properties	<ul style="list-style-type: none"> <li>▫ Average relet time 38 Days</li> </ul>				No comparative data available
Voids property rent lost	<ul style="list-style-type: none"> <li>▫ Total void rent loss 4.16%</li> </ul>				No comparative data available
Mainstream council property terminations	<ul style="list-style-type: none"> <li>▫ Total mainstream terminations - 362</li> </ul>				No comparative data available
Abandonments	<ul style="list-style-type: none"> <li>▫ 23 recorded</li> <li>▫ % per no of terminations 6.3%</li> </ul>				No comparative data available
Rent & Arrears					
Current arrears	<ul style="list-style-type: none"> <li>▫ Current arrears level £1.12m</li> <li>▫ Number of current tenants in arrears 1,526 (15%)</li> </ul>				No comparative data available

No of tenants evicted	0				No comparative data available
<b>Allocations</b>					
% Allocations April 23 - Dec 23	<ul style="list-style-type: none"> <li>▫ Homeless - 57%</li> <li>▫ Transfer – 29%</li> <li>▫ Waiting – 14%</li> </ul>				No comparative data available
Allocation offers	<ul style="list-style-type: none"> <li>▫ Firm offers made 487</li> <li>▫ Firm offers accepted 383</li> <li>▫ Offers refused 104 (21%)</li> </ul>				No comparative data available
<b>Estate management</b>					
Number of Anti-Social Behaviour	<ul style="list-style-type: none"> <li>▫ Cases recorded 185</li> <li>▫ Cases recorded and resolved 152 (82.16%)</li> </ul>				No comparative data available
Tenancy Sustainment	<ul style="list-style-type: none"> <li>▫ Tenancies commenced 287</li> <li>▫ Tenancies sustained for more than one year 262 (91.2%)</li> </ul>				No comparative data available
<b>Budget</b>					
Area Housing Budget (April 2023- March 24 Financial year)	<ul style="list-style-type: none"> <li>▫ Current budget April 23 – March 2024 = £308,697</li> <li>▫ Expenditure = £281,561</li> <li>▫ Budget remaining £27,135 (91% commitment so far)</li> <li>▫ Opportunity fund funding secured = £209,253</li> </ul>				No comparative data available
<b>Customer Results (from Fife Customer Satisfaction Survey)</b>					
Tenants overall satisfaction with Housing Service	79.6%				No comparative data available



Tenant Satisfaction with Neighbourhood Management*	77.3%			No comparative data available
Tenants satisfied with the quality of home	77.2%			No comparative data available
Tenants satisfied with the overall repairs in past year	82.7%			No comparative data available
Tenants satisfaction to management of neighbourhoods	81.3%			No comparative data available
Tenants satisfied with the rating of rent	79.1%			No comparative data available
Tenant satisfaction with opportunities to participate *	74.8%			No comparative data available

\*Fife Wide Performance Result taken from Annual Customer Survey conducted end of April of each year

## Appendix 2

We found	Where	What we will do	Update	When will we do it
Lack of Affordable Housing	Across all areas	<ul style="list-style-type: none"> <li>▫ Build larger family homes</li> <li>▫ Purchase ex council homes through Fife Council Property Acquisitions policy</li> <li>▫ Free up larger family council owned homes through the best use of stock process for families in need of larger family accommodation by making full use of tenant incentive scheme to get larger properties back.</li> <li>▫ Identify unused land</li> </ul>	<ul style="list-style-type: none"> <li>▫ Kirkland care village Methil incl: 35 Bung properties, Care Home, Children’s nursery &amp; cafe (complete)</li> <li>▫ High street Lower Methil (12 units)</li> <li>▫ Phase 2: School Rd Kennoway (43 units)</li> <li>▫ Phase 3: School Rd Kennoway (20 units)</li> <li>▫ Acquisitions buy backs complete is 11 with another 2 buy back properties progressing</li> <li>▫ Continue to use transfer incentive scheme to help those council transfer tenant's downsizing</li> <li>▫ Liaise with the Affordable Housing team for feasibility for developing</li> </ul>	<p>Sept 2023</p> <p>Mid 2024</p> <p>Mid / late 24</p> <p>Late 24/25</p> <p>2023</p> <p>Ongoing</p> <p>Ongoing</p>
Lack of parking	Across all areas	<ul style="list-style-type: none"> <li>▫ Continue to identify poor conditioned, under occupied lock up sites for demolition and replace with parking bays.</li> <li>▫ Identify 2 areas per financial year where small parking projects can be undertaken</li> </ul>	<ul style="list-style-type: none"> <li>▫ Lock up sites demolished at Ormes lane and Burnhill Lane Kennoway New parking created</li> <li>▫ Ormes Lane Kennoway: disused garage site, waste land. New parking created</li> <li>▫ Aithernie Drive Upper Largo: New parking created</li> </ul>	<p>2023</p> <p>2023</p> <p>Dec 2023</p>



		current guidance and available funding		
Anti-Social Behaviour	All areas	<ul style="list-style-type: none"> <li>▫ Anti-Social Behaviour policy brought into place Jan 2022</li> <li>▫ Work in close partnership to reduce levels of Anti-Social Behaviour</li> <li>▫ Take robust action against those causing anti-social behaviour</li> <li>▫ Increase the number of Housing First tenancies in Levenmouth.</li> <li>▫ Use allocation discretions where appropriate.</li> </ul>	<ul style="list-style-type: none"> <li>▫ Closer working between Area Housing staff and Safer Communities team regarding ASB complaints</li> <li>▫ Linked in directly with Levenmouth Together approach</li> <li>▫ Closer links with Police Scotland</li> <li>▫ Preparing Community letting plan</li> </ul>	2023-26
Housing Repairs	All areas	<ul style="list-style-type: none"> <li>▫ Improved access to online faster service.</li> <li>▫ Work with partners to improve quality of repairs linking in with service development group</li> </ul>	<ul style="list-style-type: none"> <li>▫ Continue to promote on-line self-serve service</li> <li>▫ Work as part of a service approach to ensuring quality repairs through Repairs Service Development Group (RSDG)</li> </ul>	2023-26
Focus on estates improvements	All areas	<ul style="list-style-type: none"> <li>▫ Identify Estates Action areas</li> <li>▫ Regularly inspect tenants garden to ensure they are up to reasonable standard</li> </ul>	<ul style="list-style-type: none"> <li>▫ Factory Road, Victoria Road, Randolph Court Buckhaven area</li> <li>▫ Aitken Court &amp; Parkhill areas Leven</li> <li>▫ Halfields Court Kennoway</li> <li>▫ Increase number of garden inspections and take appropriate action.</li> <li>▫ Housing Management Officers and Community Caretaker being used to identify areas of concern for breach of tenancy action.</li> </ul>	2023-26

		<ul style="list-style-type: none"> <li>▫ Increase estate visual inspections to identify properties for choked gutters, vegetation, and maintenance issues.</li> <li>▫ Link in with partner services to ensure regular maintenance of trees, shrubs, weeds, and grass cutting on Housing land.</li> <li>▫ Lock up essential maintenance programme to be finalised</li> </ul>	<ul style="list-style-type: none"> <li>▫ Regularly inspect estates for rubbish, broken glass, weed and liaise with colleagues in Grounds Maintenance and Waste Management.</li> <li>▫ Collaborative working between Grounds Maintenance and Housing with environmental rapid response team set up for financial year 2023-24</li> <li>▫ Keir Hardie Street Lock ups was first site to undergo essential maintenance and repairs</li> </ul>	2023-2026
				2023-2024
Lack of specific needs properties	All areas	<ul style="list-style-type: none"> <li>▫ Ensuring 30% of the affordable housing programme is for specific needs customers including 5% for wheelchair housing.</li> <li>▫ Carry out adaptations to existing homes to keep tenants at home i.e., Handrails, improved facilities</li> </ul>	<ul style="list-style-type: none"> <li>▫ Continue to link in with affordable housing team</li> <li>▫ Continue to link in with Fife Council Housing adaptations team and Housing Occupational therapist</li> </ul>	2023-26
				2023-26
High level of poor mental health and additions impacting on tenancies	All areas	Housing staff to increase offer of tenancy assistance	<ul style="list-style-type: none"> <li>▫ Continue to promote and assist where possible council tenants faced with poverty</li> <li>▫ Increase level of referrals to support groups for assistance</li> </ul>	2023 -26

Low levels of tenant participation	Throughout Levenmouth	<ul style="list-style-type: none"> <li>▫ Work in partnership with Tenant Participation Officers to look at ways of increasing Tenants &amp; Residents groups and improving participation</li> </ul>	<ul style="list-style-type: none"> <li>▫ Continue to work closely with Fife Council Tenants participation team to encourage new Tenants &amp; Residents group set up</li> </ul>	2023-26
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24 January 2024

Agenda Item No. 7

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## Supporting the Levenmouth Local Community Plan – Area Budget Request- Anti Social Behaviour Approach

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

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**Wards Affected:** 21 & 22

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### Purpose

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This report is to identify and secure projected funding for 2024-2027 inclusive of the forthcoming financial year 2024-2025. This is to amend existing provision and support an increased Police resource in the Levenmouth area on a full-time 12 month-of-the-year basis.

### Recommendation(s)

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Members are asked to:

- Agree funding of £48,165 to cover the cost of additional Police resource in the Levenmouth area for a full 12-month period from April 2024 to March 2025
- Agree in principle and subject to annual review that similar levels of funding will be available in the financial years 2025/26 and 2026/27.
- Note that this agreement will allow the Police to provide a more consistent and coordinated approach through the creation of a team of two officers with a focus on ASB work and other defined priorities.

### Resource Implications

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It is proposed that a total of £48,165.00 annually with an agreement to support the project until April 2027 is covered by both ward 21 and 22 LCPB (Local Community Planning Budgets).

This split funding approach will fully recognise that the issues being tackled are spread over both wards 21 and 22.

## OFFICIAL: POLICE AND PARTNERS

It should be noted that the funding involved will be matched with Police resources, as required, to ensure this approach is fully and effectively implemented. It can be confirmed that this contribution has already been secured.

Members should be aware that funding allocated to the ward budgets year on year is subject to change.

### Legal & Risk Implications

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There are no legal or risk implications for Fife Council inherent in this report. All work will be coordinated by a steering group of partners and will comply with all necessary regulations.

All work will be risk assessed within standard operating frameworks.

### Impact Assessment

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An Equalities 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 matter of Local Area Committee funding has long been the subject of significant discussion, both at Police Engagement meetings, Community Councils, Councillor Surgeries, and has also attracted press coverage in the recent past. The matter has been highlighted as a concern within local community planning engagement sessions for over a decade, and has been tackled using local financial resources, usually through educational, diversion and engineering solutions. This approach to ASB has been recognised throughout Police Scotland and other parts of the UK.

## 1.0 Background

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- 1.1 There is a requirement for all requests over £5000 from the local community planning budget to be considered and agreed by the Area Committee.
- 1.2 For over a decade the issue of anti-social behaviour, most notably focussed on the illegal use of motorcycles and quad bikes has been considered a priority concern, both amongst elected members and local communities.
- 1.3 While there have been significant improvements in terms of the perception of crime within the Levenmouth community, there are still measurable concerns in relation to anti-social behaviour. To overcome this Police Scotland have undertaken this type of focused initiative on ASB issues between 2019 and 2023 inclusive.
- 1.4 Members were briefed in December 2023 on the success of the 2023 project, with the full report submitted to all members of the Improving Levenmouth Together (ILT)



## OFFICIAL: POLICE AND PARTNERS

group. Should this funding be approved, members will continue to be fully briefed on the approach, through regular updates at ward meetings and the ILT meeting.

- 1.5 The performance of the partnership approach led by Police Scotland and reported to Levenmouth Area Committee in December 2023 were noted as being consistently good and were producing positive outcomes for local communities. For member information the outcome data from the 2023 approach are shown below.
  - **35 vehicles** seized - this includes Motorbikes, Cars, and Quads.
  - **189 people** charged in connection with Anti-social behaviour and Road Traffic offences.
  - **2 Search warrants** executed. Quantity of high value vehicles recovered (£600k).
  - **13 people** arrested on apprehension warrants.
  - There has been a **90% year-on-year reduction** in motorbike related calls between 2019 and 2023.
- 1.6 Feedback by local groups, members of the community and elected members has indicated that local people do recognise the sustained and significant drop in nuisance behaviour in their area over the last few years.
- 1.7 Significant funding and infrastructure is coming to Levenmouth, it is recognised that this brings with it increased security and safety risks. By ensuring a full-time and dedicated resource is in place year-round, the local community can be confident that local Police and partners are taking steps to mitigate concerns.
- 1.8 Data gathered between 2022 and 2023 highlighted in the December 2023 report, indicates that the ongoing drop in ASB is due to the positive actions of a dedicated Police resource working within a local partnership
- 1.9 As part of a trial between January and March in 2023, PC Rafferty was brought in to work as an engagement officer, working with vulnerable members of the community, which was positively received. To allow for a consistent approach and maximise focus on diversion, intervention, and prevention, it would be beneficial to have this full-time post in place.

## 2.0 Project Detail

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- 2.1 It is proposed this local co-ordinated approach to community and ASB issues in Levenmouth, will follow a similar format to previous years with additional areas of business as identified.
- 2.2 The local partnership arrangements will continue to be led by Police Scotland, assisted by SFRS, Safer Communities, Community Education Workers, Housing, and a range of other third sector agencies.
- 2.3 This approach has been effective in that it has allowed a specific focus on a key issue of concern for Levenmouth residents, and the additional resource is aimed at

## OFFICIAL: POLICE AND PARTNERS

breaking the cyclic nature of these incidents, whilst also understanding the necessity for ongoing and robust enforcement action when appropriate.

- 2.4 Aligned to the local policing priorities and the Levenmouth Local Community Plan, Thriving Places focus in respect to ASB, the key strategic aims for the project will remain the same and are shown below for reference –
- Tackle anti-social behaviour in relation, public space concerns, including alcohol misuse, motor/quad bike offences and deliberate fire setting
  - Tackle crimes of violence
  - Improve our existing partnership approach
  - Increase public confidence
  - Ensure a more effective education, prevention and diversion programme is embedded by all partners.
  - Improved engagement with the community, reducing the impact of crime and fear of crime.
- 2.5 A dedicated police resource has shown itself to be a significant contributory factor towards getting traction on a number of community concerns. Accordingly, this report is seeking to secure the financial support from the LCP budgets for wards 21 and 22, to again assist in freeing up this vital component within this approach.

### 3.0 Conclusions

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- 3.1 This approach aligns with a specific statement in the Levenmouth local community planning approach under the Thriving Communities headline and is a key priority within the local Policing Plan.

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24 January 2024

Agenda Item No. 8

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## Supporting the Levenmouth Plan- Purchase of Accommodation Units Kirkland Yard Leven

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

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**Wards Affected:** 21 & 22

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### Purpose

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The purpose of this report is to seek agreement from the Levenmouth Area Committee to a contribution from the Community Recovery Fund towards the purchase of the Network Rail accommodation units at Kirkland Yard Leven. The amount of contribution requested is up to £80,000.

### Recommendation(s)

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The Committee is asked to:

- (1) agree a contribution of up to £80,000 towards the total purchase cost of £80,000 for the accommodation units at Kirkland Yard Leven;
- (2) agree that the decision to fund this proposal will require the reallocation of £100,000 of CRF (Community Recovery Fund) budget, changing the decision previously agreed at the 5th of April 2023 Levenmouth Area Committee (para 2.4 page168);
- (3) note that interim advice has been received from Planning Service and that there will require to be a change of use applied to allow the units to remain in situ on a permanent basis;
- (4) note that Fife Heritage Railway (FHR) will be the managing organisation for the facility;
- (5) note the risk issues raised in terms of planning permission, and the longer-term sustainability of the units as a community hub; and
- (6) note that a separate application for funding is also being lodged with the Levenmouth Reconnected Fund (LRP). Timescales on a response from the LRP request cannot be guaranteed hence the request for the full purchase price figure of 80K at this point, to allow the proposal to progress within a tight timescale.

### Resource Implications

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Agreement to this request will reduce the balance of the CRF (Community Recovery Fund) fund by £80,000. Members will be aware that the most recent finance schedule discussed at ward meetings showed an available balance of £19,659.

It is proposed to cover this new request by transferring £100,000 from the commitment made to support non council facilities to fund more sustainable heating and insulation solutions to reduce running costs and support sustainability. Consequently, this will leave an unallocated balance within the CRF of £39,659. Members will be asked to agree this reallocation as highlighted in the recommendations above.

An assurance can be given to members that this decision will have limited impact locally as funding options to support local groups who own facilities, are due to be put in place through the Climate Adaptations and Energy Efficiency Grant scheme. This approach is supported through UKSPF Levelling Up funding, we understand this funding will be coming on stream in early 2024. It is felt that this scheme offers all the benefits of the previously agreed local approach and utilises external funding for the benefit of local facilities.

## **Legal & Risk Implications**

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Planning – Members should note that planning permission would require to be applied for to secure the long-term future of the accommodation units on the Kirkland Yard site. Clearly this is a risk element to the proposal, as it would not be possible to secure planning permission within the timescale available for a decision to purchase to be made.

Revenue Implications – The report will advise on several potential mitigations that FHR will be able to use to offset ongoing revenue costs for the asset. However, it can be advised that there are no revenue implications for Fife Council, because the facility will be owned, maintained and managed by FHR.

Subsidy Control Act Implications – it can be confirmed that while the provision of funding to FHR would constitute a subsidy under the current act, on the basis that it is funding that will be provided to an organisation that would be involved in a degree of economic activity, this offer does not contravene the act. The approach has been assessed as appropriate to allow the delivery of a local public policy objective. Also, this funding offer and other support provided to FHR in the last 3 years would not exceed the de minimis threshold noted in the act.

Sustainability of Approach – FHR has a long record of local activity and service delivery since the early 1990's and has shown itself more than capable of sourcing funding and maintaining a strong volunteers base. There is confidence that this experience will provide a robust framework for FHR to take on and develop the new facility.

To ensure that the aims and objectives of providing a community hub facility are maintained for the long term, the offer letter for this funding will be drafted through our legal services team with appropriate clawback terms.

## 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.

The proposal does however seek to provide the means to improve the accessibility and convenience of all users, regardless of ability, wishing to use the river area for exercise and enjoyment.

## Consultation

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This proposal is bound up with the consultative approaches for the River Leven Programme and River Parks Project, Tourism Action Plan for Levenmouth, Active Travel consultation, including the [Behaviour Change](#) work supported by Sustrans, and the current business planning arrangements relevant to Fife Heritage Railway.

## 1.0 Background

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- 1.1 As noted in the introduction to this report the essential ask today is to secure funding to purchase the accommodation units and compound area, currently being used by Network Rail, to house its own staff and those of numerous sub-contractors involved in the construction of the Levenmouth Rail Link.
- 1.2 The subjects comprise a yard compound and modular offices. The compound is accessed by a surfaced road which was relayed to a high standard at the time the units were put in place. The yard is protected by a security fence, and the compound area is partially surfaced with tarmac to provide parking for around 50 cars.
- 1.3 The property provides the following approximate floor areas:  
  
489.98 SQM equivalent to 4274 SQFT
- 1.4 The site is not currently connected to the mains electricity grid, however there are arrangements in place for this connection to be carried out. Estimated costs for this work have been sought and we understand that the cost provided to our colleagues in Network Rail are in the region of £5000. Current power supply is drawn from onsite generators.
- 1.5 The units discharge sewage and wastewater to a large septic tank unit, which will require a maintenance regime in terms of emptying depending on usage.
- 1.6 The units are of steel construction and have double glazed apertures that can be fully enclosed with steel shutters. The units are fully insulated – however there may be opportunities to look at further energy saving approaches in terms of external cladding which would have both economic and aesthetic benefits.
- 1.7 The accommodation is split into a large open plan office space alongside 5 meeting rooms of various sizes, toilet facilities and a fully functional kitchen area.



- 1.8 The units sit low in the landscape of Kirkland Yard close to the Mountfleurie area and adjacent to the Fife Heritage Railway compound. The accommodation units being discussed in this report are placed on land wholly owned by FHR.
- 1.9 Members will be aware from various briefings and an overview of the FHR project proposal plan 2021 –2025 (initially distributed to members for overview in 2021) of the desire by the FHR team to expand its offer as a tourist attraction.
- 1.10 One of the key project ambitions was the construction of an exhibition space – which at the time of initial planning – pre pandemic – was hoped to be completed by 2025. Discussion with FHR representatives confirms that the compound and accommodation units provide the space requirements to satisfy this key ambition and more. As a consequence the opportunity to purchase these units would accelerate the progress noted in the FHR proposal plan, despite the delays caused by the pandemic.
- 1.11 Members will also be aware that there has been significant consultation locally to look at the installation of community infrastructure that can support the use of the River Leven path network being delivered by the [Connectivity Project](#) , specifically for the off-road network of the river park routes.
- 1.12 A recent consultant's report on the value of a hub environment in support of the River Leven programme noted that “Community engagement, empowerment and sustainability is key to both the Leven Programme and River Parks project. As part of the development of the Masterplan, it was identified that the creation of a Community Hub structure is required, forming a core feature of the Masterplan, and acting as a focus for Leven and the surrounding communities, as well as a key attractant within the new River Park. The new community hub will be a ‘beacon’ for the Levenmouth community set within the new River Park.’ (Arc Architects report 2023) <sup>[OBJ]</sup>
- 1.13 The River Leven catchment runs largely through the Mid-Fife area. Historically, the catchment sustained several hundred mills and factories and was home to a proud population of miners and workers in manufacturing industries; it was the engine of Mid-Fife, with towns growing around and along it. In general, newer developments close to the river have been built in a way that does not readily connect with the river, and do not

view it as an asset. Given the benefits the river area could bring to the approaches that seek to tackle ill health in Fife, this is clearly a missed opportunity.

- 1.14 The vision of the Leven Programme seeks to address a host of local environmental, economic, and social issues. Activities include creating a network of paths and sustainable travel routes, attracting and supporting business and industry, being a dynamic hub for social enterprise, youth and education and making productive use of vacant and derelict land. The Leven Programme brings a large and mature partnership network of agencies, all of whom could utilise the hub facility to progress their work in the area. A link to the Sustainable Growth agreement that helps frame the partnership can be found [here](#).
- 1.15 It should be noted that a valuation has been carried out by Fife Council. The valuation put a commercial value on the units at £60,000. The valuer conceded that it was a difficult facility to value given the lack of comparative options on the market. The value also factored in the need to consider the need to purchase or secure lease of the land on which the units sit. The current arrangements as noted with FHR would preclude that requirement.
- 1.16 The current owners of the accommodation have suggested the price of £80,000 is the minimum they could accept given the original investment into the site which we understand to be more than £500,000.

## 2.0 Issues and Options

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- 2.1 As noted the purchase of these units would have significant benefits for two of the key projects currently underway in the Levenmouth area at this time
- 2.2 The Fife Heritage Railway expansion proposal has a vision statement which notes that FHR aim to 'create a top tourist destination that will look after the future of our locomotives, rolling stock and other artefacts which are of local and regional historic value.
- 2.3 The proposal also has a range of economic aims noted as
  - To employ people from the local area – create jobs
  - To be financially sustainable
  - To feed profits back into the business so we can continually improve the site
  - Increase level of visitors to the area of Levenmouth
  - Work with local partners & Visit Scotland to enhance tourism offer in area
  - Build new exhibition centre to provide stability to the site
  - To create apprenticeships so that skills can be passed down
  - To become a household name in the region via use of social media & other marketing tools.

- 2.4 Alongside these economic improvements several social gains have been identified which it is felt could be significantly supported through this purchase.
- To create a space that fellow enthusiasts and visitors can enjoy alike
  - Get young people interested in local history & their heritage
  - Volunteer upskilling
  - Combat social isolation in Levenmouth
  - Preserve local and regional heritage
  - Pass on specialist skills
- 2.5 In terms of the Leven Programme the hub's purpose would be as a vehicle for the community to benefit from the diverse opportunities for a thriving future presented by the River Park project. It would become a physical gateway for the community and visitors to engage with the park, its cultural and natural heritage.
- 2.6 The Hub vision is a flexible cluster including a café, meeting spaces, information, training, toilets, and other facilities. During initial discussions with local people on the idea of a hub building, a modular, net zero carbon design, utilising local circular economy strategies was proposed at an early stage of the consultation to the Leven Programme team, essentially this aspiration can be fully realised by this opportunity to reuse the Network Rail units.
- 2.7 Like the FHR priorities noted above the Leven Programme's wider aims for the river park area can be directly supported through the proposed purchase, these are noted below:
- Increased numbers of people coming to the project area from near and far.
  - Encourage use of space by the river and local neighbourhoods.
  - Encourage a sense of local pride and ownership.
  - Provide learning opportunities.
  - Increased youth engagement.
  - Increased activities and facilities.
  - Increased standards of accessibility.
  - Encourage increased levels of volunteering.
  - Increased levels of community-based business opportunities.
- 2.8 The units could also directly support other streams of work within the Leven programme notably the Levenmouth Heritage Framework, the Behaviour Change Community Action Plan, and the Green Health Partnerships core aims.
- 2.9 Alongside the support for these key projects we also envisage that the hub could become a home for a wide range of services in the area.



- 2.10 Interest in taking space within the facility has already been secured from the likes of FCCT and the Police and potentially Green Action Trust. It is understood that agencies would be willing to pay for the flexible use of the space within the facility. These types of arrangements would underpin the longer-term sustainability of the asset alongside income generation from ad hoc use and hire by other organisations, schools etc. Alongside this hire income, we envisage a level of income through a café operation.
- 2.11 FHR already have considerable experience in running a café from their current premises, a site which also houses a warm space offer as part of the Levenmouth anti-poverty approach – it is expected this key service offer would also revert to the new hub facility.
- 2.12 As noted previously there is also a clear opportunity for training and skills development approaches that could be fulfilled at this site, and again there would be a desire to see these contributing to the coffers to ensure ongoing running costs can be met.
- 2.13 To make these service opportunities viable it is expected that FHR will seek to employ a staff member to manage the facility. FHR are currently engaged with Fife Voluntary Action, who have agreed to work with FHR to build a strong business plan.

## 3.0 Conclusions

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- 3.1 While it is accepted there is a degree of risk around this purchase proposal it is suggested by officers that the gains for a range of projects in the Levenmouth area are potentially significant.
- 3.2 The dovetailing of the ambitions and key objectives of both the FHR development project and the River Leven Programme work shows the benefits that accrue from the strong partnership approach in the Levenmouth area.
- 3.3 The proposal supports all the key themes within the Local Plan for Levenmouth found within the Vision for Levenmouth 2023-2030 document specifically under the Opportunities for All, Thriving Places, Inclusive Jobs and Growth and Community Led Services headings. The project also contributes to the overarching approach around community wealth building through place and opportunities for local people.
- 3.4 It should also be noted that the future development of the site could be supported by an injection of funding from the NLHF, as the hub concept is a feature in the soon to be submitted funding request led by Green Action Trust.

### List of Appendices

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1. Behaviour Change Community Action Plan 2020
2. [FHR Business Plan \(Short\)](#)

### Background Papers

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

- Summary Valuation Report – Shepherd Commercial 23<sup>rd</sup> November 2023
- The Leven Programme Masterplan- IGLU Studios
- Levenmouth Tomorrow – A Vision for Levenmouth 2023-2030
- Levenmouth Area Committee Papers – [Meeting of 5<sup>th</sup> April 2023](#) - Para 2.4 page 168

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# The Leven Connectivity Project

## Behaviour Change Community Action Plan

A proposal for actions that encourage more people to walk, wheel and cycle



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## Executive summary

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This Behaviour Change Community Action Plan proposes actions that encourage more people to walk, wheel and cycle. The actions will complement the proposed active travel network in the Levenmouth area which is being developed through the Leven Connectivity Project.

The Behaviour Change Community Action Plan was developed as a co-production with the local community, facilitated by the Sustrans Communities Team.

This Action Plan follows on from earlier work that identified the barriers people faced in the Levenmouth area which discouraged them from walking wheeling or cycling. ([Behaviour Change Report, July 2020](#))<sup>1</sup>. The Action Plan is the result of work by the local community to identify the best actions to remove these barriers.

The Leven Connectivity Project recognises the importance of a mixture of both improving physical infrastructure and of developing community led solutions. As Fell and Kivinen said in 2016: “The most effective approach to increasing walking, cycling and wheeling is to implement a complementary package of measures – that is, a mix of hard and soft interventions.”<sup>2</sup>

### How the local community and Sustrans worked together

The Sustrans Communities Team dedicated time to bringing community groups and organisations together for discussion. They listened to people and groups who identified shared priorities for local action that will encourage people to walk, wheel and cycle.

The Communities Team was led by an asset-based approach which recognises the knowledge, skills and insight that local organisations and individuals bring. Sustrans asked:

1. What the community's assets are (e.g. connections, knowledge, and aspirations).
2. What the best ways are to address barriers to walking, wheeling and cycling in the Levenmouth communities.

A steering group with local community organisations and stakeholders was formed and the Sustrans Communities Team acted as secretariat for the group.

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<sup>1</sup> [www.theleven.org/media/1077/behaviour\\_change\\_report\\_2020.pdf](http://www.theleven.org/media/1077/behaviour_change_report_2020.pdf)

<sup>2</sup> [http://data.parliament.uk/DepositedPapers/Files/DEP2017-0352/2\\_-\\_Cycling\\_\\_Walking\\_REA\\_-\\_final\\_report.pdf](http://data.parliament.uk/DepositedPapers/Files/DEP2017-0352/2_-_Cycling__Walking_REA_-_final_report.pdf)

## Impact of COVID-19

Because of the restrictions imposed by COVID-19, the Communities Team needed to use alternative tools to collaborate with the community. Face-to-face meetings stopped and were replaced by digital engagement. This was a learning experience for both the community groups and the Sustrans Communities Team. It is recognised that there were limitations with regards to inclusion during this phase. For example, no face-to-face community outreach events in public spaces were held due to government restrictions.

## Making engagement as accessible as possible

As part of the engagement, the Communities Team took the following steps:

- The facilitation techniques used for the steering group used were chosen based on how they could best support people.
- Virtual facilitation best practice was applied which led to engaging, dynamic and energising conversations for the group.
- Pre-session conversations were held to facilitate participation as much as possible (e.g. knowing what devices people used helped shape the facilitation planning).
- Documents were also made available in easy read as far as was practical.
- Material was created for young people listening activities.
- Conference call set up was used to connect where access to digital technology and internet was restricted.

## Demographics represented

The Communities Team widened community participation by seeking out voices that are seldom heard. This included people of different ages (young people and older people), people living with a disability (learning disability, dementia), and varying degrees of digital connectivity. In addition, the Fife Centre for Equalities, who is recognised as a centre of excellence for championing equality, diversity and social justice, participated throughout.

## Actions identified

1. Create an umbrella group with community representation at its core and fostering partnership working.
2. Develop and expand existing outdoor spaces (e.g. beach, parks) to create zones for a variety of uses and opportunities.
3. Promote and expand existing path network, make it accessible and clear.

4. Create a community hub, an indoor space with a café and toilet facilities that is multifunctional and inter-generational (e.g. provides bikes etc.).
5. Develop a community 'code of conduct' (How will we use cycle ways, walkways and spaces).
6. Create a coordinated programme of maintenance and ensure young people are included or lead.
7. Create a community-wide communications campaign (around themes of litter, active travel, getting involved).
8. Create and promote an accessible and inclusive programme of leisure events and activities that allow people to connect with their area and the river area (e.g. walking/running/cycling groups, events). Ensure young people are included or lead.
9. Enhance existing initiatives by the police and wider community that increase personal safety.
10. Improve systems for dealing with waste, reporting fly-tying and create new opportunities to reduce waste.
11. Activities for young people including cycling and motorbikes.
12. Explore (social) history, heritage and nature and develop interpretation boards/murals and trails.
13. Identify locations for benches and build benches.
14. Enhance opportunities for people to enjoy, learn about nature, wildlife, food growing and foraging.
15. Multimodal: link up areas around the River Leven.
16. Develop tours / lead rides / walks for locals and visitors.
17. Create a programme of place making / art making.
18. Make bicycles available for affordable prices (hire, buy).
19. Develop downhill / trials / MTB / skating / wheeling area.

## Moving forward

Steering group continuation The Connectivity Project has agreed for the Coalfield Regeneration Trust (CRT) will provide secretariat to the steering group. They will support the steering group and other local organisations to make the community's aspirations a reality.



## Recommendations for the steering group

- Partnership creation - explore possible partnerships for delivery routes, possible synergy and collaboration opportunities.
- Delivery planning – move to development phase and identify actions to be taken forward first potentially via 'action subgroups'.

## Community engagement

Due to the limitations of wider public engagement, we recommend engaging the public with the action plan and general Leven Connectivity Project progress as much as practical (within COVID-19 restrictions) over the summer 2021.

## Resourcing the actions

Actions that require funding will need relevant funding sources to be identified. The Leven Programme funding development group will support this work. The Coalfield Regeneration Trust will also offer advice and support.

## Considerations the Steering Group want at the heart of any further work

As well as developing outcomes and actions, the Steering Group emphasised the importance of the following four considerations. These need to be considered as part of the implementation of this Behaviour Change Community Action Plan. The four considerations are:

- Local first: Wherever possible, the project should use local resources and businesses rather than bringing in outside organisations.
- Involving and including young people: Involvement will lead to positive experiences and a greater sense of pride, belonging and ownership.
- Using what is already available: Activities take place while planning for delivery is happening. Taking a meanwhile approach.<sup>3</sup>
- Develop community: The delivery of the action plan should be by the community and for the community. The spirit of community needs to be fostered through the way actions are delivered.

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<sup>3</sup> <https://townsfund.org.uk/blog-collection/meanwhile-use>

## Introduction

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This community action plan is part of the Connectivity Project, which aims to create an award-winning network of paths and cycle ways along a 5km stretch of the River Leven, as well as creating a further 16km long network of paths which will weave through the local communities of Buckhaven, Methil, Methilhill, Leven and Windygates. The action plan contains specific actions, generated by the community, that will encourage and enable more people to walk wheel and cycle.

The Connectivity Project is part of [The Leven Programme](#)<sup>4</sup>, a regeneration initiative led by SEPA with the environment and people at its heart. The Leven Programme involves many key government agencies, non-government organisations, private sector and local communities working closely together to help deliver environmental improvements in and around the River Leven in Fife, whilst maximising the social and economic opportunities that these improvements can bring.

In addition to creating a series of paths that will connect isolated communities to and along the river, the project aims to deliver environmental river improvements and unlock opportunities to bring some areas of vacant and derelict land into productive use. It is hoped that by working with communities to capitalise on these opportunities, the region will be opened up to new economic, health and well-being opportunities.



This project receives funding from Places for Everyone, which Sustrans manage on behalf of Transport Scotland. The funding provides money to design and construct paths that will help people to walk, wheel and cycle around their local area for everyday journeys (e.g. going to work, school, shopping). Part of the funding is used to understand what needs to change to get more people to use the paths and other infrastructure that is built.

The Communities Team at Sustrans have been working in collaboration with the local community. Firstly, to identify barriers to walking and wheeling and cycling. Secondly, to identify what would address these barriers and therefore encourage travelling by foot, scooter, wheelchair and bike.

Activities that encourage and enable people to walk, wheel and cycle in the project area (behaviour change interventions) are seen as crucial for the success of the Leven Connectivity Project.

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<sup>4</sup> [www.theleven.org](http://www.theleven.org)

This report is an action plan created with representatives from the local community based organisations and facilitated by the Communities Team at Sustrans. This report will cover:

- the background and context to the creation of the action plan;
- an explanation of the process used to arrive at the actions that have been identified;
- a list of the actions that were identified as being necessary to encourage more people to walk, wheel and cycle around the project area, including a range of cost estimates for each action.

The identified actions all **align with The Leven Programme's themes**. A table in the appendix shows how each action intersects with these themes of Nature Rich, Health and Well-being, Heritage, Water Innovation, Resilient Communities, Productive People and Place, Climate Action, and Connectivity.

## Background

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The Levenmouth area experiences significant economic challenges that impact on people and the community in a variety of ways including employment. These challenges lead to people trying to survive on low incomes compared to the rest of Scotland. Many people do not have access to a car and work within a few miles of where they live. More details about the area can be found in the [Behaviour Change Report 2020](#)<sup>5</sup> which was produced by the Sustrans Communities team.

The community action plan below builds on the Behaviour Change Report 2020. This report identified a number of barriers that discourage people from walking, wheeling and cycling around their local area. The Sustrans Communities Team identified these barriers through face-to-face meetings, online conversations and online surveys. They engaged with 15 local community-based groups and over 650 individuals to do this. The barriers were grouped under four main themes, which are briefly explained in the following paragraphs.

### Enabling people to enjoy the area

People told us that they wanted to enjoy the area, particularly around the River Leven. They wanted to see more options for things to do in the area such as fishing, picnicking and accessing nature. By helping more people to use and enjoy the area, the local community will have a greater sense of ownership. This will help when it comes to both maintaining the area and building up a sense of community.

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<sup>5</sup> [www.theleven.org/media/1077/behaviour\\_change\\_report\\_2020.pdf](http://www.theleven.org/media/1077/behaviour_change_report_2020.pdf)

## Helping people move through the area

People said they wanted the area to be easier to move through. They suggested improvements which included:

- lighting to make paths usable during hours of darkness;
- signage to help people navigate through the area;
- improved surfaces to minimise slips and trips. These improvements will be addressed through the design and specification of the paths rather than requiring specific community actions.

## Looking after the area

There was recognition that the project area could quickly fall back into disrepair unless there is a plan in place to maintain and look after the area. To avoid this problem, a maintenance plan is needed to outline how to care for the area and keep it in good order.

## Addressing anti-social behaviour

People regularly voiced concerns about antisocial behaviour, giving it as a main reason why some people do not use the area around the River Leven. These perceptions of antisocial behaviour were mainly about the behaviour of young people or fears about how young people might be behaving.

Leading on from the Behaviour Change Report 2020, this community action plan will outline how the community wish to tackle these barriers. It will list the actions that local community representatives have identified in response to the question “How will these barriers be addressed?”

## Methodology - How the action plan was developed

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The Community Action Plan was developed in the spirit of co-production with the local community. The Sustrans Communities Team used an asset-based approach which recognises the knowledge, skills and insight that local organisations and individuals bring, and support them in developing their strengths. Sustrans asked **what the community's assets** are (e.g. connections, knowledge, and aspirations) and what the best ways are to address barriers to walking, wheeling and cycling in the Levenmouth communities.

The Sustrans Communities Team dedicated their time to:

- providing a space for discussion;

- listening to people;
- bringing community-based organisations together for conversations;
- identifying priorities for local action that encourage people to walk, wheel and cycle.

The Sustrans Communities Team tried to ensure that engagement with the community was done in an inclusive way (which had limitations due to COVID-19, see section 'Impact of COVID-19, page 15). To this end, the team widened community participation by seeking out voices that are seldom heard. This resulted in actions identification being both locally led and representing a wide range of people. This included people of different ages (young people and older people), people living with a disability (learning disability, dementia), and varying degrees of digital connectivity. In addition, the Fife Centre for Equalities, who is recognised as a centre of excellence for championing equality, diversity and social justice, participated throughout.

How we did that:

- Form a steering group of local community-based organisations to work with.
- Summarise and sense check information gathered with community steering group and community.
- Ask for ideas on actions to address identified barriers.
- Filter actions down and prioritise.
- Develop a community action plan (outcomes, actions, additional considerations).

As part of this, we acted as a secretariat to the steering group and facilitated the steering group sessions.

## Local plans and community action plans

The local context was looked at and guided our understanding of what is happening locally. These plans provided invaluable insights and were considered through the process.

The work feeds on local level improvement plans and community actions plans:

- [Plan 4 Levenmouth Area. Local Community Plan 2019-2022](#)<sup>6</sup>
- [Buckhaven Links! Community Action Plan 2018-2023](#)<sup>7</sup>
- [East Wemyss and Mcduff Community Action Plan 2019-2024](#)<sup>8</sup>
- [Kennoway Community Action Plan 2018-2023](#)<sup>9</sup>
- [Methil and Methilhill Community Action Plan 2016-2021](#)<sup>10</sup>



A table in the appendix shows where each action from this action plan intersects with the above listed local plans.

## National policy context

We looked at relevant policy documents. This work feeds into national policy on several levels.

At a national level, this action plan delivers on objectives contained within the following policies:

- National Transport Strategy
- Active Travel Framework
- National Walking Strategy

It also delivers on the National Performance Framework, specifically:

- We are healthy and active.
- We live in communities that are inclusive, empowered, resilient and safe.
- We value, enjoy, protect and enhance our environment.

<sup>6</sup> [www.fife.gov.uk/\\_\\_data/assets/pdf\\_file/0033/192957/Levenmouth-Area-Local-Community-Plan.pdf](http://www.fife.gov.uk/__data/assets/pdf_file/0033/192957/Levenmouth-Area-Local-Community-Plan.pdf)

<sup>7</sup> [www.pas.org.uk/wp-content/uploads/2019/09/Buckhaven-Community-Action-Plan.pdf](http://www.pas.org.uk/wp-content/uploads/2019/09/Buckhaven-Community-Action-Plan.pdf)

<sup>8</sup> [www.coalfields-regen.org.uk/wp-content/uploads/2019/10/East-Wemyss-and-Macduff-Community-Action-Plan-2019-to-2024.pdf](http://www.coalfields-regen.org.uk/wp-content/uploads/2019/10/East-Wemyss-and-Macduff-Community-Action-Plan-2019-to-2024.pdf)

<sup>9</sup> [www.coalfields-regen.org.uk/wp-content/uploads/2019/10/Kennoway-Community-Action-Plan-2018-2023.pdf](http://www.coalfields-regen.org.uk/wp-content/uploads/2019/10/Kennoway-Community-Action-Plan-2018-2023.pdf)

<sup>10</sup> [www.coalfields-regen.org.uk/wp-content/uploads/2019/10/Methil-Methilhill-Community-Action-Plan-Action-Plan-2016-2021.pdf](http://www.coalfields-regen.org.uk/wp-content/uploads/2019/10/Methil-Methilhill-Community-Action-Plan-Action-Plan-2016-2021.pdf)

## Process – how we did it

The Sustrans Communities Team held two engagement phases. In the first phase from October 2019 to May 2020, we focused on listening to the community, listening to what gets in the way of walking, wheeling and cycling in the project area. What we heard was shared in the Behaviour Change Report (July 2020).

There was a pause in engagement with the local community over the summer of 2020 because of uncertainties around COVID-19. However, work resumed in the autumn, building on the July report.

In the second phase from October 2020 to April 2021, the Sustrans Communities Team focused on hearing what needs to happen to encourage more people to walk, wheel and cycle. The aim of this phase was to develop a Community Action Plan that will encourage people to travel actively in the area of the Connectivity Project. Further detail on phase 2 is provided below.

Behaviour change engagement: phases

Engagement phase 1	COVID 19 pause	Engagement phase 2
When: October 2019- May 2020	May - October 2020	When: October 2020 – April 2021
We asked: What gets in the way to walking, wheeling, and cycling?		We asked: How do we overcome the barriers that were identified in engagement phase 1?
Result: Understanding what the barriers to walking, wheeling, cycling are locally		Result: Understanding what activities could address the identified barriers and encourage more people travelling actively
Output: <a href="#">Behaviour Change Report (July 2020)</a> <sup>11</sup>		Output: Behaviour Change Community Action Plan (see p.28)

<sup>11</sup> [www.theleaven.org/media/1077/behaviour\\_change\\_report\\_2020.pdf](http://www.theleaven.org/media/1077/behaviour_change_report_2020.pdf)

It was essential to involve local people and community-based organisations in the creation of this action plan. We did this over the seven-month period (Phase 2: October 2020–Apr 2021) by:

- bringing people together and holding space for a community steering group;
- holding additional focused conversations with community-based groups and organisations who were not able to participate in the steering group (e.g. those who did not have access to internet or required smaller group sizes to be comfortable);
- having one-to-one stakeholder conversations to gain further insights to feed into the action plan.

The table below provides a high-level overview of the engagement phase from October 2020-April 2021.

Behaviour Change Report (July 2020) distribution and awareness raising of next engagement phase (October 2020 – January 2021)

We shared the Behaviour Change Report through email, the [Leven Programme's website](#)<sup>12</sup> and via [social media](#). In addition, we also made a [short video](#)<sup>13</sup> which was shared via a variety of social media channels outlining the Behaviour Change Report and the next steps.

We connected with the people and organisations we had listened to previously. We were also introduced to new community-based stakeholders and identified who would be interested in actively participating in the next phase.

Behaviour change community steering group formation (Jan – Apr 2021)

The steering group met seven times online for collaborative sessions. Six sessions focused on the action plan and one considered some initial small expenditure to support the action plan.

These sessions consisted of:

- Reviewing the Behaviour Change Report (July 2020), sharing reflections in particular with regards to barrier themes (what is stopping people from walking, wheeling or cycling).

<sup>12</sup> [www.theleven.org](http://www.theleven.org)

<sup>13</sup> [www.facebook.com/TheLevenProgramme/posts/261005058701593](https://www.facebook.com/TheLevenProgramme/posts/261005058701593)



- Identifying what success would look like in the future for them in relation to encouraging active travel within the Connectivity Project area.
- Collaborating and brainstorming ideas to identify actions that could address identified barriers.
- Agreeing actions to be included in the Community Action Plan.

Focused group conversations and one to one conversations  
(January 2021 – April 2021)

Further conversations added to the Community Action Plan and generated invaluable insights. These involved:

- Focused group conversations - online and over the phone.
- One-to-one conversations with community stakeholders - online and on phone calls.

Production of Behaviour Change Community Action Plan – bringing it all together (April – May 2021)

- Insights were brought together.
- Creation of an Action Plan based on agreed actions.
- Writing of report.

The steering group met for 6 core sessions to identify actions together.



## Impact of COVID-19

As a result of the COVID-19 pandemic, the process of bringing the Community Action Plan together was disrupted. Subsequently, the Sustrans Communities Team needed to use alternative tools to collaborate with community stakeholders than before the pandemic.

This changed from face-to-face meetings to mainly digital engagement. This was a learning experience for both the community groups and the Sustrans Communities team.

Together with the Leven Connectivity Project team, the Sustrans team recognises that there were limitations with regards to inclusion during this phase. For example, no face-to-face community outreach events in public spaces were held due to government restrictions. To this end, we have made some recommendations for the next phase of the project in the “Making it happen” section of this report. In the next section we detail who we listened to and how we approached the different groups in order to overcome barriers to inclusion.

## Who is involved?

The Connectivity Project's Behaviour Change Community Action Plan has been led by the steering group, bringing together a range of community-based organisations across the Levenmouth area. The group represented a variety of perspectives on what would ultimately encourage active travel in their local area as part of the Connectivity Project.

These representatives have been actively involved in sharing community views. The steering group meetings were held over Zoom (a free phone option was made available to allow those without digital connectivity to participate). The facilitation of these conversations was approached with care and kindness.

### Steering group participants

Steering group participants		
Organisation/group (in alphabetical order)	Who	What
Buckhaven & Dunbeath Community Council	Shelle Ratcliff	Voluntary organisation set up by statute by the Local Authority and run by local residents to act on behalf of its area.

<p>CLEAR Buckhaven &amp; Methil/ Levenmouth Rail Campaign (LMRC)</p>	<p>Allen Armstrong</p>	<p>Community-led Environmental Action for Regeneration. We want to make our local community a more prosperous, healthier and attractive place to live and work.</p>
<p>Fife Council, Community Education</p>	<p>Barry Clark</p>	<p>Community education for children and young people in Levenmouth.</p>
<p>Fife Council, Cycling Development</p>	<p>Kirsteen Durkin, Tea Jensen</p>	<p>Work with clubs, groups and communities to develop initiatives to encourage more cycling in Fife.</p>
<p>Fife Council, Levenmouth Area, Communities and Neighbourhoods</p>	<p>David Paterson</p>	<p>Focus on community development and engagement, voluntary sector support, community planning, performance management and improvement, local co-ordination and policy, plus project support for key strategies including anti-poverty, health and wellbeing, safer communities and community learning.</p>
<p>Community Trade Hub</p>	<p>Kenny McAllister</p>	<p>The core aims of the hub is to reduce barriers to employment and provide equal opportunities to all with easy access to practical training and employability support.</p>
<p>Corra Foundation – Buckhaven and Methil</p>	<p>Gordon McLean, Marion Thomson</p>	<p>Working alongside communities, supporting local people to connect, collaborate on ideas, and take</p>

		action to create positive change.
Cycling UK Scotland	Ralph Jessop	Work across a range of different projects in Fife offering local groups support, training and guidance to run their cycling groups and activities to the benefit of their local community.
Dementia Friendly Fife (Health and Social Care Partnership)	Ruth McCabe	Raise awareness of dementia and reduce the stigma that surrounds the condition. Make Fife a place where people with dementia are understood, respected and supported.
Fife Centre for Equalities (FCE)	Pat Greenhough	Develop a harmonised approach to build a collective voice to champion equality, diversity, inclusion and social justice.
Fife Coast and Countryside Trust (FCCT)	Deidre Munro (James Dawson)	Committed to ensuring that everyone has the opportunity to experience Fife's great outdoors.
Fife Employment Access Trust/ Silverburn Park	Brian Robertson	FEAT: To enable and support individuals to reach their full positive mental wellbeing in a culture where there is no stigma. Silverburn: Develop Silverburn as a place of quiet enjoyment, supporting the health and well-being of the community, and respecting the habitat and biodiversity of the environment.

Fife Voluntary Action (FVA)	Eloise Wilson (Jo Clark)	Supporting, developing and representing community groups, voluntary organisations, social enterprises and volunteering.
Greener Kirkcaldy	Susan Jaynes	Working locally to combat the climate emergency, tackle fuel poverty and food insecurity, and bring people together.
Kingdome Off-Road Fife Motorcycle Club	David Paton	Make our safer communities by providing a controlled area for children, young people and adults to enjoy off-road motorcycling. By doing this we will reduce anti-social and illegal use of off-road motorcycles. We also provide social awareness and re-education programmes.
Largo Area Community Council	Matt Allan (Peter Aitken)	Voluntary organisation set up by statute by the Local Authority and run by local residents to act on behalf of its area.
Levenmouth Academy	Harry Brown	Secondary school with the motto, "Learning to Achieve your Personal Best". Active eco committee.
People First	Tracy Scott (Katie Cook)	The National Disabled People's Organisation of adults with a Learning Disability in Scotland run by our members for our members.

Police Scotland – Levenmouth Community Policing Team	Paul Gillespie, Craig Fyall	Community Police. Focus on anti-social behaviour prevention and enforcement. Working in and with our communities to identify and solve problems.
Windygates Community Council	Rodger McMullan	Voluntary organisation set up by statute by the Local Authority and run by local residents to act on behalf of its area.

### Other groups and individuals

Listening to additional, smaller groups allowed for detailed conversations and provided valuable insights to emerge. It also allowed a more tailored approach to the group conversations depending on the needs of who we spoke to. For example, a series of conversations with the STAND (Striving Towards a New Day), a group of people living with younger onset dementia, was always supported by easy read summary documents.

We connected with The Circle Methil through a series of conference calls which were led by a trusted person they already knew (Marion Thompson, Corra Foundation). We also joined groups via their favoured online platforms where they felt comfortable. For example, the Equality Collective meet via Facebook Rooms, hosted by a member of the Fife Centre for Equalities.

Additional groups and people we listened to	
Organisation/group (in alphabetical order)	Who
BRAG enterprises (Benarty Regeneration Action Group)	Brian Robertson-Fern
Equality Collective	Facilitated by Pat Greenhough (FCE)
Kennoway Community Shed	Bob McPhail

Kennoway pump track	Gavin Harrower
Leven and District Dog Training Club	Sam Perkins
Leven Angling Club	Stewart Grieve, Brian Mcglashan
Methilhill Community Children's Initiative	Carol Barnes
The Circle Methil	Yvonne Tolley, Mary Forrester, Margaret Pigdon, Elizabeth Christie, Michaela Simpson  Facilitated by Marion (Corra Foundation)
The Stand (Striving Towards A New Day)	Facilitated by Ruth (Dementia Friendly Fife)

## Young people

The steering group and other stakeholders made it clear that young people need to be involved in the Community Action Plan. Young people participation is seen as integral and their opinions valuable. Through the engagement phase from December to April 2021, limited insights were gained due to COVID restrictions making connecting with young people more difficult. We listened to Police Scotland Youth Volunteers. The Levenmouth Community Development Worker Barry Clark listened to different groups of young people. At time of writing Harry Brown (teacher) is preparing to listen to pupils at Levenmouth Academy and feedback their thoughts on what would encourage them to walk, wheel and cycle.

Young people need to be involved throughout the journey and be encouraged to lead activities for themselves, by themselves, with adults aligning with them.

Young people	
Organisation/group	Who
Police Scotland Youth Volunteers	Facilitated by PC Emma Fisher (Police Scotland)

Anti-social Behaviour group, Education Recovery Fund group, Natural Connections group and LGBTQ+ young people	Groups were listened to by Barry Clark (Community Education – Fife Council)
Levenmouth Academy	Facilitated by Harry Brown (Teacher)

## How we helped people to get involved

### Steering group sessions on zoom

The facilitation techniques used were chosen based on how they could best support people. Thought has gone into making the 2-hour conversations engaging, dynamic and energising for the group. We did regular small group conversations (using breakout rooms), consistent use of the chat function, and learning online tools together (e.g. online whiteboard and sticky note function). The group felt comfortable and able to share their thoughts effectively with each other. We also openly checked in with the group asking for feedback on how they felt the Sustrans Communities Team were doing with regards to holding space for them online.

Pre-session conversations were held to facilitate participation as much as possible (e.g. knowing what devices people used to get online helped shape the facilitation planning). This allowed for the session designs to fit the needs of the group.

People could contribute to documents after sessions at their own time (using online documents). We also ensured that sessions built in time for people to familiarise themselves with information rather than expecting people to be able to do this before each session.

Documents containing information were sent to participants with a learning disability prior to the sessions. Documents were also made available in Easy Read as far as was practical. For example, for the STAND (Striving Towards a New Day) Easy Read summaries were emailed to the group beforehand which allowed them to familiarise themselves with the content before a meeting.

Material was created for young people listening activities that were used by Barry Clark (Community Education Worker). These were simple, plain English documents with pictures and questions and prompts.



## What does success look like?



Throughout the engagement phase we asked people to describe what success would look like to the community following the completion of the Connectivity Project. The below list clearly demonstrates the vision the community has for the area, and the action plan they developed aims to work towards the success they want to see. The community sees working towards these success themes as crucial in order to see walking, wheeling and cycling increase in their local area in the future.

### Suggested outcomes:

Increased numbers of people coming to the project area from near and far - in particular the river (as a destination)

- Bring people from outside, make it busier - it's our Levenmouth community as well as for people from outside.
- People come and want to come back again.

Encourage use of space by the river and local neighbourhoods - Busy, buzzing, vibrant places and neighbourhoods

- Well-used by locals (diversify the use of spaces).
- Lots of events that increase the use of spaces.
- The Leven path network as thoroughfare not just destination to ensure round the clock usage
- A balanced place, not dominated by any one user group (intergenerational work).

Foster a sense of community - We belong together and are at ease with each other

- We will believe in us as a community and have an increased sense of belonging.
- More opportunities for people in the area are provided with safe and fun activities - community involvement.



Encourage a sense of local pride and ownership - We will change the perception of our area (to us and others)

- For people to live in a place they can wake up and be proud of.
- Increased sense of ownership and pride by all.

Provide learning opportunities – A space for people to learn from and engage with nature, wildlife, social history

- For people to have quality outdoor learning activities on their doorstep, and to know it.
- Having local community groups use the area as a training area.
- People will choose to go to the Leven to teach their children about nature and show them the wildlife.

Increased youth engagement - Young people participate and trust that the project will be positive for them

- For young people to have real pride in the area.
- Up and coming youth will be targeted and involved in the process and development of the project.

Increased feeling of safety with measurable reductions in anti-social behaviour - A sociable, friendly, well-lit environment

- A safe, friendly place with sound security measures to allow people to feel safe.
- A well-lit area with spaces for activities that can take place at any time of day.

Increased activities and facilities - Affordable, inclusive and accessible to everyone

- Affordable activities (including water-based activities) across the whole area, not just the river Leven.
- A range of accessible activities that accommodates the community as a whole, including different user groups (older, younger, protected groups), particularly those who wouldn't access main-stream activities.
- Cycle/wheeling friendly - all wheels not just normal bicycles.
- Areas of recreation (Walks, Orchards, Wildlife, Fishing).



Increased standards of accessibility - Everyone can move around the area, whatever their characteristics

- Accessible pathways/signs throughout the Connectivity Projects active travel network (e.g. dementia friendly colours, signs).
- Accessible areas which are wheelchair friendly and suited to a variety of needs.

Increased tidiness of our spaces and neighbourhoods - A tidy and well-maintained place

- Place feels cared for (Clean pathways, peace, tranquil, well maintained).
- Reduced litter and fly tipping.
- Community led maintenance and upkeep.

Encourage increased levels of volunteering

- Creation of volunteering opportunities.
- Increase the number of projects being developed where volunteers can contribute. This in turn will provide skills, routes to employment and support well-being.

Increased levels of community-based business opportunities

- Local businesses, social enterprises and organisations are included in opportunities from the start (social benefits will be returned into the community).
- Early conversations allow to build capacity for organisations to deliver for the Leven as much as practical.

Develop linkages with local schools - Our schools are involved in action planning and delivery

- Curriculum for Excellence opportunities will be spotted
- Schools adopt areas along the active travel path network throughout the neighbourhoods and the river area

We anticipate that the above outcomes will be used to measure success for the actions identified in this action plan. Measuring for example the increase of activity or the decrease of anti-social behaviour by benchmarking it against current levels and identifying where the community would like to be short, medium and long-term.

### Fundamental considerations

As well as developing outcomes and actions, the Steering Group emphasised the importance of the following four considerations. These need to be considered as part of the implementation of this Behaviour Change Community Action Plan. The four considerations are:

**Local first:** The Steering Group strongly believe that, wherever possible, the project should use local resources and businesses rather than bringing in outside organisations. This will have the benefits of increasing a sense of ownership within the local community and supporting the local economy.

**Involving and including young people:** Young people are very important to the success of the project. It is hoped that involving younger people, through positive experiences in the project area, will lead to a greater sense of pride, belonging and ownership.

**Using what is already available:** The Steering Group are very keen to ensure that activities take place while planning for delivery is happening. Taking a meanwhile approach<sup>14</sup> involves starting with small deliverables, learning over time and creating tasters through small scale activities.

- For example, there is a long-term goal to create a series of gardens along the river as part of the River Park, however there are immediate opportunities that could help make the current area more attractive for walking. These could

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<sup>14</sup> <https://townsfund.org.uk/blog-collection/meanwhile-use>

include bringing in benches and/or temporary shelters for people to use when enjoying the area in the meantime.

Develop community: The delivery of the action plan should be by the community and for the community. There is a strong desire for community cohesion to be fostered, which in turn will encourage walking, wheeling and cycling activity.

Within the Connectivity Project, the area of the River Leven is seen as a location where the surrounding communities come together. The spirit of community needs to be fostered through the way actions are delivered.

- For example, this could be through community led activities such as: events, walks, led cycle rides, art or heritage conversations.

## Action plan

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This plan is a starting point and provides direction for action.

The following action plan is designed to reflect the communities' priorities. It includes actions to help them achieve the success they want to see. Actions have been identified by the steering group, focus groups and through stakeholder conversations.

The below actions have been identified in response to the barriers to travelling actively (see above section 'Background', p. 8). The actions are seen as ways to reduce and overcome barriers to walking, wheeling and cycling in the Levenmouth area.

The steering group have ranked actions where the first five actions are seen as priority actions. While some actions have a lesser priority, this does not mean that they are not important or needed. These priorities are highly likely to shift and change depending on opportunities that arise such as funding, groups contributing and partnerships forming.

The steering group have identified local stakeholders to assist with the action implementation. This is a starting point for conversation. We encourage others to come forward where they support any action stated within the plan (see section 'For more info or to get involved', p.41). To realise the actions below, there is a need to identify who else can be involved in building networks and partnerships across the community and its organisations.

The Leven Programme partners (listed below) should be involved throughout the implementation of the plan as well as other established participants such as Police Scotland.

The Leven Programme partners include:

Leven Programme partners
Organisation/group (in alphabetical order)
Diageo
Fife Coast and Countryside Trust
Fife College
Fife Council
Forth Rivers Trust
Green Action Trust
Historic Environment Scotland
Keep Scotland Beautiful
NatureScot
Network Rail
Scottish Enterprise
Scottish Environment Protection Agency
Scottish Water
Sustrans
The Coal Authority
Zero Waste Scotland

There are other bodies that should also be considered such as connecting with the Fife Tourism Board.

This plan will require updating as more stakeholders get involved and commit to supporting its implementation.

The action plan is a working document that should be reviewed as the implementation progresses.

Prioritised actions	Possible costs	Likely timescales (short/medium/long)
<p>1. Create an umbrella group – with community representation at its core and fostering partnership working.</p>	<p>£0-£5,000</p> <p>Costs of providing a secretariat and places to meet.</p>	<p>Short</p>
<p>Organisations who would like to continue the conversation or become involved: Fife Voluntary Action, Corra Foundation, Community Trade Hub, Circle Methil, CLEAR/LMRC, Fife Coast &amp; Countryside Trust, Dementia Friendly Fife, Kingdom Off Road, Levenmouth Academy, Cycling UK</p> <p>Other organisations that might like to be involved: STAND, Fife Council CLD</p>		
<p>2. Develop and expand existing outdoor spaces (e.g. beach, parks) / zones for a variety of uses and opportunities.</p>	<p>£10,000 - £100,000</p> <p>Costs of people spending time to identify opportunities and invest in suitable interventions.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Kennoway Pump Track / Fife Mountain Bike Community, Community Trade Hub, Corra Foundation, CLEAR, Kingdom Off Road, Levenmouth Academy</p>		

<p>Other organisations that might like to be involved: Leven and District Dog Training Club</p>		
<p>3. Promote and expand existing path network – make it accessible and clear</p>	<p>£10,000 - £100,000</p> <p>Lower end of this range. Costs of both promotion and installing appropriate signage.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Greener Kirkcaldy, Kennoway Pump Track/ Fife Mountain Bike Community, Fife Voluntary Action, CLEAR/LMRC, Kingdom Off Road, Community Trade Hub, Corra Foundation, Circle Methil, FCCT. Cycling UK</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		
<p>4. Create a community hub - indoor space with a café and toilet facilities – that is multifunctional and intergenerational (provides bikes etc.)</p>	<p>Over £100K</p> <p>Cost of designing and building a community hub.</p>	<p>Long</p>
<p>Organisations who would like to continue the conversation or become involved: Fife Voluntary Action, Corra Foundation, Community Trade Hub, Dementia Friendly Fife, Kingdom Off Road, FCCT, Levenmouth Academy, Circle Methil</p>		



Other organisations that might like to be involved: STAND		
5. Develop a community 'code of conduct' (How will we use cycle ways, walkways and spaces. Interaction with each other).	£0-£5,000 Costs of the umbrella group and then the ongoing cost of promoting the code of conduct (signs, leaflets, social media)	Medium
Organisations who would like to continue the conversation or become involved: Silverburn Park, Corra Foundation, FCCT, Circle Methil Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan		
6. Create a co-ordinated programme of maintenance – ensure young people are included/lead.	£10,000 - £100,000 Costs of people leading this programme and materials needed to provide a maintenance programme.	Medium/long
Organisations who would like to continue the conversation or become involved: Community Trade Hub, Kingdom Off Road Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan		

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<p>7. Create a community-wide communications campaign (e.g. around themes of litter, active travel, getting involved).</p>	<p>£5,000 to £10,000</p> <p>Costs of employing people to create campaign and then deliver it.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Corra Foundation, FCCT, Fife Voluntary Action</p> <p>Other organisations that might like to be involved: Fife Council - CLD</p>		
<p>8. Create and promote an accessible and inclusive programme of leisure events/ activities that allow people to connect with their area and the river area (e.g. walking/running/cycling groups, events) – ensure young people are included/lead.</p>	<p>£10,000 - £100,000</p> <p>Costs of people leading this programme and the costs of either running 'home grown' events or bringing events into the area.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Community Trade Hub, Corra Foundation, Kingdom Off Road, Levenmouth Academy, Circle Methil, Greener Kirkcaldy, CLEAR, Kingdom Off Road. Cycling UK</p> <p>Other organisations that might like to be involved: Schools, Bats Wood, Fife Council - CLD</p>		

<p>9. Enhance existing initiatives by the police and wider community that increase personal safety</p>	<p>£0-£5,000</p> <p>Potentially some costs in supporting the Police (amounts unknown).</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Corra Foundation</p> <p>Other organisations that might like to be involved: Police</p>		
<p>10. Improve systems for dealing with waste, reporting fly-tying and create new opportunities</p>	<p>£0-£5,000</p> <p>Costs probably limited to those for a working group to review systems and suggest improvements.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: CLEAR, FCCT</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		

OFFICIAL – BUSINESS

<p>11. Activities for young people –including cycling and motorbikes</p>	<p>£5,000 - £10,000</p> <p>Costs of people leading this programme along with some activity costs.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Community Trade Hub, Kingdom Off Road, Levenmouth Academy</p> <p>Other organisations that might like to be involved: Fife Council – CLD, Bat's Wood</p>		
<p>12. Explore (social) history, heritage and nature and develop interpretation boards/murals and trails</p>	<p>£0 - £5,000</p> <p>Costs of making and installing boards. (Assumes that exploration of history would be done as an activity by a local group).</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: CLEAR, Corra Foundation, FCCT</p> <p>Other organisations that might like to be involved: Methil History Group, Workers' Educational Association</p>		

<p>13. Identify locations for benches and build benches</p>	<p>£5,000 - £10,000</p> <p>Costs of materials, building and then locating them in identified locations</p>	<p>Short</p>
<p>Organisations who would like to continue the conversation or become involved: CLEAR, Community Trade Hub, Circle Methil</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		
<p>14. Enhance opportunities for people to enjoy, learn about nature, wildlife, food growing and foraging</p>	<p>£0 - £5,000</p> <p>Costs of sessional workers to deliver nature-based experiences</p>	<p>Short</p>
<p>Organisations who would like to continue the conversation or become involved: CLEAR, Community Trade Hub, FCCT, Levenmouth Academy, Circle Methil</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		

OFFICIAL – BUSINESS

<p>15. Multimodal – link up areas around the Leven (consider how bus, rail and active travel interact)</p>	<p>£10,000 - £100,000</p> <p>Costs could vary significantly. Might include installing secure cycle parking at stations, tool stations, promotion of current opportunities, incorporation of cycle hire with public transport</p>	<p>Medium/long</p>
<p>Organisations who would like to continue the conversation or become involved: Silverburn Park, Community Trade Hub, FCCT, LMRC/CLEAR, Fife Voluntary Action, Greener Kirkcaldy, Cycling UK</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		
<p>16. Develop tours, lead rides/walks for locals and visitors</p>	<p>£5,000 - £10,000</p> <p>Costs for sessional workers and associated marketing and publicity.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: Greener Kirkcaldy, FCCT</p> <p>Other organisations that might like to be involved: Workers' Educational Association, Methil History Group</p>		

<p>17. Create a programme of place making/art making.</p>	<p>£5,000 - £10,000                  Costs might typically be for supporting the creation of art works. This could be appointing an artist to work with local community groups to create a piece of public art.</p>	<p>Medium</p>
<p>Organisations who would like to continue the conversation or become involved: CLEAR, Circle Methil</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		
<p>18. Make bicycles available for affordable prices (hire, buy).</p>	<p>£5,000 - £10,000                  Costs of purchase of some cycles.</p>	<p>Short</p>
<p>Organisations who would like to continue the conversation or become involved: Greener Kirkcaldy, CLEAR, Cycling UK</p> <p>Other organisations that might like to be involved: To be confirmed - We encourage others to come forward where they support any action stated within the plan</p>		

<p>19. Develop downhill / trials /MTB / skating / wheeling area</p>	<p>Over £100,000</p> <p>Costs of developing a wheeling park or trials area likely to exceed £100,000 including design and build.</p>	<p>Long</p>
<p>Organisations who would like to continue the conversation or become involved: Kingdom Off Road</p> <p>Other organisations that might like to be involved: Kennoway Pump Truck project</p>		

\*'Physical safety measures' (e.g. CCTV) was removed from the actions list due to this specific action not falling within any of the remit of the community organisation's remit. However, this is still noted as an action the community would like to see being taken forward.



## Young people insights

We asked young people what would help encourage them to walk, wheel or cycle in the area of the Connectivity Project. We found there is overlap with what we have been told by adults. Further in-depth exploration of what young people would like to see as actions would be beneficial as young people engagement was limited. This could lead to a young people focussed action list.

While the below isn't a comprehensive action list it provides valuable insights and a starting point for exploring potential activities with young people.

- Increasing personal safety (Make it safer for us, more lighting to feel safe, it should look more friendly).
- A space to motorbike (motorcycle track, indoor motorcycle).
- Provide (more) toilets (down by the dam where we play and spend time all day).
- Outdoor play and spaces (adventure park, assault courses, obstacles), new parks – new, exciting equipment.
- Socialising spaces for us (Somewhere to meet friends, sit away from residential areas, build safe fire pits).
- Activities that include cycling (going to a destination, event, cycle rides accompanied by adults to keep an eye on the group, cycling events or competitions (e.g. race), do something at the gala day).
- Create volunteer options for young people - in relation to cycling and general.
- Make information about cycling easily available (at a space where young people go and have a person to talk to there. It helps to find out from someone else directly).
- Learn how to maintain bikes (Getting the equipment to fix bikes, bike surgeries- to bring in the bike, training to fix bikes or to mark bikes).
- Dedicated infrastructure for active travel (cycle paths/walking, wider paths to share, More cycle paths).
  - This is specifically looked at by the Connectivity Project as part of the infrastructure design for the active travel network.

Further action exploration and delivery should be approached in collaboration with young people and professionals who have trusted relationships with young people.

## Monitoring and evaluation

It will be important to collect and record information about what is being done consistently (monitoring). In addition, it should be thought about how the collected information will be used to get a clear picture of the how the action delivery is going (evaluation). The progress on action delivery should be monitored consistently and should be evaluated against identified outcomes (see 'What does success look like?') The Connectivity Project's established Monitoring and Evaluation Framework will also inform this process.

The Connectivity Project's logic model should also be reviewed for reference by those looking after the reporting for monitoring and evaluation for action implementation. This model shows the steps to be taken to reach goals. The Monitoring and evaluation activity would be a joint responsibility shared between funders, the secretariat and the steering group.

## Delivery - Making the actions happen

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Now that there is an action plan, the next step is implementation of the plan. Given the scale of ambition, it is expected that fully implementing these actions will take several years. The first step has already taken place, which was to continue the steering group.

### Steering group continuation

At the time of writing (May 2021) the Connectivity Project has agreed for the Coalfield Regeneration Trust (CRT) to provide secretariat to the steering group. They will support the steering group and other local organisations to make the community's aspirations a reality. CRT have experience in development and capacity building support to assist small organisations to take forward their ideas.

The steering group has also been invited by the Connectivity Project to contribute more widely to the project. In particular, the Steering Group have been invited to contribute to conversations around the design of infrastructure.

### Recommendations for the steering group

As well as this initial step of continuing the steering group, here are recommendations from the Communities Team of work for this steering group to support, which will underpin the delivery of actions. These are outlined in the following paragraphs.

#### Partnership creation

Local community-based organisations (likely through the steering group), the Leven Programme partners, and Fife Council will be able to explore possible partnerships

for delivery routes. In line with the Leven Programme's Partnership Agreement the actions will be reviewed for synergy and collaboration opportunities.

### Delivery planning (development phase)

There are some important initial tasks that can be taken forward:

- Set out an agreed list of specific tasks/ deliverables and projects that will be taken forward initially by the group.
- Create a record of which community-based organisation/individual is taking the lead and who they will be working with.
- Identify a target date for completion, a clear understanding of the outcome and how it will be measured (referring to 'What does success look like?' section).
- Connect with local Community Action Plan steering groups –where in place - (Buckhaven, East Wemyss and Macduff, Kennoway, Methil and Mehtilhill) and explore synergy possibilities.

As a practical way of taking things forward the Steering Group might consider setting up small 'Action Subgroups' that focus on themed tasks and projects. These could include community activities and events, history and heritage, outdoor spaces and maintenance.

### Community engagement

Due to the limitations of wider public engagement, we recommend engaging the public with the action plan and general Leven Connectivity Project progress as much as practical (within COVID-19 restrictions) over the summer 2021.

Suggestions by the community have included the creation of pop-up boards which organisations themselves can use to engage their groups. These can be displayed in public spaces, like a roadshow. The boards can be used to start conversations about the project and the Behaviour Change Community Action Plan.

Another suggestion included offering opportunities to hear about the project and the action plan over a cup of tea and some cake such as at stalls. These could be run by local people that champion the project with a focus on engaging young people within the community.

### Resourcing the actions

Actions that require funding will need relevant funding sources to be identified. The Leven Programme funding development group will support this work. The Coalfield Regeneration Trust will also offer advice and support.

## For more info or to get involved

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If you would like to know more about the Connectivity Project and/or get involved in delivering this action plan, please get in touch. You can contact us by:

### Writing

The Leven  
c/o David Patterson  
Communities & Neighbourhoods  
Fife Council  
Buckhaven Burgh Chambers  
1 College Street  
Buckhaven  
KY8 1AB

### Email

You can email us at: [theleven@sepa.org.uk](mailto:theleven@sepa.org.uk)

If your interest is specifically about this action plan, please email Enid Trevett: [enid.trevett@coalfields-regen.org.uk](mailto:enid.trevett@coalfields-regen.org.uk) at the Coalfields Regeneration Trust who are providing ongoing support to implement the action plan.

### Social media

You can leave us a comment or direct message on our social media accounts:

- Twitter - @TheLevenFife
- Facebook - @TheLevenProgramme
- Instagram - @thelevenfife

## Thanks to...

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Our thanks to the groups, organisations and individuals who assisted, encouraged and supported the steering group and the Sustrans Communities Team - particularly over the past 6 months (December 2020 – May 2021) where engagement was disrupted by the COVID-19 pandemic. Thanks to:

- All Levenmouth people, young and old who took the time to share their views generously.
- All who gave their time to be part of the Steering Group.

The Sustrans Communities Team - Chrissy Sprinks, Daniel Prince and Susanne Mueller, have really enjoyed being part of this journey of the Leven Connectivity Project.

## Appendix 1: How the actions align with The Leven Programme's themes

This table shows how the different actions in this plan match the themes in The Leven Programme, of which the Connectivity Project is a part.

Action	Nature rich	Health and wellbeing	Heritage	Water Innovation	Resilient communities	Productive people and place	Climate Action	Connectivity
Create an umbrella group – with community representation at its core and fostering partnership working								
Develop and expand existing outdoor spaces (e.g. beach, parks) / zones for a variety of uses and opportunities								
Promote and expand existing path network								

- make it accessible and clear								
Create a community hub - indoor space with a café and toilet facilities – that is multifunctional and intergenerational								
Develop a community 'code of conduct'								
Create a coordinated programme of maintenance – ensure young people are included/ lead								
Create a community-wide communications campaign								

<p>Create an accessible and inclusive programme of leisure events/ activities that allow people to connect with their area and the river area – ensure young people are included/lead</p>								
<p>Enhance existing initiatives by the police and wider community that increase personal safety</p>								
<p>Improve systems for dealing with waste, reporting fly-tying and create new opportunities</p>								
<p>Activities for young people –including</p>								

cycling and motorbikes								
Explore (social) history, heritage and nature and develop interpretation boards/murals and trails								
Identify locations for benches and build benches								
Enhance opportunities for people to enjoy, learn about nature, wildlife, food growing and foraging								
Multimodal – link up areas around the Leven								



Develop tours / lead rides/ walks for locals and visitors								
Create a programme of place making/ art making								
Make bicycles available for affordable prices (hire, buy)								
Develop downhill / trials / MTB / Skating / Wheeling area								

## Appendix 2: Making the links with local Community Action Plans

We know that individuals and organisations across The Leven Connectivity project area have already put a lot of work into creating community action plans. We have reviewed these alongside the actions that have been developed as part of this work to encourage people to walk wheel and cycle. We noted where the actions identified in the Behaviour Change Community Action Plan could support and enhance the existing community action plans.

This is not an exhaustive list or analysis, but may provide a starting point for joint activity across the communities in the area.

Prioritised actions	What priorities do these link to in Local Plans	Name of Local Plan/Document
1. Create an umbrella group – with community representation at its core and fostering partnership working.	Encourage better / more use of our community facilities	Methil/Methilhill Community Action Plan 2016-2021
	Interaction - To facilitate and encourage community interaction and energy. Build community capacity / skills / resilience.	Buckhaven Community Action Plan 2018-2023
	Develop and support community leadership in all forms. Increased use of Participatory Budget approaches	Plan 4 Levenmouth area 2019-2022
2. Develop and expand existing outdoor spaces (e.g. beach, parks) / zones for a variety of uses and opportunities.	Affordable access to sports and keep fit facilities Improve and upgrade our parks	Methil/Methilhill Community Action Plan 2016-2021
	Environment & Sustainability - Promote greenspace use. Movement - Support physical and recreational activity.	Buckhaven Community Action Plan 2018-2023
	Green Space and Play Space Improvements Adaptable spaces with something for everyone	Plan 4 Levenmouth area 2019-2022
	More projects to increase biodiversity Make the most of local greenspace	East Wemyss & Macduff Community Action Plan 2019-2024

	Improve our parks for everyone	Kennoway Community Action Plan 2018-2023
3. Promote and expand existing path network – make it accessible and clear	Improve and upgrade our parks	Methil/Methilhill Community Action Plan 2016-2021
	Movement - To improve access and use of the town centre, to and along the foreshore, and around and beyond Buckhaven.	Buckhaven Community Action Plan 2018-2023
	Improvements in Transport connectivity. Walking ,Cycling, Bus and Train	Plan 4 Levenmouth area 2019-2022
	Investigate what signage is needed with the village to improve connectivity	Kennoway Community Action Plan 2018-2023
4. Create a community hub - indoor space with a café and toilet facilities – that is multifunctional and intergenerational (provides bikes etc.)	More community activities for all ages and abilities Improve and upgrade our parks Encourage better / more use of our community facilities	Methil/Methilhill Community Action Plan 2016-2021
	Environment & Sustainability Provide better public facilities.	Buckhaven Community Action Plan 2018-2023
	Social hubs which provide a connection – town centres – . Increased local opportunities for skills development and training. 2. Tourism Employment Opportunities.	Plan 4 Levenmouth area 2019-2022

	Create a visitor centre & community hub	East Wemyss & Macduff Community Action Plan 2019-2024
	Good quality community facilities that are fit for purpose	Kennoway Community Action Plan 2018-2023
5. Develop a community 'code of conduct' (How will we use cycle ways, walkways and spaces).	Targeted action on Anti-Social behaviour issues.	Plan 4 Levenmouth area 2019-2022
	A safer environment	East Wemyss & Macduff Community Action Plan 2019-2024
	Work with Fife Council to encourage people to use the area responsibly.	
6. Create a co-ordinated programme of maintenance – ensure young people are included/lead.	Environment & Sustainability- Improve cleanliness, maintenance and visual appeal and safety.	Buckhaven Community Action Plan 2018-2023
	Increased local opportunities for skills development and training Develop and support community leadership in all forms.	Plan 4 Levenmouth area 2019-2022
	Clean up our village–Litter & Fly Tipping	East Wemyss & Macduff Community Action Plan 2019-2024
	Employability initiatives, Clean up our village – litter and fly tipping	Kennoway Community Action Plan 2018-2023

7. Create a community-wide communications campaign (around themes of litter, active travel, getting involved).	Encourage better / more use of our community facilities	Methil/Methilhill Community Action Plan 2016-2021
	Interaction -Improve and create opportunity for social interaction.	Buckhaven Community Action Plan 2018-2023
	Clean up our village–Litter & Fly Tipping ( Clean Up Our Community Campaign)	East Wemyss & Macduff Community Action Plan 2019-2024
	Encourage participation in the 'Clean Up Kennoway Campaign!', Create a campaign around building a positive story around living in Kennoway	Kennoway Community Action Plan 2018-2023

8. Create and promote an accessible and inclusive programme of leisure events/ activities that allow people to connect with their area and the river area (e.g. walking/running/cycling groups, events) – ensure young people are included/lead.	More community activities for all ages and abilities	Methil/Methilhill Community Action Plan 2016-2021
	Interaction - To facilitate and encourage community interaction and energy - Promote community recreation and leisure groups.	Buckhaven Community Action Plan 2018-2023
	Improve health outcomes. Development of a coordinated events strategy	Plan 4 Levenmouth area 2019-2022
	Local activities for all ages to help bring the community together	East Wemyss & Macduff Community Action Plan 2019-2024
	More activities for 1-10 yrs, More activities for young people, More activities for the older residents	Kennoway Community Action Plan 2018-2023
9. Enhance existing initiatives by the police and wider community that increase personal safety	More police presence in the local communities	Methil/Methilhill Community Action Plan 2016-2021
	Interaction - To facilitate and encourage community interaction and energy	Buckhaven Community Action Plan 2018-2023
	Targeted action on Anti-Social behaviour issues.	Plan 4 Levenmouth area 2019-2022
	A safer environment	East Wemyss & Macduff Community Action Plan 2019-2024

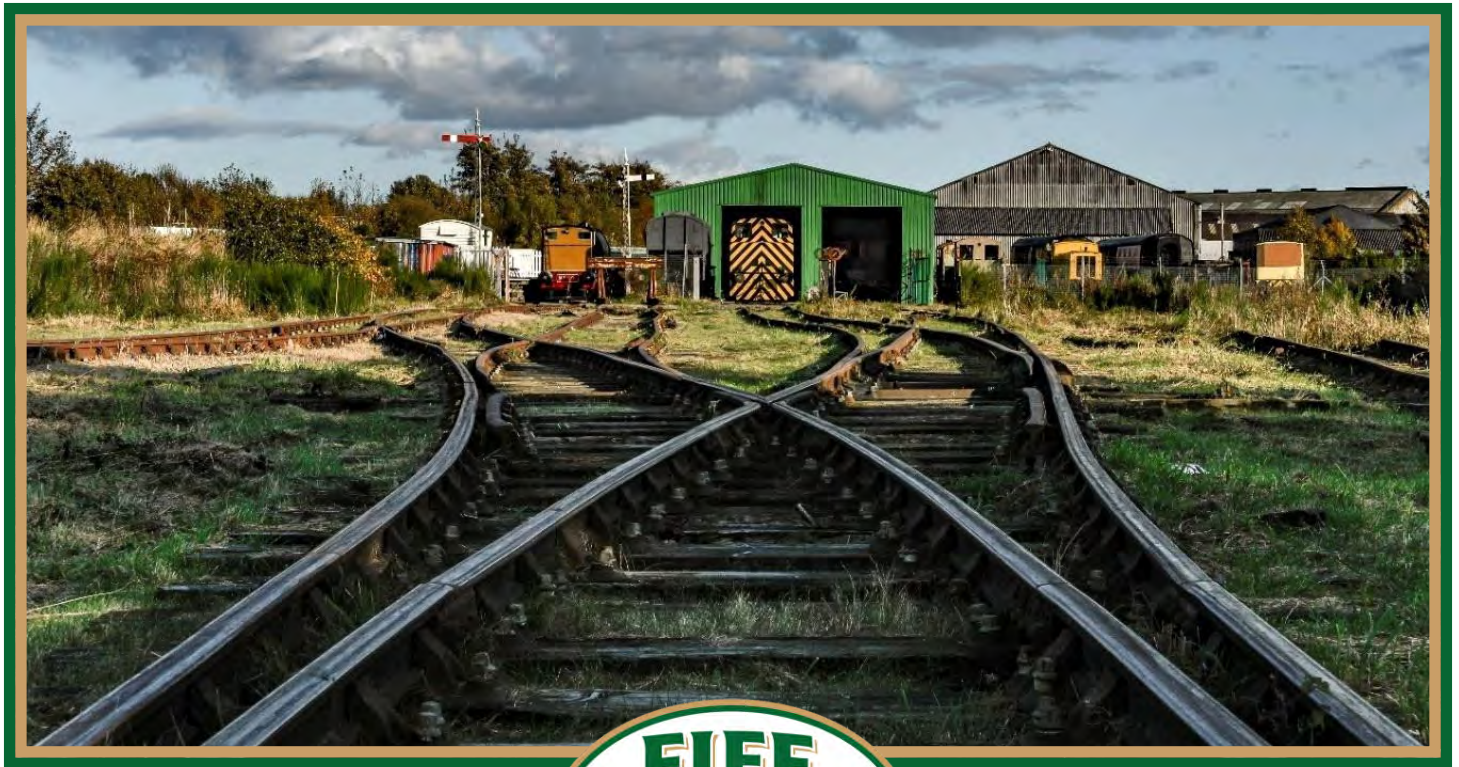
	Continue to work with Police Scotland to look at increasing community policing	Kennoway Community Action Plan 2018-2023
10. Improve systems for dealing with waste, reporting fly-tying and create new opportunities	Organise a community clean up More bins to reduce litter and dog fouling	Methil/Methilhill Community Action Plan 2016-2021
	Improve cleanliness, maintenance and visual appeal and safety.	Buckhaven Community Action Plan 2018-2023
	Clean up our village–Litter & Fly Tipping ( Clean Up Our Community Campaign)	East Wemyss & Macduff Community Action Plan 2019-2024
	Work with Fife Council to ensure a rapid response to dealing with fly tipping.	Kennoway Community Action Plan 2018-2023
11. Activities for young people – including cycling and motorbikes	Affordable access to sports and keep fit facilities	Methil/Methilhill Community Action Plan 2016-2021
	More activities for young people	Kennoway Community Action Plan 2018-2023
12. Explore (social) history, heritage and nature and develop interpretation boards/murals and trails	Identity - Promote existing historical and architectural features, and improve the built environment.	Buckhaven Community Action Plan 2018-2023
	Utilise our cultural heritage to develop the potential for visitors	Plan 4 Levenmouth area 2019-2022
	Make more of promoting local heritage	East Wemyss & Macduff Community Action Plan 2019-2024

13. Identify locations for benches and build benches	Improve and upgrade our parks	Methil/Methilhill Community Action Plan 2016-2021
	Town Centre Public Realm Improvements.	Plan 4 Levenmouth area 2019-2022
	Put benches in various locations	Kennoway Community Action Plan 2018-2023
14. Enhance opportunities for people to enjoy, learn about nature, wildlife, food growing and foraging	More community activities for all ages and abilities	Methil/Methilhill Community Action Plan 2016-2021
	Environment & Sustainability – To enhance <b>Buckhaven's environmental and visual appeal</b> , especially the town centre and foreshore and create a varied biodiverse green environment and network which is people-friendly.	Buckhaven Community Action Plan 2018-2023
	Green spaces and places that encourage social interaction and play will continue to be a focus.	Plan 4 Levenmouth area 2019-2022
	More projects to increase biodiversity	East Wemyss & Macduff Community Action Plan 2019-2024
	Create a community garden	Kennoway Community Action Plan 2018-2023
	Movement - support sustainable travel.	Buckhaven Community Action Plan 2018-2023



15. Multimodal – link up areas around the Leven	Improvements in Transport connectivity. Walking ,Cycling, Bus and Train	Plan 4 Levenmouth area 2019-2022
	A regular bus service	East Wemyss & Macduff Community Action Plan 2019-2024
	Improve the Bus Service	Kennoway Community Action Plan 2018-2023
16. Develop tours, lead rides/walks for locals and visitors	More community activities for all ages and abilities	Methil/Methilhill Community Action Plan 2016-2021
	Movement - Improve accessibility and ease of use across all active travel paths. Support physical and recreational activity.	Buckhaven Community Action Plan 2018-2023
	Tourism Employment Opportunities Develop and support community leadership in all forms.	Plan 4 Levenmouth area 2019-2022
17. Create a programme of place making/art making.	Green Space and Play Space Improvements	Plan 4 Levenmouth area 2019-2022
18. Make bicycles available for affordable prices (hire, buy).	Movement - Support physical and recreational activity.	Buckhaven Community Action Plan 2018-2023
	Improvements in Transport connectivity. Walking , Cycling, Bus and Train Improve health outcomes.	Plan 4 Levenmouth area 2019-2022

19. Develop downhill / trials /MTB / skating / wheeling area	Affordable access to sports and keep fit facilities Improve and upgrade our parks	Methil/Methilhill Community Action Plan 2016-2021
	Environment & Sustainability - Provide better public facilities.	Buckhaven Community Action Plan 2018-2023
	Make the most of local greenspace	East Wemyss & Macduff Community Action Plan 2019-2024



# KIRKLAND, GETTING ON TRACK



The Kingdom of Fife Railway Preservation Society,  
(trading as Fife Heritage Railway - FHR),  
is a Limited Company (SC138632) with full charitable status (SC2020254)

## CONTENTS -

3. Company Legal Details
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The following appendices are available on request -

- A) Levenmouth
- B) Milestones
- C) The Collection
- D) Diesel Multiple Unit Project
- E) Marketing Research
- F) Susan Oak Survey
- G) Trustee Details



Based on "Project Proposal Plan 2020 - 2025"  
Authorised by Susan Oak, BRAG Enterprises.  
Revised and updated by FHR 2021.

## Company Details

### Legal

The Kingdom of Fife Railway Preservation Society (trading as Fife Heritage Railway - FHR) is a Limited Company (SC138632) with full charitable status (Sc020254)

Registered Office – 3 Liberton Road, Kirkcaldy, KY2 6LZ

*The Office of Rail and Road (ORR) exempts, under section 7(3) of the Railways Act 1993, the charity from the requirements to be authorized by licence to operate the railway assets described in its application.*

# TRUSTEES

## Office bearers -

- **M D Urwin - Chair and Project Manager**
- **P M Westwater - Vice Chair and Membership Secretary**
- **C Price – Treasurer (co-opted)**
- **J Hamilton – Admin Sec., Archivist, Minutes Secretary**

## Trustees -

- **Dr W Carr – Honorary Vice President**
- **Z Cook**
- **A Urwin**
- **J D Rankin**
- **M Grubb**
- **J Danton**
- **S Cochrane-Mills**

# Executive Summary

Fife Heritage Railway (FHR) is based at Kirkland Yard, which is in Levenmouth. It has one major large building the rest based on a collection of storage containers and portakabins. All of these have been acquired and placed here by the group themselves. The “Colin Munro Engine Shed” contains our workshop and only covered accommodation for stock. Our station halt building (displaying some of our smaller artefacts during running days) is a converted grounded van body. The tearoom, shop, toilets\*, office and volunteer amenities are made from ex-site offices and amenities converted for our own purpose. Other shipping containers are used for secure storage of tools, equipment and small items awaiting restoration.

*(\* It should be noted that the toilet facilities were added for public use during running days and have disabled and baby changing facilities. Staff toilets are separate units.)*

FHR fully owns the 20 acres of ex-railway marshalling yard known as “Kirkland Yard”. We have in our stock three steam locomotives\*\* (*one in working order*), six diesel locomotives (*three in working order and a fourth about to return to running condition*). To add to our passenger experience we bought an ex-Norwegian Railways brakevan and was converted on site by our volunteers, to now be a unique thirty seater passenger coach. We also own a “Shark” brakevan that has also been converted to passenger use a few years ago and can still be used for this purpose on busy running days. There are also mineral wagons and other items of rolling stock under varying degrees of restoration. \*\**A Fife steam locomotive has joined the list recently on loan from the SRPS. It is under cosmetic restoration.*

The Society has had a very steady membership with a high proportion of active volunteers spending their time on restoration projects and/or as staff on running days. 8,700 hours of volunteering per year is not unknown from this group.

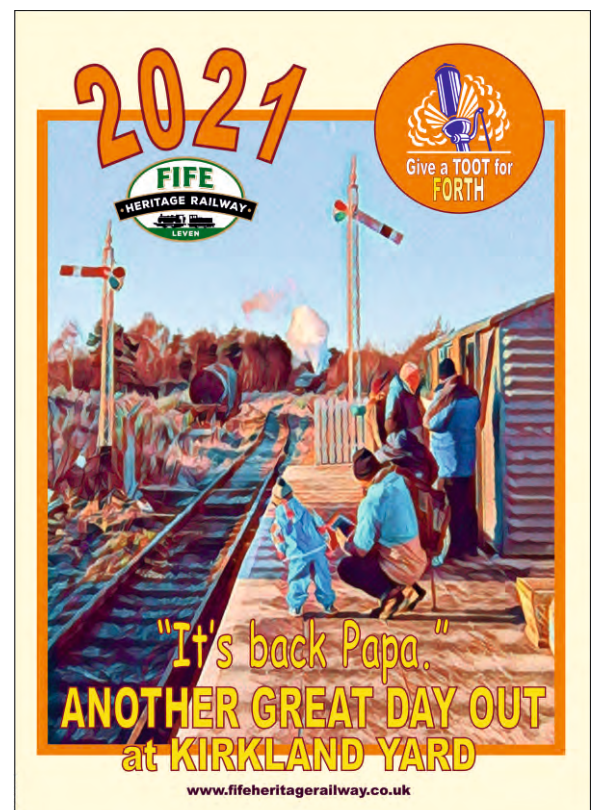
Income comes from membership fees, voluntary contributions and donations, but by far our main income comes from our running days. Specifically train fares.

Pre-Covid our running days would be the last Sunday of the month from April to October (inclusive). We also participate in Doors Open Day and have run a Santa Special in early December. Our biggest event was always the “Leven Car Rally” that was saved from extinction when the group running it at the Promenade in Leven gave it up after 50 years. Our next biggest event was the “Santa Special” which was always booked up well in advance on-line and has been fully booked every year. The plan for 2020 was to increase the amount of days we were running and to offer two or more Santa Specials. Unfortunately due to Covid, this was not possible!

Now that the volunteers have returned to the yard and projects are once again under way, it is hoped that running days will resume soon. There are important works requiring completion by the volunteers on site before we can resume running days. Also Network Rail contractors are using some of “Kirkland Yard” as their base while working on restoring mainline trains to the new station at Leven. This also adds to the delay to re-open to the public. *FHR have been very understanding of the needs of access to the mainline track and that Kirkland is the obvious route for access for contractors. It is the most suitable area for storing temporary compounds, building and storage area for all the railway construction equipment, etc.*

Plans are under way to to run the “Leven Car Rally” once again at Kirkland in 2022, despite the area normally used being allocated for temporary storage use by Network Rail. Also included in these plans are how the visitor attraction can be enhanced during this time.

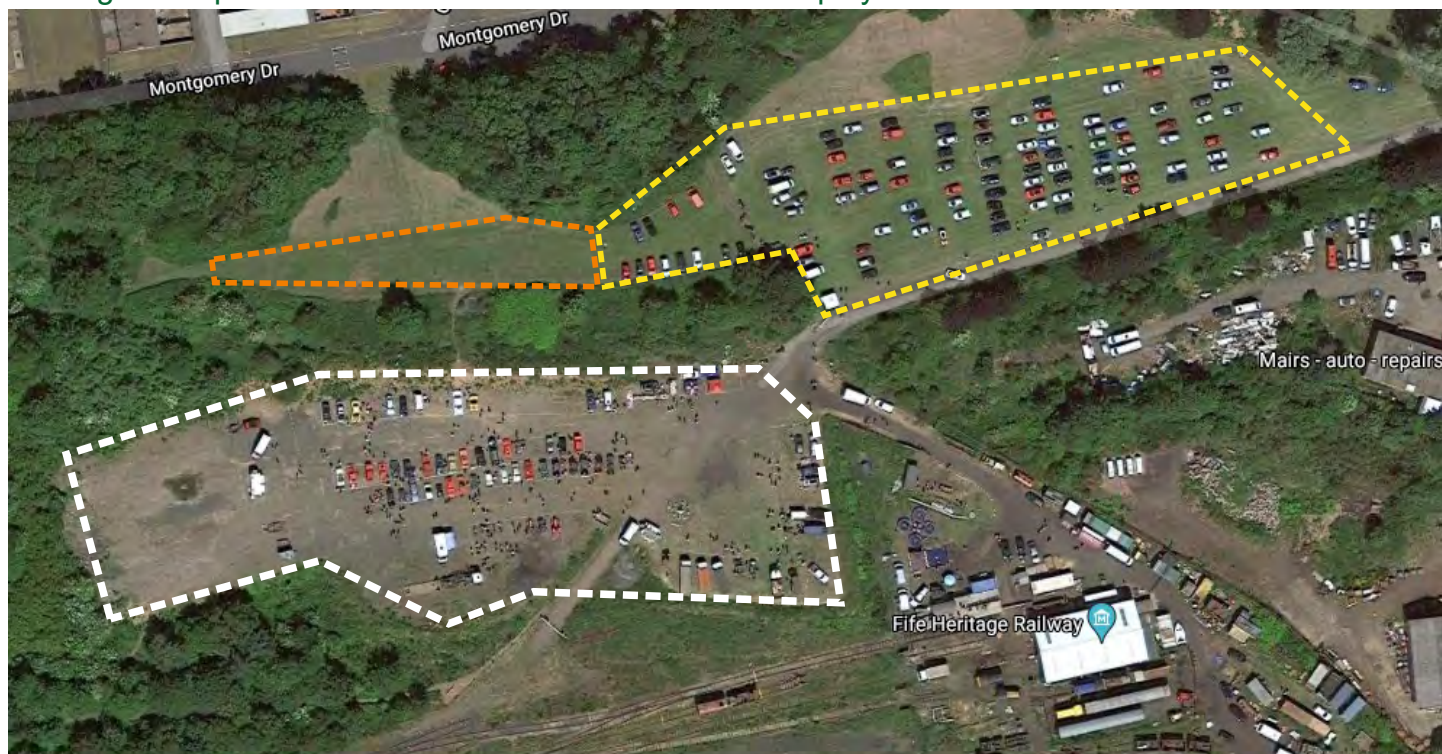
Looking to the future, FHR are considering their expansion to coincide with the railway opening to Leven, increasing the attraction for tourists to enjoy Levenmouth as well as the obvious charms of a preserved steam railway.



# Our Display Ground/Arena

Over the years we have created a substantial Display area just outside our secure compound. (This is the area Network Rail are using during the rail link project work.) This area is substantial and could have many uses. At the moment we hold the Leven Car Rally in that area but on other running days it is used for car parking for our visitors to our running days. However as we grow, that area will find even more uses.

This area is far too good to be fully utilised once a year. It was never meant for that single purpose. It has far more potential for other groups to hold their events, shows and fares. The community benefit is vast and at the moment untapped. The railway would benefit from other events happening in that area by offering train trips over and above the actual event in the display area.



## Our Display Ground/arena

This Google satellite image was taken during our Leven Car Rally day in 2018. It shows clearly the vintage cars lined up in the “Display Arena (marked out in white dashed line). It also shows the car parking area that Fife Council allows us to use for the visitors to the rally. (marked out in yellow).

This arena is substantial and will allow the Car Rally to grow year on year but it will also allow other groups to hold their events and access our amenities within our secure compound, i.e. toilets, tearoom, etc. It would be hoped that our trains could also be running during these events to compliment both groups. The community benefit would be substantial.

Good car parking for events of this scale is important and the grassed area (in yellow) is critical to the success of such an event. The area (marked in orange) can be used for commercial vehicle parking for groups who require such transport from event to event. (This area is also owned by Fife Council and permission has been granted to use it on request for such events.)

N.B. The display arena is being used by Network Rail as their storage area while the progress with the Leven rail link project. It should also be noted that this area could be increased even more in the future.

***Please note - the area marked in white on the image above, is also the area that Network Rail are using as their temporary compound while works are progressing on the Leven rail link. An agreement is in place to use this area for up to 3 years.***



# Our Vision

To create a top tourist destination in Levenmouth and to look after the future of our locomotives, rolling stock and other artefacts which are of important local and historic value. We would encourage other groups to join us and add to the overall enjoyment visitors can experience by visiting our yard and Levenmouth in general. Encourage other groups to hold their events at Kirkland display ground/arena and use our facilities for their visitors. (See plan page 6.)

## Aims

### Economic

- To encourage employment in the local area - create jobs;
- To be financially sustainable;
- To feed profits back into the business so we can continually improve our site and attraction;
- To increase level of visitors to the Levenmouth area;
- To work with local partners and Visit Scotland to enhance tourism on offer in the area;
- To build new exhibition centre to provide heritage displays to the site;
- To create skills that can lead to the preservation of older skills;
- To offer work experience for local school and college students;
- To increase our standing using social media and other marketing tools:

**Research undertaken for a number of railways suggests a mean benefit to the local economy of around 2.7 times to railway's turnover. This would suggest that the economic benefit nationally is just under £250m.**

## Social

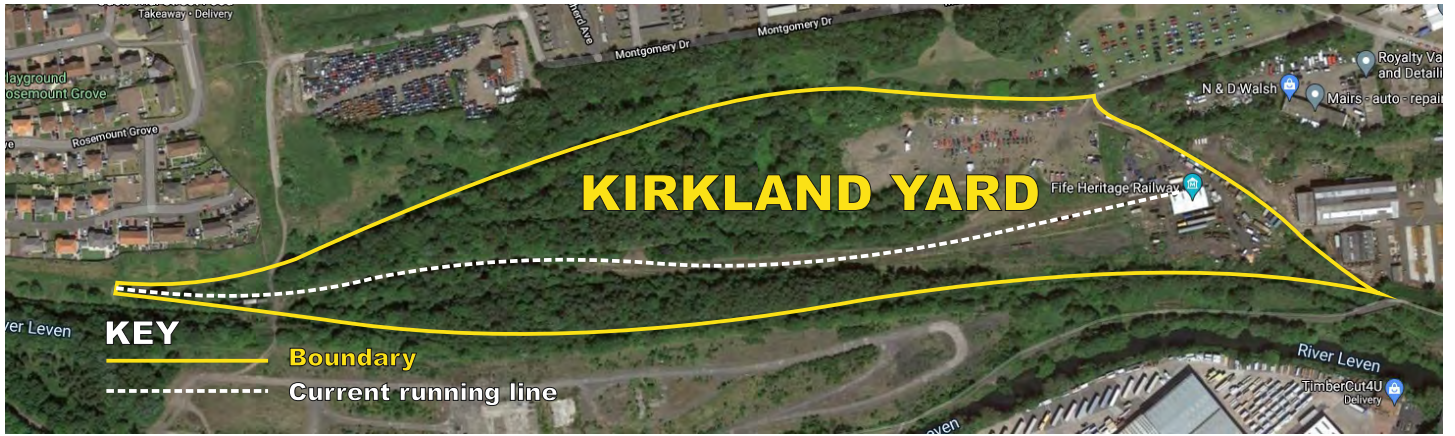
- To create a space and focus for fellow enthusiasts and visitors alike;
- Get young people interested in local history and their heritage;
- Combat social isolation in Levenmouth;
- Preserve local and regional heritage;
- Get locals involved with storytelling;
- Pass on specialised and soon to be lost skills:

## Why Now?

Improving our offer has always been something that we have aspired to do since we started but it feels particularly pertinent to do it now because of the Levenmouth Rail Link. We are aware we have our part to play in bringing visitors to Levenmouth by offering a focus for enthusiasts and their families and an interesting and welcoming place to visit.



# The Site - Kirkland Yard



20 acres of ex-BR marshalling yard owned by FHR. The running line for passenger trains has been highlighted in white. It runs to approximately 0.5 miles. (N.B. Additional sidings and lines are also in place but these have not been shown on this site plan.)

## Future Plans

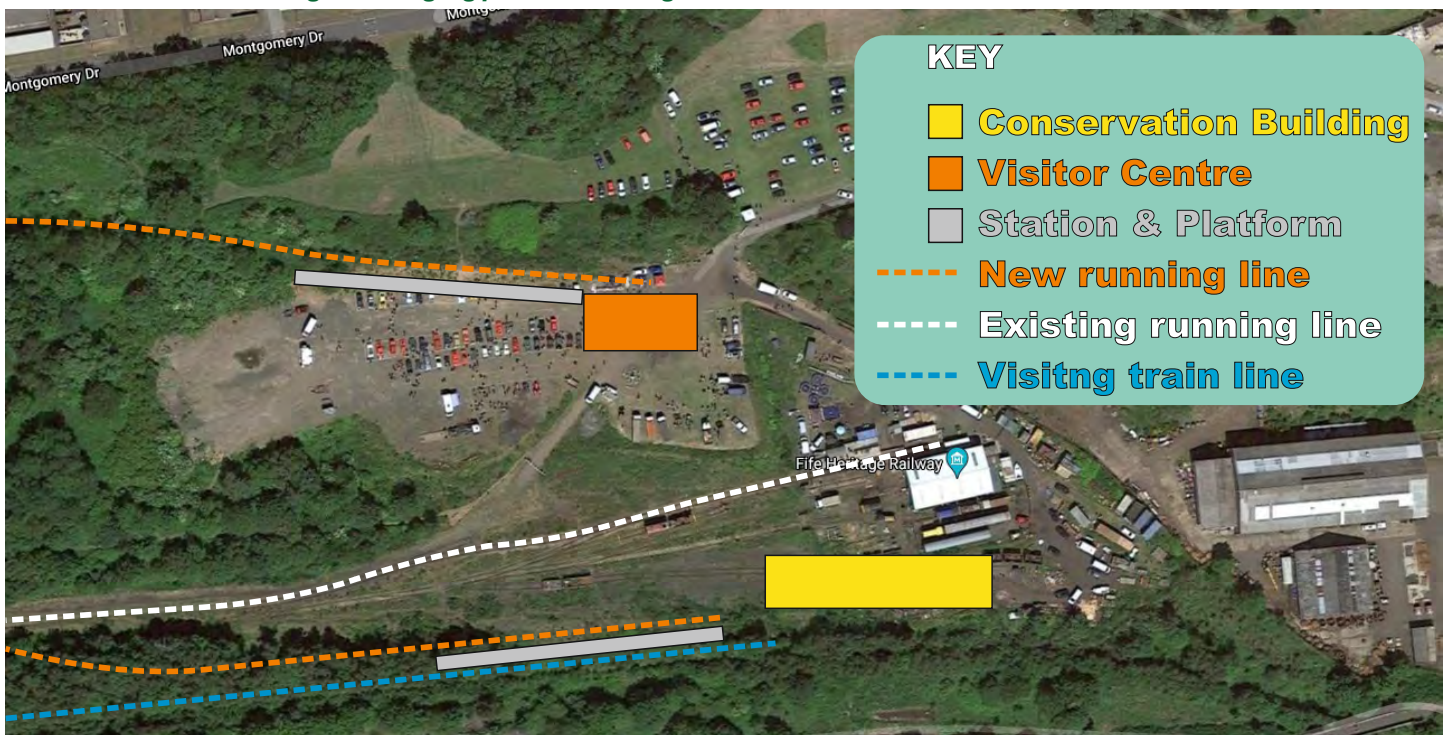
These could include-

**Conservation Building and Display hall** - where our stock can be stored under cover to reduce further deterioration while waiting for restoration. This would provide covered accommodation for completed projects to be stored giving them protection from the elements and freeing up space in the workshop where they are currently placed. (This building could be made accessible to the public for **guided** tours of the stock during both running and non-running days.)

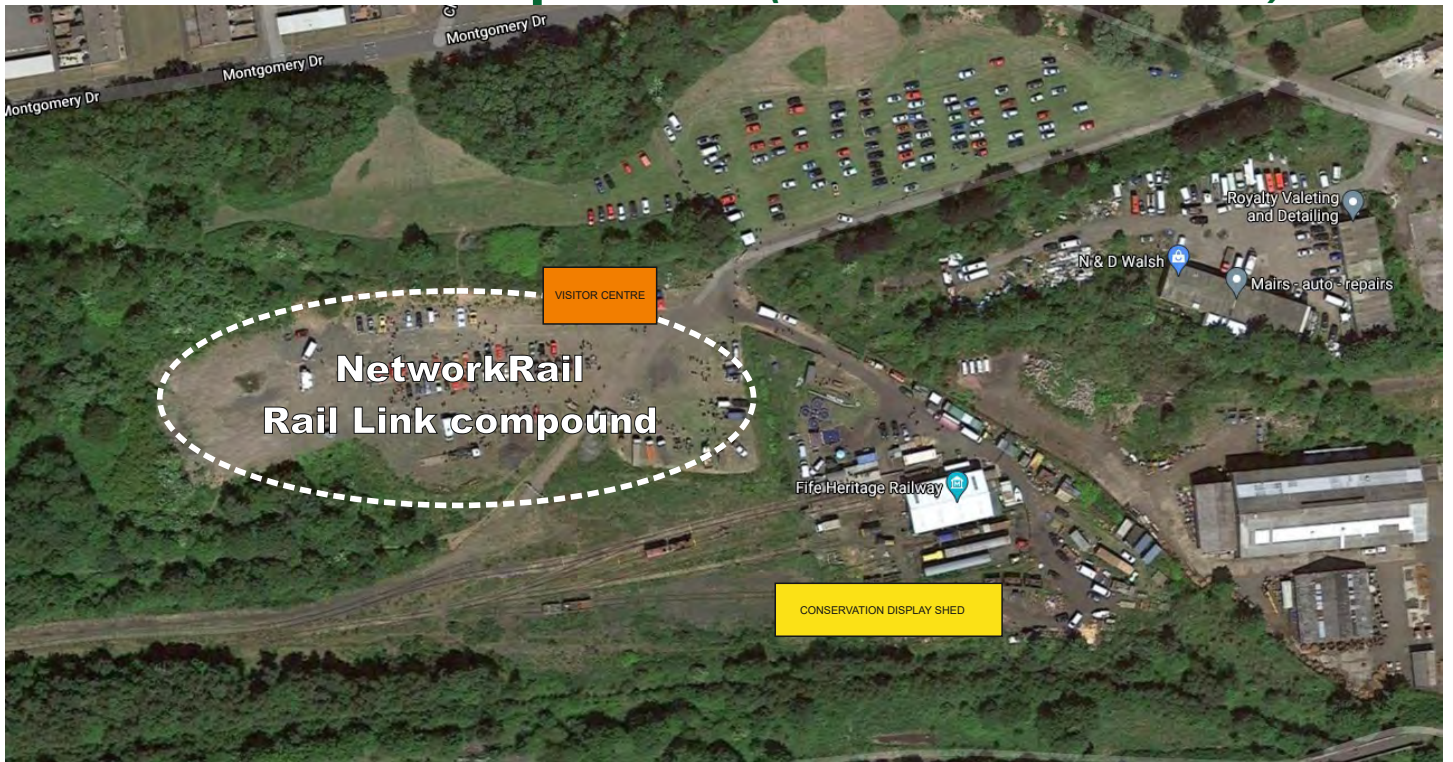
**Visitor Centre** - rail and road related items could be on show to the public on a regular basis throughout the year. It would ideally have all public facilities included, e.g. toilets, shop and café, etc. (The position of this building is dependent upon many factors but none of them relate to lack of ground space!)

**New Extended Running Line** - The new line (highlighted in orange) would connect to our other track at the West end of Kirkland Yard. This would allow a push-pull system to work between our two stations platforms. Increasing the run for passengers and their ultimate enjoyment.

**N.B.** The line marked in blue is a proposal we are discussing with Tourist Scotland and Network Rail and may or may not materialise! It would give a staging post for visiting tourist trains to stable and visit Levenmouth.



# NetworkRail Compound - (Leven Rail Link works)



## Short Term Plans

Due to NetworkRail requiring a suitable secure compound to carry out their construction of the Leven rail link, we have given them access to our site for up to 3 years. This does curtail our plans somewhat by restricting our further development in that area until they have returned the site to us. We are happy to oblige and be a constructive part of the process (*and the income from the lease is very much welcomed!*).

In the short term, all that can be done on our major plan is to consider the erection of the Conservation Building/Display Shed. The siting of this building can cover an existing unsightly area of our yard which at the moment is unseen by the public but when the trains start running to Leven Station, will certainly be in full view from the carriages on the main line! The side of the building can also be an advertisement for what we offer at Kirkland Yard and an encouragement to visit the site and to visit Levenmouth. ***If plans go ahead for the tourist train exchange siding proposal, then this can also be constructed while NetworkRail have their works compound.***

This would allow us to progress our aims for growth while supporting the infrastructure of the forthcoming railway to Leven. It would also allow us time to plan in more detail the way forward for the next phase of the overall plan.

The Conservation/display Building would allow us to store completed projects to be stored safely and securely and free up valuable space in the workshop for projects that are underway and currently sitting outside. Working in the open is acceptable on good weather days but so often work stops when the rain pours or the wind blows! Progress on projects should increase when under cover and hopefully this will show by more being completed in time for the rail link opening and visitors arriving to the area.

## Long Term Plans

Once NetworkRail return our yard to us, we can then seriously consider extending our track to the north edge of our site (*with track salvaged from the old line and donated by NetworkRail*). A station and a platform can be included in this development. *The Visitor Centre and the station can run concurrently with this development or as separate phases dependent upon funding.*

*It is expected that the compound fence being erected by NetworkRail will be left and will become an increased secure area within our land.*

## Short Term Plans - Conservation and Display Building

With a new steel framed building specifically for storage of both completed projects and ones still on the waiting list, we can stop the rot. Too many of our collection have gone past the point of no return. No under-cover accommodation is available as our workshop is mainly full of completed projects being kept indoors for security purposes. The lucky ones to gain access require less work due to being protected from the elements. River Eden has not had a repaint since returning to service in 2008. However other diesels left in the open require frequent attention with the paint brush. Also the storage of the collection outside does not allow safe access for the public. A new conservation shed would have enough space and good floor conditions for people to be given guided tours when there was no stock movement in the yard or surrounding sidings, etc.



The anticipated building would be 20 metres wide and up to 60 metres long. This would allow three tracks side by side and the equivalent of 3 ex BR coaches in length. On running days one of these lines would be vacant and allow easy, safe and comfortable access for the public to view the rest of the stock. No major restoration would be done in this building - projects would still be housed in the “Colin Munro Shed” to be close to the machines and workshop facilities. *(However it could prove a useful and clean environment to paint vehicles away from the dust of the workshop.)*

Only single phase domestic type electrical supply would be fitted to this shed. Some basic amenities could be added at a later stage, e.g. toilets and washing facilities. *The possibility of leaving an area to the rear for a future development for public facilities is not out of the question.*

The cost of such a building would be around £300,000. It would hold all the stock we have at present and still have space to allow us to expand the collection if and when that is possible.



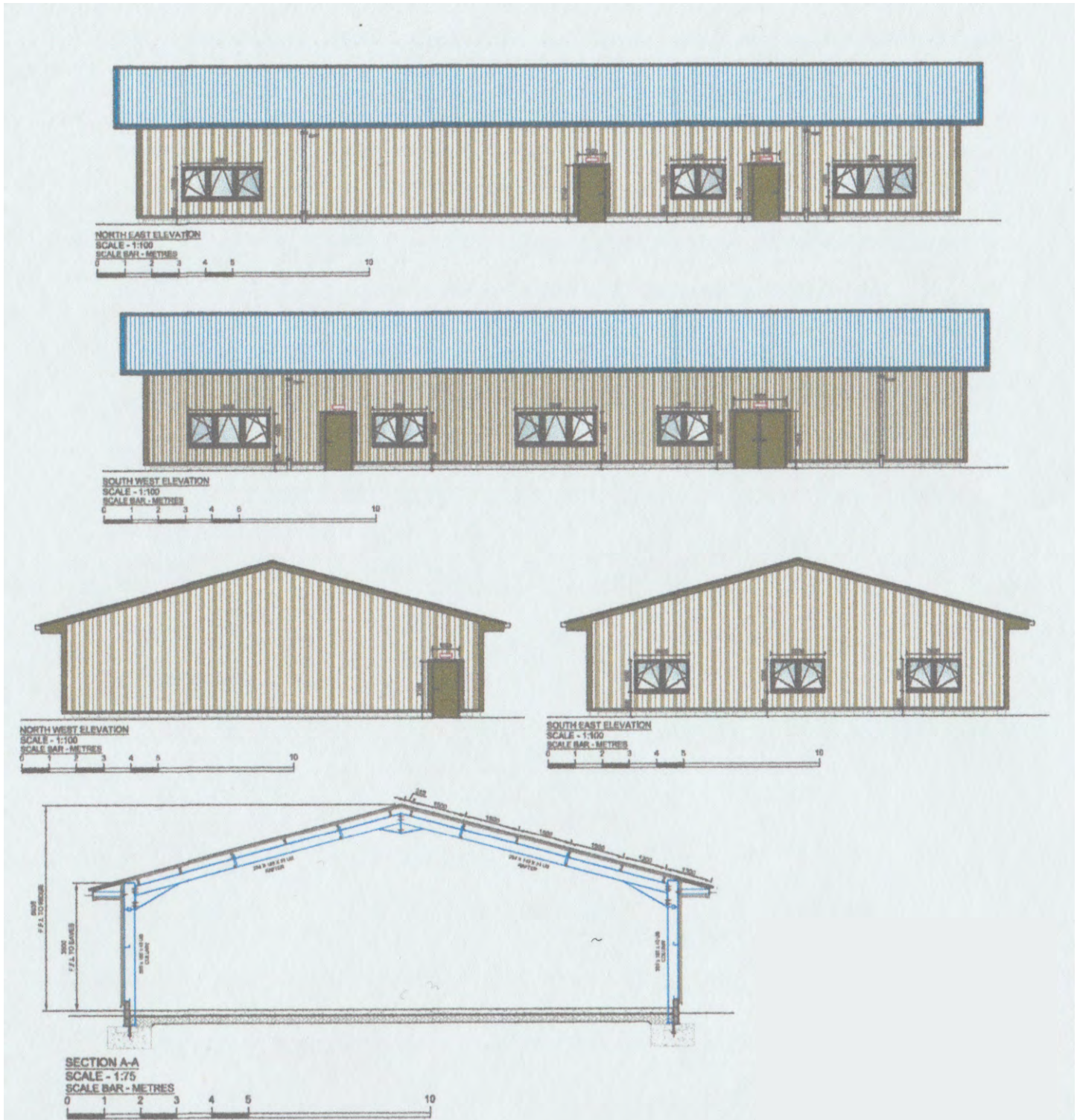
This is an image of preserved DMU two-coach set. Of course ours would have a steam engine at the other end but it does show what it could look like entering our station at Kirkland.

# Longer Term Plans - Visitor Centre

Discussions and negotiations are on-going for a visitor centre to be erected on our land outside our secure compound. This is proposed to have facilities that could be open to the public far more frequently - possibly even 5, 6 or 7 days a week.

The proposal is for a steel framed building of 30m x 15m and comprising of café, kitchen, toilets and meeting room/display area. *(This example of this has been taken from an existing planned structure elsewhere in Fife but is only being used as a guide at this stage.)* Architects will be required to draw up a suitable version for our needs.

**The anticipated cost of this building would be around £500,000.**



*This drawing is only shown for illustrative purposes.*

# Long Term Plans - *coaching stock*

New passenger rolling stock will be required for our longer running line and to increase seating capacity for greater numbers of visitors to Levenmouth and Kirkland Yard. These will take the form of two ex-British Railways Mark 1 or 2 coaches. These vehicles currently are valued at £30,000 upwards.



*Here are photos of typical coaching stock that we would be looking to add to the collection.*

The picture above shows a coach with a mixture of First and Second class seating.

The image to the left shows the interior of a Second class coach.

The coach below is a Brake composite coach. The brake area would be converted for wheelchair access via the double doors clearly visible on the right hand end.



# Overall Plans - *Kirkland's future - the conclusion*

The plans outlined here, both short term and long term, are not meant to be an “either/or” situation. They are complementary and based on the views of how best we can improve our facility to support the forthcoming rail link. No one part of these plans will work well enough. The whole plan cannot all be done all at one time but the preparation and phasing of the stages can be agreed and details drawn up. The Conservation/display building can go ahead right away but the visitors centre must wait until 2024 before it can be erected.

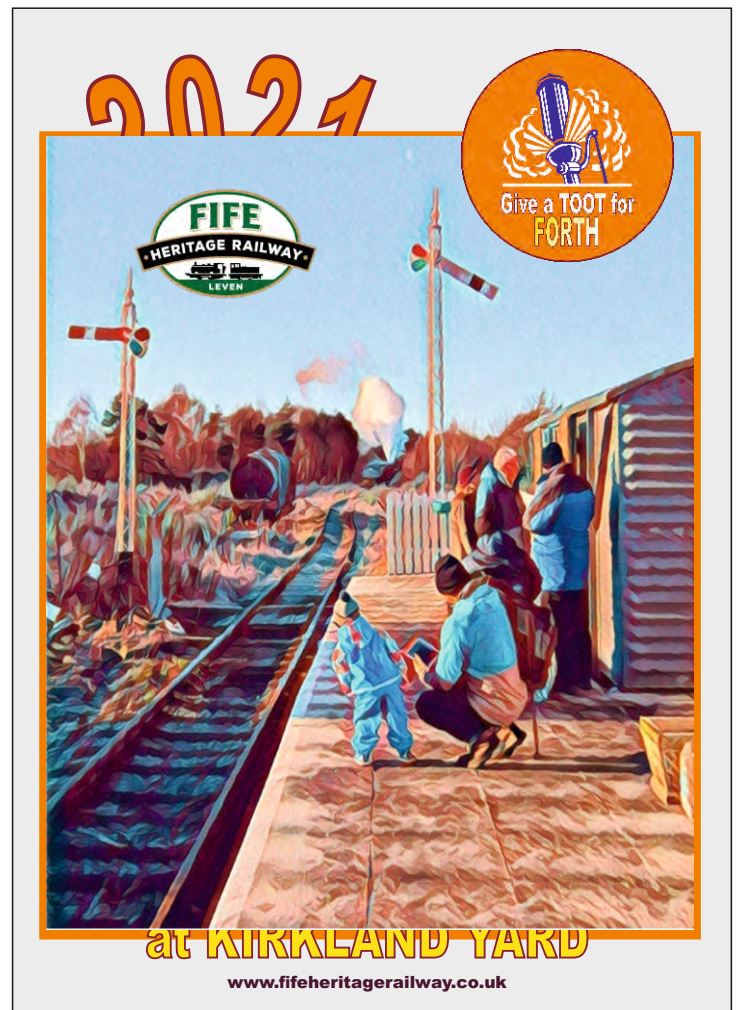
The conservation shed is a simple design and can be started almost immediately. The visitor centre will require architect involvement in the internal layout - also the land is not available until after NetworkRail have left the site again. The planning for this can be started now so that come the time the land is ready, we are ready to build it. The coach or coaches - this is being looked into at the moment with the rare DMU that has surprised us and become available. A second coach suitable for conversion to wheelchair access has also been identified but no agreement has been reached on that. **It will not be made available for use at Kirkland unless there is covered secure storage for it.**

The main points once again of succeeding with these plans would be -

- Preservation of FHR current stock;
- Increased security;
- Allowing FHR projects to be completed under cover which would improve efficiency and productivity;
- Improve the working conditions for the volunteers;
- Preserve old skills and pass them on to another generation;
- Increase our provision with the addition of attractive visitor centre;
- Increase our capacity for passengers on our steam and diesel trains;
- Make Leven (and Kirkland) a more attractive place to visit;
- Give another reason to visit Levenmouth;
- Increase the package on offer to enthusiasts, tourists and the local community;



**At the moment we hold a two star rating with The Scottish Tourist Board. With these plans adopted and put into place, just how many stars would be added to the plaque above?**



# Overall Plans - *The costs*

Some parts are easy to estimate, some are less so.

Conservation/Display Building*	<b>£295,000</b> + <b>£6,500</b> <i>planning, etc.</i>
Visitor Centre	<b>£500,000</b>
Coaching Stock	<b>See below.</b>

## Coaching stock options

• DMU**	<b>£13,000***</b> ( <i>short term</i> )
• BSO (on offer only if we can put it under cover)	<b>£3,000***</b> ( <i>longer term</i> )
• 1 Coach (if <b>either</b> of the above do not materialise)	<b>£33,000***</b> ( <i>short term</i> )
• 2 coaches if <b>neither</b> of the DMU or BSO happen)	<b>£66,000***</b> ( <i>longer term</i> )

\* *The price quoted above is from Dalrymple Construction Ltd. Dated 25th August 2021. Other companies will be sought for alternative costs in the near future.*

\*\* *The DMU has been inspected by a qualified coach and wagon inspector. It was found to be in a very good condition overall and a worthy project for FHR to pursue. Refurbishment costs for the DMU would be by "Sponsor a Seat" - a campaign that used for the Norwegian coach very successfully in the past.*

\*\*\**An Estimate of £3,000 has been added to the initial cost of the coaches to cover transportation to Kirkland. This may price vary slightly.*

Total costs are -  
Highest priced scenario.

**£877,500**

Lowest priced scenario.

**£817,500**

*It might be prudent to add a 10% contingency to these values. Subject to professional opinion.*



# Overall Plans - *The pace of change*

## 2019

This saw us running the last Sunday of the month from April to October (inclusive) plus Doors Open Day and one Santa Special in December.

The visitors varied from **500** on quieter days to **3,000** during the Car Rally in June.

The income from a typical running day would show the following breaks. Adult train fares would account for 67% of the income. Children's tickets (under 5's travel free) 9%. The tearoom would bring in 12%. Book shop and "Driver for a Fiver" would make 5% each. The final 2% coming from competitions, tombola and quizzes, etc.

*Please note that our biggest event is always the Leven Rally in June. This attracts **3,000** visitors. However due to the small **30** - seater coach, plus **10** in the shark brakevan, we can only accommodate **640** at full capacity. An income of **£3,456**. Where as a "normal" running day would see about **50%** of visitors taking a ride in the train, but during the rally we can only handle **21%**. With the DMU proposal adopted and in service, we could handle **34%** of the visitors - a staggering **1,040** passengers. Income from which would be in excess of **£5,500**. An increase on that day alone of **£2,000**.*

**As visitor numbers rise to Levenmouth on the new rail link, so will our numbers rise at Kirkland. These two things are mutually beneficial.**

## 2021

It is planned to restart our running days post-Covid from August. Add to this our intention to extend the running to both Saturday and Sunday. (*Saturday's have been a preparation day where the Yard is made safe and suitable to accept visitors.*) Most of the time is taken up with the slow warm up of the steam engine. However we could be ready to accept small numbers of visitors on our train which would incorporate diesel haulage. We could expect to see more diesel enthusiasts coming for this along with the simply curious.

## 2021

Therefore the following dates are likely -

Saturday 28th August from midday to 4pm.

Sunday 29th August from 11am to 4pm. (*Last train could be diesel hauled while the steam engine is cooled off and the fire dropped.*)

Saturday 25th September (*similar times to above*).

Sunday 26th September (*similar times to above*).

Saturday 30th October (*similar times to above*).

Sunday 31st October (*similar times to above*).

***Update from 29th August running day (first post Covid running day) - we had a very successful quantity of excited and happy visitors to Kirkland. Mostly families but some enthusiast's came from further afield too - mainly from the west coast. It was so well attended that the tearoom had to send out for more provisions. The next two months running days in September and October are eagerly awaited.***

***Advertising is on-going for people to visit during our volunteer/work days also. Visiting on the day prior to running days is also encouraged and welcomed. (No charge is made for these extra days but donations are welcomed.)***

# Overall Plans - *The pace of change*

2021

*An additional date will be added in October. This is the launch of the Hornby OO gauge model of our diesel locomotive "North British". The precise date has yet to be announced by Hornby. This event will champion the diesel but is likely to include the steam engine on the passengers train. The Saturday may also be arranged - subject to final approval.*

***Hornby and North British Distillery are both supporting this event.***



*The real locomotive on the left, compared to the Hornby version on the right. FHR have secured a number of the models for sale at Kirkland to our members, friends and enthusiasts.*



2021

Work to be done during 2021 in preparation for the next season.

- Inspection of the DMU coach that is up for sale. If deemed suitable, purchasing it as soon as possible and getting it to Kirkland would be a priority. **£10,000 + £3,000 transportation.**
- Conservation and Display Building - planning, funding and clearance of the site.
- Continue with running line upgrade and installment of a working cess\*. (*\*Clearance area along the side of any line for safety purposes.*)
- Tea room roof repaired and internal water damage fixed.

2022

- Erection of Conservation and Display building. (*Fitting it out with track and ballast will take our volunteers quite a time to bring the building into full use.*)
- While this is going on, work on the interior of the DMU can be carried out while outside the workshop. As soon as is practicable, stock stored in the workshop can be moved to the new building and projects currently being worked on outside, can enter the workshop.
- Increased and more professional Social Media will be taken up to expand our profile.
- Preparation of an alternative area of showground.
- Return of the Leven Car Rally.

Running days for 2022 based on these dates -

April 22 & 23; May 14, 15, 27 & 28; June 11, 12, 25 & 26; July 16, 17, 30 & 31; August 13, 14, 27 & 28; September 10, 11, 24 & 25; October 15, 16, 29 & 30:

Doors Open Day - TBA. Santa Special - TBA.

*(It may take us time to build up to the full timetable as we will require a greater amount of staff to cover all the posts required on such a frequent and regular service.)*

***Running days are being increased by a factor of four, income for 2022 should show a substantial increase also.***

# Overall Plans - *The pace of change*

## 2023

- The public access route to the Conservation and Display Building will have been laid and the method of taking guided tours will be trialled. This should all be in place by the start of the running season.
- The DMU should be ready for entering revenue service.
- Visitor Centre reaching final planning application stage.
- Possibility of second coach taken to Kirkland. *(An offer has been made by one of our members of a suitable coach on condition that it is kept under cover and secure.)* The coach will require some restoration in the workshop to make it serviceable for running with passengers. This can be done when the DMU coach has moved out of the workshop.

Running days similar to 2022. Possibly including birthday parties and team building exercises. Driver experience and driver training added.

***Although the running days are the same as 2022, the popularity should increase the visitor numbers and therefore the income will rise in 2023. The entry of the DMU into service will increase our passenger fare income - still the greatest single form of revenue.***

## 2024

Leven Rail Link opened. Kirkland Visitor Centre erected. Second coach completed and ready for service. The new station and platform can be considered at the north side of our yard (next to the Visitor Centre).

*If negotiations are successful for the tourist train siding at our yard, we would create a new line alongside the platform for our use. It would then also be possible to run our Norwegian Coach and diesel combo on a shorter line from our "old" station platform.*

***"Variety is the spice of life."***

# Overall Plans - *The future*

## 2024+

Our aim to build up the attraction to Kirkland Yard and Levenmouth as a whole will only have just begun, However the numbers attending will grow year on year. The heritage railway should be self financing and able to continue to add to the collection; pass on skills to the younger generation; and continue to be an attraction Levenmouth and Fife can be duly proud of.

The aim to be open to the public more regularly should be no longer a dream but a reality. Diversification and variety have already been discussed these could include -

- More than one train working at any time, i.e. steam on the outer lines and diesel hauled within the yard;
- Driver for a Fiver to continue and grow;
- Driver experience programmes running alongside driver training;
- Taster sessions for budding engineers;
- Birthday parties and team building programmes;
- Hosting other groups to give a wider experience and variety;
- Visiting engines and trains both from the main line and other heritage groups;
- Attracting other groups to hold their rallies, events and meetings at Kirkland Yard and combine the interests:

The list is endless and limited only by our imagination. These are the subjects and topics our current younger generation will be discussing and adding to when the older ones pass on the baton.

# Marketing

Currently we have a website and Facebook accounts. These are under constant review and will require constant updating and improving. We intend adding facilities to include buying tickets on line along with other purchases such as - shop products, gift vouchers, group tickets, birthday parties, and a facility to donate as well.

Our quarterly newsletter for our members could also have a version for our followers to download and read of progress and news from Kirkland.

Ensuring we are linked in to all Day Out internet sites as possible is an aim for future promotion. Featuring on site for family days out, must be a priority.

Although we have produced advertising materials for our running days, we have as yet not ventured far with this promotion concentrating mainly within the Levenmouth area and passing it on to visitors to Kirkland. These have been very well received and have found their way into many new visitors hands. ***(In 2019 4,000 postcards of general running days were distributed. 1,000 more were handed out advertising our Santa Special in December.)***

Producing a leaflet which can be printed in large numbers and distributed into Tourist Information Centres, etc. is a priority for our future progression.

Group visits to Kirkland will be another target area for improvement. ***(Out of the responses to our survey and average of around 10% of their income is from group trips, though some stated as***



***Heritage railways make a major contribution to the economies of the areas they serve both in terms of attracting tourism and of substantial spending on local services. Research undertaken for a number of railways suggests a mean benefit to the local economy of around 2.7 times the railway's turnover. In aggregate, this would suggest that the economic benefit nationally is just under £250m.***

***“The internet is becoming increasingly used for marketing. This last Christmas 80% of the bookings were made by Twitter (...) and the beauty of it is that you can penetrate the market much more cheaply than the more traditional ways.” John Wilson (Bressingham Steam Preservation Trust.)***

# Volunteering time

Around 725 hours are donated by the volunteers every month at Kirkland Yard.

***Many more hours are spent at home doing, among others things, managerial duties and organisation. No record of that time spent has been accounted for.***

24 January 2024

Agenda Item No. 9

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

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

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**Wards Affected:** All

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### Purpose

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

### Recommendations

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Members are asked to:

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

### Resource Implications

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None.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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None.

## 1.0 Background

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- 1.1 Annual reporting is one of a suite of measures designed to ensure that Fife's Common Good and Trust funds are managed and reported in a way that reflects best value for the organisation.
- 1.2 Settlement Trusts comprise several individual trusts and bequests specific to a defined geography which were brought together in 2014 following consultation with Community Councils and the charities regulator OSCR and/or Lord Advocate. A list of Settlement Trust and a statement of fund balances is contained in Appendix 8.
- 1.3 Non-Settlement Trusts cover more than one geography or were designated for a specific purpose. A list of Non-Settlement Trusts and a statement of fund balances is contained in Appendix 8.

## 2.0 Common Good and Trust Fund - Key Elements

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### 2.1 Revenue Account

#### Income

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

#### Expenditure

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

### 2.2 Projects Supported in 22/23

#### Common Good

- 2.2.1 Common Good funds dispersed no funding in 22/23.

#### Settlement Trusts

- 2.2.2 Settlement Trusts across Levenmouth, dispersed no funding in 22/23.

#### Non-Settlement Trusts

- 2.2.3 Non-Settlement Trusts across Levenmouth, dispersed no funding in 22/23.

## 3.0 Balance Sheet

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### 3.1 Property Assets

#### Heritable Property

- 3.1.1 Heritable Property comprises land and buildings held on Common Good and Trust accounts. In the main, this is municipal buildings and recreational land of various kinds.
- 3.1.2 The attached accounts reflect the assets held on the Common Good Balance sheet and the Trust Funds as at 31st March 2023. A complete list of all Common Good assets relative to this Area is also attached at Appendix 7.
- 3.1.4 The heritable property and investments represent the capital balances.

### 3.2 Other Assets and Liabilities

- 3.2.1 In addition to heritable property, each Common Good and Trust Fund also has investments. These investments are made using the Council's standard investment strategy to maximise income to the fund
- 3.2.2 The cash & cash equivalents comprise of monies held in the Council's bank account which receive internal interest from Fife Council.
- 3.2.3 The cash & cash equivalents, plus debtors and less creditors, represents the revenue balances.
- 3.2.4 The revenue account and balance sheet form the financial accounts for the Common Good Fund and Trusts, and this is attached as Appendix 1 to 8 to this report.

## 4.0 Moveable Property

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

## 5.0 Conclusions

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

### List of Appendices

- Appendix 1 – Combined Financial Statement
- Appendix 2 - Income Statement
- Appendix 3 - Rental Income breakdown
- Appendix 4 – Expenditure Statement
- Appendix 5 – Property Cost breakdown
- Appendix 6 – Balance Sheet
- Appendix 7 – Property Asset breakdown
- Appendix 8 - Charitable Trusts financial Statement
- Appendix 9 – Statement of uses for Settlement Trusts

## **Background Papers**

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

- Fife Council Annual Accounts 2022/2023

## **Report Contacts**

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## Combined Financial Statement

<b>COMMON GOOD FUNDS - LEVENMOUTH</b>		
	<b>Revenue Account</b>	
<b>2021/22</b>		<b>2022/23</b>
£		£
	<u>Income</u>	
(400)	Income from Rents	(400)
0	Income from Sale of Heritable Property	0
(41)	Interest from Cash Balances	(865)
(9,759)	Interest from Investments	(11,393)
0	Other Income	0
<b>(10,200)</b>		<b>(12,657)</b>
	<u>Expenditure</u>	
769	Property Costs	994
0	Donations	0
0	Other Expenditure	0
<b>769</b>		<b>994</b>
(207)	(Increase) / Decrease in value of Investments	20,391
<b>(9,638)</b>	<b>(Increase) / Decrease in Revenue Reserve</b>	<b>8,728</b>
	<b>Balance Sheet</b>	
<b>31st March</b>		<b>31st March</b>
<b>2022</b>		<b>2023</b>
£		£
	<u>Property Assets</u>	
185,000	Heritable Property	189,500
2,716,563	Property Leased to Fife Council	3,007,123
0	Capital Grant Unapplied	0
<b>2,901,563</b>		<b>3,196,623</b>
	<u>Other Assets and Liabilities</u>	
239,729	Investments	219,338
33,399	Cash & Cash Equivalents	44,616
2,154	Debtors	2,601
0	Creditors	0
<b>275,282</b>		<b>266,555</b>
<b>3,176,845</b>	<b>Net assets</b>	<b>3,463,178</b>
	<u>Financed by:</u>	
(2,901,563)	Capital Reserves	(3,196,623)
(275,282)	Revenue Reserve (incl Investments)	(266,555)
<b>(3,176,845)</b>	<b>Total Reserves</b>	<b>(3,463,178)</b>

## Income Statement

Common Good Funds	Income				Total Income
	<u>Interest on Cash Balances</u>	<u>Investment Interest</u>	<u>Other Income</u>	<u>Rents</u>	
Buckhaven	-8	-68	0	0	-77
Levenmouth	-857	-11,324	0	-400	-12,581
<b>Total Common Good</b>	<b>-865</b>	<b>-11,393</b>	<b>0</b>	<b>-400</b>	<b>-12,657</b>

## Rental Income Breakdown

<b>Rental Income</b>	<b>£</b>
Fife Voluntary Action	400
<b>Total Rental Income</b>	<b>400</b>

## Expenditure Statement

Expenditure				
Common Good Funds	<u>Grants</u>	<u>Property</u>	<u>Other Expenditure</u>	<u>Total Expenditure</u>
Buckhaven	0	0	0	0
Levenmouth	0	994	0	994
<b>Total Common Good</b>	<b>0</b>	<b>994</b>	<b>0</b>	<b>994</b>

**Property Costs**

<b>Property Cost</b>	<b>£</b>
Fire Insurance Forth Street/South Street	994
<b>Total</b>	<b>994</b>

## Balance Sheet

Balance Sheet						
Net Worth						
	<u>Heritable Property</u>	<u>Property Leased to Fife Council</u>	<u>Investments</u>	<u>Debtors</u>	<u>Cash &amp; Cash Equivalents</u>	<u>Total</u>
Buckhaven	0	436,399	1,317	16	406	438,138
Levenmouth	189,500	2,570,724	218,020	2,585	44,210	3,025,040
<b>Total Common Good</b>	<b>189,500</b>	<b>3,007,123</b>	<b>219,338</b>	<b>2,601</b>	<b>44,616</b>	<b>3,463,178</b>

## Heritable property and Leased to Fife Council breakdown

<b>Buckhaven &amp; Methil</b>			
<b>SRN</b>	<b>Description</b>	<b>NBV (£)</b>	
725	Muiredge Park Methilhaven Road	1	Leased to FC
726	Sandwell Street Park Sandwell Street	231,398	Leased to FC
6130	Buckhaven Burgh Chambers 1, College Street	205,000	Leased to FC
	<b>Total Leased to Fife Council</b>	<b>436,399</b>	
<b>Leven</b>			
<b>SRN</b>	<b>Description</b>	<b>NBV (£)</b>	
497	Greig Institute Forth Street	177,000	Heritable Property
621	Leven Bowling Club The Links, Links Road	12,500	Heritable Property
	<b>Total Heritable Property</b>	<b>189,500</b>	
627	Thistle Golf Course Leven Links	275,000	
628	Scoonie Golf Course Links Road	1,303,191	Leased to FC
748	Links Park & Beach Promenade	10,286	Leased to FC
750	Letham Glen Scoonie Brae	109,476	Leased to FC
4184	Leven Public Convenience Promenade	93,464	Leased to FC
5942	Promenade Car Park Promenade	509,307	Leased to FC
6153	Carberry House Scoonie Road	270,000	Leased to FC
	<b>Total Leased to Fife Council</b>	<b>2,570,724</b>	
101004	Festival Gardens Promenade		Other
	<b>Total Heritable Property</b>	<b>189,500</b>	
	<b>Total Leased to Fife Council</b>	<b>3,007,123</b>	
	<b>Total</b>	<b>3,196,623</b>	





**Charitable Purposes**

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

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

24 January 2024

Agenda Item No. 10

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## PROPERTY TRANSACTIONS

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**Report by:** Alan Paul, Head of Property Services

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**Wards Affected:** 21 and 22

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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

## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Disposals

**2.1.1 Corrective Conveyancing, 12.20 sqm. of ground at 33 Elmwood Road, Methil**

Date of Sale: 24 October 2023

Price: £0

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Background Papers

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

N/A

### Report Contact

Author Name	Michael Brown
Author's Job Title	Lead Professional
Workplace	Property Services – Estates Bankhead Central Bankhead Park Glenrothes, KY7 6GH
Telephone	07703 887404
Email	<a href="mailto:Michael.Brown@fife.gov.uk">Michael.Brown@fife.gov.uk</a>

24 January 2024

Agenda Item No. 11

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## Levenmouth Area Committee Workplan

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

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**Wards Affected:** 21 and 22

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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

Helena Couperwhite  
Committee Services Manager  
Telephone: 03451 555555 Ext. No. 441096  
Email- [helena.couperwhite@fife.gov.uk](mailto:helena.couperwhite@fife.gov.uk)

<b>Levenmouth Area Committee of 20 March 2024</b>		
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>
TRO - Proposed 20mph Methilhaven Road, Methil	Roads & Transportation	Lesley Craig, Eva Martinez
On Fife Levenmouth Activity update'	Communities and Neighbourhoods Service	David Paterson, Christine McLean
Pupil Equity Fund	Education and Children's Services	Zoe Thomson
2024-25 Area Roads Programme	Roads & Transportation	Lesley Craig, Paul Hocking
Local Area Economic Profiles	Business and Employability	Peter Corbett
Health & Social Care Locality Report - 6 monthly updates		
Common Good Fund (Standing Item)		
Levenmouth Local Community Plan - Progress Report 2023/24		David Paterson
Anti Poverty Work Update Report	Communities and Neighbourhoods Service	David Paterson
FEAT Trading CIC - demolition of doocot at Silverburn Park and installation of outdoor furniture	Communities and Neighbourhoods Service	David Paterson
Cotlands Park - defensive Fencing installation - LCPB Request	Communities and Neighbourhoods Service	David Paterson
Levenmouth Reconnected Programme for the bus service improvement project	Roads & Transportation	Phil Clarke

<b>Levenmouth Area Committee of 15 May 2024</b>		
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>
Grounds Maintenance Service Domestic Waste and Street Cleansing Service Annual Review	Environment & Building Operations (AT&E)	Scott Clelland, Alexander Anderson-Es
School Attainment and Achievement Report	Education and Children's Services	Shelagh McLean

<b>Levenmouth Area Committee of 15 May 2024</b>		
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Liz Watson-SC
Operational and Community Briefing on Policing Activities within Levenmouth	Police Scotland	
Area Housing Plan Update 2024	Housing Services	Peter Nicol
Health & Social Care Locality Report - 6 monthly update	Health and Social Care	Jacquie Stringer-fc
Common Goods Fund (Standing Item)	Communities	David Paterson
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Scottish Fire & Rescue Service	
Green Health Partnership - Ratification of Funding (65K)	Communities and Neighbourhoods Service	David Paterson
Progress Update Report – Justice Social Work (JSW) Welfare Support Worker	Communities and Neighbourhoods Service	David Paterson
Through the Gears - Update on project & Video Presentation		David Paterson, Barry Clark
Eagle Road MUGA - Resurfacing Proposal Funding Request	Communities and Neighbourhoods Service	David Paterson

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Sport Scotland Targeted Approach- Levenmouth- Anti Poverty Funding to Remove Barriers to Individual Access	Communities and Neighbourhoods Service	David Paterson	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Community Renewal Project Proposals - Update and Current Spend Profile	Communities and Neighbourhoods Service	David Paterson	
Water supply for Buckhaven Growing Space; plus offgrid ideas	Communities and Neighbourhoods Service	David Paterson	
Common Goods Fund (Standing Item)	Communities	David Paterson	
the establishment of and funding for a Petanque club at Scoonie Bowling Green	Communities and Neighbourhoods Service	David Paterson	
preparations for Letham Glen Centenary (2025).	Communities and Neighbourhoods Service	David Paterson	
Complaints Update Report		David Thomson-CRM, Diarmuid Cotter	
Area Roads Programme - Final Report for 2023/24	Roads & Transportation	Paul Hocking	