

Tuesday, 23 April 2024 - 9.30 a.m.

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct, members of the Committee are asked to declare any interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of the City of Dunfermline Area Committee meeting of 6 February 2024. 5 – 10
4. **A994 & CROSSFORD – PROPOSED SPEED LIMITS** – Report by the Head of Roads and Transportation Services 11 – 14
5. **PROPOSED 20MPH SPEED LIMIT AND PARKING PROHIBITION – DUNFERMLINE LEARNING CAMPUS** – Report by the Head of Roads and Transportation Services 15 – 20
6. **PROPOSED PARKING PROHIBITION – PHOENIX LANE, DUNFERMLINE** – Report by the Head of Roads and Transportation Services 21 – 23
7. **COMMUNITY RECOVERY FUNDING APPLICATION: KINGDOM COMMUNITY BANK FINANCIAL INCLUSION WORK** – Report by the Head of Communities and Neighbourhoods 24 – 27
8. **LOCAL COMMUNITY PLANNING BUDGET REQUEST: DUNFERMLINE CHILDREN’S GALA 2024** – Report by the Head of Communities and Neighbourhoods 28 – 29
9. **COMMUNITY CENTRE IMPROVEMENTS PROGRAMME** – Report by the Head of Communities and Neighbourhoods 30 – 39
10. **STREET RENAMING CONSULTATION** – Report by the Head of Business and Employability 40 – 47
11. **DUNFERMLINE COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLAN PROGRESS REPORT 2023 - 2024** – Report by the Head of Communities and Neighbourhoods 48 – 78
12. **DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2023-24** – Report by the Head of Environment and Building Services 79 – 82
13. **JUSTICE SOCIAL WORK SERVICE – COMMUNITY PAYBACK: UNPAID WORK SCHEME** – Report by the Head Children, Families and Criminal Justice 83 – 96

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14. PUBLIC HEALTH REPORT & YOUNG PEOPLE HEALTH & WELLBEING SURVEY RESULTS – Report by the Head of Education Services	97 – 103
15. AREA CAPITAL UPDATE REPORT 2023-2024 – Report by the Executive Director Finance and Corporate Services	104 – 107
16. CITY OF DUNFERMLINE AREA COMMITTEE WORKPLAN – Report by the Executive Director Finance and Corporate Services	108 – 112

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

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

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16 April 2024

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

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

2nd Floor Meeting Room, Regency House, Crossgates Road, Halbeath

6 February 2024

9.30 am – 12.15 pm

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

ATTENDING: Vicki Connor, Lead Consultant, Michael Anderson, Service Manager, Jenna Brown, Graduate Engineer, Matthew Roberts, Consultant Engineer, Lesley Craig, Lead Consultant, Caroline Low, Technician Engineer, Roads and Transportation Services; Peter Corbett, Lead Officer, Sunil Varu, Economic Adviser, Business and Employability Services; Fiona McKay, Head of Strategic Planning, Performance and Commissioning, Jacquie Stringer, Service Manager, Health and Social Care Partnership; Lindsay Gilfillan, Project Manager, Shirley Melville, Temporary Community Manager (Dunfermline), Communities and Neighbourhoods Service; Laura Robertson, Finance Operations Manager, Emma Whyte, Committee Officer, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Cara Hilton and Jim Leishman.

105. DECLARATIONS OF INTEREST

Decision

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

106. MINUTE

The committee considered the minute of the meeting of the City of Dunfermline Area Committee of 12 December 2023.

Decision

The committee agreed to approve the minute.

107. AREA ROADS PROGRAMME 2024/25

The committee considered a report by the Head of Roads and Transportation Services which identified projects proposed for inclusion in the 2024-25 Area Roads Programme for the City of Dunfermline area.

Decision

The committee:-

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- (1) approved the report and Appendices 1 – 3 (Carriageway Schemes, Footway Schemes and Traffic Management and Road Safety);
- (2) delegated authority to the Head of Roads and Transportation Services to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Convener and Depute Convener; and
- (3) noted Appendices 4 and 5.

Councillor Ballantyne-Wardlaw joined the meeting during consideration of the above item.

108. DUNFERMLINE FREE BUS TRAVEL INITIATIVE

The committee considered a report by the Head of Roads and Transportation Services seeking approval to progress an initiative to offer free bus travel for all in the City of Dunfermline area on selected dates in March 2024.

Decision

The committee agreed to commit the 2023/24 devolved parking budget allocation to fund an initiative offering free bus travel for everyone in the City of Dunfermline area on 10, 30 and 31 March 2024.

109. TRAFFIC REGULATION ORDER - C53 TOWNHILL TO BOWERSHALL, PROPOSED 40MPH SPEED LIMIT

The committee considered a report by the Head of Roads and Transportation Services to consider a proposal to introduce a 40mph speed limit on the C53 Townhill to Bowershall.

Decision

The committee:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 40mph speed limit as detailed in drawing TRO/23/62 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

110. LOCAL ECONOMIC PROFILE 2022

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

Decision

The committee:-

- (1) noted the issues raised from the analysis of the latest available data; and

2024 CODAC 47

- (2) acknowledged the ongoing economic challenges.

111. HEALTH AND SOCIAL CARE LOCALITY PLANNING 6 MONTHLY UPDATE

The committee considered a report by the Head of Primary and Preventative Care (Senior Leadership Team Lead for Dunfermline H&SC Locality Planning Group) providing members with an overview of the Health and Social Care (H&SC) Locality Planning Outcomes for the City of Dunfermline during 2023.

Decision

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

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

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

Decision

The committee:-

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

113. COMMUNITY RECOVERY FUND PROPOSALS 2024

The committee considered a report by the Head of Communities and Neighbourhoods Service informing members of the current proposals relating to the Community Recovery Fund (CRF) allocated to the City of Dunfermline area and seeking approval of contributions to projects which would be ready to start within the current financial year 2023/24.

Decision

The committee agreed to approve contributions from the Community Recovery Fund to the following projects:-

- (1) Townhill Loch Ecological Appraisal - £10,000; and
- (2) Dunfermline Marketing Intern Pilot - £17,404.80.

Councillor Ellis left the meeting during consideration of the above item.

114. LOCAL COMMUNITY PLANNING BUDGET REQUEST - BRUCE FESTIVAL 2024

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution of £10,000 from the Local Community Planning Area Budget, to support the organisation of the Bruce Festival.

Decision

The committee agreed that:-

- (1) a contribution of £10,000 to support the organisation of the Bruce Festival would be more appropriately funded from the Community Recovery Fund; and
- (2) a briefing note would be circulated to members advising of the committed spend and balance of the Community Recovery Fund.

115. LOCAL COMMUNITY PLANNING BUDGET REQUEST - HSCP "THE WELL"

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution of £20,574.50 from the Local Community Planning Anti-Poverty Budget, to support the financial costs of a 12 month part-time Link Worker post.

Decision

The committee agreed to a contribution of £20,574.50 from the Local Community Planning Anti-Poverty Budget to support the financial costs associated with a 12 month part-time Link Worker post.

116. LOCAL COMMUNITY PLANNING BUDGET REQUEST - TACKLING POVERTY AND PREVENTING CRISIS - STAFFING

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution of £64,000 from the Local Community Planning Area Budget to fund the recruitment of a number of temporary posts to support the Tackling Poverty and Preventing Crisis agenda.

Decision

The committee agreed to a total contribution of £64,000 from the Local Community Planning Area Budget split across the following posts:-

- Welfare Support Assistant (FC6 x 18 hours = £11,805.34)
- Community Education Worker (FC7 x 6 hours = £7,085.99)
- Anti-Poverty Support Officer (FC5 x 36 hours = £32,402.70)
- Community Food Tutor (FC6 x 12 hours = £12,516.97)

117. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

2024 CODAC 49

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

Decision

The committee reviewed and noted the contents of the forward work programme.

118. NOTICE OF MOTION

In terms of Standing Order No. 10 the following Notice of Motion was submitted:-

Councillor Boubaker-Calder, seconded by Councillor Calder, moved the following:-

Motion- Speed Limit of A994 between Crossford and Cairneyhill

“Committee notes concerns of residents of Cairneyhill Road in Crossford over speeding from traffic both entering and exiting the village.

Committee notes the section of the A994 between Crossford and Cairneyhill sits within the Dunfermline Central ward.

Committee requests a report be brought back the Area Committee by June 2024 requesting a consideration of reducing the speed limit on this section of road to 40mph, making it consistent with the other roads entering Crossford.”

Amendment

Councillor Barrera, seconded by Councillor Anis-Miah, moved the following:-

“Committee also notes that residents from Kingseat Road are very concerned of speeding vehicles and that these families feel unsafe when leaving their property, especially those with young families.

Committee requests that on top of the report to consider reducing the speed limit on the A994 section of the road previously mentioned to 40mph as per other entrances to Crossford, to also bring to Area Committee in June 2024 a study of calming measures that can be implemented in Kingseat Road to reduce the number of accidents and ensure residents’ safety.”

Both the movers of the motion and the amendment agreed to conjoin and the revised conjoined motion read as follows:-

“Committee notes concerns of residents of Cairneyhill Road in Crossford over speeding from traffic both entering and exiting the village.

Committee notes the section of the A994 between Crossford and Cairneyhill sits within the Dunfermline Central ward.

Committee requests a report be brought back the Area Committee by June 2024 requesting a consideration of reducing the speed limit on this section of road to 40mph, making it consistent with the other roads entering Crossford.

2024 CODAC 50

Committee also notes that residents from Kingseat Road are very concerned of speeding vehicles and that these families feel unsafe when leaving their property, especially those with young families.

Committee requests that on top of the report to consider reducing the speed limit on the A994 section of the road previously mentioned to 40mph as per other entrances to Crossford, to also bring to Area Committee in June 2024 a study of calming measures that can be implemented in Kingseat Road to reduce the number of accidents and ensure residents' safety."

Decision

The committee agreed the conjoined motion unanimously.

23 April 2024

Agenda Item No.4

A994 & Crossford – Proposed speed limits

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

Wards Affected: Ward 3 – Dunfermline Central

Purpose

The purpose of this report is to allow the City of Dunfermline Area Committee to consider proposals to lower the 30mph speed limit on roads through Crossford to a 20mph speed limit and the national speed limit on A994 between Crossford and Cairneyhill to 40mph.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the 40mph & 20mph speed limits detailed in drawings TRO24_14a & TRO24_14b (Appendices 1 & 2) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this Traffic Regulation Order and deliver the associated traffic management works will be approximately £10,000 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland and Crossford Community Council are aware.

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and

on the affected length of roads. In addition, details of the proposed TRO will be made available at www.fife.gov.uk.

1.0 Background

- 1.1 A motion was agreed at the Committee meeting of the 6th of February 2024, for Roads & Transportation Services to submit a report to the June 2024 meeting of the committee with options for reducing the speed limit and traffic calming measures on A994 Crossford to Cairneyhill and Kingseat Road. Kingseat Road will be the subject of a separate report in June.
- 1.2 The speed limits in Crossford were reduced to 20mph in 2010 on all residential estate roads, excluding the A994 Main Street & Cairneyhill Road, and C11 Waggon Road.
- 1.3 The Scottish Government is committed to working with local authorities to reduce the speed limit in our towns, cities and villages to 20 mph, by the end of 2025, to help make these roads safer for all road users.

2.0 Issues and Options

- 2.1 Reducing the remaining roads in Crossford to 20mph, i.e. Main Street, Cairneyhill Road & Waggon Road, (see Appendix 2) is in line with the Scottish Government's National Strategy for 20mph speed limits, as these roads meet the criteria in the guidance.
- 2.2 The reduction of the A994 though Cairneyhill will be processed through the South & West Fife Area Committee.
- 2.3 With both Crossford and Cairneyhill proposed to be 20mph, it is intended that the speed limit of the adjoining A994 is reduced to 40mph as a buffer (see Appendix 1). This should encourage slower speeds on approach to the village gateways.
- 2.4 No vertical speed reduction measures are proposed alongside the speed limit reduction. However, the streets will be appropriately signed and all flashing "Your speed" signs will be reset to the 20mph threshold.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that 40mph and 20mph speed limits are promoted to lower speeds as detailed in Appendices 1 & 2.

List of Appendices

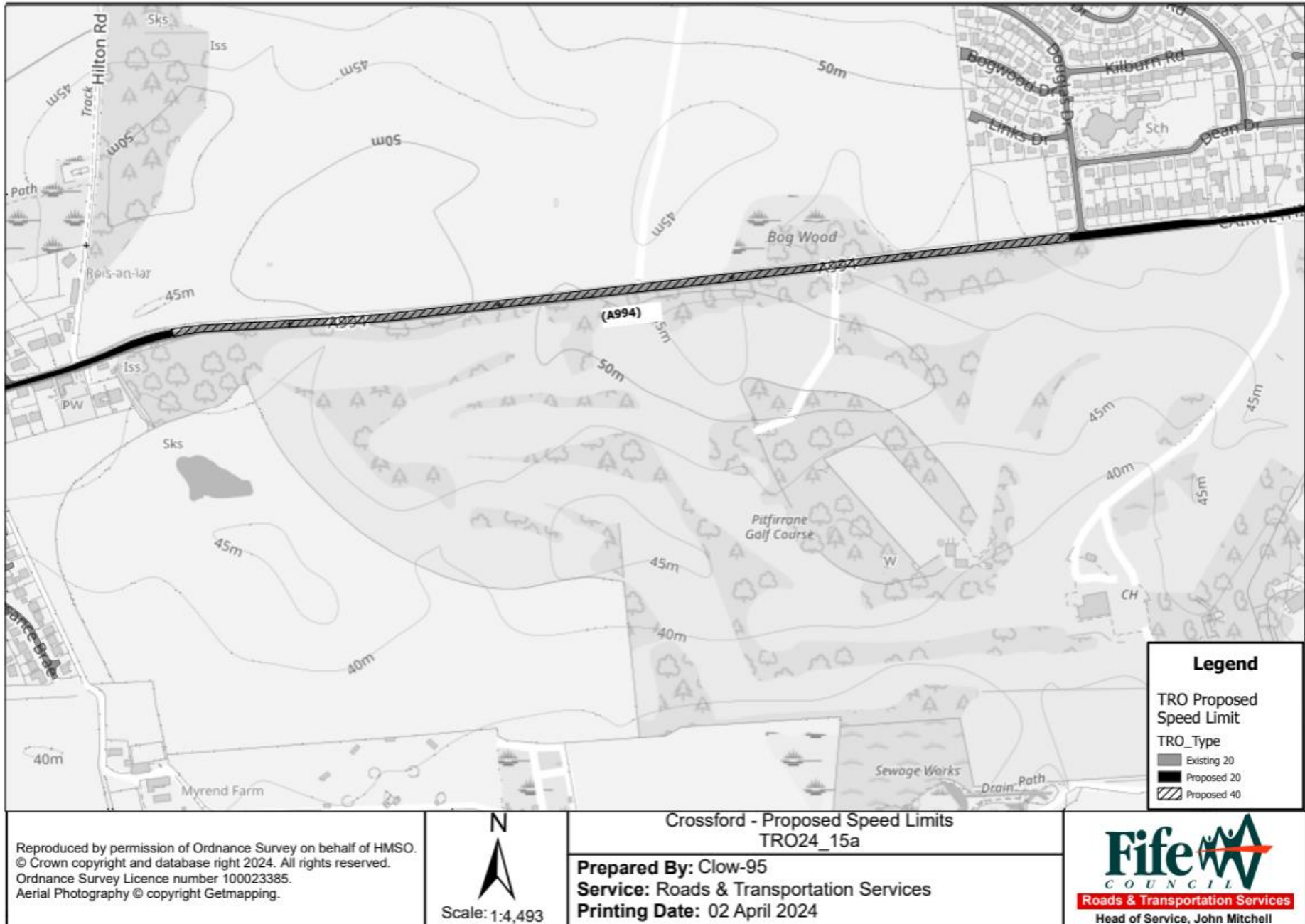
1. Drawing No. TRO24_14a – A994 Proposed 40mph
2. Drawing No. TRO24_14b – A994 & Waggon Road Proposed 20mph

Report Contacts

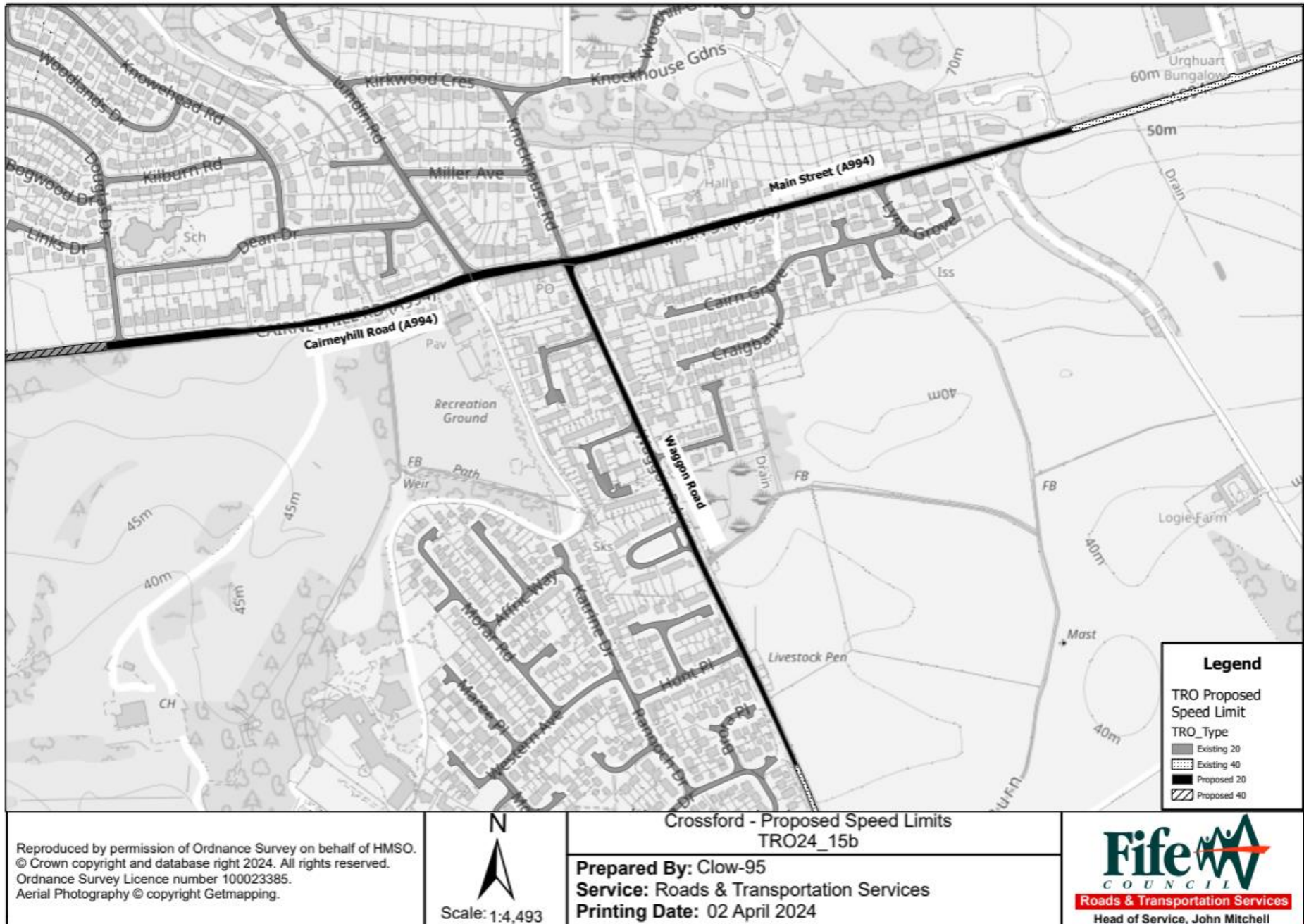
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Appendix 1



Appendix 2



23 April 2024

Agenda Item No. 5

Proposed 20mph Speed Limit and Parking Prohibition – Dunfermline Learning Campus

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

Wards Affected: Ward Nos. 3 & 4 – Dunfermline Central & South

Purpose

The purpose of this report is to allow the City of Dunfermline Area Committee to consider proposals for a 20mph speed limit on remaining roads in the vicinity of the new Fife College and Woodmill & St Columba’s RC High Schools and to provide “No Waiting at Any Time” (double yellow line) parking prohibitions on Old Muirhouse Road, Bracken Road and Sandpiper Drive.

Recommendation(s)

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

- (1) agrees to the promotion of Traffic Regulation Orders (TROs) to:
 - i. provide the 20mph speed limit as detailed in drawing no. TRO24_21A (Appendix 2);
 - ii. extend the parking prohibition as detailed in drawing no. TRO24_21B (Appendix 3); and
- (2) authorises officers to confirm the Traffic Regulation Orders within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote these TROs will be approximately £5,000 which covers Roads & Transportation Services’ and Legal Services’ staff costs, advertising, and installation. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

These proposals have been agreed with FC Property Services managers responsible for the Dunfermline Learning Campus development.

The local Ward Councillors, Police Scotland, Parking Management, and the Halbeath and Duloch Community Council have been advised.

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

1.0 Background

- 1.1 The Fife Council (East Dunfermline Areas – 20mph Speed Limit) (Amendment) Order 2016 introduced 20mph speed limits on all roads that were to be constructed in the housing estate to the west of the Dunfermline Learning Campus site. (Appendix 1)
- 1.2 Calaiswood Crescent was originally planned to be a 30mph distributor road linking through from the Dunlin Drive roundabout to Old Muirhouse Road, however, it will now terminate in a cul-de-sac, leaving a pedestrianised walkway to the north of the new Fife College building.

2.0 Issues and Options

- 2.1 The Dunfermline Learning Campus is nearing completion and Traffic Regulation Orders are required to allow the installation of road signs and road markings on the surrounding streets by FC Property Services.
- 2.2 In line with the Scottish Government's strategy for 20mph on all appropriate roads, Calaiswood Crescent, Old Muirhouse Road and Bracken Road meet the criteria being within 100m walking distance of a learning facility. It is proposed to implement a 20mph speed limit as shown in Appendix 2.
- 2.3 It is also proposed to provide a "No Waiting At Any Time" (double yellow line) prohibition the full length of Old Muirhouse Road and its junction with Bracken Road to ensure the free flow of traffic at all times past the school buildings. This road will be a bus route and sufficient parking for the school and college buildings is provided in adjacent car parks. This is shown in Appendix 3.
- 2.4 It is also proposed to extend the "No Waiting At Any Time" prohibition to the south of the Old Muirhouse Road junction on Sandpiper Drive to keep the junction clear of parked vehicles and ensure the safety for passing vehicles on the 40mph distributor road.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety in and around the Dunfermline Learning campus, that these Traffic Regulation Orders be promoted.

List of Appendices

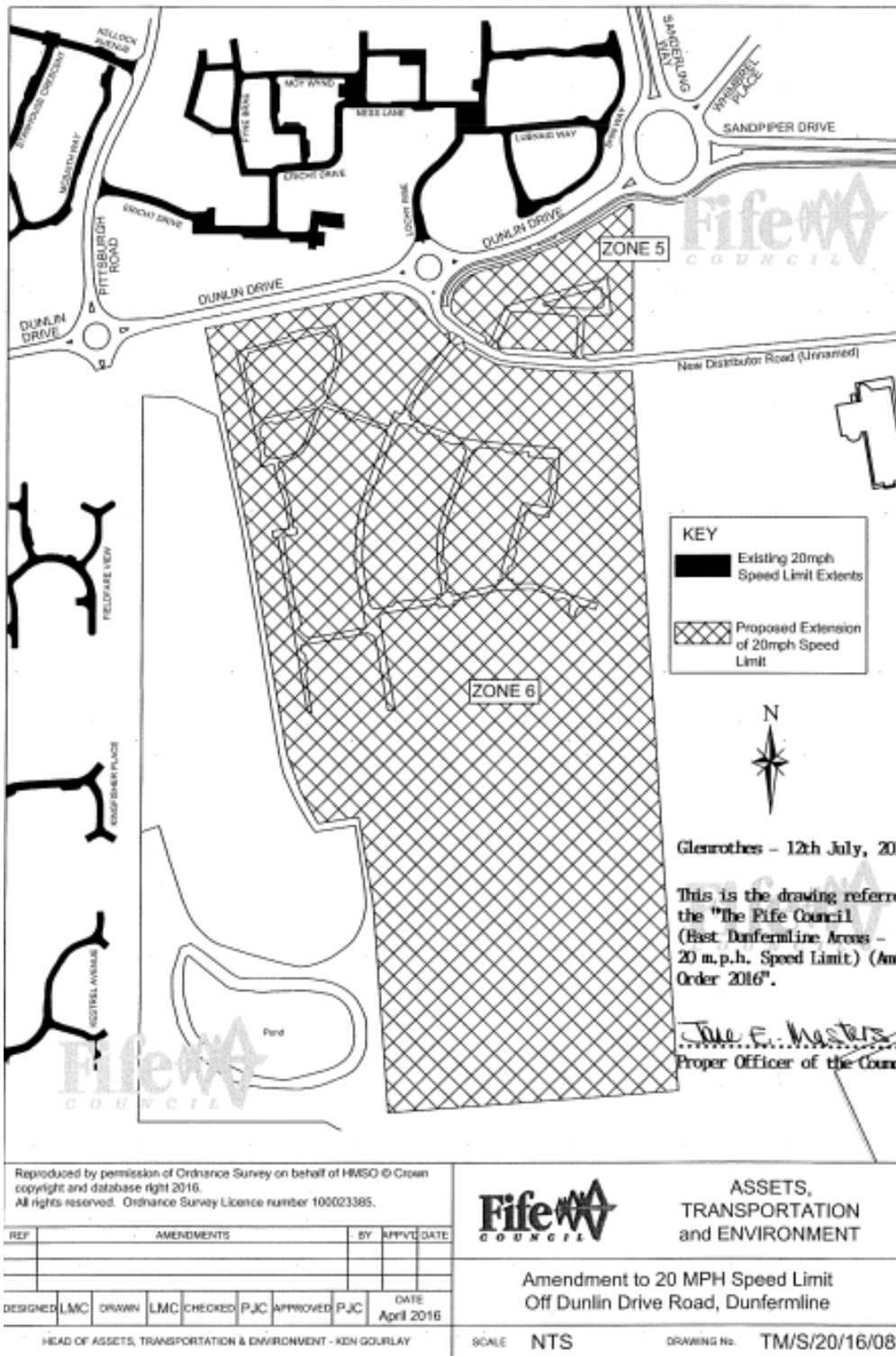
1. Drawing no. TM/S/20/16/08 – 2016 Amendment to 20mph Speed Limit Off Dunlin Drive
2. Drawing no. TRO24_21A – Proposed 20mph Speed Limit
3. Drawing no. TRO24_21B – Proposed "No Waiting At Any Time" Prohibition

Report Contacts

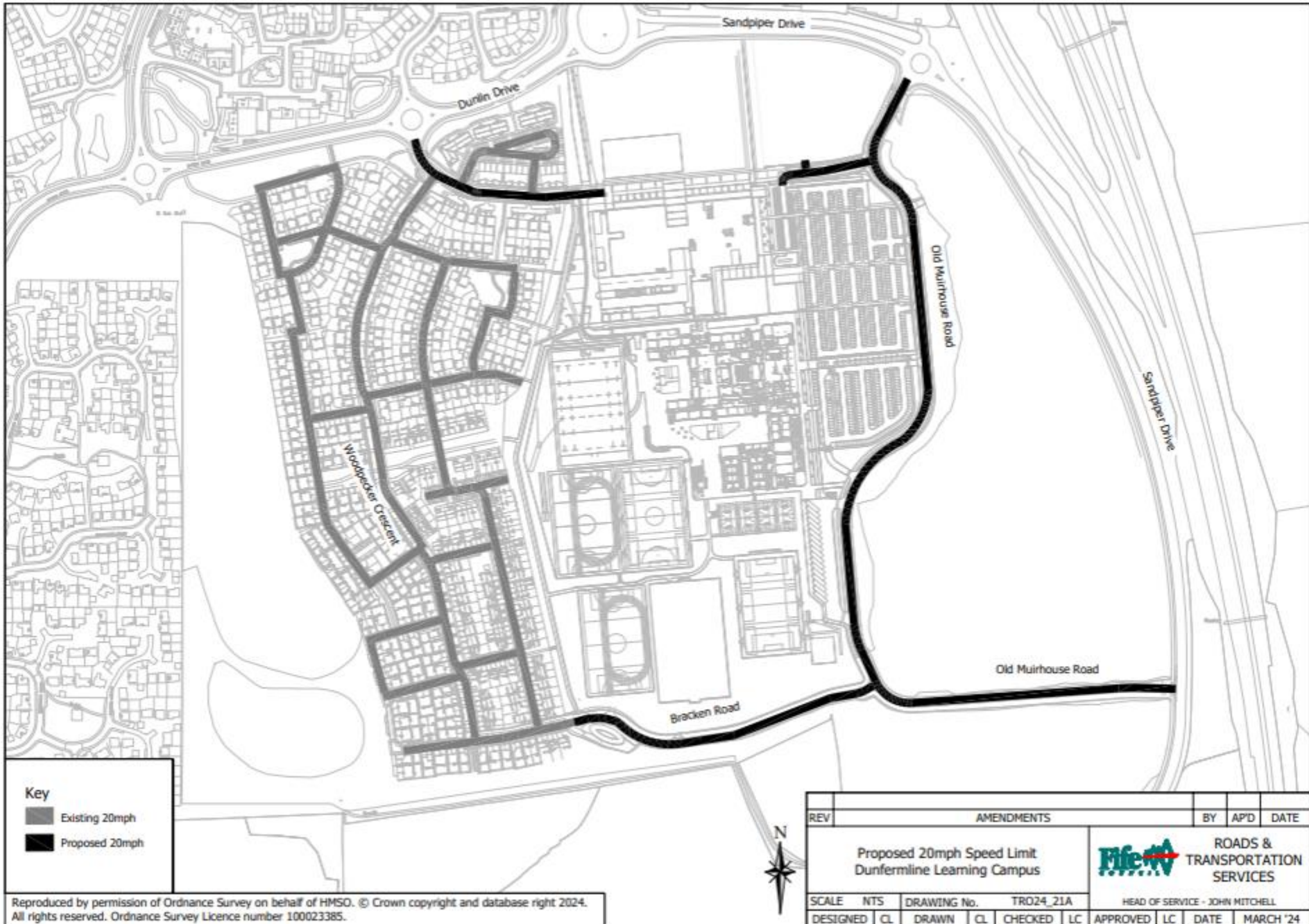
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Appendix 1: 2016, 20mph Amendment TRO



Appendix 2 – Drawing no. TRO24_21A

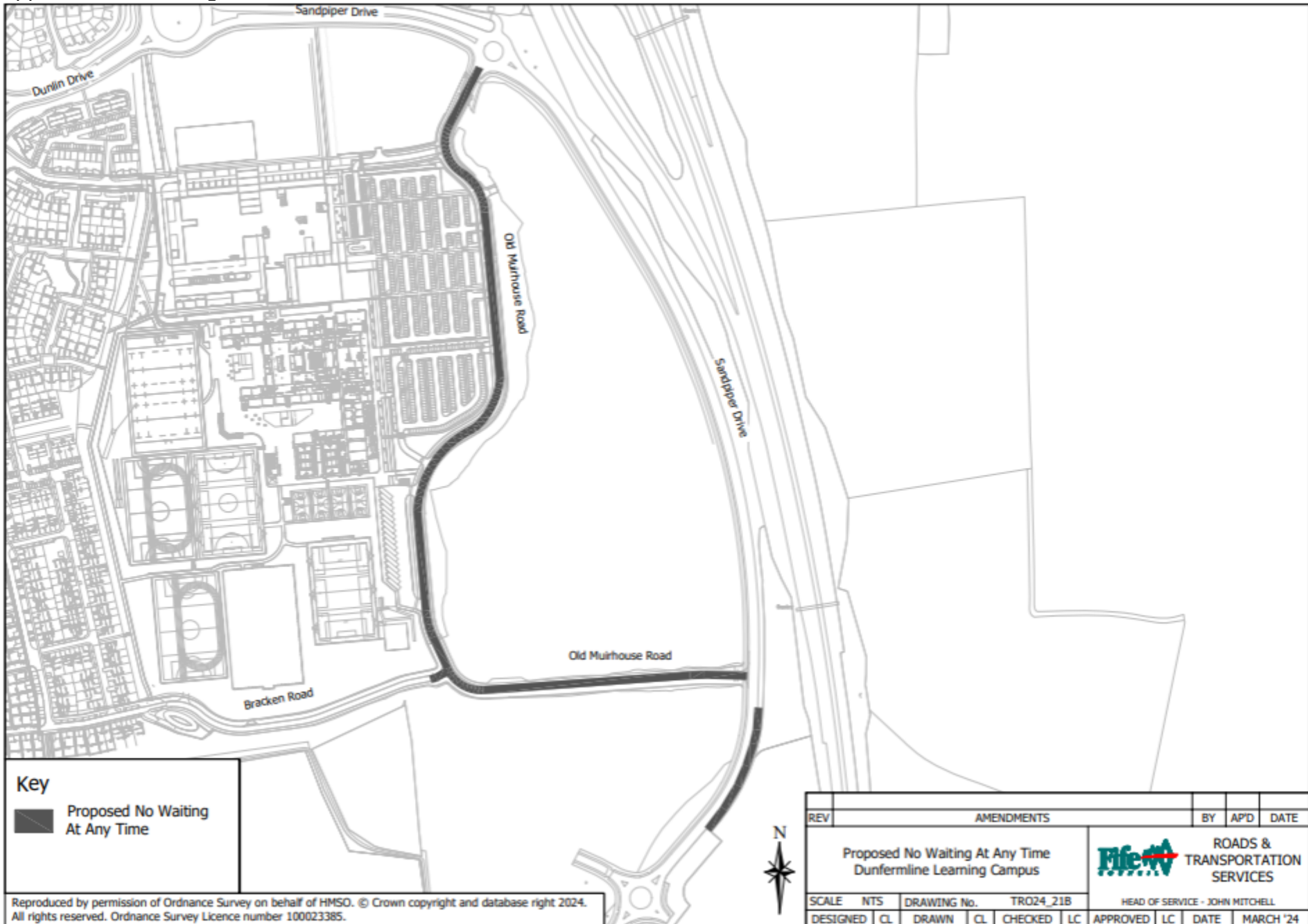



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REV	AMENDMENTS				BY	AP'D	DATE
	Proposed 20mph Speed Limit Dunfermline Learning Campus						
SCALE	NTS	DRAWING No.	TRO24_21A	HEAD OF SERVICE - JOHN MITCHELL			
DESIGNED	CL	DRAWN	CL	CHECKED	LC	APPROVED	LC
						DATE	MARCH '24



Appendix 3 – Drawing no. TRO24_21B



Key
 Proposed No Waiting At Any Time

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REV	AMENDMENTS				BY	AP'D	DATE
	Proposed No Waiting At Any Time Dunfermline Learning Campus						
SCALE NTS		DRAWING No. TRO24_21B		HEAD OF SERVICE - JOHN MITCHELL			
DESIGNED	CL	DRAWN	CL	CHECKED	LC	APPROVED	LC
						DATE	MARCH '24



ROADS & TRANSPORTATION SERVICES

23 April 2024

Agenda Item No. 6

Proposed Parking Prohibition – Phoenix Lane, Dunfermline

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

Wards Affected: Ward No. 2 – Dunfermline North

Purpose

The purpose of this report is to allow the City of Dunfermline Area Committee to consider a proposal to extend the “No Waiting at Any Time” parking prohibition on Phoenix Lane, Dunfermline.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to extend the parking prohibition as detailed in drawing no. TRO24_23 (Appendix 1); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,300 which covers Roads & Transportation Services’ and Legal Services’ staff costs, advertising, and installation. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Police Scotland, Parking Management, and the Milesmark and Baldridgeburn Community Council have been advised.

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

1.0 Background

- 1.1 In 2019, local residents and businesses raised safety and access concerns about vehicles parking on the very narrow footway on the east side of the street and on the junction with Baldridgeburn, making pedestrians walk on the road and causing sightline issues for drivers. Double yellow lines were provided to stop the parking on the east side as a result.

2.0 Issues and Options

- 2.1 Complaints have now been raised about vehicles parking on the west side of Phoenix Lane. Parking at the south end is opposite the access to the narrow private road of the small industrial estate. This prevents larger vehicles from gaining access, which affects deliveries.
- 2.2 It was thought that the building roller doors and fire door and accesses would prevent parking on the west side. However, the access and roller doors now appear to be unused and the little parking that was conceivably safe is being misused and overrun.
- 2.3 Parked vehicles often cause vehicles to mount the east pavement to get along the road, which increases road safety risks for pedestrians, including children walking to school.
- 2.4 Parking also occurs close to a fire door, raising safety concerns in the event of an emergency.
- 2.5 It is proposed to extend the “No Waiting At Any Time” (double yellow lines) prohibition to the west side as shown in Appendix 1.

3.0 Conclusions

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

List of Appendices

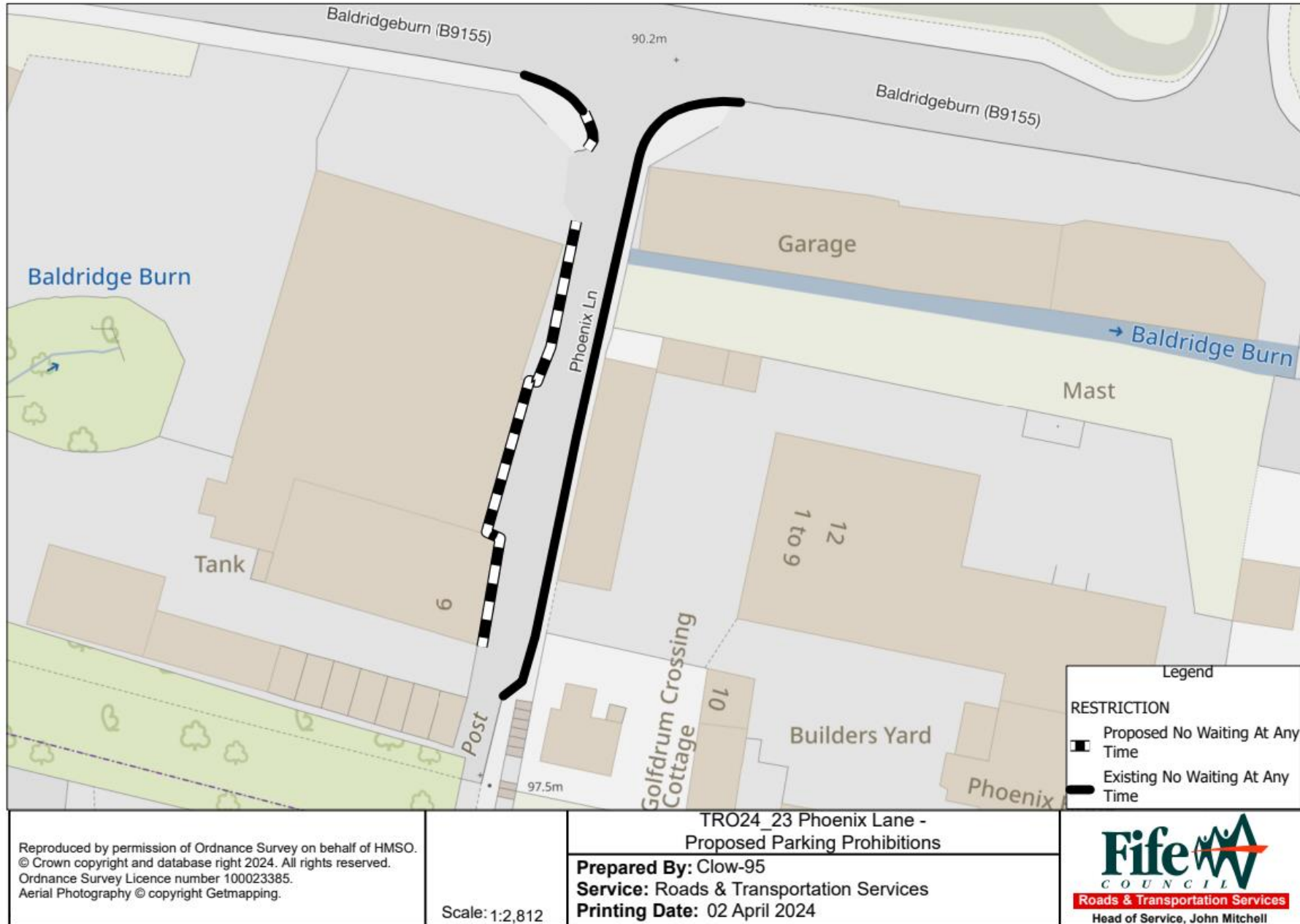
1. Drawing no. TRO24_23

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Appendix 1 – Drawing no. TRO24_23



Community Recovery Funding Application: Kingdom Community Bank Financial Inclusion Work

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

Wards Affected: Wards 2,3 & 4

Purpose

To seek agreement from the Area Committee for a contribution of £27,500 from the Dunfermline Community Recovery Fund (CRF) to support the financial costs of a 12 month part-time Financial Development Worker post for the City of Dunfermline (employed through Kingdom Community Bank), whilst also setting aside funds for targeted project work.

Recommendation

The Committee is asked to consider and agree to an allocation of £27,500 for this request. These funds will come from the Community Recovery Fund (CRF). The project fits within the Local Community Planning priorities, specifically – building strong and resilient communities. The funding will be used for:

- £21,500 for a 12 month part-time Financial Development Worker position
- £6,000 to allow for targeted financial development projects

Resource Implications

There will be sufficient funding available within the CRF budget, with a current balance of **£213,823.38**. The project end date will mirror the end date of CRF spend and evaluation processes.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

There has been local consultation with elected members and key officers through the Dunfermline Poverty Action Group and the Community Learning & Development team. Discussions have taken place with both pantries in Dunfermline (Food For Your Future and Baldridgeburn Community Pantry) regarding the suitability of this project.

1.0 Background

- 1.1 At its meeting on 25 August, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 22nd September approved the 'Help with Cost of Living: Extending Community Support' report which set out a general approach and criteria for the Fund, including the allocation of the £9m across the 7 Area Committees. The City of Dunfermline's allocation is £1.24M.
- 1.2 The specific criteria for the fund is as follows:
 - Projects should link to Local Community Plan priorities.
 - Projects should take account of Plan for Fife recovery priorities (Community Wealth Building, Tackling Poverty, Economic Recovery, Climate)
 - Projects should provide assessment of benefit to ensure no unintended consequences.
- 1.3 Projects delivered via Community Recovery Fund should be completed by 31 March 2025 to allow for a full evaluation to be presented at Cabinet.
- 1.4 This is a budget request for £27,500 for this financial year to contribute to the funding of a part time financial development worker (£21,500) as well as an allocation to support targeted project work (£6,000).
- 1.5 The need for raised awareness of financial literacy has been identified in several ways, namely through the ongoing cost-of-living crisis and the subsequent increase in demand on frontline crisis intervention services. With high cost credit options available, including payday loans and 'loan sharks', there is a real need for more focussed 'upstream' work to improve the financial outlook of both individuals and the community.
- 1.6 The funding will be used to support staffing, and allow £6,000 for focussed project work.

2.0 Project Information

- 2.1 The project will work with established groups/ partnerships to raise awareness of credit union membership and the benefits it can bring. Working collaboratively in the area, the post will offer support to individuals to allow them to take control of their financial situation by encouraging membership of Kingdom Community Bank (or other credit unions if appropriate).

2.2 The project will have the following aims:

- To increase the number of credit union members in Dunfermline
- To embed a culture of financial literacy and education across the area
- To leave a legacy of improved budgeting, saving and financial resilience in the area, where credit union membership is promoted widely by all services and partners.

2.3 To achieve the aims, the project will involve the following work:

- Work with existing community food providers to promote credit union membership to customers and the wider community. In doing this, it will also work with Community Education colleagues to embed financial resilience, education and budgeting into new and existing learning programmes.
- To achieve a long-term legacy and embed resilience within the community, the project aims to work with young people to promote lifelong saving and budgeting.
- The worker will engage with key local stakeholders and work collaboratively with FC/ partner agencies in the area.

2.4 A similar pilot project has been running in South and West Fife over the previous 12 months, with some positive outcomes achieved through their early evaluations. Due to such close geographical locations and a new bank located within the Community Support Hub, it is an ideal time to adopt this project in Dunfermline. Some key highlights from the SWF interim evaluation are as follows:

- Successful engagement with over 2,300 people across a wide range of community venues – public sector, third sector and private sector and private businesses.
- New memberships from SWF increased by over 400% and represented just over 15% of the total new members in that year.
- New members in SWF took out loans worth £3,000 but in turn, have combined savings of £7,843 at the time of writing. This demonstrates success in that people are not just joining to borrow money during these difficult times, they are saving too.
- A subsidy scheme (12 week project) was introduced into 5 pantries, to which 107 participants engaged and invested just under £3,500 in savings incentives. These participants continued to invest their own money beyond the subsidy scheme to an amount of just under £3,500, almost exactly matching the subsidy level. This demonstrates a willingness to save out with incentive schemes.

3.0 Conclusion

- 3.1 The application meets the criteria for CRF processes, and also meets the LCP priorities of building strong and resilient communities.
- 3.2 The project will deliver on a number of aims to help build financial understanding and resilience locally. There will be a strong focus on engagement with pantries, communities, local partners and young people.
- 3.3 After proven success in South & West Fife, and with the new Kingdom Community Bank branch located within the Community Support Hub, now is a good time to raise awareness of credit unions whilst also delivering some upstream, preventative poverty work.
- 3.4 If approved, this will leave a remaining CRF balance of **£186,323.38**

Report Contact

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Local Community Planning Budget Request: Dunfermline Children's Gala 2024

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

Wards Affected: Wards 2,3 & 4

Purpose

To seek agreement from the Area Committee for a contribution from the Local Community Planning Budget to assist with the delivery of the 2024 Dunfermline Children's Gala. This will be the second Dunfermline Children's Gala to be held post pandemic, after a 4-year gap.

Recommendation

The Committee is asked to consider and agree to an allocation of £10,000 for this request, via an equal split from each of the 3 Dunfermline wards.

Resource Implications

There will be sufficient funding available in the Local Community Planning Area Budget in order to approve this award for the financial year 2024/25.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

All Dunfermline Elected members have been consulted on the project through the presentation of the LCP application at Mega-Ward, during which, the previous year's funding evaluation was provided.

1.0 Background

- 1.1 The criteria for spend from the Local Community Planning Area Budget requires authorisation from the Area Committee before amounts of over £5,000 can be committed.

- 1.2 This is a budget request for £10,000 for this financial year to contribute to the delivery of a safe and successful gala event on Saturday 22 June 2024.
- 1.3 It is recommended that the request be split equally from each of the 3 Dunfermline wards (approx. £3,333 per ward).

2.0 Project Information

- 2.1 Dunfermline Children's Gala is an important part of the heritage and culture of Dunfermline. For more than 100 years, the gala has created a sense of belonging and achievement for the children and families of Dunfermline.
- 2.2 The Dunfermline Children's Gala includes around 2000 children and their families from all schools in Dunfermline, bringing about a day where the community comes together, creating memories and reminding families life is good, especially in these times post-covid amid a cost-of-living crisis.
- 2.3 The community led, family friendly event is accessible to all families, regardless of background to ensure inclusivity and opportunities for all. Young people are given volunteering opportunities, which will increase their skills and experience for future employment and university applications.
- 2.4 The event is held within Pittencrieff Park which makes use of one of Dunfermline's biggest public green spaces. The increased footfall results in spending in local shops and restaurants.
- 2.5 The pursuit of fundraising initiatives and external funding has led to this application for matched funding, covering less than one-third of the total project expenses, which exceed £35,000. This demonstrates commitment to leveraging external support to finance the project.

3.0 Conclusion

- 3.1 The application is eligible for the Local Community Planning budget. A copy of the original LCP budget application is available upon request.

Report Contact

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23 April 2024

Agenda Item No. 9

Community Centre Improvements Programme

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

Wards Affected: Ward Nos.2,3 & 4

Purpose

The purpose of this report is to highlight the projects which are proposed to be undertaken with support from the Local Area Community Planning Budget 2024-2028.

Recommendation(s)

Committee is asked to:

- (1) review and approve proposed programme of works;
- (2) agree to prioritisation of works; and
- (3) agree to the allocation of £28,000 to support 2024/25 Community Centre enhancements as described at appendix 3.

Resource Implications

Sufficient funds are available to support submitted proposals.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

None

1.0 Background

- 1.1 Throughout 2023, Community Use Dunfermline team have been working hard to improve and enhance the look and feel of our Community Centre, aiming to create warm and welcoming spaces for local residents and community organisations to enjoy. Aligned with the Plan for Fife, Local Area Plan, and our very own Community Use plan we are focussed on ensuring our community spaces are affordable, accessible, and inspirational with our overall aim of providing Thriving Places with Opportunities for All and promoting Community Led Services.
- 1.2 A recent analysis of our centre usage figures this financial year highlights a consistent increase in participation across the majority of our facilities. Appendix 1 provides more details on these figures over the last 3 years. Of note, we have seen a surge in footfall in Abbeyview (+15.7%), Baldridgeburn (+15.4%), Dell Farquharson (+87.4%), John Marshall (8.8%) and Townhill Community Centres (+0.5%).
- 1.3 We have also seen an increase in activity over the last 12 months in our venues, most notably at Baldridgeburn & Townhill Community Centres which includes Chair Yoga, Dance Classes, Comedy Events & Pre-school Gymnastic. Most recently we have now started taking bookings for Birthday Party Packages at affordable prices at Baldridgeburn Community Centre and hope to rollout similar packages in Dell Farquharson soon.
- 1.4 As part of the Warm Welcome offering, we have delivered a range of services and activities to local communities, these include Grinchmas Party's, Silent Disco's, Soft Play & a hugely successful Easter Funday. Evaluations for these activities is provided at Appendix 2.
- 1.5 We strongly believe recent improvements at these community centres has played a key role in encouraging groups, businesses, and local resident to use our buildings more and bring more activity and events to local communities. Community Use is equally committed to hosting our own events having ran 3 Grinchmas parties over the festive period and a Family Silent Disco in February. We hope to run Family Open Days in our larger venues attracting members of the community that have lost their connection to their local community centres whilst working with partner organisations to bring information and services to these events.

Improvements Undertaken in 2023

- 1.6 Despite budget constraints, with support from the Local Community Planning Budget, Community Payback team, and dedication from our caretaking staff, we've made the following enhancements:
 - **Baldridgeburn** – Refreshed paint work throughout the centre, curtains replaced in main hall and snooker room. Main hall wallpaper striped and re-papered. Centre networked with WIFI access now available in all public spaces. All badminton, table tennis and snooker equipment replaced.
 - **Dell Farquharson** – Carpet replaced in main hall. Learning suite, upper hall and accessible toilet decorated. All badminton, table tennis and snooker equipment replaced. Snooker and pool tables re-covered.
 - **James Allan** – Main hall floor replaced.
 - **John Marhsall** - Additional heating installed and all curtains in main hall replaced. Accessible parking bay re-lined.
 - **Touch** – Main hall and meeting space redecorated, meeting space carpet replaced. Centre networked with WIFI access now available in all public spaces.

- **Townhill** – Main hall, all 3 toilets re-painted, all external doors re-preserved and painted. All badminton, table tennis and snooker equipment replaced. Snooker tables recovered.

1.7 Overall, despite staffing challenges our team have worked diligently over the past year and remains committed to enhancing our centres in the years ahead.

2.0 Issues and Options

2.1 Whilst a lot of work has been done to date, there is still some significant work to be done to continue with our enhancements. Appendix 3 provides details of further enhancements that we have identified as needing to be done and have prioritised these works by financial year.

3.0 Conclusions

3.1 It is requested that Committee review and agree to fund these works over the next four years to help us continue these much-needed enhancements and allocate £28k for 24/25.

List of Appendices

1. Community Use Dunfermline Footfall Figures
2. Proposed list of enhancements at Community Centres throughout Dunfermline

Report Contact

Scott Fenton

Community Use Team Manager

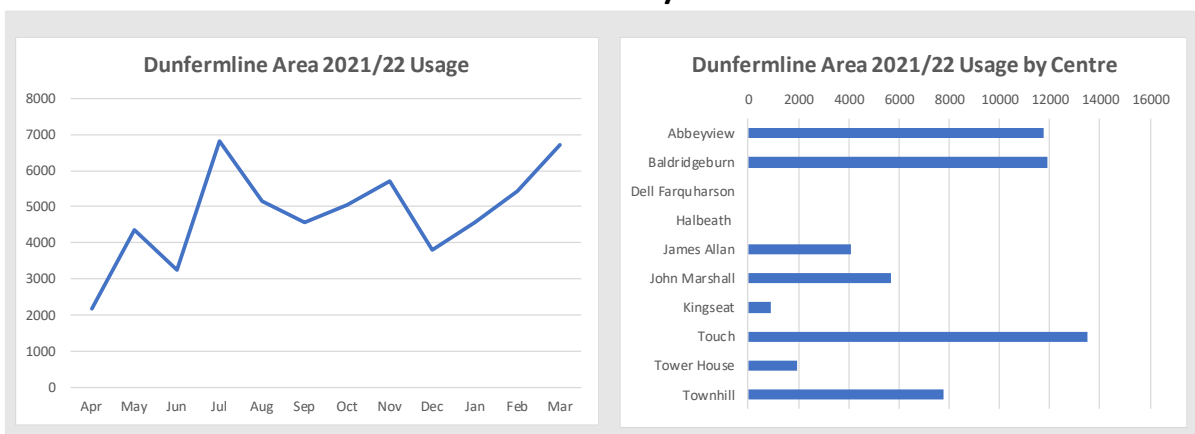
Dunfermline City Chambers

Telephone: 03451 55 55 55 + VOIP Number 493497

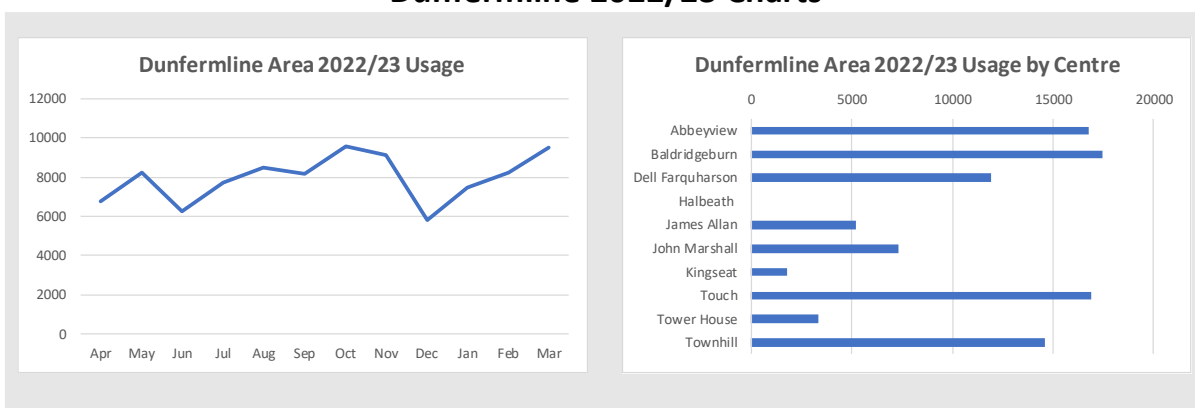
Email: scott.fenton@fife.gov.uk

Community Use Dunfermline Footfall Figures

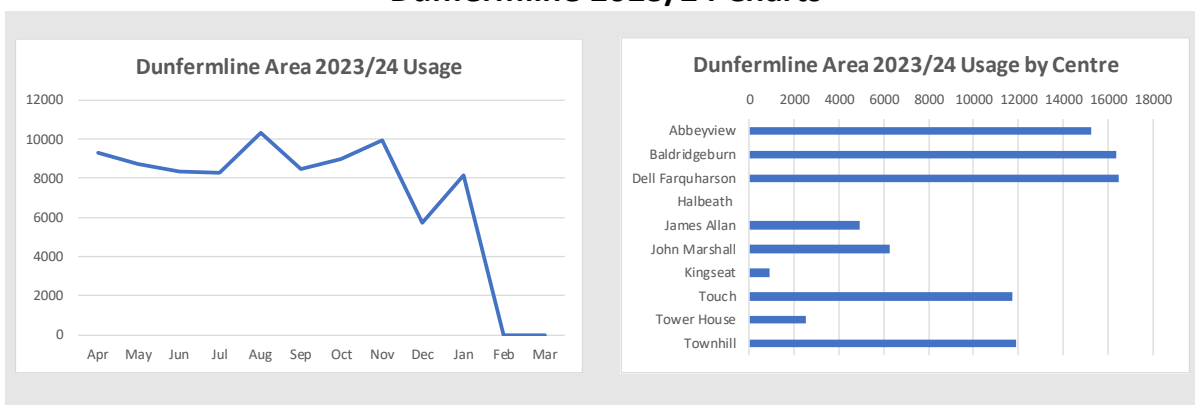
Dunfermline 2021/22 Charts



Dunfermline 2022/23 Charts



Dunfermline 2023/24 Charts



Abbeyview **+15.7%**

James Allan **-1.7%**

Touch **-23.1%**

Baldridgeburn **+15.4%**

John Marshall **+8.8%**

Towerhouse **-4%**

Dell Farquharson¹ **+87.4%**

Kingseat **-30.7%**

Townhill **+0.5%**

¹ Dell Farquharson significant increase in footfall is due to recovery since reopening after a 2yr period as a COVID19 NHS Symptomatic Test Centre.

Community Use Activity Evaluation

Soft Play Sessions	
Date:	Various (ongoing)
Location:	Baldridgeburn Community Centre
Introduction:	
<p>Our free soft play sessions were organised to provide families in the community with access to safe and engaging play opportunities for young children (under 5's), and provide a space where parents, guardians and care givers could come together and socialise in a warm and welcoming environment.</p>	
Key Objectives:	
<ul style="list-style-type: none"> • To offer families with young children access to free and safe play opportunities. • To promote social interaction and physical activity among children in a supportive environment. • To promote social connectedness among parents, guardians, and caregivers. • To gather feedback for improving the quality and effectiveness of future play sessions. 	
Evaluation Findings:	
<ul style="list-style-type: none"> • Over 100 free tickets issued to families since the start of the sessions in March 24 with an average of 16 children per week attending. • Attendees also include parents, guardians and caregivers accompanying children. 	
Engagement & Interaction:	
<ul style="list-style-type: none"> • Children were observed actively engaging with play equipment and interacting with their peers. • Parents, guardians, and caregiver actively participated in supervising and engaging with their children, fostering positive parent-child interactions. • Parents, guardians, and caregivers actively integrated with others whilst enjoying free hot drinks and snacks and building relationships with others. 	
Feedback:	
<ul style="list-style-type: none"> • Feedback forms will be distributed to all participating parents, guardians, and caregivers once the free play sessions end in May. • Positive feedback from parents, guardians, and caregivers has been received verbally by staff. • Suggestions for improvement include extending the duration of sessions, offering soft play in a larger space, and delivering soft play sessions in other venues. 	
Recommendations for Improvement:	
<ul style="list-style-type: none"> • Consider extending sessions subject to space availability and exiting centre users. • Scope options for offering soft play at other community centres in Dunfermline. • Enhance marketing and promotion efforts to reach a wider audience and increase awareness of the free soft play sessions. 	

Soft Play Sessions	
Conclusion:	
<p>The free soft play sessions continue to provide families with young children an opportunity to access safe and engaging play experience in a supportive environment. Attendees have expressed satisfaction with the cleanliness, organisation and quality of the sessions. By implementing the recommendations for improvement, future soft play sessions have the potential to further enhance attendees and target a greater audience and participation across Dunfermline. Overall, the soft play sessions will continue to serve as a valuable resource for local families with young children.</p>	

Family Silent Disco	
Date:	29 February 24
Location:	Baldridgeburn Community Centre
Introduction:	
<p>In February, Community Use provided a free family silent disco, the event aimed to provide a unique and inclusive experience for families to enjoy music and dance together in a fun and engaging way.</p>	
Key Objectives:	
<ul style="list-style-type: none"> • To offer families a novel and enjoyable entertainment experience. • To promote family bonding through music and dance • To gather feedback for event enhancements and future planning. 	
Evaluation Findings:	
<ul style="list-style-type: none"> • 52 tickets issued within a few hours of advertising on social media. • A total 48 of 52 attended the event, meeting our anticipated turnout. • Attendees included parents, children and grandparents reflecting a diverse range of age groups. 	
Event Set-up:	
<ul style="list-style-type: none"> • The event featured multiple channels of music accessible via wireless headphones allowing attendees to choose their preferred genre or playlist. • Each attendee received a pair of headphones upon entry, ensuring everyone could participate in the silent disco experience. • The facility was decorated to provide a fun and party/disco atmosphere. • Each guest was provided with glow sticks, balloon on a stick and free buffet food during the event. 	
Engagement & Interaction:	
<ul style="list-style-type: none"> • Families were observed dancing and singing together, creating a lively and inclusive atmosphere. • Children and adults alike embraced the opportunity to express themselves through dance, fostering a sense of connection and joy. • Throughout the event there was a real buzz in the air and smiles all round, including from parents who were initially reluctant in taking part and was great to witness everyone having fun. 	
Customer Feedback: (top 3)	
<p><i>"The silent disco was absolutely fantastic, I never expected it to be as good as it was and the bonus was it was a free event. The room being decorated to the glow up balloons, buffet, sweets was not expected and to top it off the ice-cream at the end was a big hit with my son."</i></p>	

Family Silent Disco	
<p>He's even said he wants to have a silent disco for his birthday in January next year. 10/10 and couldn't fault anything, all stuff were friendly and helpful and shout out to the lady that was drawing on the kids' faces with pens 🥰 🙌 Were going to a silent disco at conference centre so it will be interesting to say how this compares which was £5 per adult or kid. Kind Regards Mrs Rosanne Webber "</p> <p>"I have 3 children and have very little left at the end of the month. This event was perfect for us. My children could have a blast without the expense, as normally I can't afford this kind of event."</p> <p>"This was a fantastic event, and our kids really enjoyed it. The food which was put on at the event was really unexpected and was very much enjoyed. It felt like a proper party! We can't think of anything that could improve the event as it was so well organised and run. Thank you!"</p>	
Recommendations for Improvement:	
<ul style="list-style-type: none"> • Increase the number of tickets available. • Consider offering themed silent disco parties to add variety and excitement. • Offer silent disco evenings in other venue across Dunfermline. 	
Conclusion:	
<p>The Family Silent Disco event successfully provided families with a unique and enjoyable entertainment experience, fostering bonding and connection through music and dance. Attendees expressed high satisfaction with the concept and atmosphere of the event, contributing to its success. By implementing the recommendations for improvement, future editions of the event have the potential to further enhance the attendee experience and solidify its reputation as a beloved family-friendly activity</p>	

Grinchmas Parties	
Date:	Various
Location:	Dell Farquharson, Touch & Baldridgeburn Community Centres
Introduction:	
<p>Throughout December, Community Use delivered 3 "Grinchmas" Parties in three of our venues in Dunfermline. The aim of the parties was to provide families with a festive and memorable experience in the run up to Christmas based on the Dr Seuss character, the Grinch.</p>	
Key Objectives:	
<ul style="list-style-type: none"> • To offer families a novel and enjoyable entertainment experience. • To create a festive atmosphere reminiscent of the Grinchmas spirit. • To offer free activity and entertainment suitable for families. • To gather feedback for event enhancements and future planning. 	
Evaluation Findings:	
<ul style="list-style-type: none"> • 125 tickets issued were taken within only a few hours of advertising. • A total 105 of 125 attended the event, meeting our anticipated turnout. • Attendees included parents, children and extended family members indicating a broad appeal across age groups. 	

Grinchmas Parties
Event Activities:
<ul style="list-style-type: none"> • Festive music where children and parents could dance and sing along with Mr Grinch. • Traditional party games including musical bumps, traffic lights, build a snowman and dancing competitions. • Photo opportunity with Mr Grinch. • Hot food was provided to all guests along with selection box, reindeer dust and a grinch mask.
Festive Atmosphere
<ul style="list-style-type: none"> • Venues were decorated with a Whoville Grinchmas theme, creating a festive and immersive environment. • Children and adults interacting and dancing with Mr Grinch and took part in all competitions. • Staff, adults, children all participating in groups dancing activities such as the cha cha slide. • Families were observed dancing and singing together, creating a lively and inclusive atmosphere.
Customer Feedback: (top 3)
<p><i>"I think the team did a great job organising the event the kids all had fun it was good to see the team joining in the fun something like that at Xmas puts a smile on kids' faces. Just keep up the good work the team was brilliant".</i></p> <p><i>"I have told my family all about the event today - I was so impressed with the organisation and the generosity- my son said it was absolutely amazing. There are many Christmas events out there, that some parents pay a lot of money for (me being one of them!) - but the most important thing for kids is a lively and friendly atmosphere, games, and balloons. Sometimes we need to realise the simpler things are what make our kids smile! So, while your suggestions of inflatables and silent discos I'm sure would be great - I would than happily pay to come to the exact same event next year! My son and I had a blast. Thank you "</i></p> <p><i>"This was an amazing party. There was so much to keep the children and parents entertained. My son had a brilliant time, as did I. There was a very festive, welcoming, and happy atmosphere. I will be telling family and friend's all about it. Well done and thank you to the organisers. It went above and beyond my expectations. We would love to come to any future events. Merry Christmas. "</i></p>
Recommendations for Improvement:
<ul style="list-style-type: none"> • Increase the number of tickets available. • Plan event further in advance. • Offer festive themed parties in the lead up to Christmas in other venue across Dunfermline.
Conclusion:
<p>The Grinchmas Party event successfully provided families with a festive and enjoyable experience, capturing the spirit of the beloved Dr. Seuss character. Attendees expressed high satisfaction with the atmosphere, activities, and overall organisation of the event.</p>

Proposed list of enhancements at Community Centres throughout Dunfermline

List of enhancements 2024/25

Ward	Community Centre	Enhancement Details	Est Cost	Remarks
2	Baldridgeburn	Refurbish main hall floor - Sand existing timber floor. Apply one coat Bona Primer. Apply three coats of Bona Traffic HD silk matt. Repaint court markings add Boccia & Pickleball to enable more accessible activities to take place.	£8,000- £10,000.	
2	Baldridgeburn	Decorate Front Room & Replace Curtains – Re-paint all walls & fittings and replace existing curtains.	£3,000	
2	Baldridgeburn	Improve seating area in Lounge – Provide better seating arrangements in Lounge Area.	£2,000- £3,000	
2	Townhill	Provide automatic doors to entrance – Fit automatic opening capability to existing doors to enable entrance to be more accessible.	£6,000- £7,000	
2	Baldridgeburn	Decorate and improve kitchen in Caretaker Flat to provide a breakout space for 1-2-1 meetings.	£5000	
Overall Estimated Total:			£28,000	

List of enhancements 2025/26

Ward	Community Centre	Enhancement Details	Est Cost	Remarks
3	Dell Farquharson	Replace existing Kitchen – Redesign kitchen layout and replace all cupboards, white goods, and flooring.	£30,000	
Overall Estimated Total:			£30,000	

List of enhancements 2026/27

Ward	Community Centre	Enhancement Details	Est Cost	Remarks
2	Baldridgeburn	Upgrade Public Toilets – Modernise toilets including decorations, tiling vanity cabinets etc.	£10,000 per toilet	
Overall Estimated Total:			£30,000	

List of enhancements 2027/28

Ward	Community Centre	Enhancement Details	Est Cost	Remarks
3	Dell Farquharson	Upgrade Public Toilets – Modernise toilets including decorations, tiling vanity cabinets etc.	£10,000 per toilet	
3	Dell Farquharson	Replace Blinds in Main Hall – Replace all blinds in main hall either like for like or with curtains	£6,000	
3	Dell Farquharson	Re-paint all window frames – preserve and repaint all window frames in main hall, lounge, front room & gents' toilets.	£4,000	
Overall Estimated Total:			£30,000	

23 April 2024

Agenda Item No. 10

Street Renaming Consultation

Report by: Gordon Mole, Head of Business and Employability

Wards Affected: Ward 2 - Dunfermline North

Purpose

Under section 4 of the Fife Council Street Naming and Numbering Policies and Procedures (SNNP&P), the developer Lochay Homes have applied to rename two street names at the development at land north of Kent Street, Dunfermline. Elected members are asked to consider the case presented by Lochay Homes and decide if they agree that new street names are necessary.

Recommendation(s)

It is recommended that the City of Dunfermline Area Committee consider the case presented by Lochay Homes and determine if a street renaming consultation is required for the development at land north of Kent Street, Dunfermline.

Resource Implications

There are no direct resource implications associated with this report.

Legal & Risk Implications

Street naming in Fife is governed by the Street Naming and Numbering Policies and Procedures, approved by Cabinet Committee in 2018. The policies allow for renaming where criteria are met as set out in Section 1 of this report.

Renaming of streets is necessarily restricted due to the risk of disruption to residents and implications for stakeholders such as the emergency services. In the case of the land north of Kent Street, Dunfermline, this risk is assessed as partially mitigated as there are no existing residents.

There is no direct policy impact and an equalities impact assessment is not required for this report.

The Fairer Scotland Duty which came into force on 1st April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socio-economic disadvantage when making strategic decisions. The naming of streets to foster local cohesion included consultation with Community Councils (where extant) and supports the Plan4Fife's focus on Thriving Places.

1.0 Background

- 1.1 A Street Naming consultation was carried out with the developer Mactaggart & Mickel Homes Limited following approval of application 18/03293/FULL at the site Land North of Kent Street, Dunfermline.
- 1.2 Appendix 2. D_20006_ Street Naming Report 2020.12.14 DUNFERMLINE details the consultation and approval of the names "EUPHEMIA STREET" and "WYSE WITCHES WAY" by the Elected Members.
- 1.3 The site has been subsequently taken over by Lochay Homes who submitted, and received approval for, application 22/02635/FULL for the same site.
- 1.4 The Property Gazetteer Officer reviewed the site plans submitted with 22/02635/FULL and concluded there was no requirement for additional street names as the road layout had not materially changed and two names had been approved for the site under consultation D_20006. Therefore, no street naming consultation was required.
- 1.5 Lochay Homes were advised by the Property Gazetteer Officer of the approved names "EUPHEMIA STREET" and "WYSE WITCHES WAY" for this site and raised concerns asking for the street naming consultation to be reviewed.
- 1.6 Lochay Homes were advised that, under the SNNP&P, there is no requirement to review the street names approved following a new application on a site where street names have already been determined. The names have been approved under the democratic process with the intention of being implemented on this site. The decision on new street names ultimately resides with the elected members who take into consideration suggestions from the developer, community council and their own.
- 1.7 Lochay Homes have submitted an application to rename the streets and provided their case in Appendix 1. to this report as evidence.
- 1.8 Under section 4.3 of the SNNP&P this information was passed to ward members who were asked to decide if they agree street renaming is necessary.
- 1.9 Elected members consulted with the Townhill Community Council who support the application made by Lochay Homes for street renaming.

- 1.10 The elected ward members did not reach a consensus that street renaming was necessary with one elected member disagreeing with the need for renaming and two elected members agreeing with the case for renaming.
- 1.11 The case is being presented to the City of Dunfermline Area Committee for final decision. Should agreement to renaming be agreed, ward members would be asked for approval of new names for the two streets in question.

2.0 Conclusions

- 2.1 Under section 4 of the Street Naming and Numbering Policies and procedures, the developer Lochay Homes have submitted a case for renaming the two approved street names "EUPHEMIA STREET" and "WYSE WITCHES WAY" for the development at Land North of Kent Street, Dunfermline.
- 2.2 The ward members have not reached agreement on the case for street renaming. It is for the City of Dunfermline Area Committee to make the final decision and elected members must decide if they agree a street re-naming consultation should take place.
- 2.3 Officers recognise the investment of Lochay Homes in the site and note that risks are mitigated should renaming take place in that there are currently no properties in occupation.

List of Appendices

1. Case for renaming provided by Lochay Homes
2. D_20006_ Street Naming Report 2020.12.14 DUNFERMLINE
3. D_20006 Streetmap

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 Street Naming and Numbering – Policy and Procedures document dated November 2018.

Report Contact

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Case for renaming provided by Lochay Homes

Appendix One: Case for renaming streets produced by the Developer, Lochay Homes

Lochay Homes would like to formally apply for street re-naming at the development at Land North of Kent Street, Dunfermline of the allocated addresses for the previous planning permission.

Under Street Naming and Numbering Policies and Procedures section 4.2 the council requires the following to assess an application for street re-naming:

1) *Proof that all affected residents or property owners have been contacted:*

No existing residents are impacted should the street names be altered to ones more appropriate.

2) *Provide a summary of the majority opinion of existing residents who are to be affected by any proposed change of street name:*

Other than the parties already seeking reservations, Lochay Homes are the only party directly impacted and we are of the clear opinion that both street names should be changed to something more appropriate/suitable for the local area/development.

3) *A clear case for re-naming the street:*

As experienced developers, in an extremely challenging marketplace at the present time, we had already done some initial market research to understand the underlying demand for the development at Kent Street, Dunfermline. Initial feedback was very positive, and we had allowed some early reservations related to specific plots.

Following being informed of the allocated street names we have spoken to the parties who had made initial reservations, and it is fair to relay that all are greatly concerned over the proposed street names, considering them

to be somewhat outdated and abstract – in effect not a street name they would choose to live in.

We are very much of the belief that the current street names are simply not reflective of the modern, high-quality development we are looking to deliver in Scotland's most recently recognized City.

It is too early to say whether all/any of these potential sales will proceed but it is abundantly clear that the chosen names represent a dis-incentive to parties looking for a new home in this area, that is not a position we, as the party investing many millions into the site/local area and delivering a range of employment, should be placed in by a process that has failed, to date, to consider the appropriate needs of the development.

For all these reasons, there exists a clear case for re-naming both streets.

We would be grateful for your assistance in progressing this matter to an appropriate outcome and look forward to hearing from you.

Date: 14th December 2020

Approval of Street Name under Powers Delegated to the Head of Service

Report by: Ryan McQuade - Fife Property Gazetteer Officer

Wards Affected: (Ward 2) Dunfermline North

Purpose

Under Section 97 of the Civic Government (Scotland) Act 1982, this report signifies the approval of two new street names. A copy of the site plan for the development is appended showing the approved new street names 'Euphemia Street' and 'Wyse Witches Way'.

Recommendation(s)

It is recommended that the new street names 'Euphemia Street' and 'Wyse Witches Way' are adopted for the development at land north of Kent Street, Dunfermline.

Resource Implications

There are no Resource Implications associated with this report.

Legal & Risk Implications

There are no Legal & Risk Implications associated with this report.

Impact Assessment

The Fairer Scotland Duty, which came into force on 1st April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socio-economic disadvantage when making strategic decisions. An Equalities Impact Assessment has not been completed and is not necessary as it does not represent a change to policy

Consultation

The developer (Mactaggart & Mickel Homes Limited) was consulted on the 8th July 2020.

As the local Community Council (Headwell Community Council) is inactive, advice was sought from Area Community managers and the consultation was passed to the elected ward councillors who opted to consult Townhill Community Council.

The elected ward members (Councillor Helen Law, Councillor Gavin Ellis, and, Councillor Ian Ferguson) were consulted on the 27th July 2020.

The preferred street names for the new development are 'Euphemia Street' and 'Wyse Witches Way' which have been approved by the elected ward members.

The Convener of the City of Dunfermline Area Committee (Councillor Helen Law) was consulted on 19th October 2020 and has no objection to the proposals.

1.0 Background

- 1.1 Two new street names are required for the roads serving the residential development at land north of Kent Street, Dunfermline.
- 1.2 The names, 'Euphemia Street' was proposed by Councillor Ian Ferguson, and 'Wyse Witches Way' was proposed by Townhill Community Council through Councillor Ian Ferguson.
- 1.3 Fife Council Business and Employability has no objection to the names as the names are suitable for adoption and do not directly conflict with any other street names in the vicinity.

2.0 Issues and Options

- 2.1 There is no requirement for an Issues and Options Appraisal.

3.0 Conclusions

- 3.1 The names proposed for the new streets within this development were proposed for the following reasons: 'Euphemia Street' honours the late local resident Euphemia Sutherland who worked in mining at Townhill and was represented in an exhibition for International Women's Day in Dunfermline. 'Wyse Witches Way' in remembrance of women who were [quote from Townhill Community Council] "accused of witchcraft... were all wysewomen of their villages, the healers of the sick, delivering the babies and laying out the dead". These street names have the approval of the ward members and are therefore suitable for adoption as street names.

List of Appendices

1. Location plan: D_20006 Streetmap

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 Street Naming and Numbering – Policy and Procedures document dated November 2018.
- Planning application documents associated with application 18/03293/FULL

Signed

Sandra Montador-Stewart

Dated 15th December 2020

Sandra Montador-Stewart

Service Manager – Economy, Tourism and
Town Centres

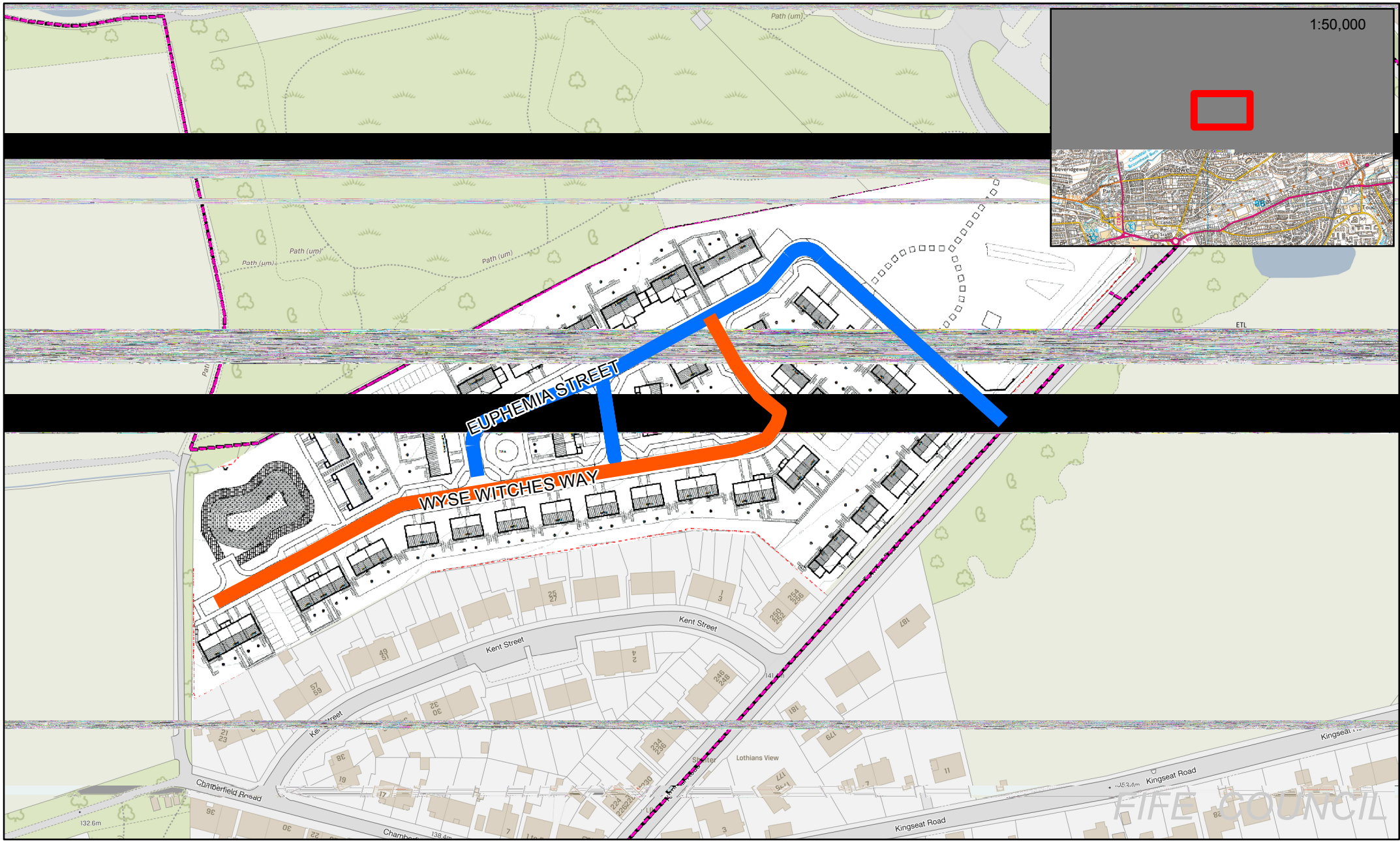
Report Contact

Ryan McQuade

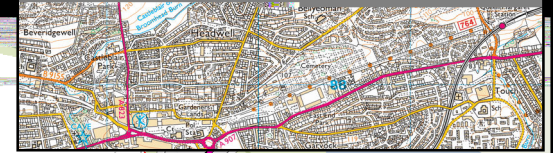
Fife Property Gazetteer Officer

Telephone: 08451 55 55 55 ext. 444487

Email – Property.Gazetteer@fife.gov.uk



1:50,000



EUPHEMIA STREET

WYSE WITCHES WAY



PROPERTY GAZETTEER
<http://www.fife.gov.uk/addressing>
 19 OCTOBER 2020

Fife Council - Street Naming & Numbering (D_20006)

18/03293/FULL - Land north of Kent Street, Dunfermline

EUPHEMIA STREET - & - WYSE WITCHES WAY



1:2,000

This map is based upon Ordnance Survey material with the permission of Ordnance Survey on behalf of the controller of Her Majesty's Stationary Office. © Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Fife Council 100023385 (2019).

23 April 2024
Agenda Item No. 11

Dunfermline Community Learning and Development (CLD) Plan Progress Report 2023 - 2024

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

Wards Affected: Wards 2,3 & 4

Purpose

The purpose of this report is to inform members about progress of the Dunfermline Area Community Learning and Development (CLD) Plan which was developed to support the delivery of the Fife CLD Plan 2021 – 2024.

Recommendation

It is recommended that the committee:

- (1) note the content of the area Delivery Plan; and
- (2) provide constructive feedback on the group's progress in addressing local community learning and development needs.

Resource Implications

There are no resource implications.

Legal & Risk Implications

The Regulations placed legislative requirements on Fife Council as the Education Authority to publish a 3 year CLD Plan for the period 2021 – 2024.

Impact Assessment

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

Consultation

The report has been compiled through consultation with all members of Community Learning and Development partnership groups.

1.0 Background

- 1.1 In June 2012 the Scottish Government published strategic guidance for Community Planning Partnerships on Community Learning & Development. The Guidance is part of the wider programme of public service reform and states that CLD should be delivered as a consistent, central element of public services in Scotland'. The central focus for CLD activity across Scotland is stated in the Scottish Government's National Performance Framework as:
 - Improved life chances for people of all ages through learning, personal development and active citizenship.
 - Stronger, more resilient, supportive, influential, and inclusive communities
- 1.2 The Scottish Government produced the Requirements for Community Learning & Development (Scotland) Regulations in 2013 after a period of consultation with CLD practitioners and national organisations supporting CLD activity. The 'Regulations' provide a legislative underpinning for CLD and a means of ensuring the CLD Strategic Guidance to CPPs is followed.
- 1.3 The CLD Plan for 2018 -21 was endorsed in 2018 and identified the need to develop area CLD delivery plans to ensure that partnership actions are implemented, monitored and evaluated. The subsequent CLD Plan for 2021 – 24 (Recovery, Renewal & Re-align) was published in September 2021 aligning with the Plan for Fife's 3-year review coinciding with the covid emergency and how public service approaches respond to the pandemic.
- 1.4 The CLD Delivery Plan Progress Report is designed to ensure that local CLD partnerships have clear links to the:
 - Plan4 Fife 2017-2027
 - Community Learning and Development Plan 2021 – 2024

2.0 Dunfermline Area Delivery Plan

- 2.1 Appendix 1 presents the Dunfermline Area CLD Plan Progress Report which identifies how partners work collaboratively to deliver community learning and development activities.
- 2.2 The Dunfermline Delivery plan Progress Report has captured key partners' work which is currently managed through the CLD Team, the Local Adult Learning Planning and Delivery Group and themes of the Poverty Action Group. The progress of the plan is monitored by the Strengthening Communities Partnership.
- 2.3 The Delivery Plan includes targets for Community Development, Youth Work, Adult Learning and Family Work, in line with the CLD Plan 2021 - 2024. Also included are targets related to Volunteer Development and supporting Anti-poverty.
- 2.4 It is anticipated that the plan will be incorporated into the City Plan as this develops across the 3 overarching themes of:
 - Building strong and resilient communities
 - Making the city a better place to live, work and visit
 - Promoting and supporting wellbeing

3.0 Conclusion

- 3.1 The CLD Area Delivery Plan is designed to ensure that local CLD partnership work clearly links with Fife's Community Plan, 3-year CLD Strategic Plan and the local City Plan.
- 3.2 The Progress Report clearly demonstrates the broad range of CLD partnership work implemented across the Dunfermline Area.
- 3.3 The CLD offer continues to build on the strong partnership work and the plan clearly demonstrates a strong willingness by partners to work closely together, sharing knowledge, skills, and resources to make Dunfermline a better place to live and work for everyone.

List of Appendices

1. Dunfermline Area CLD Delivery Plan Progress Report
2. Fife Community Learning and Development Plan

Report Contact(s)

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Email: karenc.hunter@fife.gov.uk

Community Learning & Development Plan 2021-24

Recovery, Renewal and Re-align

September 2021

The CLD Plan 2021-2024

Community learning and development in Fife is characterised by strong partnership working across public sector agencies, third sector providers and with communities. It is a vehicle for change in our communities and uses a distinct form of educational practice that is collaborative, anti-discriminatory and equalities-focused. It is concerned with the empowerment of individuals, families and communities to identify their individual and collective goals, to take part in learning and take action to bring about positive change.

Our practitioners and volunteers are guided by a professional practice framework based on competencies and values supported by a code of ethics and a critically reflective responsibility to how they approach their work. Its key priorities are to deliver:

- Improved life chances for people of all ages through learning, personal development and active citizenship.
- Create stronger, more resilient and inclusive communities.

Over the next three years the CLD Partnership will be prioritising work with disadvantaged communities, families and households to improve their capacity to participate in a broad range of learning-based programmes designed to overcome barriers to participation at personal, community and institutional levels. The CLD Partnership will work with and through the People and Place Leadership groups to plan, deliver and review the effectiveness of the interventions and alongside communities will continue to identify further areas for collaborative action.

The CLD plan is one of the key delivery vehicles for the Plan for Fife. It outlines how community learning and development activity will contribute to the Plan for Fife outcomes over the next three years. The plan identifies the needs and gaps in our current delivery around how we address poverty and inequality in Fife and sets out how we are going to collectively work to tackle these gaps and will report on progress through measurable impacts at a local and regional level.

Our plan uses local and national research to help us to understand different aspects of life in Fife. This has identified:

- Mid Fife presents a number of challenges. It has some of the poorest outcomes in Scotland in areas like jobs, health and deprivation.
- Population groups that aren't doing as well as expected include people living in rural areas and people in hard pressed circumstances.
- Inequality continues to increase and this is a major risk for Fife.
- COVID recovery is having a major impact on many people in Fife and on the local economy.
- Making better use of assets provides an important opportunity to improve outcomes.

Plan for Fife: Recover, Renew and Re-align

The three-year review of the Plan for Fife coincided with the Covid emergency. This has resulted in specific consideration being given to how we recover from the pandemic and renew our public services. Some of the most significant examples of Fife's response to the pandemic were characterised by people and services tackling problems locally, finding ways to overcome red-tape and working to a common purpose. We want to continue to build on this community action through a greater focus on place and to involve communities more.

Going forward, we will put community wealth building at the heart of all we do to:

- Recover from the pandemic: taking immediate action to support our children and young people, those people who have been most affected, and our business community.
- Renew our public services through a new commitment to work in partnership with our communities, with a focus on place.
- Re-align our strategies, plans and ways of working to make this happen and deliver our ambitions

We will use these themes to inform our CLD priorities over the next three years to help our communities become not just wealthier but healthier and greener too. We hope it will stimulate conversations locally about what needs to change next and how we can all play our part in informing local decisions and shaping future services.

Figure 1:
Our Journey Towards a Fairer Fife



Our Partnership Actions

The revised Fife Partnership structure is designed to provide the focus, leadership drive and accountability that will be needed to support the renewal of our public services, through our commitment to community wealth building.

People and Place Leadership groups have been established across Fife's seven local community planning areas, building on models established during the pandemic response. These groups will have a key role to play in ensuring that the delivery of agreed priorities and ambitions is built around effective local leadership and collaboration. Supporting this work will be a key responsibility of the Recovery and Renewal Leadership Group. This will also ensure that local community planning informs the priorities going forward.

The work of the CLD Partnership will be reported through the Health & Wellbeing Partnership, providing a strengthened opportunity to align public health and community learning & development activity placing an emphasis on tackling poverty and crisis prevention.

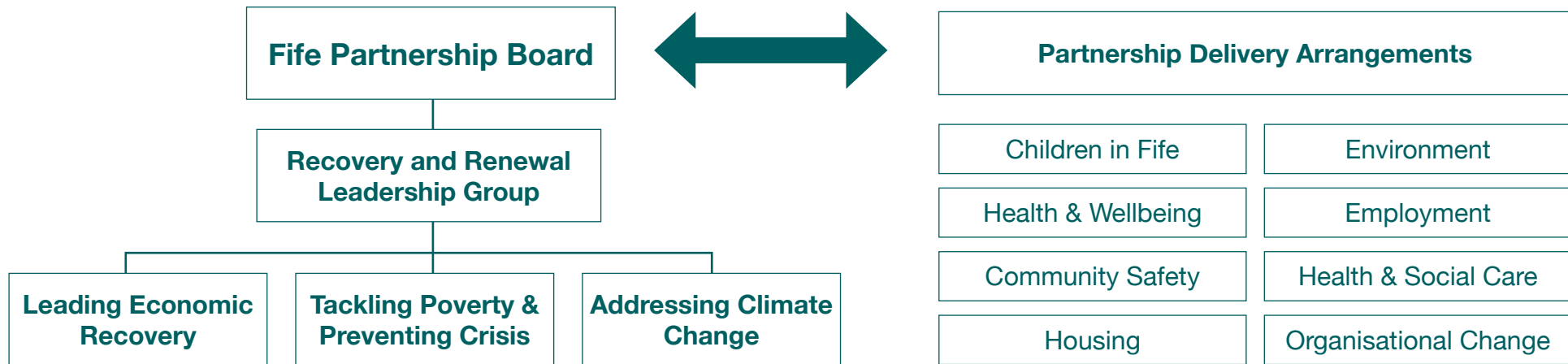


Figure 2: Leadership structure

Our Partnership Actions

Through strengthening our work with the People and Place Leadership groups we will capture and report on specific and measurable actions that our practitioners and volunteers are leading in local communities. In addition to these the CLD partnership are committed to:

- working directly with area partnerships and staff teams to create local CLD delivery plans that support the local community planning approach,
- working with education, colleges and youth work providers to develop a mechanism to track and report on young people's achievements,
- undertaking research with young people aged 11 – 21 years to understand the effects of COVID on their learning, emotional and social development and how best we respond,
- establishing learner pathways with recognised points of entry into our community learning programmes and onwards to college, training or employment,
- developing volunteering roles that offer meaningful, appropriate and learning based opportunities to support individuals to make a real and sustained difference to their personal situations and to the wider community,
- Improving community voice structures at local and regional level ensuring direct connectivity to decision makers,
- implementing a workforce development plan to support practitioners and volunteers respond to the expressed needs of local communities.

Our Partnership Actions

Reporting and Scrutiny Arrangements

The partnership members will monitor progress against the agreed actions through:

- developing service and partnership planning arrangements for the local delivery of CLD activities
- improving outcome focused planning and evaluation approaches in the sector
- gathering evidence and measuring Impact
- exploring management information and performance improvement
- establishing a process of peer review with the Tayside & Fife Alliance around reporting progress against the plan outcomes
- improving our workforce development planning

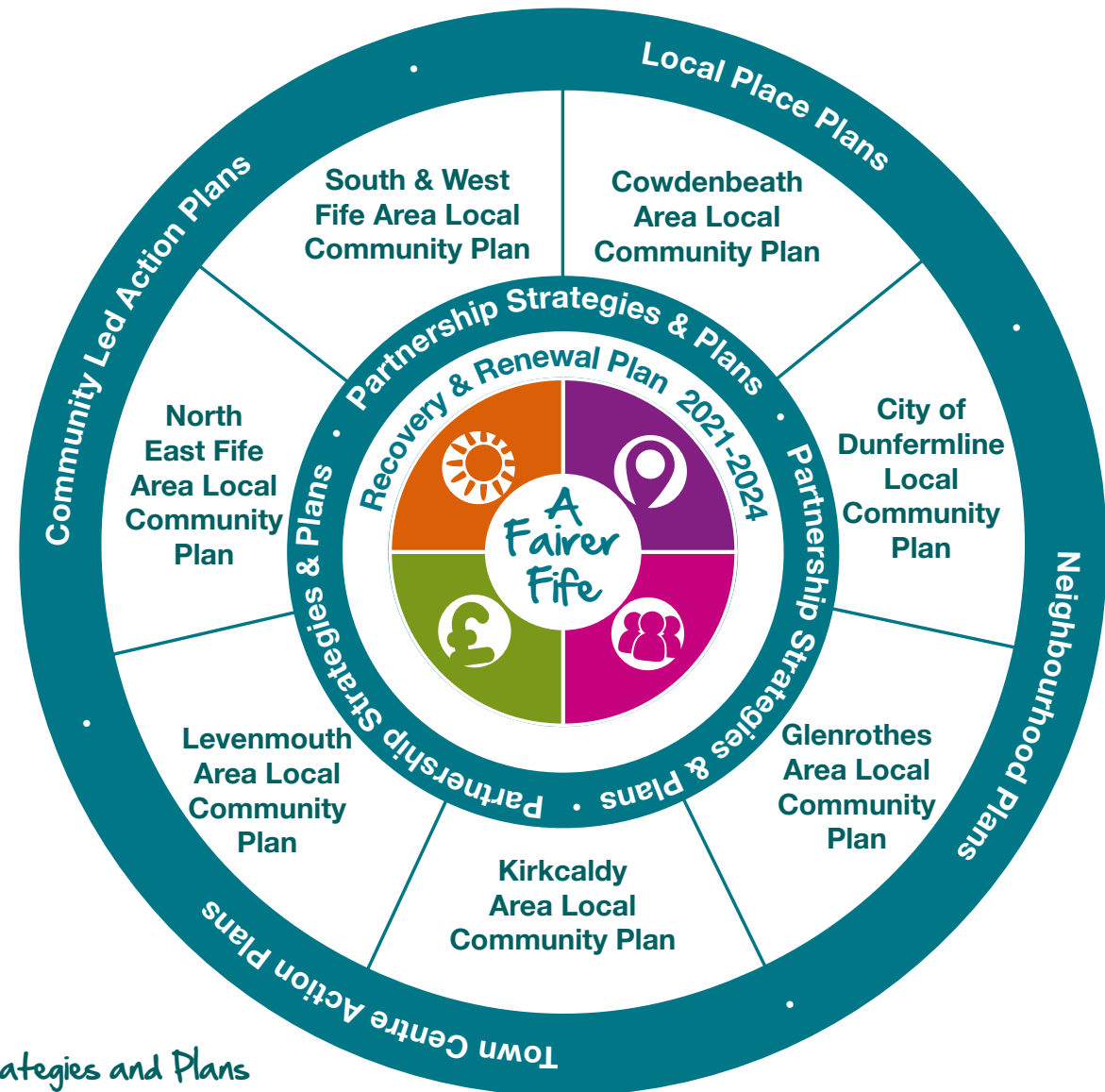


Figure 3: Aligning Strategies and Plans

Our contribution to the Plan for Fife

Opportunities for All

Ensuring that no-one is left behind. We aim to ensure that every Fifer can access opportunities in education, training, jobs and wider society, and that all Fifers have equal access to the support and advice they might need to support a fulfilling and decent life.

CLD activity will include:

- CLD practitioners and volunteers are focused on tackling poverty and providing earlier crisis prevention support. To achieve this CLD practitioners will be supported to work collaboratively to develop community programmes designed to
- enable households to better manage their household budgets through literacy and numeracy interventions,
- increase local opportunities to build confidence in the use of digital platforms to access benefits and provide job search support,
- build community ownership around access to low cost, high quality food products
- provide online access and support/advice to ensure income maximisation
- ensure a no wrong door approach is adopted to hardship and emergency payments and debt management

We will develop programmes in partnership with schools and others, targeting pupils in the Senior Phase to develop and transition to a positive destination using youth work approaches building on relationships and trust. We will support young people with tailor made social development experiences including volunteering and community-based youth work opportunities.

We aim to refresh our community learning programmes by better recognising, recording and celebrating learning success. We will achieve this through increased use of nationally accredited frameworks, by encouraging greater levels of participation by marginalised groups and by continuing to have community learning and development staff and volunteers visible in local communities as local champions for community-based learning and development opportunities.

We acknowledge that COVID-19 had an increased detrimental impact on our most disadvantaged communities. Many areas of high poverty have a higher-than-average instance of people struggling with mental health issues and issues associated with substance and alcohol use. Through our local partnerships we will direct resources to improve engagement and support in the areas of

- mental wellbeing
- tackling social isolation and loneliness

We will work together to gain a better understanding of the learning, emotional and social support needs of our communities. This will help us to increase the number of local opportunities for people to access help and support in their own communities.

Our contribution to the Plan for Fife

Thriving Places

Safe, well designed and maintained places that promote wellbeing, where people are proud to be, and where they have access to the services and facilities they need at different stages of their lives.

CLD activity will include:

Over the past 6 months feedback received from communities and partner agencies indicates that as a result of the COVID pandemic CLD practitioners have had a significant role in supporting local people and places across Fife. This was deemed particularly important during periods of enhanced social restrictions and the isolation from family and friends as a result. Consequently as we emerge from the pandemic CLD activities and resources will be directed to support people to

- reconnect with their local community
- rebuild their sense of community ownership
- increase their sense of place within community structures
- Increase opportunities to build community wealth

We will work with communities and partner organisations to develop and improve local places for all residents. To achieve this, we will support local campaign groups to secure the changes they want to see. In this respect we will

- provide direct support for political literacy
- raise awareness of the Community Empowerment Act
- support community groups to apply for external funding to cover the costs of improvement work
- work with communities to establish community gatherings to bring local residents together with a common area of interest

We see real scope to improve participation rates in our outdoor, leisure, culture and community-based youth work services through the active involvement of young people and families in how we design and deliver our offer. Equally, we recognise that for marginalised groupings such as migrant families or families experiencing significant levels of financial stress there are opportunities to work with them to explore how we can support their participation in local community delivered opportunities that allow them to experience new things, learn in new ways and reconnect with themselves as a family unit, or make new connections with the local community.

Our contribution to the Plan for Fife

Thriving places also presents new opportunities for the sector over the next three years as we begin to engage communities more with the environmental action agenda and explore how we adapt our lifestyles to reduce environmental impacts. Research from the pandemic shows

- an increased interest in families and communities growing their own food and supporting neighbours with excess produce
- a greater awareness of the benefits of buying local seasonal produce
- protecting local green spaces, woodlands and coastal trails for the future.

Communities have also been active in local community clean-ups to address the littering and low-level vandalism. This has indicated a renewed focus on communities coming together to identify how best to reduce instances of anti-social behaviour that affect local areas, neighbourhoods and particular groups of residents. As a partnership we recognise the important role we have in encouraging communities, families and young people to come together to address these concern areas through shared actions and collaborative approaches.

Our contribution to the Plan for Fife

Inclusive Growth and Jobs

Growth in the local economy should benefit everyone and shouldn't pass people and places by. We will therefore focus on improving investment, growth and participation by businesses, people and communities, particularly in the Mid-Fife area. We aim to support businesses to grow and to make sure that communities benefit from new business invest.

CLD activity will include:

We recognise that as we move beyond the COVID pandemic and look to renew our work with communities we need to begin to re-imagine how our CLD practitioners can best support the creation of new opportunities for local economic activity that is environmentally sustainable, delivers a fair society and led by community groups and individuals. As a first step to achieving this we will start with the re-introduction of our community-based learning programme and increase our delivery presence in disadvantaged communities and with key communities of interest such as migrant and refugee families. We will also focus on long-term unemployed adults and families living with low level literacy skills. In doing so we will provide support to people and communities to overcome challenges with lower levels of core skills in the areas of:

- literacy
- numeracy
- ICT
- problem-solving
- working with others

We will work as equal partners with Fife college and community-based training providers to develop supportive pathways for learners to progress from foundation building learning programmes into full or part time college or vocational learning programmes. Our sector will work with the college, the CLD Standards Council and others where appropriate, to accredit community-based programmes and to develop short courses in response to identified community needs.

We will support local community wealth building by working alongside organisations who are keen to develop into social enterprises offering local employment opportunities. Through our partnerships we will support them to utilise employment related funding to develop opportunities for young people and adults to participate in Modern Apprenticeship programmes, the Youth Guarantee and the Kick-Start schemes.

We will continue to develop partnerships with organisations and services in the culture, tourism and heritage sectors to strengthen opportunities for communities and individuals to develop skills, knowledge and experiences that will lead to increased employment and volunteering roles and contribute to new and innovative approaches to maximising local assets as economic drivers.

Our contribution to the Plan for Fife

Community Led Services

Putting communities and service users at the heart of how we design services and building on the strengths and assets we have in our workforce and in our communities in order to deliver valued services.

CLD activity will include:

We will create safe spaces for dialogue and deliberation with communities and continue to undertake social practice-based research. We will put in place the necessary support to enable the active involvement of communities in analysing the feedback and preparing recommendations for the community to take forward. This will help us to understand more about what has been learned from the COVID pandemic in terms of community readiness to respond, what groups within their community were most affected by the pandemic and what future responses the community want to have in place to minimise impacts and ensure a shared sense of community belonging. This will assist us to create new and innovative approaches to community engagement and community participation.

We will continue to build on the use of Participatory Budgeting approaches so that we begin to transition public spending away from reactionary spend, to a position where public spend can be used to address at an earlier stage, many of the community issues that lower the quality of life for residents in our neighbourhoods, towns and villages.

Through our connections with community groups and community forums, we will work to promote and support community leadership, community activism and volunteer roles ensuring that communities who have been hardest hit by the pandemic have champions who can convert community ideas to community action. This will involve the sector in developing a culture of upskilling, knowledge sharing and collaborative practice with communities to ensure that resources can be maximised to support the ambitions and goals of their community.

Acknowledging Areas of Unmet Need

The development of the CLD Plan has been undertaken with the backdrop of the COVID pandemic and a desire to rebuild, re-imagine and re-establish the learning and development offer that we make to our communities, families and individuals. In developing the plan we have developed a shared understanding of the complex needs and vulnerabilities that many in our communities face on a day-to-day basis. Our evidence base at present is highlighting a widening gap between the needs that the most vulnerable in our communities have and the availability of resource to enable the CLD sector to respond. We anticipate that as we engage and explore these community needs further over year 1 of the plan period we will highlight that growing gap and divide further.

As we continue to transition from the pandemic and slowly re-introduce our learning and development programmes we recognise that we will be unable to meet all the needs and demands of our communities. In particular a continued focus on targeting services at the most marginalised communities and households will mean that the pre-COVID universal offer may no longer be as readily available as we grapple with reduced community spaces and venues, lower numbers of volunteers and lower numbers of learners willing to engage. A focus in year one of the plan on exploring with communities the impacts of the pandemic and their hopes for the future will also mean that staff and volunteers have less time available during that period to re-introduce aspects of the community programmes that were in place before. A drive to support young people's recovery in school and in the transition stages of the 16 – 19 years, as well as a focus on supporting families affected by low-incomes and in-work poverty will require those delivering CLD services and programmes to review their offer to older people.

Workforce Development and Practitioner Upskilling

It is important that CLD practitioners and volunteers across the Tayside and Fife regions are able to access high quality, relevant and role appropriate training and development opportunities. We are committed to encouraging and nurturing a learning culture and we will do this with support from the members of the Fife CLD Partnership, the Tayside and Fife CLD Professional Learning Alliance (the Alliance) and the CLD Standards Council for Scotland. These will reflect the ambitions in Growing the Learning Culture in CLD: A Strategy Statement and Framework for Action published by CLD Standards Council for Scotland.

The Tayside and Fife CLD professional Learning Alliance commissioned research from Dundee University to identify future professional learning needs in the sector, combined with the learning from the COVID pandemic. This will be used to plan continuing learning opportunities for staff and volunteers.

The research identified six priority themes:

CPD Theme	Areas for Development
Information Technology	Social Media, digital media, digital engagement tools & approaches, online facilitation skills
Community Empowerment	Participatory Budgeting, participation requests, asset transfer, community resilience, community engagement (methods and tools), political literacy
Team/Service Based	Strategic planning, team management/ leadership, working smarter, performance and scrutiny, critical writing
Awareness	Mental health awareness, risk assessments, child and adult protection, impacts of poverty, dignity principles in action, UNCRC and the Equality Act duties.
Specialism	Dealing with challenging behaviour, dealing with difficult conversations, improving our communication skills, family learning
Professional	Entry level pathways into CLD qualification programmes, early career coaching, mid-career CPD and support, support for professional registration requirements, revisiting theory and practice, support for reflective learning

Appendix 1 • Action Plan

Description	Year 1 Milestones
<p>Work directly with area partnerships and staff teams to create local CLD delivery plans that support the local community planning approach and provide specific, measurable actions demonstrating the contribution the CLD sector is making to the Plan for Fife outcomes.</p>	<ul style="list-style-type: none"> ● 7 area CLD actions plans published by 31 August 2022 detailing specific, measurable actions for years 2 and 3 of the plan.
<p>Work with education, colleges and youth work providers to develop a mechanism to track and report on young people’s achievements.</p>	<ul style="list-style-type: none"> ● Short-life working group in place to explore the challenges and make recommendations in June 2022 on how best to capture and report.
<p>Undertake research with young people aged 11 – 21 years to understand the effects of COVID on their learning, emotional and social development and how best the CLD sector can respond.</p>	<ul style="list-style-type: none"> ● Research framework and methodology agreed. ● Stakeholders panel established led by young people. ● Initial 6-month report provide in June 2022. ● Final recommendations presented to decision makers from March 2023.
<p>Establish learner pathways with recognised points of entry into our community learning programmes and onwards to college, training or employment.</p>	<ul style="list-style-type: none"> ● College and CLD partnership group established to explore strengthened links and roles around progression routes from community-based programmes into college and training providers. ● Renewed agreement on delivery of ESOL programmes using College credits to address gaps in community based ESOL provision to be agreed and ready for implementation for the 2022 academic year.

Appendix 1 • Action Plan

Description	Year 1 Milestones
Develop volunteering roles that offer meaningful, appropriate and learning based opportunities to support individuals to make a real and sustained difference to their personal situations and to the wider community.	<ul style="list-style-type: none">● Short-life working group to be established to explore the volunteering strategy for Fife and the role of CLD providers in achieving this.
Improve community voice structures at local and regional level ensuring direct connectivity to decision makers.	<ul style="list-style-type: none">● Strengthen work with the National Standards for Community Engagement network and work with community groups and organisations to build opportunities for community influence.
Implement a workforce development plan to support practitioners and volunteers respond to the expressed needs of local communities.	<ul style="list-style-type: none">● Joint workforce development plan agreed through the Tayside & Fife professional CLD Alliance.● Financial support secured through CLD Standards Council for delivery of workforce action plan.

Community Learning & Development Plan 2021-2024



Alternative Formats

Information about Fife Council can be made available in large print, braille, audio CD/tape and Gaelic on request by calling **03451 55 55 00**



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03451 55 55 66

City of Dunfermline

Community Learning & Development

Delivery Plan Progress Report 2023 – 2024



Inclusive Growth and Jobs	<i>Growth in the local community should benefit everyone and shouldn't pass people and places by. We will therefore focus on improving investment, growth and participation by businesses, people and communities.</i>
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CLD Plan Strategic Activity	Project Outcome	Progress
Establish a community-based learning programme and increase delivery in disadvantaged communities and with key communities of interest.	<p>Deliver community-based learning programme in partnership with Fife College to include Step In Class and Step Up class targeting vulnerable, low confident learners.</p> <p>Deliver a range of community-based programmes as identified by community members and volunteers, including ESOL, literacy and numeracy programmes.</p>	<p>The Step In Course (18 week programme) has been delivered to 8 members of the community, 7 members of which progressed on to college. Participants completed a range of certificated and non-certificated learning modules including Cooking Skills and First Aid. Skill Up has also taken place with up to 10 local people attending, building their skills and academia.</p> <p>Through the 2023-24 period: 112 participants have engaged with Adult Basic Education, 120 local people have participated in community-based learning programmes, 183 people have been engaged through ESOL programmes and 37 people have been involved in the Multiply Programme. 60 Learners from SIMD areas have participated.</p> <p>The range of learning courses that have been delivered includes Mini First Aid for Children, Sewing, gardening skills with members of the public from Baldrigeburn Garden, and various taster sessions related to confidence building and softer skills.</p> <p>Volunteers from a range of community groups and organisations have also taken part in training opportunities including Food Hygiene, First Aid, Mental Health Awareness, Benefit Checker and Energy Training with Cosy Kingdom.</p> <p>Seven Habits Course is an educational course that helps people become more effective in their lives. This course is delivered by a range of partners coming together and up to 10 members of the</p>

CLD Plan Strategic Activity	Project Outcome	Progress
	<p>Deliver a programme of cooking skills that include budgeting and healthy eating courses linked in with children and young people.</p> <p>Provide a range of events that are aimed at families, linking with partner agencies and anti poverty support organisations.</p> <p>Develop further Volunteering opportunities with our partners and Fife Voluntary Action. Establish a Volunteer Support Role to help progress on increasing Volunteering opportunities.</p>	<p>public took part in this course with a further waiting list in place for the forthcoming year.</p> <p>A number of local people have gained practical skills in cooking. Course members have a better understanding of how to cook healthily, helping them to make healthy food choices for themselves and their families by bringing cooking skills, budgeting, health, and safety together. Programmes that have been undertaken include a Kids Cooking Course, Men’s Course and an Appliance course. Cooking skills programmes have also been delivered in conjunction with Step In, and the young people’s Employment Programme.</p> <p>Over the course of 2023-24 an additional 59 young people and 85 children have been engaged with Family Learning opportunity interventions, holiday activities and programmes.</p> <p>A dedicated Community Education Worker is in post focussing on Volunteering development across Dunfermline. CLD in Dunfermline has recruited and inducted 4 new volunteers. 6 further volunteers are in the final stages of the recruitment.</p> <p>The 2023 Volunteer Celebration which took place in June 2023 recognised the efforts of a range of volunteers across the City. The Celebration evening was held in conjunction with Volunteer Week and celebrated the volunteer journey and contribution of 40 local people.</p> <p>Fife Council have now achieved the Volunteer Standards Mark, with local volunteering streamlining into a structured and evaluated system of delivery.</p>

Opportunities for All	<i>Ensuring that no-one is left behind. We aim to ensure that every Fifer can access opportunities in education, training, jobs, and wider society and that all Fifers have equal access to the support and advice they might need to support a fulfilling and decent life.</i>
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CLD Plan Strategic Activity	Project Outcome	Progress
<p>CLD practitioners and volunteers are focussed on tackle poverty and providing earlier crisis prevention support.</p> <p>Ensure a no wrong door approach is adopted and provide online access and support/advice to ensure income maximisation.</p> <p>Build community ownership around access to low cost, high quality food. Increase opportunities through community growing and skill building and access to locally produced food.</p>	<p>Through the Dunfermline PAG and action plan partners are aware of what hardship support is available and refer appropriately.</p> <p>Develop the next stage of the Dunfermline Advice Hub.</p> <p>Support the planning and delivery of holiday food programmes including Café Inc. & Festive provision.</p>	<p>The Poverty Action Group partnership group continues to meet with dedicated poverty themed sessions, this enables stakeholders to come together to discuss and identify actions to support poverty, equality, and inclusion within the Action Plan.</p> <p>The Community Support Hub was officially opened in February 2024. The space will accommodate a wide range of partner organisations offering crisis support, advice, signposting as well as access on site to Kingdom Community Bank.</p> <p>The Poverty Action Group is closely linked with and supports the Benefit Maximising Campaign to raise awareness of the array of benefits available and Welfare Workers undertake sessions and 1:1 meeting to look at maximising local people’s benefits through the Benefit Checker System.</p> <p>Café Inc. provision was delivered across Easter, Summer and October school holiday periods. Local Faith Based organisations are delivering Café Inc. on a regular basis.</p> <p>The Warm Welcome programme, an inclusive place for people of all ages to meet and enjoy a bite to eat and socialise has been delivered across a total of 24 facilities over the winter period.</p>

CLD Plan Strategic Activity	Project Outcome	Progress
	<p>Support the development of community pantries and establishing food resilience.</p>	<p>The Winter Cafe @ Baldridgeburn has provided a warm meal once a week at Baldridgeburn Community Centre, creating a warm and welcoming space for people to come together and enjoy some lunch. Up to 37 members of the public have been attending the session to enjoy home-made soup which is cooked and provided by a volunteer.</p> <p>Community Pantries continue to develop, up to 40 families per week attend Baldridgeburn Pantry with the support of 4 volunteers. 4,967kg of food has been collected equivalent to 11,827 meals saved from landfill with 15,430kg of CO2 savings.</p> <p>A new Evening Pantry has been established at Touch Centre on a Thursday evening. This new session compliments the already existing daytime pantry operated by Food for Your Future. 40 new members have joined the evening pantry with up to 30 families attending each week. This is in addition to the families who attend the afternoon pantry.</p> <p>Dunfermline Food Forum is a collective stakeholder grouping bringing together food initiatives across Dunfermline. Through their Action Plan, this is leading to improved partnerships in the sharing of surplus food and building on a dignified and inclusive offer of food provision across the City.</p> <p>The Dunfermline Food Forum held a successful community engagement event in January 2024 which raised the group's profile. The event provided information and advice to the community whilst building on joint working and sharing resources across the various food providers.</p>

CLD Plan Strategic Activity	Project Outcome	Progress
<p>Increase local opportunities to build confidence in the use of digital platforms to access benefits and provide job search opportunities.</p> <p>We will develop programmes in partnership with schools and others, targeting pupils in the Senior Phase to develop and transition to a positive destination using youth work approaches building on relationships and trust</p> <p>We will support young people with tailor made social development experiences including volunteering and community-based youth work opportunities</p>	<p>Develop the digital skills provision as part of Welfare Support and Job Clubs. Delivering Job Club's in target communities.</p> <p>Deliver an EasyP programme at Tower house for 16+ young people not in work or training.</p> <p>Deliver a programme of personal development courses for school pupils to increase school engagement and positive destinations.</p>	<p>Baldridgeburn Community Garden volunteers are growing produce to use in the Baldridgeburn Pantry and café, this produce is distributed to local people, supporting food insecurity. An enhanced model of incorporating digital skills within Job Clubs has been developed to provide a more holistic level of support in targeted communities including Touch and the re-establishment of Broomhead Bytes within Broomhead Drive.</p> <p>For the year 2023-24 to date the City of Dunfermline has seen 174 local people engaged through Welfare Support, 582 attendances have been recorded at locally based Job Clubs whilst 122 1:1 sessions have taken place to support people with focussed support and interventions. 97 individuals have been recorded from SIMD areas.</p> <p>EasyP (employability access support for young people) is a 16 to 18-year-old employability course offering qualifications and personal development opportunities to progress young people onto a college course/or employment outcome. This course has resulted in 32 qualifications being achieved. 6 young people have progressed onto employment and 10 young people have moved onto college or higher Education.</p> <p>In-school personal Development course to improve/increase school attendance and to encourage positive participation in school and the wider community has taken place. 15 pupils participating two sessions a week (term time) has increased school attendance whilst 4 pupils are now attending a community provision.</p> <p>9 young people from the local area have attended a national outdoor pursuit residential increasing their personal development.</p>

CLD Plan Strategic Activity	Project Outcome	Progress
<p>Through our partnerships we will direct resources to improve engagement and support in the areas of Mental well being , Tackling social isolation and loneliness</p> <p>Deliver holiday provision for people of all ages, developing these with our partners and with our community groups. Building on civic pride and the holiday activity offer.</p>	<p>Deliver targeted holiday provision for young people.</p> <p>Provide weekly youth work provision in targeted areas, increasing opportunities for young people to have a say in matters that are important to them.</p> <p>Develop and support groups and projects that tackle loneliness and improve better mental health.</p> <p>Develop and contribute to holiday programme such as Easter and Summer activities for people of all ages.</p>	<p>The 2023 Summer Holiday Programme offered the opportunity for young people to come together to socialise, meet new friends and take part in new experiences. 35 young people participated by taking part in 5 excursions including Air Thrill Trampoline Park and Blair Drummond Safari Park.</p> <p>New youth club provision has been developed within Touch in partnership with Touch Trust and within Paton Street/James Allan Centre. Young people have become more involved in shaping the programme of activities and undertaking Youth Achievement Awards.</p> <p>Engagement with young people from Lynburn Primary School will help in identifying aspiration around the programme of activities for the new Abbeyview Hub. The aim will be to establish a young peoples’ programme based on their feedback.</p> <p>The CLD programme continues to support Chow & Chat, Feel Good Friday and Broomhead Bytes which run weekly with a range of activities and pop up advice organisations. Seasonal events are also developed and supported including International Women’s Week, Warm Spaces and holiday activities.</p> <p>An inclusive range of Holiday Programmes has been delivered over 2023/24. Summer 2023 saw a range of activities being offered to engage with all sections of the community across a varied age range. 4 community events and 5 young people’s excursions recorded over 1000 attendances.</p> <p>A range of partnership information events aimed at families have taken place throughout the year including Know Your City Event,</p>

CLD Plan Strategic Activity	Project Outcome	Progress
		<p>Know Your Touch Event, and the official opening of the Community Support Hub. 20 different Partner agencies also attended the summer holiday provision events of 2023.</p> <p>A partnership with Touch Forum Group has seen the delivery of 2 community events, building capacity of the Forum Group whilst sharing the resources and building a sense of ownership and community pride.</p>

Community-Led Services	<i>Putting communities and service users at the heart of how we design services and buildings on the strengths and assets we have in our workforce and in our communities in order to deliver valued services.</i>
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CLD Plan Strategic Activity	Project Outcome	Progress
<p>We will create safe spaces for dialogue and deliberation with communities and continue to undertake social practice-based research</p> <p>We will work to promote and support community leadership, community activism and volunteering roles. Developing a culture of upskilling, knowledge sharing and collaborative practice with communities to ensure that resources can be maximised</p>	<p>Support the development of Community-led services, creating empowered, skilled and knowledgeable community groups and organisations.</p>	<p>Capacity Building has been provided to a range of community groups and organisations, through 2023/24 focused, supported engagement has taken place with 26 different organisations ranging from funding advice and training, governance, and operational support.</p> <p>CLD has provided a range of engagement and consultation opportunities with the local community. Engagement with the Abbeyview community continues to progress the new community Hub, capacity building has continued to be provided to the former Tryst Management Committee. Consultation has taken place with the communities around the James Allan Centre in terms of a proposed green space development and new play park. The King Malcolm Park engagement process and workshop has been</p>

CLD Plan Strategic Activity	Project Outcome	Progress
	<p>Support the development of a Forum Steering Group for the Steadings at Pittencrieff Park</p> <p>Support local community organisations to identify appropriate funding and other resources to allow them to achieve their aims:</p>	<p>supported by CLD, as has the proposed citizens assembly project in conjunction with the Electoral Reform Society.</p> <p>CLD attended and supported the facilitation of the Community Empowerment Workshop undertaken as part of the City Conference. Members of the community were able to highlight their understanding and involvement of community engagement and express how this could be improved within Dunfermline.</p> <p>The Steading Forum Group have met regularly throughout the year and have been able to undertake a workshop to identify an agreed Action Plan to support joined up developments going forward. The Forum supported Carnegie Trust's CRF application which resulted in £100k being awarded to the upgrade of the steadings.</p> <p>A Dunfermline Wide Funding Training Event took place in May 2023 with over 50 different groups/organisations upskilling their knowledge around identifying and applying for funding, funding search along with hints and tips to completing a good funding application.</p> <p>Local groups have successfully been awarded with a range of internal and external funding to support community-led activities and local projects. Brucefield Tenants & Residents Association have secured £100k towards upgraded paths within the King Malcolm Park, Feel Good Friday have secured £500 towards social activities, whilst the Greenspace Scio successfully attracted £200k towards developing their vision and strategy. A range of groups and organisations have been supported with the process in applying for small grant Local Community Planning Funding and larger scale Community Recovery Funding.</p>

CLD Plan Strategic Activity	Project Outcome	Progress
	Deliver training programmes for volunteers to build their capacity in delivering their groups and services (First Aid, Food Hygiene, Customer Services)	A range of training programmes have been undertaken to support community volunteers acquire accredited courses and transferable knowledge to support community led services. Food hygiene and First Aid have been delivered to several groups including Community Councils, church organisations and social groups.

Thriving Places	<i>Safe, well designed and maintained places that promote wellbeing, where people are proud to be, and where they have access to the services and facilities they need at different stages of their lives.</i>
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CLD Plan Strategic Activity	Project Outcome	Progress
Increase their sense of place within community structures	Identify and support opportunities for youth and action groups in target communities.	Touch Forum is a successful example of local action in practice. The Forum have improved their approaches to engage with the local community by undertaking joint activities, events, and fundraising. The Forum actively work towards their Action Plan and currently organising joint training opportunities.
	Rebuild sense of community pride and ownership.	Needs assessments, engagements and consultation exercise have taken place across targeted communities including Abbeyview, Touch, Kingseat and Brucefield. Community Action Plans are in place to capture developments and track progress.
Increase opportunity to build community wealth, Community Asset Transfer and leases.	Engagement with communities in developing new facilities in Abbeyview, The Steadings at Pittencrieff Park.	Works on the new Abbeyview Hub continues with opening date Autumn 2024, engagement has continued with various stakeholder groups and organisations.
	Support capital funding applications	The Steadings Forum, in partnership with Carnegie Trust have been instrumental in the successful bid to CRF for £100k.

CLD Plan Strategic Activity	Project Outcome	Progress
<p>Support community groups to apply for external funding for improvement works</p> <p>Developing and protecting our greenspaces and natural habitat environments</p>	<p>Support the Greenspace Scio in the development of an incorporated body with associated development and action plan.</p> <p>Support Community Councils and other community bodies to consider Local Place Plan approaches, providing advice and guidance and signposting along with undertaking community engagements using a range of methods.</p>	<p>Brucefield TRA have secured £60k from CRF and further £100k from Paths for All, Wellwood Community Council were successful in securing £50k from Fife Environment Trust for play park developments.</p> <p>Continued support and advice in conjunction with Fife Voluntary Action. The Scio has 2 member of staff now in place and progressing with policy and action planning. Continued support to the play and recreation projects ongoing such as Dunfermline Skatepark and various play park destination proposals.</p> <p>The Tower Burn Trail stakeholder group have developed a draft Brief document to attract funding for the Masterplan. Support is ongoing to the wider stakeholder group and Dunfermline Scio.</p> <p>Continued dialogue, training, signposting and capacity building support through engagement to community organisation continues e.g. Kingseat & Touch Community Garden.</p> <p>Following on from focussed workshop at the Area Management Team (MDT) on People and Place development, CLD will continue to support the development of these approaches in line with the City Plan Development. Development of Place approaches will further engage with local communities and link in with current action plan developments.</p>

HMIE Progress Report (Progress Visit: December 2024)

Strengths – *Several strengths directly relating to the City of Dunfermline CLD progress were highlighted at the recent Fife Wide HMIE progress visit:*

- Communities are actively engaged and consulted in the development of community facilities and have had a major influence on the design of buildings. For example, local agencies and groups are actively influencing the design of a new community hub at Abbeyview. This will increase accommodation available for groups being displaced from other community facilities.
- A range of volunteers are engaged in local community projects to mitigate the impact of food insecurity. They use food with dignity approaches to develop community facilities. Strong and engaged local projects including the Touch Hub are embedded in their local communities. They are responsive to expressed community need and are delivering better Outcomes.
- Young people supported by Queen Ann High School and the Tower House Youth Project are developing skills which help them attain, achieve, and succeed. Early intervention youth work approaches are helping young people who have disengaged or are not attending school, to achieve and reintegrate back into school where appropriate. Collaboration and support from schools, CLD youth workers and parents help empower young people to take responsibility and make decisions on their own learning pathways.

23 April 2024

Agenda Item No. 12

Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2023-24

Report by: John Rodigan, Head of Service (Environment and Building Services)

Wards Affected: 2,3, and 4

Purpose

The purpose of this report is to inform committee of the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2023-24

Recommendation(s)

It is recommended that Committee consider:

- the continuing improved performance in grounds maintenance, domestic waste collection and street cleansing services in 2023; and
- the plans to deliver local priorities and help communities shape their environment.

Resource Implications

There are no additional resource implications arising from this report.

Legal & Risk Implications

The Environmental Protection Act 1990 imposes a duty on Fife Council to keep public roads and relevant land clear of litter and refuse so far as is practicable.

There are no new legal & risk implications arising from this report.

Impact Assessment

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

Consultation

No consultations are required in connection with this report.

1.0 Domestic Waste and Street Cleansing Performance

Domestic Waste

- 1.1 Consistent levels of service provision remained a challenge for domestic waste collection in 2023-24. Despite coming out of Covid, staff absence remained high, and a shortage of qualified HGV drivers caused disruption to the service in some areas.
- 1.2 Supply chain issues that previously affected sourcing specialist spare parts have eased allowing vehicle repair times to improve.
- 1.3 The procurement and deployment of new vehicles as part of the fleet replacement programme will hopefully continue to improve serviceability and reliability of the fleet.
- 1.4 The new free bulky uplift service has been in place since April 2023. There has been a fourfold increase in demand since this service was introduced.

Street Cleansing

- 1.5 The street cleansing division are slowly recovering the legacy backlog of weeds on streets. Teams are reacting to ward priorities and although resource limitations prevent the delivery of a consistent standard across all areas, there is evidence of improvement in many localities.
- 1.6 Street Cleansing working with Business Technology Solutions have introduced a new digital asset management system. This will enable accurate data recording and more efficient work scheduling along with performance management.
- 1.7 The Environmental Training Academy continues to train young people for jobs in street cleansing and this is now an important recruitment avenue for the Service and is resulting in permanent jobs for the long term unemployed.
- 1.8 The dedicated verge cleaning teams created in 2021 are making a material difference to the environment. Their work is highly visible, and feedback has been very positive. Roadside verges and reservations that have never been cleaned, are now on routine schedules, and will be regularly attended.
- 1.9 Likewise the teams dedicated to the removal of fly tipping have been making a strong impact, ensuring that reported rubbish is lifted at the very earliest to avoid blighting the environment.
- 1.10 Additional resources continue to be deployed to tourist hotspots to mitigate visitor impacts over the summer months and this includes weekend working as required.

2.0 Domestic Waste and Street Cleansing - Future Developments

- 2.1 The single shift managing change project is ongoing for Domestic Waste and a complete route redesign is underway, as is the procurement exercise for 13 new refuse collection vehicles. The new working pattern is programmed to start in October 2024.

- 2.2 The creation of dedicated teams working in partnership with the Housing Service to address priority areas in Council housing estates, has been a success. This model will be extended in 2023/24.
- 2.3 Street cleansing specifications and schedules will be shared and discussed with Area Committees as part of the Council's decentralisation agenda. Area Committee's will be able to influence works in their communities, recognising the impacts and opportunity cost of resource deployment choices.

3.0 Grounds Maintenance Performance

- 3.1 The core Service Level Agreement specification is being met in most areas, although the challenge of inclement weather over the late summer months disrupted the grass cutting and weed management operations. Limitations in the supply chain for machinery spare parts has at times restricted the deployment of specialist machinery and limited performance.
- 3.2 Local teams continue to provide positive support to Elected Members through reactive and ad-hoc work requests enabling delivery of local priorities.
- 3.3 Building on the success of the Housing Estate Improvement work in 22-23, the Grounds Maintenance Service in partnership with the Housing Service will resource a dedicated team delivering a programme of environmental improvement works on Housing owned land.
- 3.4 The employment and retention of seasonal staff remains a challenge during the peak period of Grounds Maintenance activities. The Service continues to work with partner agencies such as Rural Skills Scotland and Fife Council's Employability Team to provide work placement opportunities for short term and longer term unemployed.
- 3.5 There is an aspiration to minimise the use of herbicides as part of any integrated weed management approach. The reduction in herbicide application and improved growing conditions for weeds will remain a perennial management challenge. The Service continues to monitor the development of new alternatives to replace the more traditional control measures employed. Dialogue with communities will assist in delivering local plans that consider an appropriate range of weed management criteria and a level of vegetation acceptable within a geographical space.

4.0 Grounds Maintenance - Future Developments

- 4.1 A Managing Change proposal offering a 9-day working fortnight alongside a re-alignment of working hours is currently under consultation with staff. If agreed, this will create a more efficient operating model and support a better work-life balance for those staff affected.
- 4.2 The Service is committed to the implementation of a formal process of recording grounds maintenance activity standards in partnership with the Association of Public Service Excellence (APSE). The Land Audit Management System (LAMS)

will assist in monitoring and benchmarking service performance both at a local level and across external organisations.

- 4.3 A review of the Services' back-office management systems concludes that the current approach is fragmented and does not facilitate the Services move to a digital platform. Investment in a single host system will provide efficiencies through the digital scheduling of work activity and data capture.
- 4.4 A decision to bring forward £350,000 Capital investment in the GMS fleet of grass cutting equipment shall provide greater business continuity and increased performance outputs.
- 4.5 Grounds maintenance specifications and schedules will be shared and discussed with Area Committees as part of the Council's decentralisation agenda. Area Committee's will be able to influence works in their communities, recognising the impacts and opportunity cost of resource deployment choices.
- 4.6 A new 'place making' approach to the management of greenspace is being developed. The Council recognises that officers responsible for greenspace design decisions across the Council should be working much more closely with the Grounds Maintenance Service and a new operating model is being explored.

5.0 Conclusions

- 5.1 Service operating models continue to evolve in both Grounds Maintenance and Domestic Waste and Street Cleansing functions. The aim is to ensure the most effective use of resources to maintain consistent levels of service and address area priorities on a ward-by-ward basis.
- 5.2. Future developments such as digital system implementations and organisational redesign are all part of the modernisation process. Smarter, more joined up and efficient ways of working, with the latest technological support will give these services the best chance of improving local environments with limited resource envelopes.

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23 April 2024.

Agenda Item No.13

Justice Social Work Service – Community Payback: Unpaid Work Scheme

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

Wards Affected: 2, 3 and 4

Purpose

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

Recommendation(s)

The Committee is asked to: -

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

Resource Implications

There are no additional resource implications for Fife Council.

Legal & Risk Implications

There are no Legal & Risk implications for Fife Council.

Impact Assessment

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

Consultation

There is no requirement for consultation.

1.0 Background

- 1.1 The purpose of this report is to update members on developments within Fife Council's Justice Social Work Service concerning the Community Payback Unpaid Work Scheme. Continuous improvement in the delivery of the Unpaid Work Scheme will assist the Council in meeting its key objective of being a top-performing Council.

2.0 Funding

- 2.1 The Unpaid Work Team is funded through the Justice budget. This consists of around £852,686 of which the largest percentage is accounted for under human resource costs. Other areas the budget covers include vehicle hire, rental of facilities, equipment purchase, and maintenance.
- 2.2 Whilst the Unpaid Work Team will provide the tools, transportation, and manpower for specific projects, it is the responsibility of the recipients to provide the necessary materials for use.

3.0 Staffing

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

4.0 Legislation

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

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

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

4.2 Immediacy/Visibility

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

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

5.0 Service Delivery

- 5.1 The Community Payback Unpaid Work Scheme normally operates seven days a week. Saturday and Sunday work is available for those participants in employment or with particular care commitments.
- 5.2 From 21 March 2022 Scotland's legal Covid-19 restrictions, including the wearing of face coverings, ended. To ensure the safety of employees and service users, masks continued to be worn in vehicles, workshops, and enclosed spaces.
- 5.3 Gradually, from April 2022 the staff/service user ratio was increased to 1:4. In June 2022 the scheme returned to pre-pandemic operations with the ratio of 1:5.
- 5.4 The scheme has two workshops located in Dunfermline and Kirkcaldy. The Dunfermline Workshop serves the City of Dunfermline Area. We also have five vehicles operating in this area transporting materials, equipment, and service users to projects.
- 5.5 The full working day is 9.30 am to 4.30 pm with limited half days 9.30 am to 12.30 pm and 1.30 pm to 4.30 pm. Other work patterns can be made available to service users when staffing allows.
- 5.6 Visibility of the projects plays an important part in raising the awareness of the positive contribution Unpaid Work can make in the local community and, throughout the year, there have been several positive news articles in the local press.
- 5.7 There is an increasing focus on the use of social media to promote the positive work being undertaken. In the City of Dunfermline Area, the Community Payback Unpaid Work Team undertakes a wide range of projects from painting, litter picking, supporting food banks, and assisting communities by completing tasks such as decorating, gardening, and ground clearance. Positive media information offers an opportunity to inform the public of the good work that can be achieved by those undertaking Community Payback and now has its own X page (previously Twitter) to showcase the work of the service.
- 5.8 The Service has taken advantage of the opportunities presented through social media, in particular, our X page @fcjusticesw, to spread the word on the work we undertake in the community, why we do it, and how it helps. This has already proved a highly effective strategy with a focus on continuing communication between partners, the wider group of stakeholders, and communities. Improved communication will continue to stimulate dialogue, enhance knowledge, and further develop confidence in justice systems for the public and key stakeholders.
- 5.9 Unpaid work raised £430 for The Samaritans during the festive period in 2022. The money raised was due to making Christmas holly wreaths and selling them to the local community. This was an ideal opportunity to share the work of the unpaid work scheme and it is hoped similar projects can be replicated at different times of the year.
- 5.10 The scheme currently has thirty-four personal placements throughout Fife suitable for both males and females and is actively working on establishing working relationships to create more personal placements across the local authority. Four of these are located within the City of Dunfermline Area with ongoing work being undertaken to continue to expand this number. The current placements include:
 - Barnardo's Retail Shop
 - Barnardo's Kids Shop

Salvation Army Shop

Sue Ryder Shop

- 5.11 Our staff are trained in the Training for Trainers model. This allows them to instruct and guide participants on the safe and effective use of relevant equipment. This will ensure the skill set of unpaid work participants is increased and will promote confidence and skills that can be utilised in the future when seeking employment. We are also investing in developing the staff group by offering training and development opportunities to enhance knowledge and awareness. Courses undertaken include COSHH (Control of Substances Hazardous to Health), CALM Training which addresses Crisis & Aggression Limitation Management. Train the Trainer (Manual Handling) one staff member has been trained in this and will then train all staff members. Woodwork training to enable staff to utilise woodwork machinery. First Aid training is ongoing. Becoming Trauma Informed, Levels 1, 2 & 3. Community Justice Scotland Unpaid work learning which enhances their knowledge of the wider Social Work task and shared information and ideas about the delivery of Community Payback/Unpaid Work in other local authority areas. 7 staff have undergone this training to date and it is hope all staff members will complete this training in the future.
- 5.12 The Unpaid Work Team continues to work in close partnership with the Fife Coastal and Countryside Trust three days each week supporting the management and upkeep of areas managed by the trust. Discussions are ongoing to expand this partnership into other areas in Fife. Discussions are also taking place with Historic Environmental Scotland to look at ways we can assist with the care of Scotland's historic environment. NHS Greenspace is also an area we are hoping to invest in once the initiative is up and running.
- 5.13 To assist service users in attending and undertaking their hours, local meet points remain in place throughout Fife including the Dunfermline Area. This assists by allowing clients to attend directly at a work site where PPE and equipment are brought to them by UPW staff, rather than having to muster at the central workshop point and drive from there, saving time and allowing work to commence more quickly.
- 5.14 An Unpaid Work requirement also provides the opportunity within certain prescribed limits for a participant to undertake other activities designed to address identified deficits in the person's lifestyle that may improve a variety of areas in their life. Other activity must not exceed thirty percent of the specified number of hours in the requirement, or thirty hours, whichever is the lower. Such areas include specific training, which addresses issues of literacy, numeracy, and/or problem-solving. There may also be a need to address anger management issues, address alcohol and or drug-related problems. Attendance at the Justice Service Road Traffic Offenders Programme, which has multi-agency engagement from Community Safety, Transportation Services, the Procurator Fiscals Office, Police Scotland, and the Scottish Ambulance Service has also been used for this purpose.
- 5.15 In response to the needs of women who offend, the Justice Social Work Service works in partnership with Fife Deer Centre. Women attend one day a week working on projects throughout the park women also undertake learning in their educational facilities at the Centre. The Fife Connect Project works in partnership with Greener Kirkcaldy and a volunteer seamstress. Women learn new sewing skills while making bonding squares for babies in the Neonatal Unit within the Fife maternity ward.
- 5.16 The service works closely with corporate Health and Safety colleagues to ensure that the correct advice and guidance is in place for the safety and wellbeing of staff and service users alike.

6.0 Recipients Feedback

6.1 The service regularly seeks feedback from those to whom we have provided a service. The Committee will be aware that from previous reports our feedback has, in the main, been extremely positive. The format of receiving feedback has changed and this has made a positive impact and response. 101 recipients returned questionnaires.

6.2 A sample of quotes are provided below:

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

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

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

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

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

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

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

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

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

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

7.0 Service User Feedback

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

Response Rate

Justice Service User Feedback Survey 2022/23

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

Justice Service User Feedback Survey 2022/2023

The service user feedback questionnaire has been shortened to make it easier to complete. The key results from the Justice Service User Feedback Survey for the period 1 April 2022 – 31 March 2023 are given below.

Response Rate

- Total number of Service Users who responded to the questionnaire was 46.

Type of Order

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

What do you think about the amount of information given?

- Too much – 0%
- About right – 91%
- Not enough – 9%

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

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

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

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

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

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

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

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

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

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

Overall, how satisfied were you with the service received?

- Very Satisfied –41%
- Satisfied – 57%
- Unsatisfied – 2%
- Very satisfied – 0%

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

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

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

Professional and supportive.

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

8.0 Unpaid Work in Fife – Demand

- 8.1 The total number of Community Payback Orders with an Unpaid Work requirement imposed in Fife from 1st April 2022 to 31st March 2023 is 614 (373 in the previous year). In demographic terms, males represent the largest cohort of participants with 539 Orders imposed on men and 75 women.
- 8.2 The number of hours completed by unpaid work participants in Fife over the period covering 1st April 2022 to 31st March 2023 was 65815 (15752 in the previous year). Using the Living Wage of £10.18 per hour as a guide, this equates to £669,996 of financial benefit to Fife communities and Unpaid Work Recipients.
- 8.3 The total number of Community Payback Unpaid Work Requirements completed in Fife from 1st April 2022 to 31st March 2023 was 301 males (83 in the previous year) and 43 females (11 females in the previous year).

8.4 A few comparisons from bordering Local Authorities:

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

9.0 Work Undertaken in Wards

9.1 The work undertaken by the Community Payback Scheme and its participants benefits local schools; charities; and community organisations. The range of work can include:

- ground clearance
- recycling projects
- building maintenance and landscaping
- Improvements to park and community facilities
- General gardening projects
- Painting and decorating in community centres and individual homes
- Litter picking

10.0 Projects Undertaken in the Committee Area

10.1 A description of some of the work undertaken in the City of Dunfermline Area over the period of 31st March 2022 to 1st April 2023 is noted in Appendix 1 of this report. Also included within the Appendix is a list of organisations that have benefited from work undertaken and the organisations that we currently have arrangements in place with whom we facilitate personalised placements.

11.0 Conclusion

11.1 Community Payback has continued to assist a variety of projects over the last year, from individual householders to schools and nurseries and voluntary organisations throughout Fife.

11.2 Community Payback through unpaid work plays a significant and positive role in local communities and repairs some of the harm caused by those who have committed offences. In addition to the benefits to local communities, the use of the other activity has been utilised to ensure that we are meeting any identified needs of service users to support them in integrating within their local communities. The number of Orders has increased in the last year following the pandemic and is returning to pre-pandemic levels.

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

List of Appendices

1. Work undertaken in the City of Dunfermline Area

Background Papers

None.

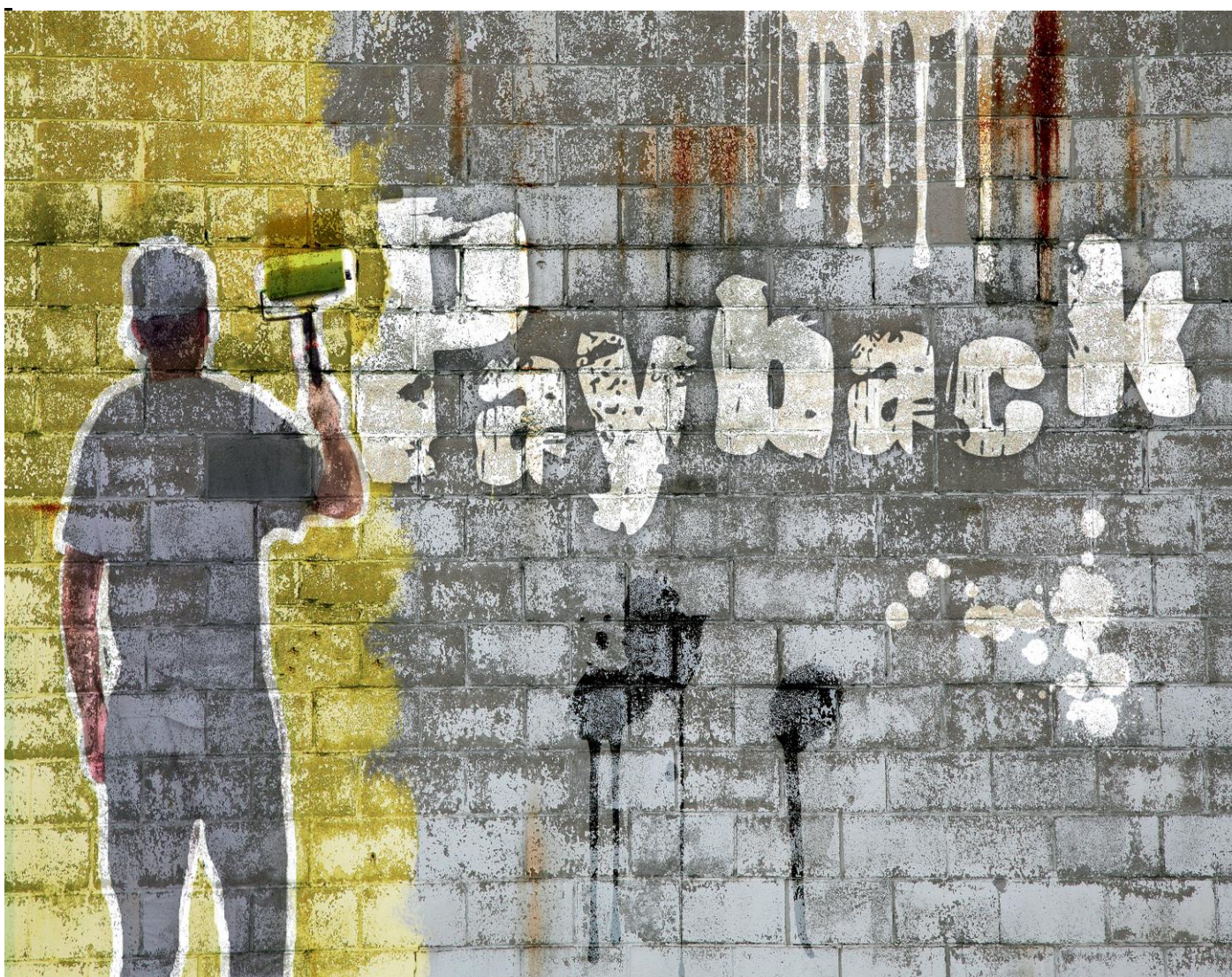
Report Contact

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Town House Kirkcaldy
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Email: joan.gallo@fife.gov.uk

**City of Dunfermline Area Committee
Community Payback
Unpaid Work Projects**

1st April, 2022 to 31st March, 2023

Service / Organisation / Recipient



**City of Dunfermline Area Committee Project and Tasks
Community Payback
Unpaid Work Projects**

1st April, 2022 to 31st March, 2023

SERVICE / ORGANISATION /RECIPIENT/PROJECT/TASK

Wards 2, 3 & 4

- Fife Council Housing – 42 Kirklands Dunfermline – individual indoor painting
- Fife Council Aged Care – Rubbish Uplift – Jean Mackie Centre
- Fife Council Social Work – Bed uplift & delivery – Dunfermline to Cowdenbeath
- Fife Council Roads & Transportation – Sandbag filling – Halbeath Dunfermline
- Fife Council Nursing Home – Rubbish uplift – Matthew Fyfe
- Fife Council Education – Gardening – Carnegie Primary School
- Fife Council Housing – Indoor painting Henryson Road – individual
- Fife Council Property services – removal Pittencrieff House
- Fife Council Social Work – indoor painting Malcolm Court – individual
- Fife Council Nursing Home – Rubbish uplift Matthew Fyfe
- Fife Council Grounds maintenance – benches painted for Townhill loch
- Fife Council social work – removal – Dunfermline to Rosyth
- Fife Council Nursing Home – rubbish uplift – Matthew Fyfe
- Fife Council Aged Care – Rubbish Uplift – Jean Mackie Centre
- Fife Council Nursing Home – rubbish uplift – Matthew Fyfe
- Fife Council Retirement Housing – rubbish uplift – Meldrum Court
- Fife Council Nursing Home – rubbish uplift – Matthew Fyfe
- Fife Council Housing – garden waste uplift – Pentland Place
- Fife Council Sheltered Housing – Gardening – Balfour Court
- Fife Council Community Use – Indoor painting – Touch Community Centre
- Fife Council Community Use – Indoor painting – Townhill Community Centre
- Fife Council Community Use – Indoor painting – Baldridgeburn Community Centre
- Fife Council Community Use – Indoor painting – Dell Farquharson Community Centre
- Fife Council Community Use – Indoor painting – John Marshall Community Centre
- Fife Council Aged Care – Rubbish Uplift – Jean Mackie Centre
- Fife Council Housing – Gardening – Canon Lynch Court
- Fife Council Aged Care – Gardening – Jean Mackie Centre
- Dunfermline Community Council – Gardening – Donald Fountain Dunfermline Public Park
- Dunfermline Community Council – Path clearing – Glen Bridge
- Fife Council – Housing – indoor painting Averdour Road – individual
- Fife Council Retirement Housing – Indoor painting – Dollar Court
- Fife Council Community Use – Indoor painting – Tower House Community Centre

- Dunfermline Community Council – Railing painting– Donald Fountain Dunfermline Public Park
- Fife Council Retirement Housing – indoor painting – Dollar Court
- Fife Council Education – Gardening & slabbing – St Margarets Primary School
- Fife Council Social Work – Uplift & delivery – Rosyth to Dunfermline

Regular litter picking across the City of Dunfermline:

- Townhill loch and surrounding area
- Townhill park
- Townhill community woodland
- Dunfermline Glen bridge
- Dunfermline public park – Robertson Road
- Pitreavie running complex
- Pitreavie Industrial estate
- Leys Park Road
- Fife Cycle Way

Regular Garden Rota across the City of Dunfermline:

- Matthew Fyfe
- David Millar Court
- Dollar Court
- Camdean Primary School garden
- Jean Mackie Centre
- Balfour court
- Donald Fountain Dunfermline Public Park

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

1.0 Introduction

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

2.0 Risk Assessment

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

2.1 PROJECTS

The Projects Team is responsible for the provision of unpaid work placements, projects, and the direct supervision of participants. Community payback runs 7 days per week 09.30 – 16.30. We can provide personalised placements for individuals in a variety of settings such as charity shops and other voluntary organisations.

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

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

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

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

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

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

You must ensure:

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

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

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

Contacts for the 3 areas across Fife are as below

Dunfermline & SW Fife

Kimberly Cherrie

Kimberly.cherrie@fife.gov.uk

07712542569/01383 621469

Kirkcaldy, Kinghorn & Burntisland

Gary Meldrum

Gary.meldrum@fife.gov.uk

07515290821

Glenrothes & NE Fife

Craig Hutton

Craig.hutton@fife.gov.uk

07515291032/03451 555555 400010

23 April 2024

Agenda Item No. 14

Public Health Report & Young People Health & Wellbeing Survey Results

Report by: Shelagh McLean, Head of Education Services

Wards Affected: City of Dunfermline

Purpose

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

Recommendation(s)

Members are invited to:

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

Resource Implications

There are no direct resource implications arising from this report.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Director of Public Health Report

1.1 Situation

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

1.2 Background

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

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

[Director of Public Health Annual Report \(nhsfife.org\)](#)

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

1.3 Assessment

1.3.1 UNCRC and The Promise

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

1.3.2 Population

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

1.3.3 Maternal health and births

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

least deprivation. Smoking in pregnancy at maternity booking in appointments, in Scotland is among the highest in Europe, and Fife has one of the highest rates in Scotland, although these are declining over the whole of the country.

1.3.4 Child poverty

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

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

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

1.3.7 Child development and wellbeing

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

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

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

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

1.4 Service aspects

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

2.0 Fife Young People Health & Wellbeing Results

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

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

Table 1 – Response Rate by Stage

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

2.5 High Level Findings

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

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

2.5.7 Dunfermline had about the same worse than as better than results.

2.6 Dunfermline

2.6.1 Data provided showing areas where Young People reported better than that of the rest of Fife included;

Physical Activity & Hobbies – Young People reported they took part in these better than the rest of Fife

Social Media – Young People reported less use than the rest of Fife and had better than results

Bullying – Young People reported this less than the rest of Fife and had better than results

2.6.2 Areas where Dunfermline were worse than the rest of Fife were in the following areas;

Mental Health – Young People reported worse than the rest of Fife results particularly around body image and resilience

Gambling – Young People reported betting in shops and online worse than the rest of Fife

Smoking – Young People in Dunfermline reported smoking between 1-6 cigarettes a week. The % of Young People was worse than the rest of Fife.

3.0 Conclusion & Next Steps

- 3.1 The results of the survey identify and confirm priority areas for Health & Wellbeing within Education and Children's Services, and the evidence has been used already to help support the development of the Health & Wellbeing [Strategy](#) for Education & Children's Services, 2023-2026. Five Key areas have been identified. Mental Wellbeing, Physical Wellbeing, Health Inequalities, Relationships & Behaviour and Communication.
- 3.2 Analysis of data shared with key strategic partners locally and Fife wide to enable discussion and used to help shape future direction, specifically considering key finding areas and differences in characteristics.
- 3.3 Area data is shared, and time given to discuss and support approaches required within local area planning, including further support to Schools to include priorities within school improvement planning. As an example, Local Improvement Frameworks have protected time to explore the work required to best target Children & Young People within the Glenrothes Cluster.
- 3.4 Data analysis shared with our colleagues in Health, where work will also take place to inform new strategies, adapt planning and respond to the needs of our Children and Young People. As an example – School Nursing will ensure that staff are trained in areas of the results most relevant within areas and consider the pathways required.
- 3.5 The Education & Children's Services Directorate will consider how this data impacts, and informs, the priorities within the wider areas of improvement, in particular, other aspects of the directorate improvement plan, including Engagement, Positive Destinations and Achievement.

3.6 Engagement with young people, parents and carers, in sharing aspects of the results and helping inform future work and support, will be taken forward.

List of Appendices

N/A

Background Papers

[Dunfermline Area Results.xlsx](#) provides the full results where Dunfermline showed a significant difference with that of the rest of Fife.

For Illustration Purposes Only (Below)

Questions	Question Section	Area	ASN: No	ASN: Yes	Deprivation: Less Deprived	Deprivation: More Deprived	Gender: F	Gender: M	Stage: P5	Stage: P6	Stage: P7
Most of the time, I am happy at school	School	Dunfermline	Better	No significant	Better	No significant	No significant	Better	No significant	No significant	No significant
I feel positive about my future	School	Dunfermline	No significant	Much Better	Better	No significant	No significant	Better	No significant	No significant	No significant
Getting an education is important to me	School	Dunfermline	No significant	No significant	No significant	No significant	No significant	No significant	No significant	No significant	No significant
My teachers listen to what I have to say	School	Dunfermline	No significant	Better	No significant	No significant	No significant	No significant	No significant	No significant	No significant
Do you think that the area in which you live is a good place to live?	Community	Dunfermline	Much Better	Better	Much Better	No significant	Much Better	Much Better	No significant	No significant	No significant
How many close friends would you say you have?	Relationships	Dunfermline	Better	No significant	Better	No significant	Better	No significant	No significant	No significant	No significant
How often do you and the people you live with usually have meals together?	People you live with	Dunfermline	Better	No significant	No significant	No significant	Better	No significant	No significant	No significant	No significant
Adults are good at taking what I say into account	Adults	Dunfermline	Much Worse	No significant	Worse	No significant	Worse	No significant	No significant	No significant	No significant
Adults are good at listening to what I say	Adults	Dunfermline	Worse	No significant	Worse	No significant	No significant	No significant	No significant	No significant	No significant
Did you report the bullying to anyone?	Bullying	Dunfermline	No significant	No significant	No significant	No significant	No significant	Much No	No significant	No significant	No significant
Please say how much you agree or disagree with this sentence: ""Even if I am having a difficult time, I feel better about my future""	Mental Health	Dunfermline	Worse	Much Worse	Much Worse	Worse	Much Worse	No significant	No significant	No significant	No significant
Please say how much you agree or disagree with this sentence: ""My body and the way I look affects how I feel about my future""	Mental Health	Dunfermline	Much Worse	No significant	Much Worse	No significant	Worse	No significant	No significant	No significant	No significant
I am open to the possibility of water fluoridation in my local area?	Health	Dunfermline	Better	Better	Much Better	No significant	No significant	Much Better	No significant	No significant	No significant
Have you ever hurt yourself on purpose in any way?	Health	Dunfermline	Much Worse	No significant	Much Worse	Worse	Much Worse	No significant	No significant	No significant	No significant
My life is just right	Health	Dunfermline	Worse	No significant	No significant	No significant	No significant	No significant	No significant	No significant	No significant
How often do you usually eat vegetables?	Eating and Drinking	Dunfermline	Much Better	No significant	No significant	No significant	Better	Better	No significant	No significant	No significant
How often do you drink water?	Eating and Drinking	Dunfermline	Much Better	No significant	No significant	No significant	Better	Better	No significant	No significant	No significant

Report Contacts:

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Education Services

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23 April 2024

Agenda Item No. 15

Area Capital Update Report 2023-2024

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

Wards Affected: All

Purpose

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

Recommendations

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

Resource Implications

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

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

None

1.0 Background

- 1.1 The purpose of this report is to advise members of the progress of the additional Capital Investment received for the Communities Directorate in the 2017-20 budget and the 2021-31 Capital Investment Plan.

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

2.0 Governance

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

3.0 Progress to Date

- 3.1 A total of £1.020m has been approved for Dunfermline Area to date.
- 3.2 A total of £0.150m of this £1.020m has not yet been approved.
- 3.3 £0.036m remains unallocated at this stage for Dunfermline Area.

4.0 Conclusion

- 4.1 This report and its appendices are intended to give members information on Area Capital Investment for the Dunfermline Area.

List of Appendices

1. Project Detail

Report Contacts

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Accountant Communities & Neighbourhoods
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Shirley Melville
Acting Community Manager
Dunfermline City Chambers
Email – Shirley.Melville@fife.gov.uk

Appendix 1

Dunfermline Area Capital	Approved Budget
	£
Area Capital Funding 2017-19 remaining	30,369
New Allocation (£78k in 21/22 & 22/23)	155,717
Total Available to allocate	186,086
Projects previously identified but not yet approved	
Parking Spaces Church Street	20,000
Gateway project, Pitcorthie Roundabout	20,000
New Steps and Handrails at Dunfermline Abbey Church	20,000
Food Pantries and Touch Baldridgeburn Community Centres	15,000
Wellwood (various) lampposts. Path and off-street parking	16,000
Conservation lampposts Transy Grove, Place and Park Place	30,000
Lamppost Bill Park	29,000
Total	150,000
Total Available to Allocate	36,086

23 April 2024

Agenda Item No. 16

City of Dunfermline Area Committee Workplan

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

Wards Affected: 2, 3 and 4

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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

City of Dunfermline Area Committee of 18 June 2024			
Title	Service(s)	Contact(s)	Comments
Proposed mandatory cycle lane - B916 Aberdour Road, Dunfermline	Roads & Transportation	Allan Maclean	Deferred from April meeting.
Dunfermline City Centre Update	Communities & Neighbourhoods	Shirley Melville, Sunil Varu	Deferred from April meeting.
Safer Communities Annual Performance Report 2023/24	Housing Services	Michael Collins	
Police Scotland Annual Performance Report 2023/24	Police Scotland	Cornelius McGurk (Neil) - Police Lead.	
Scottish Fire and Rescue Service Annual Performance Report 2023/24	Scottish Fire & Rescue Service	Craig Robertson - SFRS Lead	
Report on Educational Outcomes 2022/23	Education Service	Deborah Davidson	
Devolved Parking Budget Update	Communities & Neighbourhoods	Shirley Melville	
Freedom of the City for peacocks (next steps)	Communities & Neighbourhoods	Shirley Melville	
Area Housing Plan Update 2024 - 2027	Housing Service	Lynne Johnston	
Speed Reduction Issue - Kingseat Road, Dunfermline	Roads & Transportation	Lesley Craig	To address issues raised 06.02.24 (Para. 118 refers).

City of Dunfermline Area Committee of 20 August 2024			
Title	Service(s)	Contact(s)	Comments
Update on Flood Issues in Dunfermline	Structural Services	Rick Haynes	
Area Housing Plan Update 2024 - 2027	Housing Service	Lynne Johnston	
Complaints Performance Annual Report 2023 - 2024	Customer & Online Services	David Thomson-CRM	
Area Roads Programme 2022 - 2023 Outturn	Roads & Transportation	Vicki Connor-fc	

City of Dunfermline Area Committee of 20 August 2024			
Title	Service(s)	Contact(s)	Comments
Community Events Update	Business & Employability	Sunil Varu	
Dunfermline Tourism Update	Business & Employability	Hilary Roberts	

City of Dunfermline Area Committee of 1 October 2024			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust Funds Annual Report 2023 - 2024	Finance & Corporate Services	Eleanor Hodgson	
City Plan (Dunfermline's Local Community Plan) Update	Communities & Neighbourhoods	Shirley Melville	
Community Recovery Funds Projects Update	Communities & Neighbourhoods	Lindsay Gilfillan	

City of Dunfermline Area Committee of 10 December 2024			
Title	Service(s)	Contact(s)	Comments
OnFife Annual Report	FCT	Michelle Sweeney	
Community Use Update	Communities & Neighbourhoods	Scott Fenton	

City of Dunfermline Area Committee of 4 February 2025			
Title	Service(s)	Contact(s)	Comments
Health and Social Care Locality Planning Annual Update	H&SCP	Fiona Mckay	
Area Roads Programme 2025 - 2026	Roads & Transportation	Vicki Connor-fc	

City of Dunfermline Area Committee of 1 April 2025			
Title	Service(s)	Contact(s)	Comments
Criminal Justice Community Payback Annual Report 2023 - 2024	Children, Families & Criminal Justice	Joan Gallo	

City of Dunfermline Area Committee of 10 June 2025			
Title	Service(s)	Contact(s)	Comments
Safer Communities Annual Performance Report 2024 - 2025	Housing Services	Liz Watson-SC	
Police Scotland Annual Performance Report 2024 - 2025	Police Scotland		
Scottish Fire and Rescue Service Annual Performance Report 2024 - 2025	SFRS		
Report on Educational Outcomes 2023 - 2024 (tbc)	Education Service	Deborah Davidson	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Playspace Categorisation Update	Communities & Neighbourhoods	Kevin O'Kane	
Update of Maintenance of Trees in Dunfermline	Roads & Transportation	Sara Wilson	
Relocation of Woodmill and St Columbas High Schools - Impact on the local economy.	Business & Employability	Gordon Mole	Workshop to be arranged for members.
School support for cost of living impact on families	Education Service	Zoe Thomson, Sarah Else	
Pavement Parking Ban	Roads & Transportation	John Mitchell	
Pittencrieff Park Status	Communities & Neighbourhoods	Shirley Melville	