

## Cowdenbeath Area Committee

Committee Room 2, 5<sup>th</sup> Floor, Fife House, North Street,  
Glenrothes, KY7 5LT / Blended Meeting



Wednesday, 29th March, 2023 - 2.00 p.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** - In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of the Cowdenbeath Area Committee of 1<sup>st</sup> February, 2023. 5 – 9
4. **HEALTH AND SOCIAL CARE LOCALITY PLANNING - COWDENBEATH** – Report by the Principal Lead for Organisational Development (SLT Lead for Cowdenbeath Health and Social Care Locality Planning Group). 10 – 26
5. **SCHOOL MEALS PROVIDED AT LOCHGELLY AND BEATH HIGH SCHOOLS** – Report by the Head of Facilities Management Services. 27 – 50
6. **PROPOSED DOUBLE YELLOW LINES - GRAINGER STREET / HALL STREET, LOCHGELLY** – Report by the Head of Roads and Transportation Services. 51 – 53
7. **PROPOSED 20 MPH SPEED LIMITS - VARIOUS STREETS, CARDENDEN** – Report by the Head of Roads and Transportation Services. 54 – 58
8. **COMMUNITY FOOD GROWING UPDATE** – Report by the Head of Communities and Neighbourhoods. 59 – 62
9. **APPLICATION TO COWDENBEATH LOCAL COMMUNITY PLANNING BUDGET – EASTER CLD ACTIVITY PROGRAMME** – Report by the Head of Communities and Neighbourhoods. 63 – 74
10. **SUPPORTING THE PLAN 4 COWDENBEATH LOCAL COMMUNITY PLAN 2023-2026 THROUGH THE COMMUNITY RECOVERY FUND (CRF) PROPOSALS** – Report by the Head of Communities and Neighbourhoods Service. 75 – 81
11. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 82 – 84
12. **COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME** 85 – 88
- 13./

**13. NOTICE OF MOTION –** In terms of Standing Order No. 8.1(1), the following Notice of Motion has been submitted:-

“Given the support for the development of a further report to the 29th March 2023 Committee, with a view to establishing and supporting potential Community Growing Projects, in conjunction with Forestry and Land Scotland, Fife Council and other Third Sector Funding bodies, across the Cowdenbeath Area, I would ask that the Committee now agrees to add an additional recommendation number 3 to Item No. 8 on the Agenda, report on Community Food Growing Update, as follows:-

3. The Cowdenbeath Area Committee resolves to fund, from the Cowdenbeath Anti-Poverty budget 2023-24, the sum of £60,000 to ensure the development of community food growing initiatives across the Cowdenbeath Area, in line with its Reform Schemes on Tackling Poverty and Crisis Prevention.

This work will build on lessons learned during the initial response and community support to the Covid-19 crisis and set out how those lessons can be built into the Plan for Fife strategy for the next three years.

Community Growing Schemes are one such scheme which will encourage community growing groups throughout Cowdenbeath and Fife to develop projects and to provide support for existing and new growing projects.

The overall benefits of such projects are well sighted, detailed and evidenced one such example being the Edible Estates projects.”

Proposed by Councillor Rosemary Liewald  
Seconded by Councillor Linda Erskine

**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

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

22 March, 2023

If/

If telephoning, please ask for:

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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 mute microphones and switch cameras off when not speaking. This includes during any scheduled breaks or adjournments.



**THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING**

**Committee Room 2, 5<sup>th</sup> Floor, Fife House, North Street, Glenrothes.**

**1st February, 2023**

**2.00 p.m. – 3.35 p.m.**

**PRESENT:** Councillors Alex Campbell (Convener), Alistair Bain, Linda Erskine, Rosemary Liewald, Lea McLelland, Bailey-Lee Robb and Darren Watt.

**ATTENDING:** Sarah Roxburgh, Community Manager (Strategy and Commissioning); Anne-Marie Vance, Community Manager (Cowdenbeath Area); Scott Blyth, Project Manager; ; Louise Whyte, Capital Projects Manager, Community Projects Team; Tim Kendrick, Community Manager (Development); Ashleigh Birrell, Policy Officer, Communities and Neighbourhoods; Tariq Ditta, Head of Facilities Management Services; Neil Watson, Lead Consultant, Roads and Lighting Asset Management; Lesley Craig, Lead Consultant, Traffic Management North; Keith Johnston, Technician Engineer, Traffic Management South; Ryan McQuade, Fife Property Gazetteer Officer, Economy Tourism and Town Centre, Business and Employability Service; Lindsay Thomson, Head of Legal and Democratic Services, Helena Couperwhite, Manager – Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Mary Lockhart.

The Convener, on behalf of the Committee, welcomed Anne-Marie Vance to the meeting. Anne-Marie succeeded Sarah Roxburgh as the new Community Manager for Cowdenbeath Area. The Convener thanked Sarah for all her hard work and commitment during her time as Community Manager and wished her well in her new post.

**33. DECLARATIONS OF INTEREST**

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

**34. MINUTE**

The Committee considered the minute of the Cowdenbeath Area Committee meeting of 7<sup>th</sup> December, 2022.

**Decision**

The Committee

- (1) agreed to approve the minute; and
- (2) noted that a report on the Community Recovery Fund would be submitted for the Committee's consideration at its meeting on 29th March, 2023.

**35./**

**35. STREET NAMING AND NUMBERING CONSULTATION**

The Committee considered a report by the Head of Business and Employability, requesting approval under Section 97 of the Civic Government (Scotland) Act 1982, for the new street names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' at the development on land to the south of Lochgelly Road, Lumphinnans. A copy of the site plan for the development was as detailed in Appendix 1 of the report, showing the layout of the new streets.

**Decision**

The Committee agreed to adopt the new street names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' for the First Endeavour Cowdenbeath LLP development at the land to the south of Lochgelly Road, Lumphinnans.

**36. PROPOSED RAISED TABLES AND SPEED CUSHIONS - KIRKLAND FARM, BALLINGRY**

The Committee considered a report by the Head of Roads and Transportation detailing a proposal to introduce raised tables and speed cushions on the B920 Lochleven Road, Ballingry at the Kirkland Farm development site.

**Decision**

The Committee, in the interests of road safety:-

- (1) agreed to the promotion of a Road Hump Order (RHO) to introduce speed cushions on the B920 Lochleven Road as detailed in drawing no. TRO22\_59, Appendix 1 to the report;
- (2) agreed in retrospect to the promotion of a Road Hump Order (RHO) and Pedestrian Crossing Notice to introduce two raised toucan crossings on the B920 Lochleven Road as detailed in drawing no. TRO22\_59, Appendix 1 to the report; and
- (3) authorised officers to confirm the Road Hump Order and for the raised tables and speed cushions to be constructed within a reasonable period unless there were objections.

**37. AREA ROADS PROGRAMME 2023-24**

The Committee considered a report by the Head of Roads and Transportation, identifying projects proposed for inclusion in the 2023-24 Area Roads Programme for the Cowdenbeath area.

**Decision**

The Committee:-

- (1) approved the report and appendices 1 to 3 - proposed carriageway scheme list for 2023-24; proposed footway scheme list for 2023-24; and proposed road safety and traffic management scheme list for 2023-24
- (2)/

## 2023 CAC 23

- (2) delegated authority to the Head of Roads and Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/ funding as the programme developed, in consultation with the Area Convener and Depute Convener - with all Committee members being advised of any changes as soon as possible; and
- (3) noted Appendices 4 and 5 – lighting scheme list for 2023-24; and structures scheme list for 2023-24.

### 38. COMMON GOOD POLICY STATEMENT

The Committee considered a report by the Head of Communities and Neighbourhoods presenting the draft Common Good Policy Statement which formed the basis of a public consultation exercise.

#### Decision

The Committee noted :-

- (1) the draft Common Good Policy Statement; and
- (2) the community consultation process.

### 39. LOCHORE MEADOWS CONSULTATION UPDATE AND RECOMMENDATIONS

The Committee considered a report by the Head of Communities and Neighbourhoods providing an update and detailing recommendations on consultation work that had taken place with the community relating to Lochore Meadows Country Park- (LMCP), specifically in relation to the following request from Cowdenbeath Area Committee at its meeting on 31st August 2022- (Minute reference Para. 7 of 2022.CAC.4.):

- 7 (1) “that officers carry out a full community consultation across the Cowdenbeath Committee Area on the wider Lochore Meadows Country Park Development Plan with a focus on playpark, nature area and community event space proposals”
- 7 (2) “requested a report detailing the outcome of the above consultation for the Committee’s consideration at its meeting on 1st February, 2023 of a contribution of £100k from the Area Capital Budget to the Lochore Meadows Country Park Nature Area project”

#### Decision

The Committee:-

- (1) noted the wide range of consultation mechanisms undertaken and agreed to support future plans;
- (2) on a motion proposed by Councillor Robb, seconded by Councillor Liewald, agreed to the following amendments to the recommendations contained in the report:-
  - (a)/

## 2023 CAC 24

- (a) replace the wording of recommendation 2 in the report with the following:-

'Supports the recommendation made for location 2 in relation to the proposed play park, and as such supports the plans for the Events Space, Natural Play Area, and wider development plans.'

- (b) include additional recommendations as follows:-

(3) 'As a result of recommendation (2), agrees to a contribution of £100,000 from the Area Capital Budget for the Natural Play Area Project Budget.'

(4) 'As a result of recommendation (2), requests officers bring this paper back to Area Committee if the agreed location is no longer possible for whatever reason, to allow members to have further discussion and for a further decision to be made.'

(5) 'Notes the intention for the development of a draft development plan, and requests officers present this to the Area Committee at a future meeting over the next twelve months.'

- (c) the existing recommendations (3), (4) and (5) to be renumbered to read (6), (7) and (8).and to otherwise remain unchanged.

### 40. KIDS COME FIRST - FINANCIAL SUPPORT

The Committee considered a report by the Head of Communities and Neighbourhoods advising members of a funding decision taken by the Executive Director under delegated powers.

#### Decision

The Committee noted the allocation of funding totaling £6769.70 to Kids Come First, granted in October 2022.

### 41. PROPERTY TRANSACTIONS

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

#### Decision

The Committee noted the contents of the report.

### 42. COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME

#### Decision

The Committee:-

(1)/



## 2023 CAC 25

- (1) noted the contents of the Forward Work Programme;
  - (2) noted that members requesting additional reports for submission to future Committee meetings, would require Committee agreement for these to be included on the Forward Work Programme; and
  - (3) requested a workshop on the Shared Prosperity Fund covering available funding for the Cowdenbeath Area and the impact/benefits to the Community.
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29<sup>th</sup> March 2023

Agenda Item No. 4

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## Health & Social Care Locality Planning – Cowdenbeath

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**Report by:** Roy Lawrence, Principal Lead for Organisational Development (SLT Lead for Cowdenbeath H&SC Locality Planning Group)

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**Wards Affected:** Wards 7 & 8

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### Purpose

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The purpose of this report is to provide the Area Committee with an overview of the Health & Social Care (H&SC) Locality Planning for Cowdenbeath. The aim of localities is for relevant service providers across different sectors, at all levels to come together with people and communities who use services to improve health and wellbeing outcomes.

### Recommendation

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Members are asked to agree that the health and social care partnership will provide an annual report and a six-monthly workshop to the committee with updates on locality planning and joint areas of interest between H&SCP and community planning partners.

### Resource Implications

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- The overall population in Cowdenbeath locality is estimated to increase from just under 40,000 in 2018 to around 41,500 by 2030, an increase of around 3%. Older people (aged 65 and over) will continue to see the largest increases of all the age groups, with numbers rising again by 1,900 (24%) in the 12-year period, with those in their late 60s to early-70s, and early to mid-80s, showing the largest increases.
- The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) puts in place the legislative framework to integrate health and social care services in Scotland. Section 29(3)(a) of the Act requires integration authorities to work within localities and in Fife we have established 7 locality groups which are aligned to the Fife Council local area committees.' Health & Social Care Local Action Plans are currently based on improved joined up working across local teams by the staff who have the insight and knowledge regarding delivery of health and social care services in the local community. The locality groups are focussing more on changing the way we work to improve health and wellbeing outcomes. There is an expectation that locality planning processes will address issues raised through the annual wider stakeholder events, local intelligence, Public Health Scotland and SPIRE (Scotland primary intelligence resource) data (Cowdenbeath H&SC Locality Guidance Appendix 2).

### Legal & Risk Implications

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

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### Impact Assessment

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An Equality Impact Assessment and summary form has been completed. The summary form is attached to the report. (Appendix 1).

There has been extensive consultation in the production of the [Health & Social Care Strategic Plan 2023-2026](#) (Appendix 3).

Quarterly H&SC Locality Meetings will be facilitated throughout the year. The wider stakeholder event took place in November 2022 which informs priorities for 2023.

## 1.0 Background

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- 1.1 Fife Integration Joint Board (IJB) was established on 1st April 2016 and is responsible for the planning and delivery of integration arrangements and delegated functions in Fife. The Integrated Joint Board (IJB) includes representatives from Fife Council and NHS Fife, it also has several professional advisors and other specialists. The IJB is commonly referred to as Fife Health and Social Care Partnership. This is the public facing aspect of Fife Integration Joint Board and is essentially the employees from both organisations working in partnership to deliver health and social care services. Fife Health & Social Care Partnership has established seven H&SC Locality Planning Core Groups, which mirror the existing GP Clusters, Area Committees and the Local Community Planning areas of Fife.
- 1.2 Critical to the Integration Joint Board's Strategic Plan, each of the seven local areas that make up the Fife Health and Social Care Partnership develop a Locality Plan with partners, including patients/service users, community planning, carers and the third and independent sectors. Working closely with the GP cluster leads the Locality Plans are updated on an annual basis to show how the plan is being implemented locally to ensure services respond to local priorities, needs and issues of communities.
- 1.3 The purpose of localities is for relevant service providers across different sectors, at all levels (clinical and non-clinical) to come together with people and communities who use services to improve health and wellbeing outcomes.
- 1.4 Localities are in line with Scottish Government policy, working together with the Integrated Health and Social Care Partnership. Localities seek to deliver positive health and wellbeing outcomes for the people of Fife. The overarching goals of localities are to:
  - promote healthy lifestyle choices and self-management of long-term conditions.
  - support people to live healthy well independent lives while living in their own home for as long as possible.
  - reducing the number of avoidable emergency admissions to hospital and minimise the time people are delayed in hospital.
  - efficiently and effectively manage resources available to deliver Best Value.
  - support staff to continuously improve information and support and care that they deliver.
  - support unpaid carers, to reduce the impact of their caring role on their own health and wellbeing.
- 1.5 Locality Groups were paused in 2021 and remobilised in May 2022.
- 1.6 To achieve the aspirations of the Fife H&SC Strategic Plan, there is a collaborative approach for a cross Service approach and a commitment from all partners to work together.
- 1.7 There is also a requirement to shift the focus to delivering locally and using evidence to question and challenge whether the right things are being done to achieve the ambitions of the H&SC Strategic Plan 2023-2026.
- 1.8 Locality Groups will work with Community Planning in Fife Council and NHS Fife to ensure there is connection to the Plan4Fife and NHS Fife Population Health & Wellbeing Strategy.

## 2.0 Issues and Options

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- 2.1 The locality core groups were remobilised in May 2022. To ensure the quality of localities' they must function with the direct involvement and leadership of H&SC senior leadership team, H&SC professionals, housing sector, representatives of the third and independent sector and community planning partners. The groups met in May, September and wider stakeholder event took place in November 2022. The purpose of the wider stakeholder event is to review and discuss the area Profiles (both national and local data and statistics) and engage with stakeholders to understand their experience and knowledge of people who use services and staff working in the local area. Following the event, the proposed themes/actions are:
- 2.2 Cowdenbeath Locality Group have identified four thematic priorities:
- **Improving Mental Health & Wellbeing**
  - **Community Engagement/Community Led Support**
  - **Supporting Carers**
  - **Supporting People Affected by Drug/Alcohol Harm and Death**
- 2.3 An action plan has been developed to support the priorities and will be reviewed and updated every quarter. The Cowdenbeath locality priorities will align and support the area community plan.
- 2.4 **Improving Mental Health Wellbeing:** In 2020/21, 23.3% of people living in Cowdenbeath were prescribed medication for anxiety, depression, and psychosis. This has increased gradually over the last 10 years by 6.4%. The services/resources outlined in 2.5.1 – 2.5.13 are examples of the **community led support**, that support positive mental wellbeing available to people living in Cowdenbeath.
- 2.5 Link Life Fife (LLF) - Link Life Fife is a community led support service (non-clinical) provided by Fife Health and Social Care Partnership for anyone aged 18 and over in Fife who is reaching out to their GP or other health professional within Primary Care for support to manage stress, anxiety, or feelings of being overwhelmed that are affecting their mental health or general well-being. All GP practices and primary care teams in Cowdenbeath can refer to this service.

The majority of referrals (66%) in 2022 were from Primary Care Mental Health Nurses within the 55 GP Practices in Fife.

Fife wide data January to December 2022:

- Total referrals: 877
- Overall engagement rate: 70%
- Gender split: 65% female, 32% male, 3% not know/not disclosed.
- Age range: majority of referrals aged 25-64
- The majority of support provided by a combination of telephone and face to face contact.
- Support given by Link Workers include referring/signposting/connecting people to self-directed support; mental health support; social community groups; befriending, foodbanks; welfare support; family groups; and support groups for specific things (i.e., parents looking for a group to support autism).
- Common services people are referred to include Access Therapies (website); Sam's Café; Better than Well (link Living); counselling support; and Fife Carers Centre.

Cowdenbeath data January to December 2022:

- Cowdenbeath total referrals for 2022: 76 (9% of overall referrals)
- Engagement rate: 66%

- The top 3 concerns reported in Cowdenbeath are: emotional health; social isolation and loneliness; and housing
  - The main areas of community support that Link Workers have supported people in Cowdenbeath to access are social and community groups/activities; mental health support; and financial advice
- 2.5.1 Link Life Fife are working with GPs, Practice Managers and Primary Care Teams to raise the profile of Link Life Fife in the Cowdenbeath locality to increase the number of referrals to the service and the engagement rate.
- 2.5.2 The Well is a place where you can drop-in, both in your community and online and find out information and receive general advice to help you stay well and independent within your local community.
- 2.5.3 In the Cowdenbeath Locality, The Well is available at The Rosewell Centre, Lochore once a week. In addition to the “drop in” people can also contact the well by phone, email and Near Me (video consulting service).
- 2.5.4 During 2022 The Well has seen 1130 individuals and has completed 309 follow up conversations. 10% of those have been from the Cowdenbeath locality. The Well is linking with other services and exploring other potential venues to link with where suitable to provide more targeted support for the people living in the Cowdenbeath locality.
- 2.5.5 The top three enquiries for The Well in Cowdenbeath locality have been “Community Support” – 24%, “Financial Support”- 24% and “Mental Health” – 19%.
- 2.5.6 The majority of people engaging with The Well has been in relation to getting the “right information”, which The Well has been able to support the person with. The Well has completed 40 referrals to other community support services and 11 referrals to other services, for example, Short-Term Housing Support, Link Life Fife and Welfare Support.
- 2.5.7 The satisfaction rating of the service from people in Cowdenbeath area is 4.8 out of 5.
- 2.5.8 Improving the Cancer Journey (ICJ) provides a one stop shop for all people affected by cancer support needs. Cancer doesn’t just affect your physical wellbeing; it can impact on every aspect of your life and the lives of those around you. Knowing where to turn for support isn’t always easy. Health & Social Care Partnership and Macmillan Cancer Support work in partnership to provide this service to people affected by cancer throughout Fife.
- 2.5.9 In 2022 ICJ received 1149 referrals, 521 (45%) of these completed a Holistic needs assessment (HNA).
- Cowdenbeath had a total of 168 referrals (15%)
- 2.5.10 The top three cancer types presenting the highest figures in Cowdenbeath were Upper/Lower gastrointestinal at 26%, Lung at 25.5% and Breast at 15%
- 2.5.11 Main source of referrals came from NHS Fife 68%
- 2.5.12 Access Therapies Fife provides information to help you to deal with mental health problems and to access a range of local services. Access Therapies Fife is part of Fife’s Psychology This online platform provides local people and staff with access to local support, self-help resources and physical activity resources.
- 2.6 **Community led Services – Ageing population:** At the wider stakeholder event in November the stakeholders agreed that it was key that group understand what is important and how we support the ageing population living in Cowdenbeath.
- 2.7. The locality plan will further develop to include actions relating to “ageing population”. Locality Planning and People and Place Leadership Group will work together to identify delivery actions through service and public engagement.

- 2.8 **Supporting Carers:** A priority for the locality group will be to deliver the Community Chest fund (community funding to support carers living in Cowdenbeath area), which provides opportunities for carers to develop and deliver a community project which will benefit carers.
- 2.9. Collaborating with organisations in the Cowdenbeath area, will ensure that carers are aware of the fund and supported through the application process.
- 2.10 **Community Engagement plays a vital role in locality planning:** The H&SC Partnership acknowledge the importance of community groups involvement throughout the development, planning and decision-making process for service change. Involving representatives of communities to the engagement planning team at the earliest possible stage informs an effective approach. ([Fife H&SCP Participation and Engagement Strategy 2022-25](#), Appendix 4). 2.5.1 to 2.5.13 provides examples of engagement with stakeholders, people, and carers.
- 2.10.1 During August to November 2022 the Partnership's Participation and Engagement (P&E) team completed a wide range of engagement activities with different stakeholder groups. This included:
- Face-to-face discussions.
  - Public events.
  - Surveys and feedback forms.
  - Online consultation, including an easy-read version.
- 2.10.2 Overall, 683 people participated in the engagement process to develop the new Strategic Plan 2023 to 2026, this included 182 responses to the online consultation.
- 2.10.3 People overwhelmingly agreed with the strategic priorities. Many individuals also provided additional suggestions on how the priorities should be implemented or included comments on things Fife Health and Social Care Partnership should consider moving forward. The key themes identified in the feedback were:
- Hospital admissions and discharges
  - Increased recruitment and retention of staff, particularly Home Carers.
  - The importance of early intervention and preventative care.
  - Funding and resources to deliver the planned service improvements.
  - Additional support for unpaid carers.
- 2.10.4 Carers consultation - Our approach to reviewing and refreshing the carers strategy included an extensive participation and engagement exercise. We held 11 in person events with at least one in every locality, plus two online discussions; 32 carers attended at least one of the conversation events. In addition, a questionnaire was available online and in hard copy; 51 responses were received. Concurrently a consultation with young carers was undertaken with 81 contributing through an online questionnaire and approximately 20 participating through focus groups. Young carers from across Fife were represented. The key themes emerging from the consultation cover three main themes – awareness and information, coordinated support and breaks from caring. Other themes were also noted including workforce development and earlier intervention and prevention. These themes will be used to inform the strategy and a more detailed action plan for improvement and investment. There were no particular themes relating to any one locality with the same views and priorities being expressed as important throughout Fife.
- 2.10.5 Active Fifers – H&SCP currently work in partnership with the existing Cowdenbeath Area Physical Activity & Sports Group to explore the priority of active health (older adults) and identify any clear links to the whole system approach to obesity.
- 2.10.6 Mental Health redesign – H&SCP is undertaking steps to plan and strengthen mental health and wellbeing services in communities across Fife as part of the Scottish Government's Coronavirus (COVID-19) Mental Health Transition and Recovery Plan. The Partnership will work with stakeholders and, crucially, people with lived experience, to further understand these issues, and to develop implementation plans where these are needed, through a

process known as co-production. A co-production approach ensures that services are based around the issues that matter to people in communities and the voices of those who have lived experience of mental health difficulties.

## 3.0 Conclusions

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- 3.1 The Locality Action Plan will be presented at the Cowdenbeath Locality Group meeting on the 13th of March for discussion and approval. The next step will be for the group members to take ownership in supporting the delivery of the action plan.
- 3.2 Service Managers/Team Managers from H&SCP and local community planning partners will work collaboratively with the Cowdenbeath Locality Planning Group to review existing work and update current action plans, where necessary, to reflect any new areas of focus. Locality Planning Team will ensure H&SCP are represented at “People and Place” leadership meetings to identify and maximise opportunities for partnership working.
- 3.3 The Localities Team is now moving to ensure that all partners and services are fully engaged in the delivery of the plan. This is not the final plan; this plan will develop and evolve over the course of the year. The support of Elected Members will be vital to ensuring partners actively contribute to the H&SCP locality plan.

### List of Appendices

1. Equality Impact Assessment
2. Locality Guidance
3. Fife Health and social Care Partnership, Strategic Plan for Fife 2023-2026 – available via this link - [Fife Health and Social Care Partnership, Strategic Plan for Fife 2023-2026](#)
4. Participation and Engagement Strategy for Fife 2022-2025 –available via this link - [Participation and Engagement Strategy for Fife 2022-2025](#)

### Background Papers

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

[Fife Health and Social Care Partnership, Strategic Plan for Fife 2023-2026](#)  
[Participation and Engagement Strategy for Fife 2022-2025](#)

### Report Contact

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# Equality Impact Assessment Summary Report

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**Which Committee report does this IA relate to (specify meeting date)?**

Cowdenbeath Area Committee

**What are the main impacts on equality?**

The report outlines work that aims to address health and wellbeing outcomes

**What are the main recommendations to enhance or mitigate the impacts identified?**

3.1 to 3.3

**If there are no equality impacts on any of the protected characteristics, please explain.**

**Further information is available from: Name / position / contact details:**

Jacque Stringer, Locality Planning Co-ordinator, [Jacque.Stringer-fc@fife.gov.uk](mailto:Jacque.Stringer-fc@fife.gov.uk)



# A Guide to Cowdenbeath Health & Social Care Locality Planning 2023



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# A Guide to Cowdenbeath Area Health & Social Care Locality Planning

## Fife Health and Social Care Partnership

**Vision:** *To enable the people of Fife to live independent and healthier lives*

Health & Social Care Partnerships are required to produce and deliver strategic plans every three years, therefore we are continuously in a cycle of planning, implementing and reviewing our work. Locality planning within Fife will inform this ongoing cycle to reflect and respond to local need. Locality Planning will support the H&SC Strategic Plan and the partnerships local strategies.

### Fife Health & Social Care Strategic Plan 2023-2026 – Strategic Priorities

<b>Local</b>	A Fife where we will enable people and communities to thrive
<b>Sustainable</b>	A Fife where we will ensure services are inclusive and viable
<b>Wellbeing</b>	A Fife where we will support early intervention and prevention
<b>Outcomes</b>	A Fife where we will promote dignity, equality, and independence
<b>Integration</b>	A Fife where we will strengthen collaboration and encourage continuous improvement

## Fife Health and Social Care Integration

April 2016 triggered one of the biggest transformations of health and social care services in Scotland – to have health and social care services delivered jointly, locally and as effectively as possible.

In Fife, this meant a vast range of services from NHS Fife and Fife Council's Social Work Services transferred over to Fife's Health and Social Care Partnership to meet this aim and to support people to live healthy, independent lives.

## Services within Fife Health and Social Care Partnership

Services include:

- all adult and older people Social Work Services
- community health services, for example district nursing, physiotherapy, and mental health services
- children's community health services, such as health visiting
- housing services which provide support services to vulnerable adults, and disability adaptations; and
- the planning of some services provided in hospital, for example medical care of the elderly.

## What are Localities?

The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) puts in place the legislative framework to integrate health and social care services in Scotland. Section 29(3)(a) of the Act requires each Integration Authority to establish at least two localities within its area.

Localities aims to achieve the aspirations we share for health and social care integration, with partners across the health and social care landscape, and their stakeholders, focussing together on our joint responsibility to improve outcomes for people.

Localities provide one route, under integration, for communities and professionals (including GPs, acute clinicians, social workers, nurses, Allied Health Professionals, pharmacists, community planning and others) to take an active role in, and provide leadership for, local planning of health and social care service provision.

## Implementation of the Localities within Fife

In 2017, seven Health and Social Care Locality Areas were implemented across Fife. Those seven locality areas are illustrated on the map below:



### Localities aims to

- a) Support the principles that underpin collaborative working to ensure a strong vision for service delivery is achieved. Robust communication and engagement methods will be required to assure the effectiveness of locality arrangements.
- b) Support GPs to play a central role in providing and co-ordination of care to local communities, and, by working more closely with a range of others – including the wider primary care team, secondary care and social care colleagues, and third sector providers – to help improve outcomes for local people.
- c) Support a proactive approach to capacity building in communities, by forging the connections necessary for participation, and help to foster better integrated working between primary and secondary care.

## Localities in Cowdenbeath Area

### Where we are now and what is next for 2023

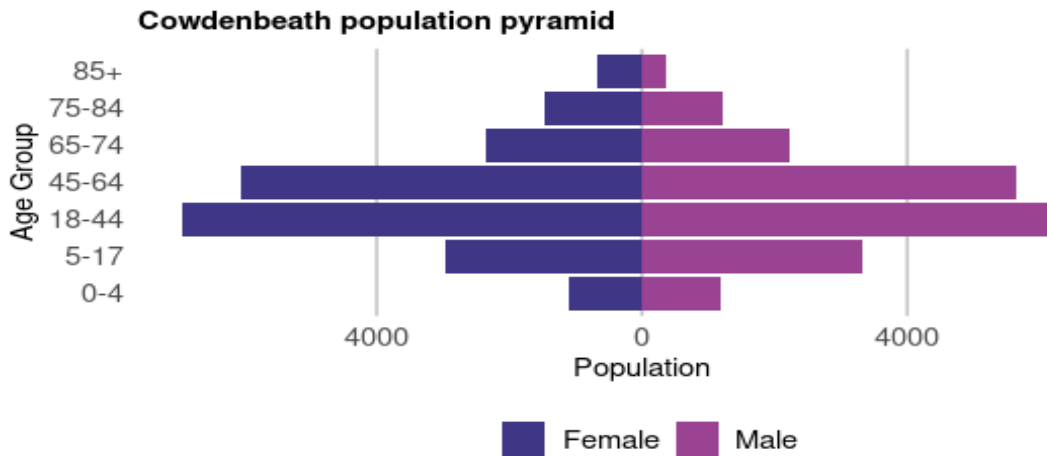


# Understanding the Cowdenbeath Area Locality

The Public Health Scotland and SPIRE data below informed the Cowdenbeath locality planning priorities for 2023.

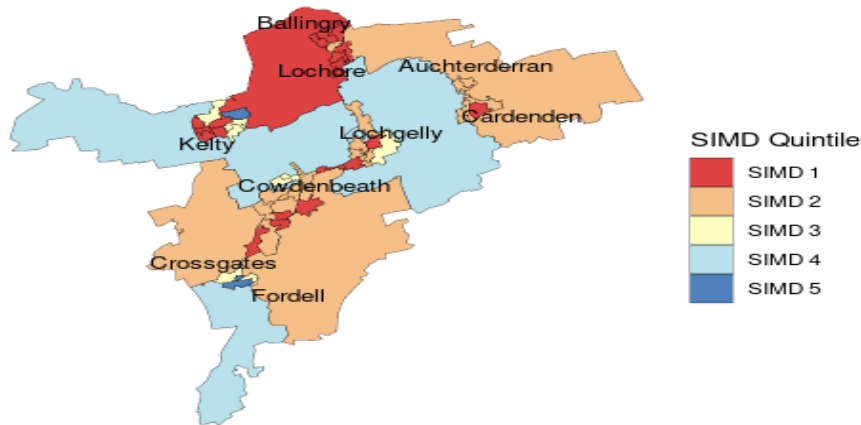
## Demographics

In 2021, the total population of Cowdenbeath locality was 41,767. The graph below shows the population distribution of the locality. Overall, **48.5%** of the population are male, and **51.5%** are female.



The population in Cowdenbeath is estimated to decrease by 0.3% from 2021 to 2026.

Of the 2021 population in Cowdenbeath, **35.2%** live in the most deprived Quintile (SIMD 1), and **5.5%** live in the least deprived Quintile (SIMD 5).



Source: Scottish Government, Public Health Scotland

## General Health

### Life Expectancy

Cowdenbeath Locality had an average life expectancy of **77.1 years for males** and **80.1 years for females**.

Sex	Cowdenbeath	Fife	NHS Fife	Scotland
Female	80.1	81.4	81.4	81.0
Male	77.1	77.2	77.2	76.8

# Long-Term physical health conditions



## Hypertension

Hypertension (high blood pressure) has been consistent over the last 5 years with **16.9%** of the population in Cowdenbeath having the condition. This is a slightly higher than the Fife average of **15.2%**



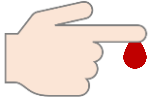
## Depression

Rates of depression are increasing year on year in line with what is seen in Fife overall and are slightly higher in Cowdenbeath. The current rate is **12.2%** in Cowdenbeath.



## Asthma

Rates of asthma are decreasing since 2019/20 and are broadly the same in Cowdenbeath and in Fife overall. The rates for Cowdenbeath 2021/22 are **7.7%**



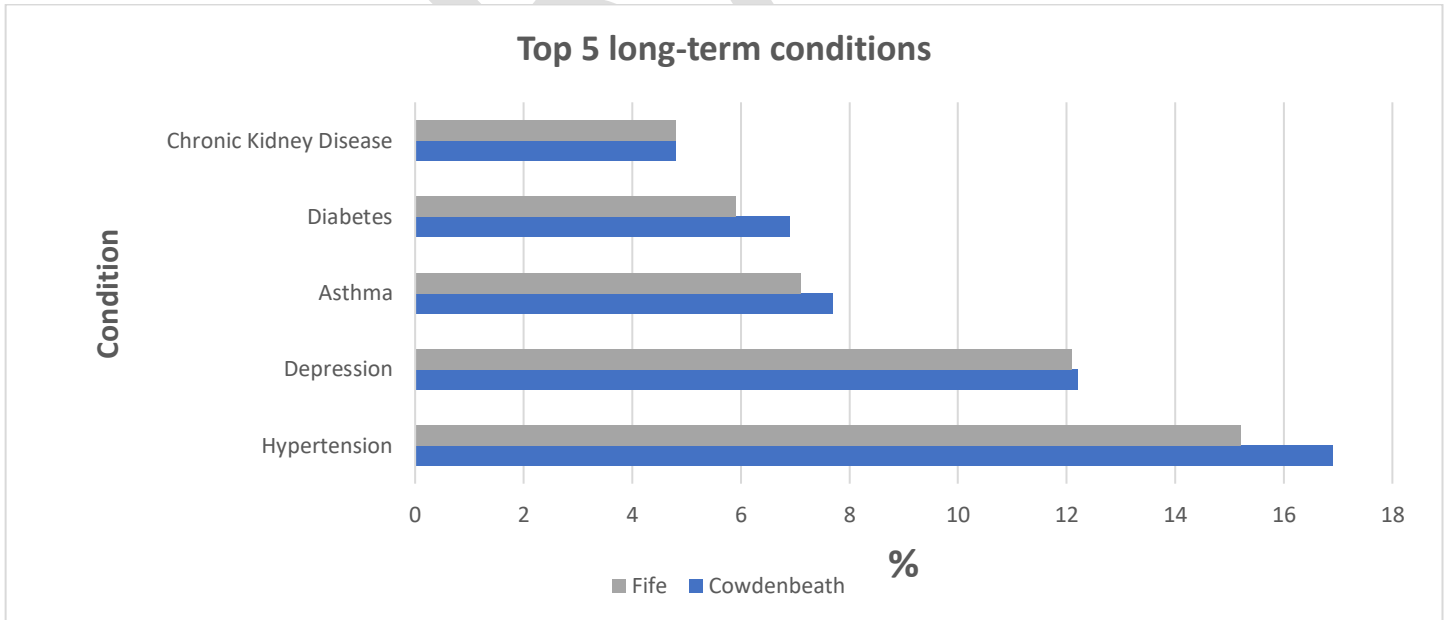
## Diabetes

The rate of diabetes in Cowdenbeath is **6.9%** which is higher than the Fife average of **5.9%**. Over the last 5 years the percentage of people with diabetes has gradually increased in Fife.



## Chronic Kidney Disease

Chronic Kidney disease is on the decrease in Cowdenbeath and in Fife. The rate for 2021/22 in Cowdenbeath is **4.8%**, this is the same as the Fife average of **4.8%**



## Lifestyle and Risk Factors

every mind matters

### Anxiety, Depression and Psychosis Prescriptions

In 2020/21, **23.3%** of people were prescribed medication for anxiety, depression, or psychosis in Cowdenbeath Locality. This is a **6.4% percentage point increase** from the rate 10 years prior in 2010/11.



### Drug related hospital admissions

From the period of 2019-2021, Cowdenbeath had **129** drug related hospital admissions. This is an average of **43** admissions per year.

Drug related hospital admissions has continued to increase with a **42.1%** increase since 2014/15-2016/17.



### Alcohol related hospital admissions and alcohol specific mortality rate

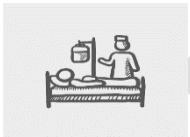
From the period of 2019-2021, Cowdenbeath had **256** alcohol related hospital admissions. This is an average of **85** admissions per year.



### Bowel cancer screening

**62.2%** uptake of bowel cancer screening for the eligible population between 2018-2020. This is a **14.3%** increase in uptake since 2014-2016.

## Hospital and community care



### Emergency hospital admissions

In 2021 there were **5,503** emergency hospital admissions.



### Unscheduled acute bed days

In 2021 there were **29,050** unplanned hospital bed days.



### Delayed Discharge

In 2021 **23,750 hospital bed days** due to delays in discharging patients over 65 years old.



# Cowdenbeath H&SC Locality Plan 2023

Our priorities moving forward are:



Improving mental health  
and wellbeing



Supporting Carers



Community engagement/  
Community led support



Supporting people affected  
by drug/alcohol harm and  
death

A live action plan will be created and updated regularly to track the progress of the actions under each priority. To view the action plan please email the Local Development Officer [emma-c.smith@fife.gov.uk](mailto:emma-c.smith@fife.gov.uk) who can share the action plan.

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29<sup>th</sup> March 2023

Agenda Item No. 5

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## School Meals provided at Lochgelly and Beath High Schools

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Report by: Tariq Ditta, Head of Service, Facility Management Service

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Wards Affected: Cowdenbeath

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### Purpose

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To provide Committee with a final update report on the quality and price of school meals provided at Lochgelly and Beath High Schools, including an update on progress since May 2020 and the responses to the views of young people

### Recommendation(s)

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The Area Committee is recommended to note the progress made and give its comments to inform future service delivery in these two schools.

### Resource Implications

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None

### Legal & Risk Implications

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None

### Impact Assessment

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None

### Consultation

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None

## 1.0 Background

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- 1.1 In 2019, Committee received a deputation from pupils from both High schools expressing their views on the quality and variety of school meals.
- 1.2 Committee agreed to request relevant officers to investigate the issues, to include young people from the outset, with a specific focus on the pricing and quality of food. A report was to be prepared for the October Area Committee.
- 1.3 In October 2019 Committee agreed that the outcome from a consultation with pupils should be presented to the Committee in January 2020.
- 1.4 The survey results were largely positive, but with a few additional preferences being expressed and suggested by pupil groups. Therefore, in January 2020, Committee noted the positive engagement with pupils; that two core groups of pupils (one from each school) had been identified to meet with Service representatives to discuss the survey results and future work of these groups and agreed to invite the two core groups to the Committee meeting in May 2020.
- 1.5 In August 2022 Committee requested that officers present a final report to this Committee, providing an update on progress since May 2020, to include views from the core pupil groups at Lochgelly and Beath High Schools.
- 1.6 This report provides information relating to the progress being made in the development of the service and in addressing some of the pupil concerns.

## 2.0 Issues and Options

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### Previous feedback

- 2.1 Officers met Headteachers and pupil groups in each school in 2019 and 2020 and considered their feedback. The consultation groups had expressed their views which included:
  - more “fast food” offerings;
  - faster access to food, reduce the queuing times;
  - more chips!;
  - more international type foods e.g., Chinese, Indian, Italian; and
  - a faster service
- 2.2 There was one unique suggestion, by Lochgelly High school pupils, to have a “Subway” sandwich type service. That was implemented and was not successful as pupils wanted food quickly. The low demand led to unused and unusable food ingredients being thrown away.
- 2.3 Also, at Lochgelly HS, the cook met with a student group and the Headteacher, on regular basis, to understand what concerns they had about the local service. That resulted in some modification of menu items and some changes in the layout of the serving and dining room areas.

- 2.4 Beath High school pupils also asked for similar menu items and some were implemented.
- 2.5 The dialogue with pupils and teachers was, unfortunately, interrupted and hindered by the impact of Covid and the related subsequent government directives relating to pupils attending schools.

## 3.0 Key information

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### Menus and food offerings

- 3.1 The Catering Service supplies a morning break and lunchtime food service at Beath and Lochgelly High Schools.
- 3.2 There are two main options for pupils at lunchtime:
  - i) the first is a standard meal of two courses (main meal, dessert, and a piece of fruit) priced at £2.40 (the same price also applies to primary schools). A copy of our High Schools' set menu is attached (see Appendix 1); and
  - ii) the second is the more popular option of a cafeteria service where pupils can choose (and mix) from the variety of foods as shown in the standard menu (see appendix 2), offered at all Fife High Schools.
- 3.3 Pupils that are eligible for Free School Meal (FSM) receive a £2.40 daily allowance which is based on the cost of a two-course analysed school meal for pupils. This allowance is loaded on to the pupil's (anonymous) payment card.
- 3.4 As can be seen in these appendices, Fife Council offers a varied menu that meets most pupils needs. Appendices 3 and 4 show sample menus from East Renfrewshire and South Lanarkshire Councils and Committee is invited to compare those with Fife Council's menu. Other local authorities' menus are not dissimilar to Fife Council's.
- 3.5 In addition to the above menu offerings, the catering service also provides specific foodstuffs to meet the individual dietary needs of pupils that have a restricted diet due to their health-related conditions.
- 3.6 The Scottish Government's Schools Foods Regulations restricts what foodstuffs (and the frequency of supply) that Local Authorities can offer. The prime purpose of the Scottish Government directive is to improve the diet and health outcomes for pupils. The directive aims to reduce consumption of red meat, fats, salt, nitrates, free sugar and increase fibre and nutritional content. For example, we cannot universally offer popular "lifestyle" foods e.g., "fast foods" (burgers, deep fried foods etc), smoothies and fruit juices. Appendix 5 shows the 14 nutritional standards that we are obliged to follow. As can be seen, deep fried foods can only be limited to a maximum of three portions per week and there are other popular items that are also similarly restricted.
- 3.7 Councillors will be aware that most external providers, such as local bakeries, supermarkets, and fast-food outlets, are not restricted in the calorific content, portion size, nutritional content of their products other than what is required under Trading Standards, Environmental Health and Food Standards Agency monitoring and standards.

- 3.8 All Scottish Local Authority Secondary Schools are experiencing demanding trading challenges in the provision of meals. Fife is no different and officers want to improve quality and increase sales. Some examples of our intent include:
- a) Reaching out to all Fife Councillors to encourage them to see the service in action and to sample foodstuffs. This offer of school visits will also be made to Cowdenbeath Area Committee Councillors. We will also be encouraging parents to come in for tasting sessions to sample meal items, so that they have a balanced view of what is being offered.
  - b) Implementation of the SAFFRON catering computer system (in August 2022) to aid monitoring of stock levels, ordering of food ingredients and sales of food items. The SAFFRON system is still being developed and “bedded in” but it has given encouraging and reassuring signs that the system reports will provide valuable management information to inform service development and menu offerings. We have produced other systems’ reports and examples are attached (see appendix 6). As can be seen within the reports, for the first time we have volume of sales of specific food items sold. The likely management action is to delete or replace those items where the volume of sales is very low.

### **Food Safety**

- 3.9 Food safety is of prime concern for any food provider. Committee should note Fife Council's catering service has only been subject to four food complaints, over the last four years, being lodged with Environmental Health. This is approximately one complaint in every 4 million meals served. The service will maintain its high standards.

### **Pricing and cost of food ingredients**

- 3.10 As stated in the menu appendices, our prices range from a £2.40 set meal price to as little as 25p (for a fresh fruit item). It is highly unlikely that external providers can offer “authorised” and comparable foodstuffs for similar prices.
- 3.11 It should be noted that pupils eligible for free meals have their meal card credited with £2.40 per day and can freely choose a mix of products up to that value. Members should note that pupils eligible for free school meals cannot be identified at the point of the food selection, receipt of food and payment. This anonymity should not deter pupils from being registered for free school meals.
- 3.12 Fife catering service’s prime objective is to provide good food within regulations and financially “break even”. Whereas commercial food organisations’ primary focus is to maximise sales and profit by offering unrestricted popular food items.
- 3.13 Over the last twelve months the service has experienced some large increases in food costs (and labour costs recently). Some commentators have stated food prices have increased from 10% to 14% over the last year. Despite those cost increases we have not increased menu item prices since August 2021 - partly in recognition that higher prices are unlikely to help household budgets and will likely result in lower sales, thus increasing the probability of increasing the financial deficit currently being

experienced. Therefore, it is unlikely that price reductions are viable in the medium term, given the overall financial outlook for the Council, unless subsidy is applied.

3.14 The draft financial “trading” position in 2021/2 for the two schools, as provided by Finance colleagues, were:

	<b>Expenditure</b>	<b>Income</b>	<b>Net deficit</b>
Lochgelly High	£285,786	£ 110,344	<b>-£175,442</b>
Beath High	£213,289	£144,837	<b>-£ 68,452</b>
<b>Total</b>	<b>£499,075</b>	<b>£255,181</b>	<b>-£243,894</b>

3.15 Please note, Lochgelly High School expenditure figures are higher due to the additional meal production for nurseries. Officers will be disaggregating the gross expenditure to find out the core costs of school meals provided at this and other schools where there is a larger and more diverse catering operation.

3.16 The trading deficits cannot be maintained indefinitely and will be ameliorated through a combination of increased transactions, increasing the average sales value per customer, improve margins or decrease cost inputs. Food ingredient costs are unlikely to reduce in the short term. Some commentators have expressed this may take 18-24 months given the corrosive and long-term impact of the Ukraine and Russian conflict.

### **Views of pupils**

3.17 Committee asked officers to elicit the views of pupils at both schools and this was completed via a survey conducted at each school. The results of the two surveys are shown in appendix 7.

## **4.0 Cost of the School Day**

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- 4.1 The Education Service has provided this statement that it is actively working with all schools to support the effective planning and use of Attainment Scotland funding (PEF)
- 4.2 The aim is for schools to have a Cost of the School Day position statement by early 2023.
- 4.3 The Service has gathered baseline data on how schools are mitigating the cost of the school day and is gathering examples of effective practice to spread and scale across Fife. This work will continue and both Lochgelly and Beath High Schools ensure that approaches are targeted to support their specific school and community context.
- 4.4 This work includes addressing any ongoing concern around hunger and breakfast provision.
- 4.5 Beath and Lochgelly High Schools both offer breakfast clubs where pupils are able to access food before the school day starts. This is one approach to help to alleviate the concerns around hunger.

## 5.0 Conclusions

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- 5.1 The report demonstrates that the food offering at both schools is largely well received. However, the respondents expressed that they want more popular dishes especially Chinese, Italian, and American foods. Officers will begin to experiment with appropriate recipes to ensure they comply with regulations and with the overall objective of the food regulations
- 5.2 This report confirms that the service is developing menu offerings and is largely receptive and responsive to the needs and wants of pupils, parents, and other key stakeholders. The analysis of menu items and completed transactions will be central to future successful food sales and consumer satisfaction. The service will develop further surveys and analyse metadata to understand stakeholders' views, current trends, and impact on local trading figures.
- 5.3 Pricing of menu offerings is a difficult as the consumer and associated stakeholders would prefer very low-cost items. However, our other local authority comparators show that Fife Council pricing is very similar. Committee will already be aware the Council's medium term financial position is extremely challenging and therefore it may not be possible to sustain trading deficits in the medium term.
- 5.4 Respondents expressed concern about long queuing times and short times to eat food and this opinion will be forwarded on to both schools' respective management teams to consider.

### List of Appendices

1. Fife Council High schools' two courses meal menu
2. Fife Council High schools' cash cafeteria menu
3. East Renfrewshire Council fresh choices menu
4. South Lanarkshire Council Main menu
5. Scottish Government High school nutritional standards
6. Computer systems sample reports
7. Beath and Lochgelly High schools survey results

### Background Papers

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

- None

### Report Contact

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# IT'S YOUR CHOICE

## TWO COURSES FOR £2.40



### WEEK 1

#### MONDAY

Vegetable Soup  
Chicken Fried Rice or Macaroni Cheese  
Garlic Bread, Broccoli & Side Salad  
Fresh Fruit Box

#### TUESDAY

Carrot & Lentil Soup  
Pork Sausage with Onions or Quorn Fajitas  
Chips, Sweetcorn and Coleslaw  
Yogurt & Fresh fruit Salad

#### WEDNESDAY

Leek & Potato Soup  
Chicken Korma or Vegetable Korma  
Boiled Rice, Naan Bread & Salad  
Fresh Fruit Box

#### THURSDAY

Yellow Split Pea Soup  
Steak Pie or Vegetable Pie  
Potatoes, Carrots & Tarragon or Side salad  
Yogurt & Fresh Fruit Salad

#### FRIDAY

Carrot & Coriander Soup  
Breaded Fish, Salmon Fish Fingers or  
Italian Pasta  
Chips, Peas & Side Salad  
Mini Chocolate & Beetroot Muffin with  
Fresh Fruit.

### WEEK 2

#### MONDAY

Broccoli Soup  
Italian Chicken Meatballs with Spaghetti or  
Cheese Panini  
Broccoli & Side Salad  
Yoghurt & Fresh Fruit Salad

#### TUESDAY

Vegetable Soup  
Beef Burger with Bacon or Vegan Burger  
Chips, Onions & Sweetcorn  
Fresh Fruit Box

#### WEDNESDAY

Carrot & Lentil Soup  
Roast Chicken with Yorky and Gravy or  
Tomato & Basil Pasta  
Mashed Potato, Carrots & Peas  
Yoghurt & Fresh Fruit salad

#### THURSDAY

Leek & Potato Soup  
Steak Mince in Gravy or Vegetable Curry  
Potatoes, Cauliflower & Side Salad  
Mini Jam Sponge & Custard

#### FRIDAY

Green Pea Soup  
Breaded Fish, Salmon Fish Fingers or  
Vegetable Pasta Bake  
Chips, Garlic Bread, Peas or Side Salad.  
Fresh Fruit Box

ALL TWO COURSE MEALS WILL INCLUDE AN ADDITIONAL PIECE OF FREE FRUIT

# CASH CAFETERIA PRICES



## BREAKFAST

	Pupil	Staff
Selection of Breads inc gluten free toasted .....	0.40p	0.50p
Hot Filled Rolls .....	£1.30	£1.50
Gluten Free Porridge .....	0.55p	0.60p
Fresh Fruit .....	0.25p	0.40p
Rice Krispies Multigrain .....	0.55p	0.60p
Weetabix .....	0.55p	0.60p

## ADD

	Pupil	Staff
Combo & dips .....	from £1.15	£1.30
Muffins .....	0.55p	0.70p
Simply Scrummy .....	0.55p	0.70p
Fresh Fruit .....	0.25p	0.40p
Fruit Box .....	0.70p	£1.20
Kellogs Coco Pop Bar .....	0.70p	0.70p
Kellogs Rice Krispie Bar .....	0.70p	0.70p
Water 330ml .....	0.45p	0.45p
Water 500ml .....	0.65p	0.65p
Radnor Tetra 250ml .....	0.50p	0.50p
Golden Acre Yoghurt .....	0.65p	0.65p
Milk .....	0.40p	0.40p
Milk Shake 189ml .....	0.40p	0.45p
Bottled/Canned Drinks .....	0.75p	0.75p
Tea/Coffee from .....	0.65p	0.65p

## BREAK

	Pupil	Staff
Hot Filled Rolls .....	£1.30	£1.50
Filled Breads .....	£1.55	£1.80
Pazzini .....	£1.35	£1.50
Pizza Finger .....	0.80p	£1.20
Combo & dips .....	£1.15	£1.30
Salmon Bites/Chicken Goujons .....	£1.35	£1.40
Crisps .....	0.75p	0.75p
Selection of Paninis/ Baguettes/Wraps .....	£1.85	£2.35

## LUNCH

	Pupil	Staff
2 course main meal .....	£2.40	£4.20
(main meal plus sweet of the day)		
Homemade Soup .....	0.70p	£1.20
Dish Of The Day .....	£1.70	£3.00
Pasta Pot .....	£1.85	£2.25
Pazzini .....	£1.35	£1.50
Pizza .....	£1.15	£1.55
Baked Potato & Filling .....	£1.70	£3.00
Select a Salad .....	£1.70	£3.00
Selection of Paninis/ Baguettes/Wraps .....	£1.85	£2.35

All daily meals  
served with  
mixed salad.



# QUICK FRESH CHOICES

## DELI LUNCH

**Selection of daily deli fillings served on either harvester baguettes or tomato wrap** **£1.90**

- Scottish chicken
- Tandoori chicken
- Tikka chicken
- Piri Piri chicken
- Cajun chicken
- Cream cheese roasted veg
- Sweet chilli quorn
- Smoked salmon
- Quorn dippers

**Served with**  
Sliced tomato, shredded lettuce or cucumber

## BURGER BITE

**Selection of the following offered daily in a warm filled roll** **£1.90**

- Turkey burger
- Chicken burger
- Sweet chilli chicken breast
- Chicken Piri Piri fillet
- BBQ chicken fillet
- Crispy vegetable burger
- Quorn southern style burger
- Falafel & spinach burger
- Quorn burger

**Served with salad & choice of dressing**  
Mango mayo, yoghurt & mint dressing or salsa

## PANINI & PIZZA POINT

**Selection of the following offered daily in a toasted panini or Italian pizza** **£1.50**

- Double cheese
- Sweet chilli chicken
- BBQ chicken
- Chicken salsa
- Tuna melt

**Served with salad & choice of dressing**  
Mango mayo, yoghurt & mint dressing or salsa

## GRAB N GO

**Selection of pre-made sandwiches, baguettes & jacket potatoes** **£1.70**

- Grated cheese
- Egg mayonnaise
- Sliced chicken
- Chicken mayonnaise
- Tuna & free range mayonnaise

**Served with salad option**

**Pre-order your lunch with our app**



## South Lanarkshire Council menu

Daily meal options	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Soups</b>	Tomato	Carrot and coriander	Vegetable	Lentil	Potato and leek
<b>Main meal*</b>	Tomato meatball pasta with crusty bread	Sweet and sour chicken with rice and wrap	Steak pie with mashed potato	Spicy chicken pizzini with wedges	Fish and chips or Salmon fillet and chips
<b>Vegetarian option</b>	Chilli with rice	Baked potato with cheese	Vegetable lasagne with wedges and crusty bread	Macaroni cheese with crusty bread	Sausage in a finger roll with chips
<b>Vegetables of the day</b>	Peas	Carrot/beans	Cut green beans	Beetroot/broccoli	Peas
<b>Hot daily specials</b>	Noodle pot or Chicken mayo burger	Meatball sub or Jalapeno potato dog	Noodle pot or Cheese and ham panini	Meatball sub or Piri piri chicken	Noodle pot or Chicken mayo burger

**\*All main meals served with a side salad and a selection of seasonal fresh fruit**

# 14 Nutritional Standards at a glance – HIGH SCHOOL



## 1. FRUIT AND VEGETABLES



**Lunch time** must include at least **1 x 80g** fresh, tinned or frozen or **30g** dried fruit and **2 x 80g** portions of vegetables.

**At all other times** where food is provided **1 x 80g** fruit or vegetable or **30g** dried fruit must be made available.

## 2. OILY FISH

Must be provided at least **once every 3 weeks**.



## 3. RED AND RED PROCESSED MEAT



**Across the school day** no more than **230g** over the week & only **130g** of this **230g** can be red processed.

## 4. SWEETENED BAKED PRODUCTS AND DESSERTS



**Across the school day** must meet the following – no more than **10g** of total sugar; no more than **15g** of fat and no more than **6g** of saturated fat per portion.

## 5. BREAKFAST CEREAL



**Across the school day** must meet the following - no more than **15g** of sugar, **1.1g** of salt and contain at least **3g** of fibre per **100g**.

## 6. DEEP FRIED FOODS

A maximum of **3** portions can be provided in a **week**.



## 7. SAVOURY SNACKS



**Across the school day** plain crackers, oatcakes and breadsticks and any other pre-packed savoury snacks such as crisps must be a pack size no more than **25g** and contain no more than **22g** fat, **1.5g** salt and **3g** of sugar per **100g**.

## 8. BREAD

**Across the school day** must contain a minimum of **3g** of Fibre per **100g**.



## 9. SWEETENED YOGHURTS, FROMAGE FRAIS AND MILK BASED DESSERTS

The portion should be less than **175g**. Less than **10g** of sugar and **3g** of fat per **100g**.



## 10. PASTRY AND PASTRY PRODUCTS



Must not be provided more than **twice** a week across the school day.

## 11. OILS AND SPREADS

**Across the school day**

**Spreads** must not contain more than **20g** of saturated fat per **100g** and more than **30g** per **100g** of combined mono and poly and monounsaturated fat.

**Oils** must not contain more than **16g** of saturated fat per **100g** and must contain at least **55g** per **100g** of monounsaturated fat **OR** at least **30g** per **100g** of polyunsaturated fat.



## 12. SALT AND CONDIMENTS



**Across the school day**

**No Salt** should be provided.

**Condiments** can be provided when included in the menu but must be dispensed in no more than **10ml** portions.

## 13. CONFECTIONERY

**Across the school day** no confectionery can be offered this includes chocolate and non-chocolate confectionery.



## 14. DRINKS



**Across the school day** only the following can be provided

- Plain water, must be freely available
- Plain semi skimmed milk
- Flavoured semi skimmed milk with no added sugars
- No added sugar lower fat drinking yoghurt
- Tea and coffee
- Sugar-free drinks (excluding high caffeine -150mg per litre)

**Detail Breakdown - Lochgelly High School 1/9/2022 – 28/2 /2023**

	<b>Details</b>	<b>Breakfast</b>	<b>M. Break</b>	<b>Lunch</b>	<b>Total</b>
<b>Cash</b>	<b>Trans #</b>	316	5,348	8,129	<b>13,793</b>
	<b>Sales</b>	£561	£7,203	£12,373	<b>£20,137</b>
	<b>VAT</b>	<b>£13.00</b>	<b>£12.27</b>	<b>£88.35</b>	<b>£113.62</b>
	<b>Mean sales value</b>	<b>£1.78</b>	<b>£1.35</b>	<b>£1.52</b>	<b>£1.46</b>
<b>Student</b>	<b>Trans #</b>	102	3,801	7,412	<b>11,315</b>
	<b>Sales</b>	£25	£5,308	£11,725	<b>£17,058</b>
	<b>Mean sales value</b>	<b>£0.24</b>	<b>£1.40</b>	<b>£1.58</b>	<b>£1.51</b>
<b>Total</b>	<b>Trans #</b>	<b>418</b>	<b>9,149</b>	<b>15,541</b>	<b>25,108</b>
	<b>Sales</b>	<b>£586</b>	<b>£12,511</b>	<b>£24,098</b>	<b>£37,194</b>
	<b>VAT</b>	<b>£13.00</b>	<b>£12.28</b>	<b>£88.35</b>	<b>£113.62</b>
	<b>Mean sales value</b>	<b>£1.40</b>	<b>£1.37</b>	<b>£1.55</b>	<b>£1.48</b>

## Detail Breakdown - Beath High School 1/9/2022 – 28/2 /2023

	Details	Breakfast	M.Break	Lunch	Total
<b>Cash</b>	Trans #	826	7,140	10,257	<b>18,223</b>
	Sales	£676	£9,396	£19,712	<b>£29,784</b>
	VAT	£0.47	£20.65	£698.90	<b>£720.02</b>
	<b>Mean sales value</b>	<b>£0.82</b>	<b>£1.32</b>	<b>£1.92</b>	<b>£1.63</b>
<b>Student</b>	Trans #	807	8,030	13,639	<b>22,476</b>
	Sales	£708	£11,202	£26,355	<b>£38,265</b>
	<b>Mean sales value</b>	<b>£0.88</b>	<b>£1.40</b>	<b>£1.93</b>	<b>£1.70</b>
<b>Staff</b>	Trans #	1	5	89	<b>95</b>
	Sales	£3.55	£14.40	£275.25	<b>£293.20</b>
	VAT	£0.59	£2.61	£50.11	<b>£53.31</b>
	<b>Mean sales value</b>	<b>£3.55</b>	<b>£2.88</b>	<b>£3.09</b>	<b>£3.09</b>
<b>Total</b>	Trans #	<b>1,634</b>	<b>15,175</b>	<b>23,985</b>	<b>40,794</b>
	Sales	<b>£1,387</b>	<b>£20,613</b>	<b>£46,342</b>	<b>£68,342</b>
	VAT	<b>£1.06</b>	<b>£23.27</b>	<b>£749</b>	<b>£773</b>
	<b>Mean sales value</b>	<b>£0.85</b>	<b>£1.36</b>	<b>£1.93</b>	<b>£1.68</b>

**Example of Beath High school Sales 1/9/2022 =- 30/11/2022**

<b>PLU</b>	<b>Description</b>	<b>Sales Qty</b>
135	Steak Mince	2589
107	Pasta King	695
122	Chicken Fried Rice	634
138	Chips	613
121	Chicken Korma, Rice, Naan Bread,	310
141	& Broccoli	302
129	Chips	293
427	Steak Pie, Potatoes, Carrots & Turnip	293
123	Baked Potato & Beans	291
468	Tomato & Basil Pasta	255
690	Pasta No Sauce	195
140	Potatoes	180
583	Arabiata Pasta	169
306	Rice	104
689	Broccoli	16
696	Quorn Fajitas	12
697	Vegetable Pasta Bake	5
561	Macaroni Cheese	5
684	Cheese Panini	5
467	Salmon Fish Finger	4
691	Mediterranean Pizza	2
685	Pork Sausages, Chips, Onion	2
686	Italian Meatballs, Spaghetti, Salad	1
574	Vegetable Pie	1
693	Garlic Bread	1



## Appendix 7

### Beath and Lochgelly High Schools Meals Survey - Feb - March 2023

<b>1. Respondents' year groups</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
S1	72	10	<b>82</b>	<b>31.2%</b>
S2	51	24	<b>75</b>	<b>28.5%</b>
S3	24	10	<b>34</b>	<b>12.9%</b>
S4	23	3	<b>26</b>	<b>9.9%</b>
S5	22	1	<b>23</b>	<b>8.7%</b>
S6	23	0	<b>23</b>	<b>8.7%</b>
<b>Total</b>	<b>215</b>	<b>48</b>	<b>263</b>	<b>100.0%</b>

<b>2. Gender - How do you identify?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Female	123	40	<b>163</b>	<b>62.0%</b>
Male	75	8	<b>83</b>	<b>31.6%</b>
Prefer not to say	9	0	<b>9</b>	<b>3.4%</b>
Other	8	0	<b>8</b>	<b>3.0%</b>
<b>Total</b>	<b>215</b>	<b>48</b>	<b>263</b>	<b>100.0%</b>

**3. Do you ever feel hungry at the end of the day after you have eaten a SCHOOL MEAL?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Yes	104	20	<b>124</b>	<b>60.2%</b>
No	57	25	<b>82</b>	<b>39.8%</b>
<b>Total</b>	<b>161</b>	<b>45</b>	<b>206</b>	<b>100.0%</b>

**4. Do you ever feel hungry at the end of the day after you have eaten food from a LOCAL SHOP?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Yes	81	9	<b>90</b>	<b>45.2%</b>
No	106	3	<b>109</b>	<b>54.8%</b>
<b>Total</b>	<b>187</b>	<b>12</b>	<b>199</b>	<b>100.0%</b>

**5. Do you feel hungry at the end of the day after you have eaten a PACKED LUNCH?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Yes	22	4	<b>26</b>	<b>23.9%</b>
No	75	8	<b>83</b>	<b>76.1%</b>
<b>Total</b>	<b>97</b>	<b>12</b>	<b>109</b>	<b>100.0%</b>

<b>6. How often do you have food at morning break?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Most days	70	13	<b>83</b>	<b>31.6%</b>
Some days	47	13	<b>60</b>	<b>22.8%</b>
Very few days	49	1	<b>50</b>	<b>19.0%</b>
Never	49	21	<b>70</b>	<b>26.6%</b>
<b>Total</b>	<b>215</b>	<b>48</b>	<b>263</b>	<b>100.0%</b>
73.4 % of respondents said that they have food mid-morning				

<b>7. How often do you have a school lunch?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Most days	99	17	<b>116</b>	<b>53.7%</b>
Some days	46	17	<b>63</b>	<b>29.2%</b>
Very few days	33	4	<b>37</b>	<b>17.1%</b>
<b>Total</b>	<b>178</b>	<b>38</b>	<b>216</b>	<b>100.0%</b>

82.9% of respondents said they have a school meal on some days or most days

<b>8. If you don't eat in school very often or at all - why is that?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
I tried the food but I don't like the taste of it	24	0	<b>24</b>	<b>10.6%</b>
The queues are too long	20	15	<b>35</b>	<b>15.5%</b>
It's not good value for what you get	26	3	<b>29</b>	<b>12.8%</b>
I don't like the choice of food available	23	5	<b>28</b>	<b>12.4%</b>
I prefer to go home for lunch	5	1	<b>6</b>	<b>2.7%</b>
I prefer to bring my own food	6	2	<b>8</b>	<b>3.5%</b>
Someone prepares a packed lunch for me	4	3	<b>7</b>	<b>3.1%</b>
I prefer to be with my friends and they go out of school for lunch	28	0	<b>28</b>	<b>12.4%</b>
I want to get a break from school at lunchtime	2	1	<b>3</b>	<b>1.3%</b>
Not enough time to sit and eat lunch	5	7	<b>12</b>	<b>5.3%</b>
Other	46	0	<b>46</b>	<b>20.4%</b>
<b>Total</b>	<b>189</b>	<b>37</b>	<b>226</b>	<b>100.0%</b>

<b>9. What do you think about the TASTE OF THE FOOD provided?</b>				
	<b>BHS</b>	<b>LHS</b>	<b>Total</b>	<b>% of Total</b>
Very good	8	1	9	3.5%
Good	44	19	63	24.4%
Adequate	85	12	97	37.6%
Poor	40	14	54	20.9%
Very poor	33	2	35	13.6%
<b>Total</b>	<b>210</b>	<b>48</b>	<b>258</b>	<b>100.0%</b>

65.5% of respondents said the taste of meals was adequate or better

<b>10. If you've tried school meals, what do you think about the PORTION SIZE OF FOOD SERVED?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	6	0	6	2.4%
Good	71	10	81	32.1%
Adequate	79	21	100	39.7%
Poor	32	12	44	17.5%
Very poor	21	0	21	8.3%
<b>Total</b>	<b>209</b>	<b>43</b>	<b>252</b>	<b>100.0%</b>

74.2% of respondents said portion size was adequate or better

<b>11. If you've tried school meals, what do you think about the PRICE OF FOOD?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	3	0	3	1.2%
Good	34	1	35	13.9%
Adequate	57	16	73	29.0%
Poor	64	15	79	31.3%
Very poor	50	12	62	24.6%
<b>Total</b>	<b>208</b>	<b>44</b>	<b>252</b>	<b>100.0%</b>

55.9% of respondents said school meals price of food was poor or worse.

**12. If you've tried school meals, what do you think about the VARIETY OF FOOD OPTIONS?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	9	0	<b>9</b>	<b>3.6%</b>
Good	48	12	<b>60</b>	<b>24.1%</b>
Adequate	73	14	<b>87</b>	<b>34.9%</b>
Poor	48	15	<b>63</b>	<b>25.3%</b>
Very poor	30	0	<b>30</b>	<b>12.0%</b>
<b>Total</b>	<b>208</b>	<b>41</b>	<b>249</b>	<b>100.0%</b>

62.6% of respondents said the variety of food was adequate or better

**13. If you've tried school meals, what do you think about the CHOICE OF HEALTHY OPTIONS AVAILABLE?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	19	0	<b>19</b>	<b>7.7%</b>
Good	58	6	<b>64</b>	<b>25.8%</b>
Adequate	69	17	<b>86</b>	<b>34.7%</b>
Poor	40	19	<b>59</b>	<b>23.8%</b>
Very poor	20	0	<b>20</b>	<b>8.1%</b>
<b>Total</b>	<b>206</b>	<b>42</b>	<b>248</b>	<b>100.0%</b>

68% of respondents said choice of healthy options of school meals was at least adequate or better.

<b>14. What do you think about the VISUAL APPEARANCE OF THE FOOD?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	6	0	<b>6</b>	<b>2.4%</b>
Good	37	18	<b>55</b>	<b>21.8%</b>
Adequate	80	15	<b>95</b>	<b>37.7%</b>
Poor	45	1	<b>46</b>	<b>18.3%</b>
Very poor	40	10	<b>50</b>	<b>19.8%</b>
<b>Total</b>	<b>208</b>	<b>44</b>	<b>252</b>	<b>100.0%</b>
61.9 % of respondents said that the visual appearance of the food was adequate or better.				

<b>15. Which other foods would you like to see provided?</b>				
	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Plant based	4	1	<b>5</b>	<b>1.9%</b>
Healthy option, e.g. salad bar, baked potato	6	6	<b>12</b>	<b>4.7%</b>
High protein	24	3	<b>27</b>	<b>10.5%</b>
Traditional food e.g. steak pie	13	7	<b>20</b>	<b>7.8%</b>
American e.g. burgers	31	5	<b>36</b>	<b>14.0%</b>
Italian e.g. pizza, pasta	31	11	<b>42</b>	<b>16.3%</b>
Chinese e.g. rice or noodles dishes	59	18	<b>77</b>	<b>29.8%</b>
Other	39	0	<b>39</b>	<b>15.1%</b>
<b>Total</b>	<b>207</b>	<b>51</b>	<b>258</b>	<b>100.0%</b>

**16. What do you think about the FRIENDLINESS of the catering staff?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	35	20	<b>55</b>	<b>21.6%</b>
Good	72	13	<b>85</b>	<b>33.3%</b>
Adequate	49	9	<b>58</b>	<b>22.7%</b>
Poor	31	1	<b>32</b>	<b>12.5%</b>
Very poor	25	0	<b>25</b>	<b>9.8%</b>
<b>Total</b>	<b>212</b>	<b>43</b>	<b>255</b>	<b>100.0%</b>

Most respondents said that the friendliness of staff serving school meals was adequate or better.

**17. What do you think about the CLEANLINESS of the way school meals are provided?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	18	1	<b>19</b>	<b>7.5%</b>
Good	81	17	<b>98</b>	<b>38.4%</b>
Adequate	68	16	<b>84</b>	<b>32.9%</b>
Poor	26	4	<b>30</b>	<b>11.8%</b>
Very poor	19	5	<b>24</b>	<b>9.4%</b>
<b>Total</b>	<b>212</b>	<b>43</b>	<b>255</b>	<b>100.0%</b>

78.8% of respondents said that cleanliness was adequate or better.



**18. What do you think about the QUEUING TIME for school meals?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	3	0	<b>3</b>	<b>1.2%</b>
Good	26	0	<b>26</b>	<b>10.3%</b>
Adequate	54	7	<b>61</b>	<b>24.1%</b>
Poor	64	22	<b>86</b>	<b>34.0%</b>
Very poor	63	14	<b>77</b>	<b>30.4%</b>
<b>Total</b>	<b>210</b>	<b>43</b>	<b>253</b>	<b>100.0%</b>

64.4% of respondents said that the queuing time was poor or worse.

**19. What do you think about the TIME AVAILABLE TO EAT a school meal?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	18	0	<b>18</b>	<b>7.1%</b>
Good	35	9	<b>44</b>	<b>17.3%</b>
Adequate	71	13	<b>84</b>	<b>33.1%</b>
Poor	48	11	<b>59</b>	<b>23.2%</b>
Very poor	40	9	<b>49</b>	<b>19.3%</b>
<b>Total</b>	<b>212</b>	<b>42</b>	<b>254</b>	<b>100.0%</b>

57.5% of respondents said that the time available to eat school meals was adequate or better.

**20. What do you think about the SEATING AREA for consuming a school meal?**

	<b>Beath HS</b>	<b>Lochgelly HS</b>	<b>Total</b>	<b>% of Total</b>
Very good	21	0	<b>21</b>	<b>8.2%</b>
Good	83	34	<b>117</b>	<b>45.9%</b>
Adequate	59	6	<b>65</b>	<b>25.5%</b>
Poor	31	0	<b>31</b>	<b>12.2%</b>
Very poor	16	5	<b>21</b>	<b>8.2%</b>
<b>Total</b>	<b>210</b>	<b>45</b>	<b>255</b>	<b>100.0%</b>

79.6% of respondents said that the seating area was adequate or better.

29<sup>th</sup> March 2023

Agenda Item No. 6

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## **Proposed Double Yellow Lines – Grainger Street / Hall Street, Lochgelly**

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

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**Wards Affected:** Ward 8 – Lochgelly, Cardenden and Benarty

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### **Purpose**

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The purpose of this report is to allow the Cowdenbeath Area Committee to consider proposals to introduce “No Waiting At Any Time” restrictions in Grainger Street and Hall Street, Lochgelly.

### **Recommendation(s)**

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO23\_02 (Appendix 1) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### **Resource Implications**

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The cost to formally promote this TRO and deliver the associated traffic management works will be approximately £2300, which covers Roads & Transportation Services’ and Legal Services’ staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

### **Legal & Risk Implications**

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There are no known legal or risk implications.

### **Impact Assessment**

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

### **Consultation**

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

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

and on the affected length of roads. In addition, details of the proposed TRO will be made available on Fife Council's website.

## 1.0 Background

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- 1.1 Lochgelly South Primary School is temporarily closing after the 2022/23 school year with pupils decanted to St. Kenneth's RC Primary School, Ballingry.
- 1.2 School buses will use a route collecting children on Melville Street travelling along Minto Street, Russell Street, Melville Street, Hall Street, and Grainger Street. A drawing showing this route is available as a background paper.

## 2.0 Issues and Options

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- 2.1 The School Transport Team have reviewed the intended school bus route and conducted test runs using buses and have identified the Grainger Street / Hall Street junction as a location where parked vehicles will obstruct the school bus.
- 2.2 It is proposed to introduce a "No Waiting At Any Time" parking restriction at the Grainger Street / Hall Street junction as shown in drawing no. TRO23\_02 (Appendix 1). This modest proposal will help to keep this junction free of parked vehicles to allow the school buses to complete this route.

## 3.0 Conclusions

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

### List of Appendices

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1. Drawing no. TRO23\_02

### Background Papers

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

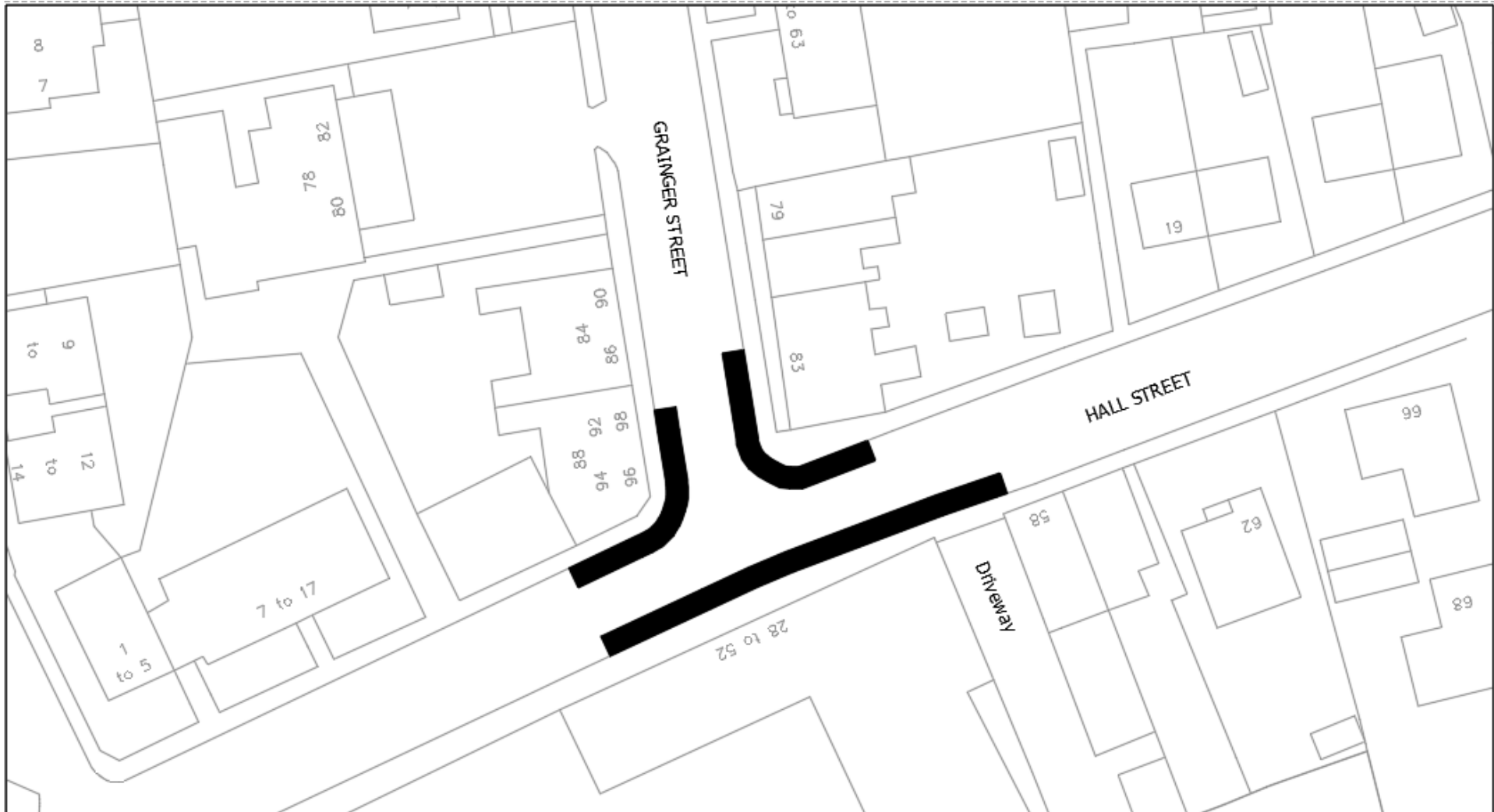
- Drawing no. TRO23\_02/BUS Proposed School Bus Route

### Report Contact


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Appendix 1



**Key**

	Proposed No Waiting At Any Time
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REV	AMENDMENTS				BY	AP'D	DATE
	Proposed Parking Restriction Grainger Street / Hall Street, Lochgelly				 <b>ROADS &amp; TRANSPORTATION SERVICES</b>		
SCALE	NTS	DRAWING No.	TRO23_02		HEAD OF SERVICE - JOHN MITCHELL		
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED	LC
						DATE	JANUARY '23

29<sup>th</sup> March 2023

Agenda Item No. 7

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## Proposed 20 mph Speed Limits – Various Streets, Cardenden

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

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**Wards Affected:** Ward 8 – Lochgelly, Cardenden and Benarty

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### Purpose

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The purpose of this report is to allow the Area Committee to consider a proposal to introduce a 20 mph speed limit on various residential roads constructed, or soon to be constructed within housing developments in Cardenden.

### Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce a 20 mph speed limit as detailed in drawing nos. TRO23\_12/1 (Appendix 1) and TRO23\_12/2 (Appendix 2); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

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The cost to formally promote this TRO will be approximately £2,500 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. Delivery of the new infrastructure will be carried out by the respective developer for each site.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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The local Ward Councillors and Police Scotland have been advised.

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

and on the affected length of roads. In addition, details for the proposed TRO will be made available on [www.fife.gov.uk](http://www.fife.gov.uk).

One Ward Councillor has expressed their support for this proposal.

## 1.0 Background

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- 1.1 A road hierarchy has been developed for Fife in the Transportation Development Guidelines which helps developers design new housing development roads with a design speed appropriate for its function. These guidelines compliment other national standard and advice documents where residential roads are constructed to a design speed of 20 mph.
- 1.2 Residential roads in new housing developments should be reasonably self-enforcing with regards to vehicle speeds, through the road layout and traffic calming measures. As far as possible, geometry and natural features should be used to encourage speed reduction and provide the most environmentally friendly layout.

## 2.0 Issues and Options

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- 2.1 Although new residential roads are constructed to a design speed of 20 mph as part of their approved planning consent, we still require a Traffic Regulation Order (TRO) for the 20 mph speed limit which requires Area Committee approval.
- 2.2 New roads constructed (or soon to be constructed) in the area north of B981 Cardenden Road, Cardenden and in the area south of B981 Jamphlars Road, Cardenden as shown in Drawing Nos. TRO23\_12/1 (Appendix 1) and TRO23\_12/2 (Appendix 2) respectively require a TRO for the speed limit.
- 2.3 These new residential roads will be constructed to a design speed of 20 mph by means of road geometry and traffic calming features.

## 3.0 Conclusions

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

### List of Appendices

1. Drawing No. TRO23\_12/1
2. Drawing No. TRO23\_12/2

### 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 Transportation Development Guidelines

### Report/

## **Report Contacts**

Lesley Craig

Lead Consultant, Traffic Management

Roads & Transportation Services

Telephone: 03451 55 55 55 + VOIP Number 480082

Email: [lesley.craig@fife.gov.uk](mailto:lesley.craig@fife.gov.uk)

Keith Johnston

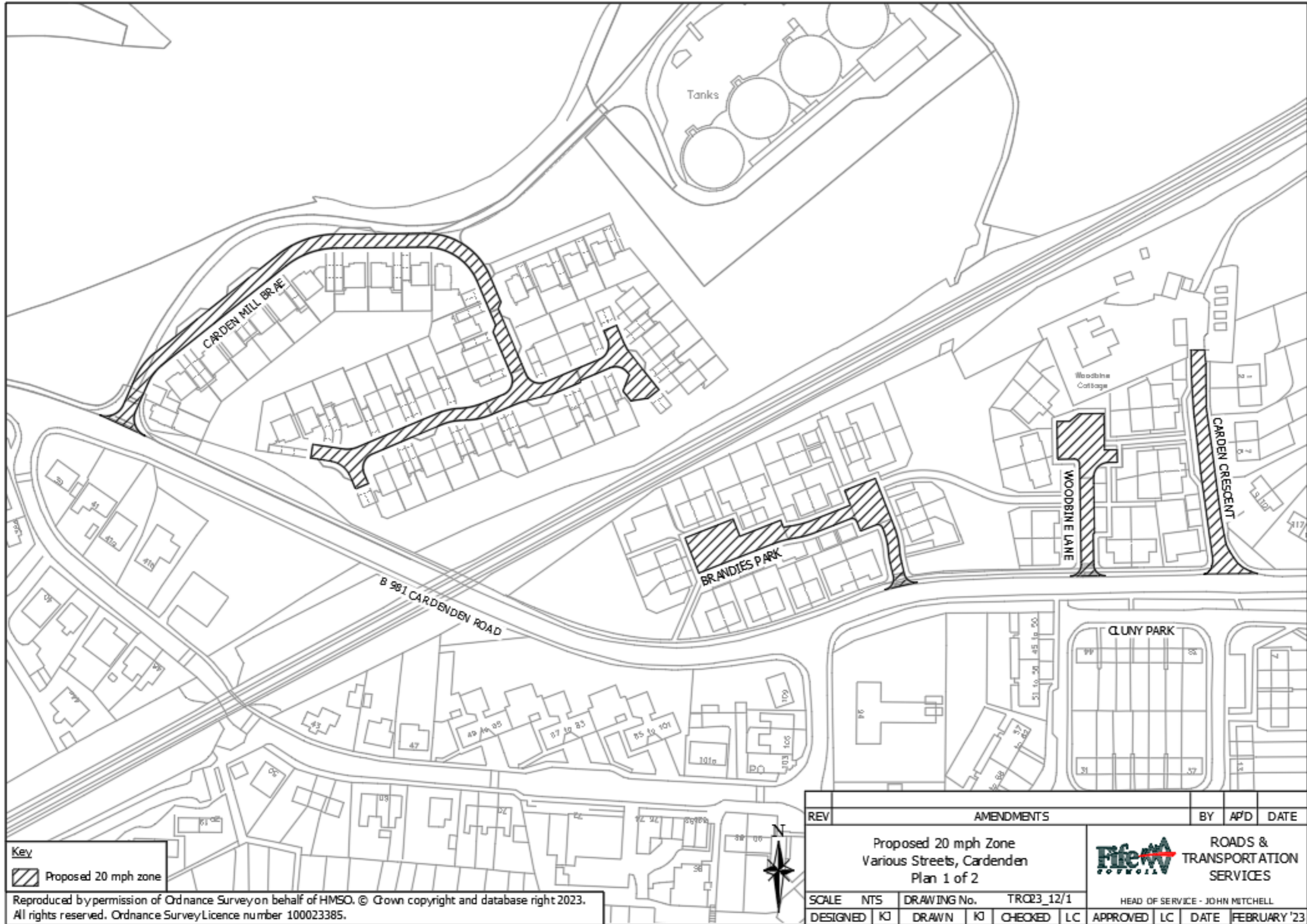
Technician Engineer, Traffic Management

Roads & Transportation Services

Telephone: 03451 55 55 55 + VOIP Number 442935


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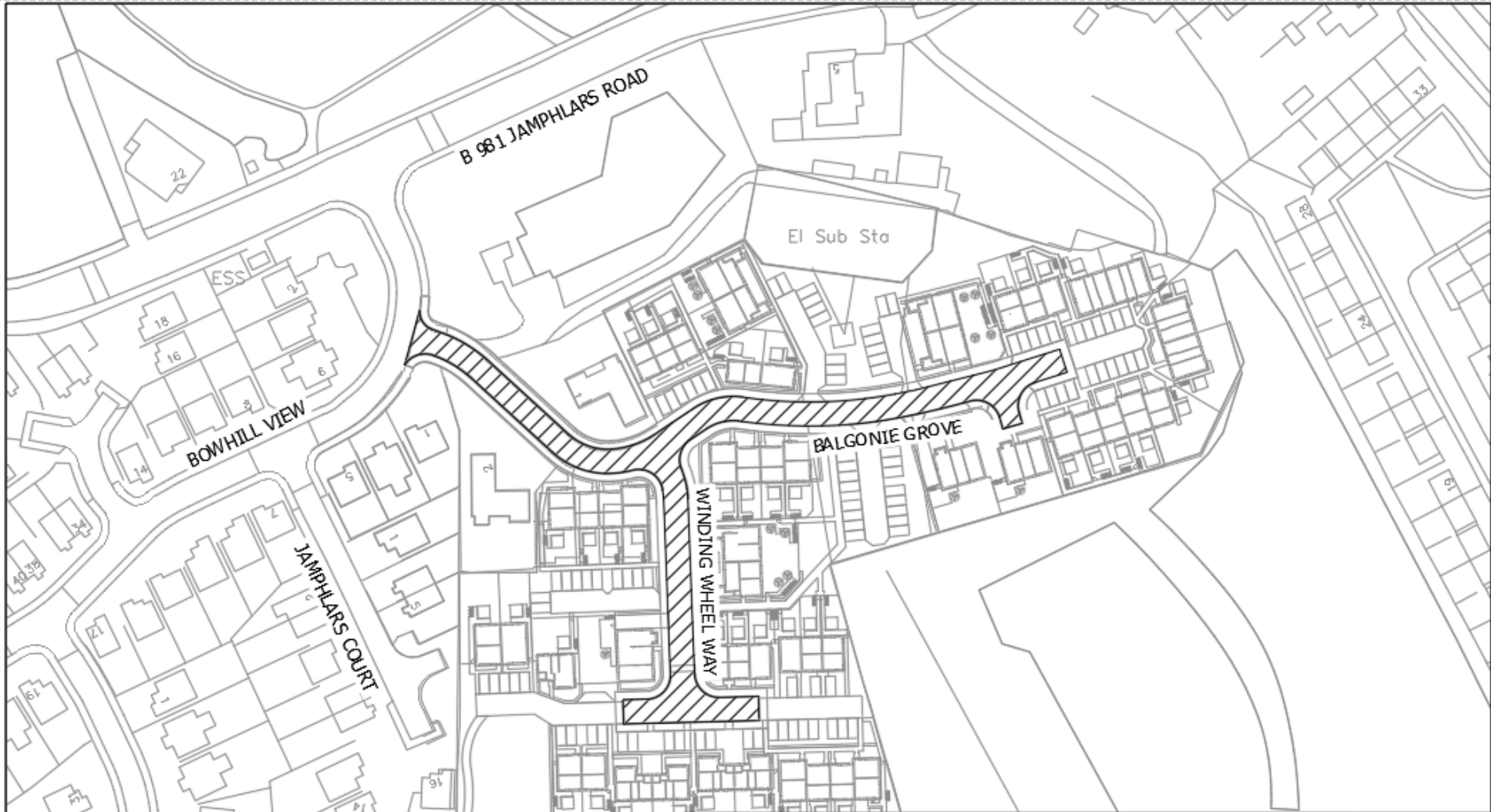


**Key**  
 Proposed 20 mph zone

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REV	AMENDMENTS	BY	A/P'D	DATE
Proposed 20 mph Zone Various Streets, Cardenden Plan 1 of 2		 <b>ROADS &amp; TRANSPORTATION SERVICES</b>		
SCALE	NTS	DRAWING No.	TRO23_12/1	
DESIGNED	KJ	DRAWN	KJ	CHECKED LC
HEAD OF SERVICE - JOHN MITCHELL		APPROVED	LC	DATE FEBRUARY '23

Appendix 2: Drawing No. TRO23\_12/2 Proposed 20 mph Zone Plan 2 of 2



<b>Key</b>	
	Proposed 20 mph zone



A	STREET NAME UPDATED	KJ	LC	17/3/23
REV	AMENDMENTS	BY	AP'D	DATE
Proposed 20 mph Zone Various Streets, Cardenden Plan 2 of 2		 ROADS & TRANSPORTATION SERVICES		
SCALE	NTS	DRAWING No.	TRO23_12/2	
DESIGNED	KJ	DRAWN	KJ	CHECKED LC
APPROVED		LC	DATE	FEBRUARY '23
HEAD OF SERVICE - JOHN MITCHELL				

29<sup>th</sup> March 2023

Agenda Item No. 8

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## Community Food Growing Update

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

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**Wards Affected: 7 / 8**

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### **Purpose**

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The purpose of this report is to provide the members with detailed information regarding Allotments and Community Growing Projects in the Cowdenbeath area .

### **Recommendation(s)**

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The Committee is asked to:-

- (1) note the contents of the report; and
- (2) consider the detailed information for each community when looking at the community plans.

### **Resource Implications**

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There will be the need for staffing resource to capacity build:-

**Local and Strategic -**

Local CLD Officers

Strategic Allotment and Green space Officers

### **Legal & Risk Implications**

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Section 9 Community Empowerment Act 2015 ( Allotments )

### **Impact Assessment**

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An EqIA has not been completed as there are no proposed changes or revisions to existing policies

### **Consultation**

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An in-depth survey of the Allotment waiting lists has just been completed and we are about to embark on a current plot holders survey. A copy of this survey was distributed to Elected members.

These surveys will provide the required information to help shape the new 2024- 2029 Allotment Strategy.

## 1.0 Background

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- 1.1 The council now has a statutory obligation to provide Allotments under section 9 of the Community Empowerment (Scotland) Act 2015 ( Please note that the above only applies to Allotments and not any other community growing projects ).
- 1.2 The council however recognises that there is a desire in the communities of Fife for other types of growing projects.
- 1.3 The recent survey asked people on the waiting lists to provide their preference on growing and the results for the Cowdenbeath area will be shown below.
- 1.4 The information below will show both the current provision in the area and the demand.

## 2.0 Issues and Options

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- 2.1 Current provision in the area 6 sites providing 316 individual growing spaces.
- 2.2 Current demand on the waiting list in the area is 86 people.
- 2.3 There are currently allocations underway so the waiting list will drop by a small amount.
- 2.4 It should be noted that the requirements set out by Scottish Gov that we have no more than 51% of demand v supply. As you can see above the area is well below the stated requirements.
- 2.5 The recent survey of the waiting list of the 86 people waiting resulted in 55 returns.  
This is a good return rate and can be further analysed to establish the demand in the individual communities.
- 2.6 Individual settlement demand from the survey.  
Ballingry – 2  
Cardenden -4  
Cowdenbeath -12  
Crossgates -2  
Crosshill -3  
Glencraig – 1  
Kelty – 8  
Lochgelly -20  
Lochore -1  
Lumphinnans – 2
- 2.7 The further detail in the survey states that all of the above demand is for individual growing spaces(allotments) and of a smaller size (50m2).
- 2.8 Individual requirements within settlements will be discussed at ward level and at these meetings a report will be presented containing land ownership and any contamination issues.
- 2.9 Allocations are done on a date order process and all applications are processed through the council's website. The average waiting time in the Cowdenbeath area is between 0 and 2 years.

## 3.0 Community Growing Grants

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- 3.1 This was a new initiative and was well received Fife wide. There were issues surrounding the communication of its availability.
- 3.2 The Cowdenbeath results was distributed via the recent members brief however I have included the 2 applications below showing more detail of the projects .
- 3.3 **Community growing grant Cowdenbeath area applications. £10K allocated.**  
No applications were received before July 2022 for 1<sup>st</sup> tranche, but 2 applications for the for the 2nd tranche in December 2022 the total awards were £4000 (out of £10000)  
I have used the applicant's words to describe the projects they applied for:

### **Rosebank Allotment Association, Cowdenbeath**

The roads within Rosebank allotments are in a bad state of repair causing potential health and safety issues for pedestrians and or damage to vehicles entering and leaving the site.

Work is required to fix the entrance (create a large concrete pad) and thereafter construct an additional pad for a green waste skip and other items to be deposited on. This additional pad will reduce the overall quantity and size of vehicular traffic within the main Allotment area therefore causing less damage to the existing road surface.

In addition, other parts of the road within the allotments require patch repairs and two "soak aways" need created to reduce the excess water gathering on pathways / roadway which prevent access at times to the allotments.

Monies will be used to bolster overall spend by the council and plot holder association funds required to carry out these repairs.

A contactor has been identified and approved through the existing Council policy for this type of works.

This will be beneficial to all 61 plot holders and any additional visitor or contractors to Rosebank allotments

Allotment Group contributing	£4235.00
Fife Council allotment capital	£3750.00
Community growing Grant	£2000.00
Total Cost	<b><u>£9985.00</u></b>

### **Crossgates Greenfingers group**

Funding is requested to continue the floral displays throughout Crossgates & Fordell, which have improved the quality of the environment for all of those who live, work and pass through the village.

Included in this is the upkeep of the Community Garden which provides a place of relaxation for all who visit.

Grow fruit & Vegetables for the benefit of those less well-off within the Community. Last year we provided Tomatoes, Lettuce, Onions, Beans, Strawberries, Potatoes, rhubarb, herbs, carrots, cauliflower & cabbage. The flowers were bought as plug plants and brought on in our Polyunnel.

The vegetables were all brought on from seeds and planted in our raised beds.

Funds are required each year to purchase plants and seeds. Last year we spent in excess of £800 on these items.

In Partnership with Crossgates Primary School, mentor and instruct children in the growth of flowers, fruit & vegetables to enable them to become more self-reliant in later life. Assist the school with the design and planting of school garden. Make use of recycled materials to support the growing of plants. Instructions in making Compost which improves soil and increases growing yields.

We have begun instruction with 47 pupils and 2 teachers.

The first lesson held in school was to explain about growing plants and the different parts of a plant. We also demonstrated how to use recycled plastic lemonade bottles to grow garlic.

The children can watch the development of the plant over the next 2 weeks until the next class where they can ask questions. Once large enough each child will be given their own plant to grow on.

We hope to involve the children in looking after various beds within the Villages and have discussed with the staff about holding a village litter pick and a visit to the Polytunnel.

Funding is requested for:-

Hot Composting Bins	£751.75
Plants and Seeds	£600.00
Peat Free compost	£399.50
Soil enricher/Improver	£349.50
Manure	£119.80
Total Cost	£2220.55

#### FUNDING

Crossgates Group contributing	£220.55
Community growing Grant	£2000.00

\*Group contribution £220.55 plus labour (volunteers have committed time)

## 4.0 Conclusions

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4.1 - There is a need to look at all the communities mentioned above on an individual basis given the survey results.

4.2- These is a need to look at the existing sites and plot sizes .

4.3 - The above will demand resources from the area to capacity build potential groups .

4.4 - There will be the need to investigate potential funding opportunities

### Report Contact

Peter Duncan

Allotment Officer

Fife House

Telephone: 03451 55 55 55 + VOIP Number **440601**

Email: [peter.duncan@fife.gov.uk](mailto:peter.duncan@fife.gov.uk)

29<sup>th</sup> March 2023

Agenda Item No. 9

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## **Application to Cowdenbeath Local Community Planning Budget – Easter CLD Activity Programme**

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Report by Paul Vaughan, Head of Communities & Neighbourhoods

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Wards Affected: Ward Nos 7 & 8

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### **Purpose**

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To present for consideration an application received from the Cowdenbeath Community Learning and Development team for £20,000 to fund Community Learning and Development activity programmes during the 2023 Easter school break.

### **Recommendation(s)**

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Members are asked to approve the award of £25,000 in support of CLD activity.

### **Resource Implications**

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The Cowdenbeath LCP budget has funding available from the 2023/24 budget allocation.

### **Legal & Risk Implications**

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There are no legal or risk implications arising from the implementation of this proposal.

### **Impact Assessment**

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An EqIA has not been completed as there are no proposed changes or revisions to existing policies.

### **Consultation**

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Consultation has taken place with young people in existing youth work activity programmes.

## 1.0 Background

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- 1.1 In June 2021, the Cowdenbeath Area Committee supported the provision of activity programmes for young people during school holidays in key locations across the area. A budget of £40,000 was allocated for Summer and October 2021 programmes, with a £15,000 equal contribution from the Ward 7 and 8 LCP budgets along with a further £10,000 contribution from the Anti-Poverty budget 2021/22.
- 1.2 Youth work provision by Communities and Neighbourhoods is funded on a term time basis over a 40-week provision. No other funding is available to provide youth work programmes over school holiday periods.
- 1.3 The efficacy of youth work activity is demonstrated in the following research reports:
  - [The Impact of Community Based Youth Work in Scotland \(Youthlink 2018\)](#)
  - [Statement on the Nature and Purpose of Youth Work \(Youthlink 2015\)](#)
- 1.4 Community Education Workers and Youth Workers have engaged in a planning process to design a programme of activity that balances requests from young people, staff availability, safe operation of community facilities, risk assessment and national guidelines regarding Youth Work and Detached Youth Work.

## 2.0 Project Proposal

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- 2.1 Youth Work Easter Programmes would operate from five locations across the Cowdenbeath area – Benarty Centre, Lochgelly Centre, Kelty Centre, Maxwell Centre and Bowhill Centre.
- 2.2 The CEW/Youth Work Team in each venue would provide a range of engaging and free activities to young people who will be identified via previous and existing youth work programmes, community food projects, detached youth work and local promotion.
- 2.3 Both junior (8-11) and Senior (11-18) activities would be offered, alongside opportunities for family work sessions.
- 2.4 The activities on offer to include playschemes, play sessions, sports activities, outdoor learning, creative arts, music, short local trips, and drop-in sessions. The programme on offer be supported by the provision of Café Inc across the area.
- 2.5 These activities provide opportunities for:
  - engaging with children and young people during the school break and continuing with youth work during the holiday period.
  - providing diversionary activities for young people across the two week Easter holidays.
  - encouraging health and well-being via indoor and outdoor activities and learning opportunities.
  - maintaining contact with young people who may benefit from additional support during the holidays.



## 3.0 Additional Activity

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- 3.1 In addition to each programme, the CLD team will build on the success of previous 'Fun Days' aimed at engaging young people, parents and carers to provide centre based activities as follows:
- Benarty – 3<sup>rd</sup> April
  - Lochgelly – 4<sup>th</sup> April
  - Kelty – 5<sup>th</sup> April
  - Bowhill – 6<sup>th</sup> April
  - Maxwell – 11<sup>th</sup> April
- 3.2 These sessions will provide participants with a chance to meet friends and family, access our community facilities, be introduced to other services and see the range of activity taking place in our community centres.

## 4.0 Conclusion

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- 4.1 Staff are working on key areas of provision over the Easter break to provide activities chosen by young people including experiential learning, opportunities for engagement, diversion and community engagement.
- 4.2 The funding requested would pay for staff, equipment, external venue costs, transport and enable the participation of young people from across the area. The Community Development Team Manager will provide a report on the Easter Holiday Programme to the Cowdenbeath Area Committee in June 2023.

## 5.0 Recommendation

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- 5.1 It is recommended that the Cowdenbeath Area Committee support the allocation of £25,000 – a contribution of £12,500 each from Ward 7 and 8 budgets.

### Background Papers

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

### List of Appendices

- Appendix 1 – LCP Application

### Report Contact:

Gary Daniell

Community Development Team Manager

Telephone: 07534 579024

E-mail: gary.daniell@fife.gov.uk

## LOCAL COMMUNITY PLANNING BUDGET APPLICATION FORM

Fife Council can offer financial assistance for projects in each of seven Local Areas through the Local Community Planning Budget

Once complete please email to [LCPB@fife.gov.uk](mailto:LCPB@fife.gov.uk).

**Which of the 7 Fife Council Areas will your Project take place in?**

<input checked="" type="checkbox"/> Cowdenbeath	<input type="checkbox"/> Dunfermline	<input type="checkbox"/> Glenrothes	<input type="checkbox"/> Kirkcaldy
<input type="checkbox"/> Levenmouth	<input type="checkbox"/> North-East Fife	<input type="checkbox"/> South-West Fife	

**Please tick the main theme in the Plan4Fife your project will address (please tick only one)**

**For more information visit: <https://our.fife.scot/fife-plan/> You will find your community link under “Let’s Talk Local”**

<input checked="" type="checkbox"/> Opportunities For All	<input checked="" type="checkbox"/> Thriving Places	<input type="checkbox"/> Inclusive Growth & Jobs	<input type="checkbox"/> Community Led Services
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**Please ensure you have read guidance see page 6 before you complete this form**

**1. What is the title of your Project?**

**Community Learning and Development Summer Programme**

**2. What is your organisation’s name and address?**

**Name**

**Gary Daniell**

**Address**

This address will be used for any correspondence  
**Brunton House**

**3. Who is the main contact for this application?**

**Name**

**Gary Daniell**

**Position on Organisation**

**Community Development Team Manager**

**Address  
(if different from above)**

**As above**

**Contact Telephone Number**

**07534 579024**

**Email Address**

**gary.daniell@fife.gov.uk**

For office Use only		
Project Reference:		
Amount Approved:	£	
Funding Awards up to £5000	Date Approved at Ward Meeting	Date if Delegated Approval
Funding Awards over £5000	Date approved at Area Committee	
Signed	Team Manager:	Date:

#### **4. What project or activities do you want us to fund? (Max. 250 words)**

Please be specific about:

- what you will do
- how you will do it
- what you will spend the monies on
- how you identified the need
- how many people it will help
- how your project meets the Local Community Planning Priorities for your area  
(Please refer to the Area's priorities on Fife Direct – [Click Here For Details](#) )

#### **What you will do**

Provide a programme of activity and support for young people over the school Easter holiday. Local teams will deliver a range of sessions for a range of age groups at the following venues:

- Kelty Centre
- Benarty Centre
- Maxwell Centre
- Lochgelly Centre
- Bowhill Centre

These activities will provide opportunities for experiential learning, health and well-being work and diversionary activity as well as the chance for young people to maintain contact with youth work staff over the summer period.

#### **How you will do it**

The programme will be delivered by the Community Development Team supported by Youth Workers. Weekly activities and sessions will be delivered across the area to ensure the programme remains relevant and engaging for participants.

#### **What you will spend the monies on**

The money will be spent on staffing costs for youth workers, resources for weekly activities, programme instruction and supporting young people to participate and volunteer.

#### **How you identified the need**

The programme has been requested by young people accessing youth work activity during term time and by members who have identified the area CLD team as best suited to deliver engagement and diversionary activity.

#### **How many people it will help**

The planning of this work is still on-going but sessions will typically involve a maximum of 12-15 young people, depending on staff ratios. Activity will take place outdoors where possible and use the resources and facilities we have available across the Cowdenbeath area. A full report on the number of delivery hours and participants will be provided. CLD staff have identified partnership and co-delivery opportunities to maximise the number of people participating and minimise cost – especially around transport.

**How your project meets the Local Community Planning Priorities for your area –**

This project meets a number of priorities within the Plan For Fife and CLD Plan, most notably **‘Tackling poverty and crisis prevention’** and **‘Sustaining services through new ways of working’**. It is essential that we engage with young people and continue the work carried on by schools and support services. We provide opportunities to maintain contact, seek specialist support when required and access food insecurity provision for children, young people and families when schools are closed. Many young people volunteer with our programmes and help develop new projects and identify if other young people require support.

**5. When will your project or activities take place?**

Start Date  
(Month and Year)

3/4/23

End Date  
(Month and Year)

14/4/23

**6. How much will your total project or activities cost?**

£25,000

**7. How much will each item or activity cost?**

*Include all costs connected to running the project.*

Item or Activity	Cost(£)
Staffing	£10,000
Equipment	£3,000
Transport	£3,500
Activity Costs	£46000
Sundries	£1,500
Facilitating Attendance	£1,000
<b>Total</b>	<b>£20,000</b>

**8. How much are you requesting from the Local Community Planning Budget?**

£25,000 (£12,500 each from Ward 7 and 8)

**9. How much is your Service or organisation contributing to the project/these activities?**

Service Budget – core staffing and facility cost. .

**10. Are you applying to any other external funder ie lottery for this project OR applying to/receiving any other Fife Council funding for this project?**

Source of Funding	Amount £	Is this secured? (please provide proof)	If not, when will this be secured?	Can your project go ahead without this?

**10.1** Please outline how your organisation propose to maintain this project in the long term.

This project is part of core work which Area Committee seeks to fund on a yearly basis.

**10.2** Please outline what other sources of Fife Council **funding and or support** e.g. a grant or Discretionary Rating relief etc your organisation is receiving (if applicable):

Type of Fife Council Support	Amount £	Secured Yes/No
Core Staffing	Approx £8,000	Yes

**To be completed by Voluntary and Community Organisations only**

11.0 Do you have a written governing document e.g. a constitution, a set of rules or trust deed? (Please attach, if not already held by Fife Council) No  Yes

11.1 How many people are on your organisation's management committee?

11.2 How many regular volunteers are involved in your organisation, including Committee Members?

11.3 Do you have a Service Level Agreement with Fife Council or a Community Planning partner? No  Yes

If yes, who is the SLA with? (If Fife Council, which Service?)

11.4 Please provide details of the bank account into which we would pay the money

Name of Bank

Account Name

Sort Code  Account No.

Building Society Roll Ref.

11.5 Has your organisation applied to the Local Community Planning Budget within the last three years? No  Yes   
If yes, please provide details

Project	Date	Amount Received
Summer Programme	2021	£40,000
Summer Programme	2019	£30,000
Summer Programme	2018	£30,000

**12. To be completed by Public Bodies only**

12.1 Name of Public Body or if Fife Council please also state your Service

- 12.2 If Fife Council please provide details of full financial code (36 digits) or if other Public Body please provide bank details to pay money

Available from Lesley.kirk@fife.gov.uk

**Please note that decisions on funding can take up to 3 months, longer in exceptional cases**

13. **Alternative Sources of Funding**

Fife Council has teamed up with SCVO's Funding Scotland to provide a free advanced funding search facility for charities, community groups and social enterprises in Fife. It includes information on over 1,000 funds and can help you find everything from small grants to funding for big capital projects.

[Click Here](#) to access this site.

**14 Fife Council is an Accredited Living Wage Employer**

Fife Council is committed to creating a Fairer Fife by tackling poverty and inequality. To support this ambition, the Council has become an accredited Living Wage employer and encourages all other businesses and organisations in Fife to join them.

The **real Living Wage** is a nationally set rate of pay that is independently calculated on an annual basis to reflect the real costs of everyday living.

Living Wage accreditation celebrates employers who want to help tackle low pay and in-work poverty within their local communities by choosing to go further than simply paying the UK government minimum wage.

To become an accredited Living Wage employer an organisation must voluntarily commit to paying all directly-employed staff over the age of 18 the current real Living Wage (including sub-contracted staff who are on site more than 2 hours/week over an 8-week period). Accreditation is a simple and straightforward online registration process.

To find out more about the real Living Wage and how to become an accredited employer visit the Living Wage Scotland website at: [www.scottishlivingwage.org](http://www.scottishlivingwage.org)

Does your organisation currently pay all appropriate staff the real Living Wage?	Y
Is your organisation an accredited Living Wage employer?	Y

***To be completed by applicant***

**I (the nominated applicant) have read and agree to comply with the Terms and Conditions and confirm the information given is correct. (Electronic Signature with confirmation email is fine)**

Signed: Gary Daniell

Date: 13/3/23

Position in the Organisation: Community Development Team Manager

## **GUIDANCE**

Fife Council can offer financial assistance for projects in each of seven Local Areas through the Local Community Planning Budget. This budget is allocated each year to support activities linked to priorities in each Area's Local Community Plan to encourage local partnership working. The budget is designed to be flexible and responsive to community aspirations.

Funding is limited however and you are encouraged to explore the funding portal for alternative sources in the first instance [Fife Council - Find National Funding](#)

### **To be eligible:**

- Your group should be formally constituted with clearly defined aims and objectives; or a Fife Community Planning Partner; or new organisation just forming (for start-up costs only)
- You should be able to show evidence of community benefit and clear links to outcomes of the Local Community Plan for the area.
- Applications should be clearly costed with details of likely suppliers (if applicable)

### **The types of project we prioritise are:**

- Projects that will help to achieve any of the outcomes contained within the new Plan4Fife four priorities. [Click Here](#) (page 6). i.e. Opportunities for All, Thriving Places, Inclusive Growth & Jobs, Community Led Services.
- Projects for the welfare and benefit of disadvantaged residents of Fife linked to any of the 40 agreed Fairer Fife Report Recommendations [Click Here](#)
- Partnership projects that involve organisations working together and/or with local communities

### **Examples of what our funding can be used for:**

- **Small** capital works for building improvement, and purchase of land or equipment
- Support in kind where Fife Council orders the goods or services for you
- Pilot projects that trial alternative ways of working or methods of achieving our community planning outcomes
- Some recurring community-led activity eg Galas, Floral Enhancement, activities for the elderly, etc

### **What we cannot fund:**

- Individuals
- Gaps in budget as a result of a savings decision made by Fife Council or other Community Planning Partner
- Services provided on a Fife-wide basis
- Projects where financial gain goes to individuals
- Projects that don't meet at least one of our local outcomes

**There is a mandatory monitoring/evaluation process for all recipients of funds.**



## Terms and Conditions

1. Organisations must provide proof of match funding where applicable.
2. The monies must only be used for the purpose stated above and approved by Fife Council. You must inform Fife Council immediately of any proposed changes to the project.
3. The project must start on the agreed date or as soon as possible after that date. If the timescale of a project slips, Fife Council must be notified and a progress report submitted.
4. The project must not start before the monies are awarded except in exceptional circumstances
5. The applicant may not transfer any part of the monies to any other organisation or individual, unless specified in the application form and agreed with Fife Council.
6. No aspect of the activity being funded should be party political in intention, use or presentation.
7. At the end of a project, or in any case where the organisation ceases to exist, or where there is a breach of conditions, any unspent monies or equipment purchased will be repaid/returned to Fife Council.
8. Community Organisations are required to have a constitution or other appropriate governance. Organisations without such governance may apply, but no monies shall be paid out until a constitution/appropriate governance is in place, unless the application is to help with start-up costs.
9. The whole amount of monies or part of that amount, at the discretion of the appropriate Council Committee, shall be repaid to Fife Council if any information given in connection with the application is found to be false or misleading, or fails to disclose a material fact bearing upon the consideration of the application.
10. It is a requirement that an Evaluation/Monitoring Form is completed at the end of the project or after six months. Failure to do so may result in a request for the monies to be returned to Fife Council. Checks may also be carried out to ensure the monies were spent as stated in the application. Future applications will not be considered unless a satisfactory Evaluation/ Monitoring Form is received by Fife Council.
11. The applicant/organisation shall agree to the organisation's main contact details being publicly listed on the Fife Direct website.
12. Any monies received from Fife Council should acknowledge the relevant Area Committee in the organisation's publicity, reports and relevant communications.
13. All organisations should ensure that in carrying out the activity for which the grant has been given that they shall not commit any act of discrimination rendered unlawful by the Equality Act 2010. In particular, they should ensure they are open to all who could benefit or wish to take part and have an equality of approach throughout project delivery.
14. All organisations working with children, young people or vulnerable adults should ensure that in carrying out their activities, they meet the requirements of the Health and Safety at Work Act 1974 and the Protection of Children (Scotland) Act 2003. In particular for all activities involving children, young people and adults at risk, safeguarding policies and procedures should be in place, with staff and volunteers holding an appropriate PVG Certificate.
15. Fife Council may share information about our funding award with parties and anyone who may make a request for information under the Freedom of Information Act 2000.
16. The information provided by you on this form will be used by Fife Council in order to process your application. It will be shared with FVA, NHS Fife and other local authority services or external funders and information will be obtained from your application. Further information on how your information is used and why can be found by contacting Fife Council's Data Protection Officer at: [dataprotection@fife.gov.uk](mailto:dataprotection@fife.gov.uk).

**Before you submit your application, please complete the following checklist**

**You must be able to tick every box**

- Have you checked the Funding Portal for alternative sources of funding?  
(Q13)
- Have you clearly indicated which theme within the Plan4Fife your project will  
address? (page1)
- Have you answered all the relevant questions in this application?
- Are you, the main contact named in Q.2?. Are you authorised to apply to  
the Local Community Planning Budget on behalf of your organisation?
- Have you signed the Application Form?   
(Electronic signature will be accepted along with a confirmation email).
- Have you understood that if you make any inaccurate statements (whether  
deliberate or accidental) at any stage during the application process, or  
knowingly withhold any information, this could make your application invalid  
and you could be required to repay any funds received to Fife Council?
- Are you able to comply with the Local Community Planning Budget's Terms  
& Conditions?
- If you are a community or voluntary organisation, have you enclosed a copy  
of your governing document? (unless already held by Fife Council)
- and
- a copy of your latest signed, audited/independently examined accounts   
(if you do not have signed audited accounts please provide an income and  
expenditure statement)
- and
- proof of funding from other sources if applicable

**Once completed please email to [LCPB@fife.gov.uk](mailto:LCPB@fife.gov.uk)**

**The information included in this publication can be made available in any language, large print, Braille, audio CD/tape and British Sign Language interpretation on request by calling**

**03451 55 55 00 BT Text Direct 18001 01592 55 11 91**

29 March 2023  
Agenda Item No. 10

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## **Supporting the Plan 4 Cowdenbeath Local Community Plan 2023-2026 through the Community Recovery Fund (CRF) Proposals.**

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

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**Wards Affected:** Ward 7 & 8

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### **Purpose**

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The purpose of this report is to inform members of the current proposals relating to the Community Recovery Fund (CRF) allocated to the Cowdenbeath area and seek approval from the Area Committee to develop and take forward these project proposals.

### **Recommendation(s)**

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It is recommended that Committee:

1. approve the list of projects in Appendix 1, allowing officers to develop and deliver these projects, with regular progress reports at Ward meetings.
2. approve allocation of future local budgets (2023/24 & 2024/25) to support recruitment of an additional 1FTE Community Education Worker for a period of 2 years, as outlined in appendix 2.

### **Resource Implications**

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Approval of the proposed projects noted by this report would see expenditure of £1,295 million. This would leave a balance of £2,000 from the total budget of £1.297 million. However, all figures are based on estimates and there is likely to be a level of attrition amongst the project proposals as officers work on their viability and deliverability.

### **Legal & Risk Implications**

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There are no legal implications inherent in this report. All issues relating to procurement will be dealt with under the Council's agreed procurement framework, any grants made will be guided by the current permissions framework which allows discretion to officers for any grant made below 5K, while anything exceeding that figure would be subject to a full report to the Area Committee.

### **Impact Assessment**

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

The People and Place Leadership groups participated in workshops on 8 September 2022 and 15 February 2023 to analyse and identify key priorities for the Cowdenbeath Area. This was supported by community consultation on area priorities from November 2022 to February 2023.

A workshop to discuss and capture elected members priorities for the area was held on the 15 September 2022, alongside workshops to discuss potential projects on 14 October 2022 and 2 November 2022. A further workshop was held with members on 22 February 2023 to present the identified priorities and discuss potential projects, utilising the Community Recover Fund, which would support these. Members met on the 28 February to again discuss potential projects.

These workshops have developed the draft Plan 4 Cowdenbeath 2023-26, which highlights the priorities for the Cowdenbeath Area and provides the basis for developing projects and initiatives which utilise the Community Recovery Fund.

Ongoing partner and community consultation and engagement will be facilitated throughout the lifespan of the Community Recovery Fund, to support the development of projects.

## 1.0 Background

1.1 At its meeting on 25th August 2022, 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 with the remaining £1m to be used to support initiatives spanning several areas or of Fife wide significance. The high-level approach and criteria approved at Committee were:

### Approach

- Area Committees will decide allocations from the fund
- Communities should help identify priorities and projects
- The fund can be used flexibly across the next two financial years
- Projects and spend should support wider community recovery as well as shorter term challenges e.g., cost of living
- Minimise any recurring revenue spend but promote innovation and pilot schemes which may influence future delivery.

1.2 The committee agreed specific criteria for the approach which were noted as:

- 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 The Committee also agreed that officers should liaise and engage with all Councillors at Area Committee in relation to the Community Recovery Fund. In the Cowdenbeath area the promotion of projects supported by CRF has been the subject of discussion at the local ward meetings, and members also engaged in a specific CRF workshop on 14 October 2022 and on 22 February 2023 where discussion took place on how they would like to see the Cowdenbeath approach developed. The members met again to discuss further their priorities for the spend on 28 February 2023.

- 1.4 The decision on what the Community Recovery Fund is used to support lies with the Area Committee. This is the first report asking Area Committee to consider and approve proposals. Elected Members are however reminded that the fund is available over the next 2 years and therefore it does not need to be fully committed at the first meeting.
- 1.5 Subsequent reports will provide information on the progress of approved projects and seek the consideration and approval of further proposals should funds allow.
- 1.6 While progress reports will be provided to Area Committees on a regular basis there will be a need for oversight of the programme at Cabinet Committee. An initial progress report will be presented in May 2023, summarising the approved proposals and noting progress up to end of March 2023.

## **2.0 Issues and Options**

- 2.1 Members will note that there are a range of proposals in Appendix 1 to this report.
- 2.2 These proposals have been derived from local discussions over the last few months, as well as highlighting issues of longer standing that we have not been able to address within resources available at the time.
- 2.3 While the proposals give a reasonable foundation to continue discussions with members and local communities, it is inevitable that the proposals will change and adapt as we progress.
- 2.4 As a guide we have looked to align the projects alongside the key priorities that have been coming through local meetings and align to the draft Plan 4 Cowdenbeath Area 2023-2026 and the Plan 4 Fife.
- 2.5 Officers feel the range of proposals contained within appendix 1 aligns with the current local plan priorities and the improvement areas noted.
- 2.6 Throughout discussions with Councillors on the Community Recovery Fund, there were clear aspirations to support recruitment of 3FTE Community Education workers into the area. This would support a number of projects throughout the area and help deliver on the Community Recovery Fund and draft Plan 4 Cowdenbeath aspirations.
- 2.7 Appendix 1 includes a proposal to allocate £185,000 to the recruitment of 2FTE Community Education Workers. To allow this to be extended to 3FTE, it is proposed that funding is allocated from the 2023/24 and 2024/25 local area budgets as outlined in Appendix 2. This is a total of £78,169.69 over the two years.

## **3.0 Conclusion**

- 3.1 This report sets out a range of proposed projects which, if approved by Area Committee will be developed and delivered.
- 3.2 The approach will adapt and flex over the next two years, however officers are confident that they have the mechanisms in place to ensure that this is done with the support of members, partners, and the local community.
- 3.3 The project proposals meet the criteria from the Community Recovery Funding. They also contribute to the Plan 4 Fife and the draft. Plan 4 Cowdenbeath Area priorities.

## **List of Appendices**

- Appendix 1 - CRF Project Proposal
- Appendix 2 – Local Area Funding

## **Background Papers**

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

- Help with Cost of Living: Extending Community Support'. Fife Council Cabinet Committee, 22<sup>nd</sup> September 2022
- Draft Plan 4 Cowdenbeath 2023-2026

## **Report Contact**

Anne Marie Vance  
Community Manager (Cowdenbeath)  
Email – [anne-marie.vance@fife.gov.uk](mailto:anne-marie.vance@fife.gov.uk)

## Appendix 1 - Community Recovery Fund

Project Costs	
Budget	£1,297,000.00
Projects	£1,295,000.00
Balance	£2,000.00

### Tackling Poverty - £102,000

- **Support and Resource for Tackling Poverty** - £102,000 - Recruiting Welfare Support Assistants (Year 1 – 1 x FTE, Year 2 - 2 x FTE -Temp WSA already in place from anti-poverty budget in year 1). Delivering welfare support and expanding services to provide drop-in sessions at various community groups and schools. Looking to achieve significant uplift in benefit checking, advice and support across the community. This will support initiatives aimed at tackling poverty in the area.

### Raising Aspirations - £255,000

- **Support and resource for Raising Aspirations** - £185,000 - Staffing to deliver projects to support raising aspirations in the community. Community Education Workers (2 year - 2FTE) will deliver local programmes and activities. They will work alongside the other Community Education Staff and the wider area team to develop initiatives which meet the communities needs.
- **Funded outdoor education courses** - £20,000 - Provide outdoor education courses for free to young people in the community who would benefit in terms of financial barriers to accessing the service or to raise aspirations in individuals. Access for free placements will be managed by CLD staff, helping build relationships with staff in the young person's community. There will be opportunities for education, social work and other organisations to make applications for the CLD staff to consider referrals. This system will ensure that support is targeted to those in need and those who would receive the greatest benefit. Courses to be delivered within Fife (predominantly Lochore Meadows) to ensure a CWB approach.
- **Youth Work Development** - £50,000 –Develop and support a Youth Work Modern Apprentice opportunity to support young people into work by providing training, mentoring, support and real-life working experience. This will also align with the community wealth building model as we look to support young people from the Cowdenbeath Area into possible future employment. In addition to the modern apprentice opportunity look to investigate the potential of establishing a youth work academy to help to continue to grow youth work experience and opportunities.

### Community Engagement Health & Wellbeing - £410,000

- **Community Social Work** - £350,000 – Creation of a Community Social Work team (part funding - 3FTE Social work posts, 2 Social Work Assistants) which will deliver a focussed support service for families in the area for a 2 year period.
- **Mental Health Projects – High Schools** - £60,000 - Mental Health projects to run in both High Schools – Strathclyde University provided successful support to Lochgelly High School, their mental health strategy. This project will train young people with coping mechanisms. Also supporting and training parents in supporting their children through their mental health journey.

## Community Projects - £528,000

- **Lochgelly Town Hall** - £10,000 - Budget to undertake improvement work at Lochgelly Town Hall.
- **Lochgelly Town Hall Civic Space** - £10,000 - Establish a civic space at Lochgelly Town Hall. Remove old raised beds, landscape area, new surface, new seating.
- **Lumphinnans Play Park** - £150,000 – Consult, design, develop and deliver a new play park in Lumphinnans.
- **Play Park, Kier’s Brae, Cardenden** - £40,000 – Working with a local group to consult and develop a replacement play park for the area.
- **Participatory Budgets to develop local plans** - £48,000 – Recognising the value of locally identified and delivered projects, new local plans will be developed following best practice, in partnership with communities. Funding will be divided between each distinct community to support delivery of local priorities contained with local plans. £48,000 was allocated by Area Committee in December 2022 for this purpose, which will be augmented by a further £48,000 from the Community Recovery Fund, delivering a total of £96,000 for this area of work.
- **Tree growing project – Ballingry** - £10,000 - Tree growing project to involve local schools. To replace the trees which were removed from land between Kirkland Gardens, Ballingry Crescent and Westwood.
- **Community Orchard (Corrie Centre)** - £10,000 - Establishing a community orchard at the Corrie Centre.
- **Crossgates Primrose Trust** - £200,000 – Funding will go to the Primrose Trust to enable the development of a new youth, sports centre which they have been developing. This funding will support phase 1 of the project.
- **Car Park, Hill of Beath** - £50,000 - Creation of car park area behind the school to alleviate the excessive traffic at front of school at peak periods.



## **Appendix 2 - Local Area Funding**

Allocation of funding to support a 1FTE Community Education Worker position over a 2 year fixed term contract. Figures have allowed for an annual salary uplift, to ensure sufficient budget is allocated at the outset.

To advertise and recruit into the post for a 2 year period, agreement is required to allocate funding in both 2023/24 (£37,611.48) and 2024/25 (£40,558.21). Budgets are anticipated to remain sufficient to cover this cost over the next two years.

The table below shows the total commitment in each of the years and provides a breakdown of which area budgets will contribute to the overall cost and by how much.

<b>Comm Ed Worker Salary (Superannuated)</b>	
2023/24 total cost	£37,611.48
2024/25 total cost	£40,558.21

<b>Budget split</b>			
<b>Year</b>	<b>Ward 7</b>	<b>Ward 8</b>	<b>Anti-Poverty</b>
2023/24	£12,537.16	£12,537.16	£12,537.16
2024/25	£13,519.40	£13,519.40	£13,519.40

29 March 2023

Agenda Item No. 11

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## **PROPERTY TRANSACTIONS**

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Report by: Alan Paul, Senior Manager – Property Services

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Wards Affected: 7 and 8

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### **Purpose**

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

### **Recommendation(s)**

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

### **Resource Implications**

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

### **Legal & Risk Implications**

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

### **Impact Assessment**

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

### **Consultation**

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

## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Disposals

**2.1.1 123 sqm of additional ground at 10 Hillview, Cowdenbeath**

Date of Sale: 10 June 2022  
Price: £8,800  
Purchaser: William Murphy

**2.1.2 247 sqm of additional ground at 47 Main Street, Crosshill**

Date of Sale: 1 July 2022  
Price: £15,000  
Purchaser: Benarty Taverns Limited

**2.1.3 206 sqm of additional ground at 46 Station Road, Cardenden**

Date of Sale: 14 September 2022  
Price: £10,000  
Purchaser: Walter & Karen Rowan

**2.1.4 178 sqm of additional ground at 2 Gateside Court, Cowdenbeath**

Date of Sale: 16 September 2022  
Price: £8,800  
Purchaser: Jodie Rodger & Mark Johnstone

**2.1.5 One half pro indiviso share of roofspace, 33/35 Taylor Avenue, Cowdenbeath**

Date of Sale: 27 September 2022  
Price: £5,000  
Purchaser: John & Jennifer Davie

**2.1.6 Servitude - Electricity wayleave at The Avenue, Lochgelly Industrial Estate, Lochgelly**

Date of Sale: 31 October 2022  
Price: £1  
Purchaser: Last Mile Electricity Limited

### 2.2 Acquisitions

**2.2.1 61 Netherton Gardens, Kelty**

Date of Acquisition: 16 December 2022  
Price: £59,500  
Seller: Stuart Lee

**2.2.2 8 West Park, Lochgelly**

Date of Acquisition: 31 January 2023  
Price: £135,000  
Seller: Shepha Properties Limited

## **2.3 Leases by the Council – New Leases**

### **2.3.1 Seco Place, Cowdenbeath**

Start Date: 31 January 2022  
Term: 25 years  
Rent: £750  
Tenant: Trustees and Office Bearers of Cowdenbeath Golf Club

### **2.3.2 High Street, Cowdenbeath**

Start Date: 15 August 2020  
Term: 20 years  
Rent: £645  
Tenant: Citizens Advice and Rights Fife Limited

### **2.3.3 Violet Park, Lochgelly**

Start Date: 2 November 2022  
Term: 20 years  
Rent: £500  
Tenant: Trustees of Cowdenbeath United Football Club

### **2.3.4 Moore Park, Lochgelly**

Start date: 11 August 2022  
Term: 20 years  
Rent: £750  
Tenant: Lochgelly United FC

## **3.0 Conclusions**

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

### **List of Appendices**

1. N/A

### **Background Papers**

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

N/A

### **Report Contact**

Author Name Michael I McArdle  
Author's Job Title Lead Professional  
Workplace Property Services – Estates  
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Glenrothes, KY7 6GH  
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Email [Michael.mcardle@fife.gov.uk](mailto:Michael.mcardle@fife.gov.uk)

29<sup>th</sup> March, 2023

Agenda Item No. 12

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## Cowdenbeath Area Committee Workplan

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

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**Wards Affected:** 7 and 8

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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None required for this paper.

### Consultation

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

## **1.0 Background**

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

## **2.0 Conclusions**

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

### **List of Appendices**

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1. Cowdenbeath Area Committee forward work plan.

### **Background Papers**

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

None

### **Report Contact**

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

<b>Cowdenbeath Area Committee of 14 June 2023</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services		
Fire Report			
Police Report			
Community Safety Report			
School Attainment and Achievement Report	Education and Children's Services	Maria Lloyd, Jackie Funnell	
Pupil Equity Fund Report	Education and Children's Services	Zoe Thomson	update report required following workshop on 19th April.
Local Community Plan 2023 - 2026	Communities and Neighbourhoods Service	Anne-Marie Vance	
Staff Resources - Report	Communities and Neighbourhoods Service	Gary Daniell	with reference to Minute of the meeting on 07.12.22 - paragraph 32(2)(a) - Motion agreed for the additional projects (Budget Proposals) outlined at paragraph 2(a), Committee agreed to consider a report at a future meeting outlining the impact on the Service, due to the increased staff resources required to deliver the projects, including any additional support this Committee may provide. - deferred to June 2023.
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	Update report if available.
Cowdenbeath Area Committee Forward Work Programme	Finance and Corporate Services		

<b>Cowdenbeath Area Committee of 6 September 2023</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Housing Plan Update	Housing Services	Amanda Cathrew	Submitted to Committee annually.
Children's Services in Fife	Education and Children's Services		
Pupil Equity Fund	Education and Children's Services	Zoe Thomson	
Local Community Planning Budget	Communities and Neighbourhoods Service	Ann-Marie Vance	
Pupilwise and Parentwise Annual Report	Education and Children's Services		
Area Capital Update Report	Communities and Neighbourhoods Service	Ann-Marie Vance	
Grounds Maintenance Service Annual Report- Previously Parks, Streets and Open Spaces	Environment & Building Operations (AT&E)	Scott Clelland	
Youth Provision across Cowdenbeath Area to include Hill of Beath	Communities and Neighbourhoods Service	Ann-Marie Vance	
Anti-social behaviour and safety/security in Cowdenbeath Area Public Parks	Assets, Transportation and Environment		
Lochgelly Town Hall - Update on repairs and improvements	Communities and Neighbourhoods Service	Ann-Marie Vance	
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	Annual Report to be submitted after each financial year, review if progress report required at each meeting.
Mary Pit Head - Restoration Work	Communities and Neighbourhoods Service	Ann-Marie Vance	Report required following discussions with Herriot Watt University to determine extend of repairs on the condition of the structure of the Miners Winding Well and options for restoration.