

## City of Dunfermline Area Committee

Blended Meeting – 2<sup>nd</sup> Floor, Regency House, Crossgates Road,  
Halbeath



Tuesday 18 June 2024 - 9.30 a.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 in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of City of Dunfermline Area Committee of 23 April 2024. 4 - 9
4. **SAFER COMMUNITIES TEAM UPDATE REPORT** – Report by the Head of Housing Services. 10 - 36
5. **SUPPORTING THE LOCAL COMMUNITY PLAN – OPERATIONAL BRIEFING ON POLICING WITHIN DUNFERMLINE** – Report by the Local Area Commander (West Fife), Police Scotland. 37 - 59
6. **SCOTTISH FIRE AND RESCUE SERVICE CITY OF DUNFERMLINE AREA ANNUAL PERFORMANCE REPORT** – Report by the Station Commander – Dunfermline Community Fire Station – Scottish Fire and Rescue Service. 60 - 85
7. **COAT OF ARMS/ FREEDOM OF THE CITY EVENT** – Report by the Head of Communities and Neighbourhood Services. 86 - 89
8. **CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN - THE CITY PLAN** – Report by the Head of Communities and Neighbourhood Services 90 - 95
9. **PROPOSED MANDATORY CYCLE LANE - B916 ABERDOUR ROAD, DUNFERMLINE** – Report by the Head of Roads & Transportation Services 96 - 105
10. **SUPPORTING THE CITY OF DUNFERMLINE LOCAL COMMUNITY PLAN – COMMUNITY RECOVERY FUND (CRF) PROPOSALS** – Report by the Head of Communities and Neighbourhood Services. 106 - 113
11. **LOCAL COMMUNITY PLANNING BUDGET DUNFERMLINE FLORAL ENHANCEMENT** – Report by the Head of Head of Communities and Neighbourhood Services. 114 - 117
12. **LOCAL COMMUNITY PLANNING BUDGET AND DUNFERMLINE COMMUNITY COUNCILS** – Report by the Head of Communities and Neighbourhood Services. 118 - 121

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| 13. | <b>LOCAL COMMUNITY PLANNING BUDGET REQUEST - SCOBIE PARK RENOVATION</b> – Report by the Head of Communities and Neighbourhood Services. | 122 - 123 |
| 14. | <b>LOCAL COMMUNITY PLANNING BUDGET DUNFERMLINE PROJECT SUPPORT</b> – Report by the Head of Communities and Neighbourhood Services.      | 124 - 127 |
| 15. | <b>PROPERTY TRANSACTIONS</b> – Report by the Head of Property Services.   | 128 - 129 |
| 16. | <b>CITY OF DUNFERMLINE AREA COMMITTEE WORKPLAN</b> – Report by the Head of Legal & Democratic Services.                                 | 130 - 135 |

**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  
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11 June, 2024

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## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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

## 2024 CODAC 51

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

2<sup>nd</sup> Floor Meeting Room, Regency House, Crossgates Road, Halbeath

23 April 2024

9.30 am – 12.15 pm

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

**ATTENDING:** Lesley Craig, Lead Consultant, Traffic Management (South); Norman Laird, Community Manager (Glenrothes), Lindsay Gilfillan, Project Manager, Brian Cashman, Lead Officer - Community Use, Scott Fenton, Area Community Use Team Manager (Dunfermline & South and West Fife) and Karen Hunter, Community Education Worker (Dunfermline); Communities & Neighbourhoods Service; Chris McMenemy, PPRI Co-ordinator, Property Gazetteer; Alexander Anderson, Service Manager (Domestic Waste and Street Cleansing), Waste Operations, Stephen Duffy, Team Manager, Environment & Building Services; Joan Gallo, Lead Officer, Justice Social Work; Pamela Colburn, Quality Improvement Officer, Health & Wellbeing, Education Services; Eleanor Hodgson, Accountant and Diane Barnet, Committee Officer, Finance & Corporate Services.

**ALSO ATTENDING:** Dr Lorna Watson, Deputy Director of Public Health, Child Health Commissioner, NHS Fife (for para. 131).

#### 119. DECLARATIONS OF INTEREST

##### Decision

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

#### 120. MINUTE

The committee considered the minute of meeting of the City of Dunfermline Area Committee of 6 February 2024.

##### Decision

The committee agreed to approve the minute.

#### 121. A994 & CROSSFORD – PROPOSED SPEED LIMITS

The committee considered a report by the Head of Roads and Transportation Services proposing to lower the 30mph speed limit on roads through Crossford to a 20mph speed limit and the national speed limit on A994 between Crossford and Cairneyhill to 40mph.

**Decision**

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

- (1) the promotion of a Traffic Regulation Order (TRO) to introduce the 40mph and 20mph speed limits detailed in drawing nos. TRO24\_14a and TRO24\_14b (Appendices 1 and 2 of the report) with all ancillary procedures; and
- (2) authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**122. PROPOSED 20MPH SPEED LIMIT AND PARKING PROHIBITION – DUNFERMLINE LEARNING CAMPUS**

The committee considered a report by the Head of Roads and Transportation Services outlining proposals for a 20mph speed limit on remaining roads in the vicinity of the new Fife College and Woodmill and St Columba's RC High Schools and to provide "No Waiting at Any Time" (double yellow line) parking prohibitions on Old Muirhouse Road, Bracken Road and Sandpiper Drive.

**Decision**

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

- (1) the promotion of Traffic Regulation Orders (TROs) to provide the 20mph speed limit as detailed in drawing no. TRO24\_21A (Appendix 2);
- (2) extend the parking prohibition as detailed in drawing no. TRO24\_21B (Appendix 3); and
- (3) authorise officers to confirm the Traffic Regulation Orders within a reasonable period unless there were objections.

**123. PROPOSED PARKING PROHIBITION – PHOENIX LANE, DUNFERMLINE**

The committee considered a report by the Head of Roads and Transportation Services outlining a proposal to extend the "No Waiting at Any Time" parking prohibition on Phoenix Lane, Dunfermline.

**Decision**

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

- (1) the promotion of a Traffic Regulation Order (TRO) to extend the parking prohibition as detailed in drawing no. TRO24\_23 (Appendix 1); and
- (2) authorise officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**124. COMMUNITY RECOVERY FUNDING APPLICATION: KINGDOM COMMUNITY BANK FINANCIAL INCLUSION WORK**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a total contribution of £27,500 from the Dunfermline Community Recovery Fund (CRF) to support the financial costs of a 12-month part-time Financial Development Worker post, employed through Kingdom Community Bank, and for targeted project work.

**Decision**

The committee agreed to an allocation of £27,500 from the Dunfermline Community Recovery Fund (CRF), split as follows:-

- (1) £21,500 of CRF for a 12-month part-time Financial Development Worker position; and
- (2) £6,000 of CRF for targeted financial development projects.

**125. LOCAL COMMUNITY PLANNING BUDGET REQUEST: DUNFERMLINE CHILDREN'S GALA 2024**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a total contribution of £10,000 from the Local Community Planning Budget to assist with the delivery of the 2024 Dunfermline Children's Gala.

**Decision**

The committee agreed to an allocation of £10,000 from the Local Community Planning Budget, split equally from each of the three Dunfermline Wards, to assist with the delivery of the 2024 Dunfermline Children's Gala.

**126. COMMUNITY CENTRE IMPROVEMENTS PROGRAMME**

The committee considered a report by the Head of Communities and Neighbourhoods Service highlighting the projects which were proposed to be undertaken with support from the Local Area Community Planning Budget 2024-2028.

**Decision**

The committee:-

- (1) noted and approved the proposed programme of works as detailed in the report;
- (2) agreed to prioritisation of works, as detailed in Appendix 3 of the report; and
- (3) agreed to an allocation of £28,000 from the Local Community Planning Budget to support the Community Centre enhancements 2024/25, as detailed in Appendix 3 of the report.

**127. STREET RENAMING CONSULTATION**

The committee considered a report by the Head of Business and Employability advising, under section 4 of the Fife Council Street Naming and Numbering Policies and Procedures (SNNP&P), the developer, Lochay Homes, had applied to rename two street names at the development at land north of Kent Street, Dunfermline. The committee was asked to consider the case presented and to determine whether or not to agree that new street names were necessary.

Motion

Councillor Ellis, seconded by Councillor Pryde, moved the proposed report recommendation that the committee consider the case presented by Lochay Homes and determine whether a street renaming consultation was required for the development at land north of Kent Street, Dunfermline.

Amendment

Councillor Barrera, seconded by Councillor Hall-Muir, moved as an amendment to uphold the decision in December 2020 to approve the street names "Euphemia Street" and "Wyse Witches Way".

**Roll Call Vote**

**For the Motion - 4 votes**

Councillors Calder, Ellis, Leishman and Pryde.

**For the Amendment - 6 votes**

Councillors Anis-Miah, Barrera, Ballantyne-Wardlaw, Glen, Hall-Muir and Hilton.

**Abstention** - Councillor Boubaker-Calder.

Having received a majority of votes, the amendment was carried.

**Decision**

The committee agreed to uphold the decision in December 2020 to approve the street names "Euphemia Street" and "Wyse Witches Way".

*Councillor Hilton left the meeting prior to consideration of the following item.*

**128. DUNFERMLINE COMMUNITY LEARNING AND DEVELOPMENT (CLD) PLAN PROGRESS REPORT 2023 - 2024**

The committee considered a report by the Head of Communities and Neighbourhoods Service informing on progress of the Dunfermline Area Community Learning and Development (CLD) Plan which was developed to support the delivery of the Fife CLD Plan 2021 – 2024.

**Decision**

The committee:-

- (1) noted the content of the area Delivery Plan; and
- (2) commended the group's progress in addressing local community learning and development needs.

*The committee adjourned at 11.00 am and reconvened at 11.05 am.*

**129. DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2023-24**

The committee considered a report by the Head of Environment and Building Services informing on the performance of the Grounds Maintenance and Domestic Waste and Street Cleansing Services in 2023-24.

**Decision**

The committee noted:-

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

**130. JUSTICE SOCIAL WORK SERVICE – COMMUNITY PAYBACK: UNPAID WORK SCHEME**

The committee considered a report by the Head of Children's, Families and Justice Service providing an update on developments within Fife Council Justice Social Work Service in relation to the work of the Community Payback Unpaid Work Team in the Area Committee wards from April 2022 to March 2023.

**Decision**

The committee:-

- (1) noted the content of the report; and
- (2) agreed to consider update reports on the Unpaid Work Scheme by the Justice Social Work Service on an annual basis.

**131. PUBLIC HEALTH REPORT & YOUNG PEOPLE HEALTH & WELLBEING SURVEY RESULTS**

The committee considered a report by the Head of Education Service relating to the Director of Public Health report 'Children and Young people in Fife - the Building Blocks for Health' and providing the results of the Fife Young People's Health and Wellbeing Survey, carried out in March 2023.



**Decision**

The committee:-

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

**132. AREA CAPITAL UPDATE REPORT 2023-2024**

The committee considered a report by the Executive Director (Finance and Corporate Services) advising on the current status of the additional capital investment awarded to Dunfermline area in the 2017-20 budget and the subsequent 2021-31 Capital Investment Plan.

**Decision**

The committee noted the information contained in the report and the relevant appendices for the capital funding allocations.

**133. CITY OF DUNFERMLINE AREA COMMITTEE WORKPLAN**

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

**Decision**

The committee:-

- (1) noted the contents of the forward work plan;
- (2) in relation to para. 129 above - Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2023-24 – next annual update due circa April 2025;
- (3) as outlined at para. 130 (2) above - Justice Social Work Service – Community Payback: Unpaid Work Scheme - agreed that an annual update report be submitted for its consideration circa April 2025;
- (4) in relation to para. 131 above - Public Health Report & Young People Health & Wellbeing Survey Results - in relation to young people in Dunfermline reported to be smoking (a higher percentage than the rest of Fife), requested a report at a future meeting for this committee's consideration;
- (5) requested, for this committee's consideration at a future meeting, a report relating to breakfast clubs in schools; and after school clubs; and
- (6) in relation to the 'Dunfermline City Centre Update' report scheduled for the next meeting on 18 June 2024, that members contact the Community Manager (Dunfermline) and the Economic Adviser, Town Centre Development to advise of any particular area members would like to see covered in this report.

18 June 2024

Agenda Item No. 4

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## Safer Communities Team Update Report

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

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**Wards Affected:** Wards 2, 3 and 4

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### Purpose

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The purpose of this report is to provide elected members with an update on the operational activity of the Safer Communities Team within the City of Dunfermline committee area during the 12 month period 1st April 2023 to 31st March 2024.

### Recommendation(s)

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The Committee is asked to note and comment on the activity to date.

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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An Equality Impact Assessment (EqIA) is not required as this report presents an update on the activity of the Safer Communities Team. No policy or funding changes are being proposed that are likely to have an impact on equality groups.

### Consultation

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Consultation has taken place with community safety partner agencies.

## 1.0 Background

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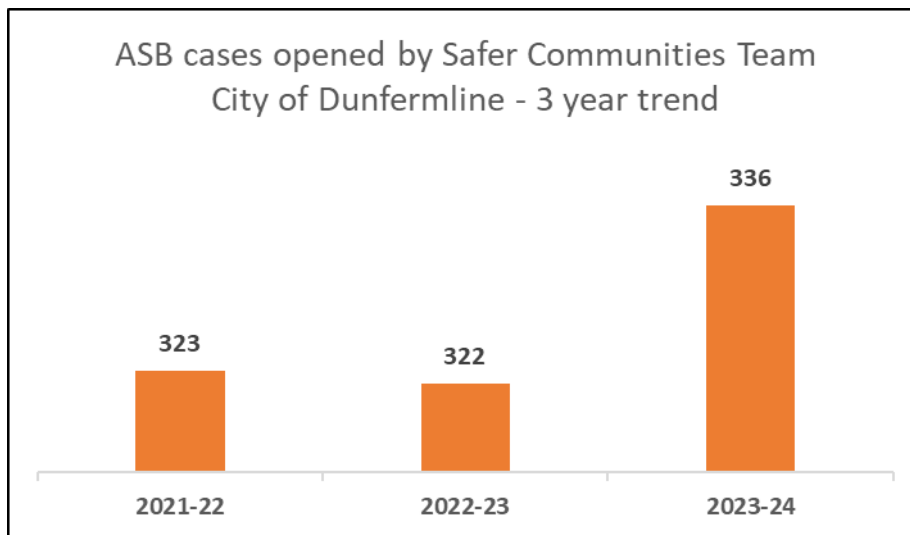
- 1.1. The purpose of this report is to update elected members on the activity of the Safer Communities Team (SCT) within this committee area during the financial year 2023-24.
- 1.2. This report sits alongside individual updates from Police Scotland and Scottish Fire and Rescue Service (SFRS). It should be noted that the three core agencies (Police Scotland, SFRS and Fife Council's SCT) may comment on work carried out *in partnership* with each other and other agencies but cannot comment specifically on work carried out independently by other services.
- 1.3. Some information may be included on Fife-wide activity to raise awareness of the range of activities which may be of interest to members and their constituents.
- 1.4. Each activity is categorised as either People or Place focussed.

## 2.0 People Focussed Activity

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- 2.1 Our Fife Cares service received 68 referrals in relation to **home safety advice**, an increase on the number received in the previous year (56 referrals).
- 2.2 All clients were contacted, and all opted to receive a home visit.
- 2.3 Work has been ongoing by officers to promote the service and to raise awareness of the benefits it can deliver to vulnerable households.
- 2.4 The majority of home safety referrals (49) related to requests for tailored home safety advice specifically for families with children under five years of age, with the remainder received for home safety advice for vulnerable adults.
- 2.5 Health Visitors were the main source of home safety referrals for child safety, whilst the remainder came from a variety of other sources, such as Homestart, Housing Officers, Social Work teams and other NHS Services.
- 2.6 Home safety referrals in relation to vulnerable adults were received from Home Care, MECs and Housing colleagues and our own Safer Communities Officers.
- 2.7 The Fife Cares service also provides **home security advice** under the Safe, Secure and Supported at Home initiative. The number of referrals (63) showed a slight decrease on the previous year (72).
- 2.8 Safe Secure and Supported at Home referrals were mainly received from Police Scotland but also from other sources such as Fife Women's Aid, Victim Support and Housing colleagues.
- 2.9 Fife Cares staff were invited to provide 10 separate inputs to groups or community events in this area, which reached a total of 460 individuals, and covered various aspects of the Fife Cares remit.
- 2.10 **Fife Community Safety Support Service (FCSSS)** is funded by the Safer Communities Team to provide support and/or mediation to those experiencing, or involved in, antisocial behaviour in a private space setting. The service received 60 referrals, an increase on the previous year (40 referrals).

- 2.11 Awareness raising has taken place with members of the Community Safety Partnership with a view to increasing referrals to this service, which promotes prevention, early intervention and support to victims of private space antisocial behaviour.
- 2.12 Of the referrals received by FCSSS, 47 involved some form of mediation between the parties involved, although all were provided emotional and/or practical support. Appendix 1 provides examples of feedback received by FCSSS plus some additional information on the service.
- 2.13 The Safer Communities Team is Fife Council's single point of contact for all cases of **private space antisocial behaviour (ASB)**.
- 2.14 The team opened 336 ASB cases in this area during 2023-24, a slight increase compared to the previous year (322 cases). The following graph shows the number of private space ASB cases opened by the Team in this committee area over the past three years:

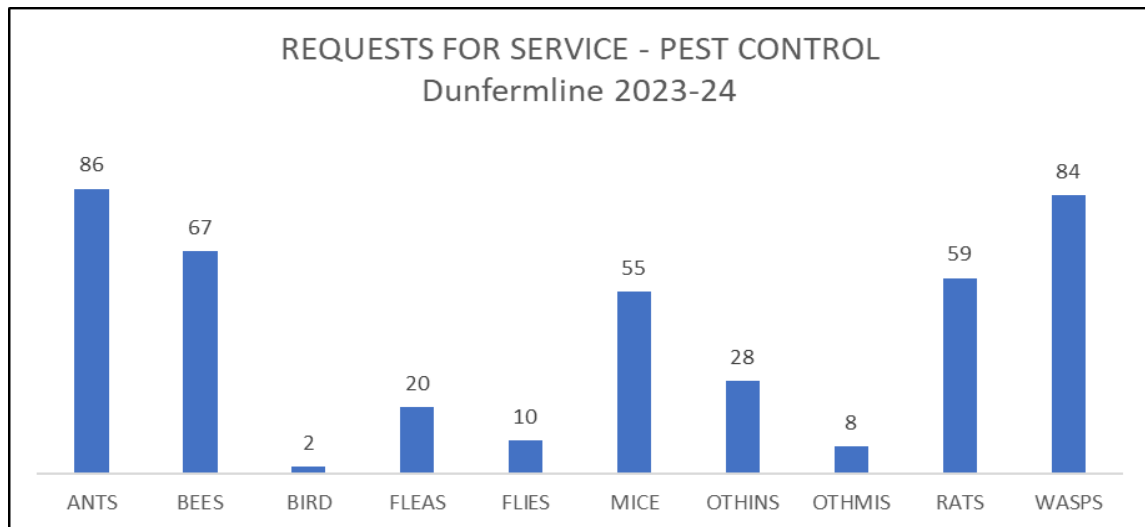


- 2.15 Of those cases opened in 2023-24, 310 were resolved before 31<sup>st</sup> March 2024, with 96% of these being resolved within locally agreed timescales. Please see table 1 below for timescales involved and appendix 2 for the Scottish Housing Regulator's definition of a resolved case.

Table1: Locally Agreed Timescales for Antisocial Behaviour Cases

Category	Target timescale: Initial contact - complainer	Target timescale: Resolution
Extreme	1 working day	12 months
Serious	3 working days	6 months
General	5 working days	2 months

2.16 Our **Pest Control** officers responded to 419 requests for service in this area, compared to 325 in the previous year. The number and type of pests dealt with are depicted in the following chart:



2.17 A slight decrease in the number of reports about **stray dogs** received by the Safer Communities Dog Wardens was noted on the previous year (12 in 2023-24 compared with 14 in 2022-23). Eleven of the dogs were microchipped, but only seven reflected the correct details of their owner. Eight of the dogs were subsequently claimed/returned to their owner and the remainder were passed to an animal charity for assessment prior to being rehomed. Officers continue to raise awareness of the importance of microchipping and the legislation in force.

2.18 Safer Communities Project Officers have continued their **Dog Watch** initiative, a project aimed at commercial dog walkers across Fife, which began in 2019 albeit with a break during the pandemic. This project aims to encourage commercial dog walkers who use Fife's parks and greenspaces to sign up to a voluntary scheme and register their details with the Council. By complying with the criteria within the scheme, commercial dog walkers can:

- reduce their impact on local parks and other users.
- set a good example to other dog walkers.
- deliver a safe and quality service for their customers.

2.19 The wider public benefit of Dog Watch is in knowing that those dog walkers who have signed up to the scheme have been individually inspected and are demonstrating a willingness to respond to guidelines. In 2023-24, a total of 17 dog walkers have joined the scheme, five of whom are from this area.

2.20 During 2022-23, in response to an increased number of reports of dog attacks on sheep, a partnership response was co-ordinated by SCT to engage with members of the public and to provide awareness of the importance of keeping dogs on the lead and under control, particularly during lambing season. Due to the level of interest and positive feedback, SCT co-ordinated further events during 2023-24 at which a wide variety of partners were involved including Fife Coast and Countryside Trust, Forestry Commission, National Sheep

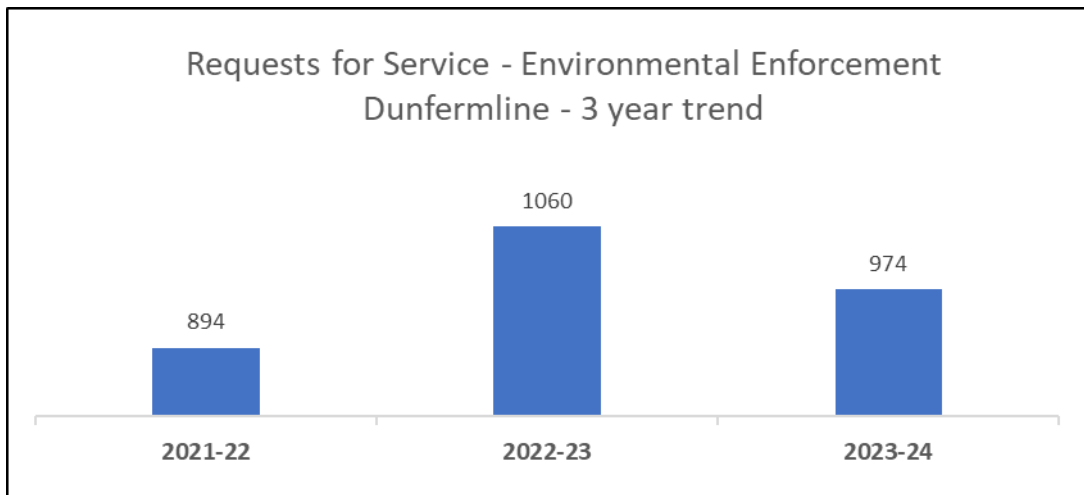
Association, SSPCA (Scottish Society Prevention of Cruelty to Animals), PARC (Partnership against Rural Crime), Police Scotland. The events were organised to raise awareness at a crucial time in the lambing season with the aim of helping to prevent further attacks on livestock and wildlife across Fife.

- 2.21 As part of our Fife Wide Operation Twilight (5<sup>th</sup> to 9<sup>th</sup> February 2024) our SCOs conducted foot patrols (early morning and late afternoon) at Pittencrieff Park, Dunfermline to raise awareness around the problem of poor dog control disturbing the peacocks in the park and dog fouling in public places. Our Project Officers in tandem with Dunfermline SCO's will return to the park this July to run an awareness day around our 'Take the Lead Campaign' to further promote responsible dog ownership and control.
- 2.22 The Fife Community Safety Partnership has recently reinvigorated the Road Casualty Reduction Group, in which officers from Safer Communities Team are involved. Our Project Officers provided a number of **Road Safety** initiatives which covered the whole life spectrum from birth onwards (see appendix 3 for road safety activities focussed on each life stage).
- 2.23 Whilst some events were delivered to a Fife-wide audience, the following were delivered or attended in this area:
- In Car Safety Clinics
  - Junior Road Safety Officers Initiative: 1 school – 6 pupils
  - Safe Drive Stay Alive: 3 schools – 475 pupils
  - Road Safety input to Prince's Trust: 3 inputs – 33 students
  - Pass Plus: 3 new drivers
  - Older Drivers: 1 talk – 23 participants
  - Older Drivers - Drivewise 65+: 6 drivers.
- 2.24 Appendix 4 provides additional information about the range of road safety initiatives involving the Safer Communities Team in 2023-24.
- 2.25 Our **Youth Justice Officers** received 18 referrals about young people in this area from the Youth Offender Management Group (YOMG) during 2023-24, a significant decrease on the previous year (42).
- 2.26 Appendix 5 provides more information about our youth justice activities during 2023-24.

### 3.0 Place Focussed Activity

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- 3.1 In terms of **environmental enforcement** issues, 974 requests for service were received for this area during 2023-24. The following graph shows comparative figures for the past three years:



- 3.2 Appendix 6 provides data showing the number of reports per type of Environmental Enforcement over the past three years.
- 3.3 Our Safer Communities Officers (SCOs) carried out daily patrols in this area over the reporting period. The patrols have covered a variety of community issues, including public space antisocial behaviour, dog fouling, youth issues, fire raising, noise, vandalism, motorbike vehicle misuse, littering, fly tipping, drugs misuse and partnership working. Support referrals, intelligence and requests have come from a number of sources including but not limited to public reporting, police colleagues, fire colleagues, elected members, Housing, Social Work, Education and partnership meetings. Appendix 8 highlights some examples of outcomes from our patrols.
- 3.4 The Safer Communities Team link in with other partners on a monthly basis at our hub meetings. At this meeting all partners share intelligence and discuss any issues that may be arising and arrange a joint plan of action if necessary. The meeting involves Housing, Police, Fire Service and Safer Communities and we discuss all public and private space ASB issues to ensure an effective partnership approach.
- 3.5 Joint patrols with partners have been undertaken to assist in any ongoing issues in this area.
- 3.6 Team members have attended numerous tenants and residents' meetings within the area. We actively support community litter picks by providing and delivering equipment and assisting where requested.

## 4.0 Campaigns and Events

- 4.1. Team members are normally involved in a variety of **events** throughout each year. Due to its success during the pandemic and in subsequent years, we continued to utilise our **social media** platforms to convey the community safety message to the residents of Fife. We provided information, advice, and assistance on a number of different campaigns. We attracted over 10,780 followers on Facebook during 2023-24 and, overall, we reached an audience of over 1,112,209 people across Fife. See appendix 7 for further information.

- 4.2. In order to keep up to date with forthcoming events and activities co-ordinated by the Safer Communities Team or shared by the Team on behalf of partner agencies, members are invited to 'like' our Facebook page **Safer Communities Fife** or follow us on Twitter **@safeinfife**.

## 5.0 Conclusions

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- 5.1 This report provides members with information on the wide range of safer communities' activity being undertaken in this committee area, in line with local priorities and emerging issues, and in partnership with other community safety organisations.

### List of Appendices

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- Appendix 1 - FCSSS – further information on Fife-wide services (2023-24)
- Appendix 2 - Scottish Housing Regulator Guidance – ASB (issued March 2023)
- Appendix 3 - Road Safety timeline
- Appendix 4 - Road Safety initiatives
- Appendix 5 - Youth Justice activity
- Appendix 6 - Environmental Enforcement – three-year trend data by type
- Appendix 7 - Safer Communities Team Facebook page information
- Appendix 8 – Safer Communities Officers activity

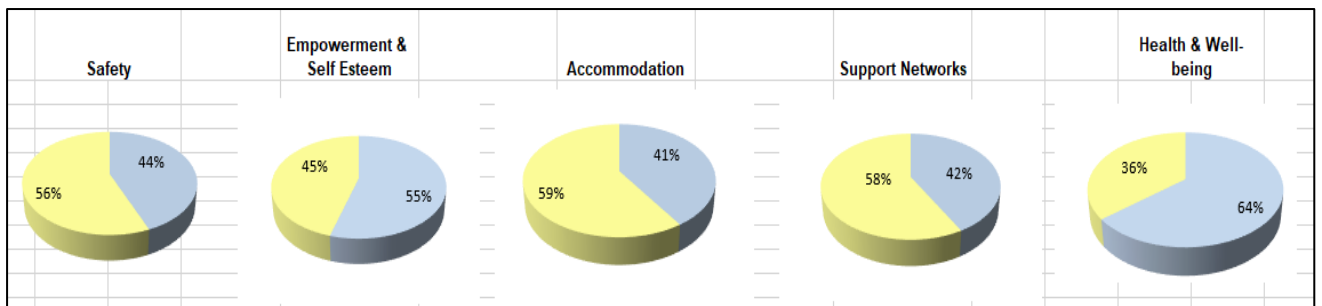
Report Contact: Mike Collins  
Job Title: Lead Officer Safer Communities Team  
Workplace: Halbeath Depot, Crossgates Road, Dunfermline  
Telephone: 03451 55 55 55 + VOIP Number 473143  
Email: [Michael.Collins@fife.gov.uk](mailto:Michael.Collins@fife.gov.uk)



## Appendix 1

### FCSSS - Further information on Fife wide services (2023-24)

- The majority of referrals were responded to within 2 working days (99%).
- The majority of referrals were received from the Safer Communities Team (75%).
- Complaints about noise were most common (43%), followed by issues to do with clashes of lifestyle (16%).
- A total of 499 households were involved with FCSSS during 2023-24.
- Outcomes in relation to support cases are measured using the Empowerment Star assessment tool, where clients feedback on how their involvement with FCSSS has affected five different areas of their lives. The following diagram shows that improvements were made in all areas, but specifically Empowerment and Self Esteem and also Health and Wellbeing:



#### Examples of customer feedback:

#### Do you think there have been positive changes to your life since taking part in the Service?

- *"It's been amazing, 100% positive changes"*.
- *"You've been a great help and please don't underestimate the support and comfort I felt from the telephone calls I received on a regular basis. The advice and guidance was very much appreciated and it was good even just having someone to talk to"*
- *"I have been able to cope with ongoing issues and feel like I know what I need to do to change my life for the better. I just need energy to do it now"*.

#### What did FCSSS do well?

- *"Made me feel comfortable, didn't feel discriminated against, helped me immensely kept me calm, I felt believed. Kept to your word. Also kept in touch on a regular basis which felt immensely needed during emotional trauma that"*

*I went through. Also exceptionally helpful. Without the help, I don't think I would have got where I am. I don't think I would have made it."*

- *"I felt respected and Mary called when she said she would and kept appointments unlike other organisations".*
- *"Listened to my neighbour and personal issues and helped me to put things into perspective".*
- *"I was well supported through a difficult time with my neighbour and having health issues at the time and the regular contact with Sean was a great comfort knowing someone was helping".*
- *During the process a local councillor took an interest and was happy with Sean's support to Party A, who stated to the councillor she was appreciative for the help. Party A informed Sean that she has now had support/visits from the council with the rubbish issue.*
- *Feedback from Referrer -"Tam, this is fantastic work, what a great suggestion (come and meet the dog). Thank you for the update and the continued support of which you provide, it is very beneficial to us and to the Service Users".*

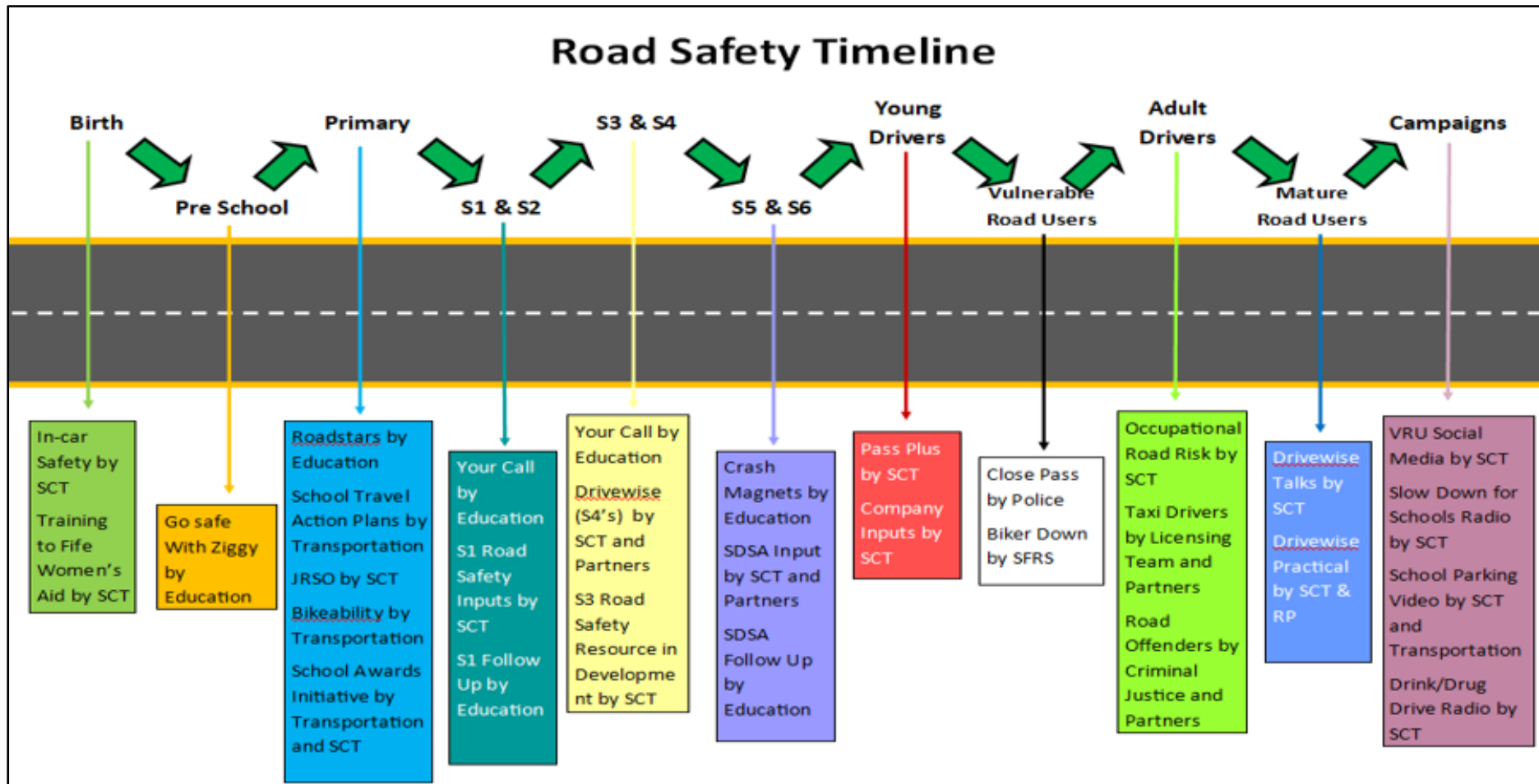
#### **What could FCSSS do better?**

- *"Nothing"*
- *No further comments re this question received.*

## Scottish Housing Regulator Guidance for Landlords (issued March 2023)

## Antisocial Behaviour

<p><b>Indicator</b></p> <p><b>15</b></p> <p><b>(Updated)</b></p>	<p><i>Percentage of anti-social behaviour cases reported in the last year which were resolved.</i></p> <hr/> <p>(i) Number of cases of anti-social behaviour reported in the last year. Of those at (i):</p> <p>(ii) Number of cases resolved in the last year.</p>
<p><b>Definition</b></p>	<p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• where the landlord has taken appropriate measures, as set out in its ASB policies and procedures, to address the cause of the anti-social behaviour complaint and has advised the complainant of the outcome; or</li> <li>• where the landlord does not have the authority or powers to resolve, and it has provided a full explanation of the landlord's position to the complainant.</li> </ul> <p><b>A Case</b></p> <ul style="list-style-type: none"> <li>• A case is opened when a tenant or service user reports an incident of ASB to their landlord.</li> <li>• A case can be made up of a single report/complaint of ASB; or</li> <li>• Multiple reports/complaints about the same party, made whilst a case is still ongoing. Such further reports/complaints would not be counted as a further new case.</li> <li>• Once a case is resolved and a further report/complaint of ASB is received, this should be treated as a new case.</li> </ul>



## Road Safety Initiatives

### In Car Safety

**Clinics** – We continue to hold child car seat clinics during the warmer months and during 2023-24 we tried some different venues. Some have worked and some were not so successful.



**Pull Overs** – With Road Police we held a pull over clinic at Kirkcaldy Prom. These are always very successful and busy with 28 cars being stopped and checked. More have been planned for 2024/25.

**Individual Checks** – These are carried out on an ad hoc basis for individuals who contact us.

**Partnerships** – This year we have worked more with SFRS service, who have also had full training, to deliver clinics. In 2024/25 we will be holding clinics at each of the main Fire Stations. We will continue to work with Road Police on the pull over clinics.



**Training** – Staff in SCT have attended a nationally funded 2 day course to ensure that they are up to date with training. We have also been able to share our knowledge with Fife Women’s Aid to help them with feeling confident with carrying children in their vehicles.

### Primary

**JRSO Initiative** – Our team continue to support the Junior Road Safety Officer (JRSO) initiative across all Fife Schools. During this financial year we have visited 28 primary schools to help establish JRSO’s within their schools. The area breakdown for these schools is as follows (other schools are continuing to run the programme but have not needed our assistance to set up this year).

	C’Beath	Dunf	Glen	Kirk	L’Mouth	NEF	SWF
Schools	4	1	5	4	2	3	9
Pupils	30	6	35	24	12	13	47

**JRSO Conference** – In May Safer Communities teamed up with Transportations Active Travel Team to run a JRSO conference. We invited all schools who had both JRSO's and Active Travel Plan along to Rothes Halls for a fun but educational event all based around road safety and active travel. The day proved a great success with 100 pupils attending.



**Individual School Inputs** – Our team is unable to deliver individual inputs to all schools but we will react if there is a specific issue at a school. In this instance Falkland Primary had a road traffic incident involving a pupil and along with Police Scotland we attended to deliver assembly inputs to P1-P3 and P4-P7

## **Secondary**

**S1 Talks** – Our project officers have continued to carry out S1 talks within the Kirkcaldy area, as we cannot provide this input to all schools we looked to where our resources are needed most and this area has the highest number of statistical evidence for need for inputs. In 23/24 we carried out 10 class talks to 225 S1 Pupils at Kirkcaldy HS. The school guidance staff are also left an additional resource that we encourage they use as a follow up session to generate more discussion.

**S3 Project with Kirkcaldy HS** – We were approached by the Guidance team in Kirkcaldy HS to help them create a suitable road safety resource that will engage their S3 pupils. We worked with them on this and they are currently trialling it with their pupils.

**Fife Pupil Support** – SCT were invited back into Fife Pupil Support Service to deliver a road safety input based around passenger behaviour to this challenging group of pupils. Discussion is also in place to deliver an input to their younger S1/S2 pupils.

## **Safe Drive Stay Alive**

**Inputs and follow Up Resource** – We have now fully moved the SDSA programme away from Rothes Halls and are taking the input directly to each school. This is still a partnership project but is led and co-ordinated by Safer Communities. All 18 high schools were offered the SDSA input and again this year we also delivered to St Leonard's Private School in St Andrews. A total of 2480 pupils received the input.

We have also produced a follow up resource for the guidance staff to use within following PSE classes. This enables the teachers to gain discussion with the pupils.

## **College**

**Princes Trust** – Fife College in Dunfermline are now requesting us in to deliver a road safety input to their Prince's Trust Course. During this financial year we have delivered 3 inputs to 3 separate groups covering 33 students. Dunfermline have also recommended us to the Glenrothes campus who run a similar course.

## **New Drivers**

**Pass Plus** - We continue to support and fund new drivers to gain additional driving knowledge and experience. This financial year we have held 5 online courses with a total of 16 new drivers attending. This project continues to have support from a Fife Road Policing officer. Numbers are not high in this project as funding is limited.

## **Road Traffic Offenders**

**Course** – This 5 week course is run by Criminal Justice but we are invited to present an input during week 1 and then present SDSA in week 5. This financial year two courses have taken place with 26 participants from across Fife.

**New Project** – Criminal Justice contacted us about developing a new resource for Fife residents who they need to work with but are not in the system long enough to attend one of the above courses. We developed an input that their staff could deliver on a 1:1 basis and delivered this training to 12 Criminal Justice staff.

## **Driving For Work**

**Taxi Drivers** - The Taxi Driver course had not run since early 2020 due to covid but started up again in April 2023. The course is organised by Fife Council Licensing Team, and we are an invited speaker. Safer Communities presents a generic road safety input and so far in this financial year we have attended 21 courses and delivered to 872 taxi drivers. The numbers for this are high due to the course not being run for a couple of years and then once started they ran weekly. They are now up to date and being run once a month as previously done.

**Kingdom Housing** – SCT were invited in by Kingdom Housing to deliver a road safety occupational road risk input to their new Grounds Maintenance staff. These are inputs that are carried out every so often when they have an influx of new staff.

**DM Crombie Event** – We hosted a stall/workstation at this event to chat to staff about all issues regarding road safety.

**Fife NHS** – We were recommended by Road Safety Scotland to the Fife Health and Social Care Partnership. We are currently in talks about a project for staff who need to drive for work. We hope to have something in place during 2024-25.

## **Older Drivers**

**Talks** – We currently offer talks to older groups about how to stay driving safely for longer. This financial year we have given 5 talks to around 141 individuals from across Fife.

**Practical Days** – In 2022 we introduced the new Drivewise 65+ days. This is a practical session for older drivers who attend a venue and go on a drive observed by a Road Policing officer. They are then given hints and tips to help keep them safe and driving for longer. We held three events during the 2023-24 financial year, with 28 individuals from across Fife attending. The following links provide an explanation of the events:

Drivewise 65+ Events in Kirkcaldy - [https://youtu.be/\\_ygiz\\_n8gQQ](https://youtu.be/_ygiz_n8gQQ)

Drivewise 65+ Event in Cupar - <https://youtu.be/Njp8OvPMfyA>

**Older Driver Events** – In partnership with Road Police and SFRS we attended at three venues across Fife to speak to Older Drivers about driving safer for longer and to carry out quick eye sight checks. Across the three events we spoke to around 140 people. More events are being planned for later this year.





## **Events**

Family Fun Day @ Lochore Meadows – In partnership with Transportations Bikeability Officer, we held a family fun day event at Lochore Meadows in July. Along with partners from Police Scotland and Scottish Fire and Rescue Service we put on a number of fun events including various bikes to trial and orienteering. Despite the weather we had a good turn out from local people.



## **Radio Campaigns**

We formed a partnership with Fife Ford in Dec 2022 and as part of this they are funding our radio campaigns for Slow Down for Schools, Winter Driving and some other subjects outside of road safety.

**Slow Down for Schools** – We produced this radio campaign to encourage drivers to think about their speed when they are driving near to schools when the pupils are starting and finishing. The messages were recorded by safer Communities staff and Police Scotland and the campaign ran when the schools started back in August.

Slow Down for Schools Video - <https://youtu.be/0XULfslmkxs>

**Drunk and Drug Driving** – This radio campaign was aired during the summer months and to coincide with the national police drink/drug driving campaign. Again, messages were written and recorded by Safer Communities staff and road policing officers. A video was also created to promote these messages.

Drink/Drug Driving Video - <https://youtu.be/Wm539rRIKq4>

**Winter Driving** - This radio campaign was produced and run in December to coincide with the national police Scotland winter driving campaign. Again, messages were written and recorded by Safer Communities staff and road policing officers. A video was also created to promote these messages.

Winter Driving Video - <https://youtu.be/uIPoGDTT1mQ>

### Youth Justice activities

This year we've been involved in supporting/delivering/facilitating the following:

- Developed a **bullying input** with Police which has been delivered at Kirkcaldy HS x2, Viewforth and Wade.
- **Anti-Social Behaviour inputs** at Balwearie HS, Wade, Inverkeithing HS, Queen Anne HS, Pebbles Academy, Lumphinnans PS, Pitreavie PS, St Leonards PS, Easy P at the Maxwell Centre,
- **High School transition** event for Inverkeithing Primary School as well Levenmouth Academy cluster groupwork with Clued-Up.
- **Diversifire** at Kirkcaldy and Methil.
- **Punch Beyond** diversion at Lochgelly High School.
- Leading with the **F24** program at Auchmuty High – resulted in two groups now and Glenrothes HS as well as a Goblin kit car at Warout PS.
- Leading a **Park Gowf** diversion in Kirkcaldy in partnership with Fife Golf Trust and Dunnikeir Golf Club.
- Supporting Clued-Up's '**Healthy Body Healthy Mind**' group.
- Supporting Barnardo's and Clued Up with **summer groupwork** sessions.
- Involved in response to **youth ASB** in Cupar, Dunfermline, Rosyth, Inverkeithing and Glenrothes (supporting Clued-Up, Cupar Youth Café and CLD partners).
- Co facilitating **Ask/Tell Suicide Prevention** training with Fife Health and Social Care Partnership and **Under Pressure Training** with VAWP.
- Become trained trainers for the **Mentors in Violence Prevention** training, supported sessions at Levenmouth Academy, Glenwood HS, Kirkcaldy High as well as facilitated capacity building sessions for staff.
- We have also supported identified young people individually and in groups at the following schools:
 

• Inverkeithing HS	• Glenrothes HS
• Woodmill HS	• Levenmouth Academy
• St Columba's	• Bell Baxter
• Auchmuty HS,	• Beath HS
• Madras College	• Queen Anne HS
• Lochgelly HS	• Kirkcaldy HS.
• Glenwood HS	

YJOs are part of the following initiatives:

- Fife Suicide Prevention Network
- Violence Against Woman Partnership,
- Secondary Support Multiagency/SLG,
- YAP Group.

## **YJOs on the Spot**

Questions asked and answered:

### ***Why did you get involved in an event/project?***

We attend regular meetings such as YOMG, youth work meetings, strategy groups, MVP strategy group amongst others, as a result of attending these meetings it identifies opportunities to offer support.

### ***Who asked for your help?***

Partners such as Education, Police Scotland and SFRS. Other third sector partners we have approached directly, for support with their expertise, such as BRAG with their F24 experience or Barnardo's to support summer programs with inputs.

### ***What partnership working took place?***

In partnership with the Young Auchmuty Project (YAP) and the School Nursing Service we worked on a 'Bloomin Marvellous' project with Warout PS and Police, where the young people helped out with creating an enjoyable 'wellbeing' space for Police in Glenrothes. Each week, Sgt McCabe also arranged for the young people to learn about the Police dogs, and meeting officers as well as the vehicles used in incidents. The project culminated in the young people inviting family members to the Police HQ for a presentation and celebration in the gardens.

### ***What was the outcome?***

It's difficult to measure an outcome for preventative work however, we aim to provide an opportunity for young people to be educated and supported in a way that allows them to gain insight and understanding about the impact of anti-social behaviour in their local community, as well as knowledge about supportive agencies.

The following photos are from some of the various projects mentioned above:

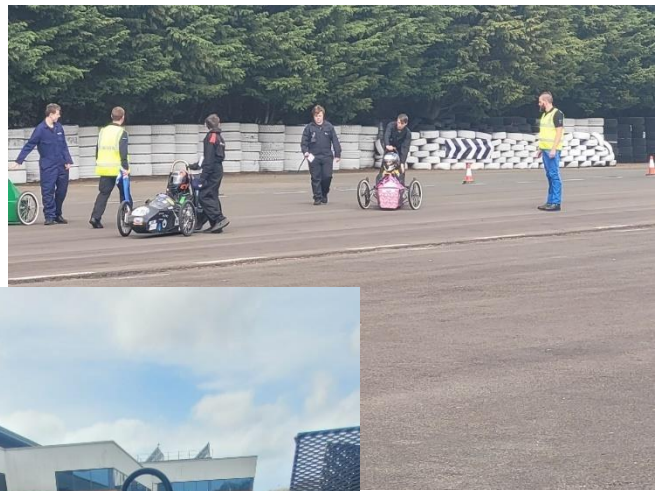
**'Bloomin Marvellous' project at Police HQ in Glenrothes:**



## Fireskills 2023-24 – At Methil Fire Station

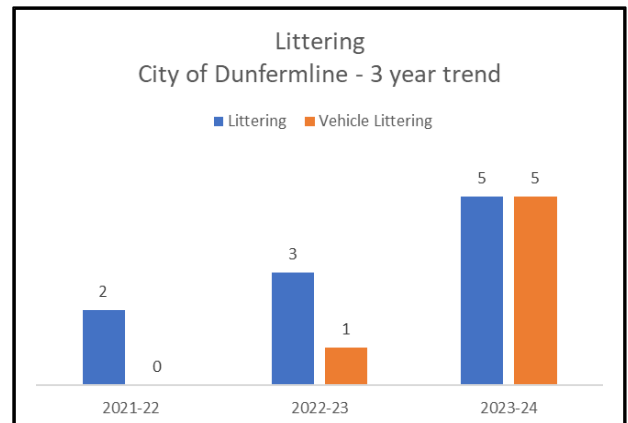
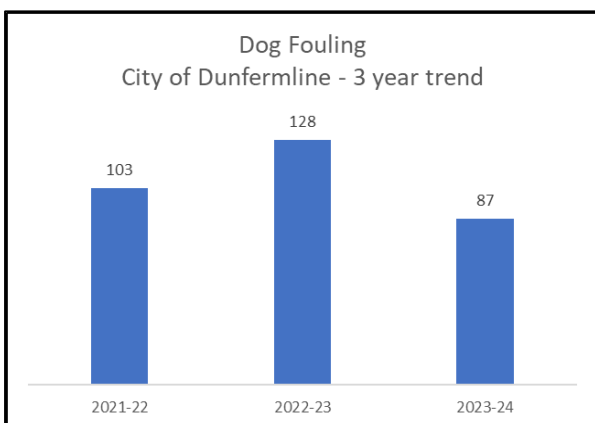
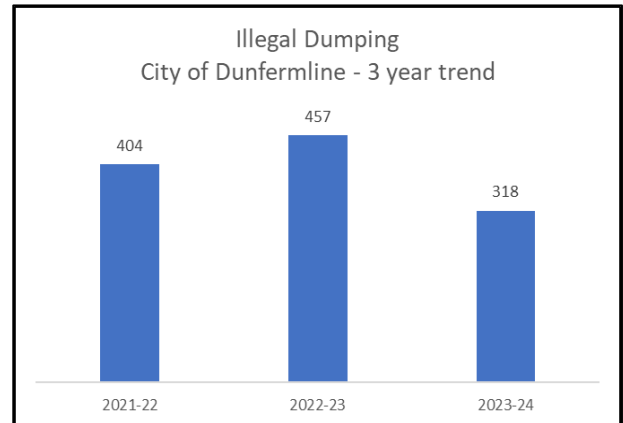
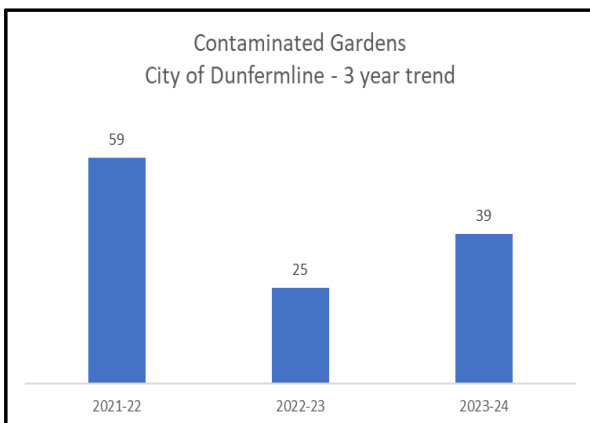
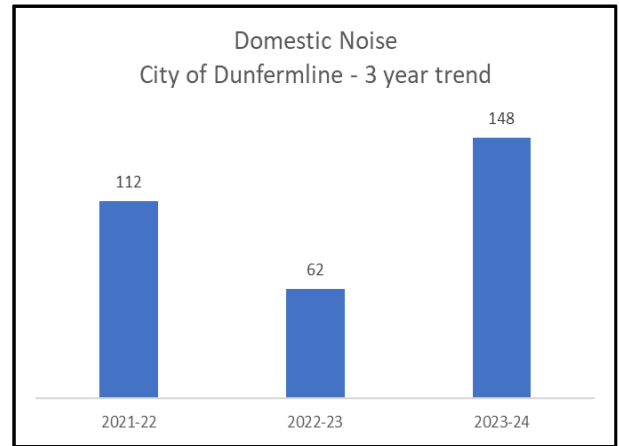
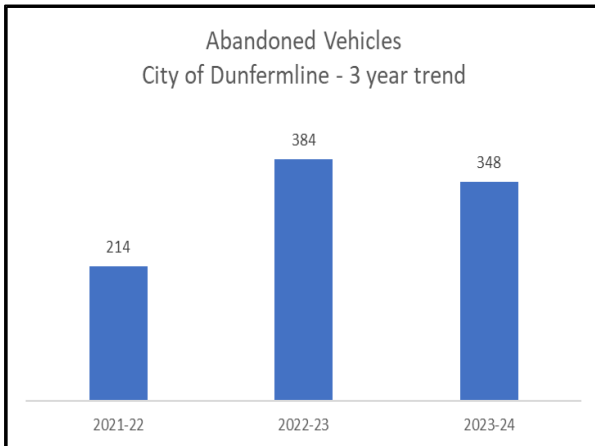


# F24 at Auchmuty High School



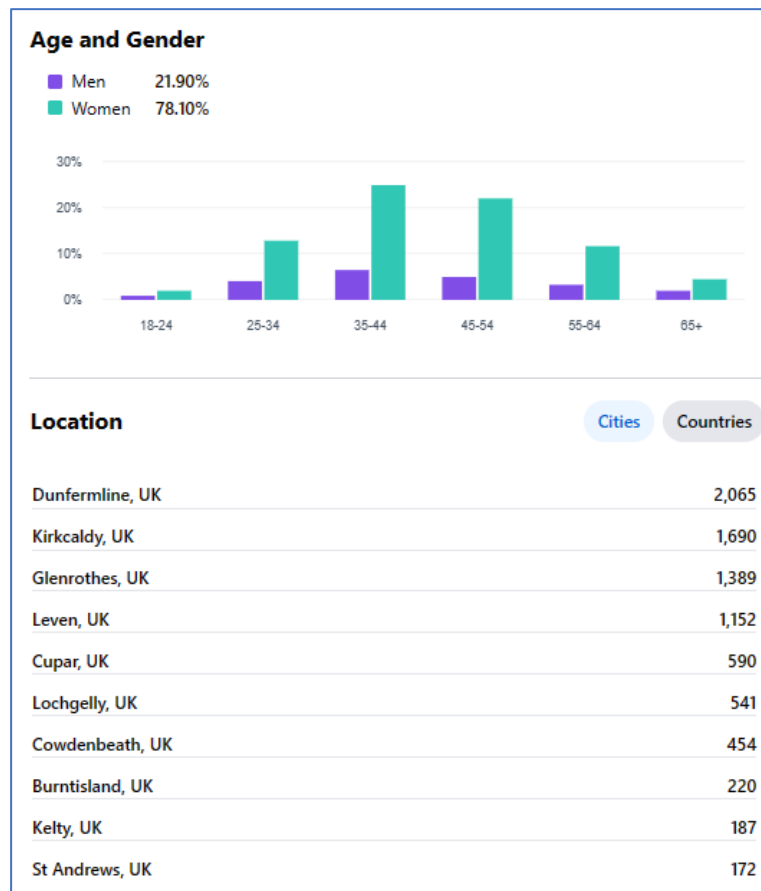
Environmental Enforcement Reports received by Safer Communities Team  
by Type and Year

(City of Dunfermline Committee Area 2021-2024)



### Safer Communities on Facebook

- We currently have 10,780 Facebook followers.
- During 2023-2024, our Facebook audience was comprised mainly of women aged between 35-54 with 78% Female and 22% male.
- The top 5 towns our followers reside in are Dunfermline, Kirkcaldy, Glenrothes, Leven and Cupar. Although we also have followers in the US, Canada, Australia, Cyprus, and Ireland, amongst others:

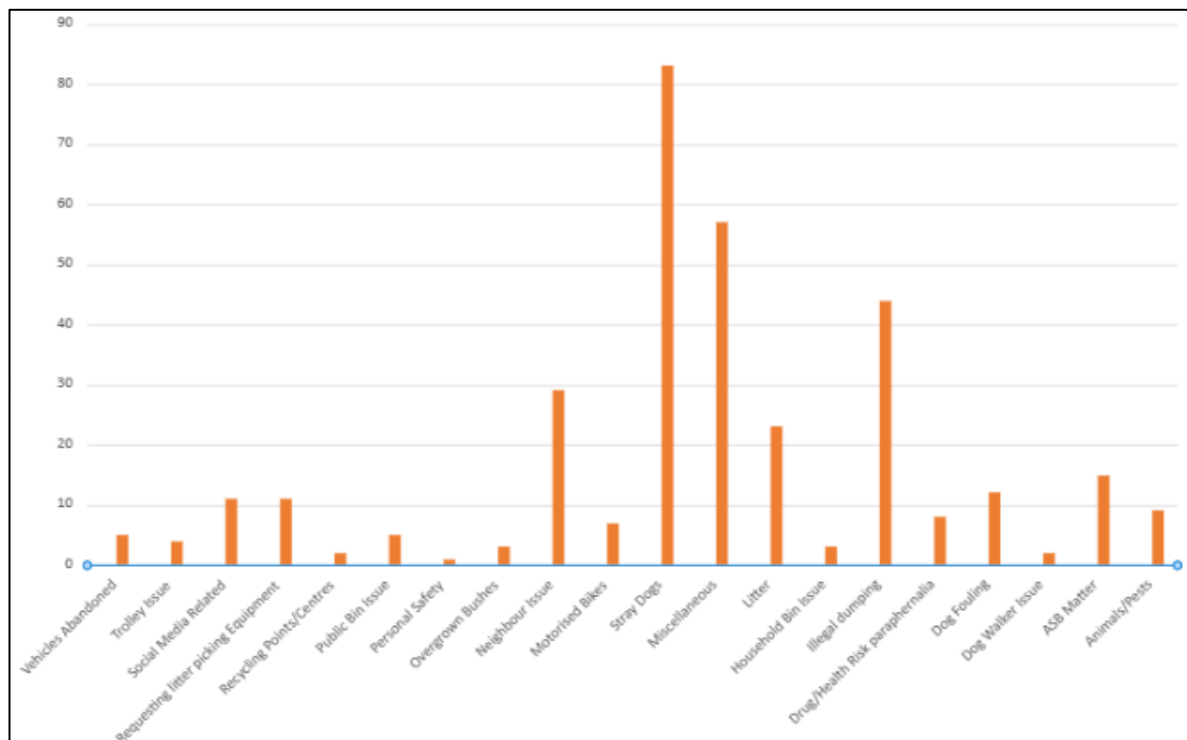


- Our highest reaching post for the year was in January 2024, where a post reached over 200,000 people with regards to road safety and clearing snow from your windscreen. 400 people reacted to the post, with 82 shares and 117 comments.
- Our second highest reaching post, also in January 24, reached over 45,000 in connection to a good deed that one of Officers carried out clearing a road of debris.
- Our posts for the year have reached over 1,112,209 people, over 4,000 shares, 8,000 reactions (likes, loves) and 2,000 comments.
- We have received 341 messages (as of 14th March 2024) from the community seeking advice, help or information.



- Of the 341 messages, 30 lines were raised, and 154 resulted in us seeking help from a colleague or another service. The rest were provided with advice or information.

The following graph shows the number of messages we received by topic:



### SCO Patrols and Community Engagement - Outcomes

Our SCOs operate to a patrol matrix where requests for community reassurance re public space ASB, investigation of environmental issues, and evidence gathering for ASB investigation are coordinated and prioritised at our team meetings throughout the year. Requests come into the Safer Communities Team via a range of sources including e-forms, email, Community Safety Partners (Police, Fire Service, Countryside Trust etc.) Locally Elected Members and our own staff requesting assistance to gather evidence to support ASB investigations. The patrol matrix is reviewed every four weeks.

Dayshift and backshift officers carry out numerous patrols daily to support community issues.

Below are a few examples of the impact SCO patrols have had in the area:

- **Pittencrieff Park** – reports of uncontrolled dogs chasing peacocks and dog fouling. Our officers deployed on foot to the park as part of ‘Operation Twilight’ to interact and raise awareness of the issue with early morning and late afternoon dog walkers in the park. The emphasis was on positive interaction and education with the Public. The officers were well received. Our efforts were highlighted via Facebook with most comments being positive but also highlighting awareness of other areas suffering dog fouling problems. These were incorporated into our patrol matrix. As mentioned earlier in the report, a further event around these issues will be held at Pittencrieff Park, Dunfermline in July 2024.
- **Baby Memorial, Dunfermline Public Park** – the unveiling of the baby memorial was due to take place in early December 2023. In the weeks preceding the completion of the memorial and its unveiling to the public, concerns were expressed around ongoing youth issues and the potential for acts of vandalism at the site. Safer Communities Officers patrolled the area on a regular basis and interacted with the public, including local youths, to raise awareness of the sensitivities around the monument. Our SCOs and YIO delivered ASB inputs at local schools around public space ASB. The action appeared to have a positive impact on the problem with the memorial being left intact during that time.
- **Broomhead Drive, Dunfermline** – ongoing issues with a tenant alleged to be involved in drug dealing activities was having an antisocial impact on the wider community due to numerous visitors to the tenancy and associated drugs paraphernalia being discarded in communal passageways. Residents understandably were reluctant to report problems to the Police. Various actions were agreed at a multi-agency meeting with our Policing and Housing partners, but the area was subject of regular SCT patrols that provided some public reassurance and the ability to corroborate available evidence to invoke ASB protocols to hold the tenant accountable. Due to the interaction with tenants by our SCO’s, an increase in information was received from tenants to support both

Police and SCT intervention. Action continues around this issue but through SCO engagement both on patrol and via Tenants and Residents meetings, the community is feeling supported and reassured with the efforts of the Safer Communities Team.

### **Community Engagement and Environmental Audits:**

- Our SCOs attend a range of community support meetings and engagements across the area to promote our service in tandem with providing appropriate advice and reassurance. It is common to find that residents are unsighted on how to report community issues and our attendance at these meetings and events are well received. Invites are regularly received from Tenants and Residents Associations, Community Councils and other Community Service Partners. We try our best to service any requests.
- Our SCOs support Environmental Audits organised by Housing Services and attended by a range of other Services and Locally Elected Members, who can contribute and offer advice on dealing with environmental concerns in the community. Our Officers are eager to act on any concerns found to be under our jurisdiction to contribute towards alleviating environmental concerns and enhancing community safety.
- Below are a few pictures of our officers in action.



18 June 2024

Agenda Item No. 5

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## **Supporting the Local Community Plan – Operational Briefing on Policing Activities within Dunfermline**

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**Report by: Inspector Neil McGurk – Community Inspector, Dunfermline**

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**Wards Affected: Dunfermline, North, South and Central.**

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### **Purpose**

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This report updates elected members on Policing activity in the above areas.

### **Recommendation(s)**

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Members are asked to endorse action taken to date and support Police Scotland moving forward in addressing priorities.

### **Resource Implications**

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There are no additional resource implication arising from the activity outlined in this report.

### **Legal & Risk Implications**

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There are no legal or current risk implications.

### **Impact Assessment\***

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No impact assessment has been undertaken specifically for this report. This report is for information only.

### **Consultation\***

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No consultation has taken place regarding this report. Members will appreciate the key to success in work of this nature is partnership – not only between the services and agencies involved but also with elected members and local communities, which was ongoing throughout the reporting period.

Data up to 31<sup>st</sup> March cannot be validated until after 7<sup>th</sup> June 2024, therefore All statistics referred to in the text below cover the period 1 April to end February annually.

## **1.0 Background**

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- 1.1 This report provides members with an update on the activities of Police Scotland staff within Dunfermline area during the period 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024.

## **2.0 Issues and Options**

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- 2.1 This report gives an overview of the police activity for the period being reported on.

## **3.0 Police Scotland, South and West Fife Area Plan – Update**

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- 3.1 The Local Policing Plan demonstrates the commitment of local policing to ensuring the safety and wellbeing of the people and communities of Fife.

The Priorities within the Fife Local Policing Plan are:

- Violent Crime
- Acquisitive Crime
- Substance Misuse
- Threats to Public Safety
- Anti-Social Behaviour
- Road Safety
- Protecting People at risk of harm

The priorities for the Dunfermline area are determined by data from the Fife Division strategic assessment which details risk and threat, as well as from feedback from local authorities, partners, and residents in the 'Your Police' survey.

Local community and partnership involvement in identifying priorities and scrutinising performance is integral to maintaining elevated levels of service delivery.

The priorities set within the Area Plan are:

- Violent Crime
- Crimes of Theft and Dishonesty
- Substance Misuse
- Anti-Social Behaviour
- Road Safety

## **4.0 Community Policing Teams Activity 1 April 2023 – 31 March 2024**

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- 4.1 Throughout the reporting period the area has been served by a Local Area Commander, Community Inspector, Community Sergeant and six Community Constables, supported by response colleagues and specialist resources from various divisional and national departments.
- 4.2 Chief Inspector Kathryn Fairfield commenced her role of Local Area Commander in February 2023. Inspector Neil McGurk continued to be Dunfermline Community Inspector, and Fraser Simpson commenced his role as Community Sergeant in January 2024.

## **OFFICIAL: POLICE AND PARTNERS**

- 4.3 The Community Constables remains similar to that of last year's Area Committee report, bringing a wealth of local policing experience.
- 4.4 Sergeant Fraser Simpson has been appointed Community Policing Sergeant, replacing Sergeant Ross Crawford who moved to Dalgety Bay. Sergeant Simpson brings a wealth of experience in CID roles as well as supervisory roles in response policing and Community Investigation Unit (CIU).
- 4.5 PC Scott Morgan remains as Police Scotland Youth Volunteers (PSYV) coordinator for Dunfermline, while continuing to assist with his duties as South Ward officer.
- 4.6 PC Ross Menzies and PC Vincent Gieldon-Bruce continued as local Community Policing Team for the South Ward.
- 4.7 PC Stewart Paton is now accompanied by PC Kirstie Colquhoun in their role for North Ward. PC Kirstie Colquhoun brings a wealth of experience in Response Policing and CIU roles.
- 4.8 PC Ailsa Morrison and PC Colin Lynch remain in their role for the Central Ward.
- 4.9 Officers continue to make all efforts to attend Community Council Meetings as well as Tenants and Residents Association (TRA) meetings. Given other commitments, abstractions and being attached to a shift pattern, it is not always possible to attend in person, however, engagement is carried out before and after meetings with the respective chairs, ensuring any concerns raised are dealt with appropriately.
- 4.10 Missing Persons and concern for person calls continue to create much of the demand with significant resources dedicated to these types of enquiries. 2023/24 saw a 27% increase on reported Missing persons from 2022/23. The majority of which are young people within the looked after care setting, however significant intervention and collaboration with partners has resulted in an overall reduction over the last 5-year period from a high of 446 in 2019/20 to 308 in 2023/24. A 31% overall reduction.
- 4.11 Demand relating to calls involving persons in Mental Health crisis continue to create challenges across the service. Both the NHS and Scottish Ambulance Service appear to be experiencing similar challenges and as such these places additional onus on the Police to respond and provide initial assistance. This has increased year on year since 2018/19 rising 32% across that period.
- 4.12 Officers who attend incidents where there is a concern for the wellbeing of an individual submit reports detailing the concern on a Vulnerable Persons Database in order that this information can be assessed and shared with appropriate partners. The reporting tool in relation to this system does not break down into individual stations, however across the three policing areas in West Fife 6730 such reports were submitted during the reporting period.



## **OFFICIAL: POLICE AND PARTNERS**

- 4.13 On 11th December 2023 the Distress Brief Intervention (DBI) programme commenced within NHS Fife. Initially piloted in Levenmouth area, the DBI programme was set up to improve the response to people presenting to frontline services in Mental Health crisis. The pilot has proven successful and opens a direct referral pathway to MH services diverting demand from frontline Police officers ensuring those vulnerable members of our community receive the best access to specialist care. This will be rolled out in Dunfermline from 20<sup>th</sup> May 2024.
- 4.14 Domestic incidents rightly continue to remain a priority for Police Scotland and form a major part of daily business. Numerous high-profile media campaigns have been dedicated to raising awareness of what constitutes domestic abuse and to encourage victims to have the confidence to report these offences.
- 4.15 Positive legislative change in 2018 enables officers to investigate and report the full circumstances of an abusive relationship under a single offence, provided there is an evident course of conduct under the Domestic Abuse (Scotland) Act 2018. The investigation of domestic offences can be complex and protracted. Locally we benefit from strong working relationships with officers from Fife Domestic Abuse Investigation Unit (DAIU) who are further supported by their national colleagues and specialist partner agencies.
- 4.16 There has been a year on year decrease in Domestic incidents being reported in Dunfermline. From a high, over the last 5 years of 541 in 2018/19, to 332 in 2023/24. An overall reduction of 39%, and a 30% reduction alone from 2022/23. Clearly there is still work to be done but the results are extremely encouraging.
- 4.17 Community Officers have continued to maintain positive links with partners and communities to ensure the issues that matter the most to local people are still being addressed. Officers are also involved in proactive planned operations, such as executing drugs search warrants.
- 4.18 Community officers regularly visit and engage with faith group leaders in their respective ward areas, developing meaningful partnerships with these communities. We understand the importance of these relationships in problem solving community issues.



## 5.0 School Engagement

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- 5.1 Local community ward officers continue to promote positive behaviour and community learning within the school environment. The officers work collaboratively along with educational staff and other partners provide support for pupils, parents, and carers. In recent years, there has been a positive change with peer education identified as the most effective means of providing impactful school inputs.
- 5.2 Positive engagement with our four local high schools and numerous primary schools, ensures a collaborative approach to dealing with most incidents reported at the school, in many cases using a restorative justice approach. This has helped reduce the demand on local Response officers and enabled the behaviour to be addressed at school in an educational setting.
- 5.3 Dunfermline Learning Campus will bring together pupils, students and staff at St Columba's RC High School, Woodmill High School, and Fife College. PC's Menzies and Geldon-Bruce have been involved in the transition planning for this amalgamation.

## OFFICIAL: POLICE AND PARTNERS

5.4 As per the previous year the Community ward officers in conjunction with Crime Reduction officers delivered a series of educational inputs during the reporting period on the following topics,

- **Child Exploitation and Internet Safety (CEOP) Talks**
- **Stop Hate - Hate Crime Awareness Inputs**
- **Drug and Alcohol Awareness Inputs**
- **Anti-social Behaviour Inputs**
- **Conflict and Violence Resolution**
- **Keep Safe Ambassadors and No Knives Better Lives**

The officers further delivered the following initiatives during the reporting period –

- 5.5 **Punch Beyond** is a targeted initiative developed and led by Dunfermline Police Community Team in conjunction with Active Schools, Boxing Scotland, and Trench Boxing Gym. It aims to improve the quality of life for young people in the area by giving them a range of new skills and an insight into the consequences of violence.
- 5.6 Through specialist workshops we educate young people on the influences that cause conflict and violence, giving them guidance on how to rationalise these types of situations to make better choices.
- 5.7 This initiative was launched in 2021/22 and refreshed in the last reporting year. Punch Beyond is now a block of five boxing sessions at Trench Boxing Gym, in this environment we strive to encourage good fitness and wellbeing educating participants on the four core values of Boxing Scotland – courage, determination, respect and passion.
- 5.8 Educational seminars focusing on the impact of violent activities and harm reduction are presented by a range of agencies, including Police Scotland, SACRO, Active Schools, Barnardos, FRASAC and Includem.
- 5.9 The Pitchin' In Programme was developed by Police Scotland and Glasgow City Council in 2014-15 following a largescale incident of disorder involving young football supporters during which those involved put their own personal safety, and the safety of others, at risk.
- 5.10 It was recognised that the organisations involved in football could work together to reduce harmful behaviour and promote individual and community wellbeing, both in relation to football and more widely, through a collaborative approach to prevention, diversion and education based upon building decision-making skills and resilience.

5.11 The key objectives of the programme are:

- Reduction in violence, disorder, and anti-social behaviour through an educative and participative approach.
- Development of decision-making skills to help young people make better life choices.
- Building of resilience in young people to help them resist the temptations of behaviour which places themselves or others at risk.
- Signposting of young people towards further personal and professional development opportunities.

5.12 During the reporting period, PC Gieldon-Bruce and Menzies took the lead on a local Pitchin In programme with a group of 17 local youths. This positive youth diversion project proved valuable and assisted with breaking down barriers that exist and reducing ASB at football matches.

## 6.0 Dunfermline PSYV

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6.1 Dunfermline Police Scotland Youth Volunteers (PSYV) is a 'non-profit' constituted group run by adult volunteers supporting 24 young volunteers between 13 and 17 years of age who contribute their time and skills to support and work alongside local communities.

The aims of the PSYV are to:

- Inspire young people to participate positively in their communities.
- Promote a practical understanding of policing amongst all young people.
- Encourage a spirit of adventure and good citizenship.
- Support local policing priorities through volunteering and give young people a chance to be heard.

6.2 PC Scott Morgan continued to lead the group comprising of 20 youth and 12 adult volunteers for the past year. They have been enrolled as part-time students at Fife College (Halbeath Campus) and participate in weekly sessions.

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- 6.3 During these sessions all youth volunteers completed the PSYV initial 10 week training programme, learning fundamentals of volunteering and key policing approaches to community engagement.
- 6.4 Between August to October 2023, Dunfermline PSYV recruited 10 new youth volunteers from all secondary schools in Dunfermline. These young people replaced past peers who had either aged out the programme or had left due to other external commitments. All new recruits completed the 10-week PSYV training programme during weekly sessions at Fife College, where they integrated seamlessly into the group with their new peers.
- 6.5 **On Trend - Screen Education Programme** - Between January 2023 to April 2024, Dunfermline PSYV delivered a screen education programme that allowed young people to develop their own creative voice and learn the technical approaches to filmmaking.
- 6.6 Practical workshops led by creative professionals at Fife College, enabled them to explore and learn essential skills in film production, collaborating with specialists and peers to generate film content on criminal, social and wellbeing trends affecting our communities.
- 6.7 This venture was the first of its kinds for Police Scotland Youth Volunteers, where we have gained the support from both local and national funders (Screen Scotland, Fife Council, Cashback for Communities and Carnegie Dunfermline Trust) to the grant value of £32,000.
- 6.8 We focused on providing new ways for youth volunteers to contribute and support their communities by giving them a platform to share awareness on trending issues.
- 6.9 **Online High – School Education Package** - between October 2023 to April 2024, Dunfermline PSYV filmed 'Online High' as part of the On Trend initiative. Its aim is to illustrate the social media trend of drug dealing amongst young people through communication devices, which reflects the risks, consequences, and drug related harm.
- 6.10 This approach has led to a new partnership forming with Youth Link Scotland (No Knives Better Lives) and Barnardo's Fife (Substance Misuse Education Team). Together, they will collaborate with our young people to develop a youth-led education package based on the films themes that show the devastating effects of online drug distribution and the downward spiral into criminality.
- 6.11 This awareness-raising initiative aims to educate and prevent young people from being influenced by drug dealers and the sale of drugs on social media.
- 6.12 The completed educational package will be hosted on the Youth Link Scotland website as a national resource, providing access to essential information and learning. It will serve as a valuable practitioner and peer education resource,

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empowering young people to make informed decision and stay safe in an increasingly complex digital landscape.

- 6.13 **It Will Cost You – School Education Package** -Dunfermline PSYV collaborated with professional filmmakers as part of the 'On Trend initiative to produce a short promotional video for the national campaign 'It Will Cost You', which aims to address the issue of adults buying alcohol for those under 18 years.
- 6.14 The video depicts young people engaging adults to buy alcohol followed by imagery highlighting the concerning outcomes of underage drinking and how it affects our communities. The video also includes interview with National Campaign lead Douglas Meikle (Scottish Whiskey Association) Dunfermline Community Police and Nursing Staff from NHS Addiction Services.
- 6.15 Our Youth Volunteers contribution started as a local effort to enhance the campaign online beyond standard leaflets and stalls. This approach garnered attention from Police Scotland's Nation Safer Communities Team, who plan to build this year's campaign around our short film.
- 6.16 This approach includes a new partnership with the charity I AM ME SCOTLAND, which is developing an educational package addressing underage drinking. The film produced by Dunfermline PSYV will be incorporated into this package and distributed in secondary school lessons across Scotland.
- 6.17 **MacTuff Fundraiser** -Between June 2023, Dunfermline PSYV participated in the challenging MacTuff event held at Knockhill Racing Circuit as part of a fundraising initiative to support the Diamond Disco, a local volunteer-led community group dedicated to supporting vulnerable adults with sever learning disabilities and additional support needs. This endeavour raised £700 for this great cause. The funds will aid Daimond Disco in continuing their vital work in the community, providing a safe and supportive environment.
- 6.18 **Diamond Disco** - Between October to December 2023, Dunfermline PSYV collaborated with local initiative Diamond Disco based at Abbeyview Community Centre. The Diamond Association is a volunteer-led group dedicated to creating an inclusive and supportive environment for vulnerable adults with sever learning disabilities and additional support needs.
- 6.19 Formed in response to vulnerable adults seeking alternative support in the community following their discharge from Lynebank in Dunfermline, the group has been operating for over 25 years.
- 6.20 Dunfermline PSYV have taken proactive steps in showcasing and promoting the Diamond Disco by creating a heartfelt and engaging video. This content highlights the vibrant atmosphere, the meaningful connections formed, and the inclusive environment fostered at the weekly disco. Through interviews with attendees and volunteers, as well as capturing joyous moments on the dance

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floor, they youths have successfully conveyed the impact and importance of the Diamond Disco.

- 6.21 The content created not only raises awareness about the group, but also inspires others to support and participate in this vital community activity.
- 6.22 **Dunfermline Press Community Champion Award - Youth Community Champions.** Dunfermline PSYV were nominated and won the Youth Community Champion Award at the Dunfermline Press Community Champions Awards 2023. These inspiring youths collectively contributed nearly 1000 hours of their time to support their local communities. Their efforts included various activities aimed at improving the lives of others and fostering a sense of community. This recognition highlights their commitment, hard work and positive impact on Dunfermline.
- 6.23 **Peer Education – Water Safety** - Between April to June 2023, Dunfermline PSYV continued their commitment to Peer Education with younger peers from other youth groups based in Dunfermline. They rehearsed and refined their delivery of the RNLI Water Safety age-appropriate education package during weekly sessions.
- 6.24 PC Morgan continued to network with local Scout groups from across Dunfermline and arranged delivery session to Beaver and Cub age groups. Dunfermline PSYV delivered their Peer Education Water Safety workshops on four consecutive weeks to between 80 to 100 children.
- 6.25 **Braveheart Challenge** - In June 2023, a group of Youth Volunteers from Dunfermline PSYV applied/selected to participate in the one-day business enterprise programme – Braveheart Challenge. The programme is designed to nurture the UK's future business leaders, responsible citizens, and enterprising employees.
- 6.26 Police Scotland Volunteer Coordinator Unit hosted this event at the Scottish Police College inviting young participants from across the county. Youth Volunteers were split into peer groups of 8-10 to create a business team, which were challenged to produce a proposal to help a community group from their respective communities including the homeless and the elderly.
- 6.27 Each team benefitted from professional guidance from a Business Coach and had access to a panel of business experts, who came together to share their knowledge and help mentor in a variety of different areas including finance and marketing. This event culminated in a presentation to – and feedback from - executive and senior management from Police Scotland
- 6.28 **International Deployment to New Zealand** - A senior Dunfermline Youth Volunteer joined 12 other peers from every policing division in Scotland, travelling to New Zealand and took part in an International Leadership and Development Course, where they were joined by young people from Australia, USA, and New Zealand. The Volunteers learned about leadership and through practical exercises and challenges were able to develop their learning, building

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self-confidence, resilience, leadership, and communications skills. Throughout the visit the Volunteers learned about Māori culture, learning songs (Waiata) traditional dance, ate a traditional Hāngī (meat cooked in the ground) and even learned a “Haka”. The exposure to a different way of life, cultures and unique experiences allowed the Volunteers to strengthen their understanding of the world, their place in it and themselves. It may allow them to see what they would like to do in the future and who they would like to be.

- 6.29 **SUGARCOAT** Between August 2023 to June 2024, Dunfermline Police Community Team partnered with OnFife, Youth Space (Fife Council) and professional filmmakers, opening doors to young talent eager to explore the world of filmmaking. These aspiring directors, producers and cinematographers embarked on a remarkable screen education journey, where they gained invaluable hands-on experience and creative control over their storytelling.
- 6.30 SUGARCOAT empowered these young minds to tackle trending issues that profoundly impact our community and the lives of young people. With full creative control, they crafted compelling narratives that shed light on matters crucial to our collective wellbeing - Through the lens of a camera, they capture stories that matter on vaping, peer pressure and mental health.
- 6.31 Weekly sessions held in heritage venues across Dunfermline City served as creative learning hubs, offering tutorials on equipment and techniques, ensuring that these young creatives have the tools and skills needed to bring their visions to life. These sessions are led by industry professionals who are passionate about nurturing the next generation of storytellers.
- 6.32 The conclusion of this initiative will be showcased in a standalone film exhibition as part of the Dunfermline Wellbeing Through Heritage Project at Dunfermline Carnegie Library and Galleries between 28th June to 4th August 2024.
- 6.33 In January 2024, BBC Reporting Scotland featured the work of young creatives from the SUGARCOAT screen education programme on their national TV broadcast. These young creatives explored the societal impacts of vaping through a documentary project that gained recognition through interviews with MSP Shirley-Anne Somerville, Ash Scotland, NHS Fife and Trading Standards. Their spotlight on Scotland’s ban on single use vapes showcased the transformative potential of youth-led initiatives in raising public awareness.
- 6.34 **NHS Fife – Young Person Tobacco and Vaping Issues Group (YPTVIG)** - In February 2024, NHS Fife invited Dunfermline PSYV and young participants from SUGARCOAT to join a new Young Person Tobacco and Vaping Issues Group (YPTVIG). This forum provides them with a unique platform to actively engage in discussions about vaping and smoking concerns with their peers, health practitioners and third sector agencies.
- 6.35 The ambition of the group is to highlight and present information, concerns, and possible solutions to senior leadership groups for children and young people’s health in Fife. The groups objectives are to influence collective action to address health harms and inequalities relating to tobacco use, second-hand



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smoke exposure and vaping in young people. This collaboration is a key part of Fife's action to achieve a smoke-free generation by 2034.

- 6.36 **PSYV National Outdoor Leadership Programme** - A group of Youth Volunteers from Dunfermline PSYV applied/selected to participate in a five-day outdoor learning leadership programme at Loch Eil. This national initiative brought together PSYV groups from across Scotland, fostering teamwork and leadership skills through various challenging and engaging outdoor activities. The programme aimed to enhance personal development, build resilience, and promote a sense of community among participants. By the end of the experience, the young volunteers had not only developed valuable leadership abilities but also formed lasting connections with their peers from different regions.
- 6.37 **Becoming Cyber Aware** - Dunfermline PSYV joined around 1000 other youth volunteers in being trained in aspects of cyber awareness via an online training portal delivered by OSP Cyber Academy, one of the UK's leading online cyber training providers. The aim is to help the volunteers understand the threats and risks that they face on a daily basis online and share this knowledge when engaging with family and friends to help protect them.
- 6.38 **Volunteering/Events** - Over the past year, Dunfermline PSYV have engaged in multiple volunteering activities, supporting local community groups/projects and regional, including:

**Dunfermline Children's Gala**

**Outwith Festival**

**Crossford & Cairneyhill Gala**

**Brucefield Family Fun Day**

**MacTuff Adults Event** (Knockhill Racing Circuit)

**Chief Constable's Bravery & Excellence Awards**

**Children's Christman Carol Concert** (Alhambra Theatre)

**Festive Community Clean Up** (City Centre)

**Graham Clark Memorial Run**

**Lochore Meadows Family Fun Day**

**Duloch Wood Litter Pick**

**Junior Park Run**

**Touch Family Fun Day**

## **7.0 Violence, Disorder and Anti-Social Behaviour**

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- 7.1 Violent crime and violent offenders are managed robustly with local investigative work being supported by divisional departments such as CID, Community Investigation Unit (CIU) and nationally by specialist divisions including Specialist Crime Division (SCD). Violent crimes remain a priority and are always investigated robustly and timeously to provide reassurance to the victims of such crimes.
- 7.2 Management meetings are held on a weekly basis where local repeat offenders, emerging trends and hotspot areas are analysed to develop early intervention tactics to minimise repeat offending.
- 7.3 The prevention, investigation, and detection of all forms of violence remains a priority. During the reporting period, the volume of serious assaults reduced to its lowest level in Dunfermline over the last 5 years with only 16 cases reported in 2023/24. This is down from 19 in the previous year, and from 43 at its height in 2020/21. An overall reduction of 63%.
- 7.4 Common assaults also reduced significantly in 2023/24 to 479 from 596 in the previous reporting year. A 20% reduction, with an overall 24% reduction from 2018/19.
- 7.5 Addressing violent crime has been a priority over the reporting period and continues to be so into the next reporting period. Officers will continue to detect, deter, and disrupt offenders through proactive policing.
- 7.6 ASB continues to be an area of concern for the public and we are aware of the challenges and issues around specific areas, particularly in the City Centre/Bus Station, Pittencrieff Park, Calais Woods.
- 7.7 In conjunction with our partners, implemented several measures to tackle and reduce the impact and intimidating nature ASB can bring. This includes working closely with Fife Council Bus Station Management, Safer

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Communities, Health, Education and third sector partners to provide pro-active and robust engagement. Significant work has been conducted within schools to ensure positive, preventative messaging in a bid to educate young people on the impact of ASB on them personally and the wider community.

- 7.8 Funding was received from Community Safety Partnership to supply private security staff to patrol the bus station and City centre area during the Easter Holiday period. This proved successful with a significant reduction in calls. Positive engagement was reported between the wardens and youths using the facilities. Although pockets of criminality are still reported and investigated in and around the area.
- 7.9 Pro-active Police patrols in Pittencrieff Park resulted in several youths being identified causing minor fire damage. Engagement with parents and submission of reports through the youth justice system have contributed to a reduction of ASB incidents in those areas. We are aware that issues in these areas historically re-emerge, as such this remains a focus for proactive patrols and positive youth engagement.
- 7.10 Overall however, ASB calls within Dunfermline City remained consistent with 2022/23 but has reduced from 4734 in 2020/21 to 3111 in 2023/24. An overall drop of 35% over a 3-year period.
- 7.11 PS Simpson hosted a partnership event focussing on building and fire safety at derelict properties in Dunfermline. This utilised the expertise of Fife Council Building Control, Scottish Fire and Rescue Service and Fife Council Community Wardens. Site visits were conducted at the King Malcolm Hotel, derelict building on Pittencrieff Street and Townhill Loch Private dwelling.
- 7.12 During these visits, insecurity issues were discussed with partners as well as remedial work required to secure the sites against intruders. Immediate remedial fencing work was arranged at Townhill Loch Dwelling and the owner of the derelict building on Pittencrieff Street was contacted regarding an insecure boundary fence. Drone deployment at the King Malcolm Hotel has been arranged to assess the roof for insecurities and remedial work required will be highlighted to the owners in due course. Education inputs were conducted at local schools with community officers promoting a hard-hitting Fire Service produced derelict building safety videos. Dedicated patrols continue at these sites by Police Scotland and Fife Council Wardens.
- 7.13 The local nighttime economy continues to thrive in the city, although to a reduced level post COVID, with various visitors from out with coming into Dunfermline to enjoy the various pubs and eateries the city has to offer. Street Pastors deploy on the last Saturday of each month providing vital support to vulnerable members of the public. Community officers have a close working relationship with the pastors and engage with them during their deployments.
- 7.14 Regular checks of licensed premises have been conducted throughout the reporting period to ensure they were complying with the conditions of their license and the Health and Safety Guidance.

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- 7.15 Dunfermline Licensees supported by Police Scotland and LSO's have continued to operate a pro-active Pubwatch scheme. Around 20 local licensed premises are represented and share information on issues surrounding emerging trends and problem customers. The group actively issue banning orders to individuals who display violence, ASB or are found in possession of drugs within the premises.

### 8.0 Road Safety and Road Crime

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- 8.1 Road safety and casualty reduction are issues that are regularly raised during engagement with local residents and community groups, and we remain focused on keeping our roads safe. Operation Paramount is the Fife divisional initiative targeting this issue.
- 8.2 Community Officers continue to promote road safety in and around our schools and local communities, delivering the following:
- **Pop up bairns - cut out children displayed outside schools to promote safe.**
  - **Pop up Jims – Cut out of police officer holding speed gun as a deterrent against speeding.**
  - **Parking of vehicles.**
  - **Park Safe Wardens - pupils who conduct patrols at their schools and offer advice regarding safe parking.**
  - **Police Speed Checks deployments within the community where those exceeding the speed limit are issued fixed penalty tickets.**
  - **PSYV Stand Against Speeding Campaign**
- 8.3 Community Speedwatch is a road safety initiative where trained members of the public and volunteers are supported by Police officers conducting speed gun deployments around highlighted areas. Warning letters are sent to offending motorists identified to be driving more than the speed limit.

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- 8.4 The Community Speedwatch initiative, coordinated by PC Colin Lynch, extends between April and October deploying at various locations across the Dunfermline area. Volunteers are provided Unipar and conflict management training to assist with their deployments.
- 8.5 Volunteers are recruited via local Community Council meetings and through responses to social media adverts.
- 8.6 Community Police Officers continue to undertake proactive deployments at various locations across Dunfermline to highlight speeding concerns and take enforcement action. PC Ailsa Morrison has pro-actively cascade trained all officers in Dunfermline Police Station in the use of the Unipar speeder device, providing confidence to new probationers in the use of the equipment.
- 8.7 On a regular basis, local officers carry out speeding deployments in hotspot area identified following analysis of collision data or following complaints from the public. Pop up Jims, which take the form of a cut out image of a police officer holding a speed gun, are regularly deployed in and around local schools.
- 8.8 Mobile camera vans are also regularly deployed in and around Dunfermline to deter any irresponsible driver behaviour while providing enforcement. Statistics relating to the deployment of the mobile speed vans is now contained within local ward reports.
- 8.9 Pupils at Duloch Primary School have benefited from cycle training and education about safer cycling in the road environment, including journeys to and from school and in residential areas through the Bikeability scheme.
- 8.10 During the reporting period and in conjunction with Road Policing Officers, the Community Team also supported a variety of national campaigns.
- 8.11 Maintaining a good working relationship with Road Policing Officers has brought several successes during the reporting period, with numerous road traffic offences detected, vehicles seized, and suspects handed down significant prison sentences for the more serious offences.

## **9.0 Drug and Alcohol Misuse**

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- 9.1 Substance misuse is linked to other forms of criminality and exploitation requiring a joined-up partnership working approach with colleagues in the Divisional Intelligence Office, CID and CIU. Community officers often take the lead on investigations into the sale and supply of controlled drugs. Significant recoveries of controlled drugs have been seized during the reporting period as well as significant amounts of cash and other assets.
- 9.2 Community Officers work closely with external partners such as Barnardos and Clued-Up to attempt to break down the barriers that exist between youths experimenting in taking controlled substances and the police. This vital link ensures we are keeping abreast of any emerging trends and led by the experts in their field.
- 9.3 Within Fife, there are continued efforts to combat the illicit possession and distribution of controlled drugs. A dedicated intelligence unit is responsible for the assessment and dissemination of intelligence, which local officers continually endeavour to collate from both members of the public and partners. Intelligence received is assessed for credibility and the possibility of developing the intelligence leading to enforcement action. When sufficient intelligence is obtained by officers, an application is then made to a Sherrif to obtain a drug search warrant for the premises concerned. Specialist officers including Method of Entry, dog handlers and search trained officers have been utilised to support local officers in the execution of these warrants.

Examples of note include:

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A man and a woman, both 20, were arrested and charged after a quantity of cannabis with an estimated street value of around £1,200 was recovered from the vehicle they were travelling in. (March 2024)

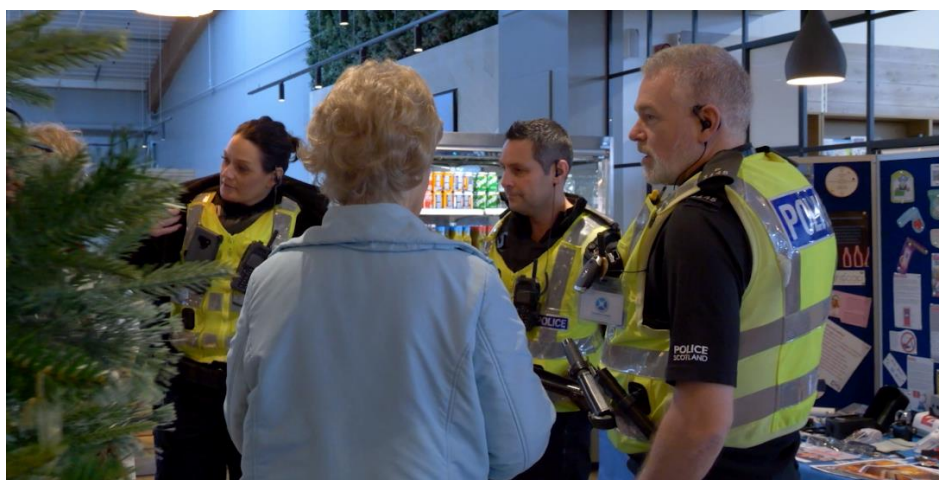
Two 17-year-old males were stopped and more than £14,000 worth of class A and B drugs were seized from a vehicle that was stopped on Whimbrel Place in Dunfermline. (March 2024)

A 23-year-old man was arrested and charged after Class A MDMA, valued at £23,000, and Class B ketamine, worth an estimated £120,000 were recovered from a storage facility in Dunfermline. (November 2023)

- 9.4 During the reporting period we continued to conduct regular inspections of licensed premises selling alcohol, as it is recognised there is a link between alcohol consumption and the commission of crime. In addition to this, Community Officers have regularly visited off-sales premises locally and have educated License Holders in good practices for running their business to try and prevent them from breaching their license.
- 9.5 Every inspection is recorded, and the Divisional Licensing Unit has oversight. They identify any emerging issues so they can be addressed at an early stage.
- 9.6 It will cost You Campaign as highlighted in the PSYV section.
- 9.7 As mentioned at 7.15 Dunfermline Pubwatch continues to bring together local licences and other partners within the city to ensure best practice within the sector as well as deliver a safe environment for all patrons and the wider community.

## 10.0 Acquisitive Crime

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- 10.1 Acquisitive crimes are broad ranging and involves all theft by housebreaking, complex frauds, bogus workers, online shopping, theft by shopliftings and vehicle crime.

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- 10.2 We remain steadfast in our commitment to protecting the most vulnerable in society by deterring, disrupting and bring offenders identified as being involved in acquisitive crime to justice. Community officers collaborate closely with internal partners such as the CID, DIO and the Community Safety Officer as well as external partners such as Crimestoppers and Community Safety Officers.
- 10.3 Dunfermline continues to show an increase in relation to shopliftings, which is trending nationally and likely linked, in part, to the cost-of-living crisis. Analytical work is conducted locally to ascertain premises which are more regularly targeted within the area to provide focused crime prevention and security advice. Development into innovative technology to allow retailers to directly report these incidents, reduce officer time, and create a more efficient process to identify perpetrators.
- 10.4 Community officers continue to collaborate with Retailers Against Crime National agency (RAC) as well as local shopkeepers and managers of the Kingsgate Shopping Centre to share vital intelligence of those committing shopfitting offences, as well as new sophisticated emerging trends.
- 10.5 Online and telephone fraud continues to be prevalent across the country with vulnerable members of the community most at risk. National crime prevention messaging has been circulated across various media platforms supported locally by Community Policing teams and Divisional Community Safety officers to raise awareness and prevent further offences.
- 10.6 These types of crimes range from online sexual exploitation through contact on social media apps where they coerce the victims in to sharing of intimate photos and then attempt to extort money through the threat of disclosing the images to messages purporting to be from apparently reputable companies whom the individual may well have had previous interaction with.
- 10.7 These types of crimes are normally perpetrated by groups out with the UK. This makes it difficult to detect and causes significant distress and embarrassment to the victims, as well as potential monetary loss.
- 10.8 During the reporting period there was a slight increase in housebreakings and Theft of Motor Vehicles, within residential and commercial properties.
- 10.9 The way these thefts have been committed across Fife Division has varied, with methods including 'keyless vehicle thefts,' as well as homes being broken into, and the vehicle keys being stolen from within the address. 'Keyless vehicle thefts' is the term attributed to crimes in which vehicles are stolen during a theft or housebreaking via an electronic compromise. In short, criminals use technology, electronic devices, and tailored tools to enter and



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steal vehicles, without the need for its true key. These offences are committed by the use of a relay system, which captures the signal of the vehicles keys, even from within the property, and transmits it to a further device which can be used to unlock the vehicle and once inside can be plugged directly in to the vehicle's OBD port, mirroring the signal of the original key. A key fob transponder can also be programmed with the signal of the actual vehicle keys to steal the vehicle.

10.10 Following the significant increase in vehicle thefts across Scotland, a national operation (Enzone) was commenced, which was Police Scotland's operational response to co-ordinate the investigation and detection of these offences. During the investigation of vehicle crimes, through diligent methodical investigation, combined with intelligence and support of the local community, two Fife nominals were detected for the theft of a large number of vehicles across the county. The males aged 19 and 24 have been charged with nearly 80 such thefts. The 24-year-old male was traced during the commission of a crime by local officers in the Belleknowes Industrial Estate, Inverkeithing and is currently serving a sentence in prison. The 19-year-old male is still subject to proceedings in relation to these offences and Operation Enzone response remains active. Around eleven vehicle thefts occurred within Dunfermline.

10.11 Preventative messages were created and circulated on Police social media to raise awareness of these incidents and provide information on how the public can protect against becoming a victim of this crime. We collaborated with our partners to ensure the messaging was circulated on multiple Community Group pages. The below is an example of what was circulated through Police Scotland and Neighbourhood watch.

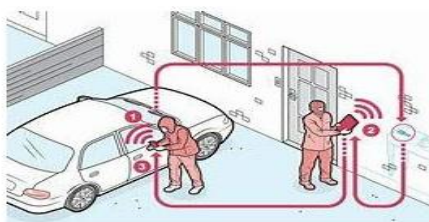


Vehicles that operate with a contactless key are prone to vehicle theft commonly known as "RELAY THEFT"

*This is where 2 criminals work together by amplifying the vehicle signal to the location of the contactless key which is then broadcasted back to the vehicle.*

*Measures to reduce the risk of Relay Theft*

- Use a garage (if available) to secure the vehicle.
- Use a Defender Signal Blocker (Faraday Pouch) for you vehicle key which blocks the signal.
- Use a Milenco high security steering lock which prevents rotation and a strong visual theft deterrent.



- 10.12 Various Community Safety stalls have been set up in local Supermarkets, garden centres and leisure facilities where our community officers provide practical advice and guidance on all types of acquisitive crime. What to look out for and how to prevent and deter offenders.
- 10.13 Two local Special Constables lead on Operation Rural. SC's Johnstone and Armstrong visit farms throughout West Fife providing support, reassurance, and security advice to outlying rural communities. The officers involved are themselves members of the farming community and can easily relate to the specific issues that impact them. Their wealth of knowledge in this field and effective communication network ensures any emerging issues relating to rural crime are communicated quickly.

## **11.0 Moving Forward**

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- 11.1 Dunfermline Community officers continue to build on existing bonds we have with community partners. Officers will continue to engage with, listen and respond to the concerns raised from all citizens of Dunfermline. We continue to strive to make this City as safe and secure as possible, providing all members of the public visiting, working, or living in Dunfermline with reassurance.
- 11.2 Social Media platforms, such as Facebook and X (Formally Twitter), continue to be a valuable mechanism for engaging with the public and sharing information. We recognise the importance of keeping the public updated and will seek to use X to promote local initiatives.
- 11.3 Dunfermline Community Officers, along with PSYV and other partners, continue to develop local youth engagement projects, highlighted above, to enhance engagement with young people within the community to break down barriers, whilst acting as both a diversionary and educational platform.
- 11.4 The past year has continued to present significant challenges for everyone including the Police, other emergency services and the wider public sector partners we regularly collaborate with. This has seen an increased workload and demand on Police locally and nationally. I am confident however that with the continued support from partners and communities, we can continue to provide a quality of service to the residents of each ward area and support local communities.

## **12.0 Conclusions**

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- 12.1 Members are invited to endorse action taken to date and support Police Scotland moving forward in addressing priorities.

**OFFICIAL: POLICE AND PARTNERS**

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P Division  
Police Scotland  
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## Scottish Fire and Rescue Service

### City of Dunfermline Area Annual Performance Report

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**Report by:** Craig Robertson – Station Commander – Dunfermline Community Fire Station – Scottish Fire and Rescue Service

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**Wards Affected:** All City of Dunfermline Area Wards

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#### Purpose

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This report provides the Committee with incident information for the period 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024. The incident information enables the Committee to scrutinise the Scottish Fire and Rescue Service (SFRS) Clackmannanshire-Fife-Stirling- City of Dunfermline Area - against its key performance indicators (KPIs)

#### Recommendation(s)

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The committee is asked to:

1. Consider and comment on the progress across a range of KPI's within this report.

#### Resource Implications

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None.

#### Legal & Risk Implications

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The Police and Fire Reform (Scotland) Act 2012 provides the statutory basis for fire reform, including the responsibility to:

Put in place statutory planning and reporting requirements including providing facilities for consultation;

Make new arrangements for strengthening local engagement and partnership working, including a new statutory role in the LSO and development of local fire and rescue plans linked to community planning, along with clear powers for local authorities in relation to the provision of fire and rescue services in their area.

#### Impact Assessment

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An Equality Impact Assessment has not been completed and is not necessary for the following reasons:

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

#### Consultation

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This document is circulated amongst SFRS Fife LSO managers to enable areas of high incidence to be scrutinised for reduction strategies.



# CITY OF DUNFERMLINE AREA COMMITTEE PERFORMANCE REPORT

**April 2023 – March 2024**

*Covering the activities and performance in  
support of the Fife Area Plan 2017*



**SCOTTISH  
FIRE AND RESCUE SERVICE**  
Working together for a safer Scotland

**Working together  
for a safer Scotland**

# 1.0 Background

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## 1.1 ABOUT THE STATISTICS IN THIS REPORT

The activity totals and other statistics quoted in this report are provisional in nature and subject to change because of ongoing quality assurance and review.

Because all statistics quoted are provisional there may be differences in the period totals quoted in our reports after original publication which result from revisions or additions to the data on our systems.

From 2015-16 onwards responsibility for the publication of end-year statistical data transferred from the Scottish Government to the SFRS. This change of responsibility does not change the status of the figures quoted in this and other SFRS reports reported to the Committee

## 2.0 Performance

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## **2.1 DEFINITIONS**

### **Accidental Dwelling Fire**

Building occupied by households, excluding hotels, hostels and residential institutions. In 2000, the definition of a dwelling was widened to include any non-permanent structure used solely as a dwelling, such as caravans, houseboats etc. Caravans, boats etc. not used as a permanent dwelling are shown according to the type of property. Accidental includes fires where the cause was not known or unspecified.

### **Fire Fatality**

A person whose death is attributed to a fire is counted as a fatality even if the death occurred weeks or months later.

### **Fire Casualty**

Non-fatal casualties consist of persons requiring medical treatment including first aid given at the scene of the fire, but not those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury are recorded as precautionary 'check-ups'.

### **Deliberate Fire**

Includes fires where deliberate ignition is merely suspected, and recorded by the FRS as "doubtful".

### **Non-Domestic Fires**

These are fires identified as deliberate other building fires or accidental other building fires.

### **False Alarms**

Where the FRS attends a location believing there to be a fire incident, but on arrival discovers that no such incident exists, or existed.

### **Unwanted Fire Alarm Signal**

Where the FRS attends a non-domestic location believing there to be a fire incident, but on arrival discovers that no such incident exists, or existed.



### **Primary Fires:**

- Buildings (including mobile homes) fit for occupation (i.e. not wholly derelict) and those under construction.
- Caravans, trailers etc.
- Vehicles and other methods of transport (not derelict unless associated with business e.g. scrap metal).
- Outdoor storage (including materials for recycling), plant and machinery.
- Agricultural and forestry premises and property.
- Other outdoor structures including post-boxes, tunnels, bridges, etc.

### **Secondary Fires**

- Single derelict buildings.
- Grassland etc., including heath, hedges, railway embankments and single trees.
- Intentional straw or stubble burning.
- Outdoor structures, including: lamp-posts, traffic signs and other road furniture, private outdoor furniture, playground furniture, scaffolding, signs and hoarding etc.
- Refuse and refuse containers.
- Derelict vehicles (a vehicle without a registered keeper).

## 3.0 INTRODUCTION

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3.1 This 2023/24 performance report for the period April 1<sup>st</sup>, 2023 to March 31<sup>st</sup>, 2024 inclusive provides comparative data across the previous 5 years for the same period. The KPI's detailed below are drawn from the SFRS Fife Local Fire and Rescue Plan 2017 priorities and are shown in bold text;

- **Domestic Fire Safety**

Continuously monitor the number of accidental dwelling fires

Continuously monitor the severity and cause of accidental dwelling fires

Continuously monitor the number and severity of fire related injuries

- **Deliberate Fire Setting**

Monitor the number, type and cause of deliberate fire setting incidents in the City of Dunfermline Area

- **Built Environment**

Monitor the number and severity of fire related incidents in our relevant premises

- **Unwanted Fire Alarm Signals**

Monitor and challenge each Unwanted Fire Alarm Signal (UFAS) incident across the City of Dunfermline Area

- **Transport and Environment**











Monitor the amount of water related incidents

Monitor the frequency of attendances at Road Traffic Collisions (RTCs), as well as the number and severity of injuries. These will be monitored alongside Police Scotland RTC incidence information

## 4.0 PERFORMANCE SUMMARY

4.1 The table below provides **summary highlights** of annual activity 2023 - 2024 compared to annual activity 2022-2023

It aims to provide – at a glance – our direction of travel during the current reporting period.

<p><b>Accident Dwelling Fires</b></p>  <p>2022/23: 22 2023/24: 33</p>	<p><b>ADF Fatal Casualties</b></p>  <p>2022/23: 1 2023/24: 0</p>	<p><b>ADF Non-Fatal Casualties</b></p>  <p>2022/23: 9 2023/24: 2</p>
<p><b>Deliberate Primary Fires</b></p>  <p>2022/23: 22 2023/24: 26</p>	<p><b>Deliberate Secondary Fires</b></p>  <p>2022/23: 83 2023/24: 98</p>	<p><b>Non-domestic Building Fires</b></p>  <p>2022/23: 17 2023/24: 13</p>
<p><b>Unwanted Fire Alarm Signals</b></p>  <p>2021/23: 258 2023/24: 160</p>	<p><b>Road Traffic Collision (RTC) Incidents</b></p>  <p>2021/22: 15 2022/23: 12</p>	<p><b>Fatal RTC Casualties</b></p>  <p>2022/32: 0 2023/24: 0</p>
<p><b>Non-Fatal RTC Casualties</b></p>  <p>2022/31: 8 2023/24: 2</p>		

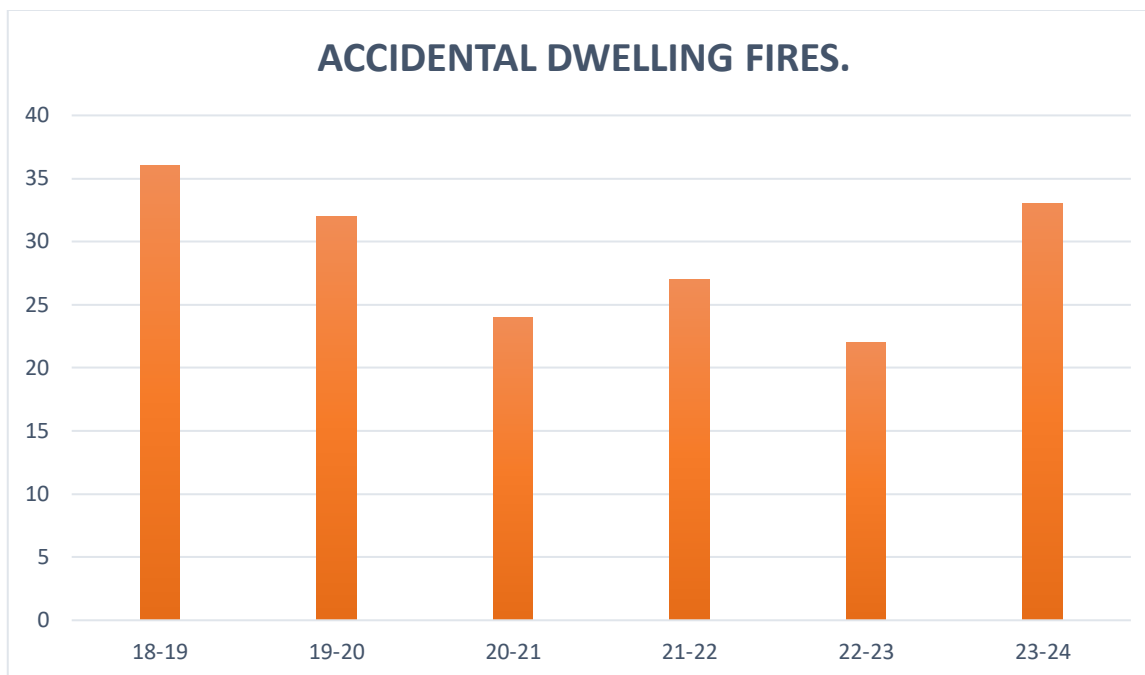
## PERFORMANCE SUMMARY

Of the indicators, the following performance should be noted for the period April 1<sup>st</sup> 2023 to March 31<sup>st</sup> 2024 inclusive, comparing data across the previous year.

- The number of **Accidental Dwelling Fires** has seen an increase from the previous year.
- There were no **Accidental Dwelling Fire Fatality** during this period. The number of **Accidental Dwelling Fire Casualties** was 9, previous year, down to 2 this year.
- The number of **Deliberate Primary Fires** during this period was 26, an increase of 4 from the preceding year.
- The number of **Deliberate Secondary Fires** during this period was 98. This is an increase from the 83 incidents last year.
- The number of **Non-Domestic Building Fires** recorded was 13, decrease of 4 from the previous year. Most were caused by smoking materials and rubbish, coming together within storerooms.
- The number of **Unwanted Fire Alarm Signals (UFAS) caused by automatic fire alarms (AFAs) in non-domestic buildings** during this period was 160. This is a 38% decrease from the previous year. New SFRS UFAS policy start date 1<sup>st</sup> July 2023 ref: section 8.
- The number of **Road Traffic Collisions** during 2022/23 was 12. This is a decrease of 3 on the previous reporting year 2021/22.
- The number of **Fatal RTC Casualties** during this period was 0. This is static from the previous year. The number of **Non-Fatal RTC Casualties** was 2. This is a decrease of 6 compared to the same period last year and continues to fall

## 5.0 Domestic Fire Safety

5.1 Accidental Dwelling Fires have decreased by five incidents across the City of Dunfermline area when compared to the previous year's figures.



**Graph 1 Accidental Dwelling Fires –2018-2023**

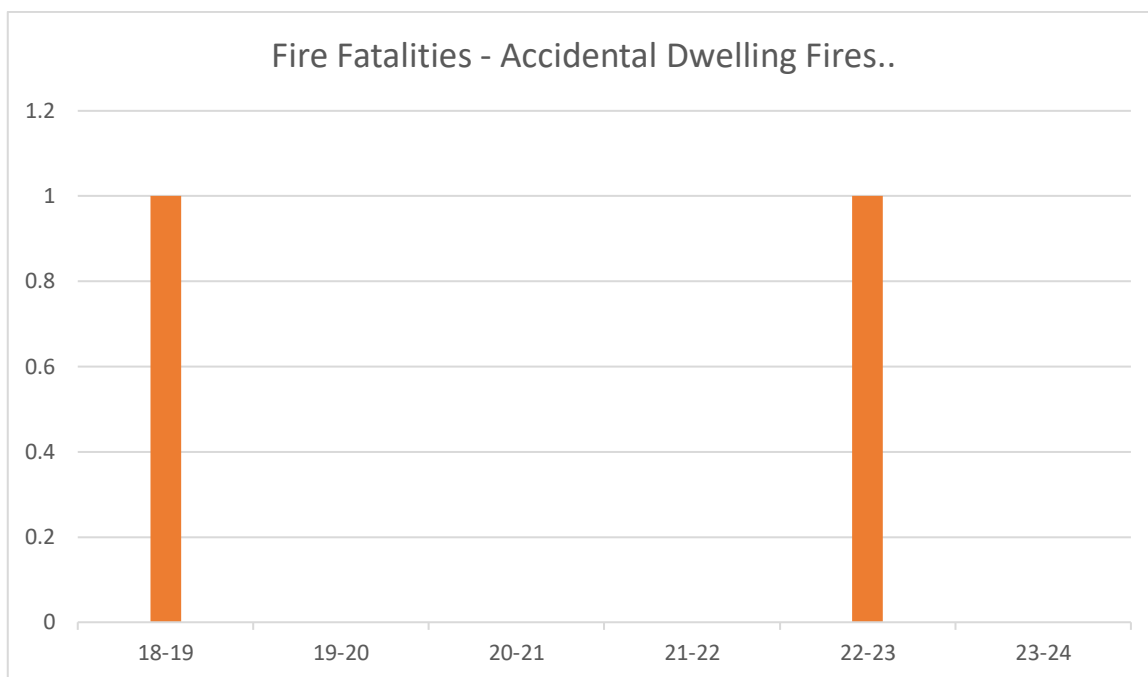
Dunfermline Area Wards	18-19	19-20	20-21	21-22	22-23	23-24
Dunfermline Central	11	16	4	12	6	15
Dunfermline North	17	9	9	7	8	5
Dunfermline South	7	7	11	8	8	3
<b>Total</b>	<b>36</b>	<b>32</b>	<b>24</b>	<b>27</b>	<b>22</b>	<b>33</b>

**Table 1 Accidental Dwelling Fires by City of Dunfermline Ward Area April – March 2018-2023**

- 5.2 This reporting period has seen a 66% increase in Accidental Dwelling Fires from the previous year.
- 5.3 Most of Accidental Dwelling Fires were between the hours of 4pm and 8pm, mostly having started in the kitchen, and due to distraction.
- 5.4 72% of addresses had a detection system and 45% of those operated and raised the alarm, 18% operated but did not raise the alarm, and 10% did not operate (possibly due to amount of smoke within compartment/floor of origin).

- 5.5 30% of the incidents were resolved without firefighting intervention, or by removal from heat source/fuel supply.
- 5.6 It should be noted that almost 27% of accidental dwelling fires did not have any detection. The SFRS Continue to work with community partners with well-established HFSV referral pathways.

**5.7 Fire Fatalities – Accidental Dwelling Fires**

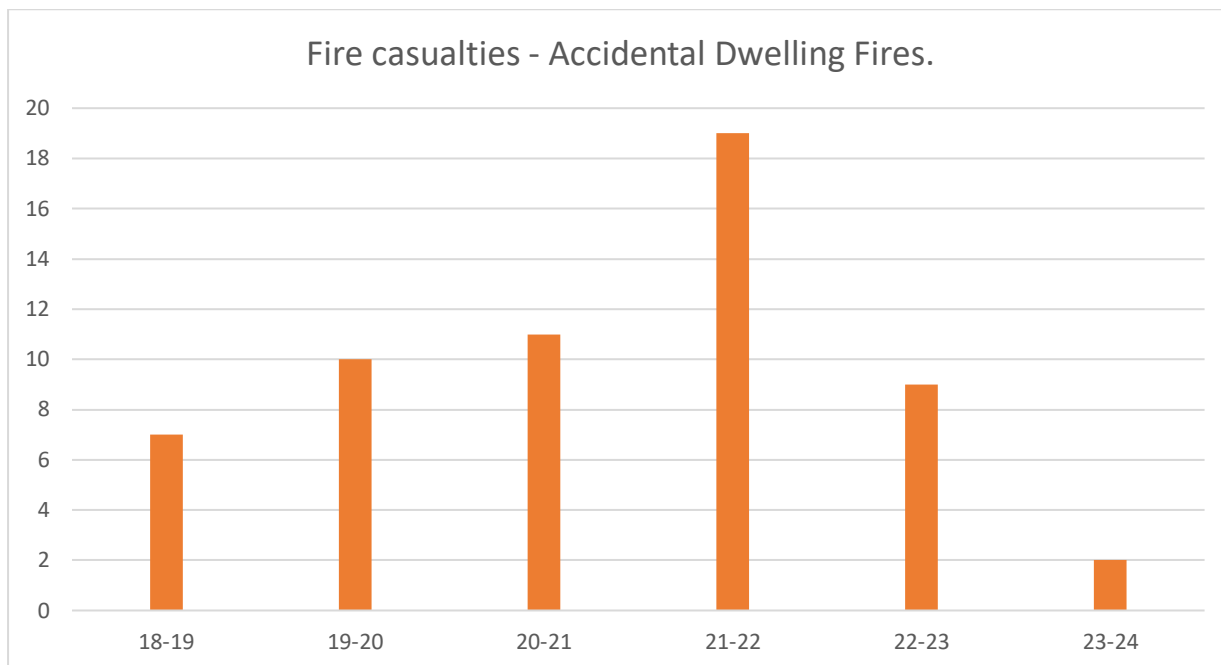


**Graph 2 Accidental Dwelling Fire Fatal Casualties April - March 2018-2023**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	1	0	0	0	0	0
Dunfermline North	0	0	0	0	0	0
Dunfermline South	0	0	0	0	1	0
<b>Total</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>

**Table 2 Accidental Dwelling Fires Fatal Casualties City of Dunfermline Ward Areas  
April – March 2018-2024**

## 5.8 Fire Casualties – Accidental Dwelling Fires



**Graph 3 Accidental Dwelling Fire Casualties April – March 2018-2024**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	3	10	1	12	3	0
Dunfermline North	4	0	3	2	5	1
Dunfermline South	0	0	7	5	1	1
<b>Total</b>	<b>7</b>	<b>10</b>	<b>11</b>	<b>19</b>	<b>9</b>	<b>2</b>

**Table 3 Accidental Dwelling Fires Casualties City of Dunfermline Ward Areas April – March 2018-2024**

5.9 No fire fatalities for the reporting year.

5.10 ADF Casualty figures include precautionary checks. Both cases received precautionary check by the Ambulance Service, and were given first aid by SFRS.

5.11 A large proportion of incidents have been accidental, started in kitchen and main cause has been cooking left unattended and textiles catching fire, causing fire spread.

## 5.12 Domestic Fire Reduction Strategy

Home Safety Visits play a vital part in our strategy to reduce the number of Accidental Dwelling Fires. SFRS personnel completed **438** visits for the 3 Dunfermline ward areas in the reporting period. These visits are used to deliver vital fire safety messages and install detection systems.

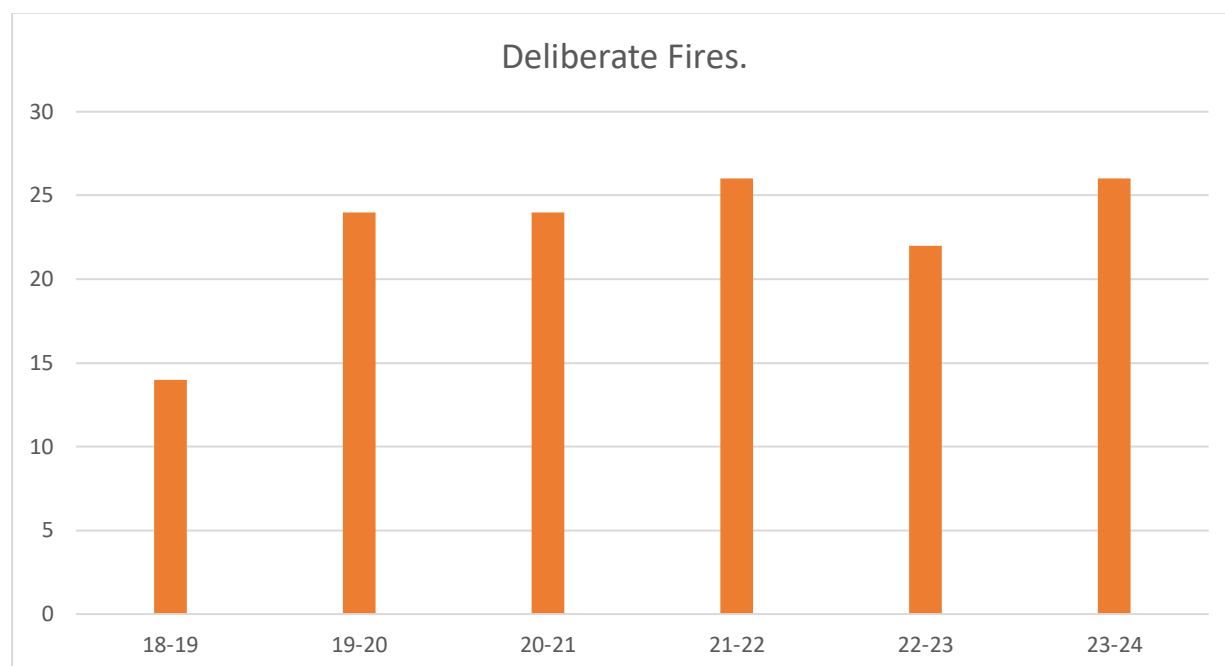
The “Make The Call” campaign asked neighbours and relatives to refer people who were:

- over 50 years old
- smoke
- live alone or
- have mobility issues
- or use medical oxygen



## 6. Deliberate Fire Setting

### 6.1 Deliberate Primary Fires

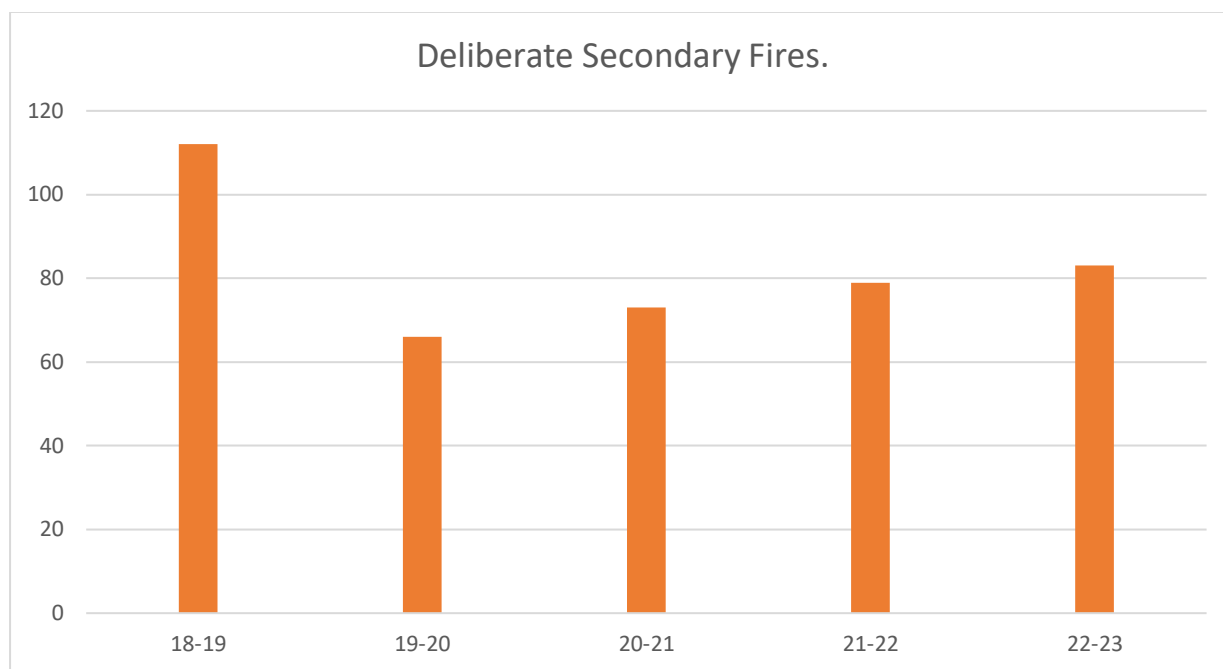


**Graph 4 Deliberate Primary Fires– April – March 2018-2022**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	6	13	10	7	10	12
Dunfermline North	4	1	7	9	3	5
Dunfermline South	4	10	7	10	9	9
<b>Total</b>	<b>14</b>	<b>24</b>	<b>24</b>	<b>26</b>	<b>22</b>	<b>26</b>

**Table 4 Deliberate Primary Fires City of Dunfermline Ward Areas April – March 2018-2024**

## 6.2 Deliberate Secondary Fires

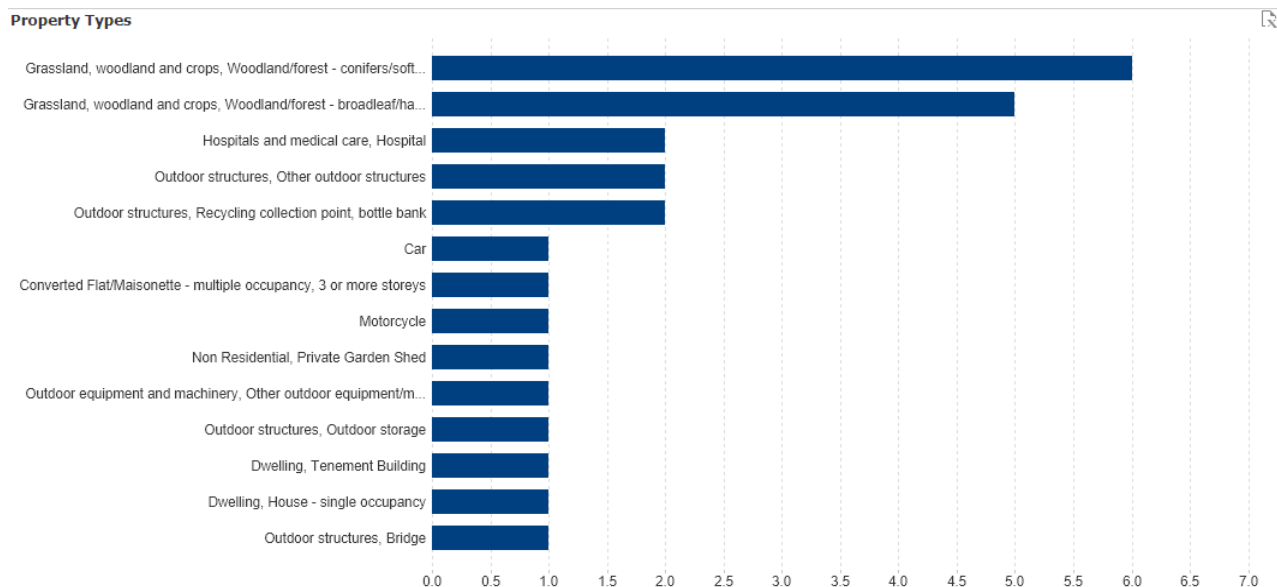


**Graph 5 Deliberate Secondary Fires– April – March 2018-2022**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	66	32	30	37	49	67
Dunfermline North	20	11	16	10	16	6
Dunfermline South	26	23	27	32	18	25
<b>Total</b>	<b>112</b>	<b>66</b>	<b>73</b>	<b>79</b>	<b>83</b>	<b>98</b>

**Table 5 Deliberate Secondary Fires City of Dunfermline Ward Areas April – March 2018-2024**

- 6.3 Deliberate fires can be broken down into two categories, primary and secondary. Primary fires generally involve property and include buildings, caravans, motor vehicles and plant and machinery. Secondary fires are often minor and include the burning of rubbish, grass and derelict properties.



### 6.5 Deliberate Fire Reduction Strategy

Our normal youth engagement strategy is still ongoing, working with numerous partner agencies, SFERS Community Action Team.

School visits have resumed for engagement with all age groups. Concentrating on secondary fire and bonfire initiatives.

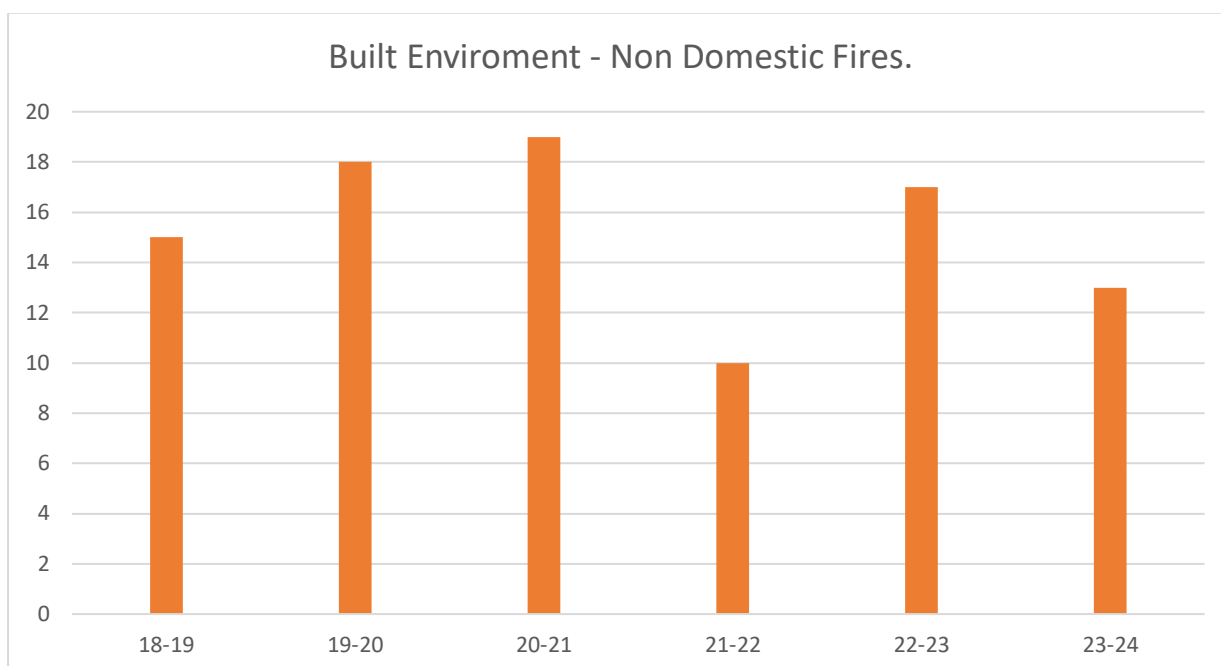
We do, however, work with our Police and Local Authority partners to identify deliberate fire setting incidents early, to ensure that solutions are implemented to prevent further incidents.

We liaise with premises occupiers, particularly in town centres to give advice on refuse storage and security, which can be a cause of deliberate fires.

Deliberate Fire Reduction Plans have been implemented in the Dunfermline area with partner agencies to address and reduce operational demand.

## 7. Built Environment

### 7.1 Built Environment – Non- Domestic Fires

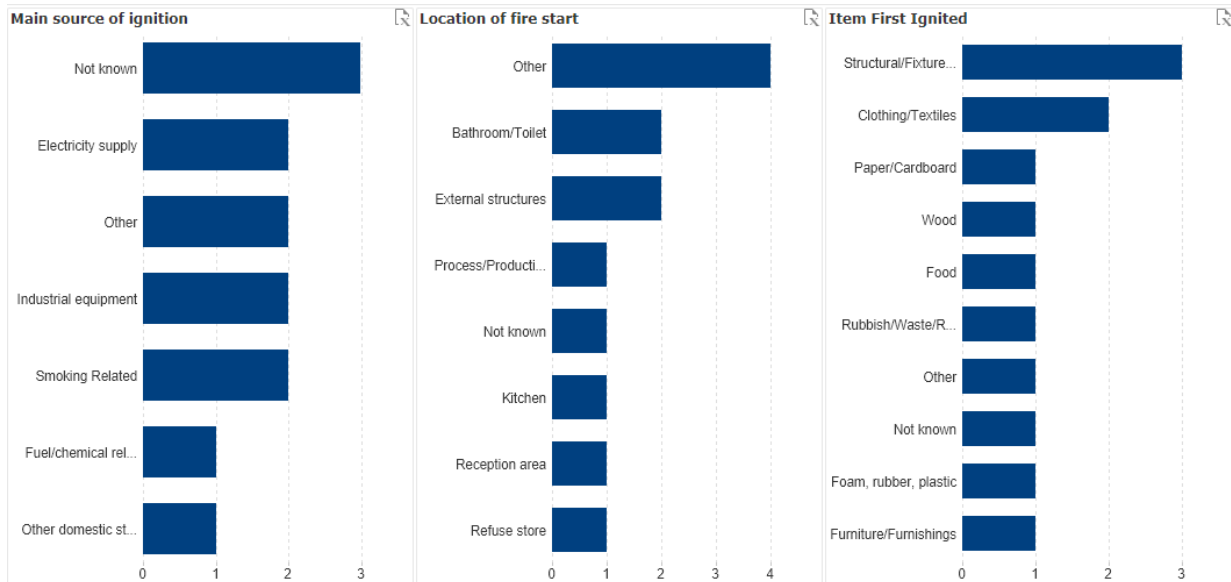


**Table 6 Built Environment Non - Domestic Fires– April – March 2018-2022**

Dunfermline Area Wards	18-19	19-20	20-21	21-22	22-23	23-24
Dunfermline Central	7	7	4	2	9	9
Dunfermline North	4	5	8	3	6	2
Dunfermline South	4	6	7	5	2	2
<b>Total</b>	<b>15</b>	<b>18</b>	<b>19</b>	<b>10</b>	<b>17</b>	<b>13</b>

**Table 6 Built Environment Non - Domestic Fires City of Dunfermline Ward Areas April – March 2018-2023**

- 7.2 There has been a 24% decrease in Non-Domestic fires, compared to last year. Majority of which have been started by discarded smoking materials coming together with rubbish in disused properties.



### 7.3 Built Environment Fire Reduction Strategy

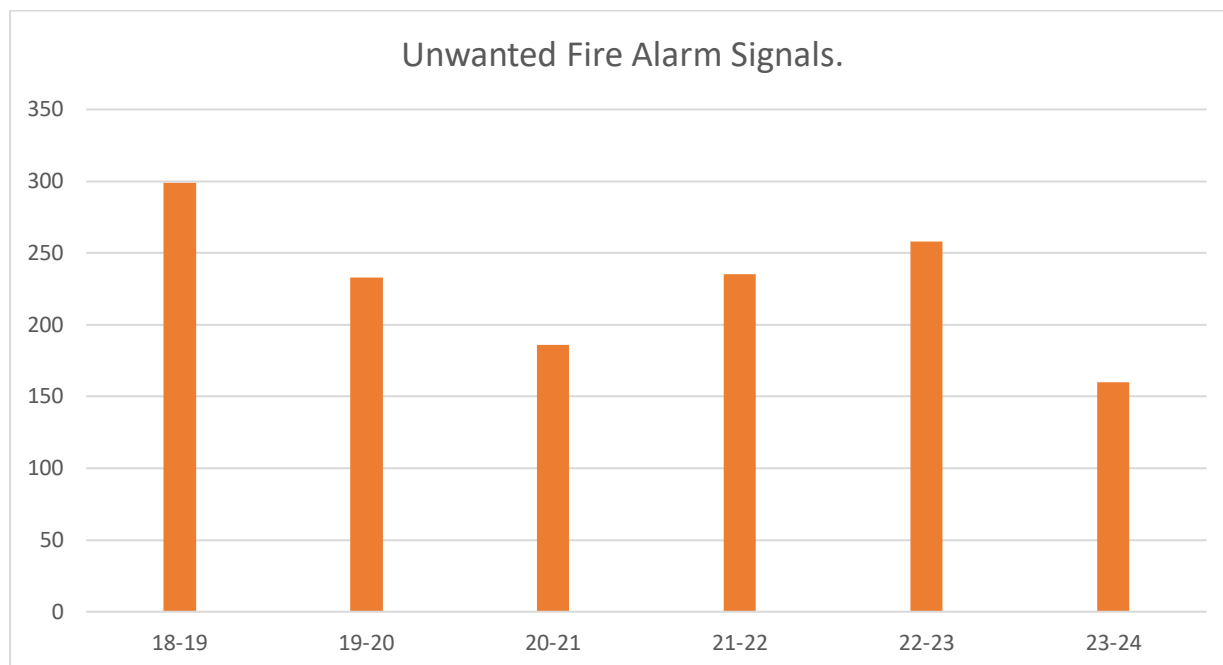
We continue to deliver a programme of fire safety audits in relevant premises - as detailed within section 78 of the Fire (Scotland) Act 2005 - identified as high risk on an ongoing basis. We also complete thematic audit programmes where patterns emerge of incidents in a particular risk group.

As well as the audit programmes described above, we also deliver 'post fire audits' which take place as soon as possible after a fire has occurred in premises. The purpose of these audits is to deliver further fire safety advice to the premises occupier, and to identify any issues which could be used to inform other similar premises types to prevent further incidents of a similar nature.

In relation to the garden sheds, these are not covered by the above legislation, but householder advice is given as part of the Post Domestic Incident Response program.

## 8. Unwanted Fire Alarm Signals

8.1 An Unwanted Fire Alarm Signal (UFAS) can be defined as ‘any alarm activation which is not the result of a fire or a test’. UFAS incidents have fluctuated in the Dunfermline Area over the four-year period. The table and graph below details the incident numbers over five years.



**Table 7 Unwanted Fire Alarm Signals – April – March 2018-2022**

Dunfermline Area Wards	18-19	19-20	20-21	21-22	22-23	23-24
Dunfermline Central	176	138	94	124	127	59
Dunfermline North	72	69	70	68	83	58
Dunfermline South	51	26	22	43	48	43
<b>Total</b>	<b>299</b>	<b>233</b>	<b>186</b>	<b>235</b>	<b>258</b>	<b>160</b>

**Table 7 Unwanted Fire Alarm Signals City of Dunfermline Ward Areas  
April - March 2018-2024**

8.2 This period has seen 38% decrease from the previous reporting period.

Most of all UFAS were due to system faults, maintenance/testing issues and careless activation. Within Health and Social Care or Education establishments.

### 8.3 Reduction in Unwanted Fire Alarm Signals Strategy

Unwanted Fire Alarm Signals (UFAS) Reduction Strategies continue to be managed and monitored by a 'UFAS Champion' who contacts premises occupiers after each UFAS incident, to discuss the activation, as well as strategies to reduce or eliminate. This strategy, along with several others, had seen the numbers of UFAS continue to decrease. The UFAS Champion will continue to engage with Fife Council Education and the NHS to address the proportion of UFAS incidents. These building types are, however, statistically more susceptible to false alarms due to their size and consequent detection device numbers.

The strategies implemented in the Dunfermline Area and across Fife, have been recognised within SFRS as best practise, and are now in the process of being implemented across SFRS, see below.

Our response to fire alarms in commercial business and workplace premises is changing.

Every year we attend around 28,000 automatic fire alarm (AFA) call outs to commercial business and workplace premises each year.

AFA systems provide an early warning of fire and are one of the most effective ways to keep businesses, staff and customers safe in the event of a fire.

Most signals from these systems however are not actual fires - they are false alarms often caused by cooking fumes, dust or a lack of maintenance. These unwanted fire alarm signals (UFAS) mean our fire crews are called out unnecessarily.

**From 1 July 2023, we will stop attending AFA call outs to commercial business and workplace premises, such as factories, offices, shops and leisure facilities unless a fire has been confirmed.**

Operations Control colleagues will now be asking anyone who reports a fire alarm to check whether there is an actual fire or signs of fire, before sending the nearest response.

**This change does not apply to sleeping premises, such as hospitals, care homes, hotels or domestic dwellings.**

It is estimated that this change will greatly reduce unnecessary call outs which will free up capacity to increase our operational availability, undertake more community safety prevention work and to upskill our staff.

## 9. Transport and Environment

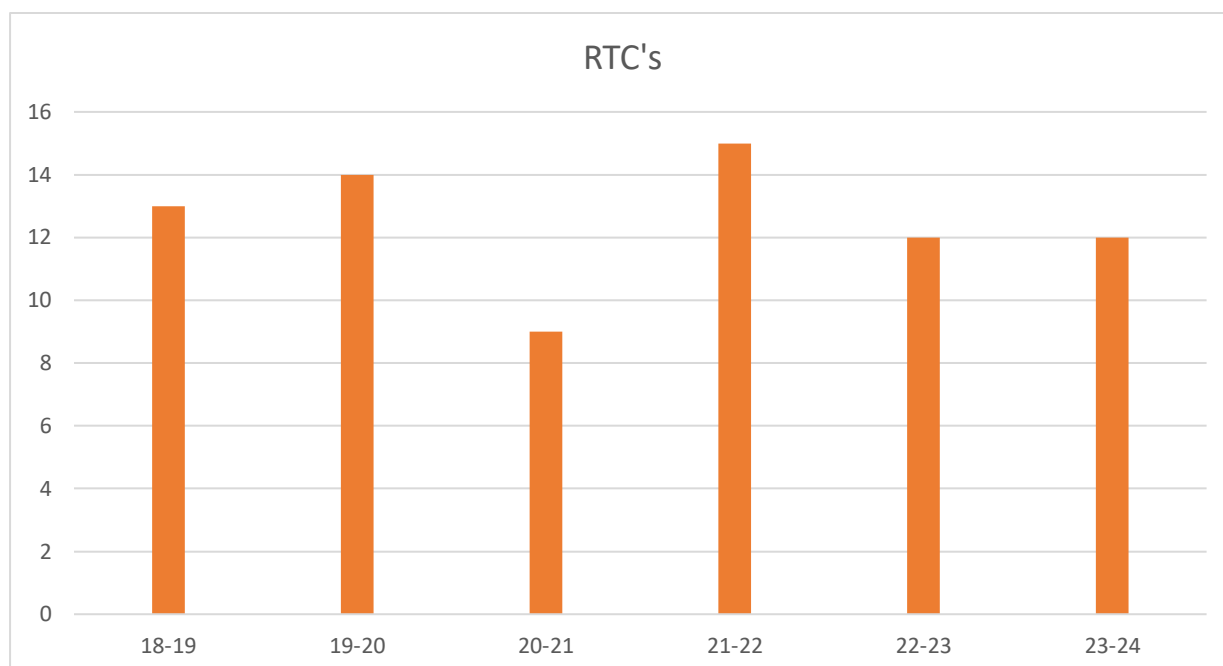
9.1 These will be monitored alongside Police Scotland RTC incidence information

### 9.2 Water Related Incidents

Water related incidents caused by environmental factors are thankfully rare, we had 13 flooding incidents, compared to 33 for the previous year, due to heavy rain.

### 9.3 Road Traffic Collisions

As SFRS generally only attend RTC's of a serious nature, where persons are trapped, the figures below do not capture every RTC which occurs within the City of Dunfermline Area.



**Table 8 Road Traffic Collisions – April – March 2018-2022**

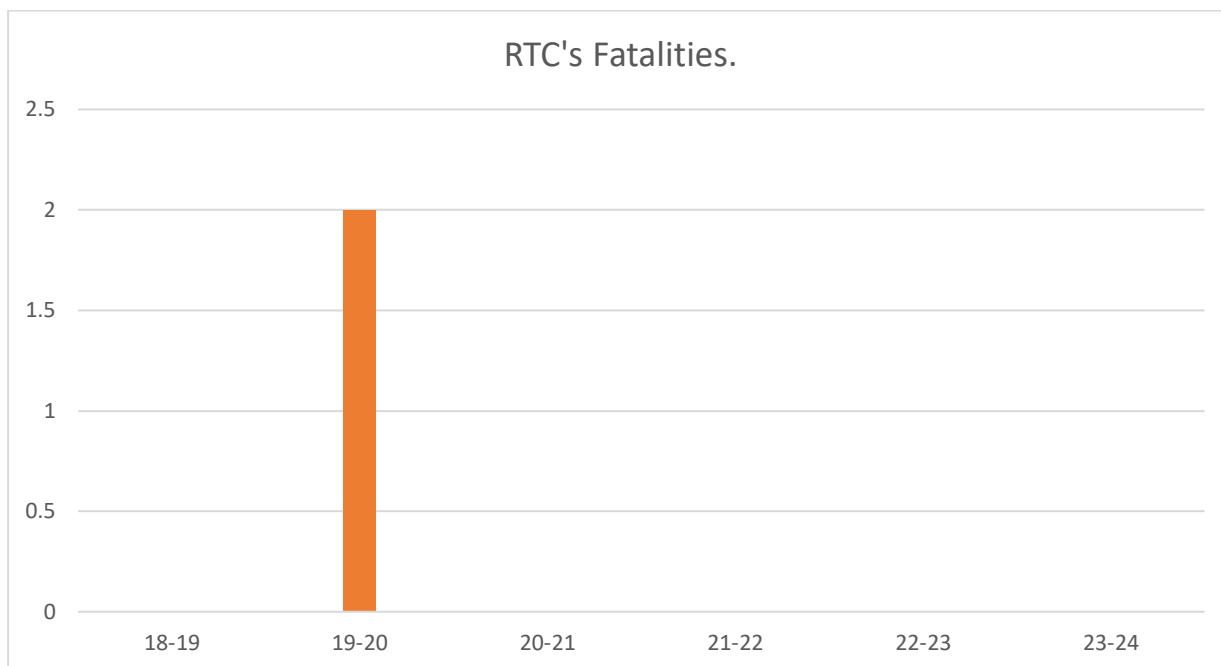
Dunfermline Area Wards	18-19	19-20	20-21	21-22	22-23	23-24
Dunfermline Central	5	9	3	12	5	5
Dunfermline North	4	3	3	0	4	4
Dunfermline South	4	2	3	3	3	3
<b>Total</b>	<b>13</b>	<b>14</b>	<b>9</b>	<b>15</b>	<b>12</b>	<b>12</b>

**Table 8 Road Traffic Collisions City of Dunfermline Ward Areas  
April - March 2018-2024**

9.4 RTC's have stayed the same as the previous year.

### 9.5 RTC Fatal Casualties





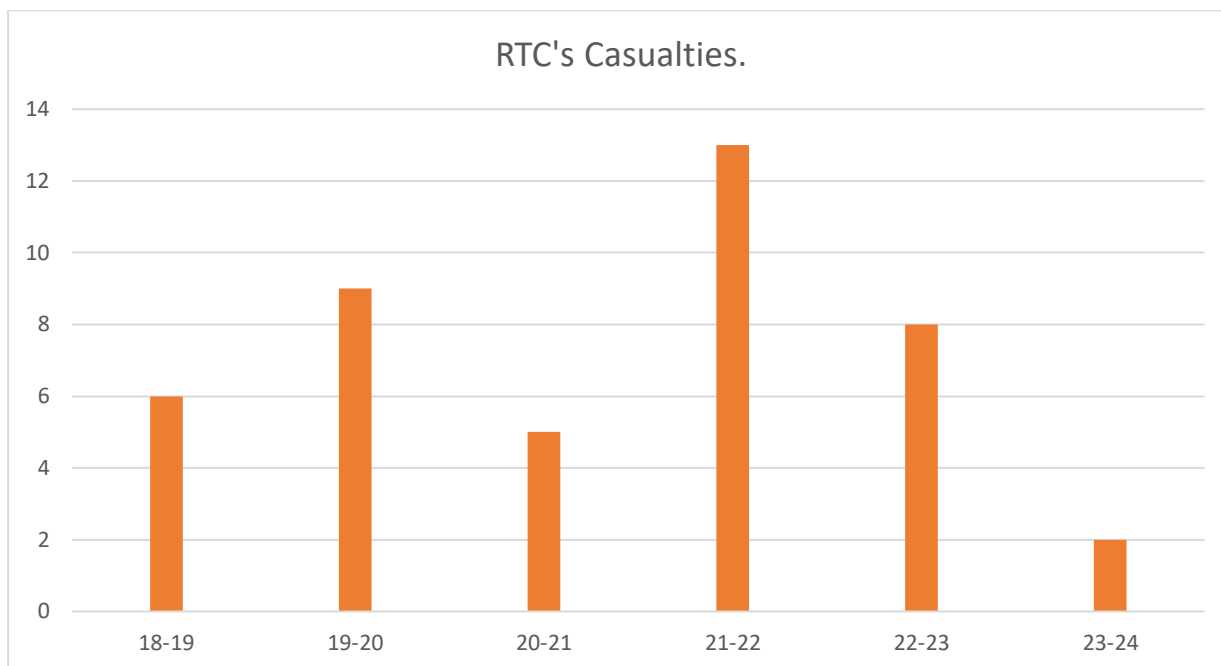
**Table 9 Road Traffic Collision Fatal Casualties – April – March 2018-2022**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	0	1	0	0	0	0
Dunfermline North	0	1	0	0	0	0
Dunfermline South	0	0	0	0	0	0
<b>Total</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 9 Road Traffic Collision Fatal Casualties City of Dunfermline Ward Areas  
April - March 2018 - 2024**

9.6 There were no RTC fatalities to report this reporting period. The SFRS continues to engage with partners to offer support and advice on road safety.

## 9.7 RTC Casualties



**Table 10 Road Traffic Collision Casualties – April – March 2018-2022**

<b>Dunfermline Area Wards</b>	<b>18-19</b>	<b>19-20</b>	<b>20-21</b>	<b>21-22</b>	<b>22-23</b>	<b>23-24</b>
Dunfermline Central	1	8	0	9	2	2
Dunfermline North	3	0	4	0	4	0
Dunfermline South	2	1	1	4	2	0
<b>Total</b>	<b>6</b>	<b>9</b>	<b>5</b>	<b>13</b>	<b>8</b>	<b>2</b>

**Table 10 Road Traffic Collision Casualties by Committee Area – City of Dunfermline  
Areas- April - March 2018-2024**

## 9.8 RTC Casualties

The reporting period has seen a 75% decrease to 2 casualties when compared to the previous year.

## **9.9 Transport and Environment Related Incident Reduction Strategy**

SFRS Clackmannanshire-Fife-Stirling LSO area, along with our partners, will continue to deliver valuable educational projects including 'Safe Drive Stay Alive', 'Drive Wise', 'Child Car Seat Safety Checks', 'Cut It Out', 'Biker Down' and the 'Fife Water Safety Initiative'.

## **9.10 Fife Water Safety Group – Partnership Approach to Water Safety Update.**

This multi-agency group comprising of key local water safety partners provides a consistent approach in delivering water safety across Fife.

The group will work to:

- Share and pool resources, best practise and expertise.
- Ensure consistency (not uniformity) in delivering water safety in Fife and
- Ensure a collaborative multi agency working ethos is embedded in Water Safety work across Fife.

# 10. Conclusions

In this reporting period, there have been, no fatal fire casualties in relation to domestic dwelling fire, thankfully, none in relation to Road Traffic Collisions.

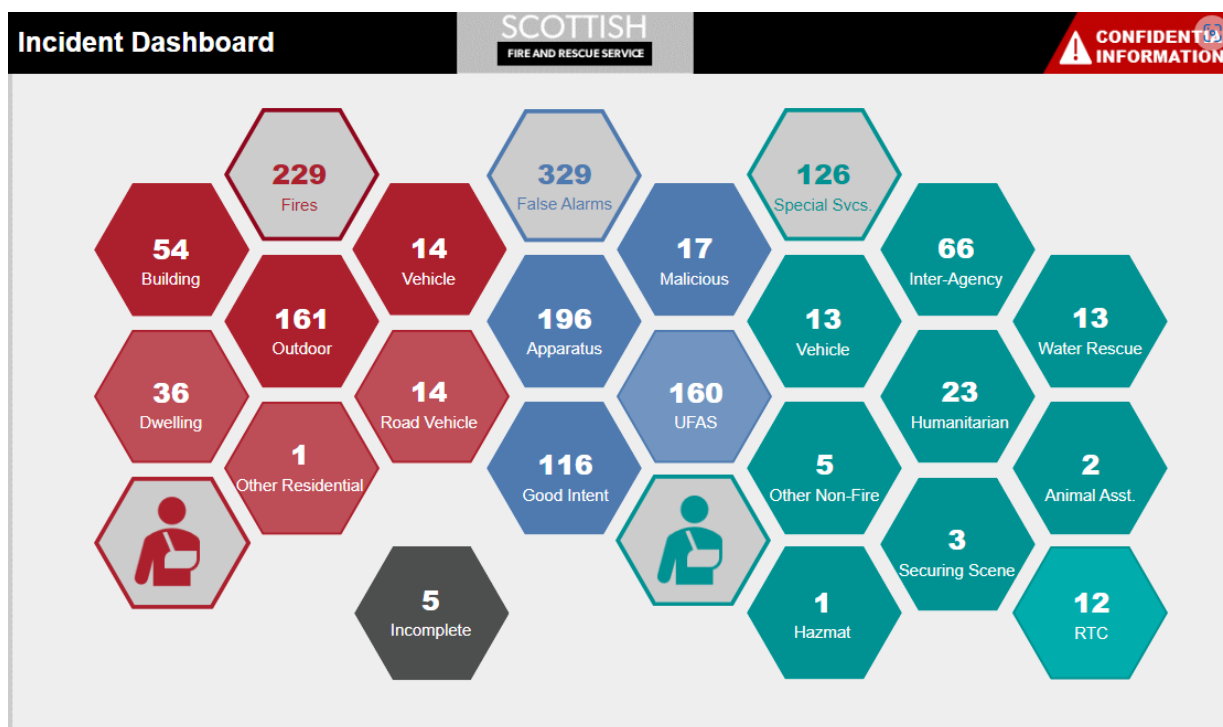
Whilst deliberate primary and secondary fire numbers have risen in comparison to the previous year, non-domestic fires, have seen a marginal decrease. Non-fatal Accidental Dwelling Fire Casualties, Road Traffic Collisions (RTC's), RTC non-fatal casualties have also decreased. Unwanted Fire Alarm Signals have decreased, significantly since the last annual performance report, and I project another fall in numbers for the next reporting year. This will be due to the continued, SFRS UFAS policy being implemented 1<sup>st</sup> July 2023, work will continue to address premises that continue to have UFAS incidents.

It should be noted that, although many of the Key Performance Indicators show movement in the right direction when compared to 2022-23. Continuous work is still required to tackle primary and secondary fires, and to plan and prepare for future potential weather/environmental events.

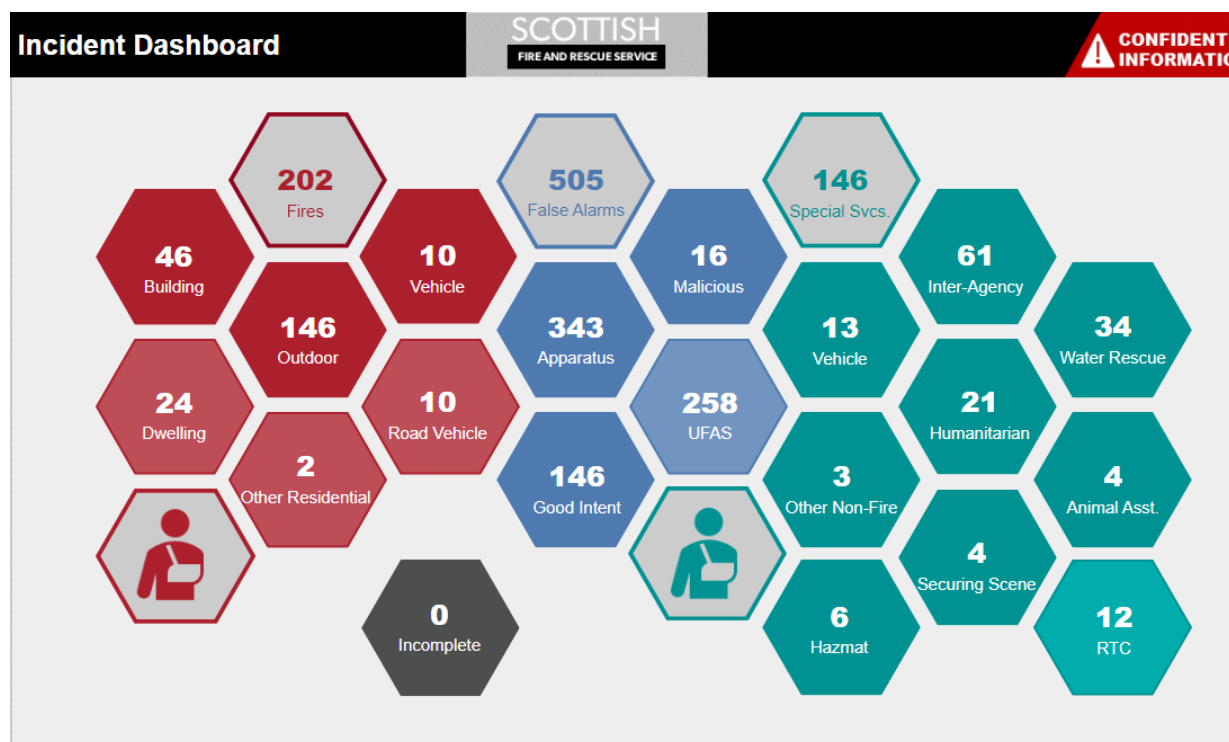
The number of Home Safety Visits facilitated and community safety events held during the reporting period continually increases. SFRS will continue to target very high-risk groups for Home Fire Safety Visits, and multi-agency liaison and referrals will continue.

SFRS continue to support our multi-agency partners. The SFRS will continue to manage demand reduction strategies, linking in with key partner agencies to create Dunfermline/Fife/CFS, a safer place to live, work and visit.

## Incident overview for Dunfermline Fire station 23-24.



## Incident overview for Dunfermline Fire station 22-23.



## Background Papers

SFRS Local Fire and Rescue Plan for Fife Local Authority Area 2017. Link - <https://www.firescotland.gov.uk/your-area/east/east-local-plans.aspx>

Report Contact

Craig Robertson

Station Commander

Dunfermline Community Fire Station

Service Delivery –Clackmannanshire-Fife-Stirling LSO Area

Scottish Fire and Rescue Service

Email – [craig.robertson2@firescotland.gov.uk](mailto:craig.robertson2@firescotland.gov.uk)

18 June 2024

Agenda Item No. 7

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## Coat of Arms/Freedom of the City event

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

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### Purpose

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To mark the first granting of the Freedom of the City of Dunfermline to the Glen Peacocks and to unveil the city's new Coat of Arms.

### Recommendation(s)

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- (1) To approve the commission of the design of the new Coat of Arms; this is to be designed, printed, and registered via the office of the Lord Lyon in Edinburgh;
- (2) To approve the printing of the Freedom of the City scroll;
- (3) To agree that the Area Committee will pick up the cost of the design/registering of the new Coat of Arms and of the new Freedom of the City Scroll; and
- (4) To agree to mark the unveiling of the new Coat of Arms and present the Freedom of the City scroll at a Civic event on 28 August 2024.

### Resource Implications

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The cost of the designing/painting/registering of the Coat of Arms is between £3,000 and £4,000, depending on the design chosen (e.g. with or without crest and supporters).

The cost of designing/printing the Freedom scroll will be minimal as it'll be done via the Central Print Unit.

The cost and resourcing of the Civic event will be borne by the Civic budget and will depend on the number of guests; this will take place in the Glen Pavilion.

### Legal & Risk Implications

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

### Impact Assessment

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An EqlA has not been completed and is not necessary for the following reasons, An EqlA is not required because the report does not propose a change or revision to existing policies and practices.

## Consultation

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Consultation has taken place with the Office of the Lord Lyon in terms of the process for applying for a Coat of Arms and with the Provost and Civic Office in terms of timescales and budget.

## 1.0 Background

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- 1.1 The Area Convener contacted the Civic team to enquire about an event to celebrate the first Freedom of the City award. He had also been contacted by the Dunfermline Heritage Group to ask if the city would be adopting a new Coat of Arms; he enquired what the process was for supporting this. Dunfermline City currently does not have ownership of a Coat of Arms as the previous version was given to the Community Council at the demise of Dunfermline District Council. The Provost and Area Convener have both expressed a desire for the City to have its own Coat of Arms.
- 1.2 The Civic team contacted the Office of the Lord Lyon, who suggested using the old Burgh shield as a starting point, with a couple of changes to make it their own. The Lord Lyon will allow us to crown the two lions within the shield (this is a prestigious offering) and to add two supports to the outside of the shield; these supports he suggests could perhaps be the lion and unicorn from the Fife Council shield (as a link to Fife).
- 1.3 Furthermore, as Dunfermline is a new city, the Lord Lyon has offered to attend any reception organised to unveil the new Coat of Arms; he would come along with two of his officers, dressed in their official regalia (as at the Coronation) to give the occasion a sense of formality.

## 2.0 Issues and Options

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- 2.1 There are no known issues in adopting the new Coat of Arms and presenting Freedom of the City of Dunfermline to the Peacocks

## 3.0 Conclusions

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- 3.1 Members are asked to approve the recommendations (1) to (4) in advance of a Civic Event on the 28<sup>th</sup> August 2024 to celebrate the Freedom of the City for Dunfermline's Peacocks and the unveiling of the new Coat of Arms for the City of Dunfermline.

## List of Appendices

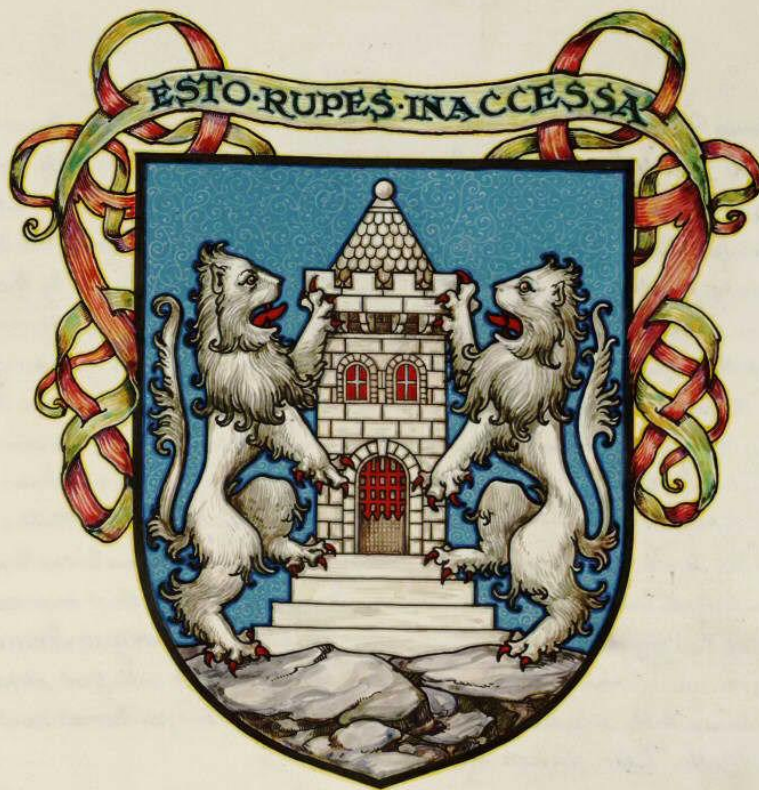
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1. Old Burgh Coat of Arms

## Background Papers

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

Shirley Melville  
Temporary Community Manager (Dunfermline)  
Dunfermline City Chambers  
Email: Shirley.melville@fife.gov.uk



*Royal Burgh of Dunfermline.*



James Currie Macbeth, Esquire, Provost and the Magistrates and Council of the **Royal Burgh of Dumfermline** having by Petition unto the Lord Lyon King of Arms of date the twelfth day of March last, Represented that the Town of Dumfermline was erected into a Royal Burgh by King James the Sixth on the twenty fourth day of May 1588: that Arms have been borne by the said Burgh from a period long anterior to the Passing of the Act of Parliament 1672 cap. 24, but that the same have not been registered in the Public Register of all Arms and Bearings in Scotland in terms of said Statute: And the said Petitioners having prayed that the said Arms might now be recorded in the said Public Register in terms of said Statute, the Lord Lyon King of Arms by Interlocutor of this date Granted Warrant to the Lyon Clerk to matriculate in the Public Register of all Arms and Bearings in Scotland in name of James Currie Macbeth, Esquire, as Provost and the Magistrates and Town Council and their successors in office and of the Royal Burgh of Dumfermline, the following **Ensigns Armorial**, viz: *Azure, on a rock proper two lions supporting a tower with four steps Argent, masoned Sable, windows and portcullis Gules, and on an Escutcheon over the same this Motto, "Esto rupes inaccessa."*

Matriculated the twelfth day of May 1909.

Francis Grant  
Lyon Clerk

18 June 2024

Agenda Item No. 8

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# City of Dunfermline Local Community Plan

## The City Plan

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Report by: Paul Vaughan, Head of Communities and Neighbourhoods

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Wards Affected: 2, 3 and 4

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### Purpose

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The purpose of this report is to update the Area committee on the progress made in developing the City of Dunfermline Local Community Plan 2023 to 2024 - The City Plan

The report builds on recommendations from report presented to the City of Dunfermline Area Committee on 24<sup>th</sup> October 2023.

### Recommendations

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Members are asked to consider the progress made on developing a framework for the City of Dunfermline Local Community Plan – The City Plan.

### Resource Implications

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Local Community Planning provision is funded through various sources, including the Local Community Planning Budget, Service and Partner budgets, and external funding. Partners contribute to delivery of the LCP by developing targeted project and initiatives.

The Community Recovery Fund in 2023/24 has increased the budget for devolved decision making and has enabled additional funding to be targeted at priority areas in respect of the ambitions for the Plan for Fife and the pre-existing priorities for the City of Dunfermline

### Legal & Risk Implications

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

### Impact Assessment

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An EqIA has not been completed and is not necessary for the following reasons, An EqIA is not required because the report does not propose a change or revision to existing policies and practices.

## Consultation

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The concept of Local Community Planning is well established in the Dunfermline Area and supported by a strong Local Partnerships, made up of key strategic groups, individuals, and organisations. There has been ongoing consultation and engagement influencing the direction of Dunfermline City Plan.

## 1.0 Background

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- 1.2 In May 2022, the City of Dunfermline was granted City Status. Fife Council then joined the Scottish Cities Alliance. The Scottish Cities Alliance is the collaboration of Scotland's eight cities and the Scottish Government.
- 1.3 In October 2022, a review of the Dunfermline Area Local Community was initiated and in June 2023 the City Conference was held. The aim of the conference was highlighting the opportunities for Dunfermline's future and the work of key stakeholders who all took the opportunity to elaborate on their efforts and how they wished for a coherent approach to the economic and community vision of the city based on collaborative effort. The City Conference report was presented at the City of Dunfermline Area Committee on the 15 August 2023.
- 1.4 In 2023/24, Business & Employability and Communities & Corporate Development Services commissioned Bable to help facilitate a smart city process in Dunfermline. The purpose was to investigate if it could help deliver the ambitions of the Local Community Plan and if it was an approach that could be relevant to a place-based approach to service delivery for all Areas in Fife. A report on Smart Initiatives and proposals incorporating, was agreed by the Finance, Economy and Corporate Services Scrutiny Committee at its meeting on the 26 October 2023.
- 1.5 A meeting to review the Conference with the key speakers and workshop facilitators took place on 3<sup>rd</sup> August 2023. A review from the outputs from the Conference fed into the Local Community Plan discussions while also coordinating the plans and strategies of the key stakeholders. A subsequent meeting of this City Partnership working group was held on 3 October 2023 and Councillor Derek Glen was invited to be a Councillor representative on this group.
- 1.6 A Framework (Appendix 1) for the City Plan was presented and agreed to be adopted as a model to develop the City Plan.
- 1.7 The City Plan's priorities were agreed (item 2.1)

## 2.0 Emerging priorities

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- 2.1 To establish a multi-disciplinary, collaborative city plan, its vision and high-level timeline. To include city operations, its development/transformation, and activities/services to be delivered

- 2.2 A vision statement that succinctly describes the city's aspirational goals and serves as a touchstone for future actions.
- 2.3 A map of existing assets and pipeline of opportunities (Theory of Change/Logic Model).
- 2.4 A route map/high-level timeline that sets out the steps to achieve the City Plan priority outcomes. For 3 years - 2024/5 – 2026/7; For 5 years 2027/8 – 2032/3; Beyond 2033.
- 2.5 A pipeline of capital projects (ideas for delivery to operation).
- 2.6 A Community and stakeholder engagement plan (consultations, services to be delivered and innovation role)
- 2.7 The Local Community Plan priorities for the City of Dunfermline are.

**Building strong and resilient Communities.**

**Making the city a Better Place to live, work and visit.**

**Promoting and supporting Wellbeing**

- 2.8 The Dunfermline City Alliance

The Framework (appendix 1) supported the establishment of a City Alliance that was independent of Fife Council and made up of leaders from the Business sector, Carnegie Dunfermline Trust, Dunfermline Athletic Football Club, Independent Housing development, Young Scot, NHS Fife, Fife College, Business Gateway Fife, Visit Scotland, Fife Cultural Trust and Dunfermline Heritage Partnership. This group would work together, and alongside Fife Council, to shape a clear vision for the new City of Dunfermline. The aim of the Alliance is to ***'bring together like-minded leaders who are passionate about enhancing what we have here in Dunfermline and sustaining it for future generations.'***

The rationale behind the Alliance is to:

- Working collectively alongside Fife Council on a city vision and raising the profile of Dunfermline locally, nationally, and internationally.
- Leading by example to inspire, enthuse and influence others to act and work together.
- Championing big ideas and drawing in inward investment.

- 2.9 City Management - A Multi-disciplinary Team (MDT) of service providers have been established and this is made up of officers of Fife Council who have a responsibility for service provision within Dunfermline. They all have a responsibility for people and Place functions across the Council and arm's length organisations. To date there have been three face to face meetings of this group and the most recently included representatives from community groups and organisations who were able to share their stories and share some of the good work that they have been involved in.

- 2.10 Outcomes of the MDT meetings have included; Collaboration and networking of services with a focus and resources in Dunfermline, sharing good practice and collaboration with voluntary groups and voluntary sector, reviewing the

neighbourhood plans and a focus on encouraging community involvement. Focus on City Centre improvements.

- 2.11 The City Development Partnership is made up of key Service providers from Fife Council and Grant aided organisations. The first meeting of this Partnership was held on 1<sup>st</sup> May 2024 and brought together Senior Officers and key Partners, along with members of the City Alliance to take forward collaborative ambitions.
- 2.12 The Electoral Reform Society (ERS) have been engaging with Fife Council and partners and are keen to develop a programme of community workshops to explore the idea of devolved decision making or a Citizen's Assembly. A community workshop was held on 10th November 2023 and the individual and community group representatives who attended are very keen to establish a Citizen's Assembly for Dunfermline. ERS are working to secure funding and resources to establish a Citizen's Assembly for Dunfermline, later in 2024.
- 2.13 A Design and Development Framework document is currently being consulted upon for the City Centre. This will provide strategic direction for City Centre Development and once adopted will become a material consideration for planning colleagues and as evidence of need for funding applications.
- 2.14 A Tourism Action Plan has also been developed and is now being implemented across the City and involving numerous partners and stakeholders e.g. a Travel Trade specialist has worked to improve the travel trade capability of around 20 of Dunfermline tourism businesses
- 2.15 Representation at Scottish Cities Week, hosted in London, which has opened conversations on external investment.
- 2.16 Attendance at UK REIF in Leeds on 21<sup>st</sup> & 22<sup>nd</sup> May 2024. This details the portfolio of investment opportunities for prospective investors and investment partners.  
<https://www.investfife.co.uk/publications/invest-in-dunfermline/>  
<https://www.investfife.co.uk/wp-content/uploads/2024/05/Invest-in-Dunfermline-FINAL-A4.pdf>

### **3.0 Governance, Process and Review**

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- 3.1 The Local Strategic Assessment for the City of Dunfermline provides an overview of how a Local Area is doing. Using the national Place Standard tool, local people were asked to consider aspects of the physical and social environment where they live and to paint a picture of the place and what needed to improve. It collates and updates a wide range of information as a key input into the Local Community Plans. It is intended to inform and support local conversations for both People and Place on the issues that need to be addressed in the Area. By comparing the results of Place Surveys in 2016, 2018 and 2022 there is a picture of how the Area is changing and use this snapshot as a background benchmark for any local use of the Place Standard within local communities across the Area.
- 3.2 Consideration will be given to develop the use of a Charter to define the goals, objectives, and purpose of the City Plan to create a shared commitment to these. A charter will also set out the expectations in terms of shared values and behaviours.

- 3.3 Sharing of data between the organisations within the City Governance would require a formal data sharing agreement.
- 3.4 There would be a requirement to establish a clear and robust communication and marketing strategy.
- 3.5 Improve consultation and engagement processes using engagement and consultative methods such as, Citizen Space
- 3.6 Training on consultative methods in including technical expertise and

## **4.0 Conclusion**

- 4.1 This report offers a breakdown of the work that has been undertaken from October 2023 to April 2024. There includes information on progress beyond this stage, to date
- 4.2 Members are asked to note developments and support future actions and proposals.

### **List of Appendices**

- 1. Dunfermline City Planning and Delivery Paper

### **Background Papers**

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

Not applicable.

### **Report Contact**

Shirley Melville

Community Manager, (Dunfermline)

Email: [Shirley.melville@fife.gov.uk](mailto:Shirley.melville@fife.gov.uk)



18 June 2024

Agenda Item No. 9

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## Proposed Mandatory Cycle Lane - B916 Aberdour Road, Dunfermline

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

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**Wards Affected:** Ward 4 – Dunfermline South

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### Purpose

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The purpose of this report is to allow consideration of objections to a Traffic Regulation Order introducing a mandatory two-way cycle lane on B916 Aberdour Road, Dunfermline, given the completion of the additional community engagement and development of an additional option, requested by this Committee.

Associated with the above, this report also seeks approval to promote an additional Road Hump Order to install complementary traffic calming measures.

### Recommendation(s)

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It is recommended that Committee:-

1. notes that additional community engagement was carried out as requested and that an additional design option was advanced;
2. agrees, in the interest of road safety, to set aside the outstanding 16 objections to the proposed Traffic Regulation Order (TRO) introducing a mandatory two-way cycle lane as detailed in drawing no. TRO23\_08 (Appendix 2), to allow the Order to be made and the restrictions to be put in place; and
3. agrees to the promotion of a Road Hump Order (RHO) to introduce traffic calming measures, such as speed cushions, as detailed in drawing no. TRO24\_18 (Appendix 3), with all ancillary procedures.

### Resource Implications

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The cost to formally promote the TRO & RHO for the above recommendations is approximately £4,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets.

The cost of the capital works to build the cycle track, speed cushions, crossings and new surfaces, is likely to be in the region of £350,000. It is expected that this would



be funded from active travel grant funding from Transport Scotland (award letter outstanding for the 2024/25 financial year). However, capacity exists in the Council's Capital Plan 2024/25 if required to commit to this scheme, prior to this grant funding being confirmed.

## 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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Prior to the Area Committee meeting on 24 October 2023, local Ward Councillors and Police Scotland were consulted regarding the two-way cycle track TRO. Formal consultation required by the Roads Traffic Regulation Act 1984 for the TRO process was carried out through the posting of legal notices in a local newspaper and on the affected length of roads. In addition, details of the proposed TRO were made available on Fife Council's website.

In February and March 2024, additional (non-statutory) community engagement was undertaken, building on the previous proposed design, to include a 'whole street approach'.

However, further statutory consultation is associated with the introduction of traffic calming measures, including an objection period. The Road Hump Order process requires on-street notices and an advert in a local paper.

Finance and Legal Services have been consulted in the development of this report.

## 1.0 Background

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- 1.1 Fife Council is engaged in a process of developing the active travel network throughout the Kingdom. To ensure that all our wheeling, walking and cycling routes are available to everyone, regardless of ability, modern designs now focus on providing routes that are predominantly off-road, away from live traffic. In Dunfermline, there is mixed provision, so some corridors, such as Aberdour Road, are being upgraded and carriageway cycle lanes replaced with shared pedestrian/cycle footways/cycle tracks, or similar.
- 1.2 Aberdour Road (B916) presents a long, straight, convenient route from Fordell Firs into the City Centre, via Hospital Hill and St Leonards Street (A823) (as shown in Appendix 1). The route offers ideal commuting potential through various communities and is ideal for everyday journeys, such as work, shopping, leisure, etc.
- 1.3 Following on from upgrading work carried out during 2022/23, between Masterton Road and Blacklaw Road, a 'missing link' now exists between Blacklaw Road and

Hospital Hill, where the route lacks safe off-road provision. Three options to complete this 'missing link' were discussed with the community:

- i. Shared pedestrian/cycle use of the northern footway, next to the properties
- ii. Reduced car parking on the northern side, to make greater space for pedestrians and cyclists
- iii. Installation of a segregated two-way cycle lane on the south side of the carriageway

- 1.4 A TRO to support the two-way cycle track (option iii above) was promoted, enabling cyclists to be physically segregated from the traffic lanes. At the Area Committee on 24 October 2023 (2023 CODAC 39 para 91 refers), members were advised that 16 objections remain outstanding and Committee was asked to put aside these objections, thereby allowing the Order to be made and the restrictions to be put in place.
- 1.5 Committee agreed to defer consideration of the report to allow for further community engagement and development of additional options, thereafter requesting officers to report back to Committee.

## **2.0 Issues and Options**

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- 2.1 Following on from the Area Committee motion to re-engage with the community and develop additional options, Roads and Transportation Services appointed Stantec, an independent engineering consultancy, to lead on the public engagement on behalf of the Council. The scope of the commission was to hold public consultation events; create an online survey; host targeted workshops, for example, with equality groups; collate responses from the 'in-person' events and the online comments; and provide an engagement report.
- 2.2 The consultation was undertaken from 17 February 2024 to 13 March 2024 and two drop-in sessions were held, the first being in the Dell Farquharson Community Centre, whilst the second session was on-street, with a marquee erected on Aberdour Road.
- 2.3 As well as making provision for the south side two-way cycle track (2.2m wide approx.), reducing the speed of traffic is also targeted, based on engagement comments received. This will be done by the introduction of traffic calming features such as speed cushions and by narrowing the carriageway to approx. 6.5m (see appendices 4 & 5). Additional crossing opportunities are also provided, such as the new zebra crossing immediately west of St Lawrence Street and widening the island at the Blacklaw Road mini-roundabout. Surfacing improvements will also be undertaken.
- 2.4 The engagement report is available as a background paper and confirms that many of the concerns that had been previously raised are still prevalent. In particular, the concerns regarding traffic and safety, access and maintenance still arise:

### Traffic and safety

- Despite previous designs being amended to specifically tackle the issue of speed, by including speed cushions along the carriageway, perceived concerns about the speed and volume of traffic were still documented.

### Accessibility

- Designs have been re-checked to ensure that no access restraints exist, such as entry/exit from driveways. New crossing opportunities are also included.

### Maintenance

- The road is already on the List of Public Roads and therefore adopted for maintenance by the Council, so no change in status is required.

### Other issues

Other issues that were documented included project management and communications, alternative routes or infrastructure elsewhere, active travel network connectivity and inclusive design.

## **3.0 Conclusions**

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- 3.1 It is considered, in the interests of road safety and traffic management, that the objections documented in the City of Dunfermline Area Committee meeting, 24 October 2023, Item 5, 'Objections to proposed mandatory cycle lane B916 Aberdour Road, Dunfermline', should be set aside allowing the introduction of a mandatory two-way cycle lane on B916 Aberdour Road, Dunfermline to proceed.
- 3.2 It is also considered, that in the interests of road safety and traffic management, that the introduction of traffic calming measures be put in place alongside the proposed mandatory two-way cycle lane on B916 Aberdour Road, Dunfermline, to help reduce speed, in keeping with feedback received from previous consultations.

### **List of Appendices**

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Appendix 1 – Fordell Firs to Dunfermline City Centre Active Travel Corridor  
Location Plan

Appendix 2 - Plan showing the extent of the proposed mandatory cycle lane (2-way)

Appendix 3 – Plan showing the proposed location of the speed cushions

Appendix 4 - Artist's impression of the Aberdour Road 2-way cycle track

Appendix 5 – Extract from the City of Dunfermline Area Committee 24 October 2023

### **Background papers**

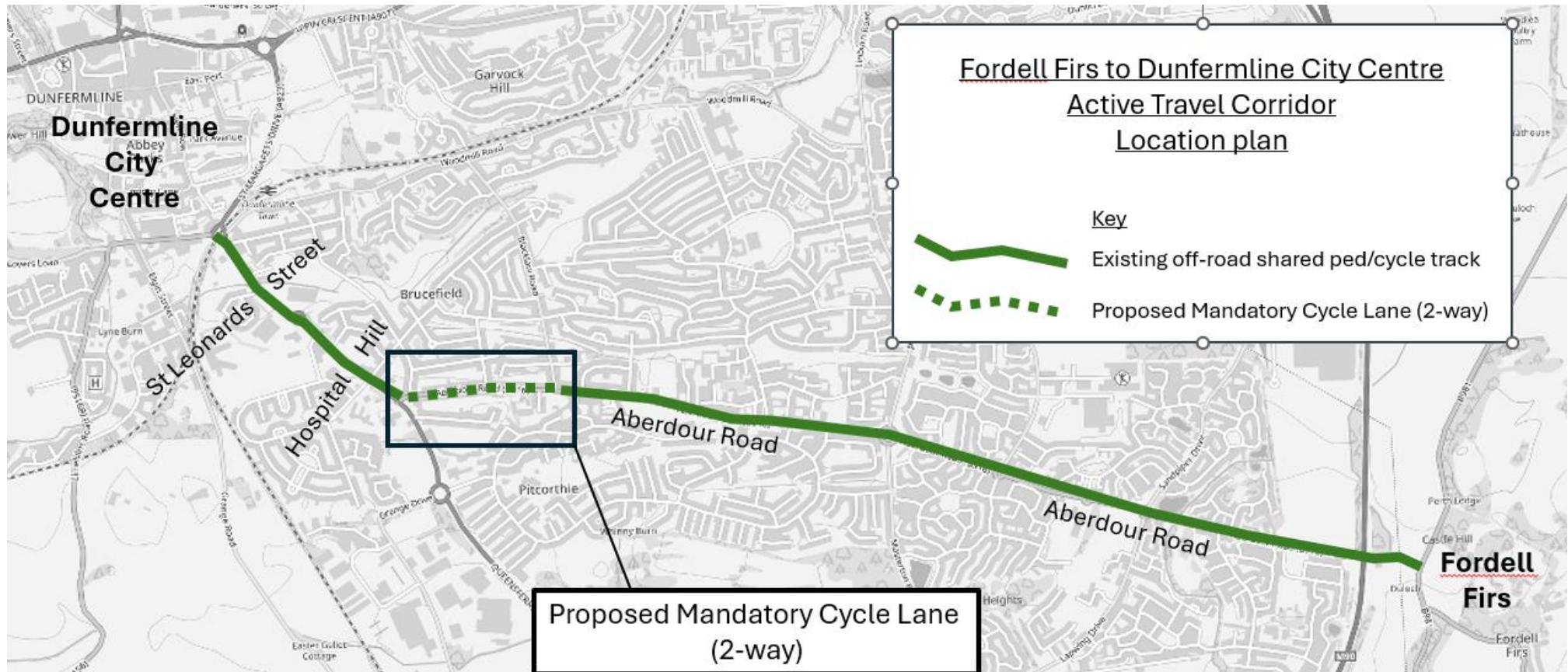
- The City of Dunfermline Area Committee 24 October 2023, Item 5, 'Objections to proposed mandatory cycle lane B916 Aberdour Road, Dunfermline'.
- Aberdour Road Active Travel Corridor - Engagement Report, April 2024  
Available on the Council's active travel webpage, visit: [Dunfermline - Aberdour Road Active Travel Corridor | Fife Council](#)

## **Report Contact**

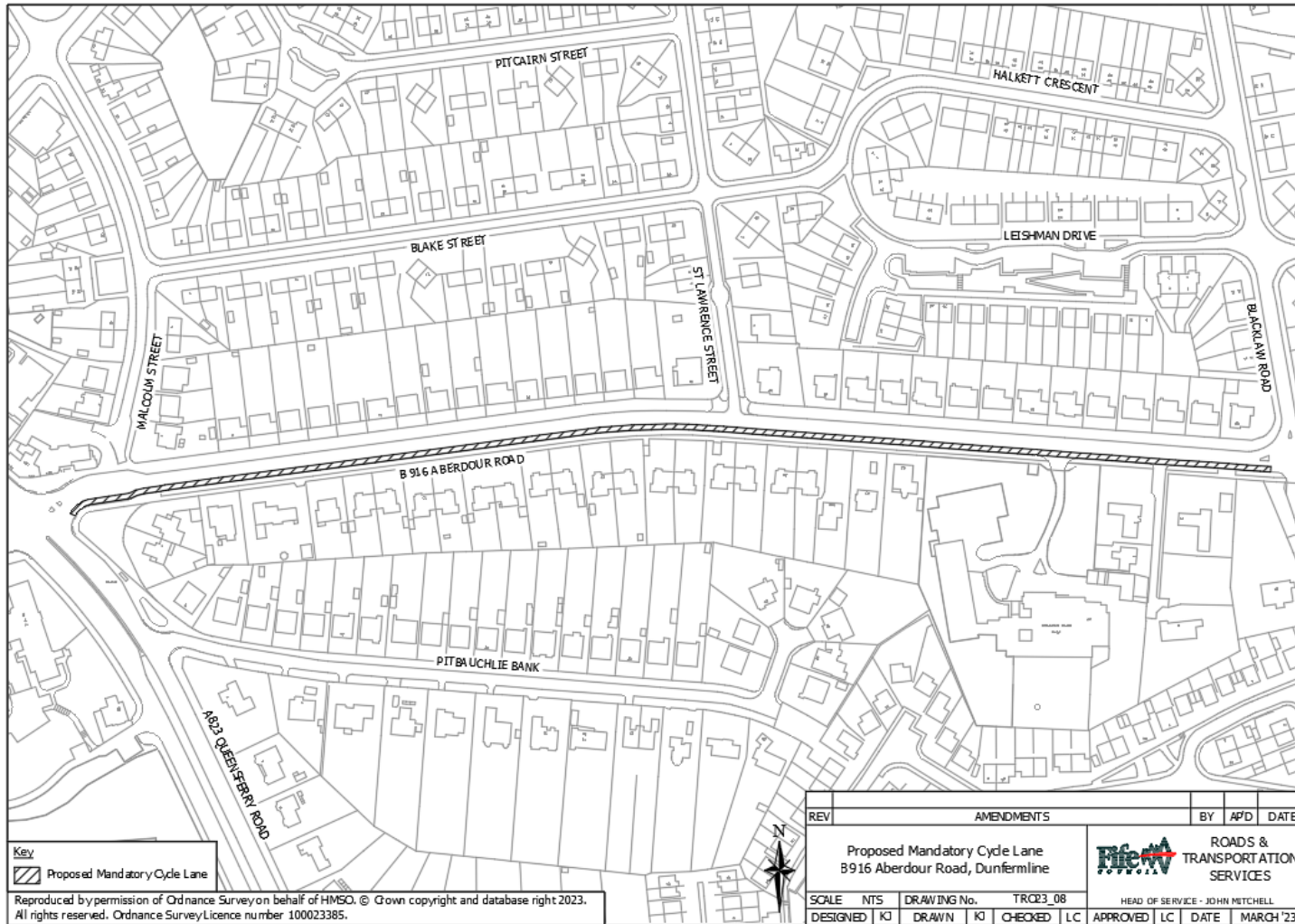
Allan Maclean  
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# Appendix 1 – Fordell Firs to Dunfermline City Centre Active Travel Corridor – Location Plan



**Appendix 2 – Plan showing the extent of the proposed mandatory cycle lane (2-way)**



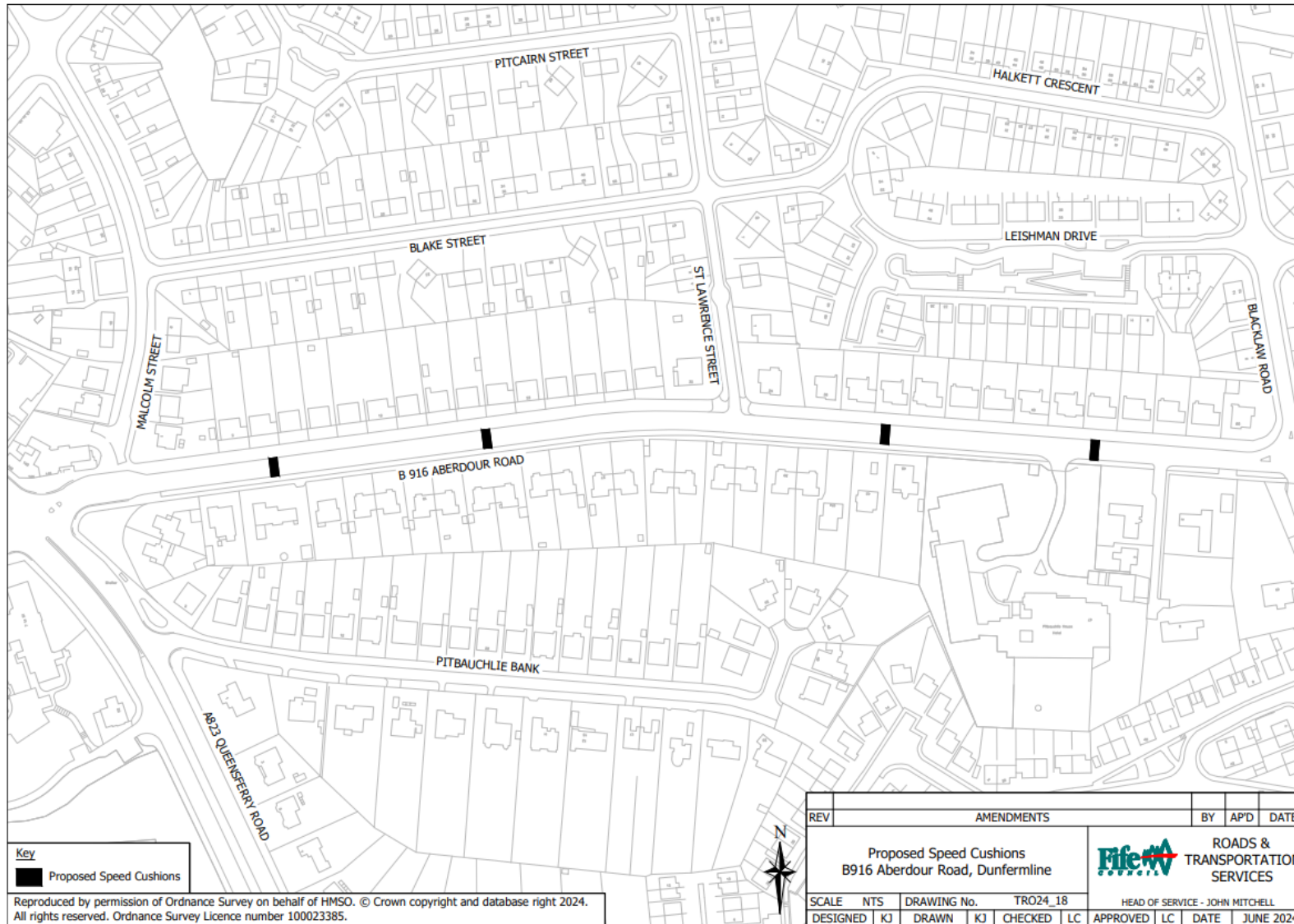
Key  
 Proposed Mandatory Cycle Lane

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REV	AMENDMENTS				BY	AP'D	DATE
	Proposed Mandatory Cycle Lane B916 Aberdour Road, Dunfermline						
SCALE		NTS	DRAWING No.		TRQ23_08		
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	HEAD OF SERVICE - JOHN MITCHELL	
APPROVED	LC	DATE	MARCH '23				

 **ROADS & TRANSPORTATION SERVICES**

**Appendix 3 – Plan showing the proposed location of the speed cushions**



**Appendix 4 – Artist's impression of the Aberdour Road 2-way cycle track**



ARTIST'S IMPRESSION  
ABERDOUR ROAD, DUNFERMLINE  
TWO-WAY CYCLE TRACK



**Appendix 5** – Extract from the City of Dunfermline Area Committee 24 October 2023, Item 5, ‘Objections to proposed mandatory cycle lane B916 Aberdour Road, Dunfermline’:

‘...2.2 *Objections regarding safety, or speed of traffic and requests for interventions to lower vehicular speed.*

**Service Response:** An independent road safety audit was undertaken by an external road safety expert and all their recommendations are being incorporated into the final design.

When the cycle track is built, the traffic lanes will be slightly narrower than before, despite the carriageway on the north side being extended by approximately 500mm. It is expected that the narrower traffic lanes will have a positive effect on reducing traffic speed. A TRO for additional traffic calming works could be promoted at a later date, if there are still concerns regarding speeding traffic, despite the traffic lanes having been reduced.

2.3 *Objections regarding crossing the cycle lane when accessing/exiting the driveways.*

**Service Response:** Access to all properties will be maintained. Bollards, kerbing and islands will allow for the turning movement of vehicles coming out of, or into the driveways.

2.4 *Objections resulting from environmental concerns, appearance of the scheme and disabled access.*

**Service Response:** There will be minimal effect on road capacity as a result of the installation of the cycle track. The introduction of a cycle route will however, provide the public with sustainable and active travel options, as alternatives to using cars for short journeys.

Temporary materials (often used in active travel schemes outwith Fife), such as recycled rubber kerbs, do not form part of this scheme. Islands will be built using materials that are in keeping with the surrounding street environment.

2.5 *Objections regarding tree removal and maintenance.*

**Service Response:** Implementation of the scheme does not require any of the mature trees that line the road to be removed. Since the cycle track will be located within the boundary of the public road, it will be maintained accordingly.

2.6 *Other objections included comments regarding: the camber of the road, suitability, reference to the existing cycle lanes, lack of pedestrian crossings, trailers or caravan access, deliveries, use of the north side instead, road defects, personal safety, objections to any restrictions for motorists.*

**Service Response:** Implementation of the cycle track will make little difference to many of the issues listed above. Nonetheless, the final design process will attempt to address as many of these miscellaneous issues as possible...’

18 June 2024

Agenda Item No. 10

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## Supporting the City of Dunfermline Local Community Plan – Community Recovery Fund (CRF) Proposals

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

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**Wards Affected:** Wards 2,3 & 4

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### Purpose

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To seek agreement from the Area Committee for a contribution of £79,000 from the Dunfermline Community Recovery Fund (CRF) to support a variety of projects across the City.

### Recommendation

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The Committee is asked to consider and agree to an allocation of £79,000 for these requests. These funds will come from the Community Recovery Fund (CRF). The projects spread across all Local Community Planning priorities. The funding will be used for: -

- 1) Holiday Activity Chest Fund - £20,000;
- 2) High Street Improvements - £20,000;
- 3) Tenants & Residents Association (TRA) support - £9,000; and
- 4) Participatory Budgeting Exercise in Abbeyview area - £30,000

### Resource Implications

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There will be sufficient funding available within the CRF budget, with a current balance of **£186,323.38**. The project end date will mirror the end date of CRF spend and evaluation processes.

### Legal & Risk Implications

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

### Impact Assessment

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

## Consultation

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There has been local consultation with elected members and key officers and stakeholders through the Multi-disciplinary Team.

## 1.0 Background

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- 1.1 At its meeting on 25 August, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 22<sup>nd</sup> September approved the 'Help with Cost of Living: Extending Community Support' report which set out a general approach and criteria for the Fund, including the allocation of the £9m across the 7 Area Committees. The City of Dunfermline's allocation is £1.24M.
- 1.2 The specific criteria for the fund is as follows:
  - Projects should link to Local Community Plan priorities.
  - Projects should take account of Plan for Fife recovery priorities (Community Wealth Building, Tackling Poverty, Economic Recovery, Climate)
  - Projects should provide assessment of benefit to ensure no unintended consequences.
- 1.3 Projects delivered via Community Recovery Fund should be completed by 31 March 2025 to allow for a full evaluation to be presented at Cabinet.
- 1.4 As of 24<sup>th</sup> May 2024, CRF has supported 21 projects within the City of Dunfermline (Appendix 1). The vast amount of community projects demonstrates community empowerment, and a strong collaboration between Fife Council and the vast partners, organisations, 3<sup>rd</sup> sector and voluntary sector.
- 1.5 Current projects cut across all priority areas of the Plan 4 Fife and also the Local Community Planning Priorities of:
  - Building strong and resilient communities
  - Making Dunfermline a better place to live, work & visit
  - Promoting and supporting wellbeing

## 2.0 Project Information

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- 2.1 The Holiday Activity Chest Fund application seeks £20,000 to help to support new and existing activity over the school holiday periods. This fund will allow all Dunfermline based groups and organisations to apply for funds to support the delivery of activities across the City. Applications will come in the form of Local Community Planning (LCP) applications and will require an evaluation after the activity/ event ends to allow for impact measurements.

- 2.2 City Centre High Street Improvements application seeks £20,000 to support high streets improvements in Dunfermline City Centre. A walkaround took place on 17<sup>th</sup> April 2024 with key officers and local Councillors to which an action log and plan has been formulated. This action plan identified several small-scale improvements which could be made to the High Street, such as the replacement of benches, deep cleaning of pavements and repainting of railings. The funds will be used to carry out some of these works, whilst other developments in and around the town centre are ongoing.
- 2.3 The Participatory Budgeting exercise seeks £30,000 to bring a concerted focus back to the Abbeyview Area. The period between the closure of the Tryst Centre and the opening of the new Abbeyview Hub has been a challenging time for the area, with a reduction of service available for local people. A refreshed Abbeyview Place Plan will be developed as part of this project, which will involve a consultation with local people on improvements to the area, bringing about a sense of community empowerment and involvement.
- 2.4 TRA support fund will help to support local community-based activity. There are currently 9 active TRA's operating across the City of Dunfermline:
- BASICSIM
  - Golfdrum Street TRA
  - Dunfermline Broomhead Drive TRA
  - Cleish Area TRA
  - Leishman Drive & Halkett Crescent TRA
  - Halbeath Village TRA
  - Brucefield TRA
  - Canon Lynch Community TRA
  - Dollar Court and David Millar Place Tenants Association

The funding will allow each TRA to utilise up to £1,000 each to make improvements to local areas and support local projects to enhance community empowerment and participation.

## 3.0 Conclusion

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- 3.1 The applications meet the criteria for CRF processes, and meet the LCP priorities for the City of Dunfermline
- 3.2 The projects listed will enhance community empowerment through a participatory budgeting exercise, increase community pride through improvements to the high street and stimulate increase community activity and projects through both the funding to TRAs and the holiday events funding.
- 3.3 If approved, this will leave a remaining CRF balance of **£107,323.38**

### Report Contact(s)

Lindsay Gilfillan  
Anti-Poverty Project Manager  
Lindsay.Gilfillan@fife.gov.uk

Approved Project Name	Lead Service/ Organisation	LCP Priority Met	Approval Date	Project Contribution	Status of Project	Project Timeline / Notes
Abbeyview Bowling Club Event	Abbeyview Bowling Club	Better place to live, work & visit	16.02.23	£3,643.00	Completed	Project complete
Development of Dunfermline's City Status	Economic Development	Better place to live, work & visit	25.04.23	£150,000.00	Underway	Remaining project spend is currently being reviewed and future events are being discussed with members for inclusion.
Dunfermline Tourism Audit and Action Plan	EPES	Better place to live, work & visit	25.04.23	£12,500.00	Completed	Completed & report produced
Development of Dunfermline.com	DWFLTA	Better place to live, work & visit	25.04.23	£30,000.00	Underway	Scunnered Digital have started work on the website.  Social Media Channels are being developed with a consistent colour palate.  Works ongoing to create an updated events calendar & increasing links to local businesses and things to do

Dunfermline Greenspace SCIO	Dunfermline Greenspace SCIO	Building strong & resilient communities	25.04.23	£197,000.00	Underway	2 members of staff appointed First AGM has taken place.
Dunfermline Advice/Services Hub	Fife Voluntary Action	Building strong & resilient communities	25.04.23	£100,000.00	Underway	3 year project FVA currently balancing bookings 22 services have enquired about space
Communities Wellbeing Advisor	FSLT	Promoting & supporting wellbeing	25.04.23	£86,900.00	Underway but under review	Project halted in May 2024 due to low uptake. FSLT to review and present to members next steps.
Community Use Central Equipment/Resources	Community Use	Building strong & resilient communities	25.04.23	£12,858.82	Complete	Equipment bought & several community events have taken place. Evaluations of events are available on request.
Link Church Community Support Posts	Link Church	Building strong & resilient communities	25.04.23	£43,298.00	Underway	Link have representation at various local groups such as DPAG, Faith Based Network and supporting Cash First Pilot. Local projects have increased and partnerships developed with supporting partners working across the City.
Falling Up Together Community Workspace Hub	Falling Up Together in Art	Promoting & supporting wellbeing	25.04.23	£11,543.00	Complete	Project Complete

Dunfermline Regeneration Trust Skatepark	Dunfermline Regeneration Trust	Promoting & supporting wellbeing	25.04.23	£50,000.00	Delayed	Awaiting additional external funding to proceed with project
CruiseForth Destination Dunfermline	Cruise Forth	Better place to live, work & visit	25.04.23	£38,000.00	Underway	Year 1 update & expenditure has been sent to members in advance of committee.
St Leonards Playpark Development	Fife Council/ Brucefield TRA	Promoting & supporting wellbeing	06.06.23	£60,000.00	Complete	Drainage work complete, paths throughout park and additional lighting currently being worked on.  CRF spend is complete on project, however other external works are still ongoing.
Crossford Allotment Extension and Wetland	Crossford Community Council	Building strong & resilient communities  Promoting & supporting wellbeing	06.06.23	£60,000.00	Underway	The allotments extension area has been prepared and top soil has been imported and spread.  The allotment sheds have arrived & the next stage is for the slabbing and paths to be put down  The allotments association are preparing a “welcome” process to support  The wetland park part of the project is yet to start properly but a revised schedule will be available soon for this
Steading for Wellbeing	Carnegie Dunfermline Trust	Promoting & supporting wellbeing	06.06.23	£100,000.00	Underway	Small scale work has taken place in and around the Steadings.

						Roof work on track to commence in July
Food Development Worker	Fife Council	Building strong & resilient communities	06.06.23	£42,798.00	Underway	Evaluation of progress underway and will be available in August.  Supporting projects such as Winter Welcome, Café Inc, training and development of Community Food Providers and Cash First
Warm and Informed	Greener Kirkcaldy	Building strong & resilient communities	06.06.23	£24,731.00	Completed	
Townhill Loch Ecological Appraisal		Promoting & supporting wellbeing	06.02.24	£10,000.00	Delayed	Awaiting information
Dunfermline Marketing Intern Pilot	Scunnered Digital	Building strong & resilient communities	06.02.24	£17,404.80	Delayed	Anticipated start date July Information circulated to members on 30 <sup>th</sup> May regarding next potential steps
Dunfermline High School Bikeability	Dunfermline High School	Promoting & supporting wellbeing	28.03.24	£1,500.00	Underway	13 new bikes and helmets, and a suite of toolkits, and bike stands funded  5 staff complete their Bikeability training, 1 staff member due to complete their Cycle Maintenance training on 13 <sup>th</sup> and 14 <sup>th</sup> June.  Implemented from 4 <sup>th</sup> June and pupils will gain Bikeability training and Cycle Maintenance Award, as



						well as a Personal Development Award (starting next week).  Plans to develop small enterprise project to repair old or damaged bikes within the school and local community
Kingdom Community Bank Financial Inclusion	Kingdom Community Bank	Building strong & resilient communities	23.04.24	£27,500.00	Underway	3 x projects underway at present

18 June 2024

Agenda Item No. 11

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## **Local Community Planning Budget Dunfermline Floral Enhancement**

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

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**Wards Affected:** 2,3,4

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### **Purpose**

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This report seeks a contribution of £10,585 from the Local Community Planning budget to continue to support the floral enhancement of the City Centre.

### **Recommendation(s)**

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Members are asked to agree a contribution of £10,585 from the Local Community Planning budget, specifically the Area wide portion of the budget, due to the potential benefits to visitors and residents of Dunfermline and the wider area.

### **Resource Implications**

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There is sufficient funding available in the local area budget should the contribution be agreed.

### **Legal & Risk Implications**

---

This report raises no particular legal or risk implications.

### **Impact Assessment**

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An Equality Impact Assessment (EqIA) is not required, as the report does not propose a change or revision to existing policies and practices.

### **Consultation**

---

The elected members of wards 2,3 and 4 have been consulted and are in support of this request.

## 1.0 Background

---

- 1.1 The criteria for spend from the Local Community Planning Budget requires authorisation from the Area Committee before amounts over £5,000 can be committed. This report has been undertaken to seek agreement from this Area Committee for a contribution of £10,585 from the Local Community Planning Budget.
- 1.2 Based on the programme of floral enhancements delivered by the Dunfermline Delivers BID company, this civic pride project will see continued enhancement to the City of Dunfermline area at a cost which the supplier has maintained since before Covid.
- 1.3 Appendix One to this report is the list of enhancements which will be delivered this financial year (June to September).

## 2.0 Project Information

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- 2.1 The objective of the floral enhancements since the pandemic, was to brighten up the City centre as we welcomed back the general public after lockdown. Lady Helen Nurseries were appointed in 2021 to provide the enhancements for the summer period and have continued annually to provide this at the same cost each year.
- 2.2 A full list of enhancements are provided in Appendix 1 but in summary, will include hanging baskets at the bus station (Queen Anne Street, East Port and New Row), planters (Maygate, Louise Carnegie Gates and Gap Site), tiered floral arrangements in the High Street and maintenance for the entire season.
- 2.3 In addition, Lady Helen Nurseries will work with and advise the Friends of Pittencrieff Park on their floral arrangements at the Louise Carnegie Gates.
- 2.4 The project aligns with the priorities within the Dunfermline City Plan, namely making the City a better place to live, work and visit as well as promoting and supporting wellbeing.

## 3.0 Conclusions

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- 3.1 This report seeks support to maintain the floral enhancements in order to improve civic pride and appearance of the City centre areas.
- 3.2 A copy of the LCPB application can be viewed upon request where appropriate.

### List of Appendices

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1. Appendix One to this report is the list of enhancements.

### **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**

Shirley Melville  
Acting Community Manager (Dunfermline)  
City Chambers Dunfermline  
03451 55 55 55 Ext No 480067  
[Shirley.melville@fife.gov.uk](mailto:Shirley.melville@fife.gov.uk)

## **Appendix 1**

### **FLORAL ENHANCEMENTS 2024/25**

- 20 Precinct Planters Build, fill, take down
- 46 Replanting whiskey barrels
- 28 Fill, hang and take down 18" baskets
- 39 Fill, hang and take down 16" baskets
- 2 Fill, site and remove beehive planters
- 50 Fill, hang and take down clamp-ons
- 5 Replanting containers at Gap Site
- 4 Replanting planters at Glen Gates
- 8 Fill, hang and take down barrier troughs
- 12 Fill, hang and take down new barrier troughs
- 1 Plant up concrete planters

18 June 2024

Agenda Item No.12

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## Local Community Planning Budget and Dunfermline Community Councils

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

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**Wards Affected:** 2,3,4

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### Purpose

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This report seeks a contribution of up to £50,000 of Local Community Planning budget funding to develop the ongoing work being carried out by the current active community councils in the Dunfermline area.

### Recommendation(s)

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Members are asked to agree a contribution of up to £50,000 from the areas Local Community Planning budget, which would be divided between the respective community council wards. This will allow the implementation of community council projects, without the need for multiple applications.

### Resource Implications

---

There is sufficient funding available in the local area budget should the contribution be agreed.

### Legal & Risk Implications

---

This report raises no particular legal or risk implications.

### Impact Assessment

---

An Equality Impact Assessment (EqIA) is not required, as the report does not propose a change or revision to existing policies and practices.

### Consultation

---

The elected members of wards 2,3 and 4 have been consulted and are in support of this request.

## 1.0 Background

---

- 1.1 The criteria for spend from the Local Community Planning Budget requires authorisation from the Area Committee before amounts over £5,000 can be committed. This report has been undertaken to seek agreement from this Area Committee for a contribution of up to £50,000 from the Local Community Planning Budget.
- 1.2 As set out in the Plan 4 Dunfermline (Recovery and Renewal), specifically community led services, this report aims to gain approval to devolve some of the Local Community Planning budget in order to support Community Councils in Dunfermline who submit a business case outlining their proposals for the year. By devolving this budget, Community Councils can, through their own committee processes, also support local groups/organisations.
- 1.3 Appendix One to this report is the current list of active Dunfermline Community Councils.

## 2.0 Project Information

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- 2.1 Each community council who would like to request funding must submit a business case which sets out their fully costed proposals. Where funding has been approved previously, we will require an evaluation to be completed before another award can be made.
- 2.2 Depending on the community council area and priorities, delivery may look very different and take on the form of various activities. Prior applications have seen the improvement and maintenance of green/park areas, the development of seasonal events (local summer galas, Christmas parades etc), floral enhancements and grants to local groups.
- 2.3 This application seeks up to £50k as some community councils may not apply.

## 3.0 Conclusions

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- 3.1 Devolving this budget can contribute to building the capacity of community councils, enabling them to effectively address the needs of their communities and promote local development. Providing this grant to community councils grants them decision making power over how funds are allocated and used in their community. This empowerment allows community councils to address the specific needs and priorities of their locality, rather than relying solely on decisions made at higher levels.
- 3.2 Community Council business cases can be viewed upon request where appropriate.

## List of Appendices

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1. Appendix One to this report is the current list of active Dunfermline Community Councils.

### **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**

Shirley Melville  
Acting Community Manager (Dunfermline)  
City Chambers Dunfermline  
03451 55 55 55 Ext No 480067  
[Shirley.melville@fife.gov.uk](mailto:Shirley.melville@fife.gov.uk)



### Dunfermline Area Community Councils – 2024

Area	Chair	Contact email
Abbeyview	Stuart Coates	<a href="mailto:Abbeyviewcouncil@outlook.com">Abbeyviewcouncil@outlook.com</a>
Central Dunfermline	James Stewart	<a href="mailto:Cdunfcc@hotmail.com">Cdunfcc@hotmail.com</a>
Halbeath and Duloch	Stuart Matheson	<a href="mailto:Halbeathandduloch@gmail.com">Halbeathandduloch@gmail.com</a>
Headwell	Aileen Farlam	<a href="mailto:Headwellcommunitycouncil@gmail.com">Headwellcommunitycouncil@gmail.com</a>
South Dunfermline	Alasdair Kay	<a href="mailto:sdcc2014@outlook.com">sdcc2014@outlook.com</a>
Touch and Garvock	Peter Reid	<a href="mailto:touch.and.garvock@googlemail.com">touch.and.garvock@googlemail.com</a>
Townhill	Ronnie Cowan	<a href="mailto:townhillcc@btinternet.com">townhillcc@btinternet.com</a>
Bellyeoman	Gordon Harvey	<a href="mailto:info@bellyeomancc.org.uk">info@bellyeomancc.org.uk</a>
Wellwood		
Izatt Avenue and Netherton		
Milesmark and Baldridgeburn		
Kingseat		

Disbanded / inactive

18 June 2024

Agenda Item No.13

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## Local Community Planning Budget Request: Scobie Park Renovation

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

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**Wards Affected:** Wards 2,3 & 4

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### Purpose

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To seek agreement from the Area Committee for a contribution from the Local Community Planning budget, specifically the Central Dunfermline Ward Budget, to support the organisation in their efforts to upgrade the local playpark at Scobie Place.

### Recommendation

---

The Committee is asked to consider and agree to an allocation of £10,000 for this request. These funds will come from the Central Dunfermline Ward portion of the LCP budget fund in financial year 2024/25. The project fits within the Local Community Planning priorities, specifically – making Dunfermline a better place to live, work and visit.

### Resource Implications

---

There will be sufficient funding available in the Local Community Planning Area Budget (within the Central Dunfermline Ward budget) for the financial year 2024/25.

### Legal & Risk Implications

---

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

### Impact Assessment

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

### Consultation

---

There has been local consultation with elected members as well as key officers in Parks, Streets and Open Spaces and Communities and Neighbourhoods.

## 1.0 Background

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- 1.1 The criteria for spend from the Local Community Planning Area Budget requires authorisation from the Area Committee before amounts of over £5,000 can be committed.
- 1.2 This is a budget request for £10,000 for next financial year to contribute to this community driven project which aims to upgrade the local playpark at Scobie Place, Dunfermline.
- 1.3 It is recommended that the request of £10,000 be deducted from the Dunfermline Central portion of the LCP Budget as the project impact has potential benefits for residents of the Central Dunfermline ward specifically.
- 1.4 The organisation has independently secured £8200 in funding and has been actively engaged in identifying external funding sources, with multiple applications totalling £123,000 already confirmed (£70,000 Scottish Government funding, £30,000 Fife Environment Trust funding, £20,000 Parks Capital funding and £3,000 Carnegie Dunfermline Trust funding). An additional £20,000 of funding has been secured from the West Fife Area Common Good Fund. These efforts underscore their proactive initiatives to bring financial resources for the betterment of the City of Dunfermline and its residents.

## 2.0 Project Information

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- 2.1 Established two years ago with the singular objective of renovating the local park, the group has engaged in fundraising activities over this period. Following an initial community consultation, which indicated a preference for retaining the site and highlighted the imperative need for substantial improvements, the group approached Fife Council and inquiries were initiated regarding park designs, with community members participating in a voting process and offering additional suggestions.
- 2.2 The exhaustive consultation has reached completion, with Fife Council's Parks and Open Spaces team confirming their commitment to the park's ongoing maintenance.
- 2.3 The park design, conceived to be inclusive and advantageous for the entire community, emphasises safety enhancements in alignment with the existing layout. Pending the acquisition of requisite funds, the commencement of site work is anticipated early in this current financial year (2024/25).

## 3.0 Conclusion

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- 3.1 The application meets the criteria for LCP funding. A copy of the original LCP budget application can be made available on request.

### Report Contact(s)

Shirley Melville  
Community Manager, City of Dunfermline  
Email: [shirley.melville@fife.gov.uk](mailto:shirley.melville@fife.gov.uk)

18 June 2024

Agenda Item No. 14

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## Local Community Planning Budget Dunfermline Project Support

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

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**Wards Affected:** 2,3,4

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### Purpose

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The purpose of this report is to present an outline of Dunfermline projects which require LCPB funding support in this financial year (2024/25).

### Recommendation(s)

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Members are asked to agree and approve a total contribution of £49,450 and the allocation of monies from the area local community planning budget, which will support the projects outlined in Appendix 1. These funds will be divided between the relevant council ward budgets or area held budget as necessary. This will allow the implementation of the detailed projects, without the need for multiple applications.

### Resource Implications

---

Key components of the Dunfermline City Plan require service specific support from mainstream budgets. Other elements require alternative funding from Local Community Planning budgets as well as our decentralised anti-poverty monies. There is sufficient funding available in the local area budget should the contribution be agreed.

### Legal & Risk Implications

---

This report raises no particular legal or risk implications associated with the delivery of the outcomes contained within the projects detailed in Appendix 1.

### Impact Assessment

---

An Equality Impact Assessment (EqIA) is not required, as the report does not propose a change or revision to existing policies and practices.

## Consultation

---

The elected members of wards 2,3 and 4 have been consulted and are in support of this request.

## 1.0 Background

---

- 1.1 The criteria for spend from the Local Community Planning Budget requires authorisation from the Area Committee before amounts over £5,000 can be committed. This report has been undertaken to seek agreement from this Area Committee for a contribution of £49,450 from the Local Community Planning Budget.
- 1.2 Communities service has a long-standing tradition of implementing vital projects in Dunfermline, which received City status in 2022. These recurring but significant initiatives reflect our commitment to community improvement and engagement – addressing diverse areas such as environmental sustainability, tourism and community safety and all designed to meet evolving community needs.
- 1.3 The Dunfermline team actively continues to engage various council services, the voluntary sector, local communities and Area Committee members. Collaboration is a cornerstone of our approach, enhancing the effectiveness and impact of projects which fit within the Dunfermline City Plan priorities. These partnerships continue to foster shared purpose and mutual support, essential for long-term success.
- 1.4 Appendix One to this report is the list of projects and associated total costs requested from the budget.

## 2.0 Project Information

---

- 2.1 The projects detailed in Appendix 1, align with one (or more) of the three priorities within the Dunfermline City Plan:
  - \* Build strong and resilient communities
  - \* Making the City a better place to live, work and visit
  - \* Promoting and supporting wellbeing
- 2.2 Projects will continue to be monitored, with evaluations requested from the respective service or organisation.

## 3.0 Conclusions

---

- 3.1 This report seeks to build on an already strong local community involvement across a range of provision and regular updates will be provided to members to report on the progress being made to achieve the agreed objectives.

As council resources continue to reduce year on year there is no corresponding reduction in demand for support to the most vulnerable sections of our local communities. Indeed, the opposite we argue is more the case. In recognising this fact we need to continue with our commitment to delivering these relied upon initiatives.

## List of Appendices

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1. Appendix One to this report is the list of projects and associated total costs requested from the budget.

### 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

Shirley Melville  
Acting Community Manager (Dunfermline)  
City Chambers Dunfermline  
03451 55 55 55 Ext No 480067  
[Shirley.melville@fife.gov.uk](mailto:Shirley.melville@fife.gov.uk)

**LOCAL COMMUNITY PLANNING BUDGET 2024/25**

£1,000	Annual Crowdfunding Contribution
£2,000 (up to)	Dunfermline Christmas Tree
£3,750	Dunfermline Press Champion Awards Sponsorship
£700	Townhill Park Chemical Toilet Maintenance
£2,000	'Just Do It'
£10,000	Dunfermline Children's Gala (pre-approved at April committee)
£10,000	Christmas Lights Switch On Event
£20,000	Dunfermline Christmas Lights Contract

18 June 2024

Agenda Item No.15

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 2, 3 and 4

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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)

---

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

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

---

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



## 1.0 Background

---

- 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

---

### 2.1 Leases by the Council – New Leases

#### 2.1.1 Cafe at Dunfermline Bus Station, Queen Anne Street, Dunfermline

Term: 5 years  
Rent: £8,000 excluding VAT  
Tenant: Jessie Halliday

## 3.0 Conclusions

---

- 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 O’Gorman  
Author’s Job Title Service Manager  
Workplace Property Services – Estates  
Bankhead Central  
Bankhead Park  
Glenrothes, KY7 6GH  
Telephone 03451 555555 Ext No 440498  
Email [Michael.Ogorman@fife.gov.uk](mailto:Michael.Ogorman@fife.gov.uk)

18 June 2024

Agenda Item No. 16

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## City of Dunfermline Area Committee Workplan

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

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**Wards Affected:** 2, 3 and 4

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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

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

None required for this paper.

### Consultation

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

## **1.0 Background**

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

## **2.0 Conclusions**

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

### **List of Appendices**

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1. Workplan

### **Background Papers**

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

None

### **Report Contact**

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

<b>City of Dunfermline Area Committee of 20 August 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Dunfermline City Centre Update		Shirley Melville, Sunil Varu	Deferred from 23.04.24. Author to contact members about content of report - as intimated at meeting on 23.04.24.
Report on Educational Outcomes 2022/23		Deborah Davidson	
Devolved Parking Budget Update		Shirley Melville	
Complaints Performance Annual Report 2023 - 2024		David Thomson-CRM	
Area Roads Programme 2022 - 2023 Outturn		Vicki Connor-fc	
Community Events Update		Sunil Varu	
Dunfermline Tourism Update		Hilary Roberts	
Touch Regeneration Community Chest Fund		Lisa Hemphill	

<b>City of Dunfermline Area Committee of 1 October 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Update on Flood Issues in Dunfermline		Rick Haynes	
Area Housing Plan Update 2024 - 2027		Lynne Johnston	
Common Good and Settlement Trust Funds Annual Report 2023 - 2024		Eleanor Hodgson	
City Plan (Dunfermline's Local Community Plan) Update		Shirley Melville	
Community Recovery Funds Projects Update		Lindsay Gilfillan	

<b>City of Dunfermline Area Committee of 1 October 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Speed Reduction Issue - Kingseat Road, Dunfermline	Roads & Transportation	Lesley Craig	Report due to address issues raised at CODAC meeting of 6 February 2024 (Para. 118 Refers).
UK Government Levelling-Up Funding: City of Dunfermline Culture Funding		Morag Millar	

<b>City of Dunfermline Area Committee of 10 December 2024</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
OnFife Annual Report		Michelle Sweeney	
Community Use Update		Scott Fenton	

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

<b>City of Dunfermline Area Committee of 1 April 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Criminal Justice Community Payback Annual Report 2023 - 2024		Joan Gallo	
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2024-25	Environment & Building Operations (AT&E)	Alexander Anderson-Es, Scott Clelland	Previous report 23.04.24 - Para 129 of 2024.CODAC.55 refers.

<b>City of Dunfermline Area Committee of 1 April 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Justice Social Work Service - Community Payback: Unpaid Work Scheme		Joan Gallo	Previous report 23.04.24, Para 130 of 2024.CODAC.55 refers.

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

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Playspace Categorisation Update		Kevin Okane	
Update of Maintenance of Trees in Dunfermline		Sara Wilson	
Relocation of Woodmill and St Columbas High Schools - Impact on the local economy.		Gordon Mole	Workshop to be arranged for members.
School support for cost of living impact on families		Zoe Thomson, Sarah Else	
Pavement Parking Ban		John Mitchell	
Pittencrieff Park Status		Shirley Melville	tbc

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Young People Health and Wellbeing (smoking)	Education	Pamela Colburn	Survey results considered 23.04.24, Para 131 of 2024.CODAC.55 refers. Members requested further report on young people smoking.
Breakfast clubs in schools, and after school clubs			Requested at meeting 23.04.24. Date and author tbc.