

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 10 December 2024. 4 - 7
4. **AREA ROADS PROGRAMME 2025 - 2026** – Report by the Head of Roads & Transportation Services. 8 - 17
5. **COMMUNITY RECOVERY FUND APPLICATION - MEDIA CITY** – Report by the Head of Communities and Neighbourhoods Services. 18 - 21
6. **LOCAL COMMUNITY PLANNING BUDGET APPLICATION - WINTER 2025 SUPPORT** – Report by the Head of Communities and Neighbourhoods Services. 22 - 28
7. **LOCAL COMMUNITY PLANNING BUDGET APPLICATION - ANTI-POVERTY STAFFING 2025/26** – Report by the Head of Communities and Neighbourhoods Services. 29 - 36
8. **LOCAL COMMUNITY PLANNING BUDGET APPLICATION - HEALTH & SOCIAL CARE PARTNERSHIP COMMUNITY BASED WELL WORKER** – Report by the Head of Communities and Neighbourhoods Services. 37 - 42
9. **LOCAL COMMUNITY PLANNING BUDGET REQUEST - COMMUNITY HOLIDAY AND EVENT CHEST FUND** – Report by the Head of Communities and Neighbourhoods Services. 43 - 45
10. **LOCAL COMMUNITY PLANNING BUDGET REQUEST - DUNFERMLINE – A CITY BUILT ON HERITAGE/CULTURE LED CITY** – Report by the Head of Communities and Neighbourhoods Services. 46 - 48
11. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 49 - 50
12. **CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance & Corporate Services. 51 - 56

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

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

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

28 January, 2025

If telephoning, please ask for:  
Emma Whyte, Committee Officer, Fife House 06 ( Main Building )  
Telephone: 03451 555555, ext. 442303; email: [Emma.Whyte@fife.gov.uk](mailto:Emma.Whyte@fife.gov.uk)

Agendas and papers for all Committee meetings can be accessed on  
[www.fife.gov.uk/committees](http://www.fife.gov.uk/committees)

## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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

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

**Regency House, Halbeath**

**10 December 2024**

**9.30 am – 10.30 am**

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

**ATTENDING:** Andrew Gallacher, Community Manager, Communities; Lesley Craig, Lead Consultant, Traffic Management, Cara Gourlay, Technician Engineer, Roads and Transportation Services; Eleanor Hodgson, Accountant, Emma Whyte, Committee Officer, Finance and Corporate Services

**ALSO ATTENDING:** Gillian Taylor, Chief Executive Office, Carnegie Dunfermline Trust (for paragraph 175).

**APOLOGY FOR ABSENCE:** Councillor Jean Hall-Muir.

**173. DECLARATIONS OF INTEREST**

Councillor Glen, for transparency reasons, stated that he had a connection relating to paragraph 180 – Common Good and Settlement Trust Funds Annual Report 2023 - 2024 – as he was a Trustee of the Dunfermline Regeneration Trust but did not consider this amounted to an interest as the report was for noting and remained in the meeting for the item.

**174. MINUTE**

The committee considered the minute of the meeting of the City of Dunfermline Area Committee of 1 October 2024.

**Decision**

The committee agreed to approve the minute.

**175. CITY PLAN (DUNFERMLINE'S LOCAL COMMUNITY PLAN) UPDATE**

The committee considered a report by the Head of Communities and Neighbourhoods Services providing an update on the progress of developing a new local community plan for the City of Dunfermline.

**Decision**

The committee:-

- (1) noted the progress made in developing a new plan for the city; and

## 2024 CODAC 72

(2) agreed to continue to support and participate in the plan's development.

### 176. LOCAL COMMUNITY PLANNING BUDGET REQUEST - DUNFERMLINE – A CITY BUILT ON HERITAGE/CULTURE LED CITY

The committee agreed to defer consideration of this item to allow for further information to be provided.

### 177. OBJECTIONS TO PROPOSED SPEED LIMIT REDUCTIONS– A994 AND CROSSFORD

The committee considered a report by the Head of Roads and Transportation Services seeking agreement to overrule the objections to the proposed introduction of a 40mph speed limit on the A994 between Crossford and Cairneyhill and the proposed introduction of a 20mph speed limit on Main Street, Cairneyhill Road and Waggon Road, Crossford.

#### Decision

The committee agreed to set aside the seven outstanding objections to the proposed Traffic Regulation Order proposing the 20mph and 40mph speed limits, as shown in drawing nos. TRO\_14a and 14b (appendices 1 and 2 of the report), to allow the Order to be made and the speed limits put in place.

### 178. PROPOSED PARKING PROHIBITION – GARVOCK HILL, DUNFERMLINE

The committee considered a report by the Head of Roads and Transportation Services detailing a proposal to introduce a "No Waiting at Any Time" parking prohibition on Garvock Hill, Dunfermline.

#### Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the parking prohibition as detailed in Drawing No. TRO24\_44, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

### 179. PROPOSED 20MPH SPEED LIMIT – ROBERTSON ROAD, DUNFERMLINE

The committee considered a report by the Head of Roads and Transportation Services detailing a proposal to introduce a 20mph zone on Robertson Road, Dunfermline.

#### Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce a 20mph speed limit as detailed in Drawing No. TRO24\_54, with all ancillary procedures; and

## 2024 CODAC 73

- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

### 180. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2023 - 2024

The committee considered a report by the Executive Director, Finance and Corporate Services advising on the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities over the financial year 2023 - 2024.

#### **Decision**

The committee:-

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

### 181. NOTICE OF MOTION

Councillor Boubaker-Calder, seconded by Councillor Ellis, moved as follows:-

“The City of Dunfermline Area Committee notes that the recent UK budget statement stated that *"the Government is minded cancelling the unfunded Levelling Up culture and capital projects"* and is concerned that Dunfermline could lose the £5 million of funding previously committed.

Committee wishes to express its strong support for the funding to be delivered for local cultural projects and notes that as Scotland's newest city, its residents want to see investment from both their Governments.

Committee requests that the City of Dunfermline Area Convener write to the Chancellor of the Exchequer requesting that Dunfermline receives the Levelling Up Funding our city and her residents deserve.”

#### **Decision**

The committee approved the motion unanimously.

### 182. CITY OF DUNFERMLINE AREA COMMITTEE FORWARD WORK PROGRAMME

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

#### **Decision**

The committee:-

## **2024 CODAC 74**

- (1) noted the draft workplan for the City of Dunfermline Area Committee; and
- (2) agreed to advise the Convener, Lead Officer and Committee Officer of any suggestions for specific areas they would like to see covered in any future report.

4 February 2025  
Agenda Item No. 4

## Area Roads Programme 2025-26

---

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

---

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

---

### Purpose

---

The purpose of this report is to identify the projects which are proposed for inclusion in the 2025-26 Area Roads Programme for the City of Dunfermline area.

### Recommendation(s)

---

Committee is asked to:

- i. Approve the report and appendices 1-3;
- ii. Delegate authority to the Head of Assets, Transportation & Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme develops, in consultation with the Area Convener and Depute-Convener;
- iii. Note Appendices 4 & 5.

### Resource Implications

---

The Area Roads Programme is funded from Capital and some ring-fenced budgets. Programmes of work will be adjusted, if required, to ensure that expenditure remains within the Service budget.

### Legal & Risk Implications

---

There are no known legal implications. There is a risk that if capital budgets require to be reduced, we will be unable to deliver all the Area Roads Programme priorities.

### Impact Assessment

---

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

### Consultation

---

Committee has been consulted through meetings with Members in the development of the lists of projects.



## 1.0 Background

---

- 1.1 The operation, management and maintenance of a safe and efficient transportation network has a major impact on the Fife economy and the quality of life of residents. Delivering transportation projects at local level underpins the priorities of the Fife Council Plan. Roads & Transportation Services has a key supporting role in relation to promoting a sustainable society, improving quality of life in local communities and growing a vibrant economy. Roads and Transportation Services also provides support to activities which are part of reforming Fife's public services.
- 1.2 It is important to distinguish between reactive and planned maintenance works on carriageways and footways. Reactive maintenance is funded from the Service's Revenue budget and refers to the need to repair safety defects such as potholes, which are considered to be potentially dangerous or to constitute a considerable inconvenience to road users. Revenue planned preventative maintenance covers larger-scale patching, velocity patching and other surface treatments such as surface dressing, and thin surfacing (micro asphalt) which improves surface texture/skid resistance. The Capital investment is for planned corrective maintenance which deals with structural issues such as cracking, wheel track rutting and edge deterioration and requires full width re-surfacing over longer lengths of road.
- 1.3 The programme has been developed through the assessment and prioritisation of schemes identified by the processes below which follow the guidance identified in Table 5 of the Scheme of Decentralisation and Area Budgets approved by the Executive Committee on 17 November 2015: -
- Feedback from meetings with Elected Members,
  - Scheduled inspections, technical surveys, assessments and interrogation of maintenance management systems,
  - Local Area Transport Plans,
  - Suggestions received from Elected Members, Community Councils and the public.
- 1.4 At its meeting on 1<sup>st</sup> February 2018 the Economy, Tourism, Strategic Planning & Transportation Committee approved a methodology for allocating devolved budgets (2018, ETSP&T, 13 para 24 refers). The methodology can be summarised as follows: -
- The Area Committees determine local priorities for carriageway projects based on an Area Committee budget allocation commensurate with the Road Condition Index, as reported annually to the ETSP&T Committee,
  - Local priorities for footway projects are decided based on an Area Committee budget allocation commensurate with the proportion of urban mileage,
  - The remaining Road Safety & Traffic Management budget is allocated to local priorities based on an Area Committee budget commensurate with population numbers.
  - The foregoing is managed and reported via the relevant Area Roads Programme.

- 1.5 The current capital plan allocation for carriageways in 2025/26 and 2026/27 is £9.7m however this will reduce to £5.05m per annum from 2027/28. The footway budget in 2025/26 is £1.48m reducing to £1.45m per annum from 2026/27.

For the City of Dunfermline area, the draft budgets for 2025-26 are as shown below:

<b>Devolved Budget</b>	<b>2025/26 Allocation</b>
Carriageways	£1,013m
Footways	£363k
Road Safety & Traffic Management	£134k

- 1.6 The level of capital resource allocated for carriageways and footways is concerning for future road condition. However, the Council reviews the Capital Plan every two years so there may be opportunities to consider additional investment going forward.

## 2.0 Issues and Options

---

- 2.1 Appendices 1-3 provide a detailed list of the proposed Area Roads Programme projects for budgets devolved to area committee. Category 1 schemes are committed to the programme dependent on available funding. Category 2 schemes will be promoted into the programme should any of the Category 1 schemes need to be deferred or additional funding becomes available.
- 2.2 An on-line system is in place to show how the carriageways and footways programme is progressing throughout the year. Link to webpage [Area Roads Programme](#)
- 2.3 Appendices 4 and 5 provide information on the proposed Street Lighting works and Bridges and Structures works. These budgets are not devolved to area committees, but the works locations are provided for information.

## 3.0 Conclusions

---

- 3.1 The attached appendices contain the proposed 2025/26 Area Roads Programme for the City of Dunfermline area. The type of works, work location and provisional estimates are provided for each project.

### List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Traffic Management & Road Safety
4. Street Lighting
5. Bridges & Structures

## Report Contacts

Vicki Storrar  
Lead Consultant, Roads & Lighting Asset Management  
Bankhead Central, Glenrothes  
E-mail – [vicki.storrar@fife.gov.uk](mailto:vicki.storrar@fife.gov.uk)

Alistair Donald  
Service Manager (Roads Design & Build)  
Bankhead Central, Glenrothes  
E-mail – [Alistair.donald@fife.gov.uk](mailto:Alistair.donald@fife.gov.uk)

**City of Dunfermline Area Committee  
Carriageway Scheme List for 2025-26**

**APPENDIX 1**

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2025/26</b>
<b>CAT 2</b>	<b>Proposed for approval by Committee as 'reserve' schemes which may be promoted to Cat1 if funding becomes available</b>

<b>2025-26 Budget Share</b>	<b>£933,099</b>
<b>Potential 2024/25 Carryover underspend</b>	<b>£80,000</b>
<b>2025/26 Available budget</b>	<b>£1,013,099</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Indicative Treatment</b>	<b>Estimate</b>	<b>Cumulative total</b>	<b>Cat</b>
3	Dunfermline Central	Rural	A994	Dunfermline to Urquhart Bridge	100mm Plane & Replace	£ 228,365	£ 228,365	CF
4	Dunfermline South	Dunfermline	Linburn Roundabout	Roundabout and approaches	100mm Plane & Replace	£ 147,144	£ 375,509	CF
3	Dunfermline Central	Dunfermline	Chalmers Street (south)	A907 to Bridge Street (at cobbled area)	45mm Plane & Replace	£ 50,694	£ 426,203	1
2	Dunfermline North	Wellwood	Springbank Terrace	Full Length	100mm Plane & Replace	£ 32,352	£ 458,555	1
3	Dunfermline Central	Crossford	Dean Drive	Full Length	100mm Plane & Replace	£ 123,948	£ 582,503	1
4	Dunfermline South	Dunfermline	Aberdour Road/Place	B916 Aberdour Road to Wedderburn Crescent	45mm Plane & Replace	£ 126,202	£ 708,705	1
3	Dunfermline Central	Dunfermline	A907 Glen Bridge/ Carnegie Drive	Segal Place to Chapel Street	100mm Plane & Replace	£ 163,862	£ 872,567	1
3	Dunfermline Central	Crossford	Knowehead Road	Full Length	45mm Plane & Replace	£ 91,591	£ 964,158	1
3	Dunfermline Central	Crossford	Kilburn Road	Full Length	100mm Plane & Replace	£ 58,118	£ 1,022,276	1
2	Dunfermline North	Rural Road	U010 (Drumtuthil Road)	U011 to West end of Recycling Centre	45mm Overlay & Patching	£ 110,205	£ 1,132,481	1
2	Dunfermline North	Dunfermline	Tuke Street/ Headwell Avenue	Arthur Street to Townhill Road	45mm Plane & Replace	£ 152,047	£ 1,284,528	2
3	Dunfermline Central	Dunfermline	William Street	Surfacing joint just north of Grieve Street to Baldridgeburn	100mm Plane & Replace	£ 150,641	£ 1,435,169	2
3	Dunfermline Central	Dunfermline	C81 New Row	East Port to Canmore Street	100mm Plane & Replace	£ 60,276	£ 1,495,445	2
3	Dunfermline Central	Dunfermline	C83 Woodmill Road mini R/A at Garvock Bank	Full Extent and approaches and exits	100mm Plane & Replace	£ 40,314	£ 1,535,759	2
3	Dunfermline Central	Dunfermline	Shearer Square	Full crescent shaped cul-de-sac	45mm Plane & Replace	£ 25,774	£ 1,561,533	2
2	Dunfermline North	Townhill	C53 Main Street	37/48 Main Street to entrance to country park	45mm Plane & Replace	£ 87,356	£ 1,648,889	2
2	Dunfermline North	Dunfermline	Robertson Road (Part 1)	Bellyeoman to Robertson Road (175m x7m)	100mm Plane & Replace	£ 61,348	£ 1,710,237	2

**City of Dunfermline Area Committee  
Footway Scheme List for 2025/26**

**APPENDIX 2**

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2025/26</b>
<b>CAT 2</b>	<b>Proposed for approval by Committee as 'reserve' schemes which may be promoted to Cat1 if funding becomes available</b>

<b>2025/26 Budget Share</b>	<b>£212,766</b>
<b>2024/25 Projected Underspend</b>	<b>£150,000</b>
<b>Available 2025/26 Budget</b>	<b>£362,766</b>

Ward	Ward Name	Town	Street	Location	Scheme Type	Indicative Treatment	Estimate	Cumulative Total	Cat
3	Dunfermline Central	Rural	A994 Ph1	Crossford Main Street to Berrylaw Road	Footway	Footway Reconstruction	£ 91,710	£ 91,710	cf
2	Dunfermline North	Wellwood	Leadburn Avenue Ph1	Full length (south fway)	Combined with Lighting	Footway Reconstruction	£ 26,805	£ 118,515	1
2	Dunfermline North	Wellwood	Springbank Terrace	Full length	Combined with Lighting & Carriageway	Surface Course Replacement	£ 10,070	£ 128,585	1
2	Dunfermline North	Dunfermline	Blackburn Avenue Ph1	from The Castings to Rosebank Gardens (south west footway)	Combined with Lighting	Surface Course Replacement	£ 13,674	£ 142,259	1
2	Dunfermline North	Dunfermline	Aytoun Grove Ph1	property 1 to 33 south side & north f/way from 16 to termination at cul dec sac	Combined with Lighting	Surface Course Replacement	£ 27,560	£ 169,819	1
2	Dunfermline North	Dunfermline	Lady Nairne Road Ph1	from opposite No.8 Lady Nairne Rd to 41 Lady Nairne Rd	Combined with lighting	Surface Course Replacement	£ 24,380	£ 194,199	1
2	Dunfermline North	Dunfermline	Barbour Grove	properties 10-45	Combined with Lighting	Surface Course Replacement	£ 10,918	£ 205,117	1
2	Dunfermline North	Dunfermline	Tremayne Pl	from 12 to 28 Tremayne Place	Combined with Lighting	Surface Course Replacement	£ 14,628	£ 219,745	1
2	Dunfermline North	Parkneuk	Cuil Grove	From Logie Place to 13 Cuil Grove, including link path o/s properties 1 - 9 Cuil Grove and 23-27 Cuil Grove	Combined with Lighting	Surface Course Replacement	£ 19,398	£ 239,143	1
2	Dunfermline North	Parkneuk	Parkneuk Road	from Wallsend Court to 39 Parkneuk Road (North East footway)	Combined with Lighting	Surface Course Replacement	£ 19,928	£ 259,071	1
3	Dunfermline Central	Crossford	Woodhill Grove	properties 4-12	Combined with Lighting	Surface Course Replacement	£ 14,522	£ 273,593	1
4	Dunfermline South	Dunfermline	Plane Grove	Full length	Footway	Surface Course Replacement	£ 24,804	£ 298,397	1
4	Dunfermline South	Dunfermline	Tweeddale Drive	From Walls Place to Norton Place (west side)	Footway	Surface Course Replacement	£ 17,384	£ 315,781	1
3	Dunfermline Central	Dunfermline	Woodmill Place	Footpath from 2 Woodmill Pl (west side) to Woodmill Rd, plus south fpath from 12 to 20 Woodmill Place	Footway	Surface Course Replacement	£ 12,402	£ 328,183	1
3	Dunfermline Central	Dunfermline	Woodmill Road	Woodmill Rd North fway from Garvock Bank east for 60m	Footway	Footway Reconstruction	£ 12,664	£ 340,847	1
3	Dunfermline Central	Dunfermline	Golfdrum Street	Phase 1 - from William Street to 170 Golfdrum Street (both sides)	Footway	Surface Course Replacement	£ 36,676	£ 377,523	1
2	Dunfermline North	Dunfermline	Fernie Place	Full length	Footway	Surface Course Replacement	£ 21,200	£ 398,723	2
3	Dunfermline Central	Dunfermline	Golfdrum Street	Phase 2 - from 120 to Chalmers Street (north side)	Footway	Surface Course Replacement	£ 40,598	£ 439,321	2
2	Dunfermline North	Wellwood	Leadburn Avenue Ph2	Full length (north fway)	Footway	Footway Reconstruction	£ 26,171	£ 465,492	2
2	Dunfermline North	Dunfermline	Aytoun Grove Ph2	East Baldrige Drive to property 16 (north side)	Footway	Surface Course Replacement	£ 16,536	£ 482,028	2

2	Dunfermline North	Dunfermline	Blackburn Avenue Ph2	north east footway	Footway	Surface Course Replacement	£ 10,282	£ 492,310	2
2	Dunfermline North	Dunfermline	Campbell Sreet	South footway	Footway	Surface Course Replacement	£ 22,260	£ 514,570	2

**City of Dunfermline Area Committee**  
**Proposed Road Safety & Traffic Management Scheme List for 2025/26**

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2025/26</b>
<b>CAT 2</b>	<b>Proposed for approval by Committee as 'reserve' schemes which may be promoted to Cat1 if funding becomes available</b>

<b>2025-26 Budget Share</b>	<b>£134,300</b>
-----------------------------	-----------------

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Estimate</b>	<b>Cumulative total</b>	<b>Category</b>
3	Dunfermline Central	Crossford	A994 Main Street	Whole Village	Gateway / Traffic Calming	£ 10,000	£ 10,000	CF
2	Dunfermline North	Dunfermline	East Baldrige Drive	Near Aytoun Grove	Raised table crossing point	£ 8,000	£ 18,000	CF
2	Dunfermline North	Dunfermline	Whitefield Road	At hospital	Crossing point	£ 10,000	£ 28,000	CF
4	Dunfermline South	Dunfermline	Linburn Road	North & South approaches to Mckay Drive	Traffic Calming Scheme	£ 20,000	£ 48,000	CF
2	Dunfermline North	Dunfermline	Townhill Road	Near junction with Lauder Street	Construction - Improved Crossing facilities	£ 25,000	£ 73,000	Cat 1
2	Dunfermline North	Dunfermline	Arthur Street	Near A823 R/A & Headwell Rd	Construction - Improved Crossing facilities	£ 12,000	£ 85,000	Cat 1
2	Dunfermline North	Dunfermline	Bellyeoman Road & Robertson Road		Traffic Calming Scheme	£ 25,000	£ 110,000	Cat 1
2	Dunfermline North	Dunfermline	Kingseat Road		Traffic Calming Scheme	£ 15,000	£ 125,000	Cat 1

**City of Dunfermline Committee Area  
Lighting Scheme List 2025-26**

**APPENDIX 4**

<b>CAT1</b>	<b>For delivery in 2025-26</b>
<b>Budget Allocation</b>	<b>£393,000</b>

<b>Ward No.</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Estimate</b>	<b>Cumulative total</b>	<b>Category</b>
3	Dunfermline Central	Crossford	Woodhill Grove & Knockhouse Gardens	(Woodhill Gr combined with footway)	Part combined Lighting/ Footway	£ 30,000	£ 30,000	1
2	Dunfermline North	Dunfermline	Lady Nairne Road, Barbour Grove, Aytoun Grove, Tremayne Pl, Path 082/883	Beveridgewell area Ph1 - Lady Nairne Road, Barbour Grove, Aytoun Grove combined with Footway only	Part combined Lighting/ Footway	£ 135,000	£ 165,000	1
2	Dunfermline North	Dunfermline	Barrie St, Dempster Pl, Path 085/833 (Beveridgewell area Ph2)	(Beveridgewell area Ph2)	Lighting	£ 75,000	£ 240,000	1
2	Dunfermline North	Parkneuk	Blackburn Ave, Braigh Gardens, Cuil Grove, Parkneuk Rd cols 4-11	(Blackburn Ave & Parkneuk Rd combined with footway only)	Combined Lighting/ Footway	£ 60,000	£ 300,000	1
2	Dunfermline North	Wellwood	A823, Burt St, Leadburn Ave, Leadsid Cres, Richie Court & Springbank Ter		Lighting	£ 93,000	£ 393,000	1
2	Dunfermline North	Milesmark	Carnock Rd cols 15-39		Combined Lighting/ Footway	£ 71,400		2
3	Dunfermline Central	Crossford	Arkaig Dr, Mochrum Dr, Venechar Pl, Dunvegan Crt, Path 4 & Brora Pl		Combined Lighting/ Footway	£ 72,000		2



**City of Dunfermline Area Committee  
Proposed Bridges & Structures Scheme List for 2025/26**

<b>CAT1</b>	<b>For delivery in 2025-26</b>
<b>Budget Allocation</b>	<b>£250,000</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Estimate</b>	<b>Cumulative total</b>	<b>Category</b>
2	Dunfermline North	Dunfermline	Bellyeoman Road	27 Bellyeoman Road	Retaining Wall stabilisation	£ 250,000	£ 250,000	1

4 February 2025

Agenda Item No. 5

---

## Supporting the City of Dunfermline Local Community Plan – Community Recovery Fund (CRF) Proposal – Media City Vision

---

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

---

Wards Affected: 2,3 and 4

---

### Purpose

---

The purpose of this report is to seek agreement from the Area Committee for a contribution from Community Recovery Fund of £24,100 to support phase 1 of the Media City Vision by Dunfermline Regeneration Trust. The funding will support:

- £14,500 for feasibility studies on 3 properties
- £9,600 for 2 x temporary consultants (6 month period)

### Recommendations

---

Members are asked to agree and approve a total contribution of £24,100 towards the Dunfermline Media City Vision in the creation of a feasibility study and detailed business plan. The funding will support:

- £14,500 for feasibility studies on 3 properties
- £9,600 for 2 x temporary consultants (6 month period)

### Resource Implications

---

The remaining balance of unallocated funds within the CRF is **£63,847.38**. Approval of this project will take the remaining CRF balance to **£39,747.38**

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

### Consultation

---

Members have continually been consulted via both Megaward and Committee with regards to the Community Recovery Fund. Dunfermline Regeneration Trust have presented iterations of the CRF proposal to Megaward on two separate occasions prior to Committee. The Dunfermline Media City Vision links into previous consultation work carried out across the city, such as the Design Dunfermline Charette in 2018.

## 1.0 Background

---

- 1.1 At its meeting on 25<sup>th</sup> August 2022, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. Further to this, the subsequent Cabinet Committee meeting on 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 On 12<sup>th</sup> September 2024, Fife Council Cabinet Committee agreed the extension of CRF flexibility into 2025/26.

## 2.0 Proposal Process

---

- 2.1 As noted above, key criteria for the use of the Community Recovery Fund include links with the Plan 4 Fife and Local Community Plans. With work underway in developing a new City Plan, the new emerging priorities for the City of Dunfermline are: building strong and resilient communities, making Dunfermline a better place to work, live and visit, and promoting and supporting wellbeing.
- 2.2 Phase 1 of the Dunfermline Media City Vision includes a feasibility study and business plan to bring a multi-functional community-based cinema building to the city centre; and two specialist part-time roles (1 day/ week for 6 months each) to help develop and establish the Dunfermline Media City vision.
- 2.3 The feasibility study (£14,500) will identify and evaluate the costs, benefits and risks of the several phases of the project:
  - **Phase 1 Developing Community Cinema:** Pursue initial partnership with OnFife to develop a community cinema initiative using existing facilities at Carnegie Hall and mobile cinema equipment to bring films to community centres across the city.
  - **Phase 2 Repurposing Vacant Properties:** The study will evaluate the costs, options and funding requirements to bring back into use one of several vacant properties in Dunfermline's city centre as a cinema. These properties include
    - The former Robins Cinema building on East Port

- St Margaret's House on St Margaret's Street

- The Kinema on Carnegie Drive

- **Phase 3 Consultation with Experts:** Working with experienced heritage cinema design consultants and architects to assess the current layout of the buildings, required capital works and the potential for conversion to a modern community cinema.

2.4 The feasibility study and business plan will provide:

- Detailed assessments of the conditions of each building

- Cost estimates for repairs and restoration

- Outline plans for redevelopment, including design concepts and proposed layouts

- An evaluation of the projected running costs and revenue streams to ensure long-term sustainability

2.5 The other funding requirement (£9,600) covers two specialist part-time roles to help develop and establish the Dunfermline Media City vision. Each role will be for one day per week over a six-month period:

- **Digital Engagement Specialist:** Focussed on creating and establishing the Dunfermline Media City website. Relevant domains have already been secured

- **Industry Liaison Specialist:** Focussed on engaging with television and film production companies and sector stakeholders to develop interest in locating production facilities in Dunfermline. This is already underway with partnerships forming between FifeScreen, TayScreen, ScreenScotland and independent location managers to promote the city for this purpose

2.6 Dunfermline Regeneration Trust has a Fair Work First Policy and will seek the best market solution to fulfill these roles.

2.7 The project is a prime example of Community Wealth Building, creating a new, community focussed asset which will create jobs, affordable entertainment, useable spaces, support local businesses and generate strategic investment in a centrally located building which would otherwise continue to decline. The feasibility study is a crucial first step in making the vision a reality.

2.8 Additional funding has been explored to support this project:

- Architectural Heritage Fund (Scotland) £5,000 – **Awarded** to support the feasibility study (which has been factored into project costs).

- Carnegie Trust Dunfermline Trust £5,000 – **Awarded** and ringfenced for the purchase of equipment

## 3.0 Reporting and Evaluation

---

3.1 Progress reports will be provided to Area Committees on a regular basis. There will also be oversight of the programme at Cabinet Committee. A final report will then be presented after the funding period has closed, including an evaluation of the impact the fund has had on local communities and in meeting the priorities set out in the Local Community Plan and the Plan for Fife.

## 4.0 Conclusion

---

- 4.1 The proposal meets the broad criteria for the Community Recovery Funding. It also contributes to the 'Plan 4 Fife 2021-2024' and City of Dunfermline Local Community Plan
- 4.2 Approving this project will allow for Phase 1 of the Dunfermline Media City Vision to begin and allow for the establishment of a feasibility study and business plan. This will provide feasibility information on a variety of local assets
- 4.3 The project is an example of Community Wealth Building - creating new jobs, affordable access to activity and supporting local businesses
- 4.4 Approval of this project will take the remaining CRF balance to **£39,747.38**

### Background Papers

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

- [Council Cabinet 12<sup>th</sup> September 2024 Cost of Living Support](#)

### Report Contact

Lindsay Gilfillan  
Anti-Poverty Project Manager (Dunfermline)  
City Chambers, Dunfermline  
Email: [Lindsay.gilfillan@fife.gov.uk](mailto:Lindsay.gilfillan@fife.gov.uk)

4 February 2025

Agenda Item No. 6

---

## Local Community Planning Budget Request - Winter Support 2025

---

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

---

Wards Affected: 2,3,4

---

### Purpose

---

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Local Community Planning Area Budget (Anti-Poverty) of £30,000 to support residents of the City of Dunfermline over the Winter period of 2025/26.

### Recommendation(s)

---

The recommendation is to seek agreement from the Area Committee for a contribution from the Local Community Planning Area Budget (Anti-Poverty) of £30,000 to support residents of the City of Dunfermline over the Winter period of 2025/26

### Resource Implications

---

There is sufficient funding available in the Local Community Planning Area Budget (within the anti-poverty budget) for this financial year 2024/25.

### 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. There has also been consultation with partners across Dunfermline including: Dunfermline Poverty Action Group (DPAG), Dunfermline Faith Based Organisation Network, and local Community Councils and Tenants and Residents Associations (TRAs).

## 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 £30,000 from the Local Community Planning Budget (Anti-Poverty)
- 1.2 Over the last 36 months, Fife Council has delivered three winter programmes of support to help mitigate the cost of living rises. The support has been provided across fuel, food and cash support, mostly accessed at point of crisis. At Cabinet Committee on 12<sup>th</sup> September 2024, a paper outlining Cost of Living Support of £280,000 of centralised funding was devolved and split between 7 localities (£40k each) to support Warm Welcome Places & food support. In addition to this, a further £30,000 was ringfenced to purchase winter warmer packs and other winter items, again split across the 7 localities (see report in background papers).
- 1.3 The total value of centralised support per locality for the 2024/25 programme was approximately £42,900.
- 1.4 Previous centralised funding was drawn from Covid grant carry forward, council revenue budget allocations and balances. Given the likely budget pressures that will need to be addressed by Fife Council, it is unrealistic to expect centralised funding to support the 2025/26 Cost of Living programme, and so this report seeks funding to ensure support continues over the next financial year.

## 2.0 Project Information

---

- 2.1 Warm and Welcoming Places has been supported and delivered by groups and organisations across the City of Dunfermline. Whilst initially these places were established to combat the Cost of Living crisis, it has very quickly been identified that they also support health and wellbeing priorities such as reduced social isolation.
- 2.2 In 2023/24, Warm Welcome funding in Dunfermline supported 12 organisations, 9 of which provided access to hot food, with the remaining 3 being activity focussed, offering “free” community activities. On average there were 41 attendances per session across 7 of the community cafe offerings. As part of the project brief, groups were asked to incorporate an element of preventative support, which enabled supporting groups and organisations to be present within spaces. In addition to this, those delivering Warm Welcome spaces also accessed a wide range of training to upskill staff and volunteers. These training sessions included: benefit entitlement,

cost of living support, cost of smoking training, energy champion training and various others. Please see Appendix 1 for Warm Welcome Evaluation 2023-24.

- 2.3 2024/25 Warm Welcome funding is currently supporting 12 projects, with 3 new projects from the previous year, with the key focus being on sustainability, food and social interaction. An evaluation, similar to 2023/24, will be produced retrospectively.
- 2.4 Over the winter period of 2023/24 & 24/25, winter packs, oodies and electric throws have been well received by partners working across the city, in supporting those who are homeless and/or facing fuel poverty. Priority access to packs has been given to partners within the Dunfermline Poverty Action Group (DPAG), as well as those supporting Warm and Welcoming Places. Packs were also distributed to our Welfare Support Hubs to allow easy access for Welfare Support Workers as well as other partners working within these spaces.
- 2.5 Funding winter support from local budget as opposed to a centralised budget will allow for the introduction of more area specific approach to supporting households. Should centralised funding be allocated to support, any remaining budget previously ringfenced will be brought back to committee for consideration for reallocation.

## 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.
- 3.2 Warm Welcome and warmer packs have had a positive impact over the last 3 winters by increasing sustainable activity across the city, reducing social isolation and increasing access to key support and services. The introduction of localised funding will allow a more localised approach to be established.
- 3.3 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.

### List of Appendices

---

1. City of Dunfermline Warm Welcome Evaluation 2023-24

### Background Papers

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

- [Cost of Living Report – Council Cabinet December 2024.](#)
- [Cost Of Living 2024/25 Programme – Council Cabinet September 2024](#)



## **Report Contact**

Lindsay Gilfillan  
Anti-Poverty & Community Wealth Building Project Manager  
City Chambers Dunfermline  
03451 55 55 55 Ext No 493012  
[Lindsay.gilfillan@fife.gov.uk](mailto:Lindsay.gilfillan@fife.gov.uk)

## **Appendix 1 – City Of Dunfermline Warm Welcome Evaluation 2023-24**

### **Projects and the purpose**

There were a variety of groups delivering warm welcomes in the Dunfermline area allowing both daytime and evening provision.

A variety of organisations were supported, which saw some projects be designed to bring additionality to existing work and others where the warm welcomes provided an opportunity to invite the community to engage in new provision.

We were allocated 47k from a central budget and have evaluation and financial returns from 12 organisations. Provision can be broken down into 2 clear focus areas:

9 Food Projects: These range from local community cafes through to pantry provision

3 Activity Based: Community Use offered a wide spread of “free” community activities across the city whilst linking up with supporting services such as Cosy Kingdom, Welfare Support, Fife Law Centre etc. Fairway Fife supported individuals with additional support needs (across Fife) and their families engage in additional activities whilst providing food. Tartan talkers established drop in sessions for individuals suffering from mental health issues.

### **Beneficiaries**

Groups were asked to let us know which groups in the community they felt had participated in activities with the following information being recorded as a Dunfermline wide response:

Women (particularly young women, and women and young women affected by male sexual violence)	5
People with a long-term health condition or disability	11
People who are or have been on the highest risk (previously shielding) list	6
People from a Minority Ethnic background	4
Refugees and those with no recourse to public funds	3
People facing socio-economic disadvantage	11
People experiencing severe and multiple disadvantage	10
People with diagnosed mental illness	10
People affected by psychological trauma (including adverse childhood experiences)	6
People who have experienced bereavement or loss	11
People disadvantaged by geographical location	1

(particularly remote and rural areas)	
Older people	9
People affected by homelessness	4
LGBTQIAA+ communities	3

### **Attendance and Impact**

Groups fed back a mixed response in relation to attendance at sessions. Food Project groups who offered a café style offering (7 groups) had an average attendance of 41 per session. Other Food Provision Projects, such as our pantries (2 groups) seen an average attendance of 50 per week (in line with their usual year round offering).

2 groups (Community Use & Dunfermline North Bowling Club) established new activities as a result of funding, with an average attendance of 25 per session. Dunfermline North has since looked at sustainability and would like to continue all-year round

3 groups already offered well-known food provision, however enhanced with additional days due to funding. The average attendance was 42

1 group had proven success last winter, and wanted to re-establish their food offering again, with an average attendance of 73 (440 attendances over 6 community lunches)

As part of the project brief groups were asked to incorporate an element of preventative support. Our team worked closely with groups and as a result 12/12 have been able to support people attending to engage with support, advice, or information.

Groups were able to link people with Cosy Kingdom, Benefits and Welfare Support, Foodbank and Food Projects, Fife Law Centre, Fife Forum, Health and Social Care Services, Adult Learning and other community activities, substance use support and also bereavement support. In addition to this, additional support and training was offered to groups and volunteers. Training opportunities included a funding workshop, Entitlement Training and Energy Champion Training.

### **Benefit to community**

Groups were able to feedback the benefits to people who attended:

*“The social aspect of meeting others and enjoying having company and conversations has been so important to the community. The hot meals have been so welcome with many admitting that they hadn’t been cooking for themselves at home and just have toast or an egg etc. for tea.”*

*“We worked hard to move away from a purely transactional model, focusing on the relational (keeping this run year round helps to shift the narrative) This space has provided a place, that is fulfils need, supports individuals and helps establish a community support network”*

*“Each attendee had the opportunity to engage in purposeful events and activities with people who had the same interests and who were a similar age. Our warm welcome was*

*hosted in our new bespoke life skills and training facility which enabled the attendees to develop skills, build and maintain friendships and become more independent. “*

## **Local Area Insights**

Dunfermline has benefitted from a positive community response to developing warm welcomes resulting in an increase in community led services.

Evaluation tells us that whilst some attendees have demonstrated being in fuel poverty/ insecurity the main benefits felt by the community are increased connections and reduced social isolation.

Groups were able to share ways in which they offered signposting, advice and information to local people.

Most groups commented that Winter Welcome increased positive relations with the council both for volunteers but also for individuals attending sessions. Support and training offered to groups was seen as key, and has improved working relationships both between groups themselves, with supporting services and with Fife Council.

There was a focus on sustainability from the offset in Dunfermline, and this should be considered as we progress forward.

4 February 2025

Agenda Item No. 7

---

## Local Community Planning Budget Request: Anti-Poverty Staffing

---

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

---

Wards Affected: Wards 2,3 & 4

---

### Purpose

---

To seek agreement from the Area Committee for a contribution from the Local Community Planning Area Budget (Anti-Poverty) of £78,338 to continue the additional hours of staff to support the Tackling Poverty and Preventing Crisis agenda. This includes a Welfare Support Assistant, Anti-Poverty Support Officer, Community Education Worker and a Tutor in cooking skills. All these positions focus on aspects of work across the City of Dunfermline that assist in tackling poverty and preventing crisis.

### Recommendation

---

The Committee is asked to consider and agree to an allocation of £78,338 for this request from the Local Community Planning Area Budget (Anti-Poverty):

- Welfare Support Worker (FC6 x 18 hours = £20,129)
- Community Education Worker (FC7 x 6 hours = £8,173)
- Anti-Poverty Support Officer (FC5 x 36 hours = £36,663)
- Community Food Tutor (FC6 x 12 hours = £13,373)

### Resource Implications

---

There is sufficient funding available in the Local Community Planning Area Budget (within the anti-poverty budget) for this financial year 2024/25.

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

## Consultation

---

There has been consultation with partners across Dunfermline in the production of the City Plan, with anti-poverty work being a key area of priority. The most recent Plan 4 Fife update has a strong focus on recovery and renewal, with tackling poverty and preventing crisis at the heart of this. Consultation has also taken place with members of the Dunfermline Poverty Action Group and local elected members.

## 1.0 Background

---

- 1.1 The criteria for spend from the Local Community Planning Area Budget requires authorisation from the Area Committee before amounts of over £5,000 can be committed.
- 1.2 As outlined within the Fife Cost of Living Update (October 2024) inflation in the UK, although easing, has driven up the cost of essential goods and services, squeezing household budgets and reducing disposable income. This makes it harder for households to afford energy bills, especially as food and other essentials take priority.
  - Income remains lower in Fife, with cost of goods and services reducing the amount of disposable income available to households. Average disposable income in Fife is £18,299 compared to £19,630 for Scotland
  - Housing costs are an important driver of falling living standards, with rents rising in real terms
  - Between April 2022 and March 2023 there was a notable increase in the cost of living across the UK, while employees' average total pay fell by approximately 3%
  - UK grocery inflation has risen for the first time since March 2023, returning to the rate seen before the start of the cost of living crisis
- 1.3 As we continue to see the price of energy and food increase either in line with, or above inflation levels, the squeeze on household finances is even tighter than during the pandemic. It has become evident that the provision needed to tackle poverty has changed. Cabinet Committee on 12<sup>th</sup> September 2024 seen a Cost of Living funding and priorities paper, which outlined areas of focus including:
  - Maximise household income through benefits and financial advice
  - Help people to better manage including initiatives around energy efficiency
  - Bring people together, reduce isolation, improve connectedness and provide a basis for support and advice
  - Enable voluntary and community initiatives to develop and maintain local support
  - Enable key and front-line workers to work effectively together.
- 1.4 As part of the new City plan, 3 clear areas of focus have emerged;
  - Building stronger and more resilient communities
  - Making Dunfermline a better place to work, live and visit

- Promoting and supporting wellbeing

Tackling poverty and preventing crisis priorities are weaved throughout all 3 areas of focus.

- 1.5 Additional staffing positions are required to ensure we respond appropriately to the current crisis, as well as plan and implement more upstream preventative projects to reduce the longer-term need for crisis support. These positions are effective from 1<sup>st</sup> April 2025
- 1.6 A full Anti-Poverty Report was taken to City of Dunfermline Area Committee on 20<sup>th</sup> August 2024, which can be referred to for more in-depth information on anti-poverty work delivered across the city.

## 2.0 Programme Information

---

- 2.1 The post holders will work collaboratively with existing staff and partners, as well as existing groups such as Dunfermline Poverty Action Group (DPAG) to continue to support and develop a series of projects and programmes across the city;
- 2.2 **Welfare Support Worker (18 hours).** Welfare support is a key area of focus and is critical to supporting individuals and families through crisis, but also in educating on crisis prevention and mitigation. With a large focus on helping to maximise peoples' income, the delivery of Benefit Maximisation Checks with individuals and training with local groups and organisations sees a real shift towards crisis prevention. The additional 0.5 FTE Welfare Support Worker will allow for the continuation of crisis, welfare and signposting support at our "hub" delivery sites. These sites include Broomhead Flats, Abbeyview Community Centre and Dunfermline Community Support Hub (Kingsgate). These sites continue to build on a "no wrong door" approach and collaborate with a variety of partners working across the city to provide joined up delivery.
- 2.3 In addition to the "hub" delivery model, outreach welfare support has increased over the last 12 months. From 1<sup>st</sup> April 2024, 134 individuals have been supported via the outreach support model. This helps to target the "hard to reach" within our communities, and to engage with those we couldn't have engaged with previously. The focus in 24/25 is to maintain the current outreach work, and to explore different locations such as local employers and within educational settings. Case studies are included within (Appendix 1).
- 2.4 **Community Education Worker (6 hours):** Throughout 2024, the CEW was instrumental in developing Baldridgeburn Garden Kitchen Café, which has been delivered 44 times since its establishment. The café is supported by volunteers who prepare, cook, and serve food to the community. As well as the café, the CEW has also provided support to the Pantry at Baldridgeburn which ran for 50 weeks from 9<sup>th</sup> January 2024 to 17<sup>th</sup> December 2024, with over 1496 attendances across the year and between 30-40 attendances each week. Membership to the pantry has grown to 197, with a reach of 377 people. Volunteering opportunities through the garden, café and pantry increased over the last year with 9 volunteers supporting on a weekly

basis. The contribution of hours from volunteers has been 1170 hours which equates to roughly 24 hours per week.

2.5 Over the next 12 months, these additional hours will allow for:

- Increased recruitment and volunteer development with the aim of the garden, pantry and café becoming a standalone community group.
- Increase awareness and productivity of the Baldridgeburn Garden to meet the needs of a year-round supply of produce for the Garden Kitchen Café and community members.
- Develop a more robust refillery, increasing the items offered in a sustainable and eco-friendly way.
- Working with partners in the Dunfermline Community Food Forum (DCFF) to develop a new action plan for the year ahead with the aim of hosting and participating in more community engagement and learning events across the city. These may include: food and sustainability, cooking appliance skill development, and repair workshops.

2.6 **Cooking Skills Tutor (12 hours):** With the current climate emergency combined with food insecurity, the importance of increasing knowledge of cooking skills has never been greater. From 1<sup>st</sup> April 2024 12 courses with 101 attendances have been delivered in a variety of venues across the city. The next year will see an increase in courses which focus on energy efficiency (air fryer) and reducing food waste. There will also be a focus on outreach cooking with activities such as community cooking (Communi-tea) to reduce social isolation. Volunteering opportunities and employability pathways will be explored throughout course engagement.

2.7 **Anti-Poverty Support Officer (36 hours):** Information gathering and data sharing has never been more important across the city. With networks expanding and training needs increasing, our background support is vital to the success of our projects and ensuring local groups and organisations do not become overwhelmed. Over the last 12 months, the Dunfermline Poverty Action Group has extended membership to 114 individuals from a range of groups and organisations across the city. With a greater focus on reducing poverty, comes a greater need to ensure work and projects are connected. In addition to this, additional funding (Warm Welcome & CRF) has resulted in an increase of anti-poverty work across the city, and therefore an increase to background support required to effectively manage funding and support organisations.

## 3.0 Conclusion

---

- 3.1 Anti-poverty staff will continue to work collaboratively to tackle poverty and inequality in Dunfermline. The additional hours will be effective of 1<sup>st</sup> April 2025.
- 3.2 Welfare support continues to play an important role both at “hub” venues, but also at outreach activities. Wrap-around support should continue to be made available when food is offered, allowing people to access dignified, co-ordinated support when they



most need it. We must continue to grow and develop our relationships with organisations and groups working across the city to provide a joined-up approach to tackling poverty and providing support.

- 3.3 Baldridgeburn Garden, Pantry and Café continues to serve the local community, reduce food insecurity and social isolation and increase volunteering opportunities. Working towards improving this offering, and establishing a stand alone community group, will increase community empowerment.
- 3.4 Increasing cooking skills and reducing food waste remains a key priority for the area, in ensuring everyone has adequate access to healthy, nourishing food.
- 3.5 The continuation of additional anti-poverty staff is vital in continuing our ongoing work in tackling poverty and preventing crisis and will allow for the development of new projects across the city. The staff will be vital to delivering the outcomes in the new City Plan over the next 12 months.

### **List of Appendices**

1. Welfare Support Case Studies

### **Background Papers**

Circulated to members in advance of City of Dunfermline Area Committee:

1. [City Of Dunfermline Anti-Poverty Report August 2024](#)
2. [Cost of Living Update – October 2024](#)
3. [Tackling Poverty Annual Report 2023-24](#)

### **Report Contact(s)**

Lindsay Gilfillan  
Anti-Poverty Project Manager  
City of Dunfermline  
Email: [Lindsay.gilfillan@fife.gov.uk](mailto:Lindsay.gilfillan@fife.gov.uk)

## Welfare Support – Community Job Club Success



'Joe'

- 66 years old, recently widowed
- No family / support networks.
- Recently lost job and attended Fife Council's Career Fair on 30/10/24.
- Looking for new employment but is repeatedly been rejected.
- Initial chat had with Welfare Support Assistant and was asked to come along to a Community Job Club.



Support Given

- Creating a CV, generic covering letter and supporting statement to utilise when applying for new jobs.
- Support was given to request and digest the feedback from previous interviews for us to check if other support was needed. This identified support required with interview techniques, how to structure answers and think of examples to use within their answers.



Outcomes achieved

- Gained employment within 6 weeks
- Digital Skills improved



Thanks from 'Joe' ¶¶

'Since starting at the 'Job Club' I have found the team absolutely wonderful people to work with at finding a job in Fife. They are so easy to approach and to talk to. Nothing is ever a problem, from helping me with my CV to attaching it to the many job applications that I have applied for. I would like you to pass on my grateful thanks to all at Fife Council.

## Welfare Support – Pension Credit Check



### 'Brenda'

- 70, lives alone in her own property
- Income is made up of State Pension and Disability Benefits
- Income is 50p over the standard thresholds and assumed no eligibility.
- Benefit Check enquiry due to UK Govt announcement to make Winter Fuel Payment Means-Tested.



Benefit Check carried out which shows;

Pension Credit entitlement of £828.10 per calendar month.

+ £67.17 per month Council Tax Reduction

+ Automatic entitlement to The Winter Fuel Payment (£200-£300)

+ Free Dental & Optical Care

Support provided to complete application process for Pension Credit and Council Tax Reduction



### Outcome

Income is now £1704 per month

Almost double their previous income

## Welfare Support - Unclaimed Benefits



'Bob'

- 79 Year old , living alone and not in receipt of any income.
- No family / support networks.
- Assumed State Pension would automatically happen so did not apply
- Cashed in any insurances he could but had nothing left available to him



Application support with;

- State Pension
- Deferred Pension
- Council Tax Reduction
- Housing Benefit
- Discretionary Housing Payment
- Scottish Welfare Fund
- Fife Housing Register

Establishing contact with local support and groups

Digital Skills improved



Outcome

Financial Gain of  
£1719.49 per calendar month



A note from 'Bob'



"This service has been a massive help in getting my pension sorted. I didn't know about the other help that was available to me, so I am glad that the service was here to keep me right and help me apply for all these things. "

4 February 2025

Agenda Item No. 8

---

## **Local Community Planning Budget Request: Health & Social Care Partnership Community Well Worker**

---

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

---

Wards Affected: Wards 2,3 & 4

---

### **Purpose**

---

To seek agreement from the Area Committee for a contribution of £19,827 from the Dunfermline Local Community Planning Budget (specifically Anti-Poverty Budget) to allow for the continuation of a part-time Well Link Worker post for the City of Dunfermline for 2025/26.

### **Recommendation**

---

The Committee is asked to consider and agree to an allocation of £19,827 for this request. These funds will come from the Dunfermline Anti-Poverty Budget fund in this financial year. The project fits within the Local Community Planning priorities, specifically – promoting and supporting health and wellbeing and building strong and resilient communities.

### **Resource Implications**

---

There will be sufficient funding available in the Local Community Planning Area Budget (within the Anti-Poverty Budget) for this financial year.

### **Legal & Risk Implications**

---

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

### **Impact Assessment**

---

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

### **Consultation**

---

There has been local consultation Health & Social Care Partnership with regards to this position, and with the Dunfermline Anti-Poverty Team. This post has also been discussed within the Dunfermline Poverty Action Group and with local elected members.

## 1.0 Background

---

- 1.1 The criteria for spend from the Local Community Planning Area Budget requires authorisation from the Area Committee before amounts of over £5,000 can be committed.
- 1.2 This is a budget request for £19,827 from the current financial year to contribute to the funding of a part time Link Officer post in 2025/26.
- 1.3 The Wells are places in the community where anyone over the age of 16 can quickly access information, support, and advice about anything in relation to their health and wellbeing. People can receive support on topics such as physical and mental health, financial help, housing issues, community support, social isolation, carers support and many more.
- 1.4 The Well has remobilised in Dunfermline post COVID, however, some of the locations have proven to show low engagement, even though we are aware of the need for support. Having a single person engage with the population and be present within the community venues and centres, will allow for The Well to engage with the population based on the need of the locality.
- 1.5 In 2024 The Well received LCPB funding from the City of Dunfermline Area Committee for a part time Link Worker (18h per week) for the Dunfermline locality to be present within community venues and centres and create better partnerships and links with the existing community resources. A continuation and enhancement of the positive work undertaken to date will help to increase crisis prevention work across the city.
- 1.6 It is recommended that the request of £19,827 be deducted from the Dunfermline Anti-Poverty portion of the LCP Budget as the project impact aligns to crisis prevention under the Tackling Poverty & Preventing Crisis agenda.

## 2.0 Project Information

---

- 2.1 On evaluating the success of the current post, 189 people have been supported by The Well from July to November 2024. This is a 45% increase from the same period in 2023 (130 people). See below for **July – November 2024 Data**<sup>1</sup>

	Dunfermline LW (18 per week)	Other staff at the Well
Number of Well visitors (Dunfermline Locality)	74 Good Conversations <sup>2</sup> <ul style="list-style-type: none"><li>- 39 face to face</li><li>- 35 phone/Near Me</li></ul>	115 Good Conversations <ul style="list-style-type: none"><li>- 27 face to face</li><li>- 88 phone/Near Me</li></ul>
Number of Well visitors (other areas of Fife)	30 Good Conversations <ul style="list-style-type: none"><li>- 15 face to face</li><li>- 15 phone/Near Me</li></ul>	N/A

<b>Number of Follow Ups<sup>3</sup></b>	15 Follow up contacts - 9 face to face - 6 phone/Near Me	0 Follow ups
<b>Number of Pop ups and events attended</b>	8 events within the Dunfermline area  19 Pop Ups at Community Centres, Cafes, Pantries, etc.	

<sup>1</sup> Please note that the Dunfermline LW also had a 6-week induction period during this time.

<sup>2</sup> Records for every visitor at The Well and the support provided.

<sup>3</sup> The Well offers follow ups for visitors who require additional information or require another conversation with the Link Workers.

- 2.2 8 events and 19 pop ups were attended from July – November 2024 which resulted in a reach of 445 people, 23 referrals made and 14 good conversations had. This highlights the importance of a community presence in promoting The Well. Please see appendix A for case studies.
- 2.3 Whilst the information reflected within this report only demonstrates a 5-month period (July to November 2024), a fuller evaluation of year 1 will be carried out as part of the Local Community Planning Funding Evaluation process from April 2025, which will allow for more information and comparative data.
- 2.4 For year 2 of this post (2025/26 period), the part-time Link Officer worker will:
- Continue to work with local groups, organisations and partners to identify additional venues in Dunfermline to raise awareness of The Well / Community Hubs.
  - Continue to build on successful partnerships with the Welfare Support Assistants/ Community Education Workers to provide a more holistic and person-centred approach to people living in poverty.
  - Raise awareness of The Well to children, parents and staff through primary and secondary schools.
  - Raise awareness of The Well to staff and customers through local employers such as Tesco and Asda.
  - Support The City of Dunfermline’s Cash First Pilot.
- 2.5 The impact of year 2 of this post will be monitored and evaluated by requesting a satisfaction survey from all who engage with The Well, issuing a questionnaire to staff to better understand the benefits of partnership working and shared learning, and monitoring the increase in the number of Wells, referrals to Wells and walk-ins to The Well in Dunfermline.

## 3.0 Conclusion

---

- 3.1 This report seeks agreement from the Area Committee for a contribution of £19,827 from the Dunfermline Local Community Planning Budget (specifically Anti-Poverty Budget) to allow for the continuation of a part-time Well Link Worker post for the City of Dunfermline for 2025/26
- 3.2 The proven success of a community based Well Worker role is evidenced through an increase in engagement and footfall across the City of Dunfermline. Whilst the report evidences figures from a 5-month period, a fuller evaluation will be produced after the original 12-month period.
- 3.3 Year 2 of this post will see a focus within local education and employment sectors to increase awareness of the Well. Community cafes, pantries and the foodbank continue to be well attended across the city, and a presence across these will continue throughout year 2.
- 3.2 The application meets the criteria for Anti-Poverty Budget funding. A copy of the original Anti-Poverty Budget application can be made available on request.

### **Report Contact(s)**

Lindsay Gilfillan

Anti-Poverty & Community Wealth Building Project Manager

[Lindsay.Gilfillan@fife.gov.uk](mailto:Lindsay.Gilfillan@fife.gov.uk)



# Fife Health & Social Care Partnership

Supporting the people of Fife together

THE WELL



## Joseph's story



- Joseph is 18 years old
- Left school
- College has been unable to support him

## Joseph's Conditions



- Autism

## Joseph's Hopes



- To find an enjoyable activity
- To develop skills to live a good life

## Actions Agreed



- Link Worker (LW) to introduce family to Tracey Francis, Transitions Forum
- Discussed advocacy and Independent Living Transitions Fund
- Mum to contact Fife Carer's Centre for support for herself

## Outcomes Achieved



- Joseph decided college isn't the right thing for this year
- Follow up – LW signposted FVA EASYP for life skills and work experience
- Fife Carer's Centre arranged a visit with the family in the upcoming week

### Joseph's mum said

"I didn't know what to do. I would like to thank you and your team for the excellent information that you gave to me at the drop in centre. I would not hesitate to use your services again and would like to thank you all once again for the support you have shown"

# Fife Health & Social Care Partnership

Supporting the people of Fife together

## THE WELL



### Mary's story



- Female, age 70
- Carer for 92 year old mother who needs daily support
- 'I feel like I can't go on'

### Mary's Conditions



- Arthritis
- Chronic pain

### Mary's Hopes



- To have some support with mother to allow time for own hobbies and interests
- To feel able to visit friends overseas

### Actions Agreed



- Link Worker (LW) to completed a referral to Fife Carer's Centre
- Explored other community supports including Fife Shopping and Support and Ageless Companions

### Outcomes Achieved



- Fife Carer's Centre have been in touch to arrange an initial appointment
- Mary feels more positive about the future and that a holiday might be possible

### Mary said

" Thank you. It was a comfort talking with you and I appreciate this information"

4 February 2025

Agenda Item No. 9

---

## Local Community Planning Budget Request - Community Holiday and Event Chest Fund

---

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

---

Wards Affected: 2,3,4

---

### Purpose

---

The purpose of this report is to seek agreement from the Area Committee for a contribution from the Local Community Planning Area Budget (Anti-Poverty) of £20,000 to support the delivery of community events and holiday activities across the City of Dunfermline.

### Recommendation(s)

---

Members are asked to agree and approve a total contribution of £20,000 towards supporting the delivery of community events and holiday activities across the City of Dunfermline

### Resource Implications

---

There is sufficient funding available in the Local Community Planning Area Budget (within the anti-poverty budget) for this financial year 2024/25.

### 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

---

There has been consultation with partners across Dunfermline including: Dunfermline Poverty Action Group (DPAG), Dunfermline Faith Based Organisation Network, and local Community Councils and Tenants and Residents Associations (TRAs).

## 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 £20,000 from the Local Community Planning Budget (Anti-Poverty)
- 1.2 The City of Dunfermline has a wealth of local community groups and organisations keen and eager to support and serve their local areas. Many of these groups are unable to secure alternative funding to deliver activities due to their organisational status.
- 1.3 Cost of Living remains a key barrier to participation in activities across the City of Dunfermline.
- 1.4 The City of Dunfermline Area Committee on 18<sup>th</sup> June 2024, approved £20,000 of Community Recovery Funding to be ringfenced for support community events and holiday provision. To date, over half of this funding has been utilised to promote inclusive activity across the city. These events include: Abbeyview Community Centre Open Day, Broomhead TRA Community Event, Touch Community Garden Play Project and Tower House Summer Activities.
- 1.5 It is anticipated that the CRF funding will be utilised by 1<sup>st</sup> April 2025 and so securing additional funding from LCPB in advance will allow for a smooth continuation of support.

## 2.0 Project Information

---

- 2.1 The Community Events and Holiday Chest Fund will allow groups and organisations to apply for funding to promote and support community engagement across the city. Applications can seek funding of up to £4,999.
- 2.2 The fund will support all groups and organisations who support and serve those living within the City of Dunfermline, with the aim of increasing opportunities and removing the barriers to participation across the city. Events and activities should be free (or low cost) where possible, to combat against the effects of the Cost of Living crisis. By increasing activity locally, there are more opportunities for the CLD and anti-poverty teams to engage with local people, increasing knowledge of support available.
- 2.3 Quite often, complex application and funding processes can be a barrier to groups and organisations applying for funding, particularly if they are new or knowledge of funding is limited. To make the process of applying as easy as possible, shortened application and evaluation forms have been created which makes the process quicker and smoother for those applying.
- 2.4 It is hoped that the chest fund will act as a vehicle in increasing reach, to new and/or smaller groups and organisations, to offer support to build on the wide network of groups and organisations already supporting the City of Dunfermline.

- 2.5 Using anti-poverty funding to support this project, as opposed to additional CRF funding, will create a more sustainable future to this project.

## 3.0 Conclusions

---

- 3.1 The application seeks agreement from the Area Committee for a contribution from the Local Community Planning Area Budget (Anti-Poverty) of £20,000 to support the delivery of community events and holiday activities across the City of Dunfermline.
- 3.2 The Community Event and Holiday Chest Fund will allow groups and organisations to apply for funding to promote and support community engagement across the city. Applications can seek funding of up to £4,999
- 3.3 The chest fund will increase support to local groups and organisations, increase opportunities for local people to engage with activity, and decrease the barriers to participation as a result of the Cost of Living crisis.

### 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

Lindsay Gilfillan  
Anti-Poverty & Community Wealth Building Project Manager  
City Chambers Dunfermline  
03451 55 55 55 Ext No 493012  
[Lindsay.gilfillan@fife.gov.uk](mailto:Lindsay.gilfillan@fife.gov.uk)

4 February 2025

Agenda Item No. 10

---

## Local Community Planning Budget Request - Dunfermline – A City Built on Heritage / Culture Led City

---

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

---

Wards Affected: Wards 2,3 & 4

---

### Purpose

---

The purpose of this report is to seek approval from Area Committee for a contribution of £45,000 (£15,000 split over three years from 2025 – 2028), from the Local Community Planning budget. This would enable the project to focus on using built and natural heritage assets to celebrate and define, design and deliver a programme of cultural engagement to promote the history and future of Dunfermline.

### Recommendations

---

The committee are asked to:-

- (1) agree to allocate £45,000 to be divided over a three year period, equating to £15,000 per year for each year;
- (2) agree for officers to identify and agree key deliverables with the project team for delivery for each year of the project's lifespan;
- (3) agree that officers will review the deliverable outputs each year with the project team, prior to agreeing future outputs for the succeeding years;
- (4) agree to allocate the funds from the Dunfermline Area held portion of the budget due to the overall geographic benefit to the city; and
- (5) note that the project spreads across all Local Community Planning priorities.

### Resource Implications

---

There will be sufficient funding available within the Local Community Planning budget to support this proposal.

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

## Consultation

---

All Dunfermline Elected Members have been consulted on the project through the circulation of the LCP budget application and discussion at Mega Ward.

## 1.0 Background

---

- 1.1 Inspired by St. Margaret, Andrew Carnegie, and Sir Patrick Geddes, this project builds on six years of partnerships and incorporates lessons from the Great Places Scheme and Wellbeing through Heritage. The project aims to celebrate Dunfermline's history and heritage by using built and natural heritage sites as venues for cultural engagements.
- 1.2 The 3-year City Built on Heritage Project involves a number of organisations including Carnegie Dunfermline Trust, Fife Cultural Trust, Fife Coast and Countryside Trust and Fife Council who will make up the governance group for the National Lottery Heritage funded project.
- 1.3 The project aligns with community planning priorities, including nature-based activities for mental health, better use of outdoor spaces, and community-led services. Supported by National Lottery Heritage Funding, it builds on prior successes in empowering communities and regenerating Dunfermline through a place-based approach.

## 2.0 Project Information

---

- 2.1 The programme will focus on driving economic growth, increasing tourism, and fostering civic pride through a three-year "Audit – Engage – Design – Deliver" approach. Seven key areas will be addressed, including innovation, sustainability, and maximising social benefits. Expected outcomes include increased footfall to heritage sites and local businesses, benefiting the local economy.
- 2.2 Community engagement is a priority, with accessible, low-cost events and targeted outreach to underrepresented groups. Volunteering opportunities will be expanded, and local voices will shape the heritage narrative. Events will be inclusive, held in accessible venues, and tailored to diverse audiences, ensuring broad participation (estimated to be around 10,000 participants per year).
- 2.3 The project will foster greater coordination and communication among heritage and culture organisations, ensuring that resources such as digital materials, creative works, and courses produced during the three years are effectively utilised and maintained. Partnerships with community groups, businesses, and local heritage organisations will strengthen, enabling collaborative programmes to scale over time. Partners commit to adopting and advocating for the project, integrating its practices and innovations into their future work to enhance wellbeing and drive social change. This collective effort aims to build a sustainable and dynamic focus on Dunfermline's heritage, using lessons from the past to shape its future.
- 2.4 The total project amounts to £388,000 with funding support being sought from various other sources including National Lottery Heritage Funding and Carnegie Dunfermline Trust.

## 3.0 Conclusion

---

- 3.1 This application seeks financial support for this transformative heritage project, which will leverage Dunfermline's rich cultural assets to drive economic growth, promote environmental sustainability and foster social cohesion.
- 3.2 Supporting this initiative will enable the creation of accessible, inclusive programmes that engage diverse audiences, support community wellbeing, and empower local groups to shape their city's heritage. The project's outcomes, strengthened partnerships, increased tourism, and a robust cultural legacy, will not only benefit Dunfermline but also serve as a model for heritage-led regeneration, ensuring long-term impact for the city and its communities.
- 3.3 A copy of the LCPB application can be made available upon request.

### List of Appendices

N/A

### Background Papers

Circulated to members in advance of City of Dunfermline Area Committee:

- LCPB Application – A City Built on Heritage / Culture Led City

### Report Contact(s)

Andrew Gallacher  
Community Manager  
City of Dunfermline  
Email: [andrew.gallacher-cn@fife.gov.uk](mailto:andrew.gallacher-cn@fife.gov.uk)



4 February 2025

Agenda Item No. 11

---

## PROPERTY TRANSACTIONS

---

Report by: Alan Paul, Head of Property Services

---

Wards Affected: 3 and 4

---

### Purpose

---

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 Acquisitions

#### 2.1.1 4 Ochil Terrace, Dunfermline

Date of Acquisition: 6 November 2024  
Price: £145,000

### 2.2 Leases by the Council – New Leases

#### 2.2.1 Unit C Pitreavie Crescent, Pitreavie Business Park, Dunfermline

Term: 13 October 2024 for 5 Years  
Rent: £4,050 per annum  
Tenant: Wood Property services Ltd

#### 2.2.2 Unit G & H Pitreavie Crescent, Pitreavie Business Park, Dunfermline

Term: 26 November 2024 for 5 Years  
Rent: Stepped: Yr 1 £11,500, Yr 2 £13,000, Yrs 3, 4 and 5  
£14,500 per annum  
Tenant: Paul Waterhouse t/a The Bike Shop Scotland

## 3.0 Conclusions

---

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

### List of Appendices

1. N/A

### Report Contact

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

4 February 2024

Agenda Item No. 12

---

## City of Dunfermline Area Committee Work Programme

---

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

---

**Wards Affected:**

---

### Purpose

---

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

### Recommendation(s)

---

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

### Resource Implications

---

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

### Legal & Risk Implications

---

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

### Impact Assessment

---

None required for this paper.

### Consultation

---

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

## **1.0 Background**

---

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

## **2.0 Conclusions**

---

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

### **List of Appendices**

---

1. Workplan

### **Background Papers**

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

None

### **Report Contact**

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

<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, Scott Clelland	
Local Economic Profile 2023/24		Alison Laughlin	
Design & Development framework for City Centre		David Grove	
Dunfermline City Vision & Roadmap		Hilary Roberts	
Area Capital Update Report 2024/25		Andrew Gallacher	

<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>
UK Government Levelling-Up Funding: City of Dunfermline Culture Funding		Morag Millar	TBC
Report on Educational Outcomes 2023 - 2024 (tbc)		Alan Cumming	

<b>City of Dunfermline Area Committee of 19 August 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Roads Programme 2024/25 - Final Report		Vicki Storrar	
Complaints Update 2024/25		David Thomson	
City of Dunfermline Local Community Plan Delivery		Andrew Gallacher	

<b>City of Dunfermline Area Committee of 19 August 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Anti Poverty Budget Update		Lindsay Gilfillan	

<b>City of Dunfermline Area Committee of 28 October 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Supporting the Local Community Plan - Operational Briefing on Policing within Dunfermline	Police Scotland		
Scottish Fire and Rescue Service City of Dunfermline Area Annual Performance Report	Scottish Fire & Rescue Service		
Safer Communities Team Update Report	Housing Services	Michael Collins	
Area Housing Plan 2025/26		Lynne Johnston	
Education - Pupilwise and Parentwise Surveys		Alan Cumming	

<b>City of Dunfermline Area Committee of 16 December 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Common Good and Settlement Trust Funds Annual Report 2024/25		Eleanor Hodgson	

<b>City of Dunfermline Area Committee of 3 February 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Area Roads Programme 2025/26		Vicki Storrar	
Health and Social Care Locality Planning Annual Update		Jacquie Stringer	
Local Economic Profile 2024/25		Alison Laughlin	

<b>City of Dunfermline Area Committee of 31 March 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2025/26		Scott Clelland	
Criminal Justice Community Payback Annual Report 2024/25		Joan Gallo	
ONFife Annual Report			
Area Capital Update Report 2025/26		Andrew Gallacher	

<b>City of Dunfermline Area Committee of 9 June 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Report on Educational Outcomes 2024/25 (tbc)		Alan Cumming	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Update on Flood Issues in Dunfermline			
Update of Maintenance of Trees in Dunfermline			
Relocation of Woodmill and St Columbas High Schools - Impact on the local economy.			Workshop to be arranged for members.
School support for cost of living impact on families		Zoe Thomson, Sarah Else	
Pavement Parking Ban		John Mitchell	
OnFife Annual Report		Sheona Small	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Pittencrieff Park Status		Shirley Melville	tbc
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.
Area Roads Programme 2025/26 - Final Report		Vicki Storrar	
Local community planning budget application - Community Group & Organisational Holiday & Event Fund			
Community Use Update		Scott Fenton	