

## South and West Fife Area Committee

Civic Centre, Inverkeithing / Blended Meeting

Wednesday, 5 February 2025 - 9.30 am

---



### AGENDA

	<u>Page Nos.</u>
1. <b>APOLOGIES FOR ABSENCE</b>	
2. <b>DECLARATIONS OF INTEREST</b> – 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. <b>MINUTE</b> – Minute of meeting of the South and West Fife Area Committee of 11 December 2024.	3 - 7
4. <b>SHORTLISTING OF THE NAME FOR THE RELOCATED INVERKEITHING HIGH SCHOOL</b> – Report by the Executive Director (Education).	8 - 17
5. <b>OBJECTION TO PROPOSED 20MPH - B913 MAIN STREET AND WEST ROAD, SALINE</b> – Report by the Head of Roads and Transportation Services.	18 - 20
6. <b>PROPOSED PARKING RESTRICTION - STRUAN DRIVE, INVERKEITHING</b> – Report by the Head of Roads and Transportation Services.	21 - 23
7. <b>DOMESTIC WASTE, STREET CLEANSING AND GROUNDS MAINTENANCE SERVICE - ANNUAL REVIEW 2023-24</b> – Report by the Head of Environment and Building Services.	24 - 30
8. <b>AREA ROADS PROGRAMME 2025-26</b> – Report by the Head of Roads and Transportation Services.	31 - 37
9. <b>POTHOLE AND PATCHING PERFORMANCE UPDATE</b> – Report by the Head of Roads and Transportation Services.	38 - 48
10. <b>LOCAL AREA ECONOMIC PROFILES 2023/24</b> – Report by the Head of Property Services.	49 - 94
11. <b>FORTH BRIDGES AREA TOURISM STRATEGY DELIVERY PLAN 2025-2029</b> – Report by the Head of Property Services.	95 - 106
12. <b>COMMUNITY RECOVERY FUND - COST OF LIVING POSTS</b> – Report by the Head of Communities and Neighbourhoods Service.	107 - 129
13. <b>PROPERTY TRANSACTIONS</b> – Report by the Head of Property Services.	130 - 131
14. <b>SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME</b> – Report by the Executive Director (Finance and Corporate Services).	132 - 138

**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

29 January 2025

If telephoning, please ask for:

Michelle McDermott, Committee Officer, Fife House, North Street, Glenrothes  
Telephone: 03451 555555, ext. 442238; email: Michelle.McDermott@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.

## 2024 SWFAC 78

### THE FIFE COUNCIL - SOUTH AND WEST FIFE AREA COMMITTEE - BLENDED MEETING

Civic Centre, Inverkeithing

11 December 2024

9.30 am - 11.00 am

**PRESENT:** Councillors David Barratt (Convener), Karen Beaton, Patrick Browne, Dave Dempsey, Brian Goodall, Andy Jackson, Sarah Neal, Sam Steele, Andrew Verrecchia and Conner Young.

**ATTENDING:** Lesley Craig, Lead Consultant, Roads and Transportation Service; Shelagh McLean, Head of Education (Early Years and Directorate Support) and Lyn Meeks, Quality Improvement Officer, Education Service; Claire Mackinlay, Housing Team Manager, Housing Service; Eleanor Hodgson, Accountant and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

**ALSO IN ATTENDANCE:** Ms. Nina Patton, Scottish Environmental Protection Agency (SEPA) for para. 185 only; Councillor Jan Wincott, Environment and Climate Change Spokesperson and Mr. Simon Young, Service Manager, Cireco for para. 186 only.

Councillor David Barratt, Convener, on behalf of the committee, welcomed Councillor Karen Beaton to her first meeting of the South and West Fife Area Committee following her appointment at the recent by-election held in November.

#### 183. DECLARATIONS OF INTEREST

As a matter of transparency and with reference to para. 186 - Dalgety Bay Recycling Centre Booking System - Verbal Update - Councillor Browne declared he was a council appointee on Cireco (Scotland) LLP / Fife Resource Solutions LLP. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this item, he remained and participated in the meeting.

As a matter of transparency and with reference to para. 189 - Supporting the Local Community Plan - Local Community Planning Budget Request - Whinny/Brankholm Burn River Restoration Project - Councillor Goodall declared he was a council appointee to the Fife Coast and Countryside Trust. However, as this was not considered a connection under the Councillors' Code of Conduct for the purposes of this report, he remained and participated in the meeting.

#### 184. MINUTE

The committee considered the minute of the South and West Fife Area Committee meeting of 30 October 2024.

## 2024 SWFAC 79

In terms of Standing Order No. 27.4(1), Councillor Browne, seconded by Councillor Barratt, moved that the minute be amended at para. 182(5) to reflect that it was agreed that the Area Committee, and not Councillor Browne, would liaise with the Head of Education in relation to presenting a report on the Care Inspectorate inspections of education facilities.

The procedural motion was unanimously agreed and the minute was approved.

### 185. RADIATION MONITORING AT DALGETY BAY

Ms. Patton, Scottish Environmental Protection Agency (SEPA) advised that the monthly monitoring and removal of detected contamination was still being undertaken. This provided data for the verification of the effectiveness of the remediation for future years. It was noted that signage would also remain in place until the end of the two year verification period. It was noted that the DIO's contractors were currently undertaking the monitoring and would continue with that until SEPA deemed the verification process to be completed.

Once the verification process had been completed, SEPA would take over the monitoring and determine the frequency of scrutiny once the verification results were available.

#### Decision

The committee:-

- (1) thanked Ms. Patton for her update; and
- (2) noted the written update provided by Mr. Richard Harker, Ministry of Defence (DIO).

### 186. DALGETY BAY RECYCLING CENTRE BOOKING SYSTEM - VERBAL UPDATE

Councillor Jan Wincott, Environment and Climate Change Spokesperson, provided an update on the booking system at Dalgety Bay Recycling Centre advising that a Working Group had been set up with its first meeting being held in September. Simon Young of Cireco had reviewed the various proposals that had been put forward at that meeting and subsequently the Working Group agreed to submit Councillor Barratt's proposed solution for the removal of the booking system to the FRS' Board meeting which had taken place on 10 December 2024.

The outcome from the Board meeting was that a paper would be presented to their next meeting outlining potential options for removing the booking system in a manner that was both safe for staff and members of the public.

### 187. A994 CAIRNEYHILL - 30MPH SPEED LIMIT AND NEW DEVELOPMENT 20MPH ZONE

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to lower the current national speed limit to 30mph on the A994 to Cairneyhill and implement a new 20mph speed limit zone on Flaxfield Crescent and Handweavers Court.

**Decision**

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the 30mph and 20mph speed limits as detailed in Drawing No. TRO24\_56 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**188. NAMING OF THE RELOCATED INVERKEITHING HIGH SCHOOL**

The committee considered a report by the Executive Director (Education) seeking permission to consult with stakeholders regarding the naming of the replacement Inverkeithing High School.

**Decision**

The committee:-

- (1) agreed that local stakeholders be consulted for suggestions for the name of the replacement Inverkeithing High School;
- (2) following the initial stakeholder consultation, agreed to review and select three names to be shortlisted for a final stakeholder vote. Results of the initial engagement would be presented to this committee on 5 February 2025; and
- (3) noted that the outcome of the stakeholder vote would be advised verbally at this committee on 30 April 2025.

**189. SUPPORTING THE LOCAL COMMUNITY PLAN - LOCAL COMMUNITY PLANNING BUDGET REQUEST - WHINNY/BRANKHOLM BURN RIVER RESTORATION PROJECT**

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking agreement for a contribution from the Local Community Planning Budget for Whinny/Brankholm Burn River Restoration Project.

**Decision**

The committee agreed an award of £16,250 from the Local Community Planning Budget 2024/25, equally divided between the Ward 5 and Area allocation as a contribution towards the initial feasibility study.

**190. SOUTH AND WEST FIFE AREA HOUSING PLAN 2024-25 AND LOCAL LETTINGS PLAN 2024-27**

The committee considered a report by the Head of Housing Services seeking approval of a revised Area Housing Plan for South and West Fife which set out area performance, service delivery and highlights key housing issues.

**Decision**

The committee agreed:-

- (1) to approve the revised South and West Fife Area Housing Plan 2024-25 and the South and West Fife Local Lettings Plan 2024-2027;
- (2) that future versions of the Housing Plan should provide more detail on future outcomes, targets and actions; and
- (3) that prior engagement, via a workshop, be undertaken with members prior to future Housing Plans being submitted to committee for approval.

**191. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2023-2024**

The committee considered a report by the Executive Director (Finance and Corporate Services) advising members of the current status of the Common Good and Settlement Trust Funds in the South and West Fife Area and relevant fund activities over the financial year 2023-2024.

**Decision**

The committee:-

- (1) noted the information contained within the relevant appendices for the various Common Good Funds and Trust Funds;
- (2) agreed to continue to support the disbursement of Trust Funds, including the Waugh and Wharrie Bequest, 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 were providing similar support to local priorities; and
- (3) agreed that a report be brought back to this committee within six months' time on the review being undertaken of the Settlement Trusts.

**192. APPOINTMENT TO EXTERNAL ORGANISATIONS**

The committee considered a report by the Head of Legal and Democratic Services seeking nominations to the Comrie Colliery Environment Trust and Liaison Committee; Dunfermline and West Fife Local Tourist Association; and Longannet Power Station and Valleyfield Ash Lagoons Liaison Committee.

**Decision**

The committee agreed to appoint Councillor Karen Beaton to the Comrie Colliery Environmental Trust and Liaison Committee and the Longannet Power Station and Valleyfield Ash Lagoons Liaison Committee.

**Dunfermline and West Fife Local Tourist Association**

Councillor Barratt, seconded by Councillor Jackson, proposed that Councillor Brian Goodall be appointed to the Dunfermline and West Fife Local Tourist Association.

Councillor Browne, seconded by Councillor Verrecchia, proposed that Councillor Karen Beaton be appointed to the Dunfermline and West Fife Local Tourist Association.

**Roll Call**

**For Councillor Goodall - 5 votes**

Councillors David Barratt, Brian Goodall, Andy Jackson, Sarah Neal and Sam Steele.

**For Councillor Beaton - 4 votes**

Councillors Karen Beaton, Patrick Browne, Andrew Verrecchia and Conner Young.

**Abstention - 1 vote**

Councillor Dave Dempsey

**Decision**

The committee agreed to appoint Councillor Goodall to the Dunfermline and West Fife Local Tourist Association.

**193. SOUTH AND WEST FIFE AREA COMMITTEE FORWARD WORK PROGRAMME 2025**

The committee considered a report by the Executive Director (Finance and Corporate Services) supporting the committee's consideration of the Forward Work Programme for future meetings of the committee.

**Decision**

The committee reviewed and noted the South and West Fife Area Forward Work Programme 2025.

5 February 2024  
Agenda Item No. 4

---

## Shortlisting of the name for the relocated Inverkeithing High School

---

**Report by:** Donald Macleod, Executive Director (Education)

---

**Wards Affected:** 5 and 6

---

### Purpose

---

The purpose of this report is to provide feedback to elected members on the naming suggestions collected/received during the consultation period (9.12.24 - 22.1.25) for the relocated Inverkeithing High School and request that up to three names are selected for the final stakeholder feedback.

### Recommendations

---

Committee is asked to: -

- (1) review the outcome of the naming consultation, analysing the results of the names suggested, as well as those proposed by stakeholders; and
- (2) select up to three names to be shortlisted for the final stakeholder consultation.

### Resource Implications

---

Dedicated officer time will be required to undertake the consultation process with stakeholders.

### Legal & Risk Implications

---

There are no legal or risk implications.

### Impact Assessment

---

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

### Consultation

---

Consultation has previously taken place in accordance with the Schools (Consultation) (Scotland) Act 2010 and the Town and Country Planning (Scotland) Act 1997, as part of the proposal to relocate Inverkeithing High School. During this period, stakeholders were advised that further engagement would take place to seek suggestions for a new name for the relocated school.

As part of the naming consultation process, and to satisfy the requirements of the UNCRC, the Education Directorate has carried out consultation with pupils.

Members will be advised of the outcome of the final stakeholder consultation verbally, at the 30 April 2025 South and West Fife Area Committee meeting.



# 1.0 Background

---

- 1.1 The relocation of Inverkeithing High School, from the existing site of Hillend Road, Inverkeithing, to a new site, south of the A985 (Admiralty Road, Rosyth), the Fleet Grounds Rosyth is planned for August 2026.
- 1.2 Following agreement to move forward with a consultation to establish a new name, at the South and West Fife Area committee on 11 December 2024, a public consultation occurred between 12 December 2024 and 22 January 2025.
- 1.3 3528 consultation responses were recorded. 2272 by pupils, 127 by staff, 526 by parents, 206 by future parents and 397 by other interested parties. Each individual response could select up to three suggestions.
- 1.4 During week beginning 6<sup>th</sup> January, all young people in Inverkeithing High School, as well as pupils from P4 - P7 in each of the cluster primary schools, attended assemblies in their schools to raise awareness of the naming consultation and the construction progress to date. Pupils were given the opportunity to complete the consultation response form in school. Over 75% of pupils in each school responded.
- 1.5 In addition to the suggestions provided in the consultation form, a further **1304** names have been proposed by Stakeholders. Where suggested names duplicated those in the consultation form, the responses have been collated within the list shared in paragraph 1.8, to allow easier analysis of the data collected.
- 1.6 No rude or offensive suggestions have been reported.
- 1.7 The full list of appropriate proposed names, and the number of times suggested, are outlined in appendix 1.
- 1.8 For the names suggested in the consultation response form, the response information is as follows:

<b>Suggested name</b>	<b>Number of responses received</b>
Admiralty High School	311
Caledonia High School	1009
Castlandhill High School	86
Forthbridge High School	442
Forthside High School	159
Forthvalley High School	178
Forthview High School	409
King Charles High School	183
Kings Road High School	275
Lomond View High School	87
North Queensferry Academy	171
Rosyth Academy	743
Rosyth High School	956
Rosyth Royal Academy	567
Rosyth Royal High School	257
South West Fife Academy	215
South West Fife High School	171
St David's Harbour High School	100
Three Bridges High School	772
<b>TOTAL</b>	<b>7097</b>

## 2.0 Issues and Options

---

- 2.1 The consultation process with stakeholders to name the replacement Inverkeithing High School is not defined with the Schools (Consultation) (Scotland) Act 2010 as a legislative requirement. However, the Education Directorate has followed the guidelines from the Act to ensure as many stakeholders as possible have had an opportunity to make representations.
- 2.2 The second part of this consultation, i.e. to select the final name for the relocated Inverkeithing High School, will take place over 34 school days. However, views can be provided at any time during the engagement process.
- 2.3 An online link to a Microsoft form will be shared with stakeholders giving them the opportunity to vote on the final naming options. This form will also be available on the website at [New SW Fife High School - Inverkeithing High School replacement | Fife Council](#).
- 2.4 The timeline for seeking final opinions from stakeholders is as follows:

5 February 2025	South and West Fife Area Committee	South and West Fife Area Committee to shortlist up to three choices for further stakeholder feedback.
6 February 2025	Final consultation stage (6.2.25 – 28.3.25)	New Microsoft form issued to stakeholders for final consultation stage of choices.
6 February 2025	Final consultation form distributed	Form link emailed to those who provided an email address in the previous form.
30 April 2025	South and West Fife Area Committee	Result of the public vote submitted to committee for a decision.
May 2025	Education Directorate to inform stakeholders	New name for relocated school communicated to all stakeholders.

- 2.5 It is important to note that permission to use the title 'Royal', etc. would be required if an option including this were to be chosen as the preferred option. Permission is a mark of Royal favour granted by the Sovereign, acting on the advice of his Ministers. Such titles are granted sparingly and strict standards are applied. Therefore, agreeing such a name may not be possible.

## 3.0 Conclusions

---

- 3.1 Elected members are asked to consider the results of the initial stakeholder consultation seeking suggestions for a suitable name for the relocated Inverkeithing High School.
- 3.2 Elected members are asked to agree a shortlist of three names for final stakeholder feedback. These should all be appropriate options.
- 3.3 It is important that stakeholders in this locality are given an opportunity to submit their final opinion on the name for the relocated school.
- 3.4 The Education Service wants to continue to reach out to stakeholders in a planned way, to ensure as many people as possible can respond and have their views recorded.

### List of Appendices

1. List of Proposed Names

Name	No of Times Suggested
3 Bridges Academy	1
3 Bridges Royal Academy	1
7 Seas School	1
Admiral David Beatty Academy	1
admiralty academy	13
Admiralty High School	311
Admiralty Road Academy	1
Andrew carnegie academy	2
Andrew Carnegie High School.	1
Babcock Academy	2
Babcock high	1
Bay View Academy	1
Bayside Academy	2
Bayside high school	1
Beatty high school	2
Brankholm High School	2
Bridge Academy	2
Bridge View High School	1
Bridgehead Academy	2
Bridgehead Academy	2
bridges academy	1
Bridges High School	3
Bridges View High School	1
Bridgeview high school	1
brige high school	1
brooke wood high	1
Brown brook academy	2
Buchan Academy	9
Buchan High School (after famous engineer, business man and philanthropist Robert Buchan born in rosyth)	1
CALEDONIA	1
Caledonia Academy	59
Caledonia Fleet High School	1
Caledonia High School	1009
Caledonia Rosyth High School	1
Caledonia Royal Acadamy of Grammar and education	1
Caledonia Royal Academy	1
CALEDONIA ROYAL HIGH SCHOOL	1
Caledonian Academy	1

<b>Name</b>	<b>No of Times Suggested</b>
camdean academy	3
Camdean high school	23
Camden's high school	1
Campelton High School	3
Carnegie Academy	4
Carnegie High School	1
Castlandhill Academy	1
Castlandhill High School	86
Castlandhill highschool	1
Coastal Heights Academy	1
Coastal Waters High School	1
Community Bridge High School	1
Crossroads High school	1
Dalgety Bay Academy	2
Dalgety Bay Royal High School	1
Dockyard view academy	1
Donibristle High School	1
East High	1
Eastside Academy	1
Ferryburgh Academy	1
Ferryhills High School	1
Ferrytoll High School	2
Field academy	1
Firth of Forth academy	2
Firth of Forth High School	3
Firthside High School	1
Fleet Academy	4
Fleet ground high school	3
Fleet High School	3
Fleet Yards High School	1
Fleetground Academy	2
Fleetground High school	2
Forsyth High School	1
Forth Academy	40
Forth academy high school	2
Forth Bridge Academy	5
Forth Bridge High School	4
Forth Bridges Academy	5
Forth Bridges High School	2
Forth Caledonian academy	1
Forth Coast Academy	1
Forth crossing secondary school	1

<b>Name</b>	<b>No of Times Suggested</b>
Forth Estuary High School	1
Forth Fleet High School	1
Forth High School	10
forth of fife academy	1
forth river high school	3
Forth road high	1
Forth view high school	2
Forthbank High School	1
Forthbridge Academy	5
Forthbridge High School	442
forthplace acadamy	1
Forthside Academy	3
Forthside High School	159
Forthsite high school	1
Forthvalley Academy	2
Forthvalley High School	178
Forthvally academy	1
Forthview Academy	7
Forthview High School	409
Fourth Academy	2
Fourth high school	1
Fourth point academy	1
Garden city Academy	8
Garden City High	12
Greenhill Fife Academy	1
Harbour View Academy	1
Heartland highscool	1
Heather highscool	1
Hillfield High School	1
Hilton High School	3
Hopes Peak Academy	1
Hopetoun view Academy	1
Inchcolm Academy	1
Inverkeithing Academy	5
Inverkeithing High School	17
Inversyth academy	3
Inversyth Bay Academy	1
Inversyth Bay High School	1
Inversyth High School	6
Janet McCallem	1
Janet McCallem High	2
Janet McCallum	9

<b>Name</b>	<b>No of Times Suggested</b>
Janet McCallum Academy	4
Janet McCallum High School	84
Janet McCallum memorial high school	1
King Alexander III High School	1
King Charles Academy	2
King Charles academy of grammar	1
King Charles High School	183
King Charles Royal educational academy	1
King James High School	3
King Malcolm Canmore High School	1
King Malcolm High School	2
king Robert high school	1
Kings academy	1
Kings Road academy	2
Kings Road High School	275
King's Road Royla Academy	1
King's Royal Academy	2
Lomond View High School	87
Malcolm Canmore Academy	1
Marina Academy	1
McCallum Academy	1
McCallum High School	3
North Queensferry Academy	171
North Queensferry high school	4
North Shore Academy	1
North side academy	1
Ocean View Academy	1
Pattiesmuir High School	3
Peacehill academy	1
Peasehill Academy	4
Peasehill High School	4
Queen Elizabeth High School	2
Queen Elizabeth II High School	1
Queen Margaret High School	2
Queen Mary High QMH	1
queens ferry crossing acadamy	1
Queensferry Academy	6
Queensferry High School	2
Railbridge View High	2
Red Bridge Academy	2
River academy	1
River Forth High School	1

<b>Name</b>	<b>No of Times Suggested</b>
River high school	2
River side academy	3
riverside high school	1
Riverton high school	1
Riverview Academy	2
Rosella high school	8
Rosinver High	1
Roskeith high	1
Rosyth Academy	743
Rosyth Caledonia Academy	2
Rosyth Caledonia High School	4
Rosyth Dockyard High School	1
Rosyth Fleet High School	1
Rosyth forthveiw high school	2
ROSYTH GARDEN CITY HIGH SCHOOL	1
Rosyth Green Valley High School	1
Rosyth high academy	1
Rosyth High School	956
Rosyth hill high	1
Rosyth Royal	1
Rosyth Royal Academy	567
Rosyth Royal High School	257
Rosyth west fife highscool	1
Rosyth west high school	1
Rosyth's royal high school	1
Rosyth's Fife High School	1
Royal 3 Bridges Academy	1
Royal academy	1
Royal academy of fife	3
Royal Camdean high school	2
Royal high	8
royal high academy	1
royal rosyth academy	2
Royal Rosyth HS	2
Royal School Of Rosyth	2
Royal St Margaret's High School	1
Royal wood high	1
Royale high school	1
S.W High School	1
Saint Davids High School	1
Sea view school	1
Seven seas school	1

Name	No of Times Suggested
Silver Forth Academy	1
South & West Fife Community High School	1
South and West Fife High School	171
South Fife Academy	1
South Fife high	1
South West Academy	5
South West Fife Academy	215
St Bridges High School	1
St David's Harbour High School	100
St James academy	1
St Margaret High School	1
St Margaret's Hope Academy	1
St.Antony high school	1
The Bridges Academy	1
The Forth Road Bridge High School	1
The Rosyth High	1
The Royal Academy of Rosyth	1
Three bridges academy	29
Three Bridges High School	772
Three bridges royal acadamy	1
West Dunfermline High	1
West Fife Academy	20
West Fife High School	10
West Fife Hub	1

Microsoft Consultation Form link <https://forms.office.com/e/AXyji9JuFZ> (live from 6.2.25@8am)

## Background Papers

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

- [Schools \(Consultation\) \(Scotland\) Act 2010](#)
- [West and Central Area Planning Committee Public Agenda Pack 7 February 2024](#)
- Cabinet Committee 7 May 2024 (private item)
- SWF Area Committee report 11.12.24 – <https://www.fife.gov.uk/resources/download-document-sharepoint?siteId=b0a16c14-7250-44ae-86f0-8e50f76efb3c&listId=84f0c2e2-9406-43dc-b9c5-367fa62fed43&listItemId=83182>

Minute of SWF Area Committee 11.12.2 [download-document-sharepoint HYPERLINK "https://www.fife.gov.uk/resources/download-document-sharepoint?siteId=b0a16c14-7250-44ae-86f0-8e50f76efb3c&listId=84f0c2e2-9406-43dc-b9c5-367fa62fed43&listItemId=83205"download-document-sharepoint](https://www.fife.gov.uk/resources/download-document-sharepoint?siteId=b0a16c14-7250-44ae-86f0-8e50f76efb3c&listId=84f0c2e2-9406-43dc-b9c5-367fa62fed43&listItemId=83205)



## **Report Contacts**

### **Shelagh McLean**

Head of Service, Education

Fife House, Glenrothes

Telephone: 03451 55 55 55 + 444229

Email: [Shelagh.mclean@fife.gov.uk](mailto:Shelagh.mclean@fife.gov.uk)

### **Lyn Meeks**

Quality Improvement Officer (School Estate Development and Change)

Fife House, Glenrothes

Telephone: 03451 55 55 55 + 430253

Email: [Lyn.meeks@fife.gov.uk](mailto:Lyn.meeks@fife.gov.uk)

5 February 2025

Agenda Item No. 5

---

## Objection to Proposed 20mph B913 Main Street and West Road, Saline

---

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

---

**Wards Affected:** Ward 1 – West Fife & Coastal Villages

---

### Purpose

---

The purpose of this report is to allow the South and West Fife Area Committee to consider an objection to the proposal to introduce a 20mph speed limit on the B913 Main Street and West Road, Saline.

### Recommendation

---

It is recommended that committee agrees to set aside the one outstanding objection to the Traffic Regulation Order (TRO) proposing the 20mph in Saline as shown in drawing no. TRO24\_40 (Appendix 1), to allow the Order to be made and the speed limit put in place.

### Resource Implications

---

The cost to formally promote this TRO and deliver the associated traffic management works is approximately £5,000 which covers Roads and Transportation Services' and Legal Services' staff costs, advertising, and delivery of the new infrastructure. This will be met by Transport Scotland on behalf of the Scottish Government.

### Legal & Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

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

### Consultation

---

The local Ward Councillors, Police Scotland and Community Council have been advised.

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. The closing date for objections was 26<sup>th</sup> December 2024. During the formal consultation period 1 objection was received.

## 1.0 Background

---

- 1.1 A report was brought to committee on 4 September 2024 (para. 159 of 2024.SWFAC.67 refers) proposing a 20mph speed limit on B913 Main Street and West Road, Saline, in line with the Scottish Government's National Strategy for 20mph speed limits.

## 2.0 Issues and Options

---

- 2.1 The main elements of the objection and Service response are outlined below with full redacted correspondence available as a background paper.
- 2.2 It was the objector's opinion that the proposal should extend fully to the existing 30mph limit on West Road to address speeding issues.

**Service Response:** The 20mph limit is to be implemented where it is most appropriate and will have the best compliance. The remaining short 30mph section is an area with fields on one side meaning the likelihood of drivers complying to a 20mph speed limit is reduced. This 30mph section will act as a buffer zone from the higher national speed limit into a 20mph zone. Cars leaving the village from the 20mph zone should also not be picking up speed at a significant rate to cause a danger.

## 3.0 Conclusions

---

- 3.1 It is considered, in the interests of road safety and traffic management, that the objection has been considered and should be set aside allowing the speed limit to proceed.

### List of Appendices

1. Drawing No. TRO24\_40

### Background Papers

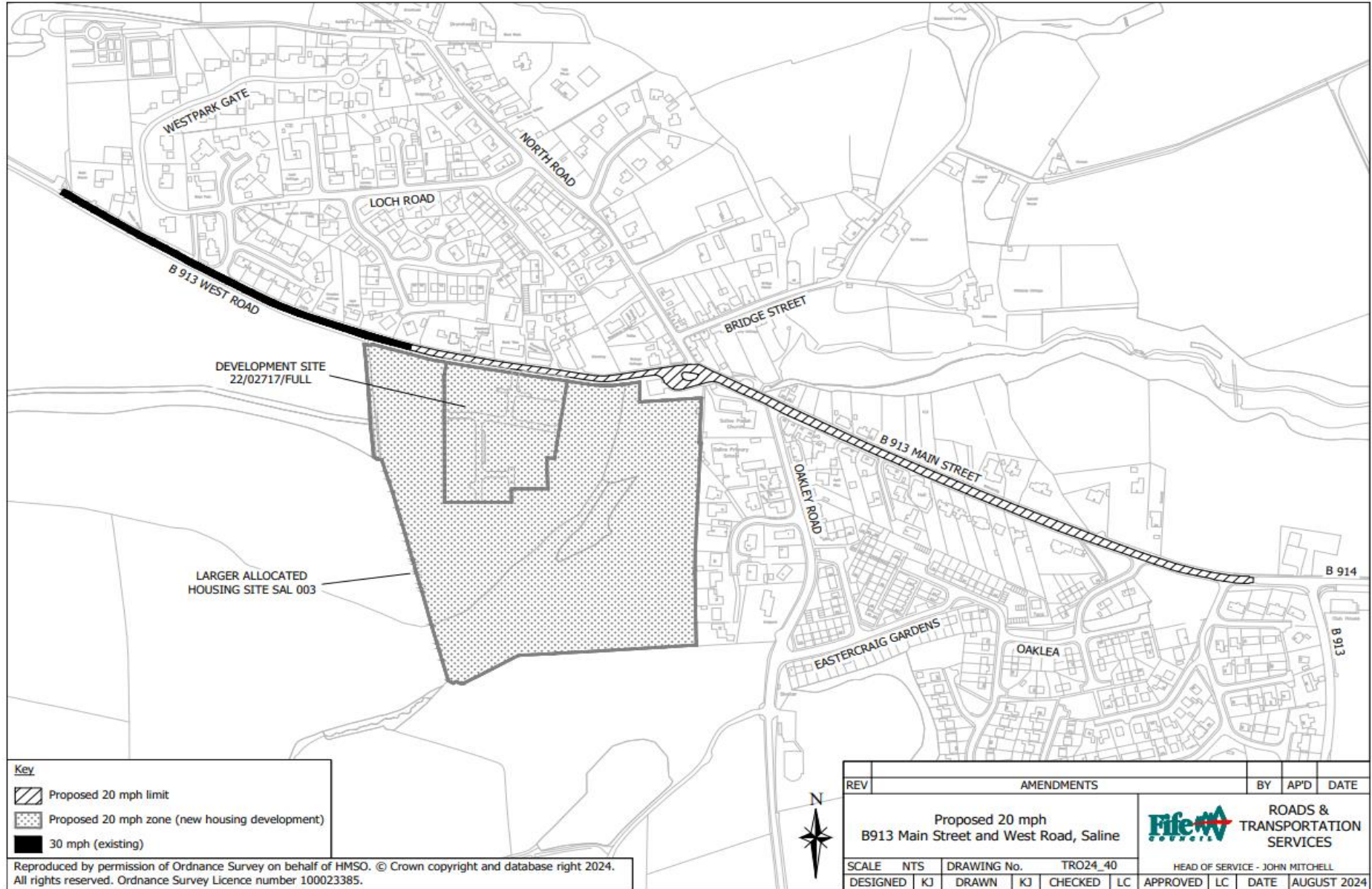
1. Full Correspondence (Redacted) with Objector

### Report Contact

Lesley Craig  
Lead Consultant, Traffic Management  
Roads & Transportation Services  
Bankhead Central Glenrothes  
03451 55 55 55 Ext No 480082  
[Lesley.Craig@fife.gov.uk](mailto:Lesley.Craig@fife.gov.uk)

Sara Wilson  
Service Manager, Roads Network Management  
Roads & Transportation Services  
Bankhead Central, Glenrothes  
03451 55 55 55 Ext No 453348  
Email: [Sara.Wilson@fife.gov.uk](mailto:Sara.Wilson@fife.gov.uk)

Appendix 1:




**Key**

	Proposed 20 mph limit
	Proposed 20 mph zone (new housing development)
	30 mph (existing)

Reproduced by permission of Ordnance Survey on behalf of HMSO. © Crown copyright and database right 2024. All rights reserved. Ordnance Survey Licence number 100023385.



REV	AMENDMENTS	BY	AP'D	DATE
<p><b>Proposed 20 mph</b>  <b>B913 Main Street and West Road, Saline</b></p>  <p><b>ROADS &amp; TRANSPORTATION SERVICES</b></p>				
SCALE	NTS	DRAWING No.	TRO24_40	
DESIGNED	KJ	DRAWN	KJ	CHECKED LC
HEAD OF SERVICE - JOHN MITCHELL			APPROVED	LC
			DATE	AUGUST 2024

---

## Proposed Parking Restriction – Struan Drive Inverkeithing

---

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

---

**Wards Affected:** Ward 6 – Inverkeithing and Dalgety Bay

---

### Purpose

---

The purpose of this report is to allow the South and West Fife Area Committee to consider a proposal to introduce a “No Waiting at Any Time” parking restriction on Struan Drive, Inverkeithing from 8.30am until 4.30pm, Monday to Saturday.

### Recommendation(s)

---

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce the parking restriction as detailed in drawing no. TRO25\_04 (Appendix 1); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

---

The cost to formally promote this TRO will be approximately £2,600 which covers Roads and Transportation Services’ and Legal Services’ staff costs, advertising, and delivery of the new infrastructure. This will be met from approved Service budgets.

### Legal & Risk Implications

---

There are no known legal or risk implications.

### Impact Assessment

---

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

### Consultation

---

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

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

## 1.0 Background

---

- 1.1 The area is residential and is situated in a turning bay. Serviced by Stagecoach 88 bus.

## 2.0 Issues and Options

---

- 2.1 Complaints have been received about vehicles parking in the turning area outside 41-56 Struan Drive, preventing buses turning, resulting in the buses no longer servicing this area and needing to divert.
- 2.2 To mitigate the safety risks and clear the turning area of parked vehicles during the times the bus service is in operation, it is proposed to introduce a “No Waiting At Any Time” from 8.30am until 4.30pm, Monday to Saturday, (single yellow line) restriction as shown in Appendix 1.

## 3.0 Conclusions

---

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

### List of Appendices

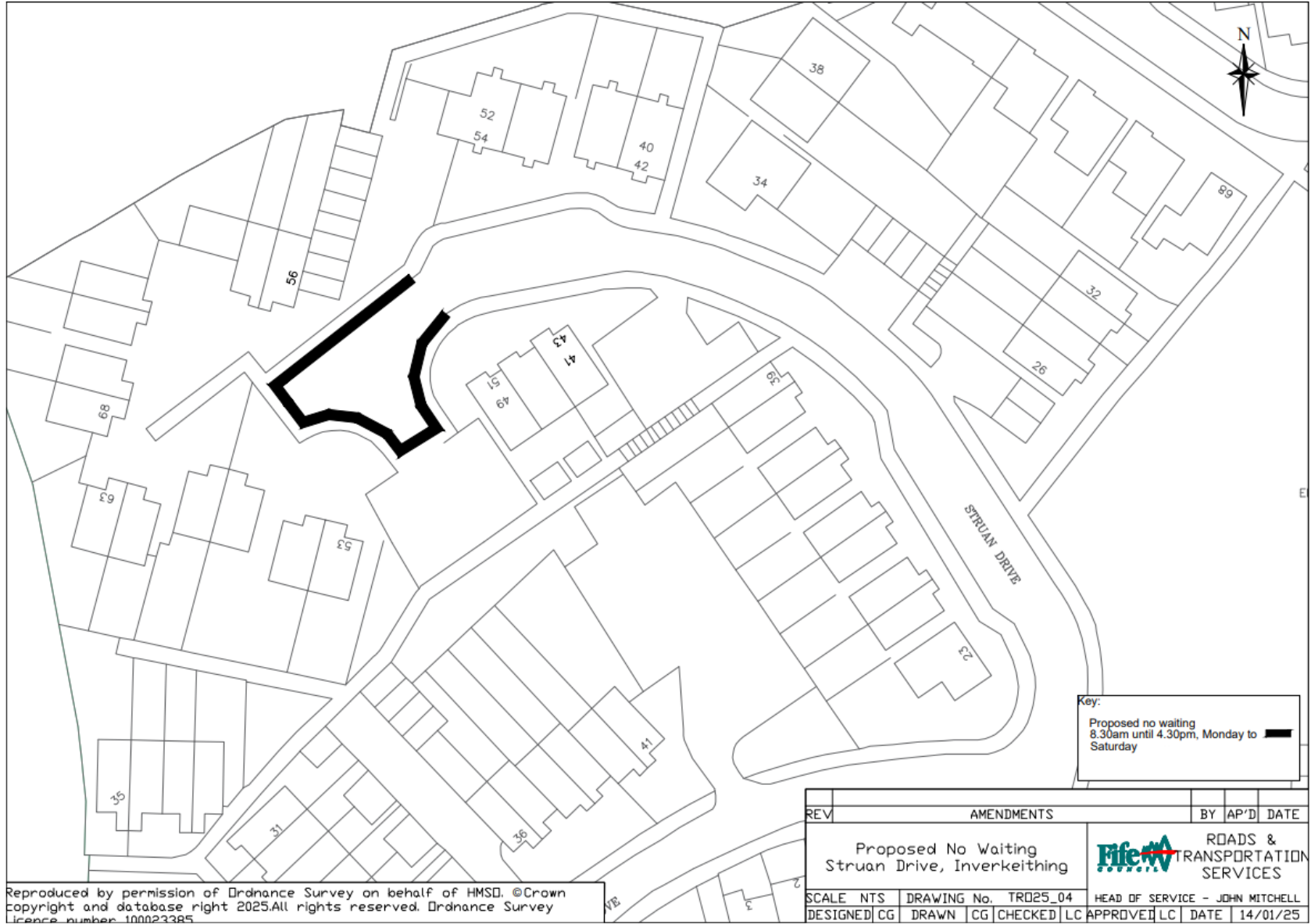
1. Drawing no. TRO25\_04

### Report Contacts

Lesley Craig  
Lead Consultant, Traffic Management  
Roads & Transportation Services  
Bankhead Central, Glenrothes  
Tel: 03451 55 55 55 Ext 480082  
Email: [lesley.craig@fife.gov.uk](mailto:lesley.craig@fife.gov.uk)

Sara Wilson  
Service Manager, Roads Network Management  
Roads & Transportation Services  
Bankhead Central, Glenrothes  
Tel: 03451 55 55 55 Ext 453348  
Email: [sara.wilson@fife.gov.uk](mailto:sara.wilson@fife.gov.uk)

Appendix 1 – Drawing no. TRO25\_04



5 February 2025

Agenda Item No. 7

---

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

---

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

---

Wards Affected: 1, 5 & 6

---

### **Purpose**

---

- The purpose of the report is to review the progress and performance of Domestic Waste, Street Cleansing and Grounds Maintenance Service for 2023/24
- Note the Service planning objectives for 2024/25 and the direction of travel.

### **Recommendations**

---

It is recommended that committee note:

- (1) the continuing Service development and performance in grounds maintenance, domestic waste collection and street cleansing services in 2024; and
- (2) the plans to deliver local priorities and help communities shape their environment.

### **Resource Implications**

---

There are no additional resource implications arising from this report.

### **Legal & Risk Implications**

---

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

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

### **Impact Assessment**

---

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

### **Consultation**

---

No consultations are required in connection with this report.



## 1.0 Domestic Waste and Street Cleansing Performance

---

### Domestic Waste

- 1.1 Consistent levels of service provision remained a challenge for domestic waste collection in 2023-24. The new shift patterns introduced in October 2024 will hopefully have a positive effect on attendance and this will be monitored over the coming 12 months.
- 1.2 The procurement and deployment of new vehicles as part of the fleet replacement programme will hopefully continue to improve the reliability of the fleet. There have been 13 new vehicles added to the fleet to accommodate the new shift pattern. These will be paid back over 7 years from savings made.
- 1.3 The new free bulky uplift service has been in place since April 2024. There has been a fourfold increase in demand since this service was introduced. There were over 55,000 bulk uplifts in 2023/24 up from 14,000 the previous year.

### Street Cleansing

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

## 2.0 Domestic Waste and Street Cleansing - Future Developments

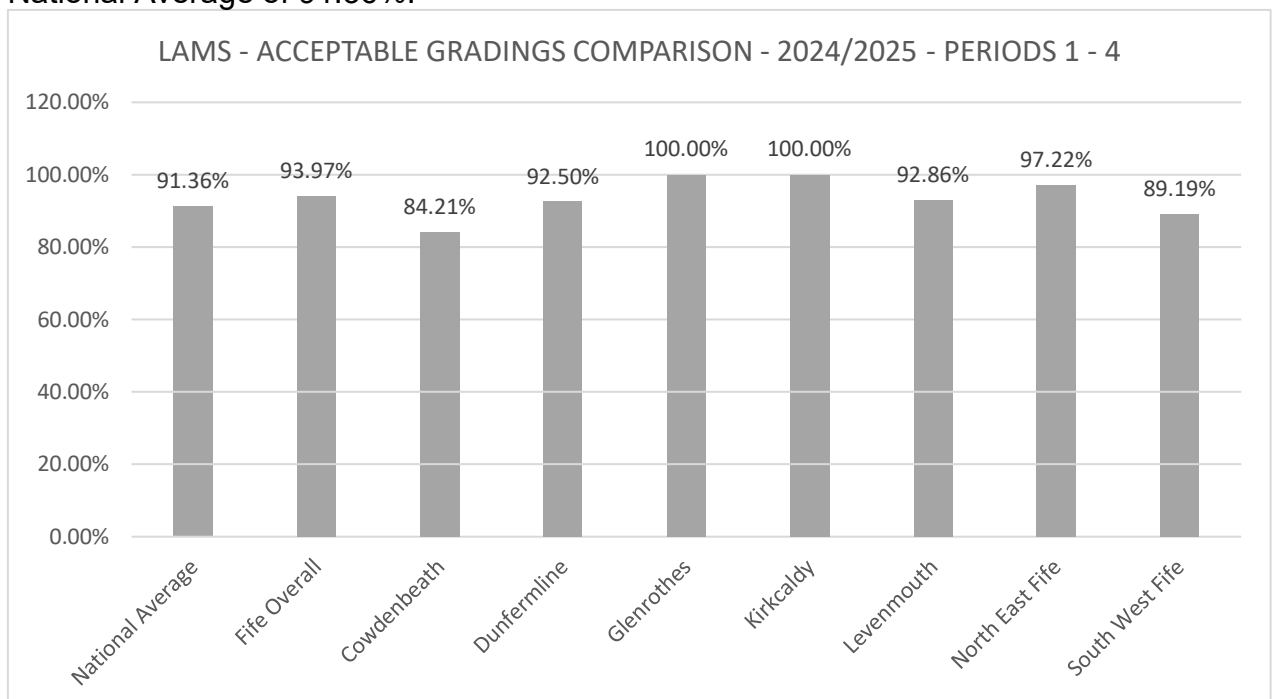
---

- 2.1 The single shift managing change project is now complete for Domestic Waste and has been underway since 14 October 2024. The new working pattern will be monitored for the next 12 months to see if the expected improvements to service delivery and absence are realised.
- 2.2 The creation of dedicated teams working in partnership with the Housing Service to address priority areas in council housing estates has been a success. This model will be extended in 2024/25.

- 2.3 Street cleansing specifications and schedules will be shared and discussed with Area Committees as part of the council’s decentralisation agenda. Area Committees will be able to influence works in their communities, recognising the impacts and opportunity cost of resource deployment choices.

### 3.0 Grounds Maintenance Performance

- 3.1 The core Service Level Agreement specification is being met in most areas, with a minimum of 11 open space grass cuts delivered across Fife. Wet and inclement weather in March and April limited grass cutting operations and impacted the planned schedule. Machinery breakdowns and the availability of spare parts has, at times, restricted the deployment of specialist machinery.
- 3.2 The Service minimised the use of herbicides as part of an integrated weed management approach. The Service continues to monitor the development of new alternatives to replace the more traditional control measures employed. Dialogue with communities will assist in delivering local plans that consider an appropriate range of weed management criteria and a level of vegetation acceptable within a geographical space.
- 3.3 Grounds maintenance specifications and schedules were shared and discussed with elected members as part of the council’s decentralisation agenda. Area Committees and sub-groups are now able to influence works in their communities, recognising the impacts and opportunity costs of resource deployment choices.
- 3.4 Local teams continue to provide positive support to elected members and the wider network of community action, enabling the delivery of local priorities.
- 3.5 The Service has implemented a formal process of recording grounds maintenance activity standards in partnership with the Association of Public Service Excellence (APSE). The Land Audit Management System (LAMS) will assist in monitoring and benchmarking service performance both at a local level and across external organisations.
- 3.6 Between May and November, a total of 282 inspections were carried out across Fife. Areas of maintained land were assessed against a set criteria and graded A -Excellent, B - Acceptable, C - Unacceptable and D – Poor (Appendix A – Land Audit Management System Scorecard). Fife’s overall score of 93.97% compared favourably with the National Average of 91.36%.



LAMS - INSPECTIONS PER WARD			
OVERALL GROUNDS MAINTENANCE GRADE			
MAY – NOVEMBER 2024			
WARD	NO OF INSPECTIONS	ACCEPTABLE GRADING	UNACCEPTABLE GRADING
FIFE OVERALL	282	93.97%	6.03%
Inverkeithing and Dalgety Bay Ward	7	100.00%	0.00%
Rosyth Ward	9	100.00%	0.00%
West Fife and Coastal Villages Ward	21	80.95%	19.05%

- 3.7 The Service continues to support the Nature and Land outcomes through adapting operational activity, development of project work and collaborating with partners to enhance Fife’s Greenspace. A successful programme of Carbon Literacy training has been delivered to the extended management team.
- 3.8 The employment and retention of seasonal staff has improved over the April-October peak period. The Service continues to work with partner agencies such as Rural Skills Scotland and Fife Council’s Employability Team to provide work placement opportunities for short-term and longer term unemployed. The South West Fife Team have provided work placements for three supported employment individuals, one of whom is expected to transition into a seasonal position in February 2025.

## 4.0 Grounds Maintenance - Future Developments

- 4.1 A new ‘place making’ approach to the management of greenspace is being developed. The council recognises that officers responsible for greenspace design decisions across the council should be working much more closely with the Grounds Maintenance Service and a new operating model is being explored.
- 4.2 In partnership with Fife Council’s Employability Team, the Grounds Maintenance Service will seek to support an ‘Academy’ route to employment for individuals who struggle to find opportunities through more traditional methods.
- 4.3 A further investment of £490,000 in the GM fleet of grass cutting equipment shall provide greater business continuity and increased performance outputs.
- 4.4 The Service will continue to improve biodiversity outcomes across our greenspaces, including grassland enhancement, action to support pollinators and adapting our methodology to secure good outcomes for nature.
- 4.5 Work continues to develop on a back-office management system that will provide efficiencies and performance improvements through the digital scheduling of work activity and data capture.

## 5.0 Conclusions

- 5.1 Service operating models continue to evolve in both Grounds Maintenance and Domestic Waste and Street Cleansing functions. The aim is to ensure the most effective use of resources to maintain consistent levels of service and address area priorities on a ward-by-ward basis.
- 5.2 Future developments such as digital system implementations and organisational redesign are all part of the modernisation process. The new Greenspace Service will develop a greenspace strategy that will focus on community priorities and be underpinned by smarter, more joined up operational working.

## **List of Appendices**

A. APSE Land Audit Management System (LAMS) Scorecard

### **Report Authors and Contacts:**

Sandy Anderson  
Service Manager – Domestic Waste and Street Cleansing Service  
03451 55 55 55 Ext No. 473424  
[Alexander.anderson-es@fife.gov.uk](mailto:Alexander.anderson-es@fife.gov.uk)

Scott Clelland  
Service Manager – Grounds Maintenance Service  
03451 55 55 55 Ext No. 490075  
[Scott.clelland@fife.gov.uk](mailto:Scott.clelland@fife.gov.uk)

**APSE LAND AUDIT MANAGEMENT SYSTEM (LAMS)  
SCORECARD (GROUNDS MAINTENANCE STANDARDS)**

ZONE	A	B	C	D
	EXCELLENT	ACCEPTABLE	UNACCEPTABLE	POOR (INTERVENTION REQUIRED)
<b>1</b>	<ul style="list-style-type: none"> <li>• Excellent overall presentation</li> <li>• Grass cut to high standard</li> <li>• Virtually weed free</li> <li>• Cultivated soil areas</li> <li>• No arisings on paths/roads/beds</li> <li>• Hand cut / defined edges – soil banked up</li> <li>• Evidence of regular pruning and deadheading</li> <li>• No accumulation – leaves/branches/arisings</li> <li>• No defects</li> </ul>	<ul style="list-style-type: none"> <li>• Good overall presentation</li> <li>• Grass cut to standard</li> <li>• Low presence of weeds</li> <li>• Cultivated soil areas</li> <li>• No arisings on paths/roads/beds</li> <li>• Hand cut edges</li> <li>• Some evidence of regular pruning and deadheading</li> <li>• Low accumulation of leaves/branches on footpaths or roads</li> <li>• No (or only minor) defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Grass only cut to medium standard</li> <li>• Medium presence of weeds</li> <li>• Weathered soil surface</li> <li>• Some arisings on paths/roads/beds</li> <li>• Accumulation of leaves/branches on footpaths or roads</li> <li>• Evidence of defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Grass not cut to standard</li> <li>• Weed growth (high presence)</li> <li>• Weathered soil surface</li> <li>• Arisings on paths/roads/beds</li> <li>• Undefined edges</li> <li>• No evidence of regular pruning and deadheading</li> <li>• Decomposing accumulations of leaves/ branches/arisings</li> <li>• Overgrown vegetation</li> <li>• Evidence of defects</li> </ul>
<b>2</b>	<ul style="list-style-type: none"> <li>• Excellent overall presentation</li> <li>• Grass cut to high standard</li> <li>• Arisings collected or evenly spread</li> <li>• No arisings on paths/roads/beds</li> <li>• Defined edges</li> <li>• No presence of weeds</li> <li>• No accumulation – leaves/branches</li> <li>• Evidence of regular pruning</li> <li>• Evidence of a successful weed kill (summer)</li> <li>• Good overall presentation</li> <li>• Cultivated soil (winter)</li> <li>• No defects</li> </ul>	<ul style="list-style-type: none"> <li>• Good overall presentation</li> <li>• Grass cut to standard</li> <li>• Grass areas tidy; i.e. strimming work done on last cycle</li> <li>• Beds cleared of arisings</li> <li>• Low or only fresh accumulation of arisings on paths/roads</li> <li>• Defined edges; mechanical or herbicide</li> <li>• Low presence of weeds / Evidence of successful weed kill</li> <li>• Weathered soil surface</li> <li>• Some evidence of regular pruning</li> <li>• No (or only minor) defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Grass only cut to medium standard</li> <li>• Arisings on paths/roads/beds</li> <li>• Undefined edges</li> <li>• Medium presence of weeds</li> <li>• Medium accumulation of leaves/branches</li> <li>• No evidence of regular pruning</li> <li>• Evidence of defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Grass not cut to standard</li> <li>• Tails left after last cut</li> <li>• Arisings on paths/roads/beds</li> <li>• Cuttings left in beds</li> <li>• High accumulations of leaves /branches</li> <li>• Decomposing accumulations of leaves</li> <li>• Access paths obstructed by growth</li> <li>• Undefined edges</li> <li>• High presence of weeds</li> <li>• Overgrown vegetation forming obstructions</li> <li>• Evidence of defects</li> </ul>

**APSE LAND AUDIT MANAGEMENT SYSTEM (LAMS)  
SCORECARD (GROUNDS MAINTENANCE STANDARDS)**

ZONE	A	B	C	D
	EXCELLENT	ACCEPTABLE	UNACCEPTABLE	POOR (INTERVENTION REQUIRED)
<b>3</b>	<ul style="list-style-type: none"> <li>• Excellent overall presentation</li> <li>• Amenity grass cut to standard</li> <li>• No arisings on paths/roads/beds</li> <li>• No accumulation – leaves/branches</li> <li>• Evidence of regular pruning</li> <li>• Access paths clear of vegetation</li> <li>• Overhead clearance</li> <li>• No defects</li> </ul>	<ul style="list-style-type: none"> <li>• Good overall presentation</li> <li>• Amenity grass cut to standard</li> <li>• Minimal arisings on paths/roads/beds</li> <li>• Low accumulations – leaves/branches</li> <li>• Some evidence of regular pruning</li> <li>• Access paths clear of vegetation</li> <li>• Overhead clearance</li> <li>• No (or only minor) defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Amenity grass not cut to standard</li> <li>• Arisings on paths/roads/beds</li> <li>• Medium presence weeds in visible areas / paths</li> <li>• Medium accumulations – leaves/branches</li> <li>• No evidence of regular pruning</li> <li>• Access paths overgrown</li> <li>• Poor overhead clearance (tree/shrub branches)</li> <li>• Some evidence of defects</li> </ul>	<ul style="list-style-type: none"> <li>• Poor overall presentation</li> <li>• Amenity grass not cut to standard</li> <li>• Arisings on paths/roads/beds</li> <li>• High presence weeds in visible areas/paths</li> <li>• Heavy accumulations – leaves/branches</li> <li>• No evidence of pruning</li> <li>• Poor overhead clearance (tree/shrub branches)</li> <li>• Access paths overgrown</li> <li>• Overgrown vegetation forming obstructions</li> <li>• Significant evidence of defects</li> </ul>

5 February 2025  
Agenda Item No. 8

## Area Roads Programme 2025-26

---

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

---

**Wards Affected:** 1, 5 and 6

---

### 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 South and West Fife area.

### Recommendations

---

Committee is asked to:

- i. approve the report and appendices 1-3;
- ii. delegate authority to the Head of Assets, Transportation and 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; and
- iii. note Appendix 4.

### 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 and 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 February 2018, the Economy, Tourism, Strategic Planning and 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 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 South West Fife area, the budgets for 2025-26 are as shown below: -

<b>Devolved Budget</b>	<b>2025/26 Allocation</b>
Carriageways	£1.389m
Footways	£158k
Road Safety & Traffic Management	£224k

- 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 Appendix 4 provides information on the proposed Street Lighting works. This budget is 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 South and West Fife 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

### **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)

**South & West Fife Area Committee  
Carriageway 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>£1,349,130</b>
<b>Potential 2024/25 Carryover underspend</b>	<b>£40,000</b>
<b>2025/26 Available budget</b>	<b>£1,389,130</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Score</b>	<b>Indicative Treatment</b>	<b>Estimate</b>	<b>Cumulative Total</b>	<b>Cat</b>
5	Rosyth	Rural Road	C7	Rail Bridge to West Road Charlestown	69	100mm Plane & Replace	£ 114,182	£ 114,182	1
6	Inverkeithing and Dalgety Bay	Inverkeithing	Admiralty Road	Admiralty Roundabout to Chapel Place	58	100mm Plane & Replace	£ 357,421	£ 471,603	1
1	West Fife and Coastal Villages	Rural Road	B913	West of Saline	36	45mm Plane & Replace (including regulating)	£ 372,405	£ 844,008	1
1	West Fife and Coastal Villages	Rural Road	U010 (Drumtuthil Road)	U011 to West end of Recycling Centre	36	45mm Overlay & Patching	£ 110,205	£ 954,213	1
1	West Fife and Coastal Villages	Kincardine	Elphinstone Street/High Street/Kilbagie Street	Property No 12 Kilbagie Street to A985	36	100mm Plane & Replace	£ 142,272	£ 1,096,485	1
6	Inverkeithing and Dalgety Bay	Dalgety Bay	C89 Moray Way	Link Road to Lumsdaine Drive	36	45mm Plane & Replace (including regulating)	£ 198,394	£ 1,294,879	1
1	West Fife and Coastal Villages	Saline	Upper Kinneddar	Whole Loop	34	45mm Plane & Replace (including regulating)	£ 89,231	£ 1,384,110	1
6	Inverkeithing and Dalgety Bay	Inverkeithing	B981 Hope Street	Ferryhills Road to Garage	33	100mm Plane & Replace	£ 268,892	£ 1,653,002	2
1	West Fife and Coastal Villages	Saline	Loch Road	Full Length of adoption from North Road	31	45mm Plane & Replace (including regulating)	£ 48,840	£ 1,701,842	2
1	West Fife and Coastal Villages	Oakley	Hillview/Forth Gardens	Full Length including Cul de Sac	31	45mm Plane & Replace (including regulating)	£ 43,974	£ 1,745,816	2
1	West Fife and Coastal Villages	Kincardine	Woodlea	Full Length	29	45mm Plane & Replace (including regulating)	£ 26,825	£ 1,772,641	2
6	Inverkeithing and Dalgety Bay	Dalgety Bay	Moray Way South	Doune Park to R/A at Eastern Access Road	27	45mm Plane & Replace (including regulating)	£ 220,197	£ 1,992,838	2
6	Inverkeithing and Dalgety Bay	North Queensferry	U021 Ferryhill Road	Surfacing Joint to N. Queensferry 20s	24	45mm Plane & Replace (including regulating)	£ 91,464	£ 2,084,302	2

**South & West Fife Area Committee  
Footway 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>£187,937</b>
<b>2024/25 Projected Overspend</b>	<b>£30,000</b>
<b>Available 2025/26 Budget</b>	<b>£157,937</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Indicative Treatment</b>	<b>Score</b>	<b>Estimate</b>	<b>Cumulative Total</b>	<b>Cat</b>
6	Inverkeithing and Dalgety Bay	Inverkeithing	Railway Station Access Footpath		Footway	Footway Reconstruction		£ 24,569	£ 24,569	cf
6	Inverkeithing and Dalgety Bay	Inverkeithing	King Street	King Street Car Park to Keith Place (north fway) plus south fway from Commercial Road to 9 King Street/Sub station access road	Combined with Lighting	Surface Course Replacement	15	£ 17,702	£ 42,271	1
5	Rosyth	Rosyth	Alexander Place	from Ridley Drive to 30 Alexander Place (north footway)	Combined with Lighting	Surface Course Replacement	15	£ 12,190	£ 54,461	1
6	Inverkeithing and Dalgety Bay	Inverkeithing	Hillfield Road	Full length - both sides	Footway	Surface Course Replacement	24	£ 99,322	£ 153,783	1
5	Rosyth	Rosyth	Primrose Avenue Ph3	from 106 Primrose Ave to Brankholm Crescent (east side)	Footway	Footway Reconstruction	22	£ 19,138	£ 172,921	1
1	West Fife & Coastal Villages	Comrie	Steel Grove	Full Length Cul de sac	Footway	Surface Course Replacement	14	£ 16,536	£ 189,457	2
6	Inverkeithing and Dalgety Bay	Inverkeithing	Deas Road/Clark Road	from Clark Road to Roods Road (both sides)	Footway	Surface Course Replacement	14	£ 25,546	£ 215,003	2
6	Inverkeithing and Dalgety Bay	Inverkeithing	Preston Crescent	Full length	Footway	Surface Course Replacement	14	£ 43,566	£ 258,569	2
6	Inverkeithing and Dalgety Bay	Inverkeithing	Hillfield Crescent Ph2	Full length (west side)	Footway	Footway Reconstruction	14	£ 63,507	£ 322,076	2
6	Inverkeithing and Dalgety Bay	Inverkeithing	Hillend Road (C76)	Opposite Inverkeithing Primary school to 30m East of Spencerfield Road.	Footway	Surface Course Replacement	12	£ 104,622	£ 426,698	2

**South West Fife Area Committee**  
**Proposed Road Safety & Traffic Management Scheme List for 2025/26**

<b>CF</b>	<b>Carried forward from 2024/25</b>
<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>£113,900</b>
<b>2024/25 Carry Forward</b>	<b>110,000</b>
<b>Available 2025/26 Budget</b>	<b>223,900</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>
Inverkeithing & Dalgety Bay	Dalgety Bay	Moray Way	Near The Inches	Puffin Crossing	£ 50,000	£ 50,000	CF
Inverkeithing & Dalgety Bay	Dalgety Bay	Moray Way	Off Roundabout at Parish Church near Community Centre	Toucan Crossing and Cycleway Extension	£ 60,000	£ 110,000	CF
Inverkeithing & Dalgety Bay	Dalgety Bay	Western Access Road	Northwest arm of Moray Way roundabout	Widen splitter island	£ 15,000	£ 125,000	CAT 1
Inverkeithing & Dalgety Bay	Dalgety Bay	Harbour Way	North of Link Road	Pedestrian Crossing	£ 45,000	£ 170,000	CAT 1
Inverkeithing & Dalgety Bay	Dalgety Bay	Morlich Road	Donibristle Primary School Access	Footway Re-alignment	£ 15,000	£ 185,000	CAT 1
Inverkeithing & Dalgety Bay	Aberdour	A921	East gateway	Gateway Treatment	£ 5,000	£ 190,000	CAT 1
Inverkeithing & Dalgety Bay	Inverkeithing	Chapel Place	Bannerman Avenue to mini-r/a @ Heriot Street	Footway Widening - If feasible	TBC		CAT 2
Inverkeithing & Dalgety Bay	North Queensferry	B981 Hope View	Under the Railway Bridge	Crossing Facility - If feasible	TBC		CAT 2

**South & West Fife Committee Area  
Lighting Scheme List 2025-26**

**APPENDIX 4**

<b>CAT1</b>	<b>For delivery in 2025-26</b>
<b>Budget Allocation</b>	<b>£281,400</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>
6	Inverkeithing and Dalgety Bay	Inverkeithing	King St, Herriot St, Port St	(King St combined with fway only)	Part combined with Footway	£ 29,400	£ 29,400	1
1	West Fife and Coastal Villages	Limekilns	Main Street cols 1-4, Academy Sq col 1, The Old Orchard 1-4, Church Lane 4&5	Conservation areas	Lighting	£ 42,000	£ 71,400	1
1	West Fife and Coastal Villages	Kincardine	Kirk St, Kirk Brae col 15 & path 932/876		Lighting	£ 42,000	£ 113,400	1
1	West Fife and Coastal Villages	Kincardine	Broomknowe Dr, CastlePark, Kilduthie Pl, Windyhill Ave		Lighting	£ 66,000	£ 179,400	1
5	Rosyth	Rosyth	Alexander Pl		Combined with footway	£ 42,000	£ 221,400	1
5	Rosyth	Limekilns	Charles Way & Havens Edge		Lighting	£ 60,000	£ 281,400	1

5 February 2025

Agenda Item No. 9

---

## Pothole and Patching Performance Update

---

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

---

**Wards Affected:** 1, 5 and 6

---

### Purpose

---

To provide the committee with an interim 2024-25 pothole and patching performance update ahead of the Service's Roads and Transportation Annual Review.

### Recommendation

---

The committee is asked to note the contents of the report and appendix.

### Resource Implications

---

There are no additional resource implications arising from the report.

### Legal & Risk Implications

---

There are no known legal or risk implications arising from the report.

### 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

---

Consultation is not required as the report does not propose a change or revision to existing policies and practices.

## 1.0 Background

---

On 24th October 2019, the Economy, Tourism, Strategic Planning and Transportation Committee (2019 ETSPT para 104 refers) approved the Service's Road Asset Condition Inspections – Policy and Standards for implementation from 1st April 2020. This risk-based approach to the identification, prioritisation and repair of road safety defects utilises financial resources at key priority locations.

## 2.0 Issues and Options

---

The attached appendix provides an update on the number of pothole and patching repairs undertaken throughout 2024-25 as of 13 January 2025, the percentage completed within prescribed timescales and the total number that remain outstanding. This information is presented at both Fife wide and Area Committee specific level.

## 3.0 Conclusions

---

Fife wide, when compared against previous financial year 2023-24, the attached appendix indicates the % of P1 defects repaired on time has improved by 12.17%, the % of P2 defects repaired on time has improved by 33.43%, and an additional 20,172.15m<sup>2</sup> of P3/P4 planned patching has been delivered.

### List of Appendices

---

1. Pothole and Patching Stats (Updated 13.01.25)

### Report Contact

Gordon Henderson, Lead Consultant (Network Condition)  
Bankhead Central, Glenrothes  
Telephone: 03451 55 55 55 + VOIP Number 475346  
Email: [gordon.henderson-ts@fife.gov.uk](mailto:gordon.henderson-ts@fife.gov.uk)

Sara Wilson, Service Manager (Roads Network Management)  
Bankhead Central, Glenrothes  
Telephone: 03451 55 55 55 + VOIP Number 453348  
Email: [sara.wilson@fife.gov.uk](mailto:sara.wilson@fife.gov.uk)

## Pothole and Patching Stats (Updated 13.01.25)

Fife Wide (All Area Committees)								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	187	66.3%	P1	301	67.4%	P1	138	79.57%
P2	4342	69.3%	P2	6304	59.3%	P2	5863	92.73%
P3	4022	69.0%	P3	2956	72.4%	P3	2677	74.65%
P4	635	94.2%	P4	2018	99.8%	P4	1295	97.06%
Total	9186		Total	11579		Total	9973	

Fife Wide (All Area Committees)					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	196.25	P1	321.15	P1	155
P2	4902.84	P2	8881.37	P2	6809
P3	41902.27	P3	31728.68	P3	45953
P4	9582.76	P4	31201.17	P4	37149
Total	56584.12	Total	72132.37	Total	90066

Fife Wide (All Area Committees)		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	74	81
P3	1150	15737
P4	608	23768
Total	1832	39586



Area Committee	22/23 Number Repaired	23/24 Number Repaired	24/25 Number Repaired (as of 13/01/2025)
City of Dunfermline	916	1494	1008
Cowdenbeath	759	899	839
Glenrothes	882	1267	944
Kirkcaldy	597	1008	759
Levenmouth	668	683	883
North East Fife	4266	4481	4277
<b>South &amp; West Fife</b>	<b>1098</b>	<b>1747</b>	<b>1263</b>
<b>Total</b>	<b>9186</b>	<b>11579</b>	<b>9973</b>

Area Committee	22/23 Sqm Repaired	23/24 Sqm Repaired	24/25 Sqm Repaired (as of 13/01/2025)
City of Dunfermline	6545.9	11161.76	10118
Cowdenbeath	4474.92	7907.09	14499
Glenrothes	2081.2	7655.07	7281
Kirkcaldy	2152.99	6978.28	4136
Levenmouth	3052.72	5276.5	5342
North East Fife	30658.97	15321.92	27242
<b>South &amp; West Fife</b>	<b>7617.42</b>	<b>17831.75</b>	<b>21447</b>
<b>Total</b>	<b>56584.12</b>	<b>72132.37</b>	<b>90065</b>

Area Committee	Number of Outstanding Repairs	Sqm of Outstanding Repairs
City of Dunfermline	138	1825
Cowdenbeath	44	1512
Glenrothes	355	9227
Kirkcaldy	143	1338
Levenmouth	253	2889
North East Fife	744	21058
<b>South &amp; West Fife</b>	<b>155</b>	<b>1737</b>
<b>Total</b>	<b>1832</b>	<b>39586</b>

South & West Fife								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	14	78.6%	P1	60	80.0%	P1	21	88.64%
P2	397	60.5%	P2	586	39.1%	P2	483	85.56%
P3	537	54.8%	P3	648	45.7%	P3	490	61.23%
P4	150	84.0%	P4	453	99.3%	P4	269	95.20%
Total	1098		Total	1747		Total	1156	

South & West Fife					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	13	P1	64	P1	25.4
P2	453.84	P2	707.77	P2	668
P3	5865.24	P3	9012.85	P3	14262
P4	1285.34	P4	8047.13	P4	6492
Total	7617.42	Total	17831.75	Total	21447

South & West Fife		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	1	2
P3	88	844
P4	66	892
Total	155	1737

City of Dunfermline								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	2	100.0%	P1	10	50.0%	P1	5	100%
P2	384	41.9%	P2	454	54.4%	P2	371	79.34%
P3	389	61.4%	P3	572	58.7%	P3	286	58.20%
P4	141	98.6%	P4	458	99.6%	P4	346	97.25%
Total	916		Total	1494		Total	1008	

City of Dunfermline					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	2	P1	9	P1	5.7
P2	471.39	P2	418.75	P2	324
P3	3037.18	P3	6325.7	P3	3821
P4	3035.33	P4	4408.31	P4	5968
Total	6545.9	Total	11161.76	Total	10118

City of Dunfermline		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	1	2
P3	70	727
P4	67	1096
Total	138	1825

Cowdenbeath								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	11	63.6%	P1	20	65.0%	P1	12	80.63%
P2	506	64.8%	P2	604	48.2%	P2	496	90.03%
P3	218	55.0%	P3	158	57.6%	P3	259	82.99%
P4	24	91.7%	P4	117	100.0%	P4	72	96.10%
Total	759		Total	899		Total	839	

Cowdenbeath					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	10	P1	20	P1	20
P2	536.46	P2	625.95	P2	520
P3	3612.36	P3	1198.37	P3	8679
P4	316.1	P4	6062.77	P4	5281
Total	4474.92	Total	7907.09	Total	14500

Cowdenbeath		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	0	0
P3	28	637
P4	16	875
Total	44	1512

Glenrothes								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	37	59.7%	P1	20	60.0%	P1	5	100%
P2	408	75.0%	P2	497	64.8%	P2	218	98.83%
P3	417	81.3%	P3	338	97.3%	P3	448	90.94%
P4	20	100.0%	P4	412	100.0%	P4	273	98.80%
Total	882		Total	1267		Total	944	

Glenrothes					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	37.8	P1	20	P1	5
P2	404.7	P2	699.13	P2	296
P3	1571.81	P3	2958.51	P3	3018
P4	66.89	P4	3977.43	P4	3963
Total	2081.2	Total	7655.07	Total	7282

Glenrothes		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	3	5
P3	188	2104
P4	164	7118
Total	355	9228

Kirkcaldy								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	40	67.5%	P1	78	65.4%	P1	25	95.42%
P2	370	54.9%	P2	493	41.6%	P2	345	75.13%
P3	157	68.8%	P3	281	66.6%	P3	308	78.47%
P4	30	100.0%	P4	156	100.0%	P4	81	98.99%
Total	597		Total	1008		Total	759	

Kirkcaldy					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	39.6	P1	78.25	P1	25
P2	380.46	P2	534.73	P2	482
P3	1468.3	P3	2637.57	P3	2379
P4	264.63	P4	3727.73	P4	1249
Total	2152.99	Total	6978.28	Total	4136

Kirkcaldy		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	2	2
P3	108	451
P4	33	884
Total	143	1338

Levenmouth								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	13	67.5%	P1	8	75.0%	P1	14	92.9%
P2	198	54.9%	P2	348	72.1%	P2	513	94.71%
P3	431	68.8%	P3	223	91.9%	P3	301	71.96%
P4	26	100.0%	P4	104	100.0%	P4	55	100%
Total	668		Total	683		Total	883	

Levenmouth					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	18.25	P1	9.5	P1	14
P2	225.51	P2	606.93	P2	575
P3	2699.04	P3	3746.34	P3	3351
P4	109.92	P4	913.73	P4	1402
Total	3052.72	Total	5276.5	Total	5342

Levenmouth		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	2	3
P3	222	2623
P4	29	262
Total	253	2889

North East Fife								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired (as of 13/01/2025)		% Completed within Target Timescales
P1	70	64.3%	P1	105	64.8%	P1	56	61.62%
P2	2079	77.4%	P2	3322	66.0%	P2	3437	96.32%
P3	1873	71.5%	P3	736	94.7%	P3	585	74.56%
P4	244	96.3%	P4	318	100.0%	P4	199	95.54%
Total	4266		Total	4481		Total	4277	

North East Fife					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired (as of 13/01/2025)	
P1	75.6	P1	120.4	P1	59.5
P2	2430.48	P2	5288.11	P2	3945
P3	23648.34	P3	5849.34	P3	10444
P4	4504.55	P4	4064.07	P4	12794
Total	30658.97	Total	15321.92	Total	27242

North East Fife		
Outstanding Repairs (as of 13/01/2025)		
Priority	Count	Sqm
P1	0	0
P2	65	67
P3	446	8351
P4	233	12640
Total	744	21058



5 February 2025  
Agenda Item No. 10

---

## Local Area Economic Profiles 2023/24

---

Report by: Alan Paul, Head of Property Services

---

Wards Affected: 1, 5 and 6

---

### Purpose

---

The purpose of this report is to provide members with an annual overview of the performance of the local economy and labour market in South and West Fife, along with the business support, strategic investment and employability activity carried out in the area by Business and Employability Services. The information presented is intended to provide background and context to council activity within the committee area and to help inform area committee discussion and decision-making.

### Recommendations

---

Members are asked to:

- (1) review the activity undertaken by Business and Employability Services in 2023/24 and in 2024/25 to date; and
- (2) consider and comment on the issues raised by an analysis of the latest available economic data.

### Resource Implications

---

There are no resource implications associated with this report.

### Legal & Risk Implications

---

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

### Impact Assessment

---

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

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

### Consultation

---

Key officers from within Business and Employability Services and the Heads of Legal and Finance Services have been consulted in the preparation of this report.

## 1.0 Background

---

- 1.1 Appendix 1 provides the 2023/24 Fife Local Economic Profiles which give an overview of recent economic development and employability activities and the performance of the business base and labour market of each of the council's seven committee areas.
- 1.2 Appendix 2 provides a dashboard for South and West Fife summarising the headline statistics for the area.
- 1.3 The profiles and dashboard are based on analyses of a range of labour market and economic data published by external sources that include the Scottish Government and Office for National Statistics (ONS).
- 1.4 The lag in the availability of much data means that the figures do not provide a completely up-to-date picture of Fife's economy and labour market. In addition, data about employment, unemployment and inactivity is provided by the Office for National Statistics Labour Force Survey and data for geographies below Fife can be unreliable or unavailable due to small sample sizes. As in previous years, comparisons are made with pre-pandemic figures to show how Fife's economy is recovering, adjusting and adapting.
- 1.5 These profiles and other Fife-wide economic analyses are used to inform a range of strategic planning activities. They informed the development of the new Fife Economic Strategy 2023-30 and similar data is being used to monitor progress in delivering the strategy. The data area also used to inform the Plan for Fife.
- 1.6 The information within the profiles is intended to provide members with context and background on policy development, delivery and impact at a local and strategic level.

## 2.0 Wider Economic Perspective

---

- 2.1 Economic conditions in Scotland across a range of indicators improved in the first half of 2024 and are indicative of an improving economic outlook of moderately strengthening growth and lower, more stable inflation. Although the recent improvement in economic conditions is promising, it is still modest at this stage of recovery and reflects, in part, a cyclical upturn in economic confidence and demand following the cost-of-living shock. In addition, household incomes have not fully recovered from the cost-of-living crisis, with living standards forecast to remain below 2021/22 levels for another two years.
- 2.2 Scotland's labour market continues to remain resilient with low unemployment, a drop in the rate of economic inactivity<sup>1</sup>, and a fall in the number of job vacancies indicating an easing of the recruitment difficulties which companies experienced in 2022. However, some tightness does remain in the labour market; data from the Business Insights and Conditions Survey<sup>2</sup> weighted Scotland estimates indicate that in November 2024, just under a quarter of businesses (23.9%) experienced a shortage of workers.
- 2.3 In most parts of Fife, employment rates in 2023/24 were above pre-pandemic levels and Fife's latest unemployment rate (for the 12 months to June 2024) was a record low (3.4%) and lower than the Scottish unemployment rate (3.5%). The economic inactivity rate in Fife has also fallen to 21.3%, after reaching a record high of 26.9% in 2022.

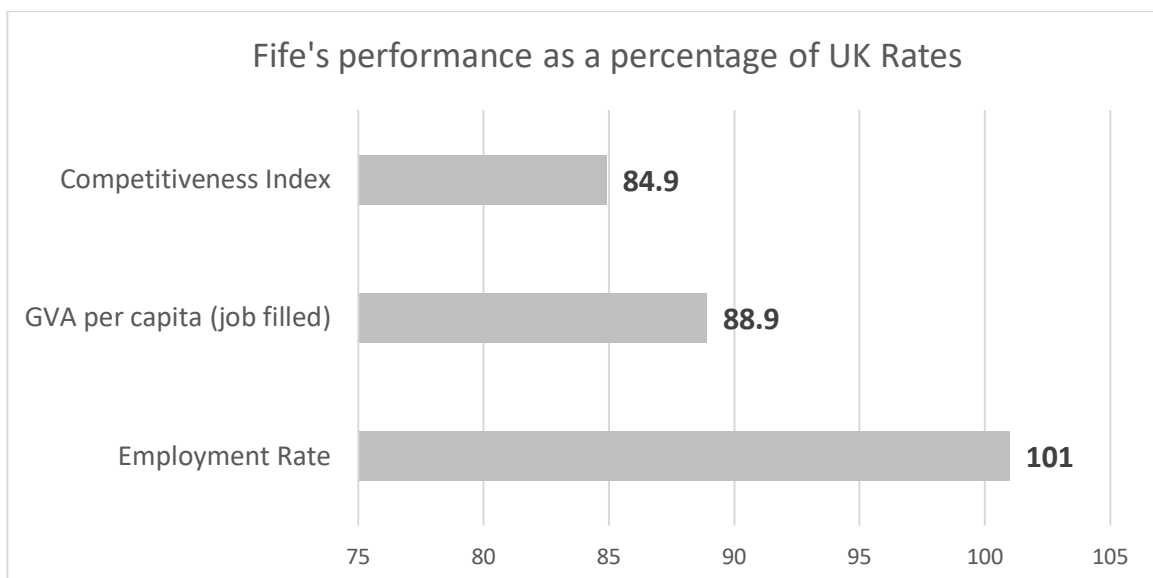
---

<sup>1</sup> The economic inactivity rate is the proportion of the working age population neither in work nor seeking work.

<sup>2</sup> [Business Insights and Conditions Survey \(BICS\) weighted Scotland estimates: data to wave 120](#), Scottish Government

There are, however, still just under 50,000 people aged 16-64 who are economically inactive in the region, a third (33%) of whom, 16,000 people, cited long-term ill-health as the reason for their inactivity and 28% or 13,400 of whom wanted a job.

- 2.4 Whilst there are fewer people claiming out-of-work benefits in Fife than a year ago, Fife's latest (October 2024) claimant rate (3.3%) is higher than the Scottish claimant rate (3.2%).
- 2.5 In 2024, the total number of businesses in Fife fell for the fourth consecutive year although the number of small and medium sized companies increased.
- 2.6 In 2022, Fife's labour productivity (GVA per job filled) was 11% lower than the UK average (as shown in Figure 1 below).
- 2.7 According to the UK Competitiveness Index (UKCI)<sup>3</sup>, between 2019 and 2023 Fife saw the largest fall in its competitiveness ranking of all UK local authorities, its position falling from 228th place to 279th. In 2023, Fife's competitive index score was 84.9, considerably lower than the UK average score of 100 and lower than the average Scottish local authority score (87.7).



Sources: UK Competitiveness Index 2023; Current Price (smoothed) GVA per job indices by Local Authority District (2022), ONS; ONS Annual Population Survey Jul 2023-Jun 2024.

## 3.0 Delivering Fife's Economic Strategy in South & West Fife\*

### Strategic Context

- 3.1 Fife's Economic Strategy 2023-30 sets out the Fife Partnership's approach to growing a stronger, greener and fairer economy. A summary of the Strategy can be viewed [here](#).

<sup>3</sup> [The UK Competitiveness Index \(UKCI\)](#) provides a benchmarking of the competitiveness of the UK's local authorities based on the performance and sustainability of an area's businesses and the economic welfare of its residents.

3.1.1 The Strategy identifies three priorities where the Council's and its partners' economic development and employability activities will be focused over the next seven years:

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

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

3.1.2 Fife's Economic Strategy also commits to both the adoption of a cross-cutting Community Wealth Building approach to maximise the local economic and social benefits of investment in projects and programmes and to making sure that its interventions support the Partnership's commitment to tackling climate change.

3.1.3 The Strategy's Delivery Plan was finalised in early 2024; programmes and projects are being taken forward by members of the former Leading Economic Recovery (LER) Board<sup>4</sup> both individually and in collaboration, including through the existing City Region Regional Economic partnerships and the Forth Green Freeport. Fife is actively engaged in regional economic partnership working through both the Edinburgh & SE Scotland City Region Deal and the Tay Cities Region Deal.

3.1.4 Strategic context for delivery within the area is also provided by the Plan4South & West Fife 2023-2026 which has as one of its key priorities increasing employment, training, learning and volunteering opportunities to support sustained economic growth in the area.

### **Supporting Businesses**

3.2 Business Gateway Fife helped 80 new businesses to start-up in South and West Fife during 2023/24, support that has helped create 98 jobs. A further 354 existing businesses received support from Business Gateway Fife's business advisory services; this support focused on addressing the challenges posed by the increased costs of doing business.

3.2.1 36 companies in the area received financial support which is estimated to have created 232 jobs.

### **Investing in premises and infrastructure**

3.3 Tranche 1 of the ten-year £58 million Fife Industrial Innovation Investment Programme, (Fi3P), funded by the Edinburgh & South-East Scotland City Region Deal and delivered by Fife Council, supported the construction of eight new business units at West Way in Hillend and Donibristle Industrial Estate in Dalgety Bay which are fully let. During Tranche 2 of the programme, site servicing was carried out at the Industrial Estate's Ridge Way and a 2.6 ha site has been sold and development has started on the construction of c 6,000 sqm of new manufacturing premises which will be occupied by two businesses, Catalyst Event Production Services Ltd and Pinnacle Fitness Ltd.

3.3.1 The Forth Green Freeport became operational in June 2024. An integrated energy system at Babcock's Rosyth site and the creation of new industry-led research and development space and skills accommodation at the Arrol Gibb Innovation Campus in Rosyth will be amongst the priority projects to receive seed capital once the Final

---

<sup>4</sup> The former Leading Economic Recovery Board and Community Wealth Building Group has been merged into a single Economy and Wealth Building Board to better align strategy and delivery across priorities.

Business Case is approved by the UK and Scottish Governments. A study examining the feasibility of re-introducing rail freight connections between Rosyth, Dunfermline and Cowdenbeath will also be funded.

- 3.3.2 Funding from the Scottish Government's Vacant and Derelict Land Fund has supported industrial land regeneration at Hillend Industrial Estate in Dalgety Bay to complement investment from the City Region Deal Fi3P Programme. The fund is also supporting the acquisition and ground remediation/preparation of a site in Rosyth in support of a partnership project involving the Polish Consulate in Edinburgh, Babcock International and others to commemorate the loss of a Polish Navy submarine, ORP Orzel, which was lost on patrol while operating out of Rosyth in World War II.
- 3.3.3 The five-year Inverkeithing regeneration programme is due to be completed in Spring 2025.
- 3.3.4 A design proposal has been developed for works at Aberdour Silver Sands to alleviate the location's current traffic challenges by improving infrastructure for motor homes, traffic flow, accessibility to the beach and the general visitor experience. Further interpretation and directional signs were added to the 5-mile circular Forth Bridges Trail (see separate Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029 Report); and a project addressing parking issues in Culross was delivered.
- 3.3.5 The Cruise Forth Initiative welcomed over 150 cruise calls, supported by 50 volunteers.

#### **Delivering skills, training and fair employment**

- 3.4 In 2023/24, there were 283 participants from South and West Fife on employability programmes commissioned by Opportunities Fife and 102 participants on programmes delivered by Fife Council's Employability and Employer Engagement Team. Six people were supported to start a Modern Apprenticeship and 20 school pupils a Foundation Apprenticeships.
- 3.4.1 The Employability & Employer Engagement Team delivered a bespoke pre-employment training academy in partnership with Kingdom Works (the Kingdom Group's employability project) and international defence, aerospace and security company, Babcock, as part of a wider exercise to recruit new Production Service Operators (PSOs) at Babcock's advance manufacturing and shipbuilding facility in Rosyth. The innovative, two week programme gave unemployed individuals the chance to progress directly to the second stage of the PSO recruitment process with participants guaranteed a place at the Babcock assessment centre. All 14 people attending the academy were offered a place at the Babcock assessment centre, with ten then being offered employment and nine accepting a PSO job with the company.

## **4.0 Headline Issues and Opportunities: South & West Fife\***

---

### **Supporting Businesses**

- 4.1 In the four-year period between March 2020 and March 2024, the number of micro businesses in the Dunfermline Scottish Parliamentary Constituency Area fell by 185 enterprises (-10%); over the same period, however, the number of small and large businesses increased.
- 4.1.1 The Dunfermline Scottish Parliamentary Constituency Area's business density – there are 285 registered businesses per 10,000 resident adults - is lower than the overall Fife and Scottish densities (288 and 377 respectively). To reach the Scottish business density, the area would need 616 or a third more businesses.

- 4.1.2 The estimated number of jobs in the South and West Fife committee area fell by 6.3% from 16,000 to 15,000 in the four year period between September 2019 and September 2023.
- 4.1.3 South and West Fife accounts for a fifth of Fife's employment in Manufacturing (3,000 jobs) and Professional, scientific and technical activities (1,500 jobs). Wholesale and retail (2,250 jobs), Education (1,250 jobs) and Human Health and Social Work (1,000 jobs) are also significant employment sectors.

### **Investing in premises and infrastructure**

- 4.2 92% of the 53 business units in the council's Business Property Portfolio in South and West Fife were occupied in March 2024.
- 4.2.1 49.2% of Fife's vacant and derelict land (345.7ha) is located in South and West Fife.
- 4.2.2 Only 9.7% of retail and service floorspace in Inverkeithing was vacant in April 2024 (one of the lowest town centre vacancy rates in Fife) whilst 48.4% of floorspace (and 24% of retail and service units) in Kincardine was unoccupied (one of the highest vacancy rates in Fife).
- 4.2.3 The number of people visiting the Dunfermline Area during 2023 increased by 20% compared with the previous year, with visitor numbers 17.2% higher than the 2019 pre-pandemic levels.

### **Delivering skills, training and fair employment**

- 4.3 The average employment rate in the South and West Fife committee area in 2023/24 was 80.9%. This was the second highest employment rate in Fife and higher than the area's pre-pandemic employment rate (72.2%).
- 4.3.1 The estimated economic inactivity rate in South and West Fife fell from 17.7% in 2019 to 16.5% in 2023/24. This rate is the second lowest in Fife and lower than the inactivity rates for Fife (21.3%) and Scotland (22.7%) as a whole.
- 4.3.2 The proportion of the working-age population claiming out-of-work benefits in South & West Fife (2.5%) is lower than the rate for Fife as a whole (3.3%) and is the second lowest rate in Fife after NE Fife (1.8%). In 2023/24, the 16-24 year old age group had the highest rate of people claiming out-of-work benefits in the area (3.3%).
- 4.3.3 The Dunfermline Scottish Parliamentary Constituency Area saw the percentage of its 16-19 year olds participating in education, training or employment (participation rate) fall between 2023 and 2024. The SPCA's 2024 participation rate (92.2%) is above the rate for Fife as a whole (90.8%).
- 4.3.4 The Dunfermline & Dollar UK Parliamentary Constituency Area has the highest average resident and workplace earnings in Fife (£756.80 and £731.10 per week respectively). The area's resident wages are above Scottish average wages (£740.00).

[\* Note: Figures are given for the South & West Fife Committee Area unless stated otherwise. Where data are not available at this level, figures are given for the Dunfermline & Dollar UK Parliamentary Constituency Area (UKPCA) or Dunfermline Scottish Parliamentary Constituency Area (SPCA). Tourism data are given for the Dunfermline Area which constitutes the area covered by the Dunfermline & West Fife Local Tourism Association.]

## List of Appendices

1. Fife Local Area Economic Profiles 2023-2024
2. South & West Fife Economic Dashboard 2023-24

## Background Papers

- [Fife's Economic Strategy 2023-30](#)
- [Scottish economic bulletin: December 2024m Chief Economist Directorate of the Scottish Government](#)
- [Scottish economic insights: October 2024, Chief Economist Directorate of the Scottish Government](#)
- [Business Insights and Conditions Survey weighted Scotland estimates: data to wave 120](#)
- [South and West Fife Area Local Community Plan - Plan4South & West Fife, Report to South & West Area Committee, 1 March 2023](#)

## Author:

Alison Laughlin, Economy Adviser  
Fife Council Business & Employability Service  
Fife House, North Street Glenrothes KY7 5LT  
Email: [alison.laughlin@fife.gov.uk](mailto:alison.laughlin@fife.gov.uk)

## Report Contacts:

Pamela Stevenson, Service Manager – Economic Development  
Fife Council Business & Employability Service  
Fife House, North Street Glenrothes KY7 5LT  
Email: [pamela.stevenson@fife.gov.uk](mailto:pamela.stevenson@fife.gov.uk)

Kirsty Martin, Service Manager – Employability & Employer Engagement  
Fife Council Business & Employability Service  
Fife House, North Street Glenrothes KY7 5LT  
Email: [kirsty.martin-ep@fife.gov.uk](mailto:kirsty.martin-ep@fife.gov.uk)

Morag Millar, Service Manager – Place, Programmes & Policies  
Fife Council Business & Employability Service  
Fife House, North Street Glenrothes KY7 5LT  
Email: [morag.millar@fife.gov.uk](mailto:morag.millar@fife.gov.uk)

# Fife Local Economic Profiles 2023-2024

These profiles provide a summary of business support, strategic investment and employability activity carried out by Fife Council's Business & Employability Services in 2023/24.

They also provide an overview of the characteristics and performance of Fife's business base and labour market. The profiles are based on a range of publicly-available socio-economic data. Whilst many of the data have a time lag, the figures presented are the most up-to-date available at the time of writing.

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

## Contents:

Page 2 - Supporting Local Businesses Activity

Page 5 - Fife's Business Base

Page 11 - Creating Thriving Places – Investing in Premises & Infrastructure Activity

Page 20 - Delivering Skills, Training & Fair Employment Activity

Page 23 - Fife's Labour Market



Levenmouth Business Park



Forth Green Freeport's Rosyth waterfront vision



Fife fitout specialist Deanestor



# Supporting Local Businesses

## **Supporting new business start-ups and their early survival**

Business Gateway Fife supported a total of 614 new business start-ups during 2023/24, 111 more than the previous year and the highest number supported since 2019/20 (Figure 2). It is expected that this support will have helped create 812 new jobs (Figure 1).

## **Helping small and medium-sized local businesses to grow, accelerate their transition to net zero emissions and adopt digital technologies**

Over 2,800 existing businesses received support from Business Gateway Fife's business advisory services; this support focused on addressing the challenges posed by the increased costs of doing business. (Figure 1).

274 businesses received financial support; support which is estimated to have supported 1,276 jobs (Figure 3).

Funding from the UK Government's Shared Prosperity Fund was used to deliver a SME (Small & Medium-Sized Enterprises) Development Grants Scheme aimed at supporting the growth ambitions of local businesses. Grants up to £20k to support net zero and digital development ambitions were awarded to 105 businesses through a Business Efficiency Grant Scheme.

During 2023/24, the Trade Development Programme supported 273 businesses to attend and exhibit at 63 major trade shows, events and workshops.

The first Fife Food & Drink Week was held in March 2024. The week of events showcased local food producers and suppliers across the Kingdom and supported the 2024-29 Food4Fife Food Strategy's Food Economy Pillar.

A Skills & Training Needs in Fife survey was carried out with Fife College in February 2024 to help align the training provision on offer with businesses' evolving needs.

## **Developing and strengthening local supply chains and optimising the level of public sector expenditure retained within Fife's economy**

Over 690 attendees participated in 22 events at the 15<sup>th</sup> Annual Fife Business Week in November 2024. The week included the flagship Meet the Buyer event featuring a 'Construction Zone' connecting local businesses with major buyers and a 'Hydrogen Opportunities for Fife Businesses' session.

In September 2023 an inaugural 'Fit for Defence Programme' was delivered in partnership with Make UK Defence, providing targeted support to eight Fife-based businesses.

A new 'Build Fife Programme' took place for the first time over 8-weeks in February and March 2024. Delivered in partnership with Hub East Central Scotland and Tier 1 construction contractors, the programme provided 12 companies with skills and knowledge for trading in the construction sector.

The Alibaba Trade programme was also delivered for the first time in early 2024, giving six Fife businesses the opportunity to engage with Alibaba, the world's largest business-to-business e-commerce platform.

### Attracting and supporting inward investment

Investment prospectuses were produced for Levenmouth, Dunfermline and Kirkcaldy.

The City of Dunfermline’s investment potential was showcased to national and international investors and developers at Scottish Cities Week in London in January 2024; in May Fife’s top investment opportunities were showcased at the UK Real Estate Investment and Infrastructure Forum (UKREiF) in Leeds as part of the Scottish Cities Alliance.

**Figure 1: Businesses Supported by Business Gateway Fife (BGF) 2023/24**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
No. of businesses receiving Expert Help	9	20	25	18	8	16	17	<b>113</b>
No. of businesses accessing business growth services	270	444	418	519	227	576	354	<b>2,808</b>
No. of Business Gateway-supported start-ups	73	96	88	115	64	92	80	<b>614*</b>
No. of jobs created from BGF start-up support	83	116	147	155	89	112	98	<b>812*</b>
Turnover generated	£2,149,500	£3,582,000	£3,681,300	£3,968,500	£2,081,000	£2,356,500	£2,626,500	<b>£20,595,300*</b>

Source: Business Gateway Fife.

Note: \* include 6 start-ups with an address outwith Fife which together created 12 jobs and generated turnover of £150,000.

**Figure 2: Number of Start-Ups supported by Business Gateway Fife (BGF) 2019/20 - 2023/24**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife*
2019/21	51	96	103	121	44	111	88	<b>615</b>
2020/21	60	73	93	85	36	101	70	<b>518</b>
2021/22	80	102	80	125	51	93	72	<b>603</b>
2022/23	51	70	59	116	47	85	68	<b>503</b>
2023/24	73	96	88	115	64	92	80	<b>614</b>

Source: Business Gateway Fife.

Note: \* include start-ups with an address outwith Fife.

**Figure 3: Financial Support Given to Businesses in Fife 2023/24**

	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
No. of businesses supported	33	41	47	48	16	53	36	<b>274</b>
Value of financial support approved	£28,134	£89,748	£84,257	£80,434	£19,554	£74,648	£73,716	<b>£450,490</b>
Jobs created as a result of financial support	82	252	212	245	45	208	232	<b>1,276</b>

Source: Fife Council Economic Development.

Note: includes support given to businesses by the Fife Investment Fund (Fife Council funded) and the SME Development Grant and Start-up Grant Schemes (funded by the UK Shared Prosperity Fund)

# Fife's Business Base

## Number and Size of Businesses

**Figure 4: Number of Enterprises 2024: Scottish Parliamentary Constituency Areas (SPCAs), Fife & Scotland**

Number of Enterprises March 2024	1,505	1,845	1,650	1,565	2,390	8,950	
Percentage of Fife Total	16.8%	20.6%	18.4%	17.5%	26.7%	-	
Change 2020-2024	-425	-175	-255	-65	-20	-950	
Percentage Change 2020-2024	-22.0%	-8.7%	-13.4%	-4.0%	-0.8%	-9.6%	
Change 2023-24	0	-20	+20	-5	-25	-30	
Percentage Change 2023-2024	0%	-1.1%	+1.2%	-0.3%	-1.0%	-0.3%	

### Change in Number of Businesses 2020-2024:

Between March 2020 and March 2024, the number of enterprises in Fife fell by 950 businesses or -9.6% (Figure 4). This followed a period of sustained growth between 2015 and 2020.

Cowdenbeath SPCA saw the largest fall between 2020 and 2024 (-425 businesses or -22.0%) and North East Fife the smallest fall (-0.8%).

Micro-businesses (those employing 0-9 employees) were the only type of business to reduce in number. All areas, apart from Mid Fife & Glenrothes, saw an increase in the number of larger businesses (Figure 5).

Source: ONS UK Business Counts, 2024.

Note: The number of enterprises registered for VAT and/or PAYE that were live on 8 March 2024. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

**Figure 5: Change in the number of enterprises by Scottish Parliamentary Constituency Area (SPCA) and Size 2020-2024**

	Cowdenbeath SPCA		Dunfermline SPCA		Kirkcaldy SPCA		Mid Fife & Glenrothes SPCA		North East Fife SPCA		Fife	
	2024	Change 2020-24	2024	Change 2020-24	2024	Change 2020-24	2024	Change 2020-24	2024	Change 2020-24	2024	Change 2020-24
Micro (0 to 9 employees)	1,325	-435	1,640	-185	1,400	-260	1,340	-60	2,090	-30	7,790	-980
Small (10 to 49 employees)	150	10	170	10	210	0	185	0	255	5	975	25
Medium (50 to 249 employees)	25	0	30	0	35	5	30	-5	35	5	155	5
Large (250+ employees)	5	0	10	5	5	0	10	0	10	0	35	0

**Businesses by Size:**

Kirkcaldy and the Mid-Fife and Glenrothes Scottish Parliamentary Constituency Areas have the highest proportions of small, medium, and large businesses (Figure 6).

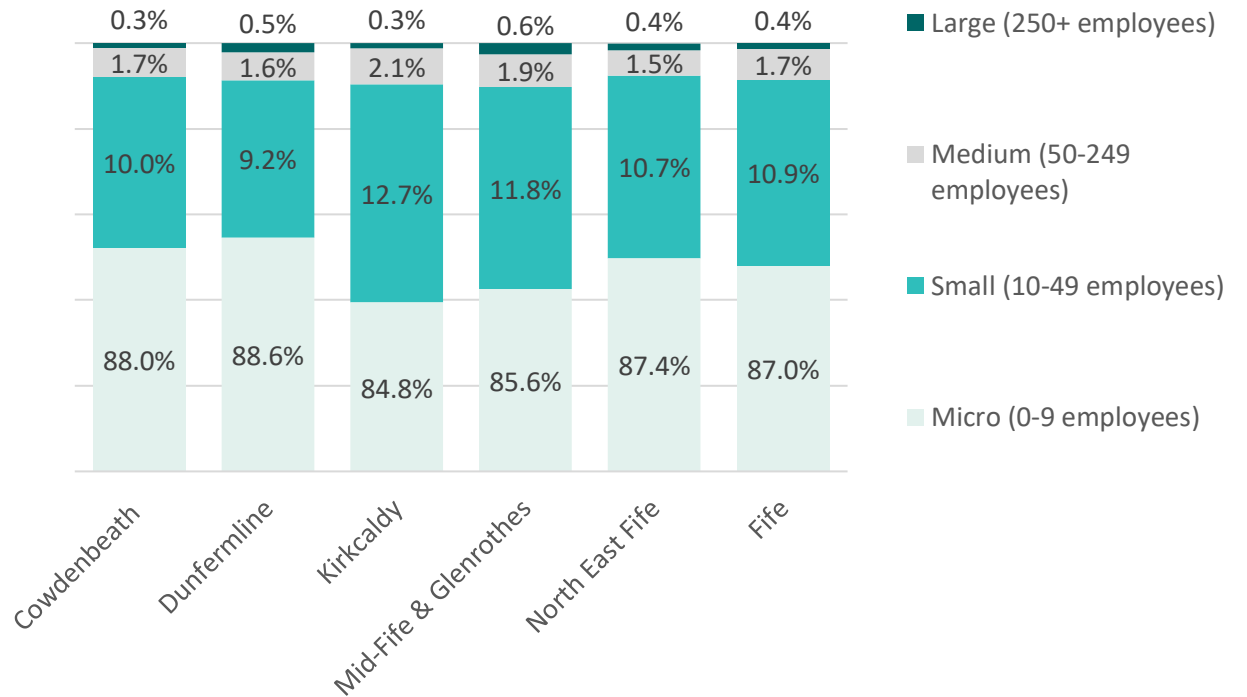
Dunfermline SPCA has the highest proportion of micro businesses (88.6%) followed by Cowdenbeath (88.0%) and North East Fife (87.4%).

Kirkcaldy and Cowdenbeath SPCAs have the lowest proportion of large businesses.

Source: UK Business Counts, 2024.

Note: The number of VAT and/or PAYE registered enterprises that were live on 8 March 2024. Does not therefore include unregistered enterprises (sole traders and partnerships) who are not VAT and/or PAYE registered. As all numbers are rounded to the nearest zero or 5, all zeros are not necessarily true zeros, numbers below 10 should be viewed with caution and the Fife totals may not equal the sum of the five Fife SPCA figures.

**Figure 6: Proportion of businesses by size, Fife, 2024**



## Business Births

In 2023, both the number of new business start-ups and the business start-up rate in Fife fell for a second year.

A total of 990 new businesses started up in 2023, 30 or 2.9% fewer than in 2022 when there were 1,020 new business registrations.

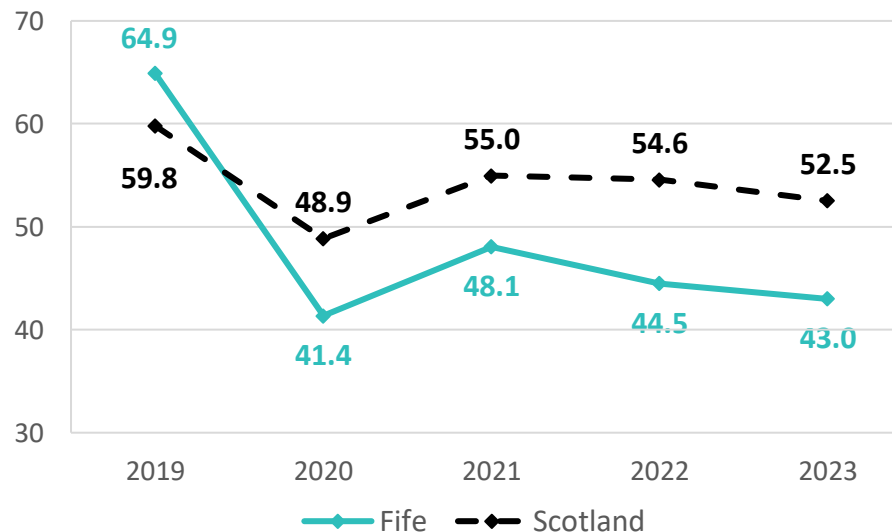
In Scotland as a whole, the number of business births fell at a slightly greater rate (-3.2%) between 2022 and 2023.

As a result, the gap between Fife's start-up rate and that for Scotland as a whole narrowed slightly after increasing in 2022. (Figure 7).

Source: ONS Business Demography, UK (2023).

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

**Figure 7: New business start-ups per 10,000 working age adults (16-64) 2019-2023**



## Business Survival Rates

**Figure 8: Survival of New Start Businesses 2023**

	Percentage of businesses surviving 1 year (born 2022)	Percentage of businesses surviving 2 years (born 2021)	Percentage of businesses surviving 3 years (born 2020)
Fife	92.6%	69.5%	54.2%
Scotland	92.5%	72.7%	56.0%

Whilst the proportion of new businesses in Fife surviving their first year of operation was the same as in Scotland as a whole, the proportions surviving a second and third year were below the Scottish rates.

In 2023, the 3-year survival rate of businesses in Fife (54.2%) was higher than in 2022 (44.8%) but lower than in 2020 (58.7%). Prior to the Covid-19 pandemic, Fife's 3-year business survival rates were higher than the national rates.

Source: ONS Business Demography, UK 2023.

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

## Business Densities

In 2024, Fife had a business stock rate, or business density, of 288 registered businesses per 10,000 resident adults (aged 16+) compared with 377 businesses per 10,000 adults in Scotland as a whole (Figure 9)

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

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

Cowdenbeath SPCA has the lowest business density in Fife, followed by Kirkcaldy. Cowdenbeath would need a 50% increase in the number of registered businesses (758 additional businesses) and Kirkcaldy would need a 47% increase (783 businesses) to reach the Scottish business density. The Cowdenbeath SPCA has the lowest rate of micro and small businesses in Fife.

Source: ONS Business Counts 2024 and National Records for Scotland Mid-2021 Population Estimates.

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

**Figure 9: Number of registered businesses per 10,000 resident adults by enterprise size**

Area	Micro (0-9 employees)	Small (10-49 employees)	Medium (50-249 employees)	Large (250+ employees)	All sizes
Cowdenbeath SPCA	221	25	4	1	<b>251</b>
Dunfermline SPCA	253	26	5	2	<b>285</b>
Kirkcaldy SPCA	217	33	5	1	<b>256</b>
Mid-Fife & Glenrothes SPCA	234	32	5	2	<b>273</b>
NE Fife SPCA	324	40	5	2	<b>370</b>
Fife	250	31	5	1	<b>288</b>
Scotland	330	39	6	2	<b>377</b>

## Distribution of Employment

	Cowdenbeath Area	City of Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife*
September 2019	8,000	30,000	25,000	22,000	10,000	24,000	16,000	<b>138,000</b>
September 2020	8,000	28,000	25,000	23,000	9,000	23,000	15,000	<b>133,000</b>
September 2021	9,000	31,000	24,000	24,000	10,000	25,000	15,000	<b>142,000</b>
September 2022	9,000	32,000	22,000	25,000	10,000	25,000	15,000	<b>140,000</b>
September 2023	9,000	29,000	22,000	25,000	10,000	25,000	15,000	<b>138,000</b>
% change 2019-2023	+12.5%	-3.3%	-12.0%	+13.6%	0.0%	+4.2%	-6.3%	<b>0.0%</b>

### Change in Number of Jobs:

The number of jobs in Fife fell between 2022 and 2023, although employment in Fife in September 2023 was the same as before the pandemic in 2019.

The Kirkcaldy Area saw the largest proportionate increase in employment between 2019 and 2023 followed by the Cowdenbeath Area; over the same period, the Glenrothes Area, Dunfermline and South and West Fife saw job numbers fall. (Figure 10).

Between 2022 and 2023, job numbers fell in Dunfermline, but remained the same in all other parts of Fife.

### Employment by Sector:

North East Fife has the largest share of Fife's jobs in Accommodation & Food Services, Arts, Entertainment & Recreation and Education (40.9%, 35.7% and 33.3% of Fife's jobs in these sectors respectively) (Figure 11 below).

50% of all employment in Public Administration & Defence Activities in Fife is located in the Glenrothes Area along with 25% of Fife's Manufacturing jobs.

41.5% of Fife's jobs in Agriculture, Forestry & Fishing\* are located in Levenmouth.

75% of all employment in Financial & Insurance activities in Fife is located in Dunfermline, along with 64.3% of Fife's jobs in the Information & Communication sector and 50% of jobs in Transport & Storage.

Over a third (36.4%) of people in Fife working in the Human Health & Social Work Activities sector are employed in the Kirkcaldy Area.

Source: ONS Business Register & Employment Survey 2019, 2020, 2021, 2022 and 2023. Note: \* The Fife totals include farm agriculture while the committee area figures exclude farm agriculture. Employment estimates include employees plus the number of working owners who receive a share of the profits but are not paid via PAYE.



**Figure 11: Employment by Sector, Fife 2023**

Sector	Cowdenbeath Area	Dunfermline	Glenrothes Area	Kirkcaldy Area	Levenmouth	North East Fife	South & West Fife	Fife
A : Agriculture, forestry and fishing*	25	40	25	50	400	300	125	<b>965</b>
B : Mining and quarrying	0	0	10	20	0	125	30	<b>125</b>
C : Manufacturing	1,250	1,750	3,500	1,250	1,750	1,250	3,000	<b>13,000</b>
D : Electricity, gas, steam and air conditioning	20	0	150	0	10	20	20	<b>400</b>
E : Water supply; sewerage, waste management	50	225	150	100	50	75	125	<b>600</b>
F : Construction	700	1,250	800	1,250	400	1,250	900	<b>8,000</b>
G : Wholesale and retail trade; vehicle repair	1,500	4,000	3,000	4,500	1,250	4,500	2,250	<b>21,000</b>
H : Transportation and storage	700	3,500	600	400	900	600	700	<b>7,000</b>
I : Accommodation and food service activities	450	2,000	1,000	1,750	700	4,500	900	<b>11,000</b>
J : Information and communication	50	2,250	125	350	20	175	600	<b>4,000</b>
K : Financial and insurance activities	10	2,250	125	175	35	75	400	<b>3,000</b>
L : Real estate activities	100	250	400	150	75	350	100	<b>1,250</b>
M : Professional, scientific and technical acts	225	2,000	600	900	350	1,000	1,500	<b>6,000</b>
N : Administrative and support service acts	300	1,500	600	1,000	250	900	800	<b>7,000</b>
O : Public admin, defence, social security	900	600	5,000	1,750	175	500	800	<b>10,000</b>
P : Education	1,250	2,250	1,500	2,250	1,000	5,000	1,250	<b>14,000</b>
Q : Human health and social work activities	1,250	4,500	2,250	8,000	2,000	2,500	1,000	<b>20,000</b>
R : Arts, entertainment and recreation	250	600	300	600	200	1,250	300	<b>4,000</b>
S : Other service activities	200	700	1,000	500	150	800	300	<b>3,500</b>
<b>Total Employment*</b>	<b>9,000</b>	<b>29,000</b>	<b>22,000</b>	<b>25,000</b>	<b>10,000</b>	<b>25,000</b>	<b>15,000</b>	<b>135,000</b>

Source: ONS Business Register & Employment Survey 2023.

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

## Remediation of Vacant & Derelict Land

**Figure 12: Extent of Vacant & Derelict Land in Fife 2024**

Area	Percentage	Area (ha)	Change (ha)
Cowdenbeath	8.3%	58.5	+1.3
Dunfermline	1.5%	10.3	+1.1
Glenrothes	17.0%	119.8	-7.7
Kirkcaldy	5.7%	40.1	-1.1
Levenmouth	10.4%	73	-0.1
North East Fife	7.9%	55.5	-4
South and West Fife	49.2%	345.7	0
Total Fife	100%	702.9	-10.5

Source: Fife Council Vacant & Derelict Land Audit 2024

In 2024, there were 200 vacant & derelict land sites across Fife amounting to 703 hectares (Figure 12). Over the last 12 months, 5 sites representing 12.85 hectares of land have been brought back into use.

Derelict land has a broader impact than vacant land both in terms of total area (594 ha) and in the number of individual sites (151).

South & West Fife contains the largest proportion of vacant & derelict land (49.2% of Fife's total) and the Dunfermline Area the lowest (1.5%).

Since 2015/16, Fife Council has been one of five local authorities to receive funding from the Scottish Government's Vacant & Derelict Land Fund; in 2023/24, Fife was awarded £1.621 million from the fund.

Figure 13 below details a selection of current, proposed and completed projects supported by the Vacant & Derelict Land Fund.

**Figure 13: Projects in Fife supported by the Vacant and Derelict Land Fund (VDLF)**

Cowdenbeath	
Glenrothes	<ul style="list-style-type: none"> <li>• Industrial estate regeneration at Queensway Industrial Estate with Phase 1 now complete and all new units let. Further VDLF</li> </ul>
Kirkcaldy	<ul style="list-style-type: none"> <li>• Regeneration of buildings on entry to the Ravensraig Walled Garden which are now leased to Rural Skills Scotland and the Kirkcaldy</li> </ul>
Levenmouth	<ul style="list-style-type: none"> <li>• Site remediation and preparation works for Cesscon Decom Ltd’s oil and gas decommissioning facility at Energy Park Fife.</li> </ul>
North East Fife	

**Figure 13: Projects in Fife supported by the Vacant and Derelict Land Fund (VDLF) (continued)**

South & West Fife	
All Fife	<ul style="list-style-type: none"> <li>• Support for the implementation of the Climate Fife Plan and its associated Sustainable Energy Action Plan (SECAP). This has locations for the use of mine water in geothermal district heat schemes. Support is also being given to the Fife Community Climate</li> </ul>

Note: \* Investment from the Fife Industrial Innovation Investment Programme (Fi3P) funded by the Edinburgh & South-East Scotland City Region Deal – see Figure 34 and the section below.

The **Fife Industrial Innovation Investment Programme (Fi3P)** is a £58 million ten-year programme delivered by Fife Council with grant funding from the Edinburgh and South-East Scotland City Region Deal. The programme is delivering new industrial, office and business space and serviced employment sites within existing business clusters in Mid and South Fife adjacent to growth corridors (M90 and A92) (Figure 14). The Fi3P started in April 2019 and is being delivered in 3 tranches; Tranche 1 was completed in March 2022. Tranche 2 is underway and will complete in March 2025. The Business Case for Tranche 3 has been approved and work will start in April 2025.

Investment in the Council's **Business Property Portfolio** in 2023/24 delivered a full internal refurbishment of Iona House in Kirkcaldy, new flooring at Kirkcaldy Business Incubator and new roofs at Fife Food Centre in Glenrothes and Dunfermline Business Centre. At the end of 2023/24, units in the Business Property Portfolio were 95% occupied and brought in £2.97m in annual rent income.

The **University of St Andrews' Eden Campus** in Guardbridge has completed the current phase of investment being funded as part of the **Tay Cities Region Deal**. Discussions are ongoing between the University and Fife Council to develop an Enterprise Hub which will provide space for innovative start-up businesses in the Campus.

The **Forth Green Freeport (FGF)**, which became operational in June 2024, is set to attract new businesses and jobs into Burntisland, Rosyth, Grangemouth and Leith by means of financial and tax incentives, simplified customs processes and place-based investment. In September, the FGF's Final Business Case was submitted to the Scottish and UK Governments. Once it is approved, seed capital will be released to deliver a number of priority projects designed to address areas of underdevelopment and outdated infrastructure. These first projects include an integrated energy system at Babcock's Rosyth site and the creation of the AGIC Skills and Innovation Centre in Rosyth.

The **Levenmouth Reconnected Programme**, a £10 million fund managed by Fife Council to maximise the economic and social opportunities presented by the recently reopened Levenmouth Rail Link, agreed to fund improved bus services (£1,747,046) the creation of a new conservation building at the Fife Heritage Railway site at Kirkland (£360,000), a new skatepark on Leven Promenade (£252,000) and the installation of a series of interpretation boards, signs and displays around the Levenmouth area (£58,365).

All funding for **Fife's UK Shared Prosperity Investment Plan** (£13.4m over the three years of the programme) is committed with delivery underway and to be completed by March 2025. The Plan is supporting 4 priorities: Communities & Place, Supporting Local Businesses, People & Skills, and Multiply and the projected outputs and outcomes that support the objectives of the Fife Partnership's Plan4Fife 2017-27 and Reform & Recovery Update 2021-24 are on track to be delivered.

The three-year **River Leven Regeneration Programme** was awarded £19.4m from the UK Levelling Up Fund for the regeneration of Riverside Park in Glenrothes (£4.98m) and Leven Connectivity Project (Active Travel and River Park Routes) (£14.43m). Delivery of the Active Travel Network providing links to the new railway stations at Leven and Cameron Bridge is scheduled to commence in Spring 2025 which will also see the completion of the regeneration of Glenrothes Riverside Park.

**Figure 14: Edinburgh & South East Scotland City Region Deal Fife Industrial Innovation Investment Programme (Fi3P) Investment Status**

Cowdenbeath	The Avenue, Lochgelly.	Site servicing completed and conditional legal agreement in place for disposal of site.	-	-
	Creation of flexible business accommodation, Cowdenbeath	Work has commenced on site	-	-
Dunfermline	Fife Interchange North	New business units due for completion Q4 2024/25 and conditional legal agreement in place for disposal of site.	-	-
Glenrothes	Refurbishment of business units on Flemington Road	Works onsite Q4 2024/25	Glenrothes new build (site selection still to be confirmed).	2028/29
Kirkcaldy	New business units at John Smith Business Park	Works onsite Q4 2024/25	John Smith Business Park	2028/29
	-	-	Refurbishment of town centre offices into flexible business accommodation	2027/28
	-	-	Dunnikier Business Park	2028/29
Levenmouth	Levenmouth Business Park	7 new business units completed, 6 of which are let; phase 2 works onsite Q4 2024/25	-	-
South & West Fife	Ridge Way, Hillend & Donibristle Industrial Estate, Dalgety Bay	Site servicing completed; conditional legal agreement in place for disposal of site.	-	-
	West Way, Hillend & Donibristle Industrial Estate, Dalgety Bay	8 new business units completed: all units fully let.	-	-

**Figure 15: Grants awarded to businesses through the Town Centre Building Improvement Grant Scheme 2023/24**

Number of grants awarded	2		2	5	3	8		<b>26</b>
Value of grants awarded	£17,290		£17,400	£42,447	£26,219	£73,052		<b>£234,590</b>
Total value of grant funding claimed (as of 30 Sept 2024)	£17,290		£17,389	£32,447	£26,219	£46,210		<b>£177,737</b>

Source: Fife Council Business & Employability Service.

- Detailed designs for converting the Co-op gap site in Dunfermline into a City Square with work to progress during 2025/26.

The 5-year **Inverkeithing** regeneration programme is due to be completed in Spring 2025. The National Lottery Heritage Fund and Historic Environment

Fife Council continues to operate the **Town Centre Building Improvement Grant Scheme**, supporting 15-20 town centre businesses each year with grants

In response to the specific challenges faced by **town centre and independent retail businesses**, a free business support programme was delivered.

Glenrothes bus station and pedestrian area at the Kino cinema, the completion of the Adam Smith Theatre refurbishment, the delivery of a place making project in Leven between the railway and bus stations and protective works at St Margaret's House in Dunfermline. The second phase of public realm improvements at Kirkcaldy waterfront and Volunteer's Green are now complete. Complex and protracted land acquisitions at Bonnygate Inner Court in Cupar are now complete with demolitions and site investigations beginning in October 2024, with delivery expected to start during Spring 2025.

**Figure 16: Town and city centre vacancy rates April 2024**

Area Committee	Town/City	% of Vacant Units	% of Vacant Floor Space
Cowdenbeath Area	Cowdenbeath	16.0%	14.1%
	Lochgelly	22.0%	24.8%
Dunfermline Area	Dunfermline	21.3%	25.5%
Glenrothes Area	Glenrothes	19.3%	22.7%
Kirkcaldy Area	Kirkcaldy	26.8%	27.7%
	Burntisland	10.0%	10.6%
Levenmouth	Leven	15.9%	12.1%
North East Fife	Anstruther	14.0%	14.8%
	Cupar	15.8%	16.1%
	St Andrews	6.7%	9.2%
South & West Fife Area	Inverkeithing	10.9%	9.7%
	Kincardine	24.0%	48.4%

St Andrews, Burntisland and Inverkeithing have the lowest vacancy rates of Fife’s main town centres (Figure 16).

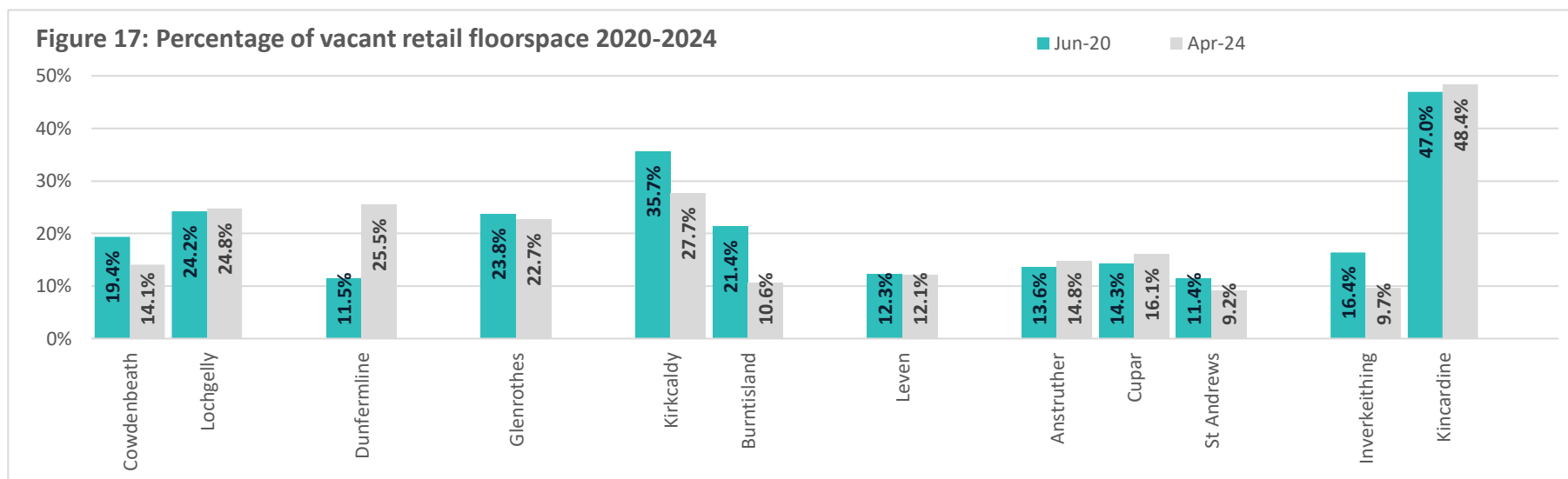
The highest vacancy rates are found in Kirkcaldy, Dunfermline, Lochgelly and Kincardine.

Dunfermline saw the proportion of vacant floorspace increase significantly between 2020 and 2024 (Figure 17), while Cowdenbeath, Kirkcaldy, Burntisland and Inverkeithing saw rates decrease.

Source: Experian Goad Town Centre Reports for Fife Council.

Note: these vacancy rates are not comparable with those shown in previous profiles due to methodology changes.

**Figure 17: Percentage of vacant retail floorspace 2020-2024**





**Figure 18: Volume and Value of Visitors, Jan-Dec 2023**

STEAM* Indicators	St Andrews	Dunfermline Area	Kirkcaldy and Mid Fife	NE Fife (exc. St Andrews)	Fife
<b>Visitor numbers</b>	<b>775,800</b>	<b>956,700</b>	<b>852,900</b>	<b>621,300</b>	<b>3.21m</b>
% change in visitor numbers 2022-2023	+10.7%	+20.0%	+24.5%	+18.8%	<b>+18.5%</b>
% change in visitor numbers 2019-2023	+14.0%	+17.2%	+16.1%	+10.2%	<b>+14.5%</b>
<b>Economic impact (direct, indirect &amp; induced)</b>	<b>£157m</b>	<b>£124m</b>	<b>£115m</b>	<b>£166m</b>	<b>£513m</b>
% change in economic impact 2022-2023**	-5.0%	-0.5%	+5.3%	+49.8%	<b>+0.4%</b>
% change in economic impact 2019-2023**	+15.2%	+8.7%	+3.1%	+79.7%	<b>+12.7%</b>
<b>Number of Full Time Equivalent (FTE) jobs supported by visitor expenditure</b>	<b>1,407</b>	<b>1,373</b>	<b>1,301</b>	<b>1,540</b>	<b>5,621</b>
% change in number of FTE jobs 2022-2023	-2.2%	+0.4%	+5.0%	+3.0%	<b>+1.4%</b>
% change in number of FTE jobs 2019-2023	+3.5%	-2.1%	-2.5%	+10.7%	<b>+2.4%</b>

Source: Fife STEAM Reports 2023 - FINAL, Global Tourism Solutions (UK) Ltd.

Notes:

\*STEAM is a tourism economic modelling tool owned by Global Tourism Solutions (GTS) UK Ltd and is used by most visitor destination areas in the UK. 'Visitors' include staying visitors (tourists staying overnight for at least one night) and day visitors visiting the area on a non-routine and non-regular leisure day trip from a home or holiday base.

\*\* Indexed to 2023

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

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

### **Volume and Value of Visitors (Figure 18 above):**

Tourism was one of the sectors worst affected by the economic impact of the Covid-19 pandemic and 2020 saw visitor numbers to Fife fall dramatically due to travel and social distancing restrictions.

In 2021 the sector started to recover and in 2023 visitor numbers to Fife and their economic impact were higher than before the pandemic; in 2023, Fife received over 3 million visitors who brought in an estimated £512.5 million to the area's economy. Visitors spent an average 4.1 nights in the region, a longer length of stay than the national average.

### **Fife Tourism Activity:**

A new **Welcome to Fife Tourism Strategy** was launched in December 2023.

Over 150 people attended the biennial **Welcome to Fife tourism conference** held in February 2024 at the newly refurbished Adam Smith Theatre.

Fife's biggest ever consumer marketing campaign promoting the Kingdom as an autumn/winter short break destination took place from October 2023 to February 2024. Targeting people in Scotland and North England, the campaign, **The Kingdom, where it all begins**, promoted Fife to an audience of over 8 million and inspired more than 46,000 people to visit the [welcometofife.com](http://welcometofife.com) website to find out more.

Fife Council continues to support a Fife-wide programme of **cultural events** that for 2024 included: Fife Food & Drink Week; The Bruce Festival in Dunfermline; Pittenweem Arts Festival; The Euro Fanzone at Dunfermline Football Club; Fife Fest; and Fife Outdoor Activities Week.

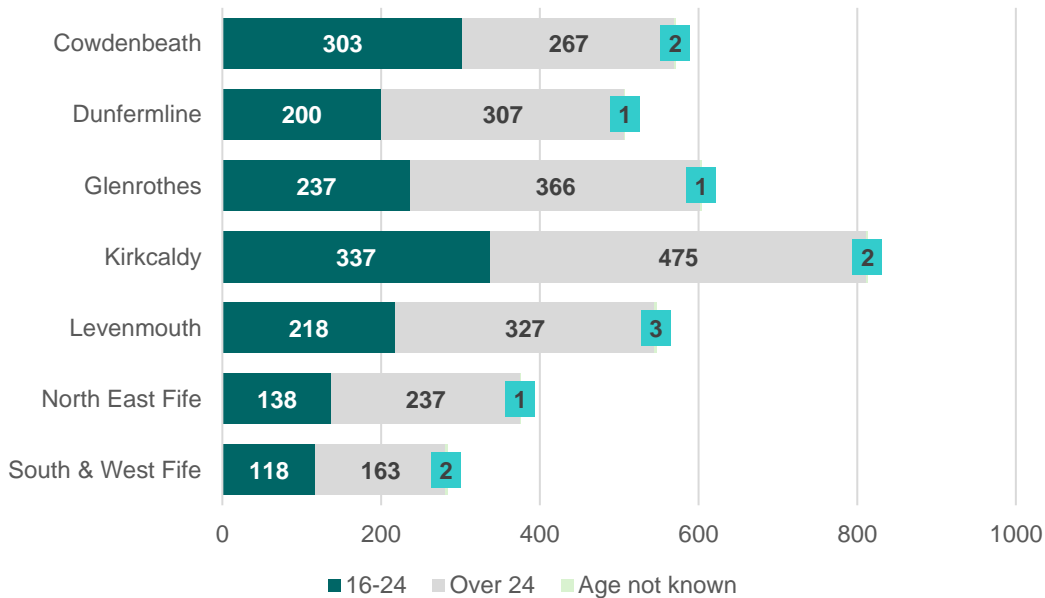
A **Dunfermline City Tourism Action Plan** was published in October 2023 to develop and promote Dunfermline as a city break destination. Progress to date includes a dedicated marketing campaign, travel trade training for businesses, an improved visitor website, and representation at VisitScotland Connect, putting the City in contact with over 40 tour operators.

A tourism action plan was also developed for **Levenmouth**, promoting the area as a new destination to visit by train.

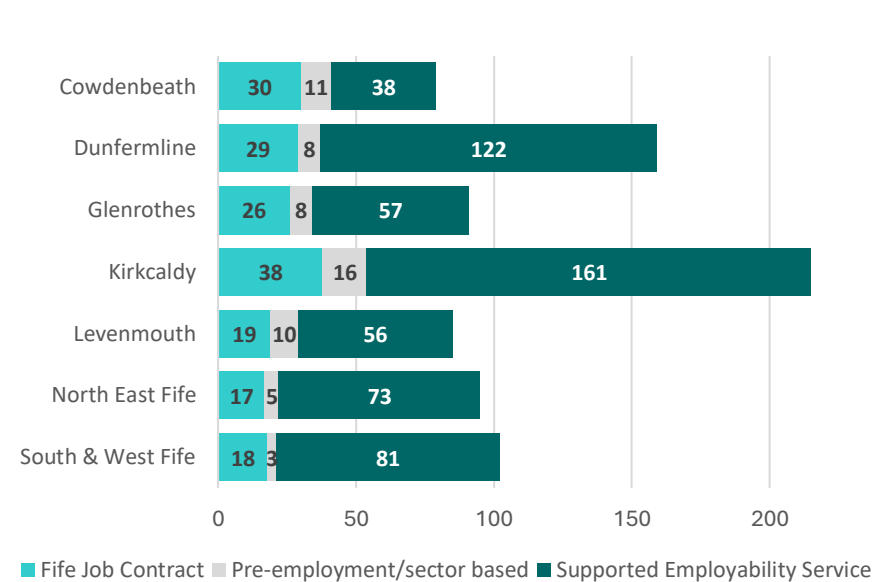
Further tourism interpretation and directional signage was added to the 5-mile circular **Forth Bridges Trail**, work partly funded by the UK Government's Shared Prosperity Fund. The Forth Bridges website and multi-channel social media programme continue to promote visits to the Forth Bridges area.

# Delivering Skills, Training & Fair Employment

**Figure 19: Participants\* on programmes commissioned by the Opportunities Fife Partnership (excluding those delivered by Fife Council) 2023/24**



**Figure 20: Participants\* on programmes delivered by Fife Council Employability & Employer Engagement Team 2023/24**



In 2023/24, there were **3,705 participants\*** on employability programmes commissioned by the **Opportunities Fife Partnership** (Figure 19).

The largest number of participants were resident in the Kirkcaldy Area (814) followed by the Glenrothes Area (604), Cowdenbeath Area (572) and Levenmouth (548).

41.9% of participants were aged between 16-24 years. The areas with the highest proportion of participants aged 16-24 years were the Cowdenbeath Area (53.0%), South & West Fife (41.7%) and the Kirkcaldy Area (41.4%).

Over the same period, there were 826 participants on employability programmes delivered by Fife Council’s Employability and Employer Engagement Team (Figure 20). The largest number of participants were resident in the Kirkcaldy Area (215) followed by Dunfermline (159).

Source: Fife Council

Note: \* the number of participants on employability programmes is higher than the total number of people due to individuals participating in more than one programme. These figures exclude participants on Modern and Foundation Apprenticeships.

## **Targeting enhanced employability support to those most disadvantaged and furthest from the labour market**

Of the 628 people who participated in employability programmes run by the council's Employability and Employer Engagement Team, 413, or 65.8%, went on to employment.

82 Modern Apprenticeships (MAs) were supported across various council services and a further 257 Fife residents were supported to undertake MAs with other employers.

Pre-employment training academies were delivered to help people experiencing barriers to employment including a Community Improvement Squad Academy in Levenmouth, Lochore Meadows Green Skills Academy and Babcock Production Service Operators (PSO) Academy.

Matrix, Employability's sheltered workshop, continued to provide meaningful employment, training and development opportunities to individuals with disabilities and long-term health conditions. The team of 35 has completed several projects for customers including NHS Fife, NHS Glasgow, Edinburgh Council and HMP Grampian delivering: upholstery for theatre seating, hospital and clinic seating, refurbishment of Occupational Therapy equipment and private sales. Matrix was integral to the successful opening of the Methil Care Village in October 2023, providing the furniture and soft furnishings for this development.

A new progressive recruitment approach – the Life Chances Model - was piloted in 2023/24. The approach, which focuses on giving people experiencing barriers to employment access to hard-to-fill, entry-level positions within the council has now been fully integrated in the council's recruitment strategy.

The Edinburgh & SE Scotland City Region Deal Intensive Family Support Service targets significant pockets of persistent, entrenched worklessness and poverty by taking a whole family approach to tackle intergenerational disadvantage. In 2023/24, this service supported 185 individuals from 98 families in Fife's most disadvantaged areas. Of those supported, 82 people entered education and 13 found employment.

## **Ensuring school and college leavers have the skills, knowledge and opportunities to move on to positive destinations**

A programme of 82 different Culture of Enterprise activities was delivered to Fife's schools, providing a total of 2,177 instances of pupil engagement (see section below).

198 Foundation Apprenticeships were supported.

## **Encouraging the adoption of inclusive employment and fair work practices**

The 22nd Fife Business Diversity Awards took place in November 2024. Organised by the Supported Employment Service, the awards showcase the achievements of individuals and employers in ensuring that people from all backgrounds are able to fulfil their work ambitions.

**Figure 21: Participation in Fife Council's Culture of Enterprise (CoE) Programme, 2023/24**

	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18	2016/17	2015/16
Number of different CoE activities in which schools participated	8	17	11	22		19	13	
Instances of pupil engagement with CoE activities	198	554	485	528		467	397	

The **Culture of Enterprise Programme** led by Fife Council's Economic Development Team delivers programmes of activity in Fife's primary and secondary schools designed to support young people in developing abilities and confidence for lifelong enterprising contributions in their learning, life and work.

Teams from eleven primary and secondary schools pitched a range of social enterprise ideas in the 2024 **Dragon's Den** competition.

Two Fife College students have been named the recipients of the **Adam Smith 300 Enterprise Scholarship**.

**Race to Zero**, the digital replacement for The Enterprise Game, was rolled out in 2023 across 17 high schools and received 590 downloads.

Defence company **Babcock International Group** welcomed more than 300 primary school pupils to its annual Festival of Engineering at Rosyth, helping them explore the skills needed for a career in science, technology, engineering or maths.

Second year students from 4 of Fife's high schools participated in **Raytheon's 2024 RTX Quadcopter Challenge**.

A new project for primary school pupils, **4toFortune**, was launched challenging teams of four students to turn £4 into as much as they can within 4 weeks.

Source: Fife Council – Economic Development.

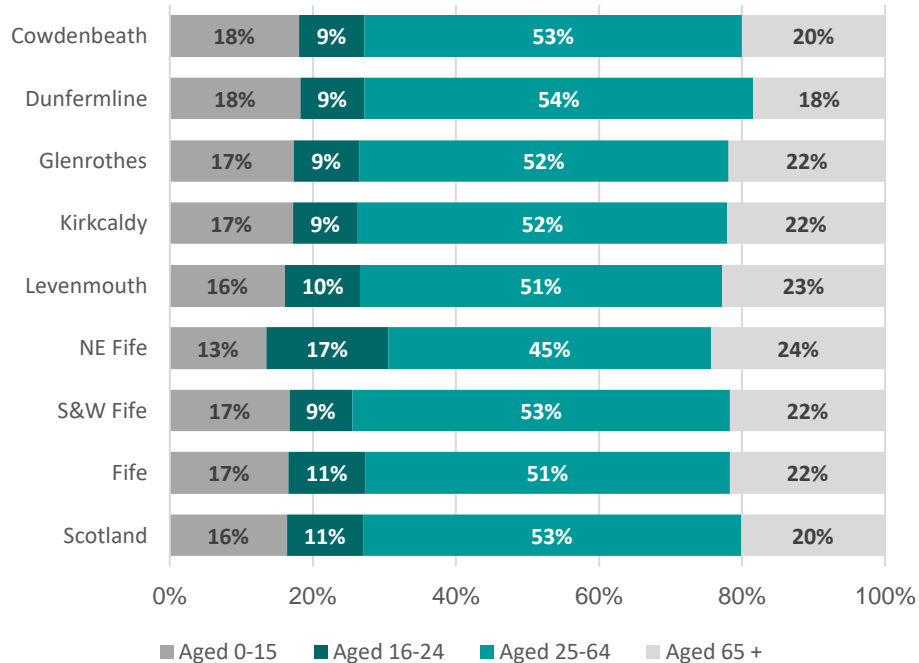
Note: Figures for previous years are not shown due to the introduction of a new way of recording instances of pupil engagement.

# Fife's Labour Market

## Population

41,579	60,767	48,461	60,276	37,289	72,191	49,517	<b>371,390</b>
--------	--------	--------	--------	--------	--------	--------	----------------

**Figure 23: Population Structure - Local Committee Areas, Fife, Scotland Mid-2022**



Around 371,390 people live in Fife, 6.8% of Scotland's population (Figure 22). Looking at the population structure of Fife and its committee areas (Figure 23):

- Fife has a smaller proportion of its population of working age (aged 16-64 years) than Scotland as a whole – 61.7% of its population are of working age compared with 63.5% of Scotland's population.
- Kirkcaldy has the smallest proportion of people of working age (60.7%) in Fife.
- Dunfermline has the lowest proportion of people aged over 65 (18.4%) while North East Fife has the highest (24.3%).
- Dunfermline has the largest proportion of people who are of working age (63.3%) and the highest proportion of children (18.2%).
- North East Fife has the lowest proportion of children (13.5%) but the largest proportion of people aged 16-24 years (17.1%) and the lowest proportion aged 25-64 years (45.1%).

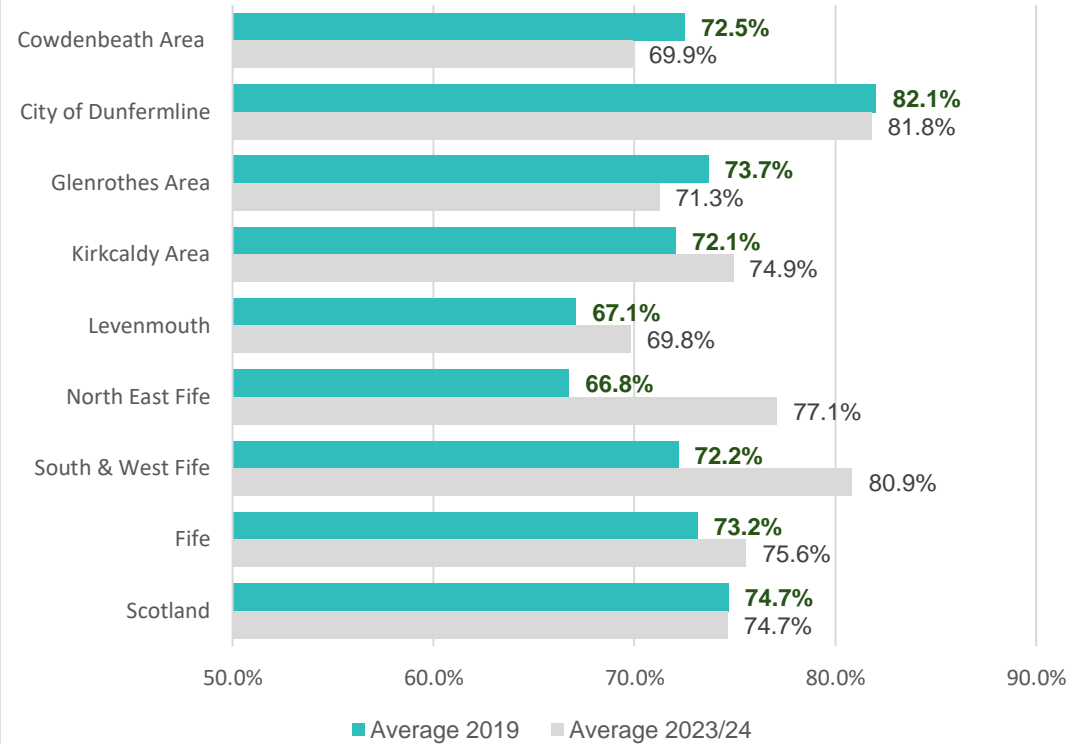
Source: Mid-2022 Electoral Ward Population Estimates, National Records of Scotland.

# Employment Rate

Figure 24: Employment Rates, 2023/24



Figure 25: Employment Rate Change 2019-2023/24



## Latest Employment Rates\*:

Dunfermline’s average employment rate (81.8%) in 2023/24 was the highest in Fife (Figure 24) followed by South & West Fife (80.9%). The average employment rates in Levenmouth and the Cowdenbeath and Glenrothes Areas were lower than both the Fife and Scottish rates. Levenmouth and the Cowdenbeath Area had the lowest employment rates of all the committee areas in Fife (69.8% and 69.9% respectively). Dunfermline was also the only part of Fife where the female employment rate was higher than the male employment rate (Figure 24).

Source: ONS Annual Population Survey, 2019 and 2023/24 Average Rates.

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

## Employment Rate Change:

In the Kirkcaldy Area, Levenmouth, North East Fife and South & West Fife, employment rates in 2023/24 were above the pre-pandemic 2019 levels (Figure 25).

In Dunfermline and the Cowdenbeath and Glenrothes Areas, average employment rates in 2023/24 were lower than in 2019.

North East Fife and South & West Fife saw the greatest increases in employment rates.

Source: ONS Annual Population Survey, 2019 and 2023/24 Average Rates.

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

## Unemployment

**Figure 26: Unemployment in Fife, Scotland and Great Britain**

	2019/20	2020/21	2021/22	2022/23	
<b>Fife (estimated number of people)</b>	7,100	8,700	6,600	6,100	6,400
<b>Fife (%)</b>	4.1%	5.1%	3.9%	3.4%	3.4%
<b>Scotland (%)</b>	3.4%	4.7%	3.4%	3.2%	3.5%
<b>Great Britain (%)</b>	3.9%	5.0%	3.8%	3.8%	3.7%

The latest unemployment figures for Fife are for the 12 months to June 2024.

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

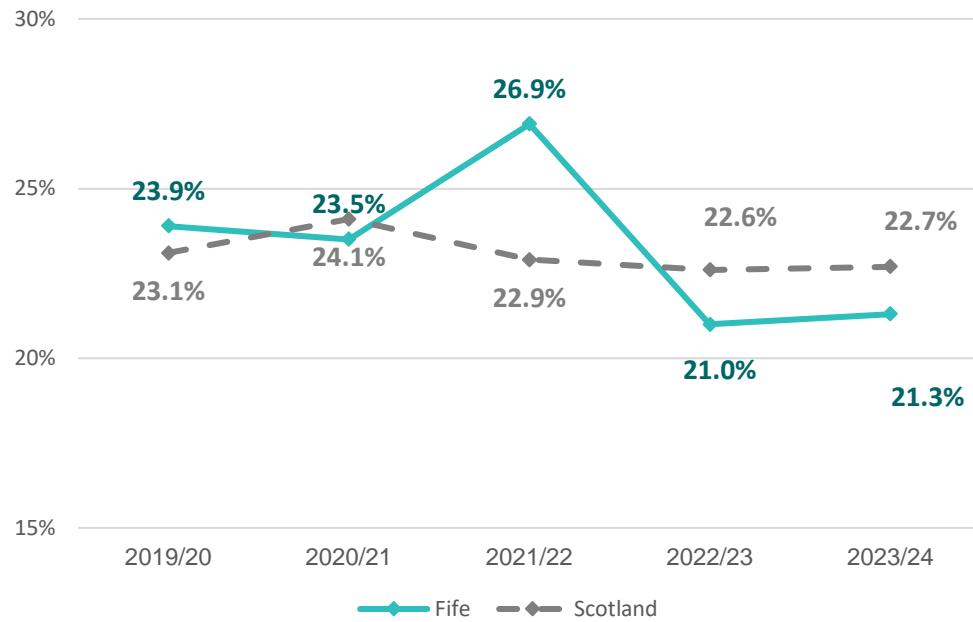
Fife's unemployment rate fell in the following two years and the latest rate is at a record low (3.4%) and for the first time since 2017 is lower than the Scottish rate (3.5%).

Source: ONS Annual Population Survey, model-based estimates of unemployment, 12 months to June 2021, 2022, 2023 and 2024.

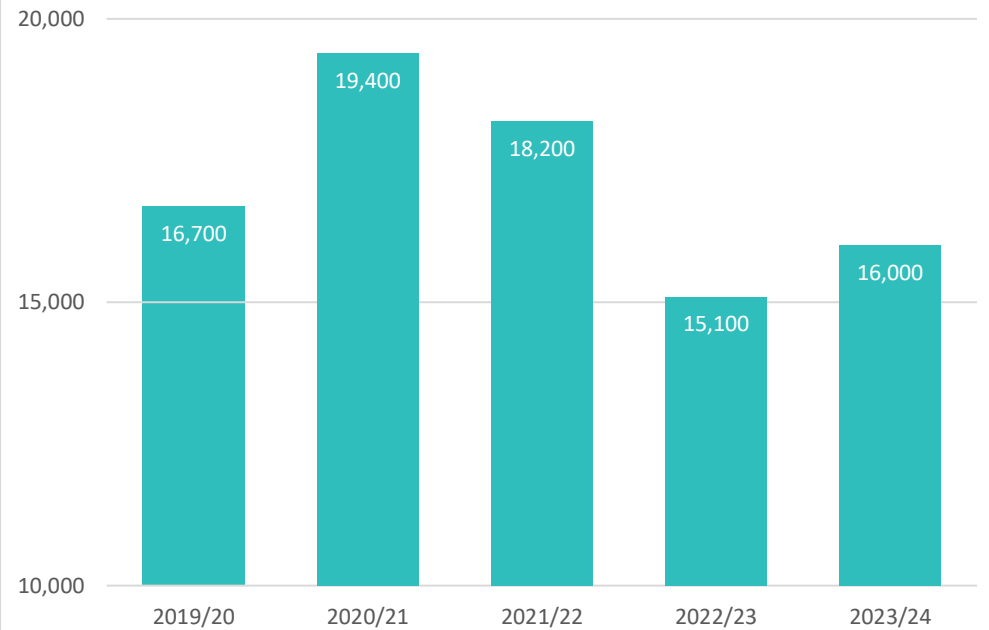
Note: Numbers and percentages are for those aged 16 and over who are without a job but who are looking for and available to start work. The unemployment rate is the proportion of the economically active population who are unemployed. Unemployment figures are not shown below the Fife level as sample sizes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



**Figure 27: percentage of the working age population who are economically inactive - Fife & Scotland**



**Figure 28: Estimated number of people in Fife economically inactive due to long-term ill health**



A fifth (21.3%) of Fife’s working aged population (people aged 16-64) was economically inactive in the 12 months to June 2024 - that is they were neither in employment nor actively seeking a job. This represents an estimated 48,400 people.

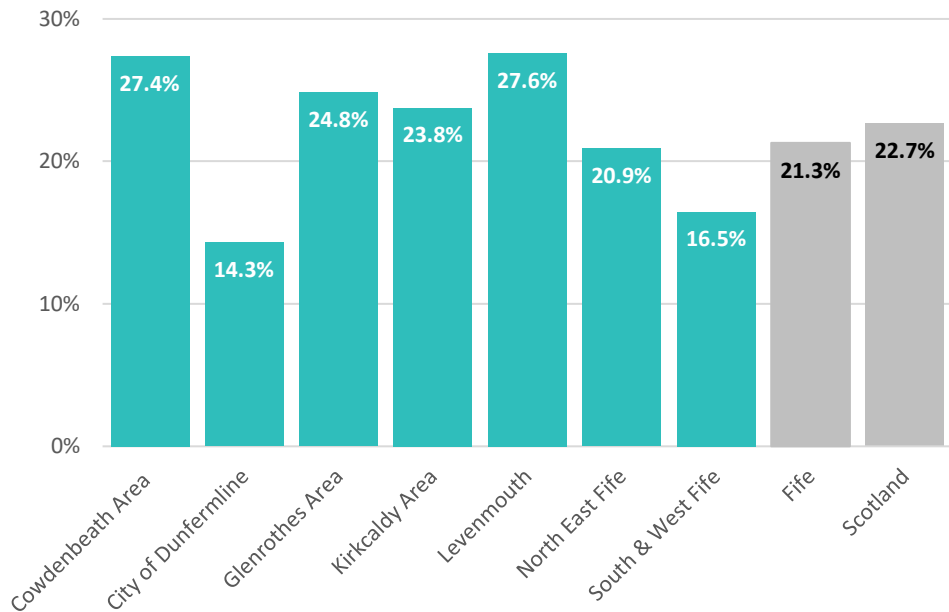
Fife’s inactivity rate was lower than the Scottish rate (22.7%) for the same period, and also lower than the record high rate recorded in Fife in 2021/22 (26.9%), the highest rate recorded in the times-series of this data (which goes back to 1999). It was also lower than prior to the Covid-19 pandemic in 2019/20 (23.9%) (Figure 27).

Long term ill-health is the reason a third of those who are economically inactive in Fife (an estimated 16,000 people) gave for not being in employment or seeking a job. Other reasons included being a student (14.9%), looking after the family/home (15.1%) and being retired (18.9%).

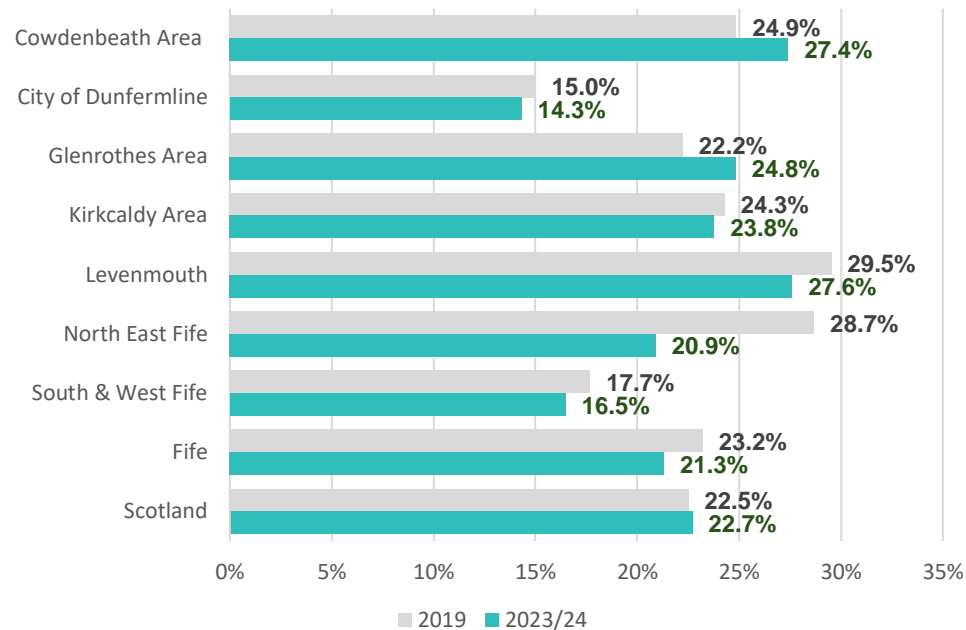
Source: ONS Annual Populations Survey, July – June 2019/20, 2020/21, 2021/22, 2022/23 and 2023/24.

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

**Figure 29: Proportion of the working age population who were economically inactive (economic inactivity rate) 2023/24**



**Figure 30: Change in economic inactivity rates 2019-2023.24**



Between 2019 and 2023/24, the Glenrothes and Cowdenbeath Areas saw increases in the proportion of their populations who were economically inactive. In all other parts of Fife inactivity rates fell (Figure 30).

Dunfermline, South & West Fife and North East Fife are the only areas whose latest economic inactivity rate is lower than both the Fife and Scottish rates (Figure 29). Dunfermline has the lowest rate of inactivity in Fife.

Levenmouth has the highest economic inactivity rate (27.6%) followed by the Cowdenbeath Area (27.4%).

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

Source: ONS Annual Populations Survey, 2019 and 2023/24

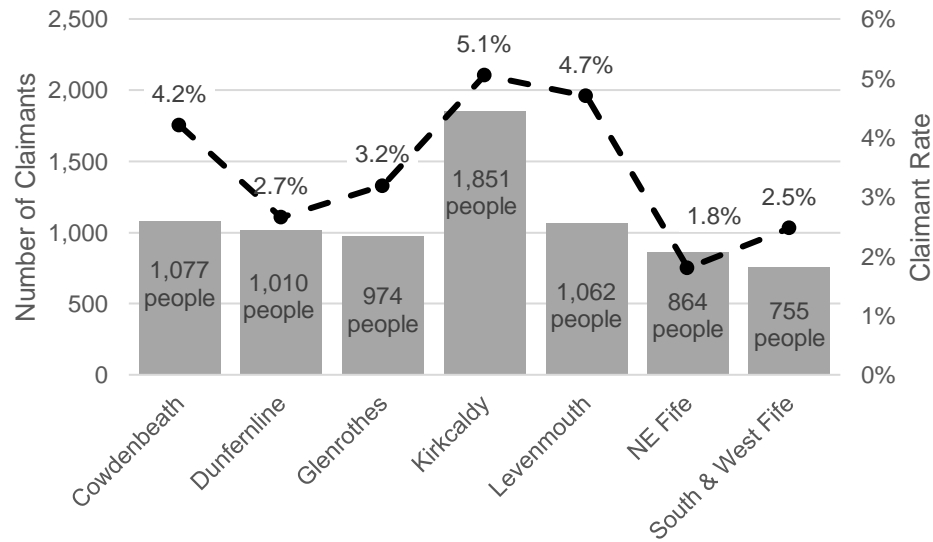
Note: Those who are economically inactive are people aged 16 and over without a job who have not sought work in the last four weeks and/or who are not available to start work in the next two weeks, ie they are neither employed nor unemployed. Economic inactivity rates for committee areas should be viewed with caution due to small sample sizes at this geographic level. Because of this, for the committee areas, averages of the rates for 2019 and 2022/23 are given; the rates for Fife and Scotland are for Jan-Dec 2019 and the 12 months to June 2024.

# People Claiming Out of work Benefits

**Figure 31: Claimant count and rate change 2019 to 2023/2024**

			Claimant Rate		Claimant Rate	
Cowdenbeath	5.1%		4.2%		-0.9%	
Dunfermline	3.3%		2.7%		-0.6%	
Glenrothes	3.6%		3.2%		-0.4%	
Kirkcaldy	5.5%		5.1%		-0.4%	
Levenmouth	6.4%		4.7%		-1.7%	
North East Fife	1.7%		1.8%		+0.1%	
South & West Fife	2.7%		2.5%		-0.2%	
<b>All Fife</b>	<b>3.8%</b>	<b>8,753</b>	<b>3.3%</b>	<b>7,592</b>	<b>-0.5%</b>	<b>-1,162</b>
<b>Scotland</b>	<b>3.1%</b>	<b>108,093</b>	<b>3.1%</b>	<b>109,290</b>	<b>0.0%</b>	<b>+1,198</b>

**Figure 32: The average number and rate of out-of-work benefit claimants,**



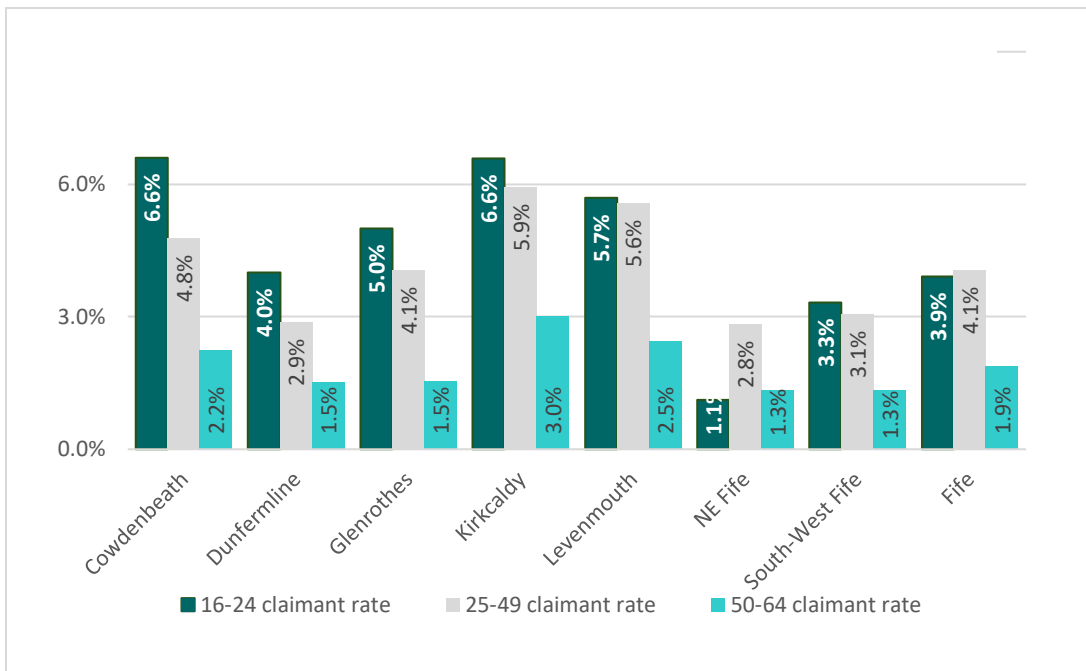
North East Fife and South & West Fife have the lowest rates and numbers of people claiming out-of-work benefits of all the area committees (Figure 32).

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

All claimant rates in Fife increased significantly in 2020 following the onset of the Covid-19 pandemic and remained considerably higher than pre-pandemic levels until they started to fall in April 2021.

In all parts of Fife, apart from in North East Fife, the average number of claimants and claimant rates for 2023/24 were lower than in 2019 (Figure 31); in Scotland the number of claimants rose.

Source: ONS Claimant Count, Oct 23-Nov 24. Note: The claimant rate is the percentage of working age (16-64yrs) residents claiming out-of-work benefits.



In all parts of Fife with the exception of North East Fife, 16-24 year olds have the highest rate of people claiming out-of-work benefits of the three main age groups.

In the Kirkcaldy and Cowdenbeath Areas, the 16-24 age group's claimant rate is the highest rate of all age groups in Fife.

The Kirkcaldy Area has the highest claimant rates for all three age groups.

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

Source: ONS Claimant Count, Nov 2023- Oct 2024 average rates

## Qualifications of Working Age Population

	Fife	Scotland
% of working age population with RQF 4+ (HNC, Advanced Higher)	52.5%	55.1%
% of working age population with no formal qualifications (RQF)	6.0%	8.2%

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

Fife has a smaller proportion of its working age population with no formal qualifications (6.0%) than Scotland as a whole (8.2%).

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

Source: ONS Annual Population Survey, Jan-Dec 2023

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

## School Leaver Destinations and Attainment

**Figure 35: 2022/23 School Leaver Destinations and Attainment**

	Fife	Scotland
Percentage of school leavers achieving a positive <b>initial</b> destination*	95.3%	95.9%
Percentage of school leavers achieving a positive <b>follow-up</b> destination*	91.4%	92.8%
Percentage of school leavers achieving 1+ SCQF Level 5 or better	79.3%	84.8%
Percentage of school leavers achieving 1+ SCQF Level 6 (Higher) or better	50.6%	57.9%

95.3% of Fife's 2022/23 school leavers achieved a positive initial destination\*.

This was higher than the year before, when 94.8% of leavers achieved a positive initial destination and the highest proportion in the time-series of this dataset (which goes back to 2009/10).

The gap with the Scottish rate also narrowed.

The proportion of leavers in a positive destination in April 2024, 9 months after the end of the school year fell from 92.1% (the highest proportion in the time-series of this dataset) to 91.4%.

The percentages of 2022/23 school leavers achieving at least one Higher was lower than the previous year and Fife's attainment figures remain lower than those for Scotland as a whole.

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

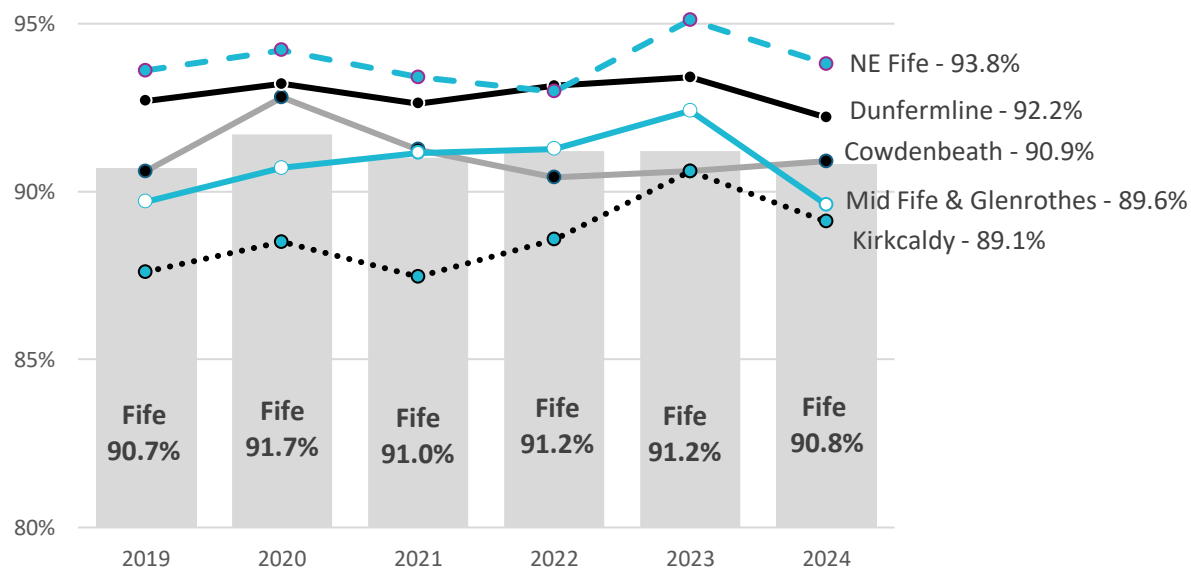
Note: \* A young person is deemed to be in a positive destination when they are actively engaged with an organisation for the purpose of learning, training or work (work includes volunteering).

# Annual Participation Measure for 16 19 Year Olds

Figure 36: Percentage of 16–19 year olds participating in education, training or employment 2018-2023 - Fife and Scotland

Year	Fife					Scotland				
	16-19 year olds	16-year olds	17-year olds	18-year olds	19-year olds	16-19 year olds	16-year olds	17-year olds	18-year olds	19-year olds
2019	90.7%	99.1%	93.6%	88.2%	82.2%	91.6%	99.0%	94.8%	89.1%	82.2%
2020	91.7%	98.6%	94.5%	89.6%	84.1%	92.1%	99.0%	95.0%	90.4%	84.1%
2021	91.0%	99.0%	92.6%	87.1%	85.0%	92.2%	99.1%	94.3%	89.4%	85.0%
2022	91.2%	99.0%	94.4%	88.7%	82.1%	92.4%	99.3%	95.7%	89.8%	82.1%
2023	91.2%	99.1%	95.0%	87.6%	82.6%	92.6%	99.1%	95.7%	90.8%	82.6%
2024	90.8%	99.0%	94.3%	88.1%	81.3%	92.7%	99.1%	95.5%	90.4%	81.3%

Figure 37: Percentage of 16-19 year olds participating in education, training or employment 2018-2023 by Scottish Parliamentary Constituency Areas (SPCAs) 16:



In 2024, Fife saw the proportion of its 16-19 year olds participating in education, training or employment fall from 91.2% in 2023 to 90.8%. (Figure 36).

The only age-group to see an increase in participation between 2019 and 2024 was the 17-year-old age group (Figure 36).

Fife’s participation rates are lower than the Scottish rates. In 2024 the gap widened across all age groups apart from 18-year-olds.

All parts of Fife saw participation fall between 2023 and 2024 apart from the Cowdenbeath Scottish Parliamentary Constituency Area (SPCA). The participation rates in the Mid-Fife & Glenrothes and Kirkcaldy SPCAs are below the rates for Fife as a whole (Figure 37).

Source: Skills Development Scotland, Annual Participation Measure of 16–19-year-olds in Scotland, 2024.

Figure 38: Median Weekly Earnings, April 2024: UK Parliamentary Constituency Areas (UKPCAs), Fife, Scotland

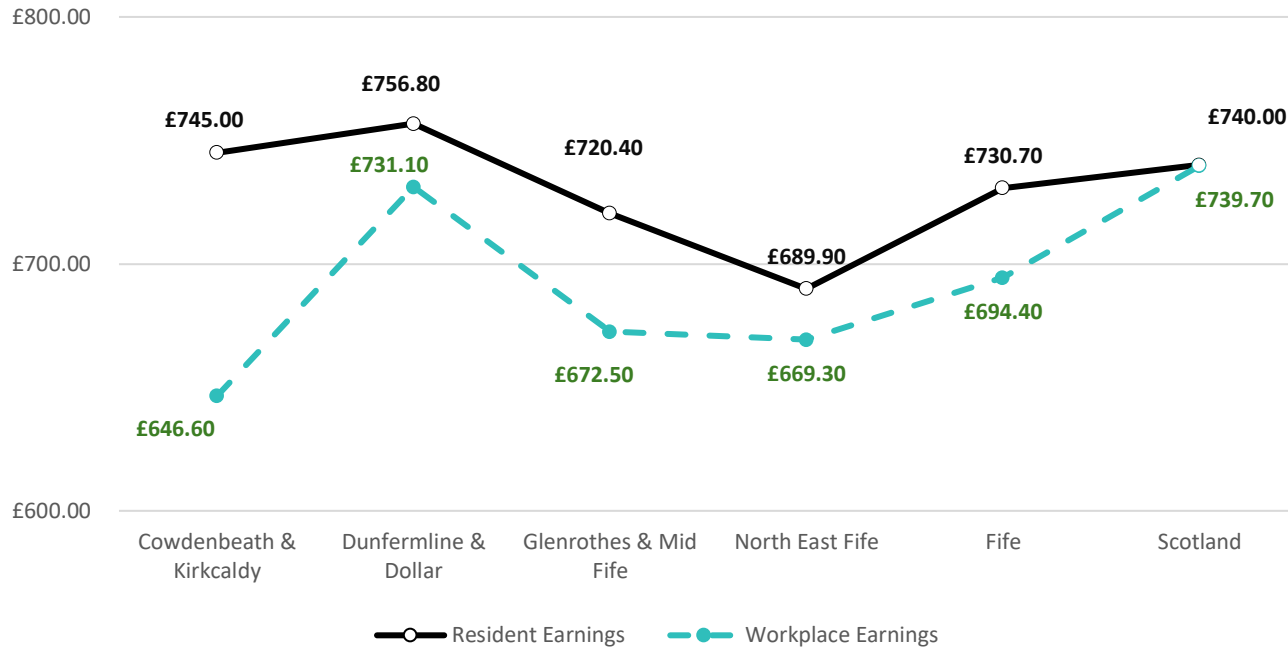


Figure 39: Percentage of employee jobs with hourly pay below Living Wage Foundation Rates

Area/UKPCA		Apr-24
Cowdenbeath & Kirkcaldy	13.8%	15.1%
Dunfermline & Dollar	N/A	N/A
Glenrothes & Mid Fife	N/A	12.7%
North East Fife	14.4%	18.2%
Fife	11.8%	13.1%
Scotland	10.2%	11.4%

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

Dunfermline & Dollar and Cowdenbeath & Kirkcaldy UK PCAs were the only parts of Fife where resident earnings were above Scottish average earnings (Figure 38). Workplace earnings were below Scottish averages in all parts of Fife.

The Dunfermline & Dollar PCA had both the highest resident and workplace earnings and North East Fife had the lowest.

The largest gap between resident and workplace earnings was in the Cowdenbeath and Kirkcaldy PCA (a difference of £98.40).

After falling to its lowest level in 2023, the proportion employee jobs with hourly pay below the real living wage rose between 2023 and 2024 in both Fife and Scotland. Rates in Fife are still higher than the Scottish rate (11.4%) (Figure 39).

Source: ONS Annual Survey of Hours and Earnings.

Notes: Estimates below the Fife level should be viewed with caution due to small sample sizes. As the data is based on PAYE it does not include the self-employed. Median weekly earnings = the median gross weekly pay for full-time workers. The estimates in Figure 21 for Fife’s UK Parliamentary Constituency Areas are considered to be ‘acceptable’ rather than precise; those shown as N/A are considered unreliable for practical purposes.

**Profile prepared by the Place, Programmes & Policies Team, Business & Employability Services, Place Directorate, Fife Council**

**For further information about the content of this publication please contact [fifemeansbusiness@fife.gov.uk](mailto:fifemeansbusiness@fife.gov.uk)**

Fife Council believes that the information contained within this publication was accurate as at December 2024. The Council is acting as a distributor (not publisher) of content supplied by third parties and does not guarantee the reliability of the data and is not liable for any party's reliance on the information contained.



## South and West Fife Economic Dashboard 2023/24

### Symbols used in dashboard:



These symbols denote a 5-step RAG (Red / Amber / Green) assessment of current performance against indicators.

Figures are given for the South & West Fife Committee Area unless stated otherwise.

Where data are not available at this level, figures are given for the Dunfermline & Dollar UK Parliamentary Constituency Area (UKPCA) or Dunfermline Scottish Parliamentary Constituency Area (SPCA).

Tourism data are given for the Dunfermline Area which constitutes the area covered by the Dunfermline & West Fife Local Tourism Association.

Data Sources: ONS Annual Population Survey, Experian Goad Town Centre Report, ONS Annual Survey of Hours & Earnings, ONS Business Counts, ONS Business Register & Employment Survey, ONS Claimant Count, Mid-2022 Electoral Ward Population Estimates (National Records of Scotland).

# Fife Headline Statistics

## Population

**371,390**

0-15yrs 17%

16-64yrs 62%

65+yrs 22%

## Economic Inactivity Rate (16-64yrs)

**A**

**21.3%** (48,400)

33.0% long-term ill

14.9% students

15.1% looking after family/home

18.9% retired

Lower than Scottish rate (22.7%) and the record high recorded in 2021/22 (26.9%).

## Employment Rate

**G**

**75.6%**

male rate - 77.9% / female rate - 73.4%

Above pre-pandemic Fife rate (73.2%) and Scottish rate (74.7%).

## Unemployment Rate

**G**

**3.4%**

A record low for Fife; Below Scottish rate (3.5%).

## Young People's Participation

**A**

**90.8%**

of 16-19year olds are in employment, education or training

Rate fell between 2023 & 2024; 2024 rate below Scottish rate (92.7%).

## Claimant Rate

**Y**

**3.3%**

Below pre-pandemic rate but higher than current Scottish rate (3.1%).

## Median Weekly Resident Earnings

**R**

**£730.70**

Scotland = £740.00

## Median Weekly Workplace Earnings

**R**

**£622.80**

Scotland = £739.70

## % of Jobs Paid Less Than Real Living Wage

**Y**

**13.1%**

Rate increased between 2023 and 2024 after steadily falling between 2019 (when the rate was 18.9%) to 2023 (11.8%).

# South & West Fife Business Base Performance

## VAT/PAYE Enterprises

**1,845\***

*The number of micro businesses fell by -10% (-185) between 2020 and 2024, but the number of small and large businesses increased.*

\*Dunfermline SPCA

## Business Density

**285**

businesses per 10,000 adults\*

*Lower than Fife business density (288) and Scottish business density (377).*

\*Dunfermline SPCA

## Support given to businesses by Business Gateway Fife

**80** start-ups creating 98 jobs

**371** existing businesses

## Largest Employment Sectors

**3,000** Manufacturing

**2,250** Wholesale & retail

**1,500** Professional, scientific & technical activities

**1,250** Education

**1,000** Human health & social work

## Number of Jobs

**15,000**

*1,000 fewer jobs (-6.3%) than in 2019.*

# South & West Fife – Creating Thriving Places

## Town Centre Vacancy Rates

**9.8%**

of Inverkeithing floorspace is vacant



**48.4%**

of Kincardine floorspace is vacant



*Between 2020 and 2024, Inverkeithing's vacancy rate fell while Kincardine's increased slightly.*

## Vacant & Derelict Land



**49.2%** of Fife's vacant & derelict land (345.7 ha)

*South & West Fife contains the largest proportion of vacant & derelict land in Fife.*

## Fife Council Business Property Portfolio



**92%** of units occupied

*49 of the 53 business units in South & West Fife are occupied.*

## Tourism



**956,700\*** visitors

**£124m\*** economic impact

*In 2023, there were 17.2% more visitors than 2019; who had a +8.7% greater economic impact than 2019.*

\*Dunfermline & West Fife LTA area

# South & West Fife Labour Market Performance

## Population

**49,517**

0-15yrs	17%
16-64yrs	62%
65+yrs	202%

*Age distribution similar to Fife's.*

## Employment Rate

**80.9%**

*Second highest rate in Fife;  
Higher than Fife & Scottish rates*

## Claimant Rate

**2.5%** (755 people)

*Down from 2.7% (836 people) in 2019;  
Higher Fife rate (3.3%);  
16-24yrs age group has the highest  
claimant rate (3.3%).*

## Young People's Participation

**92.2%\***

*of 16-19 year olds are in employment,  
education or training*

*Higher than Fife rate (90.8%); lower than  
2023 rate (93.4%)*

*\*Dunfermline SPCA*

## Median Weekly Resident Earnings

**£746.80\***

*Highest average wages for people living in  
Fife and higher than Fife & Scottish average  
wages.*

*\*Dunfermline & Dollar UKPCA*

## Median Weekly Workplace Earnings

**£731.10\***

*Highest workplace earnings in Fife.*

*\*Dunfermline & Dollar UKPCA*

## Economic Inactivity (16-64yrs)

**16.5%**

*Lower than pre-pandemic rate  
(17.7%);  
Second lowest rate in Fife*

# South & West Fife Key Challenges and Priorities

## Challenges:

- Fall in the number of micro businesses & low business density
- Fewer jobs than before the pandemic
- 345.7ha of vacant & derelict land
- High retail/service vacancy rates in Kincardine

## Priorities:

- Progressing the Forth Green Freeport
- Remediating a site in Rosyth for ORP Orzel memorial
- Completing the Inverkeithing Built Heritage Regeneration Programme and investigating further legacy projects
- Acquiring funding for the Aberdour Silver Sands project
- Identifying & delivering specific pre-employment activities for priority groups
- Continuing to grow & deliver the Life Chances progressive recruitment model

5 February 2025  
Agenda Item No. 11

---

## **Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029**

---

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

---

**Wards Affected:** Wards 1, 5 and 6

---

### **Purpose**

---

To ask the committee to endorse the Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029.

### **Recommendation(s)**

---

It is recommended that committee endorses the Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029.

### **Resource Implications**

---

The Forth Bridges Area Strategy Manager post is hosted by Fife Council but funded by the partners in the Forth Bridges Area Tourism Group. Fife Council will contribute £10K in 2025/26 towards the employment costs of the Strategy Manager. It is planned that the UK Shared Prosperity Fund (UKSPF) will cover this cost when the year 4 allocation is agreed in February 2025.

The Strategy Manager role is being revised to include responsibility for a review of the Forth Bridge World Heritage Management Plan in 2025/26. The reviewed World Heritage Plan will include a sustainable funding model.

### **Legal & Risk Implications**

---

There are no known legal or risk implications for the Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029.

### **Impact Assessment**

---

No impact assessment is required as there is no change to existing policies and practices.

### **Consultation**

---

The Heads of Legal Services and Finance have been consulted in the preparation of this report.

The Forth Bridges Tourism Group prepared the proposed updated delivery plan and the Forth Bridges Forum was consulted on the key outcomes.

## 1.0 Background

---

- 1.1 The Forth Bridges Forum is a management partnership led by Transport Scotland. It was established to make sure that those with a direct interest in the bridges – from local communities to motorists – stay at the heart of their operation and maintenance. One of the Forum’s main functions is to promote the location of the bridges spanning the Firth of Forth as a unique tourist destination.
- 1.2 The Forth Bridges Area Tourism Group was established in September 2019 to oversee the delivery of the Forth Bridges Area Tourism Strategy 2019-2029. Membership of the Forth Bridges Area Tourism Group comprises senior officer representatives from Fife Council, City of Edinburgh Council, Transport Scotland, VisitScotland, Historic Environment Scotland, Network Rail and West Lothian Council.
- 1.3 Fife Council hosts the Forth Bridges Area Tourism Strategy Manager role, with funding contributed by the main stakeholder organisations.
- 1.4 In 2024, at the mid-point of the Strategy, the Tourism Group undertook a review of the Strategy’s original vision and strategic outcomes, governance and delivery plan. The review was facilitated by VisitScotland. Each of the partners in the Tourism Group is being asked to endorse the Delivery Plan 2025-2029.

## 2.0 Key Shifts since 2019

---

- 2.1 There has been significant change in the social and economic landscape (locally, regionally, nationally and globally) since the development of the Forth Bridges Area Tourism Strategy in 2019. The partners reviewed its priorities to ensure they are still relevant and focus on actions with the greatest positive impact. The partners concluded that the Vision and Strategic Outcomes are still valid.
  - 2.1.1 **Consumer Behaviour:** Given the growing importance of pre-arrival information and inspiration from online sources, the Tourism Group has a greater role to play in both inspiring visitors at earlier stages of their planning cycle, as well as when they are in the destination.
  - 2.1.2 **Responsible & Sustainable Tourism:** Scotland’s national tourism strategy, Outlook 2030, aims for Scotland to be a world leader in 21st century tourism, and to ensure ‘responsible tourism for a sustainable future’. This vision is mirrored in the local tourism strategies for Fife and City of Edinburgh. The Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029 is also required to contribute to local and national responsible, sustainable and net zero ambitions.
  - 2.1.3 **Public finances:** Increasing pressure on public sector finance requires prioritisation of activity in the Forth Bridges Area Tourism Strategy Delivery Plan 2025-2029. Also to proactively capitalise on funding opportunities when they arise, for example, the development of regional destination marketing opportunities funded by UKSPF, such as the Cruise Passenger Management Plan due to complete in March 2025.
  - 2.1.4 **Funding:** The Forth Bridges Area Tourism Group anticipated that the Forth Bridges Area Tourism Strategy Delivery Plan 2019 – 2029 would be successful in securing external income. The impact of COVID 19 and the cost-of-living crisis caused many funders to realign their priorities into schemes which, for example, supported welfare and employment programmes. Fife and City of Edinburgh Councils’ allocations of UK Shared Prosperity Funding have funded projects in the Forth Bridges Area Tourism Strategy Delivery Plan 2019–2029 in 2023/24 and 2024/25. Other partners continued to support the costs of the Forth Bridges Area Tourism Strategy 2019–2029 beyond the initial three year agreement, including significant in-kind contributions. Securing external third-



party funding remains a key aim for the Forth Bridges Area Tourism Strategy Delivery Plan 2025–2029.

- 2.1.5 **Local place plans:** A Local Action Plan has been completed for North Queensferry where various actions were delivered through the Forth Bridges Area Tourism Strategy, e.g. tourism signage and cycle slipways at the Forth Road Bridge.
- 2.2 **Project Management:** The World Heritage Management Plan that secured the Forth Bridge’s inscription as a UNESCO World Heritage Site in 2015 requires to be updated in 2025/26. During this period, the Project Manager will be responsible for the review of the World Heritage Management Plan and the Forth Bridges Area Tourism Strategy Delivery Plan for 2025-2029. The position will continue to be hosted by Fife Council.
- 2.3 **Governance:** The Tourism Group has operated at two levels since inception – a Tourism Co-ordinating Group to manage the Delivery Plan and a Tourism Directors Group to manage oversight and budgetary commitments. Over time, membership of the two Groups has seen significant overlap. In 2024, the Tourism Group reviewed its Terms of Reference to simplify its governance to one Tourism Group, using the Forth Bridges Forum as oversight for key decisions. The Forum agreed this approach in October 2024.

## 3.0 The Forth Bridges Area Tourism Strategy Delivery Plan

---

- 3.1 The Forth Bridges Area Tourism Strategy Delivery Plan for 2025-2029 retains the three strategic outcomes:
  - Creating a Visitor Destination
  - Offering a warm welcome for all
  - Marketing the Destination
- 3.2 Many actions in the Forth Bridges Area Tourism Strategy Delivery Plan 2019-2024 have been delivered, however, some are carried forward into the 2025-2029 Delivery Plan. This is summarised in Appendix 1.
- 3.3 The following activities are noted as key outputs and outcomes during the first five years of the Tourism Strategy.
  - 3.3.1 A new walking and cycling route, the Forth Bridges Trail, was launched to link the two bridgehead communities, the Forth Road Bridge and Forth Bridge. The proposition is that visitors take a train over the Forth Bridge, explore North or South Queensferry, walk/cycle back over the Forth Road Bridge and enjoy the opposite shore, taking a boat trip to enjoy some of the closest views of the Bridges. The initial launch of the Trail was covered on STV news, local press and through partners’ social media channels.
  - 3.3.2 The tourism signage strategy for North and South Queensferry will be completed by end February 2025. This project will have delivered 26 interpretation signs and 23 directional signs, part funded by UKSPF. The interpretation signs were developed in close collaboration with the local history and heritage groups and each sign has a QR code to link to further information on the Forth Bridges website. The top five QR code downloads by location are as follows:

South Queensferry Harbour	112
Forth Road Bridge East Walkway South Tower	101
South Queensferry Hawes Pier	79
North Queensferry Battery Road	68
South Queensferry Sealscraig	68

- 3.3.3 The redesigned Forth Bridges website was launched in October 2022 with a new focus on visitor activity through new engaging and inspirational content. There were 227,000 active users in the 12 months to December 2024. The number of engaged website sessions is sitting at 136,000, up 83% on 2023 (Source: Google Analytics).
- 3.3.4 New website content, developed specifically to inspire and attract new visitors, has proved particularly popular. For example, from a benchmark of zero views and engagement events (before the development of the new website), by 2024, The Forth Bridges Trail landing page attracted 10,500 views resulting in nearly 30,000 engaged events (clicks, scrolls, downloads, etc.). There has been similar good interest and engagement with the new Visit South Queensferry and Visit North Queensferry pages.
- 3.3.5 A variety of new pages were developed to promote local businesses across a number of activities, such as Boat Trips, Dine with a View, Meet the Local Makers and The Forth Bridges Christmas guide. Many of these pages generated click throughs to local businesses.
- 3.3.6 It is possible to extrapolate from a website user visit to the 'Plan your Journey' page as a good indicator of how many visitors have an active intention to visit (as opposed to browsing for information or looking for local traffic information). User visits to this page have increased significantly since the launch of the new website (2022) attracting 2,976 views in 2023 and 5,213 in 2024, a year-on-year growth of 75%. (**Note:** With the advent of Google Maps, etc., this figure will not capture all intended visits but the strong growth is a good benchmark for conversions.)
- 3.3.7 The Forth Bridges social media channels now reach over 5m people per year, with a strong focus on tourism and visitor information. Facebook and X (Twitter) are the main sources of engagement, with other channels Instagram, Threads, You Tube and, more recently, TikTok, also contributing. There is a strong focus on “show don't tell” inspirational content to drive traffic to the website. There has been strong growth in the website traffic from the social media channels, up from 4% in October 2023 to 9% in 2024, a growth rate of 125%. User generated content (UGC) has gained huge momentum since December 2023 with users around the world directly contributing over 1500 photos of the bridges for sharing on social media.
- 3.3.8 There is no single measure to track the number/spend from visitors in the Forth Bridges Area as the area is not separated out in studies such as Fife Council's Scottish Tourism Economic Activity Measure (STEAM) data or VisitScotland visitor surveys. Alternative measures are being explored to track physical visits in the Delivery Plan 2025-2029, such as station usage.
- 3.3.9 The Office of Road and Rail provides estimates of station usage. The relevant stations are North Queensferry, Inverkeithing and Dalmeny and all three have Edinburgh as the most popular origin or destination. The table below shows the total number of station entries and exits for the 12 month periods ending March 2019 to March 2024. Unsurprisingly, since the pandemic lockdown in 2020, commuting patterns have significantly changed and all three stations are still on lower usage in 2024, albeit recovering each year. It is not possible to separate out journeys which are leisure versus other purpose.

	2020	2021	2022	2023	2024
<b>Dalmeny</b>	573,042	88,890	269,638	342,328	441,074
<b>Inverkeithing</b>	1,137,604	155,816	645,026	746,238	873,356
<b>North Queensferry</b>	155,390	25,274	86,826	98,514	117,732

- 3.4 The following are the key themes recommended for the Forth Bridges Area Tourism Strategy Delivery Plan for 2025-2029.
- 3.4.1 Continue to support the development of Network Rail’s Forth Bridge Experience. The planned Experience activity involves walking from the south end of the Bridge along the suspended walkway to climb to the top of the south cantilever. Network Rail continues to work on the business plan for this activity walk. Planning permission was secured for two earlier designs and any new design will also require consultation and planning approval.
- 3.4.2 Sustain the coverage of the walking and cycling routes in the Area, focussing on the Forth Bridges Trail, but also integrating with neighbouring and national activity.
- 3.4.3 Maintain the digital presence for the Forth Bridges Area visitor information and tourism business support through the Forth Bridges own and partner channels to promote half day and day visits.
- 3.4.4 Establish mechanisms to further monitor and evaluate the actions on the Delivery Plan through use of physical and digital data collection.
- 3.4.5 Explore opportunities for the Forth Bridges Area within the ESES Regional Visitor Partnership regional projects (Cruise Passenger Management Plan, Cycling, Culture, Data).
- 3.4.6 Support the Tourism elements of the forthcoming refreshed Forth Bridge World Heritage Management Plan.

## 4.0 Conclusions

---

- 4.1 The Vision that: ‘Forth Bridges area being recognised as a sustainable, high quality visitor destination, offering great customer service underpinned by an emotionally valued global brand’ is still relevant for the Forth Bridges Area Tourism Strategy Delivery Plan 2025–2029.
- 4.2 The three strategic goals remain the same: Creating a Visitor Destination, Offering a Warm Welcome for all and Marketing the Destination.
- 4.3 Many of the actions of the Forth Bridges Area Tourism Strategy Delivery Plan 2019-2024 have been realised. The Delivery Plan 2025-2029 aims to sustain the digital visitor information and tourism business engagement, incorporate any opportunities from the regional visitor economy priorities.

### List of Appendices

1. Delivery Plan 2019-2024 Review and Proposed Delivery Plan 2025-2029

### Background Papers

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

- [Forth Bridges Area Tourism Strategy 2019-2029](#)
- Examples of completed Delivery Plan actions for 2019-2024

### Report Contact

Karen Stewart  
Forth Bridges Area Tourism Strategy Manager  
Place Programmes & Policy Team, Property Services  
Telephone: 07857 656048 - Email: [karen.stewart-ep@fife.gov.uk](mailto:karen.stewart-ep@fife.gov.uk)



**Forth Bridges Area Tourism Strategy 2019-2029**  
**Review of 2019 Delivery Plan and new Delivery Plan from 2025**

## **1 INTRODUCTION**

The Forth Bridges Forum partners launched the Forth Bridges Area Tourism Strategy in 2019.

[Forth Bridges Area Tourism Strategy 2019-2029 \(theforthbridges.org\)](https://theforthbridges.org)

Following a Tourism Group workshop in June 2024, the Strategy's 5-year original action plan has been reviewed below (Table 1) using the Red/Amber/Green convention, with an additional category of Grey actions which have been reconsidered as completed, no longer relevant as a result of changes in consumer or economic behaviour, or re-allocated as an action for another group. A new set of proposed delivery plan actions 2025-2029 was developed (Table 2) which carried forwards some actions from Table 1 and added new actions. Both tables were discussed at a follow up Tourism Group meetings in July and September 2024.

The Delivery Plans have actions categorised as in the original strategy's delivery plan as Organisational Management and within three Strategic Outcomes: Creating a Visitor Attraction, Offering a Warm Welcome to all and Marketing the Destination.

## **2 TABLE 1: REVIEW OF ORIGINAL 2019 STRATEGY DELIVERY PLAN ACTIONS**

Reminder: Project status Red/Amber/Green

Grey: no longer assigned to the Tourism Group output, deemed out of date due to changes in consumer behaviour, or complete.

Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
Organisational management (OM)	1	Form new delivery group to implement strategy.	FBA Tourism Group formed from tourism representatives of Forum members. Terms of Reference were agreed. The Tourism Coordinating Group (TCG) and Tourism Directors Group (TDG) have met regularly during the first 5 years of the strategy. A well as partner in-kind time support, initial seed funding was provided and UKSPF funding has supported projects in 2023/4 and 2024/5.	Green	Over time, group attendance has evolved, with some organisations now often represented in both groups by the same person. Since 2019, the Edinburgh and Southeast Scotland (ESES) Regional Visitor Partnership (RVP) has been formed and organisation membership overlaps with the Tourism Group.	OM 1.1 Amend governance structure to merge TCG and TDG into one Tourism Group and refresh the Terms of Reference accordingly.  OM 1.2 Forth Bridges Area Tourism Strategy Manager to join ESES Regional Visitor Partnership meetings.
Organisational management (OM)	2	Recruit and manage project manager to take forward the action plan.	An initial person was recruited to the role. A second project manager was appointed in February 2021 and has remained in post since, working on a rolling extended contract.	Green	Rolling contract expires end December 2025. New joint role of Forth Bridges Area Tourism Strategy Manager and World Heritage Coordinator in development.	OM 2.1 Finalise partner/external long-term funding for new combined role and recruit to fill the position.

Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
Organisational management (OM)	3	Project manager to focus on delivery of actions deemed achievable within the first 12 months post launch as a priority.	Project Manager in place.	Green	Complete. (NB The Covid19 pandemic national and local tiered lockdowns were in place from March 2020 periodically until July 2021).	Complete
Organisational management (OM)	4	Establish baseline for tourism activity monitoring.	The Forth Bridges area is too small to be identified in regional/national visitor surveys.	Red	The ESES Regional Prosperity Framework's 'Visitor Economy & Culture' delivery programme has 4 live projects, one of which is 'Data: DDI led approach to visitor economy destination management'. This will include leveraging data to be usable and understandable by a variety of visitor economy partners to enhance collective decision-making for improving accommodation and transport options in relation to the region. This project will be the foundation for future visitor economy data projects.	OM 4.1 Transport Scotland to investigate re-activating people counters on the Forth Road Bridge and viewpoint.  OM 4.2 Utilise insights from Google analytics from the website and social media platforms to monitor a visitor profile.  OM 4.3 Await the outcome from the ESES data project for any local opportunities.  OM 4.4 Monitor Forth Bridges Trail signs QR code downloads for geographical and volume of visitors.
Organisational management (OM)	5	Conduct annual visitor volume and value research.	Not completed.	Red		
Organisational management (OM)	6	Conduct annual visitor experience survey including impact on North and South Queensferry.	Not completed.	Red		
Creating a visitor destination (CVD)	1	Support the development of the Network Rail Forth Bridge Experience (FBE) at South Queensferry.	Network Rail (NR) has completed community consultation in SQ for 2 FBE Walk options. Both achieved planning consent. Due to public funding constraints and focusing rail funding on investment in the decarbonisation of Scotland's Railway, the 2022 procurement exercise terminated.	Red	Ongoing business case work between Transport Scotland / Network Rail.  Longer term options for the North Tower visitor experience are on hold until the South Bridge Walk experience has launched and been evaluated.	CVD 1 This remains a high priority action as the Forth Bridge Experience has the potential to be an international, national and local "must do" activity. A Forth Bridges Area/ESES tourism action plan should be drawn up when this project is announced.
Creating a visitor destination (CVD)	2	Improve cycling infrastructure.	Transport Scotland added cycle slipways to the north end of the Forth Road Bridge steps.	Green	The ESES Regional Prosperity Framework's 'Visitor Economy & Culture' delivery programme has 4 live projects, one of which is 'Cycling: Leading Cycling Holiday Destination'. This will include a feasibility study to provide tangible and clearly articulated recommendations for investment in the end-to-end cycling experience in the region.	CVD 2 Subject to the outcome of the ESES cycling project, further actions to support cycling should be explored.
Creating a visitor destination (CVD)	3	Extend Edinburgh Days Out Travel Pass to the area.	The Edinburgh City pass includes the Forth Bridges via one of the boat tour operators. <a href="#">The Edinburgh City Pass   Official Site   Buy Instant Mobile Pass &amp; Save</a> Forth Boat Tours are also very active with their joint ticketing across the area. <a href="#">Joins Tickets For Edinburgh's Best Attractions - Forth Boat Tours (forthtours.com)</a> Scotrail Kids for a Quid tickets include Deep Sea World. <a href="#">Deep Sea World   ScotRail</a>	Green	Promotion ongoing.	CVD 3 Continue to promote existing schemes via Forth Bridges digital channels and monitor for any new opportunities.

Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
Creating a visitor destination (CVD)	4	Approach local tour bus operators to add Forth Bridges to their destinations.	The Forth Bridges Viewpoint at the Transport Scotland building is regularly used by buses for photography stops on their tours. Travel trade training is available through ETAG and Welcome to Fife for Industry.	Amber	Beyond the Viewpoint, access for coaches and buses in North Queensferry and South Queensferry is limited by the local road network and lack of coach parking (outside of Deep Sea World, Hopetoun House and limited space at Port Edgar or Hawes Pier).	CVD 4 Engage with the tour operators using the Viewpoint and their passengers for return/longer visits.
Creating a visitor destination (CVD)	5	Provide visitor information at Park & Rides.	Digital information is available on the Forth Bridges and transport partner websites.	Green		
Creating a visitor destination (CVD)	6	Supplement signage at Dalmeny Station to include reference to the Forth Bridges. Improved signage on trains and at stations.	Two phases of visitor interpretation signage were launched as part of the Forth Bridges Trail – October 2022 and March 2024. A final phase of orientation signs is planned, funded and underway for 2024/25.	Green	Community Council consultation for 2024 signs completed and planning consent received from Fife Council and City of Edinburgh Council. Remaining signs are scheduled to be installed by February 2025.	CVD 6 Complete planned activity for 2024/25.
Creating a visitor destination (CVD)	10	Implement orientation and interpretation of North and South Queensferry and the routes to the bridges.				
Creating a visitor destination (CVD)	7	Work with local marinas and harbours to encourage boat traffic in the area.	Port Edgar Marina is the main local facility and is a well-managed busy location. It has become more intensively used during the first five years of the strategy.	Green	Further expansion on the north bank will require infrastructure investment. Potential revival of passenger ferry routes from Rosyth is being kept under review.	
Creating a visitor destination (CVD)	8	Connect local path networks to major walking routes with the involvement of Scottish Natural Heritage.	A new Forth Bridges Trail has been established and appropriate links with the Fife Coastal Path, Pilgrim Way and John Muir Way are promoted.	Green	Links with the Inner Forth Futures Climate Forth group have been established, with synergy on the Inner Forth Bike Bus.	CVD 8 Maintain promotion of local walking paths as part of communications mix.
Creating a visitor destination (CVD)	9	Upgrading the cruise liner experience.	City of Edinburgh Council reviewed operation at Hawes Pier for cruise days in 2024 and installed short term toilets and provided additional staffing in South Queensferry.	Amber	The ESES Regional Prosperity Framework's 'Visitor Economy & Culture' delivery programme has 4 live projects, one of which is 'The Forth: Responsible approach to regional cruise management', by developing a Regional Cruise Passenger Management Plan to allow for a strategic and collaborative approach to better manage cruise passengers in destination.	CVD 9.1 Maintain support and engagement with Cruise Forth  CVD 9.2 Develop activities arising from ESES Cruise Management plan.
Creating a visitor destination (CVD)	13	Introduce improvements to berthing efficiency at South Queensferry that enhance the experience for cruise passengers, visitors and other pier users.	Ownership of Hawes Pier is with CEC. Forth Ports manage the berthing arrangements.  Engagement with Cruise Forth through local business briefings and digital activities.			
Creating a visitor destination (CVD)	15	Discussion with Forth Ports to realise the potential for more cruise ships to the north side of the Forth Bridges area.				
Creating a visitor destination (CVD)	11	Encourage the development of activity-based tourism products, including extreme sports in	Charity events on the bridges resumed after Covid e.g. CHSS abseil 2023 and 2024, Your View 2022-24. The Forth Road Bridge is regularly used for running and walking events. Virtual reality options were explored,	Green	Events supported.	CVD 11 Maintain digital support for charity partner activities.

Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
		the form of abseiling, zip lines and virtual reality experience of a similar nature.	but after further investigation were not prioritised. The Forth Bridge Experience remains a live project. A new e-foil business operates out of Burntisland and Port Edgar.			
Creating a visitor destination (CVD)	12	Consider the development of a Welcome Hub and viewpoint.	The Viewpoint at the CEC has had cosmetic improvements e.g. fence-line banners, new FB Trail sign and telescope is planned.	Amber	An opportunity still exists for the FBA to have a focal point for Forth Bridges interpretation and visitor facilities.	CVD 12.1 Support the visitor interpretation at any future Forth Bridge Experience.  CVD 12.2 Continue to promote visits to North Queensferry Heritage Centre and Lighthouse Museum; and Queensferry Museum.  CVD 12.3 Support the Forth Bridge World Heritage Management Group's action to collate, interpret and display the Forth Bridge Collections Group output, physically and/or digitally.
Creating a visitor destination (CVD)	14	Ensuring visitor facilities such as public toilets and digital visitor information are available particularly in North Queensferry.	New toilet open in North Queensferry Battery Road carpark. CEC planning upgrade to Hawes toilets by March 2025. QR codes on Forth Bridges Trail signs highlight local facilities.	Green	Publicise location of toilets on website.	N/A
Offering a warm welcome for all (WW)	1	Trial a closure of Forth Road Bridge for a cycling event.	The Forth Road Bridge has (up to) two cycle lanes for daily use. The main carriageway does not have suitable grillage to allow for pedestrians or cyclists to use without temporary safety additions. The Queensferry Crossing was used during the UCI 2023.	Grey	Supernova walking/running event on the Forth Road Bridge November 2024 with special safety measures.	N/A
Offering a warm welcome for all (WW)	2	Develop marketing plan including community communication.	VisitScotland established and chaired a Marketing Subgroup between partners. A marketing plan was produced, and actions taken. Transport Scotland invested in the main website overhaul in 2022 to become more tourism focussed. FBATSM organised 3 x business engagement events, maintained other contact with businesses and attended NQCC and QDCC meetings.	Green	Marketing plan activities monitored via Tourism Group.	WW 2.1 Sustain awareness and engagement through in digital activities.  WW 2.2 Maintain appropriate presence with tourism businesses and community groups.
Offering a warm welcome for all (WW)	3	Develop a range of merchandising.	Transport Scotland produced a Forth Bridges merchandise range.	Green	Forth Bridges branded: No commercial route to market has been established. Merchandise being sold at charity events. A wide range of Forth Bridges souvenirs are produced and sold in local shops and these are promoted through social channels.	WW3 Continue to deplete stock of items. Review requirement should a new visitor centre hub be established.
Offering a warm welcome for all (WW)	4	Work with Business Gateway to support businesses to grow and prosper, and with training providers to help them find recruits with the appropriate skills.	Ongoing signposting of businesses to available support. Support available through ETAG, Fife Local Tourist Associations, VisitScotland etc.	Green	Continue to signpost support available. Examples: FBATSM organised a meeting of tourism businesses in May 2024 and CEC Business Gateway was one of the presentations; FBATSM shared Business Gateway latest training opportunities at Queensferry Business Networking Group July 2024.	N/A

Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
Offering a warm welcome for all (WW)	5	Create programme aligned to the Scottish Government's Themed Years.	Year of Coast and Waters was promoted in 2020 and 2021. The Year of Stories in 2022 led on to the appointment of 2022-2023 Forth Bridge Writer in Residence Barbara Henderson.	Green	Further years as announced as part of communications mix.	WW 5 Develop Forth Bridges Area messaging to align with any future theme years.
Offering a warm welcome for all (WW)	6	Establish self-guided and accompanied walking and cycling tours, including tours of the Forth Road Bridge.	The Forth Bridges Trail was launched.	Green	Forth Bridges Trail key focus of website and digital activities. Signage due to be completed by February 2025.	WW 6 Continue to promote walking and cycling opportunities on the Forth Bridges and partner digital channels
Offering a warm welcome for all (WW)	7	Develop joint marketing strategies with other Scottish and global World Heritage Sites.	The UNESCO Trail was launched and supported by the Forth Bridges digital activities.	Green	Ongoing liaison with other Scottish World Heritage Sites Coordinators and UNESCO Scotland Group.	WW 7 The new World Heritage Coordinator to ensure the Forth Bridge maximises any further joint opportunities e.g. UNESCO Trail, World Heritage UK (WHUK), NORA (UNESCO North Atlantic & Arctic Region), ERIH (European Route of Industrial Heritage), etc.
Offering a warm welcome for all (WW)	8	Promote the area at major tourist travel destinations e.g. Edinburgh Airport and Waverley and Haymarket railway stations.	Partner destination sites include Forth Bridges Area activity.	Amber	Partner destination sites include Forth Bridges Area activity.	WW 8: Monitor future opportunities
Offering a warm welcome for all (WW)	9	Use empty shops to promote the area.	Few empty properties in tourist area. Responsibility of local authority programmes.	Grey		
Offering a warm welcome for all (WW)	10	Place articles in in-flight magazines and other travel magazines.	Marketing activities reviewed under "Marketing the Destination" below.	Grey		
Marketing the Destination (MD)	1	Develop digital suite of content and imagery for use by tourism agencies.	See social media toolkit <a href="#">fb-social-media-toolkit.pdf (theforthbridges.org)</a>	Green	Social media toolkit resources updated.	MD 1 Extend contract for digital agency to end March 2025.
Marketing the Destination (MD)	2	Distribute promotional material at key railway stations.	Changes in visitor behaviour (e.g. closure of VisitScotland i-centres) away from print deprioritises this activity.	Green	No active use of paper promotional material.	MD 2: Monitor future opportunities
Marketing the Destination (MD)	3	Promote the area to cyclists in association with relevant organisations.	See cycling guide. <a href="#">Cycling &amp; Mountain Biking (theforthbridges.org)</a>	Green	Cycling opportunities are key focus of website and digital activities	MD 3.1 Continue to engage and promote relevant cycling activities e.g. Inner Forth bike bus, Forth Bridges Trail. MD 3.2 Review output from ESES Cycling project.
Marketing the Destination (MD)	4	Partner tourism agencies and businesses to include the Forth Bridge in existing offerings.	Coverage of the Forth Bridges and Trail on partners' tourism sites.  Example business collaborations on Dining and Weddings: <a href="#">Dine with a View at The Forth Bridges</a> <a href="#">Getting Married at The Forth Bridges</a>	Green		MD 4.1 Maintain presence and refresh content. MD 4.2 Utilise anniversary years as focal point for action e.g. Forth Road Bridge 60 <sup>th</sup> in 2024



Strategic Outcome	Original Action Number	Original Action	Key points first 5 years	RAG	Status December 2024	Recommendations
Marketing the Destination (MD)	5	Ensure appropriate use of Forth Bridges branding.	Transport Scotland owns the brand. Only tourism use is on Transport Scotland owned digital channels and limited Forth Bridges Trail materials.	Green	The UNESCO Forth Bridge inscription logo has been used on the Forth Bridges Trail interpretation signs (with permission from UNESCO UK).	MD 5.1 Maintain and monitor. MD 5.2: Explore further appropriate use of UNESCO branding
Marketing the Destination (MD)	6	Promote destination to cruise line passengers.	Engagement with Cruise Forth and dedicated feature on website: <a href="http://theforthbridges.org">Cruise Visitors (theforthbridges.org)</a>	Green		MD 6.1 Maintain and monitor effectiveness of current tools. MD 6.2 Maintain relationship with Cruise Forth. (Note CVD 9.2 re ESES cruise management project)
Marketing the Destination (MD)	7	Develop pop up food and drink outlets.	New coffee kiosk opened at Forth Bridges Viewpoint. Visitor business activity promoted through social channels.	Green		MD 7: Maintain and monitor.
Marketing the Destination (MD)	8	Launch Destination Leadership Programme.	Napier University runs the DLP. Not within scope for Tourism Group.	Green	A number of key stakeholders within the Tourism Group have completed this.	MD 8: Establish if any local businesses have participated in the programme.
Marketing the Destination (MD)	9	Work towards World Host destination status for the Forth Bridges Area.	Fife supports training for tourism businesses through Fife College.	Green		N/A
Marketing the Destination (MD)	10	Attract high profile, international events. E.g. cycling, athletics, triathlons, yachting, using the bridges as a backdrop.	The bridges provide a natural backdrop e.g. UCI 2023, Scotland national rugby team world cup team photo 2023, giraffe and sheep ceramic trails.	Amber	Refer to <a href="#">Scotland's National Events Strategy   VisitScotland.org</a>  The ESES Regional Prosperity Framework's 'Visitor Economy & Culture' delivery programme has 4 live projects, one of which is 'Culture : Regional Creative Content & Touring Framework', to explore the potential to enhance cultural offers for audiences across the whole region.	MD 10.1 Develop activities arising from ESES Culture delivery plan. MD 10.2 Forth Bridges events for 135 <sup>th</sup> anniversary of Forth Bridge in 2025 and 10 <sup>th</sup> anniversary of Queensferry Crossing in 2027
Marketing the Destination (MD)	11	Sustainable, public and low-emission transport options to be promoted to encourage visitors to the area.	All activity from the Forth Bridges promotes sustainable and public transport options.	Green		MD 11.1 Support further opportunities to improve cycling and EV infrastructure when funding opportunities arise.
Marketing the Destination (MD)	12	Regular surveys to undertake sustainable travel baseline monitoring and frequent surveys of how visitors travel to the area.		Red		MD 12: Explore opportunities to gather sustainable travel data

### 3 TABLE 2: NEW DELIVERY PLAN FROM 2025-2029

Taking the recommendations from the review of the first 5-year delivery plan and adding in new actions discussed during the strategy review workshop in June 2024 suggests the following new delivery plan actions.

<b>Strategic Outcome</b>	<b>Organisational Management (OM)</b>
OM 1	Amend governance structure to merge Tourism Coordinating Group and the Tourism Directors Group into one Tourism Group and refresh the Terms of Reference.
OM 2	Forth Bridges Area Tourism Strategy Manager to join ESES Regional Visitor Partnership to maximise opportunities for the FBA within ESES regional projects.
OM 3	Combine Forth Bridges Area Tourism Strategy Manager and a new Forth Bridge World Heritage Coordinator role to update the Forth Bridge World Heritage Management Plan.
OM 4	Utilise physical and digital data opportunities to measure and review Forth Bridges Area visitor profile.
OM 5	Agree and source funding from 2025/26 for tourism element.
OM 6	Agree priority projects and develop business case(s) ready to apply to funds as they are available.
OM 7	Integrate Tourism via the World Heritage Coordinator in the refresh of Forth Bridge Management Plan.
<b>Strategic Outcome</b>	<b>Creating a Visitor Destination (CVD)</b>
CVD 1	Support the development of the Network Rail Forth Bridge Experience at South Queensferry if/when announced.
CVD 2	Seek funding for further actions to support cycling in the Area and seek opportunities within the ESES Cycling project.
CVD 3	Continue to promote existing joint ticketing schemes via Forth Bridges digital channels and monitor for any new ones.
CVD 4	Consider how to engage with the tour operators and their passengers using the Viewpoint to promote longer visits.
CVD 5	Complete Forth Bridges Trail signage programme for 2024/25
CVD 6	Maintain promotion of local walking routes and their connection to longer distance options.
CVD 7	Maintain support and engagement with Cruise Forth.
CVD 8	Integrate activities arising from ESES Cruise Management plan.
CVD 9	Maintain digital support for charity partner activities on the Bridges.
CVD 10	Support visitor interpretation at any future Forth Bridge Experience.
CVD 11	Continue to promote visits to North Queensferry Heritage Centre and Lighthouse Museum; and Queensferry Museum.
CVD 12	Support Forth Bridge World Heritage Management Group action to collate, interpret and display the Forth Bridge Collections Group output, physically and/or digitally.
CVD 13	In line with the Forth Bridge World Heritage Management Plan, consider future opportunities to promote the natural heritage e.g. birds and cetaceans
<b>Strategic Outcome</b>	<b>Offering a Warm Welcome for all (WW)</b>
WW 1	Continue growth trajectory in awareness and engagement through in digital activities.
WW 2	Maintain appropriate presence with tourism businesses and community groups.
WW 3	Continue to promote walking and cycling opportunities on the Forth Bridges and partner digital channels
WW 4	The new World Heritage Coordinator to ensure the Forth Bridge maximises any further joint opportunities with other UNESCO World Heritage Sites and Trails.
WW 5	Monitor future opportunities to promote the area at major tourist travel destinations e.g. Edinburgh Airport and railway stations.
<b>Strategic Outcome</b>	<b>Marketing the Destination (MD)</b>
MD 1	Sustain digital suite of content and imagery for use by tourism agencies and Tourism Group partners.
MD 2	Continue to engage and promote relevant cycling activities e.g. Inner Forth bike bus, Forth Bridges Trail.
MD 3	Review output from ESES Cycling project.
MD 4	Maintain presence and refresh digital content for Forth Bridges Trail coverage
MD 5	Utilise bridge anniversary years as focal point for action e.g. Forth Road Bridge 60 <sup>th</sup> in 2024 and Forth Bridge 135 <sup>th</sup> in 2025.
MD 6	Promote destination to cruise line passengers and support CruiseForth.
MD 7	Develop activities arising from ESES Culture delivery plan.
MD 8	Sustainable, public and low-emission transport options to be promoted to encourage visitors to the area.
MD 9	Explore opportunities to gather sustainable data for travel baseline monitoring of how visitors travel to the area.

5 February 2025  
Agenda Item No. 12

---

## Community Recovery Fund – Cost of Living Posts

---

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

---

**Wards Affected:** 1, 5 & 6

---

### Purpose

---

To provide members with an update on progress following the approval of Community Recovery funding on 25th January 2023 for:-

- Community Education Worker – Cost of Living £40,704; and
- Welfare Support Assistants – Cost of Living x 2 posts - £175,856

### Recommendations

---

The committee are asked to:-

- (1) note the work undertaken by the members of staff and comment on the activity to date; and
- (2) make recommendations on further areas of development in line with what individuals and local communities support needs are at this point in time.

### Resource Implications

---

Sufficient funds were available in the Community Recovery Fund to support the submitted proposals.

### 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

---

Workshops to discuss Community Recovery fund proposals were held with elected members on 5th and 26th October 2022. On 7th October, 2022, all elected members received a briefing on the Community Recovery Fund which provided detail on the operating and decision-making arrangements for the Fund.

Further discussions took place at Ward meetings and Councillors were asked to consider the proposal of these posts in November and again in December 2022.

## 1.0 Background

---

- 1.1 On 25 August 2022, the 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 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 £9m across the seven Area Committees. South and West Fife received an allocation of £1.23m as part of this allocation.
- 1.2 The specific criteria for the fund was 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 Through workshops and discussions at Ward meetings, all South and West Fife Councillors had an opportunity to identify proposals and projects. Examples of the types of projects were provided to Councillors.
- Piloting new approaches to address the cost-of-living crisis.
  - Support for local community food growing initiatives.
  - Commissioning design work for large scale projects to ensure readiness for future funding opportunities that arise.
  - Medium scale investment in area or town centre regeneration activities
  - Development of a network of community shops across Fife
  - Investment in active travel routes to reduce car journeys in towns and villages.
- 1.4 The South and West Fife People and Place Leadership and Poverty Action Group were also asked to identify project proposals.

## 2.0 Project Information

---

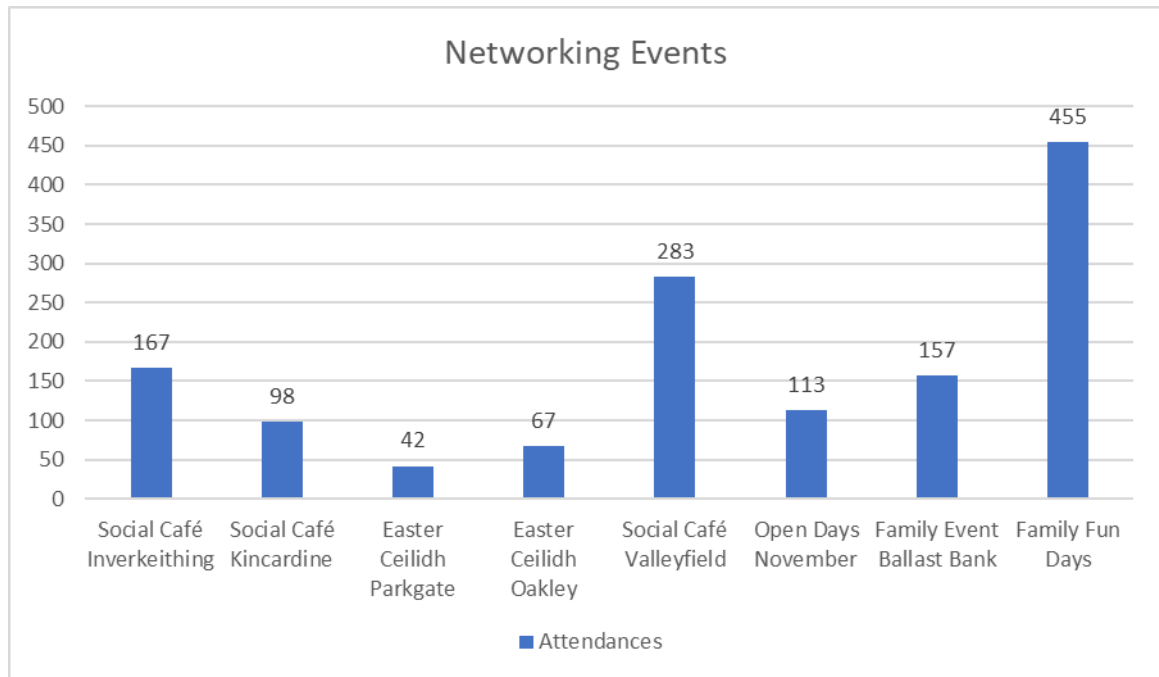
- 2.1 South and West Fife Communities and Neighbourhoods Service managers acknowledged that key areas of work were required to support families and individuals through the cost-of-living crisis towards recovery. This included providing information, advice, signposting to food, fuel and financial assistance as well as the ongoing development of and enhanced wrap around support within the CAHs and warm spaces venues.

### **Community Education Worker (CEW)**

- 2.2 This post has acted as the conduit, co-ordinating and developing community learning responses to the cost-of-living crisis. Working with Community Learning and Development colleagues as well as the two Welfare Support Assistants support and initiatives have been developed relating to food, fuel and financial assistance.
- 2.3 The CEW has worked with communities to ensure they are skilled and able to deliver community led services. The CEW has also engaged with learners to ensure that Community Learning and Development programmes that were being offered in the local areas were designed to meet learner expectation and reflect local need and priorities. The CEW has co-ordinated and developed partnership activity, networking with other

services, agencies to enhance service delivery in relation to cost of living recovery as delegated by the Area Community Development Team Manager. Some of these partners include Education, Adult Basic Education, Community Use, EATs Rosyth, Management Committees, Citizens Rights Fife, Fife Law Centre, Social Security Scotland, DWP as well as some local area community groups including Culross Stables, Grow West Fife, New to You and local food pantries.

2.4 Networking events have included open evenings and weekends in the four CAHs as well as other venues across South and West Fife. The graph below highlights the venues and attendances.



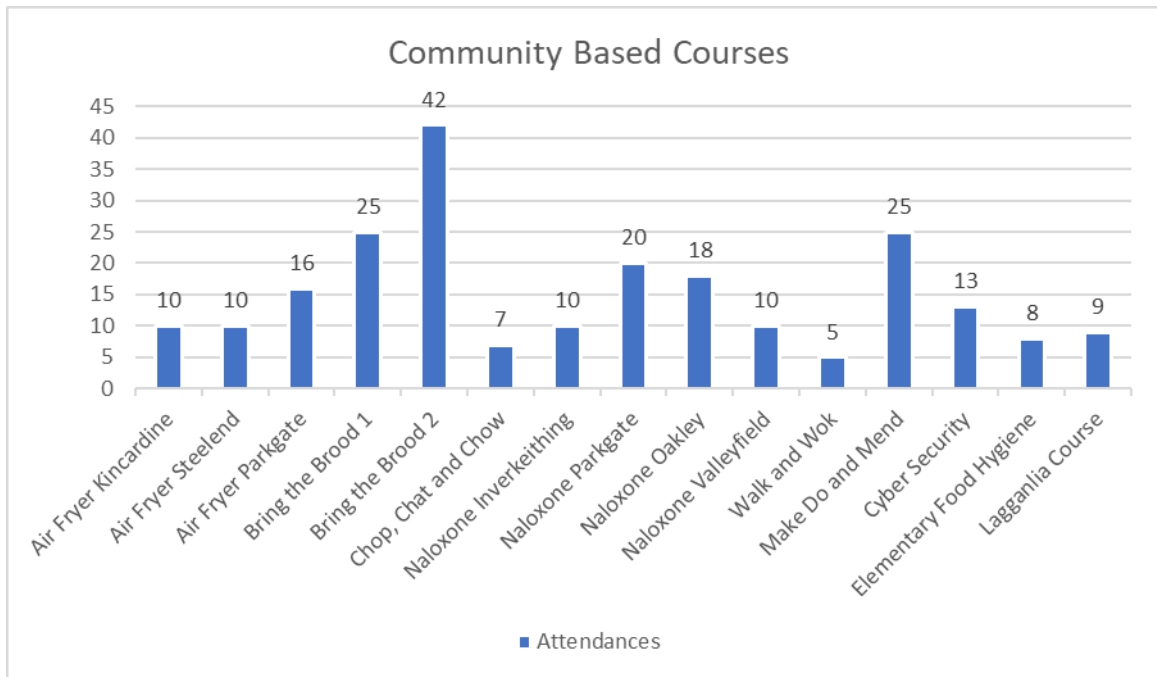
(The graph above highlights the number of attendances at each event – 167 at the Social Café Inverkeithing, 98 at the Social Café Kincardine, 42 at the Easter Ceilidh Parkgate, 283 at the Social Café in High Valleyfeild, 113 attendances at Open days across November 2024 (theses were held in Inverkeithing Civic Centre, Parkgate Community Centre, Oakley Community Centre and High Valleyfield Community Centre), there was 157 attending the Family Event at Ballast Bank and a total of 455 attending Family fun days across S&WF.)

2.5 From these events the CEW developed a programme of activities that:-

- Offered access to free community-based adult learning programmes
- Delivered free family learning opportunities for all members of the family to take part
- Delivered resilience-based adult learning programmes
- Worked with partner agencies to offer access to advice and guidance
- Worked with Welfare Support Assistants to support benefit maximisation
- Delivered in partnership Drug awareness and overdose training

2.6 Part of the CEWs responsibilities has been to share learning with peers. This has been carried out through briefings at six weekly team meetings and practice sharing workshops. This has ensured that developments and priorities are absorbed in local delivery, lead to new ways of working and service provision. This will create a legacy once the short-term funding for this post comes to an end. The CEW has planned, monitored and evaluated community learning activity using management information systems which has clearly measured the impact of service delivery through recovery from the cost-of-living crisis.

2.7 The graph below shows the range of community based learning courses and attendances.

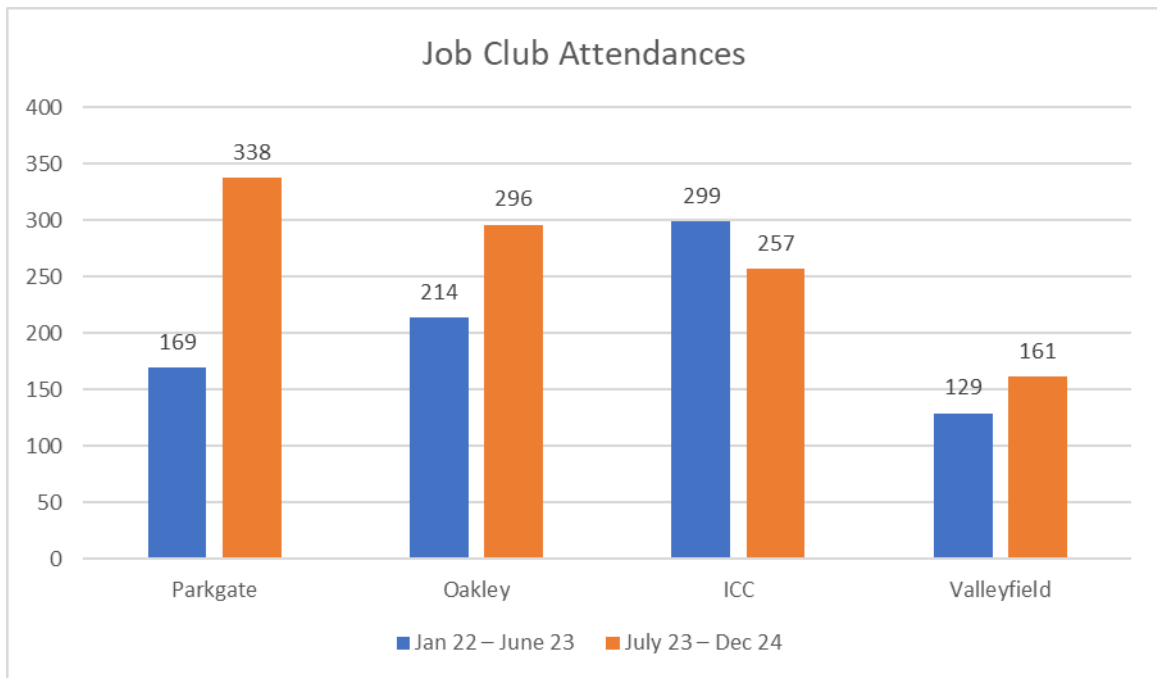


(The graph above highlights number of attendances at the events. 10 people attended the Air Fryer course in Kincardine, 10 in Steelend and 16 in Parkgate. Bring the Brood saw 25 attendances and the second course saw 42 all sessions held at Inverkeithing High School Community Use. Chop, Chat and Chow course saw 7 attendances. Naloxone training saw 10 attendances at Inverkeithing, 20 at Parkgate, 18 in Oakley and 10 in High Valleyfeild. There were 5 attendances at Walk and Wok. Make and Mend saw 25 attendances. Cyber Security had 13 people attend. 8 people attended and completed Elementary Food Hygiene, and 9 individuals attended the Lagganlia residential.)

2.8 Appendix 1 explains each of the above courses in more detail demonstrating the impact on participants.

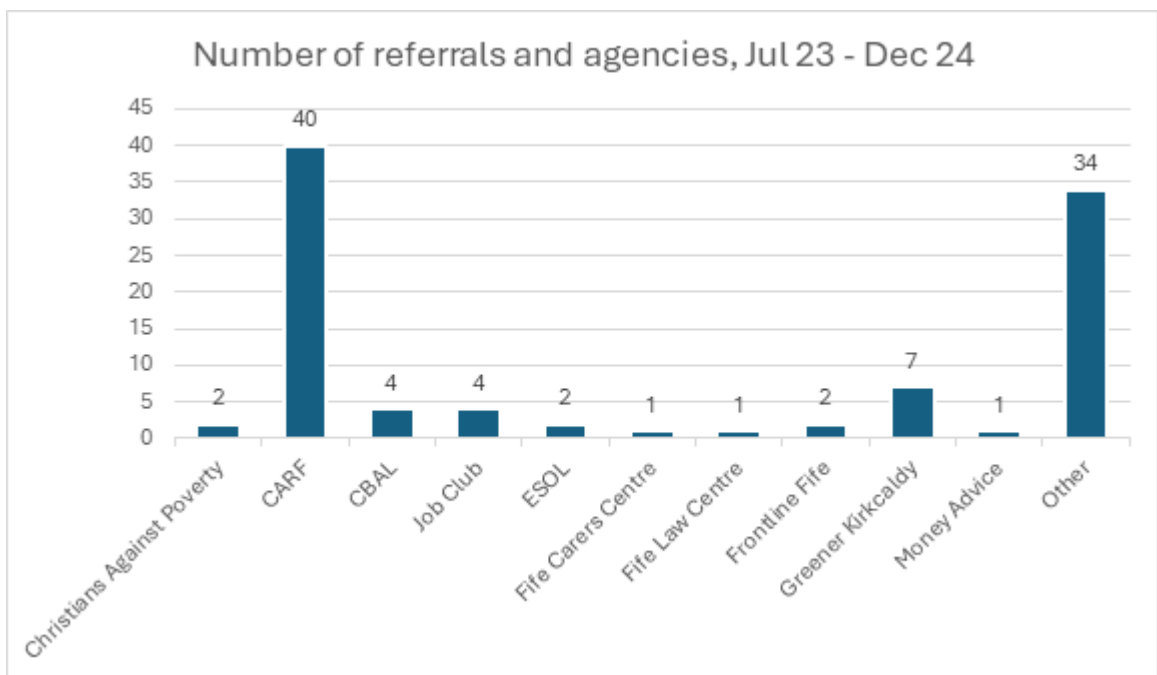
### **Welfare Support Assistants - Cost of Living x 2 posts – FC6**

2.9 These posts have provided information, advice, and support to those accessing services in the four CAHs as well as the community job clubs across the area. The job clubs are delivered in Inverkeithing Civic Centre, Kincardine Community Centre, High Valleyfield Community Centre and Parkgate Community Centre. Below shows the attendances at each job club. In almost all cases the attendances have increased from the previous year.



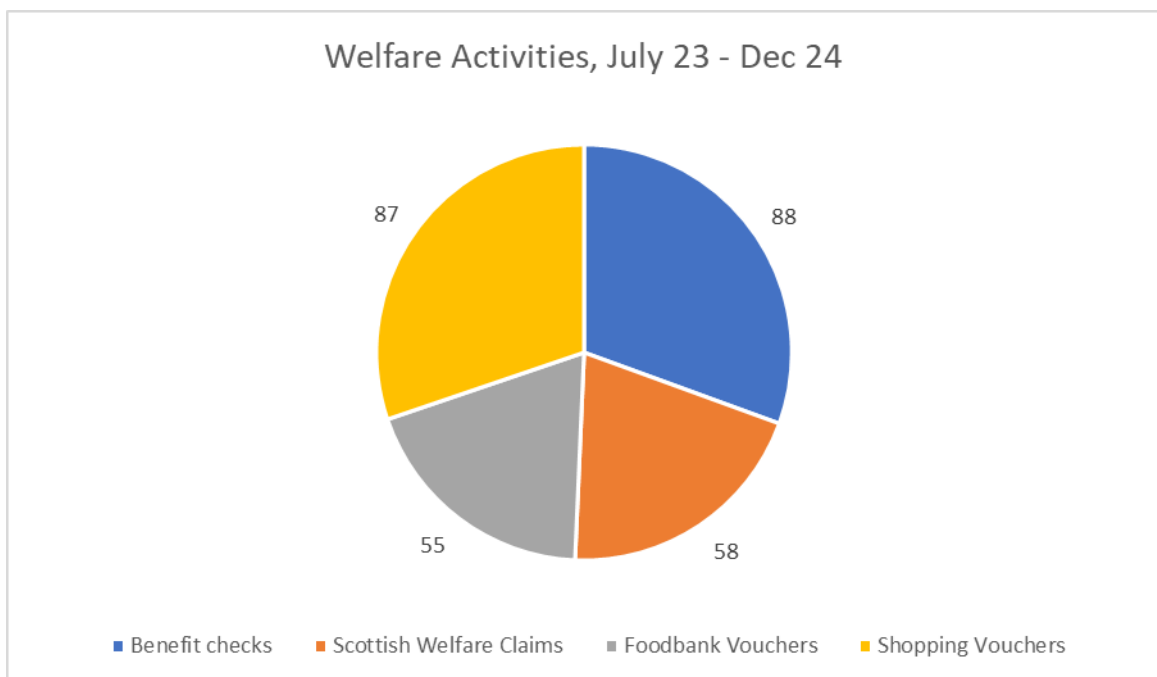
(The graph above highlights the number of attendances at Job Clubs prior to these posts being established and the rise in attendances once WSAs were in post (January 2022 – June 2023 and the July 2023 – December 2024). Parkgate saw an increase from 169 to 338 people attending. Oakley saw 214 to 296 people attending, Inverkeithing saw a decrease on figures from 299 to 257. High Valleyfeild saw an increase from 129 to 161 attending.)

- 2.10 WSAs have liaised with staff in these outreach venues to develop cost-of-living support services in response to local need. Staff have referred clients to a range of partner agencies and services who can give additional support to those coping with multiple and complex issues. The graph below highlights the range of referrals made to partner agencies.



(The information above breaks down the number of referrals to partner agencies between July 2023 and December 2024. 2 have been made to Christians against Poverty, 40 to Citizens Advice Rights Fife (CARF), 4 to Community Based Adult Learning, 4 to Job Clubs, 2 to English Speakers of Other Languages (ESOL) 1 to Fife Carers Centre, 1 to Fife Law Centre, 2 to Frontline Fife, 7 to Greener Kirkcaldy, 1 to Money Advice and 34 to other agencies.)

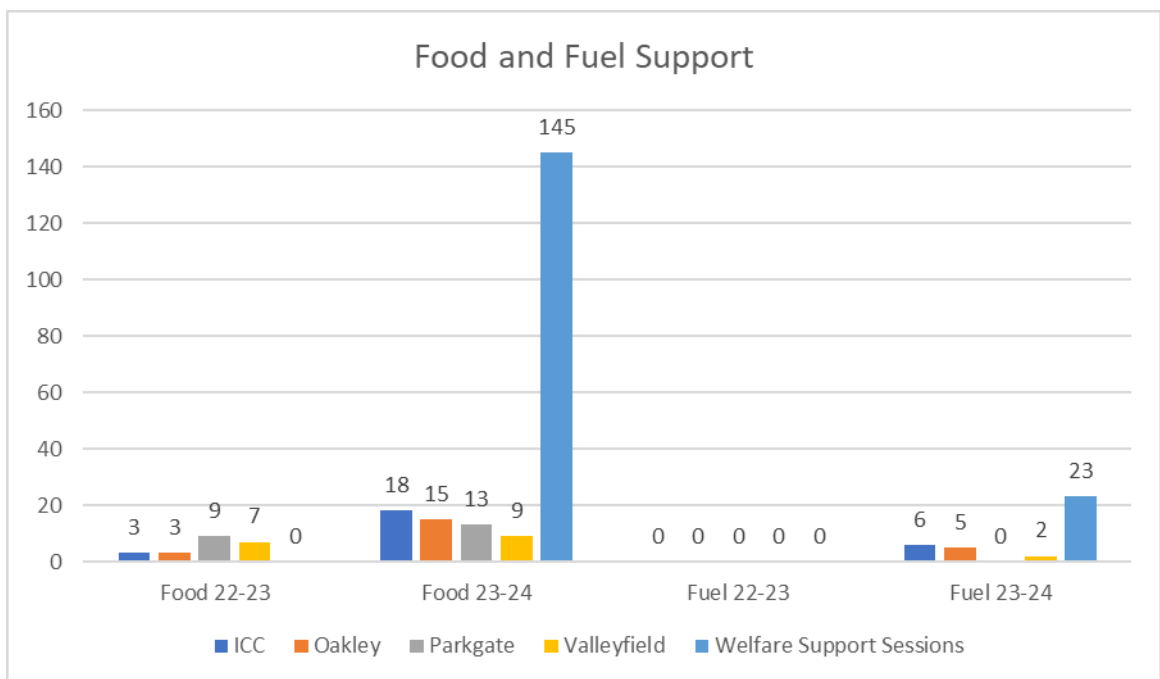
- 2.11 The additional posts have been beneficial as it has meant staff can be deployed to the CAHs providing consistency to clients accessing services. Each WSA acted as the single point of contact in the CAHs and built up positive working relationships with local residents.
- 2.12 Due to the cost-of-living crisis, individuals seeking support from the WSAs have been more complex in nature and often take significant staff time to reach a solution. The graph below indicates the nature of activities WSAs are supporting individuals with.



(This chart shows welfare staffs activities between July 2023 and December 2024. 88 benefit checks, 58 Scottish Welfare Claims. 55 referrals to the Foodbank and 87 shopping vouchers issues.)

- 2.13 Furthermore the demand for food and fuel support has increased demonstrated in the information below.





(The graph above shows the increase for support in relation to food and fuel before and after additional staff were employed. Support with food increased by 15 people in Inverkeithing, 12 increased in Oakley, 3 in Parkgate and 2 in High Valleyfield. There was no request for general welfare support in 2022-2023 however since these posts have been established 145 people across S&WF have requested this one-to-one support. Support with fuel in 2022–2023 was zero. Since being in post, 6 people in Inverkeithing have received help, 5 in Oakley, 0 in Parkgate 2 in High Valleyfield and 23 specific individuals on one to one sessions requested additional support in welfare session in relation to Fuel.)

- 2.14 Appendix 2 highlights the complex and diverse nature of cases that the WSAs have supported individual and families with since being in post.
- 2.15 The WSAs have supported the Scottish Governments pilot ‘Cash First’. This initiative aims to reduce the need for emergency food banks by providing cash assistance to people facing financial hardship. The goal is to improve access to cash in times of crisis, which can help maintain dignity and reduce the need for emergency food parcels. The approach uses a human rights mindset to tackle food insecurity and includes methods of small cash transfers alongside financial advice to help people buy everyday essentials.
- 2.16 16 individuals were recruited from the West Fife Villages including Kincardine, Oakley, Blairhall, Saline and High Valleyfield. The participants were identified by WSAs who either attended community job clubs and/or 1-2-1 welfare sessions.
- 2.17 Each participant receives a weekly cash sum which depends on the number of family members living in the home. This varies from a single person with no dependent children to a family of two adults and four children. Payments range from £25 per week to £90 per week. Some of the participants are in work, part time or seasonal while others are in receipt of benefits. All participants use local pantries to supplement their food shop and WSAs meet regularly with participants to gain insight into spending habits and if this has made a difference to their lives.
- 2.18 WSAs work alongside partners mainly Grow West Fife and Kingdom Community Bank by providing budgeting advice as well as cooking classes. The aim is for individuals to have financial stability throughout the pilot which will inform future financial security.
- 2.19 The pilot runs for 26 weeks and will end in March 2025.

## 3.0 Conclusions

---

- 3.1 The establishment of the staff positions has assisted in developing a response to the cost-of-living crisis and will continue to support individuals and families towards recovery. Learning gained from these posts will be used to influence and direct future service delivery across the area which will be identified in the Poverty Action Group Plan and the S&WF Community Learning and Development Plan.
- 3.2 Building on this, staff will continue to work with partners and peers and convey areas for development through the area People and Place Leadership Groups in a bid to ensure that South and West Fife Communities continue to receive the necessary support required.

### List of Appendices

1. Community Based Learning Courses
2. WSA Case Studies

### Report Contact

Mandy MacEwan  
Community Development Team Manager, South and West Fife  
Inverkeithing Civic Centre  
Email: [Mandy.MacEwan@fife.gov.uk](mailto:Mandy.MacEwan@fife.gov.uk)

### Table of Contents

1.	<b>Air Fryer Cooking Course</b>	<b>2</b>
2.	<b>Social Cafes</b>	<b>3</b>
3.	<b>Easter Ceilidh Social Event</b>	<b>5</b>
4.	<b>Butties and Blether Social Café</b>	<b>5</b>
5.	<b>Grub In The Hub</b>	<b>6</b>
6.	<b>Warm Welcome Venues</b>	<b>7</b>
7.	<b>Open Days Event</b>	<b>8</b>
8.	<b>Bring The Brood Family Learning Programme</b>	<b>9</b>
9.	<b>Family Fun Days at Ballast Bank</b>	<b>10</b>
10.	<b>Chop, Chat and Chow Cooking On A Budget</b>	<b>11</b>
11.	<b>Overdose Awareness and Naloxone Training</b>	<b>11</b>
12.	<b>Walk and Wok Men's Group</b>	<b>12</b>
13.	<b>Adult Learning</b>	<b>12</b>

## 1.0 Air Fryer Cooking Course

---

- 1.1 CEW delivered four blocks of Air Fryer Cooking Course for Adults in 2024. The short course was aimed to equip participants with the skills and knowledge to plan and prepare meals that are easy to make, affordable and nutritious which they can apply in their everyday lives. The CEW identified the need to develop a cooking course due to the current cost of living crisis to educate participants in cooking meals that will help them save the cost of food, fuel, and energy.
- 1.2 A lot of people have adapted how they cook their food in this current climate. Air fryers have recently become popular in many households as an alternative choice to preparing and cooking food. As the cost of living has affected many individuals and families, especially those with less income, air fryer cooking saves time and money as less fuel or electricity is used.
- 1.3 Participants who joined the course increased their confidence in using their air fryer equipment at home and are now confident and knowledgeable in preparing, cooking and exploring new recipes.
- 1.4 The course not only provided a space for learning but also created an environment for participants to socialise, meet people in the community and build new relationships. This has positively impacted their mental health and well-being and reduced social isolation.
- 1.5 CEW has also worked in partnership with Fife Carers Centre's Support Worker who covers the SWF area so unpaid carers can join the course making it more welcoming and inclusive to those who have caring responsibilities to have a break from their caring role. Unpaid carers who signed up for the course benefited from some respite from their caring role, had some time for themselves and boosted their morale and energy.
- 1.6 The 6-week Air Fryer Course was delivered at Kincardine Community Centre, Steelend Miners Club and Parkgate Community Centre for 2 hours per session.
- 1.7 A total of 36 participants/adult learners joined the course. There are also people currently sitting on the waiting list who wish to participate in the next delivery.
  - Kincardine – 10
  - Steelend – 10
  - Parkgate – 16
- 1.8 Feedback from participants:
  - *“Definitely (recommending this course), this course has been great. Meeting new people and all working together as a team. It’s been lots of fun.”*
  - *“The course provided the basis of using the air fryer and also provided ideas for progression with the type of recipes we attempted.”*
  - *“Given me confidence to get air fryer out of the cupboard. Meeting the rest of the people on the course. Good bunch.”*

- *“Gave me skills to practice at home and allows me to make proper use of the air fryer that I had at home. Allows me to make different meals to make in my caring role.”*
- *“Course and tutor absolutely wonderful. Given me so much more confidence to try this at home. So much more knowledge and confidence. Has been very rewarding and tutor has been very supportive.”*

## 1.9 Photos



## 2.0 Social Café

- 2.1 CEW set up two social cafes for adults in Inverkeithing (The Civic Centre) and Kincardine Community Centre. These cafes offer a warm and safe environment where people meet and make new friends. Also, these are spaces where people get together, socialise and take part in creative activities through peer learning sessions. The cafes are participant-led and aimed at activities that promote health and wellbeing, confidence building and social connection.
- 2.2 The fact that SWF has an ageing population, CEW identified the need for this type of social group as the cafés provide an escape for people who are feeling isolated and lonely, especially the elderly and those with underlying health conditions. There are also people who come to the cafes who have mental health issues and are anxious about the future and with the current cost-of-living crisis, they are finding the cafes a place where they can escape for a short while, interact and have some adult conversation.
- 2.3 The outcomes that the cafes are trying to achieve are as follows:
- Individuals will have improved health and well-being through increased social connection
  - Individuals will have an increased network of support because they will have an opportunity to meet new people and build relationships

- People are more community-connected because they are aware of other social activities or groups happening in the community and can access them.
- Individuals are not socially isolated and lonely, therefore reducing social isolation and loneliness in our communities

2.4 These cafes are inclusive and everybody is welcome to join. There is no cost involved for people attending and no booking is required which eliminates barriers to people who wish to come.

2.5 The cafes are delivered weekly on:

- Monday – 1-3 pm at The Civic Centre, Inverkeithing
- Wednesday – 1-3 pm at Kincardine Community Centre

2.6 The social café at The Civic Centre welcomed 167 people since it started in December 2023. Whereas the social café at Kincardine (Coffee and Blether) greeted 98 people so far. Most of these people come regularly and some attend when they have the availability.

2.7 The activities are mainly light and recreational but offer learning and peer support such as being creative with arts and crafts, learning to recycle a used item for a new purpose, fun quizzes and a social gathering like a Christmas Party.

2.8 The cafes are also acting as a point of information to raise awareness of various community support organisations that offer advice and information for people and families. Different third-sector organisations have visited the cafes such as Kingdom Community Bank, Cozy Kingdom and Fife Carers Centre to name a few. Also, Welfare Support Assistants drop in from time to time to raise awareness of welfare support that is available.

2.9 Feedback:

- *“I enjoy meeting people. Enjoy doing the craft sessions as I am in my happy place and can relax.”*
- *“I enjoy the challenge of making things. The social aspect is very good. I would otherwise be stuck at home on my own.”*
- *“The café has helped mental health and enjoy the company of the group.”*
- *“Enjoyed the meetings. Friendly and very welcoming. Have met lovely people. Staff very friendly and helpful. Definitely a place to come for health and mental wellbeing. Learnt a lot from staff and other members.”*
- *“This art and craft café has given me a nice introduction to different crafts i.e. making pom poms. Making new friends and having a coffee and biscuits.”*

2.10 Photos





### 3.0 Easter Ceilidh Social Event

---

- 3.1 CEW organised two community Ceilidhs for families during the Easter break. As the cost of living is affecting disadvantaged individuals and families who cannot afford the rising costs of leisure activities, food and travel expenses, the free events were an alternative way for people to socialise.
- 3.2 The event targeted people from poorer communities and individuals who were socially isolated or at risk of isolation and loneliness because of long-term illness, bereavement, income deprivation, caring responsibilities and lack of opportunities for socialising. These factors are said to impact people's health and mental well-being.
- 3.3 The Ceilidhs were held at Oakley and Parkgate Community Centres and attended by 109 people from the SWF area.
- Parkgate – 42
  - Oakley – 67
- 3.4 The events saw greater participation in social activity from the young and older generations which promoted intergenerational activity, an increased footfall in CAHs, families having fun together, reduced isolation and increased participation from families from SIMD communities.

#### 3.5 Photos



### 4.0 Butties and Blether Social Café

---

- 4.1 CEW initiated a social café at Valleyfield Community Centre that provided hot food and drink last winter. The café served free bacon and sausage rolls to individuals living in Valleyfield and surrounding areas. The café targeted vulnerable and isolated members of the community such as the elderly, people with long-term health conditions and individuals who are disadvantaged by poverty and the cost-of-living crisis. It was a space where people in the local area met and got warm, had a hot roll and a cuppa, met new people in their neighbourhood and socialised.
- 4.2 The café opened once a week on a Thursday from 10 am – 12 during the colder months (Dec 23 – March 24).

4.3 As an outcome, it was evidenced that there was an increased social connection as people got to know each other and kept coming back. Also, individuals felt valued and dignified as they were able to put in a donation of what they could have afforded which helped to cover the cost of running the café. Furthermore, there was an increase in the number of footfalls in the centre.

4.4 The cafe served a total of 283 hot rolls. The average number of people that came per week was around 20.

4.5 Feedback was as follows:

- *“Met up with people – opportunity to do this would not be available without this. Hot food available for families struggling with cost of living.”*
- *“It’s been really good, staff friendly – encouraged people to mix – introduced people to each other.”*
- *“I enjoy the company and it gets me out of the house. It is also good for my mental health.”*
- *“Excellent. I have seen a lot of different faces come along to the Butty and Blether where I wouldn’t have seen before or communicate with. Atmosphere is friendly. Food us well cooked and everyone is welcome.”*
- *“Excellent project. Brings people together. People living alone get a chance to meet other people from the village. The company and food keep me coming back.”*

4.6 Photos



## 5.0 Grub In The Hub

---

5.1 The Grub In The Hub is a new project and is currently being delivered in our Community Assistance Hubs at Parkgate, Oakley and Valleyfield. CEW is working with Welfare Support Assistants in delivering this project to provide an information drop-in type café which will also offer free hot food and drinks to members of the community.

5.2 CEW and WSA colleagues felt that we needed to creatively raise the profile of welfare support to the wider community, especially those who are unaware of the service and hard-to-reach individuals. Through the project, we aim to engage extensively with people by not only providing advice and information but also providing a warm and welcoming space where they can enjoy a hot meal in a relaxing environment. We are hoping that this project will attract people to come, especially in the colder months when people are struggling the most with the cost of energy, heating and food. We want to eliminate the stigma attached when people come to the hub for support and make it more welcoming and inclusive for them.



- 5.3 The drop-in café is being delivered once a week per hub (Jan – April 2025) and scheduled as follows:
- Every second Monday of the month – Parkgate Community Centre – 3-5 pm
  - Every third Wednesday of the month – Valleyfield Community Centre – 12-2 pm
  - Every fourth Thursday of the month – Oakley Community Centre – 3-5 pm
- 5.4 The idea is to turn the café into a one-stop shop where there will be presence and information from other third-sector organisations such as Kingdom Community Bank, Cozy Kingdom, The Well, Square Start and other organisations who may be interested in participating. Therefore, turning the offer of support into a collective and collaborative way of working.
- 5.5 CEW and WSA colleagues highlighted that we need to keep raising people’s awareness of the service that we provide. It is important that we are present to assist people when they need support and able to sign post them or referred to the appropriate service. People attending the café may not require the service or support at that time, however, down the line there may be a friend, or family member who requires that support. We believe in preventing a crisis before it happens.
- 5.6 Based on interaction by WSA’s, they felt that ‘Most of our clients who engage with us/use our Job Clubs are sole households or single parents, majority of them use affordable food, for example, pantry’s, Eats Rosyth or have had help from us to access foodbank/food vouchers. By having the Grub In The Hub Café, we are helping to battle social isolation as well as food insecurity.’. Furthermore, we are still facing the cost-of-living crisis, therefore, we must be there when they need support in a relaxed and non-judgemental environment.
- 5.7 This project brings about people together in our communities. Social connection is important in maintaining one’s mental health and well-being. In fact, poverty and isolation can contribute to decreasing a person’s health and well-being. Social isolation and loneliness affect people from all walks of life, especially those who are living with long-term health conditions, people on low incomes and individuals who live on their own. Additionally, the cost of living is impacting people’s mental well-being as opportunities for socialising are getting more and more limited in deprived areas.

## **6.0 Warm Welcome Venues**

---

- 6.1 The role of CEW is to coordinate the monitoring and evaluation and serve as a point of contact for all Warm Welcome venues in SWF. Working with the Project Manager (SA), the initiative is to help people with the cost of living by offering a warm space and free food and social activities during the colder months, therefore, tackling social isolation and loneliness and addressing the food and fuel crisis.
- 6.2 Nine third-sector community organisations were awarded funding from WRAAP this year (2024-2025) to deliver Warm Welcome projects across SWF.
- Dean Acres Community Trust (Comrie)
  - Cairneyhill Parish Church
  - Grow West Fife
  - Valleyfield Community Club
  - Eats Rosyth
  - Crombie Residential Association
  - Inverkeithing Trust – Food For Thought Pantry and Café

- That Place In The Bay
- Kincardine Community Association

6.3 These Warm Welcome venues will provide free food and activities ranging from film showings, a book club, arts and crafts and indoor games to name a few.

## 7.0 Open Days Event

---

7.1 CEW organised four Open Day events in November 2023 which highlighted and promoted SWF's Community Assistance Hubs. The series of events were held at The Civic Centre (Inverkeithing), Parkgate, Oakley and Valleyfield Community Centres. These events were aimed at increasing people's awareness that their local community centres (CAH) are available as safe places not only to get warm but also a place to socialise, meet people and be informed of the kind of support available to them should they need.

7.2 Sixteen internal and external agencies/services participated by providing information stalls which were attended by 113 people in total. These events proved that there is a stronger partnership working happening in the area.

- FC Community Use
- FC Housing Services
- Fife Law Centre
- Kingdom Community Bank
- Fire Scotland
- FC Welfare Support
- Square Start
- FC Safer Communities Team
- FC CBAL - CLD
- The Well, HSCP
- NHS Health Promotion Service
- Social Security Scotland
- Fife Carers Centre
- FC ABE and ESOL
- Fife Young Carers
- FC Youth Work

7.3 Apart from the information stalls, there were also activities provided for children such as arts and crafts, face painting and silent disco and taster sessions on sewing and the 5-minute Japanese language for adults.

7.4 Hot food such as soup, bread and refreshments were provided for those who attended.

7.5 Feedback from participants on their experience of attending the event:

- *"Overall good, my daughter found it exciting."*
- *"Friendly staff, useful information, hope to see everyone in the future."*
- *"It's been really good, didn't expect so many info stalls. Really good."*
- *"It's been a good night."*
- *"Really enjoyed it. Nice to have things on for all the family."*

## 7.6 Feedback from agencies/organisations:

- *“Great idea, possibly might have been better between 3-5 pm. Good opportunity to meet staff from other services. Fantastic to see community centres so well used.” – FC Safer Communities*
- *“Overall, the events have very positive with people attending and participating. The children especially seemed to enjoy it.” - NHS Health Promotion Services*
- *“Everyone has been very inviting, engaging and organised. It has run smoothly,” – NHS Health Promotion Services*
- *“I managed to speak to a couple of carers who are interested in getting support from us. It was a good opportunity to meet people from other organisations and find out more about what they do.” – Fife Carers Centre*
- *“Good to meet with partner organisations. Our experiences were positive. The key is to allow communities to know our services.” – Fife Law Centre*

## 7.7 Photos



## 8.0 Bring The Brood Family Learning Programme

---

- 8.1 CEW is working in partnership with Inverkeithing High School, Community Use and Active Schools to deliver a free family learning programme in Inverkeithing during the winter months. This programme focuses on strengthening family relationships through instructor-led group activities. This project was funded through the Local Community Planning Budget for 2 years.
- 8.2 Families (including those with secondary and primary-age children) are cooking together, taking part in crafts sessions, playing sports as a family, and increasing their awareness of welfare and other support provided by various services such as KCB, Clued Up and Cosy Kingdom. These activities provide an opportunity for the whole family to learn together and encourage learned skills, habits and knowledge to be adopted and applied in everyday life.
- 8.3 The first 2 blocks of the programme have already been delivered in February – March 2024 and November – December 2024. The first block consisted of 8 weekly sessions whilst the second block consisted of 6 weekly sessions. These were held at The Wing and Inverkeithing High School on Wednesday evenings.

- 8.4 The first block of the programme saw 9 families attending with a total of 215 attendees (parents and children). Whereas, the second block welcomed 13 families with a total of 217 attendees (parents and children).
- 8.5 Evidence showed through the number of families attending that there was a need for meaningful activities to be enjoyed by families through the colder months. Also, as the cost of living crisis is proving to be a disadvantage for many families on a low or limited income, the programme is of the utmost value to them.
- 8.6 Specific memories/moments that stood out to families were:
- *“Playing bingo with [child's name]. At first he wasn't keen to play, but we had such fun together. Also all the cooking. He really engaged with everything and I was proud to be there with him. Learning new skills together and [spending] quality time together.”*
  - *“All of the activities on offer really allowed us to bond as a family, the fact everything was very simple allows us to recreate some activities at home week after week. (The easy pasta bolognese!!!)”*
  - *“Absolutely. It's allowed us to make memories together while socialising with other local families around us.”*
  - *“Yes! My kids love coming and then when it comes to being over they miss it. There isn't much family things to do. So this is fun.”*
  - *“It has allowed us some protected time as a family where no one was distracted by things they needed to do or by technology. We really valued this and will continue to put this time aside.”*

8.7 Photos



- 8.8 The next 2 blocks of the programme are scheduled to be delivered in February and November 2025.

## 9.0 Family Fun Days at Ballast Bank

---

- 9.1 CEW had organised a 3-week family fun day at Ballast Bank Community Centre in August and October 2023. The free fun day events were attended by 157 individuals (parents and children) who participated in arts and crafts sessions, storytelling, treasure hunt and sports activities aimed at primary-aged children.
- 9.2 Lunch was provided as part of the day. Due to the impact of the rising cost of living, many disadvantaged families are living in poverty and struggling to afford the cost of taking part in meaningful activities for the children during the summer holidays. Also, the affordability of providing food whilst they are out and about is adding to the burden. Therefore, a lot of disadvantaged families are facing social isolation.

### 9.3 Feedback:

- *“Good service. Good sandwich. Good for something for the kids off the school. Not enough round here for them.”*
- *“It brings everyone together. Children enjoyed the football and lunch.”*
- *“Well done to all the staff. Brilliant day at Ballast Bank again. Children and adults having a fantastic time.”*

## 10.0 Chop, Chat and Chow Cooking On A Budget

---

- 10.1 CEW worked in partnership with ABE Tutor to deliver an eight week session on cooking on a budget course. The course on basic cooking aimed to provide learning for participants to prepare a budgetting advice for the future by supporting participants' knowledge of numeracy and literacy in the form of following recipe guide sheets, measuring ingredients and converting measurements. Also, participants' knowledge of budgeting skills was part of the learning course.
- 10.2 The course was learner-led. Our participants were regular customers of the pantry. They go to the pantry weekly to shop for their food, so it was important for us to let them feel that we have considered their needs and budget. We have engaged with participants on recipes they would be most likely to make at home and the challenges that they face such as the cost of ingredients and the use of electricity. Through informal dialogue, we were able to shape the course to deliver it effectively.
- 10.3 Seven participants/pantry customers had signed up for the course. They all worked together and the working dynamic was excellent as they shared their cooking skills and knowledge with each other. It also created a space for socialising as few of the participants lived on their own or had a caring responsibility.

## 11.0 Overdose Awareness and Naloxone Training

---

- 11.1 CEW worked in partnership with We Are With You Fife to facilitate and organise the training sessions in SWF's Community Assistance Hubs. The session highlighted topics on how to respond when someone has an overdose, identify various types of overdoses, various drugs and their effects on the human body and how to use Naloxone.
- 11.2 At the end of the session, the participants were given the opportunity and choose if they would like a free Naloxone kit - either the pre-filled syringe or nasal spray type.
- 11.3 The training sessions were held at The Civic Centre, Parkgate, Oakley and Valleyfield Community Centres.
- 11.4 The training sessions were attended by a total of 58 people. The majority of the participants were staff from other services across Fife.
- The Civic Centre – 10
  - Parkgate – 20
  - Oakley – 18
  - Valleyfield - 10

### 11.5 Feedback:

- *"Working with vulnerable service users, now I have the information if I need to act if a client is overdosing."*
- *"Very informative, awareness of overdose signs and symptoms and what can be done to help."*
- *"Raised understanding and awareness. Now able to administer Naloxone which could save a life."*

## 12.0 Walk and Wok Men's Group

---

12.1 CEW worked with Adult Learning colleagues to plan and deliver a pilot group for male participants in the area. The idea behind the project was to engage with men who would like to connect with other men in the area. It is often challenging to invite men to join social groups, especially if most participants are women. The concept was that through this course, male participants would find it a safe space to socialise and do things together.

12.2 To make the course interesting and engaging, the course involved short walking and cooking activities. The objectives were to increase men's social connection, maintain physical well-being, improve mental health and increase cooking skills.

12.3 A total of 5 male participants attended the course which ran for 5 weeks at Valleyfield Community Centre. The participants we had were retired, lived on their own, had caring responsibilities, and had low self-esteem and confidence.

12.4 Participants from the course benefitted from increasing their social connection, expanding their knowledge on some local walks and increasing their knowledge of recipes that they can do at home.

### 12.5 Feedback:

- "More cooking confidence and better social skills."
- "I am a carer for my wife and talking to new people helps."
- "The great company and excellent support from the staff."

### 12.6 Photos



## 13.0 Adult Learning

---

13.1 CEW has contributed to facilitating and delivering Community-Based Adult Learning. Working with other CEW colleagues, EM worked as part of the Adult Learning Team to support the planning and organising of various adult and family learning activities/programmes such as:

- Organised four blocks of Make Do and Mend Course at Oakley, Blairhall and Kincardine – 25 participants in total
- Organised Cyber Security and Internet Safety Awareness Session at Parkgate – 13 attendees
- Organised Elementary Food Hygiene Course at Ballast Bank – 8 participants
- Planned and delivered six Family Fun Days across SWF – 455 attendees in total
- Organised and delivered the 7 Habits for Effective Families Residential at Lagganlia – 9 participants

### **Case study 1**

The client was referred to WSAs via the community support line within the council. The client had recently left work due to mental health challenges and was very anxious about engaging with services. The client also suffers from dyslexia and has two kids who live with her. Firstly, WSAs supported the client to apply for Universal Credit over the phone so that the claim can start as soon as possible. After this WSAs carried out a 1-2-1 at Parkgate Community Centre, during this the client and the WSA made a start at gathering all evidence and information in order for her to receive everything she is entitled to. The WSA and client together completed applications for council tax reduction, free school meals entitlement, the school clothing grant, Scottish Child payment, crisis grant, Universal Credit Advanced payment and also provided client with shopping vouchers allowing her to get fresh food. The client also knew the support worker from Supported Employment Service within the council from a previous engagement and agreed to work with the service again. Due to clients' challenges with poor mental health together with the WSA they agreed it would be best to try for adult disability payment. The WSA booked client in for our drop-in service with social security Scotland at Parkgate.

While the client was opening up to the WSA, she mentioned large debt with her electricity payments and mentioned bankruptcy, so the WSA completed a Cosy Kingdom and a Citizen Advice referral for client in order to receive further advice and support. The client also disclosed she has been self harming. The WSA mentioned the various community based learning courses that may be able to help with her mental health and referred the client to the 7 Habits of Highly Effective People Course as well as the 6 Pillars of Self-Esteem Course. After a few days the client decided to attend the courses which she completed and eventually took part in the 4 day residential.

The client was successful in receiving universal credit including LCTWRA element as well as ADP, Council Tax Reduction. She was also successful in benefit claims for her daughter.

### **Case Study 2**

The family was referred to our service by a local Elected Member. The client was diagnosed with a terminal illness which resulted in his partner needing to leave her work to care for him. The couple also have two 18 year old children who live with them, one of which receives disability payment. The client lives in an off-grid property with a biomass boiler which was fitted years prior by Home Energy Scotland, this was a more affordable option for the family at the time. However, due to impact of Covid and the rising cost of living fuel prices significantly increased. The family were spending in excess of £600 to heat their home every 3 weeks. This was unaffordable for the family as they were only in receipt of Universal Credit. During this time one of the family members travelled to London to receive a life changing operation which they had to fund themselves. On return home it was essential the client had access to a warm well heated home to aid in his recovery. The WSA met with client in their local community centre to complete a benefit check. The family was in receipt of all they were entitled to. Therefore there was not much the WSA could offer in terms of benefit maximisation. The WSA discussed other ways for the family to save money and informed the client about the social package available for internet access. In a follow up appointment with the client they advised that they had contacted their provider regarding the social package which dropped their monthly payment from £50 a month down to £15. The WSA also provided the family with information on how to claim NHS travel costs back for appointments as was travelling regularly to Glasgow.



Regarding the health and heating situation of the client the WSA reached out to a variety of organisations including Maggie's, Cosy Kingdom, Home Energy Scotland and The Fuel Bank. The client was offered support for health issue however there was challenges in terms of accessible support for fuel costs due to funding available being too low to cover a new heating system or companies policies not being able to cover biomass boilers. After trying various routes with no success the WSA reached out to the revenues team within the council to explore the option of hardship payments. Firstly, the WSA met with client to complete a crisis grant application and was successful in securing £90 for the family. Furthermore, the WSA and client applied for the hardship payment available from the council to cover 3 months fuel payments. 4 days after the application was completed confirmation was received that the client would receive the full award amount they applied for and received £1950. The family was grateful and happy with this outcome.

5 February 2025

Agenda Item No. 13

---

## Property Transactions

---

Report by: Alan Paul, Head of Property Services

Ward Affected: 6

---

### 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

---

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 EqlA 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

---

### Disposals

2.1 **Two areas of ground at New Recreation Park, Castle Road, Rosyth**

Date of sale: 28 June 2024  
Price: £600,000

### Leases by the Council – New Leases

2.2 **Unit 24 West Way, Hillend and Donibristle Industrial Estate, Dalgety Bay**

Term: 5 years  
Rent: £14,300 per annum  
Tenant: North Facades Ltd

## 3.0 Conclusions

---

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

### Report Contact

Michael O’Gorman  
Service Manager  
Property Services – Estates  
Bankhead Central  
Glenrothes

Telephone: 03451 555555 Ext. 440498

Email: [Michael.Ogorman@fife.gov.uk](mailto:Michael.Ogorman@fife.gov.uk)

5 February 2025  
Agenda Item No. 14

---

## South and West Fife Area Committee Forward Work Programme

---

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

---

**Wards Affected:** All

---

### Purpose

---

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

### Recommendation(s)

---

It is recommended that the committee review the work programme 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 Work Programme 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 work programme 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 Work Programme 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 Work Programme is included as Appendix 1 and should be reviewed by the committee to help inform scrutiny activity.

### List of Appendices

1. South and West Fife Area Committee Forward Work Programme

### Report Contact

Helena Couperwhite  
Committee Services Manager  
Telephone: 03451 55555 Ext. No. 441096  
Email - [helena.couperwhite@fife.gov.uk](mailto:helena.couperwhite@fife.gov.uk)

## South and West Fife Area Committee

<b>30th April, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Report on Educational Outcomes - 2023/24	Education and Children's Services	Sarah Else / Alan Cumming	Annual report – last update 17th April, 2024
Naming of the Relocated Inverkeithing High School - Verbal Update	Education	Shelagh McLean / Lynn Meeks	As agreed at 11th December, 2024 meeting - Outcome of the stakeholder vote would be advised verbally at 30th April meeting
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	Annual report – last update 14th February, 2024 (Deferred from February 2025 meeting)
Area Capital Update Report 2024/25	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 12th June 2024
Flooding Update within South and West Fife Area	Roads and Transportation	TBC	As requested by Councillor Goodall at 14th February, 2024 committee meeting
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Annual report - last update 17th April, 2024
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 17th April, 2024

<b>11th June, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 11th December, 2024
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update

### South and West Fife Area Committee

<b>3rd September, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 12th June, 2024
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield /	Annual report – last update 12th June, 2024
Scottish Fire and Rescue Service Annual Performance Report 2023/24	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 12th June, 2024
Area Roads Programme 2024-25 - Final Report	Roads and Transportation	Vicki Storrar	Annual report - last update 4th September, 2024
Complaints Update	Customer Services Improvement	David Thomson	Annual report - last update 4th September, 2024
Welfare Support and Anti-Poverty Annual Report 2024-25	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 4th September, 2024
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report – Last update 4th September, 2024

<b>5th November, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Annual Report on Outcomes of Care Inspectorate Inspection and Grading Process	Health and Social Care	Alan Adamson	Annual report – last update 30th October, 2024
South and West Fife Area Housing Plan 2024-25 and Local Lettings Plan 2024-27	Housing Service	Claire MacKinlay	Annual report - last update 30th October, 2024
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2024	Protective Services	Kenny Bissett	Annual report - last update 30th October, 2024

### South and West Fife Area Committee

<b>5th November, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Summer Provision Activities	Communities and Neighbourhoods	Mandy MacEwan	Annual report – last update 30th October, 2024

<b>10th December, 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 11th June, 2025
Common Good and Settlement Trust Funds Annual Report 2024-2025	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 11th December, 2024

<b>4th February, 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Local Area Economic Profile	Business and Employability	Alison Laughlin / Pamela Stevenson	Annual report – last update 5th February, 2025
Grounds Maintenance Service / Domestic Waste and Street Cleansing Service Annual Review	Environment and Building Services	Sandy Anderson / Scott Clelland	Annual report – last update 5th February, 2025
Area Roads Programme 2026-27	Roads and Transportation Services	Vicki Storrar	Annual Report - last update 5th February, 2025
Patching Performance Report (Carriageway Repairs)	Roads and Transportation	Gordon Henderson	<b>Annual report - last update 5th February, 2025</b>
Health and Social Care Partnership Locality Planning – South and West Fife	Health and Social Care	Audrey Valente / Jacquie Stringer	<b>Annual report – last update 5th February, 2025</b>



**South and West Fife Area Committee**

<b>4th February, 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Community Recovery Fund Update	Communities and Neighbourhoods Service	Mandy MacEwan	

<b>29th April, 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Report on Educational Outcomes 2024/25	Education and Children’s Services	Sarah Else / Alan Cumming	Annual report – last update 30th April, 2025
Area Capital Update Report 2025/26	Finance and Corporate Services	Eleanor Hodgson	Annual report - last update 30th April, 2026
South and West Fife Area Local Community and CLD Plan	Communities and Neighbourhoods	Alastair Mutch / Stephen Adamson / Mandy MacEwan	Annual report - last update 30th April, 2025
Justice Social Work Service – Community Payback: Unpaid Work Scheme	Children and Families	Joan Gallo	Annual report – last update 30th April, 2025

<b>10th June, 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Radiation Monitoring at Dalgety Bay	SEPA / MoD	Nina Patton / Dick Harker	Six monthly update – last update 10th December, 2025
OnFife Update Report	Fife Cultural Trust	Sheona Small	Annual update – last update 11th June, 2025

### South and West Fife Area Committee

<b>2nd September, 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Michael Collins	Annual report – last update 3rd September, 2025
Operational Briefing on Policing Activities within South and West Fife Area	Police Scotland	Chief Inspector Kathryn Fairfield / Inspector Cheryl Young	Annual report – last update 3rd September, 2025
Scottish Fire and Rescue Service Annual Performance Report 2025/26	Scottish Fire and Rescue Service	Station Commander Craig Robertson	Annual report – last update 3rd September, 2025
Area Roads Programme 2025-26 - Final Report	Roads and Transportation	Vicki Storrar	Annual report - last update 3rd September, 2025
Complaints Update	Customer Services Improvement	David Thomson	Annual report - last update 3rd September, 2025
Welfare Support and Anti-Poverty Annual Report 2025-26	Communities and Neighbourhoods	Stephen Adamson	Annual report - last update 3rd September, 2025
Education - Pupilwise and Parentwise Surveys	Education and Children's Services	Sarah Else	Annual report – Last update 3rd September, 2025

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Dalgety Bay Sports Hall Floor Replacement - Funding Request	Communities and Neighbourhoods	Louise Whyte	
Housing Service – Allocations Process Update	Housing Services	TBC	To be invited to a meeting of the Committee to provide an update on the allocations process undertaken in relation to new builds as agreed at 1st March, 2023 meeting
Bike Park Strategy	Communities and Neighbourhoods	Kevin O'Kane	Report request from Councillor Goodall at 10th August, 2022 Committee
Place Sufficiency Assessment and Play Parks Implementation Plan Update	Communities and Neighbourhoods Service	Kevin O'Kane / Louise Whyte / Andy MacLellan	As requested by Councillor Goodall at 14th February, 2024 committee meeting