

Wednesday, 4 October, 2023 - 9.30 a.m.

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** – In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of meeting of Levenmouth Area Committee of 30 August 2023 3 – 6
4. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – JUSTICE SOCIAL WORK (JSW) WELFARE SUPPORT WORKER** – Report by the Head of Communities and Neighbourhoods. 7 – 11
5. **SUPPORTING THE LEVENMOUTH LOCAL PLAN – THROUGH THE GEARS, LCPB FUNDING REQUEST.** – Report by the Head of Communities and Neighbourhoods. 12 – 16
6. **SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN – STAY ACTIVE PROGRAMME – LOCAL COMMUNITY PLANNING BUDGET ANTI-POVERTY.** – Report by the Head of Communities and Neighbourhoods. 17 – 20
7. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services 21 – 22
8. **LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME -** Report by the Executive Director of Finance & Corporate Services. 23 – 27

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.

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Head of Legal and Democratic Services
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27 September, 2023

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

THE FIFE COUNCIL - LEVENMOUTH AREA COMMITTEE – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

30 August 2023

9.30 am – 10.25 am

PRESENT: Councillors Colin Davidson (Convener), Tom Adams, David Alexander, Ken Caldwell, Eugene Clarke, John O'Brien and Alistair Suttie.

ATTENDING: Paul Hocking, Co-ordinator (Asset Management and Programme Development), Phil Clarke, Programme Manager and Eva Martinez, Technician Engineer (Traffic Management), Roads and Transportation Service; David Paterson, Community Manager (Levenmouth Area), Communities and Neighbourhoods Service; and Michelle McDermott and Kerry Elliott, Committee Officers, Legal and Democratic Services, Finance and Corporate Services.

82. DECLARATIONS OF INTEREST

Councillor David Alexander declared an interest at para. 87 – Supporting the Local Community Plan – Combined Report – Community Recovery Fund and Local Community Planning Budget Funding Requests – as he was a Board Member of Largo Library.

83. MINUTE

The Committee considered the minute of the meeting of the Levenmouth Area Committee of 21 June 2023.

Decision

The committee agreed to approve the minute.

84. AREA ROADS PROGRAMME 2022/23 – FINAL REPORT

The Committee considered a report by the Head of Roads and Transportation Services advising members on the delivery of the 2022-23 Area Roads Programme (ARP).

Decision

The committee noted the contents of the report and appendices.

85. PROPOSED WAITING RESTRICTIONS - LEVENMOUTH RAIL LINK CAR PARK AND PROMENADE, LEVEN

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce parking restrictions on the Levenmouth Rail Link Car Park and the Promenade, Leven.

Decision

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

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing nos. Leven-CP-0011 and TRO/23/20 with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

86. PROPOSED 20 MPH ZONE – KIRKLAND PARADE, METHIL BRAE AND METHILHAVEN ROAD, METHIL

The committee considered a report by the Head of Roads and Transportation Services detailing proposals to introduce a 20mph zone on Kirkland Parade, Methil. The proposal also included the removal of a part-time 20mph speed limit on Methil Brae and Methilhaven Road, Methil and its replacement with a permanent 20mph limit on Methil Brae.

Decision

The committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to introduce the restrictions detailed in drawing no. TRO/23/17 with all ancillary procedures;
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections; and
- (3) agreed that a further report be submitted back to committee on a 20mph TRO at Methilhaven Road, Methil following consultation with colleagues overseeing the Active Travel and Walking to School Programmes.

Councillor David Alexander, having declared an interest relating to Largo Library within the following report, left the meeting for that item.

87. SUPPORTING THE LEVENMOUTH LOCAL COMMUNITY PLAN - COMBINED REPORT - COMMUNITY RECOVERY FUND & LOCAL COMMUNITY PLANNING BUDGET FUNDING REQUESTS.

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of proposals to allocate funds from the Community Recovery Fund (CRF) and the Local Community Planning Budget and Anti-Poverty budget (LCPB) totalling £329,100 towards a range of projects that met the criteria for CRF spend and supported the core aims of the Levenmouth Local Action Plan. The report also sought agreement for discussions to continue with applicant groups to develop their proposals prior to coming back to the Area Committee for funding at a later date.

Decision

The committee agreed to approve contributions from the CRF and LCPB budgets as detailed below:-

- (1) Participatory Budget approach - £30,000 (LCPB Anti-Poverty)

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- (2) Modular Changing Unit, Herd Park, Methilhill - £100,000 – agreed in principle subject to an appropriate source of funding being identified
- (3) Summer Activity Costs - Community Learning and Development - £15,000 (LCPB Anti-Poverty)
- (4) Eastvale FC, Windygates Fire Damage – Demolition Costs - £8,500 (LCPB Ward 21)
- (5) Network Rail/QTS Training Proposal - £10,000 (LCPB Anti-Poverty)
- (6) Methilhill Community Children’s Initiative (MCCI) – Assistance with Vandalism Costs - £6,900 (LCPB Anti-Poverty)
- (7) Green Skills Academy – River Leven/Silverburn Area Projects - £100,000 (LCPB Anti-Poverty)
- (8) Christmas Lighting Upgrade Leven High Street - £15,000 (CRF Budget)
- (9) Dog Exercise Area at Taylor Park, Methil - £8,500 (LCPB Ward 22)
- (10) Memorial Park, Methil Lighting - £20,000 (LCPB Ward 22)
- (11) Largo Library and Community Hub Heating Upgrade - £8,000 (CRF Budget)
- (12) Buckhaven Baptist Church Upgrade Work - £6,200 (LCPB Anti-Poverty)
- (13) Green Health Partnership – agreed that officers continue discussions with the applicant group
- (14) Development Worker for East Fife Community Football Club – agreed that officers continue discussions with the applicant group
- (15) Digital Inclusion Project YMCA – noted the postponement of consideration of this project until financial year 2024/25

Councillor David Alexander rejoined the meeting following consideration of the Largo Library item.

88. LEVEN COMMON GOOD FUND – APPLICATION FOR ASSISTANCE

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of a contribution of £10,000 from the Leven Common Good Fund in favour of Fife Employment Access Trust (FEAT) in line with the formal Common Good application previously distributed to elected members and Leven Community Council.

Decision

The committee agreed to a contribution of £10,000 from the Leven Common Good Fund to FEAT to assist with the larger Heart Mind and Soul project at Silverburn with a focus on the Flax Mill regeneration project.

89. LEVENMOUTH AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The committee:-

- (1) noted the Levenmouth Area Committee Forward Work Programme;
- (2) agreed that a report be submitted to a future meeting of the committee on a 20mph TRO at Methilhaven Road, Methil as agreed at para. 86 above;
and
- (3) agreed that members would advise the Convener of any additional items to be included on the Forward Work Programme within the remit of this committee which would be further updated as appropriate.

4 October 2023

Agenda Item No.4

Supporting the Levenmouth Local Community Plan – Justice Social Work (JSW) Welfare Support Worker

Report by: Paul Vaughan – Head of Communities and Neighbourhoods

Wards Affected: Ward 21, 22

Purpose

This report is to ask members to agree funding to employ a specialist welfare support worker based within the Levenmouth Justice Social Work (JSW) team – the expected cost for this 2-year test of change proposal will be £75,000. The funding for this will be drawn from the Local Community Planning (LCPB) Anti-Poverty fund.

Recommendation(s)

Members are asked to:

1. Agree full two-year funding for the role of a specialist welfare support worker, and that funding for this would be drawn from the LCPB Anti-poverty fund.
2. Note that this funding would be split over the following financial years – 2023/24 - £15,625, 2024/25 - £37,500 and 2025/26 - £21,875.

Resource Implications

This request will reduce the local community planning budget (Anti-poverty) by £15,625 in the current financial year, and by the amounts noted above in the subsequent financial years.

Agreement to this report would allow officers to set aside funding at the start of the financial years of 2024/25 and 2025/26 from the LCPB Anti-poverty fund and gives surety to the postholder and local partnership that the role is secured for the full 2-year period.

Legal & Risk Implications

There are no legal implications inherent in this report. The post will be advertised in accordance with the Fife Council recruitment policy and the successful candidate will have been judged as the most suitable for the role through a competitive process.

There is a budgetary risk element in committing expenditure in future financial years, however given the expected ongoing focus on anti-poverty work as a priority for the council and the need for this type of work to be funded, the risk is assessed as low.

Impact Assessment

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

This project will however specifically bring about a positive outcome for clients within the justice framework who have been shown to have issues dealing effectively with the welfare system.

Consultation

This proposal has come through discussion at the WRAP (Welfare Reform and Anti-Poverty) and People Groups for the Levenmouth area.

The approach is directly informed from lived experience scenarios relayed by those clients interacting with colleagues in the JSW team.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from the Area Committee before amounts over £5000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for funding from the LCPB (Anti-Poverty) fund for a total of £75,000 for a two-year post.
- 1.3 This new role is designed to provide proactive support to local people engaging with JSW with the aim of reducing reliance on crisis interventions and to build a preventative model of support which increases resilience and skills for those who engage with it.
- 1.4 This approach is a test of change and will provide additional support for clients alongside the core offer by JSW which aims to reduce reoffending rates. The role will also play a key role in upskilling current core JSW staff on welfare support work over the two-year test of change approach.
- 1.5 Recent experience of managing local hardship funds during the pandemic has shown that individuals liberated from custody tend to be referred at a point of crisis, this proposal will be built on an outreach and case management approach which will seek to mitigate the issues that lead to crisis for engaged clients.
- 1.6 This job role will be based on the current Welfare Support Assistant role and will attract a salary on the [FC6](#) scale – this encompasses SCP (Spinal Column Points) 17-22.

2.0 Issues and Options

- 2.1 The post will specifically look to:
- Provide guidance, information and practical interventions for people being liberated from custodial sentences.
 - Support those who are being managed in the community on Criminal Justice Orders such as Community Payback Orders who have multiple barriers to managing a resilient lifestyle.
- 2.2 The worker would be trained and supported to provide guidance, information, and practical interventions across a range of topics, including:
- Housing and homelessness
 - Benefits and income management
 - Linking people to appropriate community-based health and wellbeing support including Alcohol and Drug Partnership (ADP) services
 - Building sustainable links and referral routes with employability provision
 - Work to increase the capacity and skills for people to manage more sustainably and reduce instances of the need for crisis interventions which within this community can be cyclical.
- 2.3 The JSW Team have a primary objective to support people to reduce re-offending and undertake individualised one to one offence focussed work to achieve this.
- 2.4 JSW staff however often find themselves having to initially work to address crisis situations, taking the focus away from the core work of reducing re-offending. This is often undertaken in the absence of the knowledge required to navigate specialized welfare systems which are complex and require a degree of expertise.
- 2.5 Members will be aware that Welfare Support Assistants (WSA) are located within the local CLD (Community Learning & Development) Team and carry out high quality support work with general clients.
- 2.6 While recognising the CLD WSA role it is felt that individuals who are being supported by JSW require more ongoing case management support than the CLD role can offer. A Welfare Worker based within the JSW Team would enable both service users and staff to access specialist knowledge at the earliest point of contact.
- 2.7 This interlinked JSW resource will help to ensure that the referral route to specialist welfare advice, following on from the offence focused work is as short as possible, therefore minimising the potential for the client to miss this key support element.
- 2.8 This role will provide short and longer-term case management support to individuals as well as being a specialist point of contact in the team for the staff. The contact with staff is key in terms of the longer-term sustainability of this approach. The proposal is designed to support core JSW staff to gain in depth experience around welfare support work with a view to adapting their roles to meet this client need.
- 2.9 To give an understanding of the numbers of people this project could potentially reach it would be useful at this juncture to give an overview of the current JSW caseload:

- Our JSW team supports on average a caseload of around 150 individuals however these changes on weekly basis.
- The Throughcare team is supporting 9 people currently on licence with a further 8 planned releases in the next 3 months
- There are 7 individuals being supported by the Women's team in the area
- There are 7 people who have previously been looked after by the local authority
- There are 26 young people under 25 years old
- There are 45 people who have dependent children

- 2.10 From this breakdown, the potential positive impacts on children and young people are clear as well as being beneficial and impactful on the time JSW staff must dedicate on offence focussed work to mitigate re-offending. This supports the area strategy in providing a preventative anti-poverty approach which encompasses both targeted and more community-based provision.
- 2.11 The role will have the flexibility to continue to develop relationships with external support organisations such as Families Outside to ensure that there can be a tailoring of the broader support offered to clients depending on their current circumstances.
- 2.12 The worker will use a systematic approach to case management and recording impact ensuring the ability to record activities and outcomes as well as utilising a soft outcomes measurement tool. Colleagues are currently working with the developers of the Fife Online Referral Tracking (FORT) system to support this initiative, and ensure we have a reliable reporting system.
- 2.13 As part of the evaluation approach the worker will also take a pro-active approach to capture participant and staff feedback and observations. This ensures that we encompass a variety of means to understand this test of change and will be able to reflect and learn over the 2-year period, as part of the service redesign proposal.

3.0 Conclusions

- 3.1 This project aligns well with the stated aim contained within the Recovery and Renewal Plan 4 Fife around improving our approach to 'Tackling poverty and preventing crisis.
- 3.2 The project proposal has been shaped around the following key statement:
- 'We have estimated that most of our effort to address poverty in Fife is directed at dealing with crisis, which could have been prevented. Easier access to, and better design of, services could be a major factor in reducing crisis and helping people move out of poverty'*
- 3.3 Within Justice Social Work's own Service Plan 2023-2024 a key improvement priority is to further develop throughcare pre-release support around employability, tackling poverty and preventing crisis. This is based on an understanding that *'efforts to engage with partner agencies on a local level to improve the services offered to those in need is essential to reduce crisis'*

- 3.4 The proposal also aligns well with the Improvement Actions document which supports the key priorities within the current Levenmouth Local Community Plan notably through the Opportunities for All theme, by ensuring 'quick and simple access to advice for people who need support'.

List of Appendices

None

Background Papers

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

- Recovery and Renewal Plan 4 Fife 2021-2024 Update (August 2021) - https://www.fife.gov.uk/_data/assets/pdf_file/0024/340656/Recovery-and-Renewal-Plan-for-Fife-2021-24.pdf
- Fife Partnership Board – 17th August 2023 – Agenda Item 6, Pages 164-202 - https://www.fife.gov.uk/_data/assets/pdf_file/0023/505670/Agenda-and-Papers-for-Meeting-of-Fife-Partnership-Board-of-17-August-2023.pdf

Report Contact

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4 October 2023
Agenda Item No. 5

Supporting the Levenmouth Local Plan – Through the Gears, LCPB Funding Request.

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 21 & 22

Purpose

The purpose of this report is to seek agreement from the Area Committee for a contribution of £13,715 from the Local Community Planning Budget (LCPB) Anti-poverty fund for Levenmouth, towards the Through the Gears project.

Recommendation(s)

The Committee -

- is asked to agree a contribution of £13,715 from the LCPB Anti-poverty budget to fund the Through the Gears Anti-Social Behaviour (ASB) project approach.
- Note the provision is supported by the Improving Levenmouth Together partnership and will be provided by Kingdom off Road Motorcycle Club (KORMC) and Community Learning and Development colleagues.

Resource Implications

The proposal in front of members today will reduce the total available budget in the LCPB anti-poverty budget by £13,715.

As the work crosses a financial year end this would mean a commitment in 2023/24 of £9143.33 with the balance of £4571.66 being drawn from the 2024/25 budget.

There is sufficient funding available to meet this request in the current financial year and members can refer to the latest finance schedules for full details of current spend and unallocated budget.

Legal & Risk Implications

There are no legal implications inherent in this 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.

This project does however directly target groups of young people most distant from engaging with mainstream education.

Consultation

The proposal has been tested with the wider partnership network who have a focus on work with young people, and the issues of ASB in Levenmouth. Comments from the stakeholders, including the Improving Levenmouth Together group, have been supportive. The Police are a main stakeholder in terms of supporting this approach and feel that it sits well with their current focus on enforcement and allows an outlet for a diversionary framework to be used for individuals where it is more appropriate.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from the Area committee before amounts of over £5000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for funding from the LCPB Anti-poverty fund for £13,715.
- 1.3 In kind, match funding for the project will cover the cost of CEW and Youth Worker involvement, this totals £6467 for the planned duration of the project.
- 1.4 The Levenmouth area has consistently supported approaches that help to reduce the impact of ASB on its communities, this includes enhancing the resource available for enforcement purposes along with work to divert young people away from offending behaviour. This blended approach has produced reduced levels of complaints about ASB for several years.
- 1.4 Previous incarnations of this approach have proved successful on several fronts and evaluated well in terms of positive outcomes for participants.
- 1.5 In particular, feedback from teachers at Levenmouth Academy has shown specific benefits in helping young people back into mainstream education – a statement supporting this is shown below.

Levenmouth Academy Feedback

The young people participating in the support provided by Kingdom off Road and CLD (Community Learning & Development) all have very poor to no attendance and engagement in school, struggle with low confidence, self-esteem, have social and/or peer issues in school and/or in the community.

One young person DM who is now a second-year pupil has not attended or engaged with school since the beginning of first year. DM's only engagement with school is through the programme. DM has attended every session since the programme started in August 2022 and we are now starting to see some positive engagement from DM with school staff. DM is also starting to trust those adults who are trying support him. We are hopeful that with DM's continued participation, his confidence will grow and in turn his engagement and attendance in school will increase.

Another one of our most hard to reach young people DL is now in third year. Again, a similar situation as DM above. Many different plans have been created to support DL with his learning journey in school, however a more practical approach and a different learning environment has helped DL to make positive choices/changes to his attitude and how he interacts with school staff and peers.

Again, DL's only positive engagement in school is through the programme. DL has been working hard on his behaviour in school as he knows this is linked to his attendance on the programme.

AW attended the programme last year and is now participating in a leadership role this year. AW's attendance and engagement in school has improved immensely since last year. There has also been a positive change in AW's attitude and behaviour towards peers and staff.

2.0 Issues and Options

- 2.1 As noted above similar approaches to the project proposed today have run successfully in the area over the last few years. These approaches have benefitted from funding via the Cashback for Communities fund which recycles money recovered from the proceeds of crime and invests in activities that help deliver positive futures for young people.
- 2.2 The area has not been able to attract funding from Cashback this year, however it was agreed with the Police as a core partner in this approach to submit a request to local funds to perpetuate the project in the area.
- 2.3 The previous projects evaluated well in terms of outcomes for participants, and there is a full undertaking to evaluate the current proposal in the same way.
- 2.4 Members will be aware that this approach dovetails well with the currently funded police resource which has a specific focus on tackling issues around ASB largely involving motorbikes and quad bikes.
- 2.5 The project will work with several agencies who will refer into the programme, as previously noted the Police are a key partner and referrer, along with Levenmouth Academy, SFRS, Clued Up and Barnardo's.
- 2.6 Young people will be engaged around several themes during the programme including the dangers of illegal motorcycle use, fire-raising, drug and alcohol awareness etc. A key piece of learning from the programme will focus on the perspective of the victim

suffering from the impact of ASB, and the wider negative impact on the community caused by this behaviour.

- 2.7 The importance of highlighting the potential for harm both for the young person and others caused by involvement in ASB cannot be understated.
- 2.8 Activities available will include motorbike sessions under supervision, along with workshop sessions so a full appreciation of the workings and required maintenance for safe motorcycle use can be imparted. A range of outdoor learning sessions will also be built into the programme to maintain interest and provide variety. Classroom sessions with the Police, SFRS and our drug and alcohol partners will make up the rest of the package on offer.
- 2.9 The project will run from October 2023 through to June 2024, and it is expected that it will support up to 40 young individuals throughout that period,
- 2.10 There will be an opportunity for those participants who build a level of skill in using a motorbike to enter local and potentially national championships, accordingly this provision provides a unique opportunity for young people in the area to participate in events that they would not normally have been able access.

3.0 Conclusion

- 3.1 The application fits well with the agreed priorities contained within the Levenmouth Local Plan, specifically around the Thriving Places theme, which has a focus on reducing the incidents of ASB issues in the Levenmouth area.

List of Appendices

Appendix 1 - Case study on practices used to benefit participants of the Through the Gears approach.

Background Papers

Report Contact

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Appendix 1

The aim of this case study was to investigate the approaches employed by Kingdom Off-Road Motorcycle Club to determine if they are situated within a defined approach to youth work practice. To answer this, the instructors were interviewed and observed in practice to gather primary data regarding their approach. In addition, young people who participated in sessions took part in interviews to gather an insight into the individual experiences of the organisation. This allowed the articulation of the thoughts and perceptions of the clubs' participants, whilst delivering an insight into the outcomes met by individuals and collectively as an organisation.

An analysis of the observations presented codes that could align with similar occurrences within the interviews. A code generated from observations was 'Individual Learning Plan.' Amongst the practitioners, behaviours suggest that they attempt to utilise individually designed sessions to suit individual needs and wants. In an observation during a 'fix your bike night' a "worker conducts dialogue with YP prior to fixing bikes to identify what needs done and how the YP will tackle the situation." Examples of this during riding course sessions were "Worker and YP discuss previous experience and abilities and conduct crash course prior to engagement on bikes" and "worker takes YP off the track individually to go through development opportunities during riding." These themes suggest that the learning context and environment is set up based on the individual, their abilities, the tools available, and tasks at hand.

To draw attention to analysis of the interviews conducted with YP, there were noticeable connections in responses from recruits that could be related to the approach of practitioners. A code identified within this data analysis was 'Participative Learning Process.' When asked if they felt as if that have a voice and the ability to express your views at KOR, one YP stated "During coaching we are offered the choice of what we want to do... i.e., practice jumps or corners, fix 'carbs' (Carburettor) or brakes on our bikes etc." Another example is "Oh aye! – I get asked my opinion every day to make me better and make me think about what I am doing." Lastly, "The instructors spend time with me to talk about my learning and progress which allows me to have a say in how I progress, or which route I take with riding the different bikes." These shared experiences have presented the idea that YP play a role in the developmental process at KOR.

To draw attention to themes generated from the interviews with the YP, there are some that could be related to the role and behaviours of individuals within the organisation. When asked if they been able to better your skills and learn new things, one replied "Aye! I've learnt mechanical skills, riding skills, health and safety skills, and I can speak to more people now. More life skills and experiences really." When asked how KOR has changed how they view and participate in OR sports, one said "Well before we use to fire about the parks and woods whereas now, I would rather just wait until I get to track so I know I am safe, and I won't hurt or endanger anyone else while I have fun". The themes presented would indicate that the behaviours of the practitioners are having beneficial effects on the YP.

4 October 2023

Agenda Item No. 6

Supporting the Levenmouth Local Community Plan – Stay Active Programme – Local Community Planning Budget Anti-Poverty.

Report by: Paul Vaughan – Head of Communities and Neighbourhoods

Wards Affected: Ward 21, 22

Purpose

The purpose of this report is to seek agreement from members to contribute £19,954.40 from the Levenmouth Local Community Planning Budget (LCPB) Anti-poverty fund to support the proposal for a Stay Active programme in Levenmouth.

Recommendation(s)

Members are asked to:

- Agree the request for funding of £19,954.40 to support the Stay Active programme which would be taken from the Levenmouth LCPB Anti-Poverty fund.

Resource Implications

This request will reduce the LCPB Anti-Poverty fund by £19,954,40. It is confirmed that there is sufficient budget available to cover this expenditure and members can refer to the latest finance schedules for full details of current spend and unallocated budget.

Legal & Risk Implications

There are no legal or risk implications inherent in this report.
All activities undertaken in this programme will be risk assessed and carried out under appropriate supervision.
Appropriate clothing and footwear will be provided for participants that require it.

Impact Assessment

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

This proposal is aimed at breaking down the barriers to participation in physical and sporting activity which has been identified as a particular concern in the Levenmouth area. This provision provides a model to mitigate that primary concern and funding for equipment and clothing is shown in the financial breakdown at para 2.11.

Consultation

Consultation has taken place with a range of stakeholders including internally via an Active Schools survey, with Education Service, the Active Communities partnership (CLD and NHS), partners within the Methil/Methilhill sports and activity project, also directly with young people within Levenmouth Academy, and a parental survey.

1.0 Background

- 1.1 The criteria for spend from the LCPB requires authorisation from the Area Committee, before amounts of over £5000 can be committed.
- 1.2 This report is to seek agreement from the Area Committee for funding from the LCPB for £19,954.40.
- 1.3 Levenmouth has long championed the improvements of green and play space in the area to facilitate higher levels of physical activity, this has seen significant investment in infrastructure which remains a key priority for elected members.
- 1.4 Current large scale investment proposals in active travel opportunities further underlines the desire to see opportunities available to local people to undertake physical activity as a way of improving health outcomes in Levenmouth, both in terms of physical and mental wellbeing.
- 1.5 This project dovetails with this investment by directly supporting young people and families into active participation.

2.0 Issues and Options

- 2.1 Active Fife are proposing a new program “Stay Active” an approach to saturate the area of Levenmouth, specifically Buckhaven& Methilhill, Leven Kennoway/Windygates and the Wemyss with physical activity, health and wellbeing workshops and including leadership opportunities. The sessions would be provided on a pay what you can basis and offer a bridge between free/subsidised sessions and mainstream club or community provisions.
- 2.2 The program would run over a 24-week period for two one-hour sessions across the school term time in four locations. Alongside this Stay Active would provide two weeklong holiday camp provisions in each of the locations across the year ensuring continuity of activity provision for local participants.

- 2.3 All sessions will be led by a paid instructor and be supported by local volunteers and young people. An additional outcome of this approach is that Stay Active will provide training and experiential opportunities for individuals within the Active Fife leadership pathway and with newly recruited volunteers from the Levenmouth area. This will help to build both the confidence of the individuals to try something new, as well as impart transferrable skills that could potentially support them in the search for employment.
- 2.4 Through consultation with Education Service inactive pupils will be identified who are facing barriers to participation in physical activity. While there will be several reasons some young people do not participate in activity, the issue of financial barriers is consistently raised as a primary concern. The provision of equipment and clothing to those who require it is a key element to removing that anxiety for a young person.
- 2.5 The sessions will reduce barriers whilst building skills and competencies. This will offer opportunities in creating relationships through sport and physical activity, we will identify and help support the reduction of barriers to assist in a full transitioning to a local sports club and/or community group.
- 2.6 The associated benefits of this proposal will offer more affordable sport and physical activity opportunities for young people in the Levenmouth area. The program will supplement existing opportunities available locally and will additionally help direct people to services for families and other relevant support as appropriate.
- 2.7 The sessions will be hosted in local halls and centres which will encourage more use of local community facilities. The plan will develop skills of the participants to build fitness, confidence and self-esteem and steer individuals to transition to local clubs and community sessions.
- 2.8 The programme will interact with 160 children every week over the extent of the provision through to May 2024.
- 2.9 The paid coach will be supported by 5 young leaders and 3 volunteers per session , this will result in 32 volunteer and capacity building opportunities over the whole programme.
- 2.10 There will also be a degree of food provision made available during the sessions , and families will be encouraged to participate in support of the young participants. Bringing families into the provision will also provide the opportunity to promote other activities across all age ranges.
- 2.11 The main costs for the programme are noted below:

Cost Breakdown

24 weeks Term time two hours delivery across four locations

1 x AS instructors £18.91PH over 8hours PW £3,630.40

8 holiday camps per year across four locations

1 x AS instructors £18.91PH over 20 hours PW £3,025.60

Weeks Hall Hire 24x2x£33 across four locations £1,584.00

8 Weeks holiday camps across four locations hall hire £4,000.00

Equipment £1000

Clothing and transport for participants with a barrier through poverty £1500

Food provisions during holiday camps 8x100x£3.20 £2600

Media and promotional materials £350

Training costs for all volunteers-

Child Protection £400

First Aid £600

Sport Scotland coaching children registration £250

National Governing Body (NGB) Qualification in Coaching - Level 1 for each participant
£2270

Total: £19,954.40

3.0 Conclusions

- 3.1 This proposal fully aligns with the core objectives of the Levenmouth Local Community Plan, notably within the Opportunities for All theme, which highlights the need to promote and support better health outcomes in Levenmouth.

List of Appendices

None

Background Papers

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

Report Contact

Author Name David Paterson
Author's Job Title Community Manager - Levenmouth
Email [-david.paterson@fife.gov.uk](mailto:david.paterson@fife.gov.uk)

Date 4 October 2023

Agenda Item No.7

Property Transactions

Report by: Alan Paul, Head of Property Services

Wards Affected: 21 and 22

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Acquisitions

2.1.1 68 Swan Court, Methil

Date of Acquisition: 4 August 2023
Price: £81,900
Seller: Marion Ferguson Thorburn

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

Author Name Michael I McArdle
Author's Job Title Lead Professional
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4 October 2023

Agenda Item No.8

Levenmouth Area Committee Workplan

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

Wards Affected: 21 and 22

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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

Levenmouth Area Committee of 22 November 2023			
Title	Service(s)	Contact(s)	Comments
Complaints Update Report	Customer Services Improvement Service	David Thomson-CRM	
Local Area Profiles - Levenmouth approach	Business and Employability	Gordon Mole	
Bereavement Services Cemetery Strategy	Property Services	Liz Murphy	
On Fife Levenmouth Activity update'	Communities and Neighbourhoods Service	David Paterson	
TRO - Proposed 20mph Methilhaven Road, Methil	Roads & Transportation	Lesley Craig, Eva Martinez	
'Christie Park- Play Area Improvement, CRF Funding Request"	Communities and Neighbourhoods Service	David Paterson	
Fife Heritage Railway - Workshop Canopy Funding Request - CRF	Communities and Neighbourhoods Service	David Paterson	
Police Funding Request - Anti Poverty	Communities and Neighbourhoods Service	David Paterson	
LCPB - Lilac Bank	Communities and Neighbourhoods Service	David Paterson	
LCPB - Greig Park	Communities and Neighbourhoods Service	David Paterson	
Common Good Annual Report	Communities and Neighbourhoods Service	Eleanor Hodgson, David Paterson	

Levenmouth Area Committee of 24 January 2024			
Title	Service(s)	Contact(s)	Comments
Area Housing Plan Update 2023	Housing Services	Peter Nicol	

Levenmouth Area Committee of 20 March 2024			
Title	Service(s)	Contact(s)	Comments
Pupil Equity Fund	Education and Children's Services	Zoe Thomson	
2024-25 Area Roads Programme	Roads & Transportation	Lesley Craig, Paul Hocking	
Local Area Economic Profiles	Business and Employability	Peter Corbett	
Health & Social Care Locality Report - 6 monthly updates	Health & Social Care	Jaqui Stringer	
Common Good Fund (Standing Item)	Communities and Neighbourhoods Service		
Levenmouth Local Community Plan - Progress Report 2023/24	Communities and Neighbourhoods Service	David Paterson	

Levenmouth Area Committee of 15 May 2024			
Title	Service(s)	Contact(s)	Comments
Grounds Maintenance Service Domestic Waste and Street Cleansing Service Annual Review	Environment & Building Operations (AT&E)	Scott Clelland, Alexander Anderson-Es	
School Attainment and Achievement Report	Education and Children's Services	Shelagh McLean	
Safer Communities Team Update Report	Communities and Neighbourhoods Service	Liz Watson-SC	
Operational and Community Briefing on Policing Activities within Levenmouth	Police Scotland	Matthew Spencer	
Area Housing Plan Update 2024	Housing Services	Peter Nicol	
Health & Social Care Locality Report - 6 monthly update	Health and Social Care	Jacque Stringer-fc	
Common Goods Fund (Standing Item)	Communities	David Paterson	

Levenmouth Area Committee of 15 May 2024			
Title	Service(s)	Contact(s)	Comments
Scottish Fire and Rescue Service Local Plan Annual Performance Report	Scottish Fire & Rescue Service		

Unallocated			
Title	Service(s)	Contact(s)	Comments
Sport Scotland Targeted Approach- Levenmouth- Anti Poverty Funding to Remove Barriers to Individual Access	Communities and Neighbourhoods Service	David Paterson	
Community Renewal Project Proposals - Update and Current Spend Profile	Communities and Neighbourhoods Service	David Paterson	
Water supply for Buckhaven Growing Space; plus offgrid ideas	Communities and Neighbourhoods Service	David Paterson	
Common Goods Fund (Standing Item)	Communities	David Paterson	
the establishment of and funding for a Petanque club at Scoonie Bowling Green	Communities and Neighbourhoods Service	David Paterson	
preparations for Letham Glen Centenary (2025).	Communities and Neighbourhoods Service	David Paterson	
Complaints Update Report	Customer and Online Services	David Thomson-CRM, Diarmuid Cotter	
Area Roads Programme - Final Report for 2023/24	Roads & Transportation	Paul Hocking	