

Due to Scottish Government guidance relating to Covid-19, this meeting will be held remotely

Tuesday, 20 October, 2020 - 2.00 pm

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AGENDA

Page Nos.

1. **APOLOGIES**
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 Kirkcaldy Area Committee of 8 September 2020. 5 - 7
4. **NOTICE OF MOTION** - In terms of Standing Order No. 8.1(1), the following notice of motion has been submitted:-

Kirkcaldy Area Committee agree to the development of a new Kirkcaldy Town Centre strategy which captures in one place the various strands of activity which have developed in recent years.

We also agree to directly fund a member of staff dedicated to this work stream both in terms of coordinating and enabling delivery. We believe this officer should be funded using the former Area budget allocation to Kdy4All which ceased trading in March 2020.

We believe:

- Town centres will no longer be based on large national retailers.
- Communities still need a focal point where people can come together for a range of purposes, social, economic, cultural, leisure etc. and the town centre should continue to perform that function.
- The town centre should be the focus and the critical mass to provide activities, facilities and services for a wide community that would not be viable or for other reasons cannot be provided at a more local neighbourhood level.
- Our consultations confirm that people need to be attracted by the offering in the town centre when it is no longer a hub for major retailers.
- The restrictions necessary around Covid19 will continue to adversely affect activities in and around the town centre in the short to medium term.
- The overall aim is to create a vibrant and viable town centre that is sustainable over the long term as a focus for social, economic, cultural and leisure activity.

We agree that there are strong supporting documents like the Town Centre Framework 2015 which remain relevant but need updated and provide a platform for this piece of work.

The/

The Committee agree that the following five pillars are a foundation for progress but not exclusively:

**1. Town Centre Housing**

A comprehensive town centre housing strategy is required to provide more housing so that more people will live in and around the town centre and make use of its facilities, and so that existing housing is seen as attractive and desirable, encouraging people to invest in it.

**2. Retail Offering**

The retail offering in the town centre can no longer be based on major retail anchor stores and has to take account of the growth in on-line shopping. The growth of small specialist shops in our town centre has been significant. Supporting them with an on line platform (Shopappy Kirkcaldy) is one example of how new thinking and activity can help the overall economic wellbeing of businesses. Browsing and ordering online from local High Street businesses and in some cases going to the shop to collect is working. This needs to be supported by appropriate approaches to rent, rates and the provision of suitable premises and we should view empty units as opportunities not lost causes.

**3. Activities and Events**

This was highlighted as an area with growth potential to increase footfall. We have established venues like the Leisure Centre, Kirkcaldy Galleries and Adam Smith Theatre and King Live lounge plus our many restaurants and bars. Regular events such as the Artisan's Market. Farmers Market and the Beach Highland Games increase footfall and these are areas of growth potential. The Waterfront also provides opportunities for informal leisure and recreation but has far more potential than has currently been realised.

**4. Environment**

Encouraging people to visit the town centre requires an attractive environment that provides the appropriate physical capacity to accommodate the activities and facilities that will draw people in, be that housing, appropriate retail space or space for formal or informal activities and events. Much has been done to improve the physical environment over the years and that work is continuing with remodelling of the Postings steps and the Esplanade roadway, and this needs to continue to be tied in closely with the other elements of the strategy.

**5. Accessibility**

Finally, if people are to be encouraged to visit the town centre then it has to be accessible. Being easily accessible on its own isn't enough. When we help create reasons for people to visit the town centre getting there and being there must be safe, welcoming and accessible.

Accessibility must encompass public transport and active travel access, but car parking pricing and more importantly availability and appropriateness of car parking provision are central to accessibility.

Lack of appropriate car parking for the Leisure Centre for instance puts it at a competitive disadvantage compared to local private gyms that have free surface car parking beside their premises. This is made worse by the Covid restrictions which mean changing facilities cannot be used.

The Area Committee believe progress of a Town Centre strategy requires to be community led and acknowledge the Council cannot itself deliver all these elements of the strategy.

We welcome the establishment of Love Oor Lang Toun as a new Community Interest Company looking to galvanise and enable town centre development and activity.

We commit to supporting these five pillars of focus and acknowledge the Council has a key leadership role in bringing people together around this strategy and does have key levers that it can use to help implement the strategy in terms of infrastructure and environmental improvement, planning conditions, housing, parking etc.

We agree that the next steps should be to:

1. Agree and start to build consensus around this strategy;
2. Begin the development of a practical action plan to implement each element of the strategy, not in isolation but as a holistic approach recognising the interconnection of each element – building on and drawing together all the work that is already happening or is planned;
3. Appoint an officer dedicated to implementing this workstream;
4. Establish some form of delivery vehicle or task group that will provide a clear focus for this work and that will have an oversight of the whole strategy and the ability to push forward on the action required to implement it.

Proposed by Councillor David Ross  
Seconded by Councillor Neil Crooks

#### ITEMS FOR DETERMINATION

- |    |  |         |
|----|--|---------|
| 5. | <b>PLACEMAKING &amp; CAR PARKING OPTIONS REVIEW</b> - Report by the Head of Assets, Transportation and Environment                     | 8 - 20  |
| 6. | <b>SUPPORTING THE LOCAL COMMUNITY PLAN - KIRKCALDY AREA LOCAL BUDGETS 2020/21</b> - Report by the Head of Communities & Neighbourhoods | 21 - 24 |

#### ITEMS FOR SCRUTINY/MONITORING

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| 7.  | <b>SAFER COMMUNITIES TEAM UPDATE</b> - Report by the Head of Housing Services  | 25 - 41 |
| 8.  | <b>OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN KIRKCALDY AREA</b> - Report by the Community Inspector, Kirkcaldy & Burntisland Wards. | 42 - 53 |
| 9.  | <b>SCOTTISH FIRE AND RESCUE SERVICE - KIRKCALDY AREA ANNUAL PERFORMANCE REPORT</b> - Report by the Station Commander, Kirkcaldy.             | 54 - 78 |
| 10. | <b>AREA HOUSING PLAN UPDATE</b> - Report by the Head of Housing Services   | 79 - 86 |

#### ITEMS FOR INFORMATION

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| 11. | <b>KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME</b> | 87 - 88 |
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**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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13 October, 2020

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**THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – REMOTE MEETING**

**8th September, 2020.**

**2.00 p.m. – 2.55 p.m.**

**PRESENT:** Councillors Carol Lindsay (Convener), Lesley Backhouse, Alistair Cameron, Ian Cameron, Rod Cavanagh, Judy Hamilton, Zoe Hisbent, Gordon Langlands, Kathleen Leslie, David Ross and Richard Watt.

**ATTENDING:** Phil Clarke, Lead Consultant, Traffic Management (South Fife) and Neil Watson, Lead Consultant (Roads and Lighting Asset Management), Assets, Transportation and Environment; Donald Grant, Community Manager (Kirkcaldy) and Laura Mackean, Policy Officer, Community Investment Team, Communities and Neighbourhoods Service; David Thomson, Customer Experience Lead Officer/SPSO Liaison Officer, Customer and Online Services; and Michelle McDermott, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

**APOLOGY FOR** Councillor Neil Crooks.

**ABSENCE:**

**218. DECLARATIONS OF INTEREST**

**Decision**

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

**219. MINUTE**

The Committee considered the minute of the meeting of the Kirkcaldy Area Committee of 3rd March, 2020.

**Decision**

The Committee approved the minute.

**220. PROPOSED WAITING RESTRICTION AMENDMENTS AND ONE WAY SYSTEM: WEST PRIMARY SCHOOL, KIRKCALDY**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking agreement for alterations to waiting restrictions on roads surrounding West Primary School and to introduce a one-way system on Methven Road, Kirkcaldy.

**Decision**

The Committee, in the interests of road safety:-

(1) agreed to the promotion of a Traffic Regulation Order to amend the restrictions as detailed in Drawing No. TRO/20/14a, with all ancillary procedures;

(2)/

- (2) agreed to the promotion of a Traffic Regulation Order to introduce a one-way system as detailed in Drawing No. TRO/20/14b with all ancillary procedures; and
- (3) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**221. PROPOSED PART TIME 20MPH SPEED LIMIT ORDER EXTENSION: DUNNIKIER WAY, KIRKCALDY**

The Committee considered a report by the Head of Assets, Transportation and Environment seeking agreement to extend the part-time 20 mph speed limit on Dunnikier Way, Kirkcaldy.

**Decision**

The Committee, in the interests of road safety:-

- (1) agreed to the promotion of a Traffic Regulation Order to extend the speed limit as detailed in Drawing No. TRO/20/18, with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

**222. KIRKCALDY COMMON GOOD - APPLICATION FOR ASSISTANCE: KIRKCALDY COMMUNITY RADIO**

The Committee considered a report by the Head of Communities and Neighbourhoods Service seeking an award of funding from the Kirkcaldy Common Good Fund to Kirkcaldy Community Radio.

**Decision**

The Committee agreed to award £4,000 from the Kirkcaldy Common Good Fund to Kirkcaldy Community Radio to assist with the costs of renewing the hardware and necessary licences.

**223. AREA ROADS PROGRAMME 2019-2020 - FINAL REPORT**

The Committee considered a report by the Head of Assets, Transportation and Environment advising on the delivery of the 2019-20 Area Roads Programme.

**Decision**

The Committee noted the contents of the report.

**224. COMPLAINTS UPDATE**

The Committee considered a report by the Executive Director (Communities) providing an overview of complaints received relating to the Kirkcaldy area for the period 1st April, 2019 to 31st March, 2020.

**Decision/**

**Decision**

The Committee noted the contents of the report.

**225. PROPERTY TRANSACTIONS**

**Decision**

The Committee noted the contents of a report by the Head of Assets, Transportation and Environment advising on action taken under delegated powers in relation to property transactions in the Kirkcaldy area.

**226. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME**

**Decision**

The Committee noted the contents of the Kirkcaldy Area Committee Forward Work Programme 2020.

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## Placemaking and Car Parking Options Review

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Report by: Ken Gourlay, Head of Assets, Transportation and Environment

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Wards Affected: 9, 10, 11, 12

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### Purpose

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The purpose of this report is to agree the outcomes from the Placemaking and Car Parking Options Review for Kirkcaldy and agree the use of the £28,000 allocated to the Area Committee for devolved parking trials.

### Recommendation(s)

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It is recommended that Committee agree to:

1. The outcomes of the Placemaking and Car Parking Options Review for Kirkcaldy, and that these recommendations be presented to the Economy, Tourism, Strategic Planning and Transportation Sub-Committee as part of the considerations for devolved car parking.
2. Support the ongoing suspension of parking charges in The Postings Car Park up to and including the 3<sup>rd</sup> January 2021, through the £28,000 funding allocated to KAC as part of the devolved car parking trial.

### Resource Implications

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The outcomes from the Placemaking and Car Parking Options Review have not as yet been subject to detailed business case assessment and some involve complex issues. In terms of the desire to dispose of the multi-storey car parks, this has significant financial and planning implications which would require further, more detailed discussions.

In terms of the financial impact of the Covid pandemic, the Car Parking Account is predicted to under-recover by circa £3m and Roads and Transportation Services is being challenged to mitigate the gap as much as possible and reduce costs.

The £28,000 funding allocated to Kirkcaldy is sufficient to continue the suspension of parking charges at The Postings Car Park until the 3<sup>rd</sup> January 2021.

### Legal & Risk Implications

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As a result of the impacts of the Covid pandemic, the way people travel, and access towns and facilities has changed greatly. The financial implications of these impacts are being monitored and the full extent of the impact can only be determined over time. It must be borne in mind that all the proposals and financial considerations within the review were based on pre-Covid data and information and it is probable that the impacts to Fife and its main retail centres and towns is likely to change in the short to medium term post-Covid.

In accordance with The Road Traffic Regulation Act 1984 Fife Council is required to keep a single parking account with any surplus income used to maintain parking or roads related infrastructure or provide public transport services.



## Impact Assessment

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An EqlA has not been completed as this report does not propose a change or revision to existing policies and practices at this time.

## Consultation

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Extensive consultation has been undertaken in relation to the Placemaking and Car Parking Options Review, including public, stakeholder and member consultation and workshops. Summary dates and details of the parking consultations are contained within Appendix 1.

Business and Employability, Finance, and Communities and Neighbourhoods were consulted in the development of this report.

## 1.0 Background

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### 1.1 Placemaking and Car Parking Options Review

- 1.1.1 At the Economy, Tourism, Strategic Planning and Transportation Committee on 15<sup>th</sup> November 2018 (section 60) it was agreed that:

*“Kirkcaldy be used as a pilot area to carry out an Area Place Making and Car Parking Options Review, and that a final report on the review be brought back to the Committee for consideration, including consideration of future governance arrangement, financial protocols and resource requirements for Fife-wide use.”*

Delivering car parking at the local area committee level is aligned with the aim of empowering local communities. Due to the complex nature of car park provision and associated risks involved, a trial was to be undertaken in the Kirkcaldy Area. This would allow devolved parking to be tested, helping identify the opportunities and challenges it presents.

The key areas associated with devolved parking include:

- Management of existing parking infrastructure
- Legal requirements
- Existing income (aggregated to a committee area level)
- Fife Car Parking Strategy (inc. Area Parking Plans)
- Financial Management
- Governance arrangements

- 1.1.2 Engagement between officers and members started on 3<sup>rd</sup> April 2019 with the Area Community Manager tasked with chairing discussions to facilitate coordination of service input and ensure an area led approach. This helped ensure discussions around car parking were aligned with the broader Placemaking work.

- 1.1.3 Prior to this initial meeting, to help inform discussions, a full financial assessment of the parking account for the Kirkcaldy Area was undertaken by Finance. This assessment, which was based on financial year 2017/18, confirmed:

- Parking provision within Kirkcaldy cost £926,934
- Total income within Kirkcaldy Area was £860,617
- There is an overall net deficit of £66,317.

1.1.4 In addition to the financial exercise, information was compiled and discussed, including:

- Parking capacity and occupancy figures
- Costs associated with infrastructure, management and enforcement of parking in the Kirkcaldy Area
- Information on existing permit schemes, season tickets and local issues
- Background information on legislation, enforcement operations and infrastructure

1.1.5 Members were keen to focus on regenerating the town but recognised the requirement to maintain or improve the net financial position of the parking account. This required any costs associated with new initiatives to be offset by savings or new revenue generation. Additional information on these discussions, alongside a public consultation, can be found in Appendix 1.

## **1.2 Placemaking Community Engagement**

1.2.1 A multi-service place-making group was established in 2019 with the aim of developing new approaches and projects with external partners. This picked up on previous consultation work within Kirkcaldy, including the 2015 Town Centre Design and Development Framework.

The community are at the heart of this approach with the ambition to develop an inclusive and inter-generational place, where people want to be, to spend time, to promote and to invest.

During late 2019, 165 people took part in the Kirkcaldy online place standard consultation and workshops. This has provided a baseline of people's perceptions of the town centre and identified the areas where the community perceive a need for improvement and the areas where the town performs well.

Of the 14 themes used in the place standard, the lowest scoring aspects with the greatest need for improvement were identified as: Influence and sense of control on town centre matters (44%); traffic and parking in the town centre (41%); and care and maintenance of the town centre (39%). The aspects in which Kirkcaldy performed relatively well with the least improvement needed were the natural space within the town centre (39%); the public transport serving the town centre (21%); and the feeling of safety when visiting the town centre (18%).

Current Placemaking activity is enabling the town centre to develop a broad range of functions and experiences including enterprise, living, learning, heritage, culture, leisure, health and wellbeing.

The Placemaking work in Kirkcaldy provides a golden thread linking local aspirations and ideas to desired outcomes within the area and strategic priorities identified within the Plan 4 Fife and the Mid Fife Economic Action Plan. It also provides a focus for services to work collaboratively towards a common goal, driven by the "interest of place", therefore it is critical that the devolved parking trial was closely aligned to this.

- 1.2.2 The Placemaking consultation work enabled the people of Kirkcaldy to provide ideas for exploration. Some of the themes which developed have fed into initiatives, such as:

Public Feedback	Outcomes
Kirkcaldy doesn't make the most of the sea views/access.	Waterfront project currently being delivered alongside 'wynds and closes' improvement programme to better link the High Street to the waterfront ensuring connections are attractive and active. Viewing platforms are being installed at the waterfront, alongside new crossing points and enhanced lighting.
Concerns around the condition of buildings and spaces in the Town Centre.	Shop-front grant schemes provided to local businesses. Acquisitions and redevelopment of buildings and land (Co-Op gap site & former Furniture World). Postings steps improvement work including visual enhancements with murals.
High Street would benefit from additional residential properties.	Upper floor conversion grants and assistance for existing properties. Co-Op gap site development which will provide a mix of residential and commercial space.
Dilapidation and personal safety.	Improvement programmes to give prominence to key gateways into the town centre at West End, East End and Waterfront are being developed and delivered in partnership with businesses and the community. Wynds and Closes as connections throughout the town centre are part of an improvement programme which will see new lightening and streetscape improvements to help to improve connectivity, activation and security of these spaces.
Disappointing retail offering.	Working with small independent traders to get them established and sustained in the High Street. Partnership working with Adam Smith Global Foundation in development of the Enlightenments project.

- 1.2.3 Further examples of the work developing from the consultation is summarised in Appendix 3.

### 1.3 Devolved Car Parking Trial Funding

- 1.3.1 On 21<sup>st</sup> February 2019, the Council approved the revenue budget for 2019/20 which included the following:

*'In line with the Joint Administration's commitment to decentralising control over local parking to Area Committees, so that local solutions can be developed according to local circumstances, £100,000 will be invested to facilitate this process of decentralisation, given each Area Committee a degree of flexibility in how it approaches charging, enforcement and maintenance issues in their area'*

Based on the relative level of parking provision across the 7 Areas, Kirkcaldy Area was allocated £28,000.

- 1.3.2 In 2019/20 the funding was used to provide:

- Free parking in Kirkcaldy on Sundays (between 23 February and 29 March 2020)
- Reduced-price season tickets for Kirkcaldy (from October 2019 to April 2020)

## 2.0 Issues and Options

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### 2.1 Covid Pandemic

From 9<sup>th</sup> April 2020 to 3<sup>rd</sup> August 2020, parking charges and restrictions were suspended across Fife in response to the Covid pandemic. As the country moved into Phase 3 of the Scottish Governments Route Map, parking demand increased and charges were reintroduced from 3<sup>rd</sup> August to properly manage parking throughout Fife.

In recognition of the particularly difficult economic conditions facing Kirkcaldy, Executive Delegated Powers were given to extend the suspension of parking charges in The Postings car park until 1 November 2020 to allow officers to work with members of the Kirkcaldy Area Committee to consider appropriate support measures going forward using the £28,000 funding allocated for devolved parking measures.

The pandemic has proved challenging for both national and independent businesses in Kirkcaldy. Business Support Fund grants for eligible properties were delivered through Fife Council, with a higher level of support for eligible retail, hospitality and leisure businesses. However, continued lower footfall and further restrictions on trading will continue to have a short term impact on business viability.

It should be noted that the Covid pandemic has had a significant impact on the levels of income and expenditure for the Council and the management of car parking. The full extent of the financial impact is still being determined and the timescale to return to normal pre-Covid conditions is still uncertain as is the likely economic impact to communities and businesses.

### 2.2 Placemaking and Car Parking Options Review

- 2.2.1 Feedback from the place-standard consultation alongside continuing conversations around town centre development with community planning partners was considered alongside the emerging car parking occupancy trend and provision in Kirkcaldy.

From the review, overall demand for parking within the town was on average 33%. Whilst some parking areas were busy, others had significantly lower levels of demand but continue to attract costs.

Feedback indicated that there is demand for widescale free parking in the town centre, however this ambition cannot be achieved given the costs involved to provide parking (outlined at 1.1.3). The consultation event in late 2019 aimed to provide the public with a clear picture of the challenges facing the town.

This consultation highlighted that place-based alterations to the car parking offering could help support regeneration and footfall within the town centre through a variety of measures.

- 2.2.2 Summary of key parking issues highlighted for Kirkcaldy.

From consultation with Councillors, the public and stakeholders the main areas of concern within the town relating to the Placemaking and Car Parking Options Review were highlighted as the:

- Financial deficit within the parking account for Kirkcaldy (£66,317 in 2017/18).
- Low level of parking occupancy within the town centre car parks (average 33%)

- High level of parking demand at the Railway Station car parks and the significant expenditure costs associated with these facilities
- High level of Non-Domestic Rates associated with the two multi storey car parks, the relatively low level of parking demand and their potential to offer development opportunities within the town
- Negative public perception of the appearance of the multi storey car parks
- Perceived high cost of parking charges relative to the level of retail offering and competing centres
- Extent of the Residents Parking Scheme in the town and the costs associated with providing this free scheme

2.2.3 Kirkcaldy Area Committee hope to benefit from devolved parking through greater control of assets and their management. Throughout the consultation there have been various ideas considered. This presented an opportunity for members to better understand the complexities which exist with managing parking in the area.

The opportunity to tailor the parking offering to meet the needs of local people is key to the aspirations of the Committee. However, this process has brought to light some of the challenges and barriers which exist and the need for whole place solutions to balance the needs and support key groups of town centre users including visitors, workers and residents.

A key driver has been encouraging social connections and economic growth within the town. Closer partnership working between Councillors, Roads & Transportation Service, Economy, Tourism & Town Centres, the Kirkcaldy Ambitions Partnership and others has helped ensure that stakeholders are clear on the part they play in helping Kirkcaldy evolve and become more resilient and innovative, enhanced by working together for a common goal.

2.2.4 In response to these issues and in consideration of the wider Placemaking and town centre focus, consultees and members identified the following key outcomes from the review:

- Disposal of the multi-storey car parks
- Introduction of parking charges at the railway station car parks
- Introduce a reduced price season tickets for Kirkcaldy
- Free parking after 3pm
- Reinstate free parking on Sundays

In addition, there are aspirations to investigate an area wide review of parking charges, standardising tariffs to make them easier for customers to understand and to encourage longer stays. This is something which Members would like to explore further should parking be devolved.

2.2.5 Changes to the parking regime require analysis both in terms of their financial impact and the potential impact on service provision. Some changes require an amendment to Traffic Regulations Orders, involving Committee approval and a formal legal process. These requirements, along with the resources required to implement changes, mean that it isn't possible to fully explore and test options within a short timescale. In addition, some areas for consideration require wider approval beyond the scope of the Area Committee.

## 2.3 Review of Key Considerations

The following are some of the considerations in assessing the suitability of devolved parking:

**Management of Parking Infrastructure** - Parking Infrastructure is centrally managed to ensure that available funding is directed towards the area of greatest need. The small budget available, if split into seven areas, would not be sufficient to fund larger car park maintenance schemes.

**Legal Requirements** - There is a legal requirement within The Road Traffic Regulation Act 1984 for Fife Council to hold a single parking account with any excess income from parking charges and fines ring-fenced. This will be a challenge for devolved parking with all budgets and income having to be fed into the single account.

There can be changes to parking legislation which must be followed by Local Authorities, including annual reports on parking performance. There will be an ongoing need to continue to meet these emerging requirements throughout Fife.

**Financial implications** - The requirement to ensure the budget is balanced under a devolved arrangement would require further consideration of the options available should responsibility and decision making move away from Roads & Transportation Services. Any changes proposed would have to fully consider the financial impact on the parking account, with mitigation measures put in place to address any loss in revenue or increased expenditure.

Many external factors influence the parking income, which is currently managed through balancing the Fife-wide parking budget, or through the Roads & Transportation Services overall service budget. Under a devolved arrangement, the financial impact of any increasing area deficit would need to be fully assessed to determine how this would be funded.

**Fife Car Parking Strategy** – The current strategy has been developed to ensure a consistent approach across Fife which can be easily understood by the public. There is a need to ensure a level of consistency throughout Fife to avoid negatively influencing driver behaviour, to continue to support carbon reduction and to encourage sustainable travel. A single cohesive approach is required to take full advantage of the influence that properly managed parking can provide in achieving these aims.

**Governance arrangements** – For the Kirkcaldy trial the main pool of resources was provided by Roads & Transportation Service. This arrangement conflicted with existing workstreams, putting pressure on resources.

Additional resources would be required to manage this area of work, with Roads & Transportation Service focussing on their core operational requirements and providing support to each of the seven areas, where required. The funding for additional resources could potentially come from the parking account, however this would further increase pressure on the budget and reduce service provision.

Formal arrangements would need to be drawn up to establish a clear split of roles and responsibilities between Roads & Transportation Service and any devolved arrangement, along with governance arrangements for implementing any changes.

## 2.4 Devolved Car Parking Trial Funding

On 23 September 2020, a MS Teams meeting was held with members of the Kirkcaldy Area Committee and verbal support was given to fund the continued suspension of charges at The Postings car park up to and including 3<sup>rd</sup> January 2021 using the £28,000 allocated to Kirkcaldy.

## 3.0 Conclusions

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- 3.1 The Covid-19 pandemic has impacted hugely on town centres and the use of our fee-paying car parking. Usage has collapsed such that the budget gap is in the order of £3m and its unlikely to change in the short-medium term. The main priority is to support town centre recovery through supporting demand for visitors to the town centre; however, this will likely require additional funding sources to be identified due to the current crisis with the Parking Account balances.
- 3.2 Place-based approaches with decisions being taken locally sit at the heart of place-making. Town Centres play a critical role in Fife's economy and this is reflected in Fife's Economic Strategy. It is recognised that the evolving town centre will be key in Scotland's recovery providing space for social connections as well as economic development supporting key industries such as retail, service and domestic tourism. Therefore, it is important when working with place to not just consider projects in isolation but the impact and affect on the whole place (town) system looking at the full social and economic value as well as impact on Fife Council budgets.
- With this in mind there are a number of opportunities and challenges associated with devolved parking. This exercise has allowed these to be explored in detail, providing an insight into the potential outcome of what devolved parking could hold should it be established.
- 3.3 The next stage in the process is for a report to be taken to the Economy, Tourism, Strategic Planning & Transportation Sub-Committee, providing information on the outcome of the trial and allowing the committee to consider the implications Fife wide.
- 3.4 In recognition of the economic challenges within Kirkcaldy Town Centre, the £28,000 parking trial allocation will allow free parking to continue at The Postings from 2nd November 2020 to 3rd January 2021 (inclusive).

### List of Appendices

1. Parking Consultation Timeline
2. Key options for consideration<sup>[OBJ]</sup>
3. Placemaking Outcomes

### Background Papers

None

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## **Appendix 1: Parking Consultation Timeline**

### 3rd April 2019

Members Workshop – Members were briefed on the outcome of Finance’s review and provided with parking data for the area. Facilitated group discussions were held, allowing members to input ideas and identify challenges.

### 30th April 2019

Members Workshop - Officers fed back on the various ideas generated at the previous workshop and provided additional data in relation to finance and car park usage. This then helped focus previous discussions, allowing officers to develop a list of options for investigation.

### 27th May 2019

Members Workshop – Feedback was provided on the various ideas generated at previous workshops. This generated discussion around which options were/were not feasible to aid in narrowing down the list for further development.

### 25th June 2019

Members Workshop – Information was presented on the options which were taken forward from the previous workshop, giving members the full picture on any opportunities and implications of moving forward with implementation. Members requested time over the summer recess to review the data and would approach officers once further discussions had taken place.

### 2nd September 2019

Feedback from Members was provided allowing Officers to move forward with a public consultation on the options being considered.

### 27th November to 6th December 2019

A public consultation was held in the Kirkcaldy Centre providing pop-up information, drop in sessions and a questionnaire centred around parking. This included information on Place Making and parking options, helping ensure a joined-up approach to support Kirkcaldy’s future aspirations.

Around 240 locals attended the drop-in sessions with 91 questionnaires being returned. This provided an insight into public perception relating to the retail, leisure and parking offering within Kirkcaldy.

### 3rd February 2020

Members Workshop - Officers fed back on the consultation event and sought agreement on which options would be taken forward if devolved parking were to be approved by the Economy, Tourism, Strategic Planning & Transportation Sub-Committee.

### 23rd September 2020

Members discussion vis Teams to catch-up on where we left off, gather any final feedback from members and discuss potential spend on the £28,000 trial allocation.



## **Appendix 2 - Key options for consideration**

### **Disposal of the multi-storey car parks**

Various scenarios for parking capacity have been explored. Members favoured option is disposal of the multi-storey car parks to help balance the budget and open up a key waterfront development site in line with the Place Making agenda.

There are two multi-storey car parks within Kirkcaldy; The Thistle and The Esplanade. The combined cost to operate these car parks in 2017/18 was £296,000, with a total income of £256,000. The average occupancy was 33%

Capacity within surrounding car parks could accommodate the loss of the multi-storeys, but any further reduction in parking provision could have a negative impact on the town. In addition to the potential capacity issues, there are a number of other risks to consider as part of this option including; availability for blue badge holders, reduction in direct access into The Mercat, availability of covered parking options, Shop Mobility accommodation and the likelihood of future development and what that may look like.

Members feel that freeing up this site could help unlock significant opportunities to encourage development and support regeneration of the area. It would also provide a significant reduction in Non-Domestic Rates, helping to address the budget deficit and allow flexibility for other parking initiatives.

### **Charging at the railway station**

The railway station car parks in Kirkcaldy had an average occupancy of 86% Concerns have been raised that rail commuters are unable to find a parking space with the car park being well used by Town Centre workers and students.

The introduction of a small daily charge could help better manage these car parks and free up space for rail users. The income generated could then be used to support other parking initiatives within Kirkcaldy, aimed at regeneration of the town.

Any new charge at the railway station would likely have a significant impact on the surrounding area, with vehicles being displaced into residential streets. Therefore, a residents parking scheme would be required to manage demand within the surrounding area, with a resident's permit charge implemented to help cover costs.

This is not an option which members would initially like to implement but is something which has been considered should it be required in the future.

### **Season tickets**

Reduced price season tickets had previously been trialled in Kirkcaldy to help those working and studying in the town centre. It was hoped that this would also encourage social and shopping trips for those who purchased a permit.

With the security of the parking trial support allocation (para 1.3.2), a second trial was implemented in October 2019. This reduced the quarterly charge for a permit from £130 to £60. A marketing campaign was launched, however uptake of the discounted tickets was slower than expected with 123 people taking it up in the first 3 months and 60 people renewing into a second period. These tickets differ from the full price offering as they can only be used in selected car parks in Kirkcaldy, rather than throughout Fife.

With the recent closure of Forth House, there was an uplift in season ticket sales, with 104 currently in circulation at the end of 2019/20. Although the trial was due to end on 10<sup>th</sup> April, agreement to extend this through to the end of 2020/21 has been made. A further marketing campaign promoted the extension with existing customers contacted to inform them of the change.

### **Free after 3**

Access to Kirkcaldy Leisure Centre was a concern for members, with limited free parking available within the leisure centre site. Although there are a large number of charged parking spaces near the centre (which are free from 6pm), parking was still cited as a barrier to using the facility.

Suspending parking charges from 3pm near the leisure centre could help increase visitor numbers. A trial of this initiative would be required to determine whether this is something that would have a long-term benefit. There were plans to undertake a trial this year with financial support from the parking trial support allocation. This included working with Fife Sports & Leisure Trust to measure the impact on visitor numbers.

With the national closure of Leisure Centres, the trial has been suspended. There may be scope to trial this in 2021/22 if funding remains available.

### **Sunday charging**

As part of a package of measures to attract visitors to Kirkcaldy Town Centre, free parking on a Sunday is something that Committee are keen to take forward. Based on usage from 2019 within Kirkcaldy, it's estimated that the annual cost implication of this could be around £42,000.

In 2019/20, a trial of free Sunday parking in off-street car parks within Kirkcaldy was implemented throughout February and March 2020 using the parking trial support allocation to cover loss of revenue and implementation costs.

Full assessment is yet to take place to identify any uplift in visitors within both the car parks and the High Street area (using footfall data). This assessment will help guide decision making on the future of this initiative.

## Appendix 3 – Placemaking Outcomes

### Building Improvements

Picking up on the results of the place standard exercise theme “care and maintenance” two discreet schemes have been developed to offer incentives for building owners and tenants to improve their buildings and raise the image of the high street.

The first a Shopfront Support Package recognising that the town centre is mainly conservation area was developed which included a grant element alongside support from Built Heritage Officers. Six Kirkcaldy businesses applied and were approved funding during the current financial year. Further grants will depend on securing additional revenue funding.

The second scheme was a pilot approach to tackling redundant and often neglected upper floors of buildings on the high street – Upper Floor Conversion Programme. This included two elements, firstly, Fife Council piloted a change in the planning/building control/environmental health approach, allowing officers to engage with building owners and their design teams on site prior to submission of a planning application and allowing any issues to be resolved early. Secondly, a grant element of £10,000 was offered to applicants to stimulate redevelopment with a target to deliver a minimum of two new housing units. Works are yet to be completed on the two schemes approve to date, largely due to Covid 19, whilst a further two cases have stalled and may or may not proceed.

### Capital Projects Programme

A number of capital projects continue to be delivered as part of the current Capital Plan and the Scottish Government Town Centre Capital Programme.

Bell Inn Wynd/Posting Steps – This key connection from the bus station to high street has been improved with new surfaces and steps alongside painted murals, adding a sense of vibrancy.

Improvements to the Waterfront, with major works underway to improve connectivity between the town centre and the sea, as well as deliver accessible viewing platforms and new public realm and car parking to support businesses. This is on target to be completed by Spring 2021.

Re-development of the former Coop gap site and Furniture World Store as affordable and supported living development – A planning application has been submitted and the Affordable Housing Team are working with a developer to deliver this project.

Adam Smith Theatre – Improvements are being made to the main auditorium of the theatre as part of a multi-phase programme of improvements, including the development of a cultural hub and creative industry incubation.

Plans are developing to restart and improve the Town Centre Wifi for a 12-month period as a direct response to Covid19. The existing infrastructure will be enhanced by additional access points, allowing businesses and consumers to access table to till transactions and digital queuing, as well as real time town centre offers for the Love Oor Lang Toun splash page.

Connectivity from arrival points or gateways and between town centre assets/attractions has been identified for improvement. Action plans have been developed to improve Tolbooth Street, Redburn Wynd and Adam Smith Close as they link into key crossing points

at the waterfront, with enhanced art lighting. In addition, three gateway public art projects are being developed at the east and west end of the High Street and waterfront. The projects have been significantly delayed due to Covid-19 restrictions; however, delivery should be complete in Spring 2021.

Work is progressing to develop a development action plan to improve connectivity between the Olympia Arcade, the High Street and waterfront. Community and business engagement activity is currently underway with a draft plan expected in October 2020.

### **Promotional Activity and Digital Marketplace**

At the February meeting of Kirkcaldy's Ambitions Partnership it was agreed to form two sub groups. The first of those groups would look at planning for the celebration in 2023 of the birth of Adam Smith 300 years ago. The other group that was formed would look at how to continue the excellent work of Kirkcaldy4All, as the Business Improvement District (BID) company was coming to an end in April 2020.

Therefore, development of Love Oor Lang Toun (LOLT) Community Interest Company started in March 2020 with Greener Kirkcaldy acting as host organisation. LOLT are successfully delivering on:

- ShopAppy – Kirkcaldy was the first town in Scotland to adopt this award-winning place-based online collective marketplace. ShopAppy Kirkcaldy means that Kirkcaldy is always open for business, encouraging people to browse, book and buy online by clicking locally first. There are now more than 40 Town Centre businesses signed up and the project has brought positive local, regional and national PR to the town. The project is supported by Business Gateway who deliver the Kirkcaldy Town Centre Transition online grant of £250 to ShopAppy Kirkcaldy businesses'.
- Love Oor Langtoun Website, social media content across Facebook, Twitter and Instagram and monthly e-newsletters supporting businesses and the wider community.
- Business engagement and community conversation events.
- Marketing and communications activity including seven promotional videos which have attracted the interest of Scotland's Towns Partnership and High Street Taskforce who have complimented the town for their work, with Kirkcaldy being positively mentioned in the Herald's Future of our Town Centres Webinar and in Herald articles.
- Developing 'opportunity' units programme across the town centre, including vacant unit audit.
- Developing a creative collective for Kirkcaldy for several creative culture projects throughout the town centre.

Development of the Kirkcaldy gift card and digital reward programme. An application has been submitted to secure Coastal Communities Funding. If successful, this will enable these projects to proceed and help lock in and reward spend in the local area. The digital reward system also rewards sustainable and active travel to and from the Town Centre.

### **Greenspace**

Key partners Adam Smith Global Foundation are developing a heritage garden behind Adam Smith Heritage Centre with a view to this being open mid 2021.

A development action plan is being produced for Volunteers Green to better connect the space to waterfront and to activate this asset more fully in the context of surrounding development.

20<sup>th</sup> October 2020

Agenda Item No. 6

## Supporting the Local Community Plan – Kirkcaldy Area Local Budgets 2020/21

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

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**Wards Affected:** 9,10,11, and 12

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### Purpose

To inform Members of the availability of local funding and to allocate spending for the following Kirkcaldy Area Budgets:

- Local Community Planning Budget
- Anti-Poverty Fund

### Recommendation

Members are asked to agree the proposed notional allocations outlined in Sections 2 & 3 of this report.

### Resource Implications

The approximate total allocations identified are:

- |                                   |          |
|-----------------------------------|----------|
| • Local Community Planning Budget | £250,000 |
| • Anti-Poverty Fund               | £149,500 |

### Legal & Risk Implications

There are no legal or risk implications arising from this report

### Impact Assessment

An Equality Impact Assessment is not required as this report seeks approval to notionally allocate funding and has no immediate impact on service delivery or policy.

### Consultation

Projects and initiatives delivered in communities will be subject to community engagement.

## 1.0 Background

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- 1.1 Fife Council's approved Revenue Budget for 2018/19 indicated that there would be a reduction in the Local Community Planning budget for the following three years. This decision will reduce the Kirkcaldy Area Local Community Planning Budget by a further £22,000 in 2020/21.
- 1.2 In 2016/17 a decision was taken to devolve previously centralised budgets for Community Grants and Discretionary Rating Relief. These budgets were incorporated into the Local Community Planning Budget at area level. Based on 2019/20 spend it is estimated that approximately £39,000 will be required in 2020/21 to fund these devolved areas of spend.
- 1.3 Areas continue to retain their full core Anti-Poverty budget. Fife Council's approved Revenue Budget for 2019-20 also allocated an additional £50K for anti-poverty work to each of the 7 Areas.
- 1.4 This report proposes:
  - notional allocations for the Kirkcaldy Area Local Community Planning Budget for 2020/21, including pre-allocating the budget for area-significant activities while retaining discretionary funds for other projects that may arise over the coming year; and
  - notional allocations of the Kirkcaldy Anti-Poverty Fund.

## 2.0 Kirkcaldy Local Community Planning Budget

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- 2.1 The core allocation for Kirkcaldy Local Community Planning Budget for 2019 - 2020 is approximately £211,000 (excluding the funding provided for Community Grants schemes and Discretionary Rating Relief, see 1.2 above)
- 2.2 The following is proposed as required for area-significant projects:

	£'000
Plan4Kirkcaldy Change Fund (incl. contingencies)	45
Youth Initiatives Holiday Provision	10
Previous Business Improvement District Funding	
Kirkcaldy Town Centre Development Work	52
Growing Kirkcaldy	4
Area Events:	
Christmas Lighting, Decoration & Trees & Lighting (all wards)	40
<b>Total</b>	<b>151</b>

- 2.3 It is proposed to distribute the remaining budget equally between each ward:

	£'000
Ward 9      Burntisland, Kinghorn & Western Kirkcaldy	15
Ward 10     Kirkcaldy North	15
Ward 11     Kirkcaldy Central	15
Ward 12     Kirkcaldy East	15
<b>Total</b>	<b>60</b>

- 2.4 The Local Community Planning budget and processes were reviewed, and Elected Members consulted in late 2013. A key issue identified during the review was the need to align the budget to Local Community Plan priorities. Applicants now have to demonstrate that their project meets the themes of the Local Community Plan.
- 2.5 The Plan4Kirkcaldy Change Fund was created to specifically support the priorities in our local community plan. It is intended that any projects supported through this fund will provide at least 50% match funding. These projects could be Area-wide, or in a specific ward. This fund also includes contingencies to cover any unforeseen budget pressures that may occur throughout the year.
- 2.6 In previous years funding would have been allocated to support the work of the former BID company, Kirkcaldy4All. It is important that this is recognised and that funding continues to be allocated to support work in Kirkcaldy Town Centre. A number of key groups, under the Love Oor Lang Toun banner, have come together to drive this work forward and it is proposed to allocate funding to support initiatives that emerge from this approach.

### 3.0 Anti-Poverty Fund

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- 3.1 Kirkcaldy Area will receive a devolved Anti-Poverty Fund of £149,500.
- 3.2 As previously agreed, in order to allocate the Kirkcaldy Area Anti-Poverty fund, the following criteria for projects and initiatives has been developed:
- Projects and initiatives being implemented within recognised boundaries of the Kirkcaldy Area Local Community Plan Neighbourhood Development Areas:
    - Gallatown area
    - Linktown and Inveriel
    - Templehall
    - Burntisland Castle area;
  - 15% or above SIMD zone areas out with the NDAs;
  - Projects where the majority of beneficiaries will be people who are affected by the Scottish Index of Multiple Deprivation domains of:
    - Income;
    - Education;
    - Employment; and
    - Health.
- 3.3 Based on the above criteria and plans in the Neighbourhood Development Areas, the following proposed notional allocations for the Anti-Poverty Budget are as follows:

<b>Anti-Poverty Fund</b>	<b>Allocation £'000</b>
Neighbourhood Development Plan priorities in our 4 targeted areas	40
Covid response and Community Resilience	20
Park Road Centre	20
Schools Intervention Programme 2020-2021	15
Community Engagement & CCB Development Fund	10.5
Welfare Reform mitigation	10
Link Up	18
CARF – advice provision at foodbank	16
<b>Total</b>	<b>149.5</b>

## 4.0 Conclusions

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- 4.1 Agreeing notional allocations for the Kirkcaldy Area Local Community Planning Budget and the Anti-Poverty Fund for 2020/21 ensures that we have pre-allocated the budget for area-significant activities while ensuring discretionary funds for Ward projects that may arise over the coming year

### Background Papers

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

*Budget Decentralisation to Area Committees*, Executive Committee, 24 March 2015

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20<sup>th</sup> October, 2020.

Agenda Item No. 7

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## Safer Communities Team Update Report

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

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**Wards Affected:** Kirkcaldy area (Wards 9, 10, 11 and 12)

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### Purpose

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The purpose of this report is to provide members with an update on the operational activity of the Safer Communities Team within the Kirkcaldy committee area during the 12 month period 1st April, 2019 to 31st March, 2020.

### Recommendation(s)

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

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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

### Consultation

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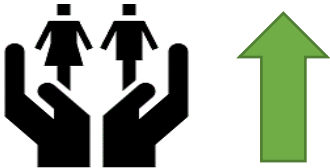





Consultation has taken place with community safety partner agencies.







# 1.0 Background

- 1.1 The purpose of this report is to update elected members on the activity of the Safer Communities Team (SCT) within the Kirkcaldy area during the period stated. This report sits alongside individual updates from Police Scotland and Scottish Fire and Rescue Service (SFRS). It should be noted that the three core agencies (Police Scotland, SFRS and Fife Council's SCT) may comment on work carried out *in partnership* with each other and other agencies but cannot comment specifically on work carried out independently by other services.
- 1.2 Information is also provided on Fife-wide activity in order to ensure that members are aware of the range of activities which may be of interest to them and their constituents.
- 1.3 As far as possible, updates are provided under the following strategic priorities as identified within the current community safety strategy - [Making Fife's Communities Safer 2015-2020](#) - which is available to download from Fife Council's webpage by clicking on the link above:
  1. People are safe from fire and unintentional harm
  2. Crime is reduced and victims of crime are supported
  3. There is less antisocial behaviour and people feel confident about reporting incidents
  4. Fewer people offend or at risk of offending
  5. Fewer people are killed or seriously injured on the roads.
- 1.4 It should be noted that there will be further activities being undertaken and co-ordinated by other agencies and services under these priorities.

# 2.0 Performance summary

- 2.1 The table below provides a summary of the Safer Communities Team **annual activity** within the Kirkcaldy area during the reporting period compared to the previous year (2018-19). The figures behind each of these activities are explained in greater detail in the sections referenced within each box:

<p>Fife Cares Referrals</p>  <p><small>Created by Hui Poh Lin from Noun Project</small></p> <p>Sections 3.1 and 3.2</p>	<p>SCAC/ASB cases</p>  <p><small>Created by Adrien Coquet from Noun Project</small></p> <p>Section 5.1</p>	<p>SCO Patrols</p>  <p><small>Created by Hui Poh Lin from Noun Project</small></p> <p>Section 5.3</p>
<p>All environmental enforcement complaints</p>  <p><small>Created by Alan Khooon Lay from Noun Project</small></p> <p>Section 5.2</p>	<p>Abandoned vehicle complaints</p>  <p><small>Created by Olivier Guin</small></p> <p>Section 5.2</p>	<p>Contaminated garden complaints</p>  <p><small>Created by Felipe Peruchio from Noun Project</small></p> <p>Section 5.2</p>

<p>Dog fouling complaints</p>  <p>Section 5.2</p>	<p>Domestic noise complaints</p>  <p>Section 5.2</p>	<p>Flytipping complaints</p>  <p>Section 5.2</p>
<p>Youth Justice referrals</p>  <p>Section 6.1</p>	<p>Dog control notices</p>  <p>Section 8.1</p>	<p>Stray dog reports</p>  <p>Section 8.1</p>

### 3.0 People are safe from fire and unintentional harm (priority one)

- 3.1 Referrals to our Fire Cares service during the reporting period increased to 221 (from 172 in the previous year). 42% of referrals related to requests for tailored **home safety advice** to either vulnerable adults or families with young children (93 referrals for home safety advice in 2019-20 compared with 74 during the previous year).

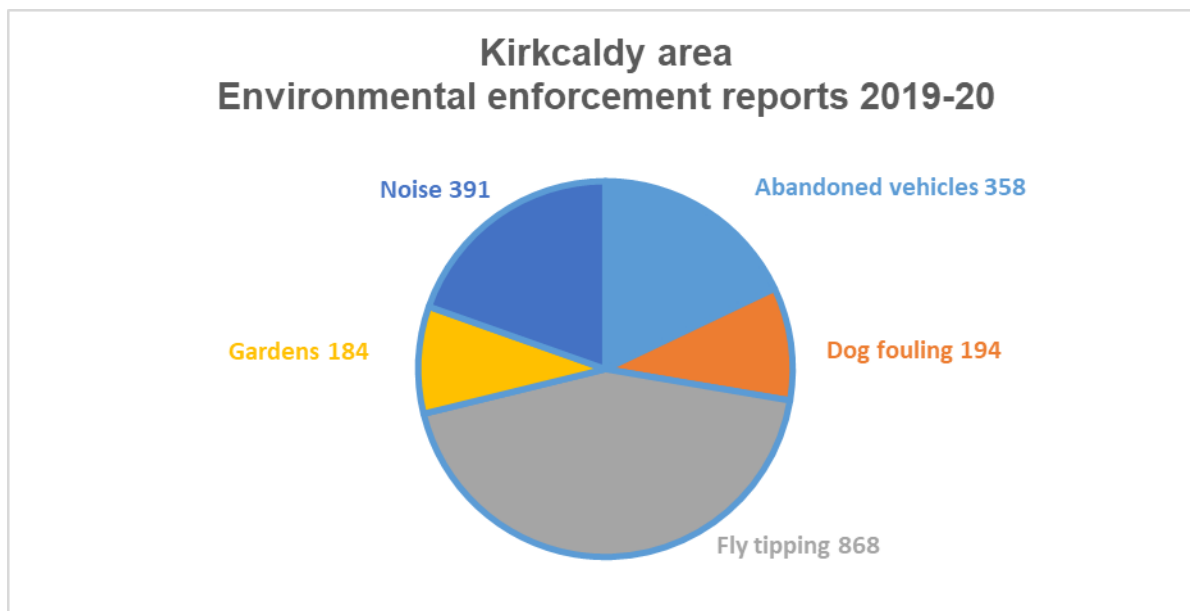
### 4.0 Crime is reduced and victims of crime are supported (priority two)

- 4.1. Following on from 3.1, the remaining 58% of referrals to the Fire Cares service related to requests for **home security advice** under the Safe, Secure and Supported at Home initiative (128 referrals in 2019-20 compared with 98 the previous year).
- 4.2. Of the 95 referrals to **Fire Community Safety Support Service (FCSSS)**, 30 resulted in the provision of support whilst the remaining 65 involved some form of mediation. Referrals to FCSSS decreased by 18 on the previous reporting period. Appendix 1 provides examples of some of the feedback received by the service.

### 5.0 There is less antisocial behaviour and people feel confident about reporting incidents (priority three)

- 5.1. The Area Co-ordinator investigated 168 **antisocial behaviour cases** (an increase of ten on the previous year). 58 cases were assessed as extreme, with 16 of these being in relation to incidents involving protected characteristics as detailed within the Equality Act 2010. 109 cases were assessed as serious and one as minor antisocial behaviour. 98% of cases were resolved within locally agreed timescales.

- 5.2. In terms of **environmental enforcement issues**, 1995 requests for service were received for the Kirkcaldy area during 2019-20 (a decrease from the previous year of 177). Of the five main categories, there was a slight increase in complaints about abandoned vehicles and dog fouling (up 20 and 6 respectively when compared with 2018-19). However, reports about flytipping, contaminated gardens and domestic noise all decreased over the same period (by 24, 11 and 68 respectively). The following chart shows the type and number of complaints received by the Safer Communities Team relating to environmental enforcement complaints within the Kirkcaldy area during 2019-20:



- 5.3 The graphs in Appendix 2 illustrate the trends in terms of environmental enforcement issues dealt with by the team by comparing the data from 2019-20 with the previous year.
- 5.4 Our Safer Communities Officers (SCOs) have undertaken 3066 **patrols** in the Kirkcaldy area over the reporting period, an increase of 385 on the previous year.
- 5.5 Appendix 3 provides some examples of activity and initiatives involving Safer Communities staff with the aim of preventing or reducing antisocial and environmental offending behaviour.

## 6.0 Fewer people offend or at risk of offending (priority four)

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- 6.1 Safer Communities **Youth Justice Officers** received 11 referrals for young people from the Kirkcaldy area who were involved in antisocial or offending behaviour (an increase of four from the previous year). All of the young people and their families were visited and given appropriate advice regarding their behaviour by a Youth Justice Officer accompanied by a colleague from one of our community safety partners. Where appropriate, the young person was referred to a youth diversion.
- 6.2 Details of all current diversion opportunities for young people which involve the Safer Communities Team are provided in Appendix 4.
- 6.3 Examples of cases involving our Youth Justice Officers are provided in Appendix 5. These give a flavour of the work our officers carry out when they receive a referral regarding a young person who has been involved in antisocial or offending behaviour.

## 7.0 Fewer people killed or seriously injured on the roads (priority five)

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- 7.1 The following activities either took place within this area or involved schools/residents within this area. Please see Appendix 6 for the full range of projects co-ordinated or staffed by the Safer Communities Team in terms of road safety:
- Three **car seat clinics** were held during the reporting period with eleven seats assessed within eight cars. Eight seats were fitted correctly and appropriate advice and guidance was provided to the remainder.
  - The **Safe Drive Stay Alive** roadshow was delivered at the Rothes Halls in November 2019. Overall, a total of 737 pupils from the Kirkcaldy committee area experienced the show. This year's roadshow has been cancelled due to Covid-19 but plans are already in place to organise the event for 2021. Elected members are invited to contact [safercommunities.team@fife.gov.uk](mailto:safercommunities.team@fife.gov.uk) for more information about this event and to advise if they wish to attend in the future.
  - The **2019 Drivewise** initiative was attended by fourth year pupils from two Kirkcaldy schools. Forty young people from both St Andrew's and Viewforth high schools were able to experience the event (please see appendix 6 for more information on this initiative, along with the full range of projects co-ordinated or staffed by the Safer Communities Team in terms of road safety).

## 8.0 Other activities

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- 8.1 **Dog control:**
- Fifty **stray dogs** were reported to the Safer Communities Dog Wardens (an increase of eight on the previous year). Of these, 37 were microchipped but only 13 reflected the correct details of their owners. Twenty three dogs were claimed/returned to their owner.
  - Fourteen Kirkcaldy residents were given **advice** regarding the control of their dog, a decrease of one from 2018-19.
  - There was an increase in the number of dog control **warning letters** sent to residents in the area (15 in 2019-20 compared with four in 2018-19)
  - Nineteen **Dog Control Notices** (DCNs) were issued in the area (an increase of four on the previous year).
- 8.2 In addition to our normal business of supporting and enforcing dog control legislation throughout Fife, we developed an **Accredited Dog Walking scheme** which allows us to monitor how such businesses operate. Accredited dog walkers are required to adhere to specific guidelines and, in return, their business is advertised on Fife Direct and also on our Safer Communities webpage. This scheme works very much in the same way as the trusted traders' scheme. During 2019-20, seven applicants were registered within the Kirkcaldy area.
- 8.3 The last week of the reporting period saw the introduction of lockdown due to Covid-19. The normal day to day business of the team was therefore interrupted and a large number of staff were redeployed to assist other services while others continued to provide a community safety service remotely and/or in a socially distanced manner. Appendix 7 illustrates the type of work our staff were involved in during this period.

## 9.0 Campaigns and events

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- 9.1 Team members are involved in a number of different events during the course of each year. We provide information, advice and assistance on a number of community safety issues, along with practical road safety experiences where requested. A number of these events take place in partnership with our community safety partners across Fife. Whilst these events may not always be held in this Committee area, they may take place in neighbouring towns and/or attract residents from all over Fife. In order to keep up-to-date with forthcoming events and activities co-ordinated by the Safer Communities Team, or shared by the Team on behalf of partner agencies, members are invited to 'like' our Facebook page **Safer Communities Fife** or follow us on Twitter **@safeinfife**.

## 10.0 Conclusion

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- 10.1 This report provides members with information on the wide range of safer communities' activity being undertaken in the Kirkcaldy area, in line with local priorities and emerging issues.

### List of Appendices:

- Appendix 1 – Example of feedback received by FCSSS
- Appendix 2 – Environmental enforcement annual trends (2018-19 and 2019-20 )
- Appendix 3 - Initiatives to reduce antisocial and environmental offending behaviour
- Appendix 4 - Youth diversion opportunities
- Appendix 5 - Youth justice case study
- Appendix 6 - Road safety activity
- Appendix 7 - Covid-19 activity

### Report contact:

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**FIFE COMMUNITY SAFETY SUPPORT SERVICE (FCSSS)**  
**EXAMPLE OF FEEDBACK RECEIVED**

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

*"I was thankful for the chance to talk"*

*"I managed to get a house move"*

*"I have had a great amount of support, the worker has been amazing. Also phoning me all the time keeping my spirits up"*

*"This is a hard question to answer as I participated in the process and my neighbour didn't. I did feel good telling someone neutral about the situation my family and I had been going through"*

**What did FCSSS do well?**

*"Listened and kept in touch"*

*"They supported me and told me everything that was going on about having meetings with the police etc"*

*"Provided good information"*

*"I was always treated with absolute respect, kindness and understanding. Thank you so much"*

*"They did as well as they could with the situation they were presented with"*

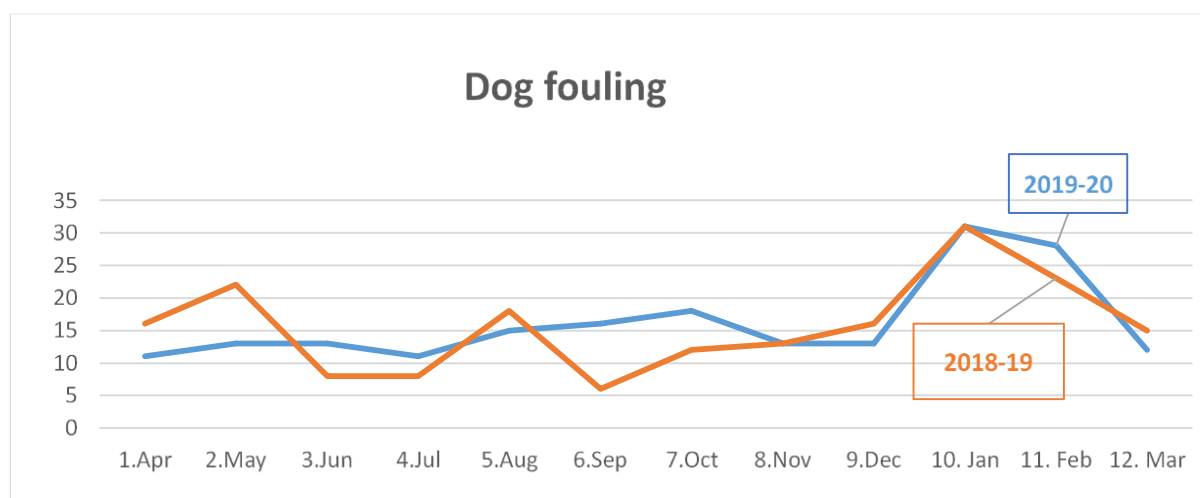
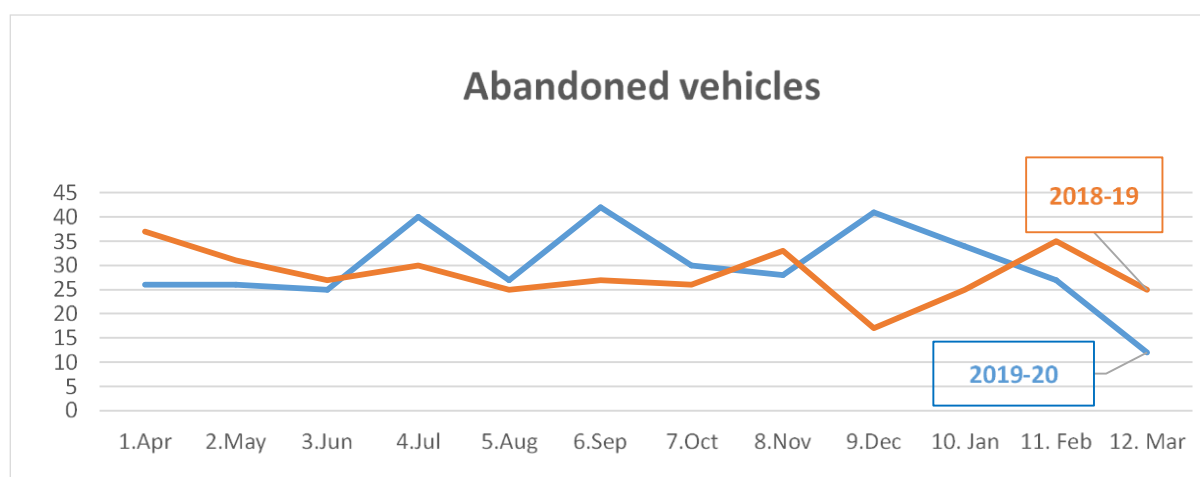
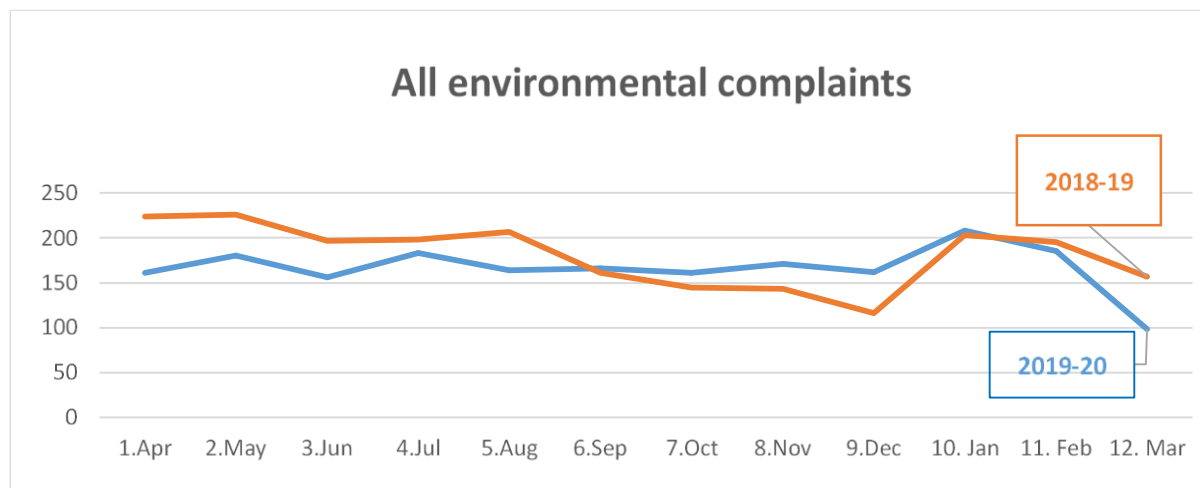
*"Your staff 100% treated me with respect and helped"*

**What could FCSSS do better**

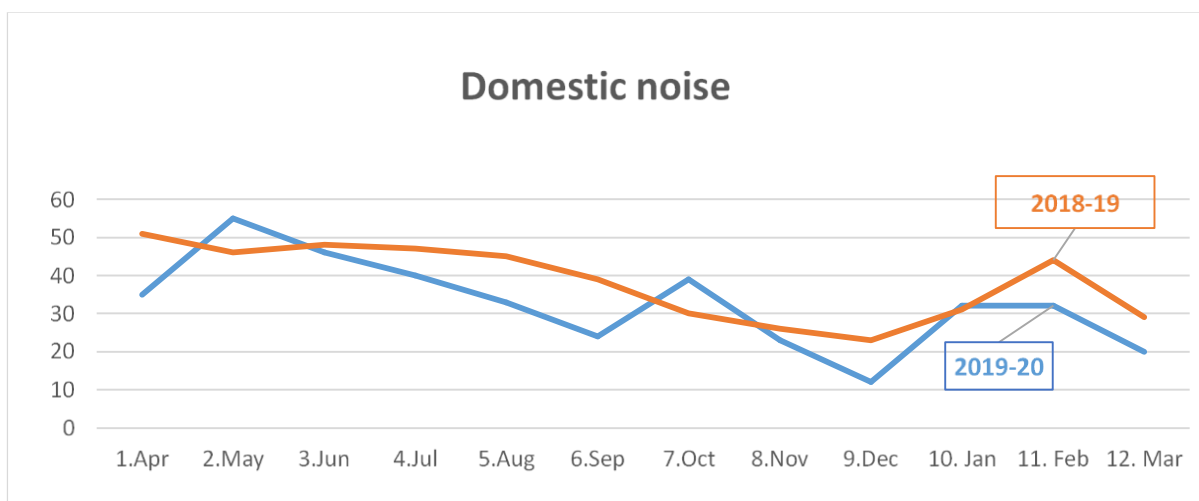
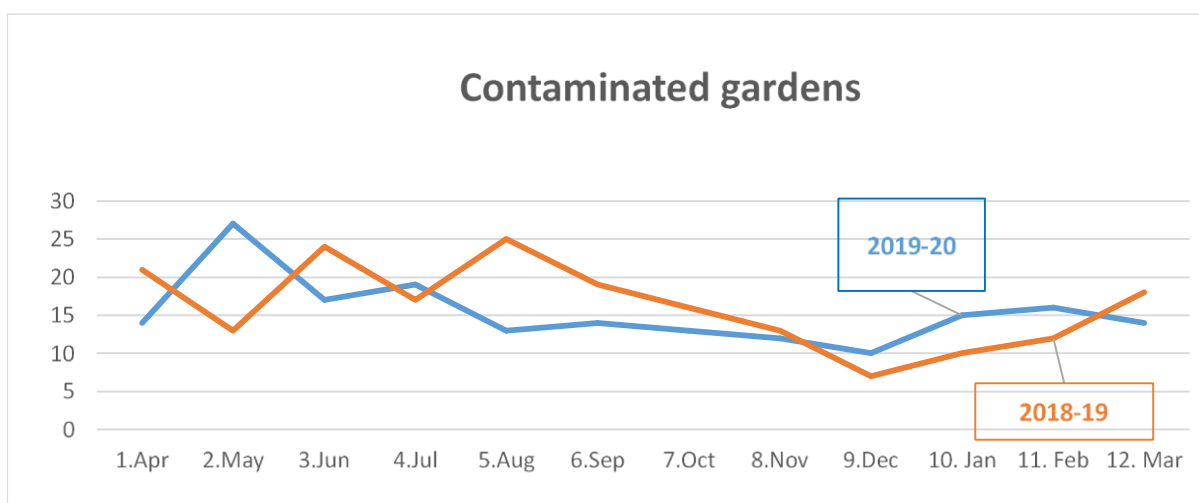
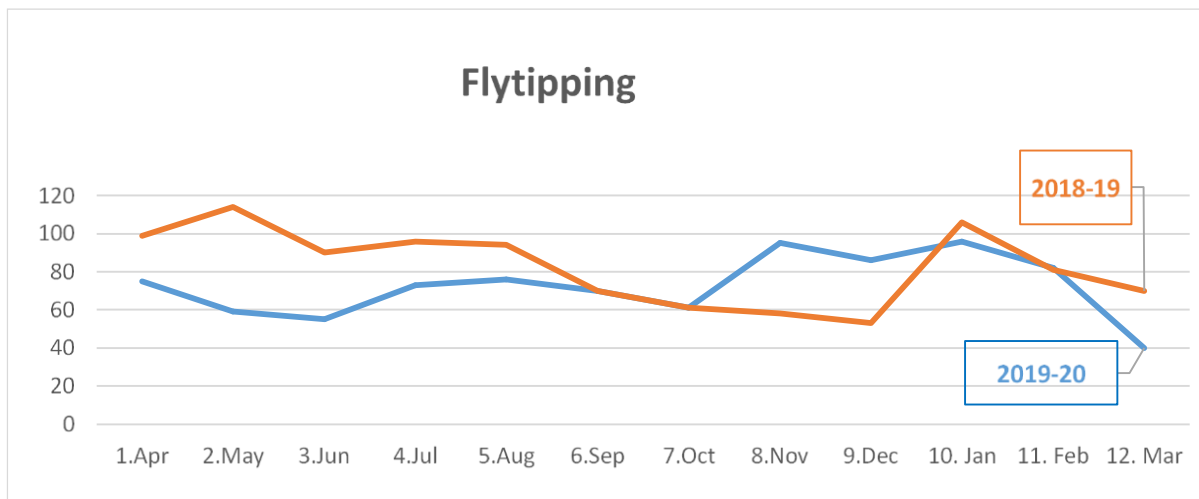
*"They did their very best"*

*"I cannot think of anything FCSSS can do better. I have had great support and kindness and understanding"*

**Kirkcaldy committee area**  
**Environmental Enforcement annual trends**  
**(2018-19 and 2019-20)**







### Initiatives to reduce Antisocial/Environmental Offending

- In an effort to assist local communities with issues relating to the environment, Safer Communities Officers (SCOs) regularly attended **area walkabouts** and they action any items that fall within the teams remit. Examples of issues that are identified via this process include abandoned vehicles and flytipped waste.
- The SCOs carried out numerous patrols and attended **events** across the area to provide advice and information relating to community safety. These included regular attendance at community engagement meetings, neighbourhood development meetings, Tenants and Residents Associations, school visits, gala days and community clean ups. The number of patrols carried out in the Kirkcaldy committee area is carried out by four dedicated officers, with further support provided by the wider team as and when required.
- SCOs carried out **preventative patrols** in an effort to deter dog fouling, littering and flytipping. Information from members of the public, elected members and officer gathered intelligence helps to identify the areas that require to be patrolled proactively. These patrols are supported by the installation of signs to help deter problems and provide information about how to report incidents. Due to an increase in flytipping during 2018-19, particular focus has been given to recycling points and areas surrounding recycling centres. Specific flytipping signage has also been used at these locations and officers also inspect sites routinely across the course of their day in an effort to prevent dumping of waste. Our officers work with colleagues from Fife Resource Solutions and also Parks, Streets and Open Spaces to resolve any incidents of flytipping as soon as possible.
- **Balwearie High School Litter Project** - due to an increased issue with litter in and around some of the schools in Kirkcaldy, the Safer Communities Team sought to identify a school to team up with in order to develop a plan to tackle this issue. Balwearie High School agreed to take part in developing a project with the intention of helping reduce litter and raise awareness of the effects of littering in and around schools. The project involved the Balwearie Eco Group taking on a role in developing a message for their fellow pupils with the support of a number of school staff. The Eco Group ran a poster competition and assisted both Safer Communities and Park Streets and Open Spaces teams to carry out a bin placement and litter survey. The group also developed a presentation about litter, which they gave at each of the school tear assemblies. The presentation also served to raise awareness of the environment in general. Safer Communities also supported their efforts by installing littering signs around the schools, carried out joint patrols with school staff and also liaised with local businesses about litter and their responsibilities. We asked businesses to display posters and also asked them to consider whether they could make any positive changes with regards to the packaging used when serving pupils at lunch times. Further plans included carrying out joint litter picks but, due to Covid 19, this has unfortunately not taken place as yet. It is hoped this can be resumed in the near future.

- The Safer Communities Team actively engage in **community empowerment activities**, including engaging with communities via social media, to try to encourage all residents of Fife to become involved in their local communities with a view to making them safer. For example, SCOs have supported numerous community clean ups across the area and have provided local groups and organisations with the tools to carry out community litter picks. Some of the locations litter picked by volunteers include parks, streets, wooded areas and beaches across Kirkcaldy. Our team has provided the groups with litter pickers, gloves, bags and arranged to dispose of the litter that is collected by their efforts.
- Following a successful introduction in 2018-19, we continued with our **festive flytipping campaign** to try to combat the flytipping issues that blight local recycling centres and sites across Fife. The campaign, run on the theme of the 12 days of Christmas, included posts of festive word play messages, song lyrics and a 12 days of Christmas video, along with information about recycling centre festive opening times. The campaign is designed to encourage residents to do the right thing by not dumping their waste. We also teamed up with colleagues in Resource Solutions and also Parks Streets and Open Spaces in order to monitor common hotspot areas and to ensure actions and remedies were put in place as soon as possible.

## Youth Diversion Opportunities

- The **DiversiFIRE** project aims to address hoax calls and fire setting amongst young people between the ages of 14-17. The Youth Justice Officers within the Safer Communities Team work in partnership with fire service colleagues. The programme has been developed to incorporate a much more holistic approach the aim of which is to give young people a positive experience and engage them in meaningful awareness raising around a range of social topics, in addition to fire setting and antisocial behaviour. This course aims to support and empower the participants to make positive future choices.
- The **F24** project is a local initiative run by the Police Scotland's community officers, is supported by a youth justice officer and co-ordinated by the Safer Communities Team. The object of this diversion is to encourage young people to work together as a team to build a racing car, see how it all goes together and works and then eventually race it against other teams from all over Scotland. This project also incorporates inputs from Gingerbread, Clued Up and SACRO and include information about young runaways and the impact this has on families as well as explaining the involvement of a variety of services. The team are also involved in designing and printing their team colours onto sweatshirts to wear whilst racing.
- In conjunction with colleagues in Police Scotland, Fife Council's Education Service and external agencies, we are currently piloting "**Punch Beyond**" - a boxing initiative aimed at young people who have been witness to and/or been the victim of domestic abuse and who are on the verge of becoming involved in antisocial or offending behaviour. The project focuses on positive and controlled fighting and includes both relevant and appropriate educational inputs, alongside the physical benefits of sport. It is hoped that, once an evaluation has been carried out where we will discuss with all of those involved what has or has not worked, this initiative will be rolled out Fife-wide.
- **No Knives Better Lives** initiative – working with YouthLink Scotland, our Youth Justice Officers are now trained to deliver No Knives Better Lives inputs to young people. These sessions challenge young people's perceptions and attitudes to knife carrying by focussing on the impact and consequences of carrying weapons and becoming involved in knife related crime. These inputs can be delivered to schools, community groups, as well as residential facilities for looked after children on request, or where an issue has been identified by partners.

## **Youth Justice Case Study**

Through established partnership work, our Youth Justice Officers (YJOs) take a person-centered approach and try to refer young people to suitable partners that will help reduce offending behavior, as well as promote social inclusion.

Our YJOs take the time to identify the range of different supports and services currently in the area and are subsequently able to determine whether there are any suitable opportunities available to local young people.

As an example, a young person was referred to our youth justice service due to their involvement in a minor vandalism offence. On our initial visit, it was clear that the offence occurred in response to a family dispute. By working directly with the young person involved, the YJO identified that the young person had limited engagement with age-appropriate peers (they spent most of their time with older relatives or gaming in their bedroom).

Following in depth discussions with the individual, and also separate conversations which included their family, the young person agreed to be considered for ongoing support and a referral to an appropriate local group.

The YJO felt it was extremely useful to have the knowledge that this service existed and therefore was able to suggest a tailored activity/opportunity to this socially isolated young person.

Feedback received has been extremely positive and the young person has begun to interact with other young people within the group, forming suitable peer supports and friendships. Just as important, there have been no further reports of the young person being involved in any incidents of offending or antisocial behaviour.

## Road Safety Activities

### Pre-school, Nurseries, Schools

- Child Car Seat Clinics: a programme of in-car safety clinics organised by the Safer Communities Team is carried out throughout Fife in conjunction with the Fire Service and Police Scotland. Apart from the pull over clinics held at supermarkets, all other clinics are held at venues where there is a ready-made audience, i.e. health centres during baby immunisation days. They are also advertised through social media to the public as a drop-in clinic. Clinics are normally held in spring/summer/autumn months due to the nature of the work involved.
- P7 and S1/5 Road Safety Plays: Road Safety Scotland employ a company to carry out a number of road safety themed plays across Scotland to Primary 7 and Secondary 1 or 6. Fife is offered 14 performances of the P7 play and these normally take place between February and April each year. Fourteen secondary school performances take place between August and November annually. The Safer Communities Team co-ordinates the bookings for schools each year.
- Junior Road Safety Officer (JRSO) meetings with schools: this is an ongoing national initiative developed by Road Safety Scotland to encourage pupils to support and deliver road safety messages within their primary school. This initiative is co-ordinated through the Safer Communities Team who offer schools an initial input on the project and support the establishment of it within the school.
- Drivewise: this project provides young people an opportunity to learn basic driving techniques and road rules by carrying out a series of simple manoeuvres in a vehicle. This is complemented by a series of workshops throughout the day aimed at instilling a sense of responsible behaviour when driving and/or being a passenger. Workshops include the use of virtual reality goggles, seatbelt convincer, beer goggles, first aid, road signs and much more. Below are some quotes from pupils attending during the reporting period:
  - 'Cars are harder to use than they look'
  - 'Amazing opportunity – great instructors'
  - 'Learning new awareness'
  - 'It was a great experience'
- Running since 2002, the Safe Drive Stay Alive roadshow is a Fife-wide annual road safety event which aims to increase young drivers' awareness of safe driving practice and the potential consequences of poor practices on the road. Its main objectives are to raise awareness around speeding and bad driving habits, change attitudes and ultimately reduce casualty numbers. The roadshow takes place each year in November at the Rothes Halls and is supported by funding from Technip FMC, Diageo and NHS and targets young people (16-25 years) from Fife's secondary schools and colleges. Parents and any Fife residents are also invited to an evening event which is normally advertised on social media nearer the time. The show is delivered to all students in S5/6 over the course of a week and consists of a stage production delivered by emergency services and those with first hand experience of road traffic collisions.

## Young Drivers

- Pass Plus: a practical training course that takes at least six hours to complete and is designed to enable drivers to improve their skills and drive more safely. It can be taken at any time although it is most useful to new drivers in the year after passing their test. It consists of six modules – the majority of which are practical – and they cover driving:
  - in town
  - in all weathers
  - on rural roads
  - at night
  - on dual carriageways
  - on motorways

In addition, in Fife we hold an information evening where new drivers receive inputs to ensure they are aware of the responsibilities associated with driving.

## Adult Drivers projects

- Road Traffic Offenders: run by Criminal Justice Services and attended as part of a Community Payback Order by adults who have been charged with a road traffic offence (i.e. drug/drink driving, driving with no insurance, vehicle theft, driving whilst disqualified). The course runs over five weeks and finishes with attendance at the main SDSA or a mini SDSA show. The role of the Safer Communities Team is to present a road safety input on the first week and then present the SDSA show for the final week.
- Biker Down: Safer Communities Project Officers co-ordinate the Biker Down event in Fife, which is a free training course for bikers and pillion passengers designed to answer the uncertainties of what actions to take if they are first to arrive at the scene of a motorbike collision. The course looks at details such as: how to manage and protect the scene for the biker, yourself and others; emergency first aid for bikers including helmet removal; rider techniques and how to avoid being in a road traffic collision.
- Older Road User Project: this is now being delivered as part of the Drivewise Fife road safety initiative, which is a project seeking to reduce road casualties in the county. Safer Communities Team staff are delivering inputs to groups involving drivers over 65 at groups such as rotary clubs and church groups. The input focuses on and recognises safe driving and provides information and guidance on various subjects, including when might be the right time to give up driving. As part of the project, groups are given some refresher driving vouchers to be taken up with Institute of Advanced Motoring.

## Occupational Road Risk

- Taxi Driver Presentations: this course is organised and co-ordinated by Fife Council Licencing Committee and is designed both for all new taxi drivers applying for a licence and all existing taxi drivers who have been brought in front of the Taxi Licencing Committee for an offence. The drivers must attend one morning's road safety presentation which are held once a month. Safer Communities Team staff carry out a main section of this input on road safety awareness.

### Safer Communities Team Covid-19 Activities

From the outset of the pandemic, the Safer Communities Team continued to support our business critical tasks (i.e. those identified as statutory duties), albeit there was an immediate need to adjust a substantial number of practices to suit the move from office based to mobile and lone working. In the same way as many services and organisations, this included finding ways to access the systems and information we normally have easy access to.

A few weeks into lockdown, our officers began high visibility proactive patrolling of areas to help tackle the rising issue of fly-tipping and to provide reassurance to members of the public and vulnerable people in communities around the impact of COVID-19. Officers also monitored public spaces on bikes, identified where there was a need for onward reporting to colleagues in other connected services and actioned issues where appropriate.

Officers within the team have proven they are able to turn their hand to almost anything and often at very short notice. All officers either working in their normal area of business, or redeployed to help other services/agencies, have shown a real willingness to help in different circumstances to try to alleviate the impact of Covid-19, particularly on the most vulnerable members of our local communities.

Specific examples include:

- A joint protocol between the Safer Communities Team and Police Scotland in relation to the social distancing guidance provided by the Scottish Government – the focus of which has been more in terms of education than enforcement. This initiative has involved excellent local partnership working between the services involved and staff from both organisations have worked well together. Due to the success of this venture, it is hoped additional partnership working projects will be identified in the future.
- One of our SCOs was asked to take part in a project run by Clued Up which was aimed at helping young people affected by their own or someone else's substance abuse during this period. A number of agencies - including Active Schools JKS Kaishi Karate, Just For Kicks, School of Hard Knocks, Dundee FC as well as local gyms and fitness clubs – were involved. Our officer, who has fitness experience, developed a session to help with the young people's mental and physical health. He also scheduled a Q&A session at the end to highlight the work of the Safer Communities Team and allow the young people to learn about the things we do to try to help keep them safe in their communities.
- Our Youth Justice Officer was asked to provide advice and guidance by a local community centre and also assisted a local high school family support worker by providing food and wellbeing parcels to families.



- Various members of staff, including Project Officers, Home Safety Advisers, Area Co-ordinators, Safer Communities Officers and Team Managers carried out pharmacy deliveries all across Fife on behalf of Fife Voluntary Action.
- Our Safer Communities Assistants, Area Co-ordinators, Partnership Officer, Team Managers and Youth Justice Officers assisted our elderly and vulnerable residents in various local communities, to ensure they had appropriate support and this included ensuring they had the necessary medical services in place, providing shopping delivery services (especially for those whose family or friends were themselves in isolation), serving lunches in sheltered housing complexes and supporting staff working in homelessness hostels.
- Our Dog and Pest Officers meanwhile continued their work trying to resolve issues around stray/dangerous dogs and pest control.

As we have moved through the different phases of the routemap, our officers have gradually returned to carry out their normal areas of business, whilst meeting all safety guidance regarding PPE and social distancing.

Finally, despite the period of turmoil, we have identified a few positives: our social media presence has been extremely well utilised and we have noticed an increase in the number of followers and comments. This has allowed us to strengthen our relationships with people in every Committee area within Fife, plus a number of community groups whose work out in their local communities is having a positive impact on people's quality of life. One example of this being the excellent work of Fife Street Champions, whose membership has also increased considerably, as they support volunteers throughout Fife picking litter in their communities on a daily basis.

We would like to increase our community engagement and are looking at ways to commence and continue dialogue with as many residents in Fife as possible. If members have any suggestions in terms who we could reach out to in this way, we would welcome input via your area contact in the first instance.

20 October 2020

Agenda Item No. 8

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## Operational Briefing on Policing Activities within Kirkcaldy Area

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Report by: Inspector Gordon Anderson, Community Inspector, Kirkcaldy and Burntisland Ward areas

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Wards Affected: 9,10,11 and 12

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### Purpose

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This report is to provide elected members with information on matters impacting on, or involving Police Scotland, which have relevance to community safety in the Kirkcaldy and Burntisland ward policing area.

### Recommendation(s)

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Members are asked to consider and comment upon the update provided.

### Resource Implications

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

### Legal & Risk Implications

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There are no identified legal or current risk implications.

### Impact Assessment

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

### Consultation

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Consultation is an ongoing process with Elected Members from Wards 9 -12, local communities through Community meetings and partner agencies through established meeting processes.

## 1.0 Background

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- 1.1 This report provides members with an update of the performance with regards to the Area Plan priorities, campaigns and other initiatives undertaken by Kirkcaldy and Burntisland ward officers from 1<sup>st</sup> April 2019 to 31<sup>st</sup> March 2020. All police activity highlighted in this report was undertaken in line with local and national objectives and in support of other organisational priorities within the Kirkcaldy and Burntisland policing area.

## 2.0 Police Scotland, Kirkcaldy Area Plan - Update

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- 2.1 The priorities set within the Area Plan are:

- Driver Behaviour
- Violence and Anti-social Behaviour
- Misuse of Drugs

The objectives of the plan were set following consultation with attendees at Community meetings and Community Council meetings across all the Kirkcaldy and Burntisland Wards.

Local community and partnership involvement in identifying priorities and scrutinising performance is integral to maintaining high levels of service delivery and their ongoing support in this regard is appreciated.

- 2.2 The Scottish Operational and Management Information System (ScOMIS) information details the performance for the period between April 2019 and March 2020 compared to the same period the previous year. A list of relevant statistical data covering key crime and performance areas is highlighted in the Appendix at the rear of this report for ease of reference. The data provided is provisional and to be treated as management information and whilst not official statistics they are for information purposes to allow Members to conduct their scrutiny responsibilities.

## 3.0 Ward 10 – Burntisland, Kinghorn, Auchtertool and Western Kirkcaldy

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### 3.1 Driver Behaviour

Excessive speed reports were addressed with an action plan which took place May and August 2019. This area was regularly patrolled throughout November and December as part of the Festive Road Safety Campaign.

All offences were dealt with in the most appropriate manner; this being by simple advice, fixed penalty notices; or reports being submitted to the Procurator Fiscal. Vehicle seizures also took place where appropriate.

- 3.1.2 Ward officers also teamed up with Road Policing Officers, in order to carry out free winter vehicle safety checks. This was a hugely successful initiative, whereby many members of the public volunteered to have their vehicles checked. Tyres which had tread close to the legal limits and defective lights were the most commonly identified faults throughout the day, with all driver's given advice accordingly. During the initiative one driver was found to have no insurance; this resulting in the car being seized, and the driver being reported.

### **3.2 Violence and Antisocial Behaviour**

3.2.1 Due to the apparent success of the “You’re Asking For It” campaign within the area, the campaign has been continued and was again focussed on throughout the early months of 2020. All licensed premises were visited regularly, and extra posters were distributed to retailers and licence holders whenever required. These visits form part of the Violence and Antisocial Behaviour Reduction Plan, which ordinarily takes place every Friday and Saturday.

3.2.2 Despite overall youth antisocial behaviour in this area continuing to be less than what has been seen before, Officers continue to carry out antisocial behaviour patrols in known hotspots and other areas identified by members of the public, partner agencies; and the information contained within the Business Intelligence Toolkit. These patrols are planned, targeted, and reflected upon every week to ensure optimum, relevant performance.

During early 2020 it became clear that The Ecology Centre, Kinghorn, was being targeted by youths on a regular basis. In response, extra patrols were allocated to this area; this included Officers changing shift times and dates to allow for maximum coverage. It is the intention of Community officers PCs Lee and Murray to speak at Balwearie High School assemblies regarding this issue when the schools have returned in August 2020.

Similarly, Kinghorn Primary School was identified as being a hotspot for antisocial behaviour with youths causing damage on several occasions. In attempt to resolve this issue, PC Hatch has spent a lot of time within the school, gaining meaningful and important relationships with the staff at this location in the process.

3.2.3 The 6<sup>th</sup> year Balwearie High School Pupils who PC Lee met at the rollout of their Mentors in Violence Reduction in June 2019 successfully graduated from the programme in late 2019. Although PC Lee would have liked to have been more involved in the programme, it was his pleasure to have the ability to attend the graduation and pass on his congratulations to the hard working students. It is the intention of PCs Lee and Murray to be a bigger part of next year’s programme.

### **3.3 Misuse of Drugs**

3.3.1 In early 2020, it was reported that controlled drugs were being used by some pupils at Balwearie High School. This resulted in some pupils being charged by the Police and/or excluded from the school. During this time, PCs Lee and Murray carried out regular plain clothes and uniformed patrols, and carried out intelligence led stop/searches where lawful and appropriate.

March 2020, PCs Lee and Murray gave a drugs presentation to every student at Balwearie High School. This presentation talked about the law in relation to controlled drugs, the dangers of taking drugs, the intelligence reporting methods available to all students, and the importance of obtaining urgent medical help should a peer suffer health troubles after taking a controlled substance.

## **4.0 Ward 11 – Kirkcaldy North**

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### **4.1 Driver Behaviour**

4.1.1 Following on from the success of the extensive work surrounding off road motorcycles and quad bikes in the last period, early 2020 saw a small but noteworthy resurgence in calls from members of the public regarding these issues. As a result, an Officer was allocated the job of collating every call of this nature; thus allowing for a detailed intelligence log to be created. This allowed for targeted patrols and visits to be carried out, and the mobile CCTV van was utilised as much as possible to

accommodate this. This policing response appeared to have positive success, with the resurgence in calls of this nature reducing again to far lower numbers within a short timescale.

- 4.1.2 As well as the ongoing commitment by Community Police Officers to support Fife Council so that a successful 'Parksafe' initiative can be routinely achieved at Primary Schools, Officers have also responded to concerns raised by members of the public regarding excessive speed in the area. Reacting to these concerns, Officers have carried out regular speed check sites in Barassie Drive, Broom Road, and Robert Adam Drive. The ever popular, 'Pop Up Bob', has also been utilised within the Dunnikier Estate on various occasions; this being a visual stimulus designed to alter the mind set of drivers who regularly drive at excessive speed in built up areas.

## **4.2 Violence and Antisocial Behaviour**

- 4.2.1 As detailed in the report covering the last period, a 'You're Asking For It' campaign took place throughout the Kirkcaldy North area during the festive period of 2019 and the early months of 2020. This appears to have made a notable improvement on the already positive relationship between the Police and our local licensed premises; with shop owners in particular being very supportive of the campaign. Many of the shops noticed a clear reduction in youths either trying to buy alcohol for themselves, or indeed asking others to buy it for them. Despite this good work, shop owners continue to raise concern regarding the difficulty for them to completely guard against proxy purchase; simply due to the nature of it. It is hoped and anticipated that future tactics from local Officers can assist further with this.
- 4.2.2 The grounds of Valley Primary School and the 'rocket park' in Templehall have been identified by local Officers as hotspots for youth violence and general antisocial behaviour. As a result, these areas have remained on the weekend Violence and Antisocial Behaviour Reduction Plan tasking document for a number of months; ensuring that these areas are regularly patrolled at peak times whether live complaints are received from members of the public or not.
- 4.2.3 By working within the schools, PCs Murray and Lee were made aware of a particularly prevalent cyber bullying issue within one of the classes at Valley Primary School. Keen to act on this information quickly, the Officers created and delivered a cyber bullying presentation to this class. The Officers were impressed by the attitude, engagement, and participation of the children and their teacher.

## **4.3 Misuse of Drugs**

- 4.3.1 In September 2019, a proactive, intelligence led, vehicle stop took place within the Kirkcaldy North area. This resulted in two males being charged with being concerned in the supply of cocaine, after they were found to be in possession of £5530 worth of the controlled drug.
- 4.3.2 In January 2020 a proactive vehicle stop took place within the Kirkcaldy North area. The male driver was found to be in possession of numerous controlled drugs; with a combined street value of £7720. He was charged with being concerned in the supply of controlled substances.
- 4.3.3 In February 2020, a drug search warrant was enforced in the Kirkcaldy North area; acting on reliable intelligence that had been received. This resulted in one male and one female being reported to the Procurator Fiscal; after £2382.80 worth of cannabis was found within the property.

## 5.0 Ward 12 – Kirkcaldy Central

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### 5.1 Driver Behaviour

- 5.1.1 Like the other areas, Officers in Kirkcaldy Central continue to commit time working alongside Fife Council; in order to achieve a 'Parksafe' initiative which is successful and meaningful. The so called 'pop up bairns' as detailed in the previous report remain an important tool in this respect.
- 5.1.2 During early 2020, all Primary Schools in the area were given the opportunity to take part in a road safety banner competition. This allowed primary 5 pupils the opportunity to represent their own thoughts regarding road safety outside schools in poster form. A teacher thereafter chose the winning entry from their class, and each winning entry was to be made into a banner; courtesy of the Police, to be displayed somewhere within the grounds of each school. Unfortunately, due to the Covid-19 pandemic, the winning posters have not yet been made into banners. It is hoped that this will be fulfilled at some point in the future.

### 5.2 Violence and Antisocial Behaviour

- 5.2.1 As per the report covering the previous period, the relationship between local Officers and the Linktown and Inverteil Neighbourhood Development Group remains strong and of great importance. Attending the group's meetings whenever possible, Officers gain a far better insight of all aspects of the local community; this making it far easier to create efficient, relevant and achievable Policing plans for the area month on month. The regular meetings which the group hold are always very well attended, and it is of no doubt that the relationship between the Police and residents of the area benefits enormously as a result.
- 5.2.2 In December 2019, Officers attended the town centre area with a 'pop up' festive safety stand. This allowed the Officers to liaise with a large number of the general public, answering questions and giving advice on all aspects of personal safety, home safety, and anything else which came to light during conversation.
- 5.2.3 In February 2020, PCs Lee and Murray attended Kirkcaldy West Primary School alongside a Scenes of Crime Officer. A class of Primary 6 pupils were then given the opportunity to participate in an interactive forensic presentation. It is safe to say that the day was great fun for the pupils, class teacher and Officers alike; a particular highlight for the pupils being when their teacher was identified as the suspect! Despite being light hearted, it is of no doubt that the pupils (and Officers) learned a lot from the event. We continue to recognise the importance of carrying out initiatives such as this one with our young people, particularly given that these young people will soon be of the age group which tend to be associated with the antisocial behaviour which many people experience and/or complain of. Initiatives such as this, strengthen an already good bond between our Officers and the general public and this is something we are committed to continue working on moving forward.

### 5.3 Misuse of Drugs

- 5.3.1 In November 2019, within the Kirkcaldy Central area, a male was reported for being in the production of cannabis, after £1000 worth of the plants were found within his home address.
- 5.3.2 In January 2020, within the Kirkcaldy Central area, two males were reported for drug offences after they were found in possession of cocaine to the value of £5836.

## 6.0 Ward 13 - Kirkcaldy East

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### 6.1 Driver Behaviour

- 6.1.1 Irresponsible parking outside Sinclairtown Primary School continues to be of concern, with parents unfortunately choosing to ignore the 'Keep School Clear' zigzags in order to drop off or pick up their children as close to the main school building as possible. Due to the landscape of the school and the estate in which is situated, this results in the area becoming heavily congested with vehicles. In response, PC Danskin devised a scheme whereby a joint letter was created between, and endorsed by, both the Police and the school. This letter is of advisory nature, and is delivered to registered keepers of vehicles which are found to be offending regularly. Where appropriate, PC Danskin has also spoken to offending drivers at the scene, or by visiting them at their own address. It is hoped that this will help the situation going forward.
- 6.1.2 St Marie's Primary School also reported ongoing issues with parents at drop off and pick up times, despite the school regularly utilising their own "Pop Up Bairns" and Junior Road Safety Officers. Unfortunately this escalated to some parents becoming verbally abusive to the teaching staff. In response, PCs Lee, Murray and Campbell carried out a morning of action at the school; even arranging for Officers from the Police Scotland Motorcycle Unit to assist. This was greatly appreciated by the school staff, particularly when the opportunity arose for some of the more disgruntled parents to be given advice regarding their previous behaviour.

### 6.2 Violence and Antisocial Behaviour

- 6.2.1 Local Officers work closely with Dysart Community Council and other tenants and residents associations in the Kirkcaldy East area; attending meetings wherever and whenever possible. The information received by working in partnership with these groups is vitally important to ensure that local Policing in the area is efficient, appropriate and meaningful. It also strengthens the relationship between the Police and residents within the area; this being vital to the type of Policing which we aspire to deliver.
- 6.2.2 In late 2019, PC Danskin was made aware of a Primary aged schoolboy who was displaying concerning behaviour, such as posting videos on a social media site posing with kitchen knives. The concern had originally been raised by the boy's school; however, the family were reluctant to engage with the school or social work. After speaking with the family, PC Danskin was able to meet with the boy and talk things through with him. Over a period of time, PC Danskin met with the boy and his family regularly; this being a huge breakthrough with a family that had previously been reluctant for professional involvement. PC Danskin acted as a positive role model, and it is hoped that this will have a positive and long term far reaching effect on the boy and his family going forward.

### 6.3 Misuse of Drugs

- 6.3.1 In December 2019, a drug search warrant was executed within the Kirkcaldy East area; acting on reliable intelligence which Police Scotland had received. Controlled drugs and a large quantity of money was found within the property; resulting in one male and one female being reported to the Procurator Fiscal.
- 6.3.2 During early 2020, numerous complaints were received regarding St Andrews High School pupils smoking cannabis within the nearby blocks of flats throughout the day. PCs Murray, Lee, Campbell and Danskin acted on these complaints by visiting the complainers' addresses where appropriate, and thereafter devising an action plan which consisted of both uniformed and plain clothed patrols in these areas at the



most relevant times. In addition to this, PC Lee delivered a drug presentation to all of the pupils of St Andrews High School; this being something which was welcomed by the teaching staff of the school.

## 7.0 Working in Partnership

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### 7.1 Participation and Localism

- 7.1.1 Throughout October 2019, PC Lee attended at all four of Kirkcaldy's High Schools alongside the Scottish Fire and Rescue Service; this being an ongoing joint initiative whereby all pupils receive a presentation with regards to fire safety, and the dangers of illegal bonfires and fireworks usage. This is an interactive and predominantly light hearted presentation; but with a serious and powerful message which sparks conversation between the pupils. The Scottish Fire and Rescue Service are confident that this initiative results in fewer illegal bonfires taking place each year; and as such this is something which we are extremely happy to support.
- 7.1.2 Partnership working with the Fife Council Safer Communities Team continues to play a crucial part in effective local policing. Our local Officers are in regular liaison with our Fife Council Colleagues; whether that be to ask assistance from the Fife Council Community Safety Officers to conduct patrols in a certain area; or to conduct a joint home visit, where the knowledge of a housing officer is of huge benefit.

### 7.2. Prevention

- 7.2.1 In November 2019, Police Scotland Youth Volunteers attended housing estates which had been badly targeted by crimes involving housebreaking. The youth volunteers distributed crime prevention leaflets by posting them through doors; reminding homeowners of the steps they can take to keep themselves and their belongings safe.
- 7.2.2 The 'Signpost to Safety' campaign was launched in February 2020, this being a leaflet design and distribution campaign, designed to assist the more vulnerable in our community; and in particular those who may not have direct access to the internet or on-line material. The three leaflets designed as part of the campaign were as follows:
- **Scam Awareness** – This leaflet contains a basic guide on how to identify online and telephone scams such as 'phishing' and 'vishing'.
  - **Keeping Fife Safe** – This leaflet is primarily aimed toward elderly and vulnerable persons, and contains contact details for numerous organisations such as Age Scotland, the Alzheimer's Society, the Mental Health Helpline and the Domestic Abuse Helpline; amongst others. This leaflet also contains information relating to the Fife Trusted Trader scheme, and can even double up as a door sticker to prevent cold callers and bogus workmen.
  - **Fife Road Safety** – This leaflet contains a basic guide to ensuring your vehicle is ready to safely be used on the road, and what checks should be carried out regularly to ensure that it stays this way. It also contains guidance on drink/drug driving, and safety advice relating to children who travel on foot to and from school.
- 7.2.3 Our Community Officers recognise the benefit of having the marked Police Mobile CCTV van within our areas, and as such routinely make best use of this vehicle ensuring its attendance at relevant locations. During this period the vehicle has been utilised to help with issues involving off road motorcycles, antisocial behaviour and shopliftings. It is widely recognised that shoplifting rates are reduced at the Fife Central Retail Park when the CCTV van is in attendance at this location.



### **7.3 Collaboration**

7.3.1 Officers continue to work alongside the 'Clued Up Project'; who specialise in providing 'youth friendly' education, prevention, early intervention and diversion; for young people who are affected by their own or someone else's substance use. This is particularly beneficial when it comes to weekend antisocial behaviour. Regularly on Friday evenings, Officers meet with staff from the 'Clued Up Project' prior to deploying on the weekend Violence and Antisocial Behaviour Reduction Plan. This allows for youth antisocial behaviour to be targeted more efficiently, with Clued Up staff regularly patrolling similar areas to our local Officers on weekends; and demonstrating how beneficial their relationships with the young people can be, particularly in relation to calming situations and dispersing large groups. Our School Liaison Officers are also able to collaborate with Clued Up staff whilst within schools; such as when delivering drug and alcohol presentations or initiatives.

#### **7.3.2 Access to Services and Information and Supporting Activity**

In September 2019, PC Vetrino and PS Adamson attended the Fife Migrants Forum job fair. Whilst there, they spoke with many people and answered numerous questions regarding the role of policing.

## **8.0 Notable incidents**

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8.1 In October 2019, Officers arrested, charged and reported a male for various drug offences and threatening and abusive behaviour. This male was part of a so called 'County Lines' drug trafficking operation; and had effectively taken over a flat to utilise for selling drugs; against the will of the normal resident of the property. Whilst conducting his supply of controlled drugs, the male wore an armoured vest, and kept a large knife and large brown stick nearby at all times. It is understood that the male had boasted to the resident of how easily he could obtain drugs; and that he had associates who regularly travelled by plane to obtain large quantities of the controlled substances. Officers were subsequently notified of the male's actions at the property and as a result action was then taken, ensuring the male was brought into Police Custody quickly and safely. Search warrants were then obtained, and this resulted in large quantities of controlled drugs and money being seized.

## **9.0 Licensed premises**

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9.1.1 The Licensing Scotland Act 2005 is underpinned by the following objectives:-

1. Preventing Crime and Disorder;
2. Securing Public Safety;
3. Preventing Public Nuisance;
4. Protecting and Improving Public Health; and
5. Protecting Children and Young Persons from Harm.

9.2.1 In late 2019 / early 2020, across all of our wards, local Officers carried out two visits to all of the premises during this time; with one of these visits being treated as an inspection; where the records and management of each of the premises were reviewed. All of these visits were underpinned by the 'You're Asking For It' campaign, and were fully recorded on the relevant Police system.

9.3.1 With the end of March 2020 seeing all pubs and nightclubs having to close their doors due to the Covid-19 pandemic, it is anticipated that patron numbers could be far higher than what would ordinarily be considered to be normal when they fully reopen. The extent of this is unknown at this time and will require regular and ongoing assessment by both local and Licensing Department Officers.

## 10.0 Policing in Central Fife

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- 10.1 Although there have been staff changes within the Kirkcaldy area, the policing structure continues to place a strong focus on community policing and is well received by the communities we serve.
- 10.2 Inspector Gordon Anderson remains in the role of Community Inspector, with Sergeant Kevin Davidson now in the role of Community Sergeant; having taken over from Sergeant Jimmy Adamson following his retirement in January 2020.
- 10.3 The Community Ward Officers are:
- Ward 9 - Constable Danny Hatch and Constable Stuart Kinnes
  - Ward 10 – Constable Yasmin Vetrino
  - Ward 11 – Constable Angela Dillon and Constable Mark McCulloch
  - Ward 12 - Constable Richard Danskin and Constable Karly Campbell
  - School Liaison – Constable Cameron Lee and Constable Michelle Murray

## 11. Recommendation

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- 11.1 Members are invited to consider and comment on the content of this report as per the recommendations made at the front of the report.

### List of Appendices

1. [ScOMIS crime statistical data](#)

### Report Contact:

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**Facebook: [www.facebook.com/policescotland](https://www.facebook.com/policescotland)**

LOCAL AUTHORITY SCRUTINY BOARD				
Kirkcaldy Area Committee				
Violence, Disorder and Antisocial behaviour				
	Kirkcaldy Area Committee			
	Apr 2019 - Mar 2020	Apr 2018 – Mar 2019	Victims	% Change
Total No Group1: Crimes of Violence	149	140	9 more	6.4%
Murder	2	1	1 more	100.0%
Attempted Murder	8	10	2 less	-20.0%
Culpable Homicide (common law)	0	0	None	-
Culpable Homicide (other)	3	0	3 more	-
Serious Assault detection rate	73.7%	85.9%		-12.2%
Serious Assault	57	64	7 fewer	-10.9%
Robbery detection rate	82.4%	81.8%		0.6%
Robbery	17	22	5 fewer	-22.7%
Petty (Common) assault detection rate	78.3%	79.6%		-1.3%
Petty (common ) assault	849	937	88 fewer	-9.4%
Context				

Additional Information				
	Kirkcaldy Area Committee			
	Apr 2019 - Mar 2020	Apr 2018 – Mar 2019	Victims	% Change
Number of detections for drugs supply, drugs productions, drugs cultivation	49	59	10 fewer	-16.9%
Theft by housebreaking (including attempts) detection rate	67.4%	29.2%		38.2%
Theft by housebreaking (including attempts)	279	185	94 more	50.8%
Theft by shoplifting detection rate	87.3%	85.1%		2.2%
Theft by shoplifting	806	948	142 less	-15.0%
Vandalism & Malicious Mischief detection rate	35.2%	32.3%		2.9%
Vandalism & Malicious Mischief	568	557	11 more	2.0%
Motor Vehicle Crime detection rate	28.1%	31.8%		-3.7%
Motor Vehicle Crime	167	198	31 fewer	-15.7%
Number of detections for Consuming Alcohol in a designated place (where appropriate byelaws exist)	29	58	29 less	-50.0%
Fire-raising offences	24	25	1 fewer	-4.0%
Breach of the peace (excluding s.38)	17	29	12 fewer	-41.4%
Context				

Public Protection				
	Kirkcaldy Area Committee			
	Apr 2019 - Mar 2020	Apr 2018 – Mar 2019	Victims	% Change
Number of Group 2 - Crimes of Indecency	185	211	26 less	-12.3%
Group 2 crimes detection rate	54.0%	60.2%		-6.2%
Rape Crimes	33	38	5 less	-13.2%
Rape crimes detection rate	51.5%	57.9%		-6.4%
Context				

20 October 2020

Agenda Item No. 9

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## **Scottish Fire and Rescue Service**

# **Kirkcaldy Area Annual Performance Report**

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Report by: Graham Hogg – Station Commander – Kirkcaldy Community Fire Station  
- Scottish Fire and Rescue Service

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Wards Affected: All Kirkcaldy Area Wards

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### **Purpose**

This report provides the Committee with incident information for the period 1<sup>st</sup> April 2019 – 31<sup>st</sup> March 2020. The incident information enables the Committee to scrutinise the Scottish Fire and Rescue Service (SFRS) Stirling-Clacks-Fife – Kirkcaldy Area - against its key performance indicators (KPIs).

### **Recommendation(s)**

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The committee is asked to:

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

### **Resource Implications**

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Not applicable

### **Legal & Risk Implications**

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

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

### **Impact Assessment**

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An Equality Impact Assessment checklist is not required as this report does not have any immediate implications for service delivery and policy.

### **Consultation**

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



# KIRKCALDY AREA COMMITTEE PERFORMANCE REPORT

**April 2019 – March 2020**

*Covering the activities and performance in support  
of the Fife Local Fire & Rescue Plan 2017*



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

**Working together  
for a safer Scotland**

## **ABOUT THE STATISTICS IN THIS REPORT**

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

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

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



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## **DEFINITIONS**

### **Accidental Dwelling Fire**

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

### **Fire Fatality**

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

### **Fire Casualty**

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

### **Deliberate Fire**

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

### **Non-Domestic Fires**

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

### **False Alarms**

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

## **Unwanted Fire Alarm Signal**

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

### **Primary Fires:**

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

### **Secondary Fires**

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

# 1. INTRODUCTION

---

1.1 This 2019 / 2020 performance report for the period April 1<sup>st</sup> 2019 to March 31<sup>st</sup>, 2020 inclusive provides comparative data across the previous 4 years for the same period. The KPI's detailed below are drawn from the SFRS Fife Local Fire and Rescue Plan 2017 priorities and are shown in bold text;

- **Domestic Fire Safety**

Continuously monitor the number of accidental dwelling fires

Continuously monitor the severity and cause of accidental dwelling fires

Continuously monitor the number and severity of fire related injuries

- **Deliberate Fire Setting**

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

- **Built Environment**

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

- **Unwanted Fire Alarm Signals**

Monitor and challenge each Unwanted Fire Alarm Signal (UFAS) incident across Kirkcaldy Area

- **Transport and Environment**













Monitor the amount of water related incidents

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

## 2. PERFORMANCE HIGHLIGHTS

2.1 The table below provides a summary of annual activity 2019-2020 compared to annual activity 2018-2019.

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

<b>Accident Dwelling Fires</b>  2019/20: 40 2018/19: 58	<b>ADF Fatal Casualties</b>  2019/20: 0 2018/19: 0	<b>ADF Non-Fatal Casualties</b>  2019/20: 2 2018/19: 9
<b>Deliberate Primary Fires</b>  2019/20: 22 2018/19: 25	<b>Deliberate Secondary Fires</b>  2019/20: 90 2018/19: 114	<b>Non-domestic Building Fires</b>  2019/20: 17 2018/19: 18
<b>Fatal Casualties in Non-Domestic Building Fires</b>  2019/20: 0 2018/19: 0	<b>Non-Fatal Casualties in Non-Domestic Building Fires</b>  2019/20: 0 2018/19: 1	<b>Unwanted Fire Alarm Signals</b>  2019/20: 301 2018/19: 258
<b>Road Traffic Collision (RTC) Incidents</b>  2019/20: 23 2018/19: 28	<b>Fatal RTC Casualties</b>  2019/20: 0 2018/19: 0	<b>Non-Fatal RTC Casualties</b>  2019/20: 17 2018/19: 13

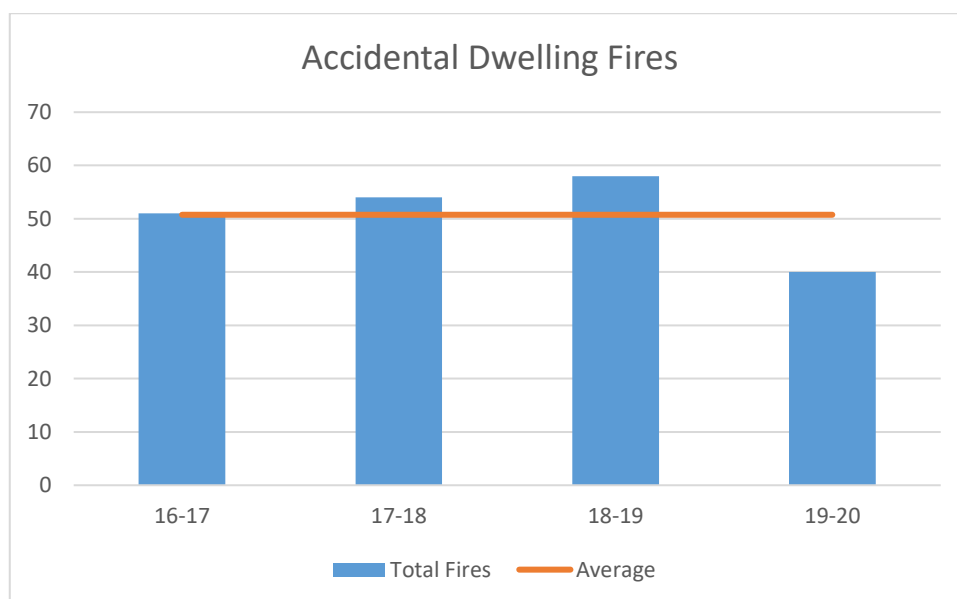
## PERFORMANCE SUMMARY

Of the indicators, the following performance should be noted for the period April 1<sup>st</sup> 2019 to March 31<sup>st</sup> 2020 inclusive, comparing data across the previous 4 years for the same period;

- The number of **Accidental Dwelling Fires** has seen a 21% decrease from the previous four-year average.
- There were no **Accidental Dwelling Fire Fatal Casualties** during this period. The number of **Accidental Dwelling Fires Non-Fatal Casualties** was 2. This is a significant decrease on 2018/19 and is also a significant decrease of 67% on the previous four years average.
- The number of **Deliberate Primary Fires** during this period was 22. This is a 22% decrease on the four years average and a reduction of 12% compared to the same period last year.
- The number of **Deliberate Secondary Fires** during this period was 90. This is a 12% decrease in the four years average and a decrease of 21% compared to the same period last year.
- The number of **Non-Domestic Building Fires** recorded was 17. This is a 37% decrease in the four years average and a 6% reduction compared to the same period last year.
- The number of **Unwanted Fire Alarm Signals (UFAS) caused by automatic fire alarms (AFAs) in non-domestic buildings** during this period was 301. This is an 9% increase on the four years average and a 17% increase compared to the same period last year.
- The number of **Road Traffic Collisions** during 2019/20 was 23. This is a 5% decrease in the four years average and an 18% reduction compared to the same period last year.
- There were no **Fatal RTC Casualties** during this period. The number of **Non-Fatal RTC Casualties** was 17. This is an increase of 4 compared to the same period last year and a 10% increase on the four years average.

### 3. Domestic Fire Safety

- 3.1 Accidental Dwelling Fires have decreased by 18 incidents across the Kirkcaldy area in 2019-20 when compared to the previous year's figure.



**Graph 1 Accidental Dwelling Fires –2016-2020**

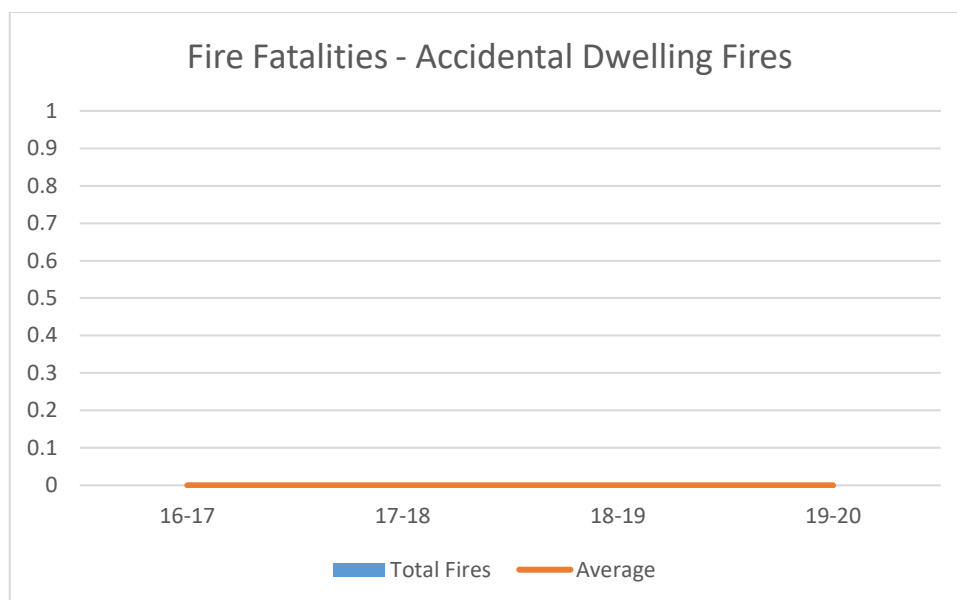
Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	10	13	18	8
Kirkcaldy Central	18	10	17	13
Kirkcaldy East	17	24	18	12
Kirkcaldy North	6	7	5	7
<b>Total</b>	<b>51</b>	<b>54</b>	<b>58</b>	<b>40</b>

**Table 1 Accidental Dwelling Fires by Kirkcaldy Ward Area April – March 2016-2020**

- 3.2 This reporting period has seen a decrease of 18 Accidental Dwelling Fire with a 21% decrease from the previous four-year average of 50.75. Non-Fatal Fire casualties also decreased by 67% over the previous four-year average.
- 3.3 Over the 2019-20 period 72% of Accidental Dwelling Fires were caused within the kitchen by cooking. With 75% being restricted to either no fire damage or limited to the item first ignited.
- 3.4 It is pleasing to note that 72% of those addresses had a detection system and that 69% of those operated and raised the alarm (on several occasions insufficient products of combustion to activate alarm, fire discovered by person.)

- 3.5 68% of the incidents were resolved without Scottish Fire and Rescue Service intervention, or by removal or disconnection of power supply.
- 3.6 The information above describes an ongoing trend of reduced severity. This can be attributed to the high number of detection systems being fitted by SFRS and partners, which give an early warning of fire.

### 3.7 Fire Fatalities – Accidental Dwelling Fires



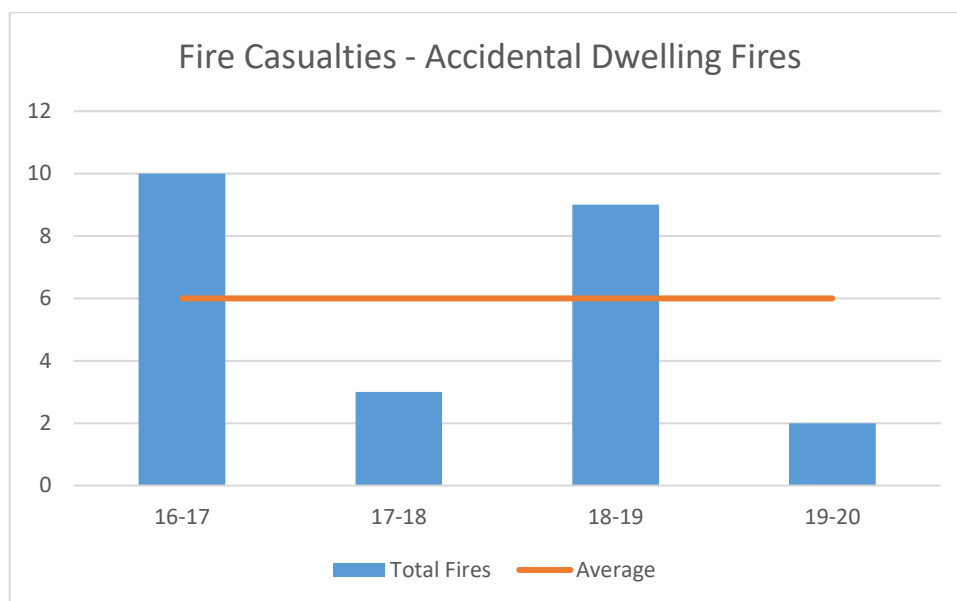
**Graph 2 Accidental Dwelling Fire Fatal Casualties April - March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	0	0	0	0
Kirkcaldy Central	0	0	0	0
Kirkcaldy East	0	0	0	0
Kirkcaldy North	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 2 Accidental Dwelling Fires Fatal Casualties Kirkcaldy Ward Areas  
April – March 2016-2020**



### 3.8 Fire Casualties – Accidental Dwelling Fires



**Graph 3 Accidental Dwelling Fire Casualties April – March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	1	3	6	0
Kirkcaldy Central	1	0	3	1
Kirkcaldy East	6	0	0	0
Kirkcaldy North	2	0	0	1
<b>Total</b>	<b>10</b>	<b>3</b>	<b>9</b>	<b>2</b>

**Table 3 Accidental Dwelling Fires Casualties Kirkcaldy Ward Areas April – March 2016-2020**

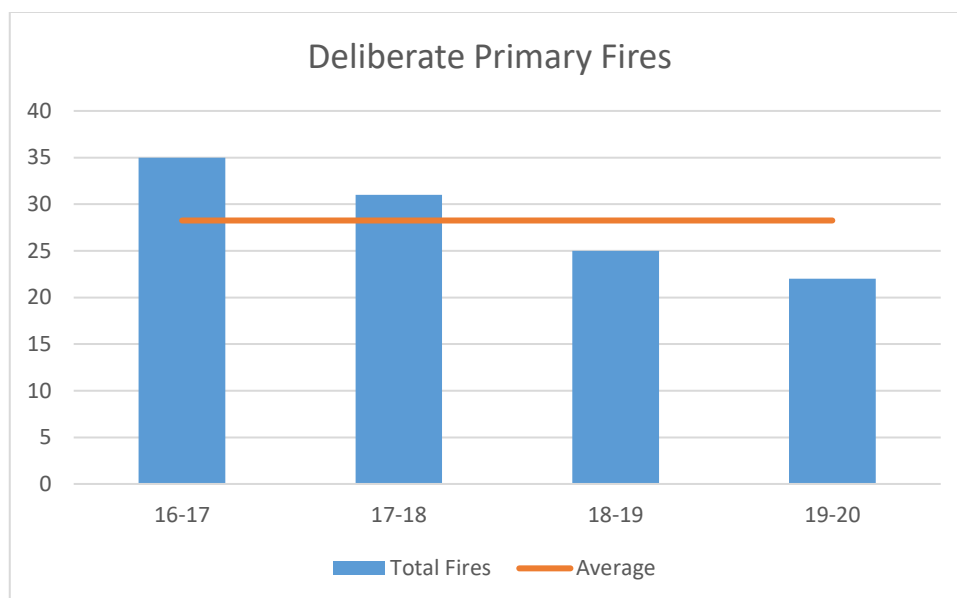
- 3.9 No fire fatalities have been recorded during this reporting period.
- 3.10 Fire casualties have decreased by seven this period compared to 2018-2019.
- 3.11 Of the two casualties recorded, neither required hospital treatment with both of them receiving first aid at the scene for slight injuries. Both incidents originated in the kitchen and both had detection systems resulting in no fire damage to either property.

### **3.12 Domestic Fire Reduction Strategy**

Home Safety Visits play a vital part in our strategy to reduce the number of Accidental Dwelling Fires. Our personnel completed 1134 visits in the reporting period with an increasing focus on higher risk households. These visits are used to deliver vital fire safety messages and install detection systems, as well as trip, slip and falls messages for our vulnerable, elderly and very young population. The targeting of resources to deliver Home Safety Visits to higher risk dwellings continues to have a positive outcome.

## 4. Deliberate Fire Setting

### 4.1 Deliberate Primary Fires

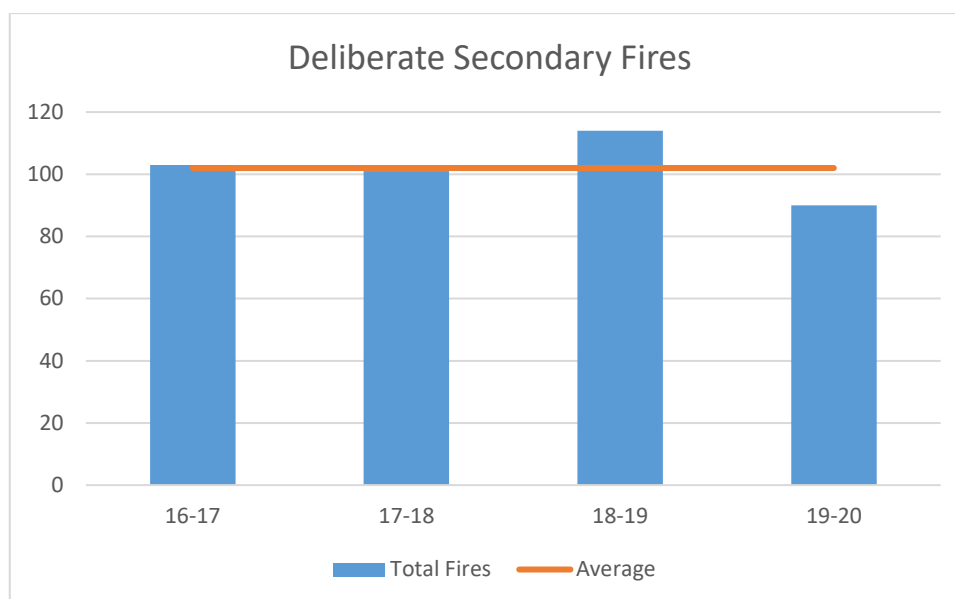


**Graph 4 Deliberate Primary Fires– April – March 2016-2020**

<b>Kirkcaldy Area Wards</b>	<b>16-17</b>	<b>17-18</b>	<b>18-19</b>	<b>19-20</b>
Burntisland, Kinghorn and Western Kirkcaldy	4	5	3	3
Kirkcaldy Central	13	8	6	5
Kirkcaldy East	15	13	13	9
Kirkcaldy North	3	5	3	5
<b>Total</b>	<b>35</b>	<b>31</b>	<b>25</b>	<b>22</b>

**Table 4 Deliberate Primary Fires Kirkcaldy Ward Areas April – March 2016-2020**

## 4.2 Deliberate Secondary Fires



**Graph 5 Deliberate Secondary Fires– April – March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	14	18	15	21
Kirkcaldy Central	29	25	32	21
Kirkcaldy East	46	38	52	39
Kirkcaldy North	14	20	15	9
<b>Total</b>	<b>103</b>	<b>101</b>	<b>114</b>	<b>90</b>

**Table 5 Deliberate Secondary Fires Kirkcaldy Ward Areas April – March 2016-2020**

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

4.4 The graphs and tables above show that Deliberate Primary fires have reduced by 12% and Deliberate Secondary fires have reduced by 21%.

#### **4.5 Deliberate Fire Reduction Strategy**

We continue to target community centres, community groups and schools in high activity areas to deliver talks regarding the dangers and consequences of deliberate fire setting. These talks take place normally in April and October, which are the peak periods of activity. Throughout the year personnel deliver seasonal Tactical Action Plans (TAPs) to targeted areas and groups.

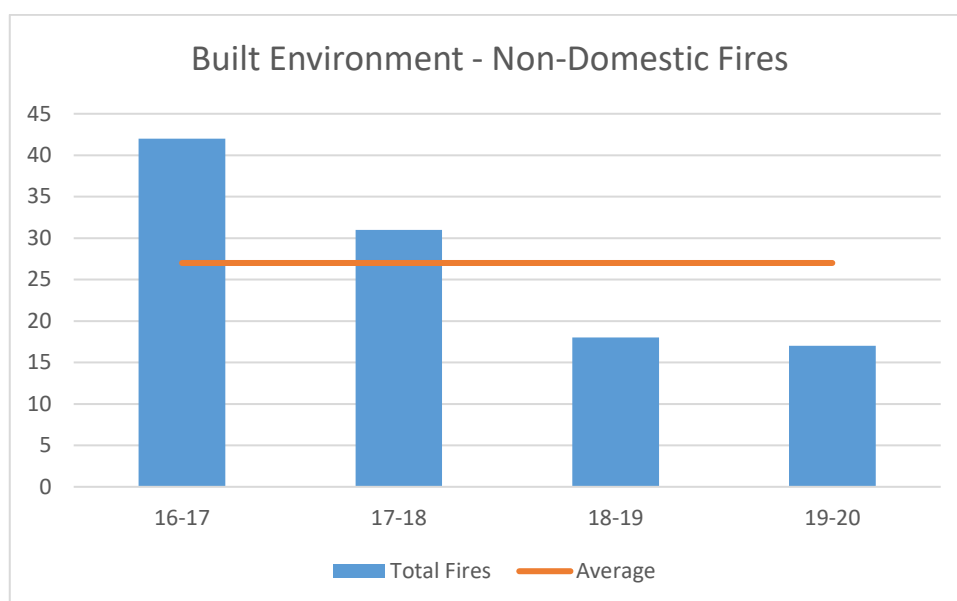
We work with our Police and Local Authority partners to identify deliberate fire setting incidents early, in order to ensure that solutions are implemented to prevent further incidents.

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

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

## 5. Built Environment

### 5.1 Built Environment – Non- Domestic Fires



**Graph 6 Built Environment Non - Domestic Fires– April – March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	3	3	3	3
Kirkcaldy Central	11	11	6	3
Kirkcaldy East	22	12	8	7
Kirkcaldy North	6	5	1	4
<b>Total</b>	<b>42</b>	<b>31</b>	<b>18</b>	<b>17</b>

**Table 6 Built Environment Non - Domestic Fires Kirkcaldy Ward Areas April – March 2016-2020**

- 5.2 The table above shows that Non-Domestic Fires continue to show a decreasing trend over the last four reporting periods across the Kirkcaldy Area with a further 6% reduction over the 2019-20 reporting period.
- 5.3 There have been zero casualties resulting from incidents within Built Environment Non-Domestic Fires for the 2019-20 reporting period.

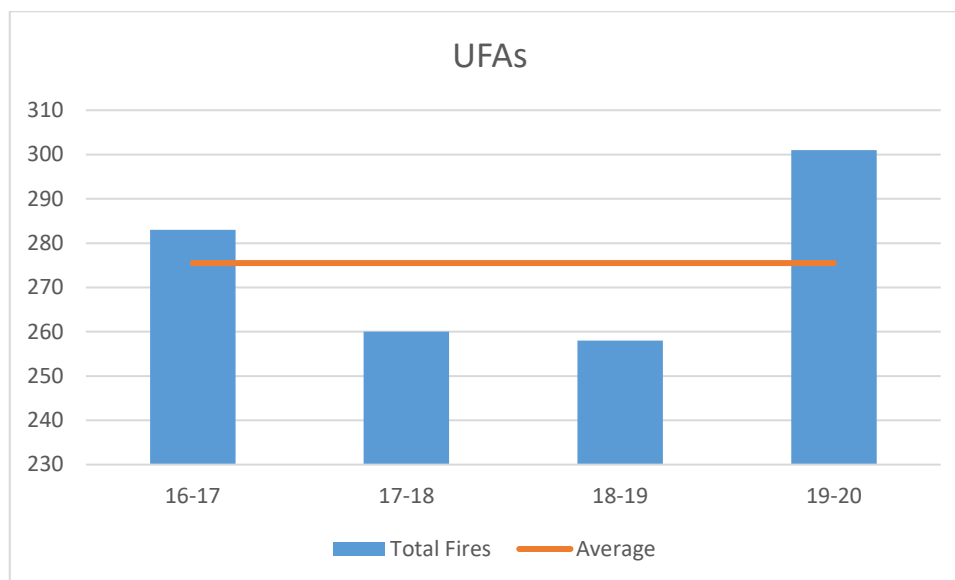
#### **5.4 Built Environment Fire Reduction Strategy**

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

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

## 6. Unwanted Fire Alarm Signals

6.1 An Unwanted Fire Alarm Signal (UFAS) can be defined as ‘any alarm activation which is not the result of a fire or a test’. UFAS incidents have, as detailed 7 below, fluctuated in the Kirkcaldy Area over the four-year reporting period.



**Graph 7 Unwanted Fire Alarm Signals – April – March 2015-2019**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	15	31	25	36
Kirkcaldy Central	103	73	77	109
Kirkcaldy East	135	134	137	131
Kirkcaldy North	30	22	19	25
<b>Total</b>	<b>283</b>	<b>260</b>	<b>258</b>	<b>301</b>

**Table 7 Unwanted Fire Alarm Signals Kirkcaldy Ward Areas  
April - March 2015-2019**

6.2 This period has seen 9% increase from the four-year average and a 17% increase from the previous reporting period. This is primarily due to an increase in new Automatic Fire Detection Systems being fitted within Primary School Premises, Residential Care Premises and problematic systems within the NHS Estate portfolio accounting for 57% of UFAS incidents.



### **6.3 Reduction in Unwanted Fire Alarm Signals Strategy**

Unwanted Fire Alarm Signals (UFAS) Reduction Strategies continue to be managed and monitored by a 'UFAS Champion' who contacts premises occupiers after each UFAS incident, to discuss the activation, as well as strategies to reduce or eliminate. The UFAS Champion will continue to engage robustly with Fife Council Education and NHS in order to address this recent spike and drive these types of incidence down.

The strategies implemented in the Kirkcaldy Area and across Fife, has been recognised within SFRS as best practise, and are now in the process of being implemented across SFRS.

## 7. Transport and Environment

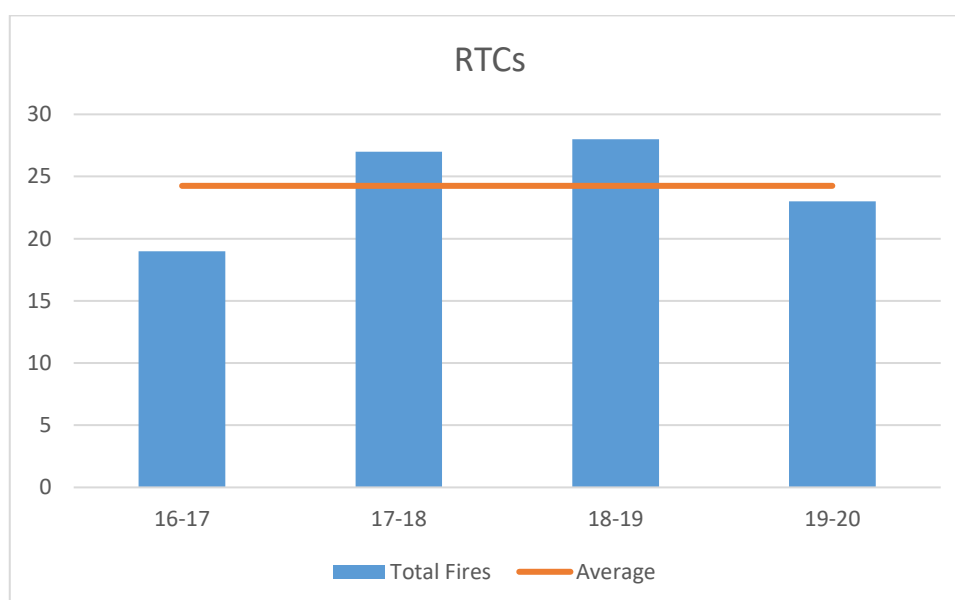
7.1 These will be monitored alongside Police Scotland RTC incidence information

### 7.2 Water Related Incidents

Water related incidents caused by environmental factors were the main cause for flooding incidents increasing from 15 to 25 during 2019-20 due primarily to short duration adverse weather conditions during the summer period. No casualties or evacuations resulted from these incidents.

### 7.3 Road Traffic Collisions

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



**Graph 8 Road Traffic Collisions – April – March 2016-2020**

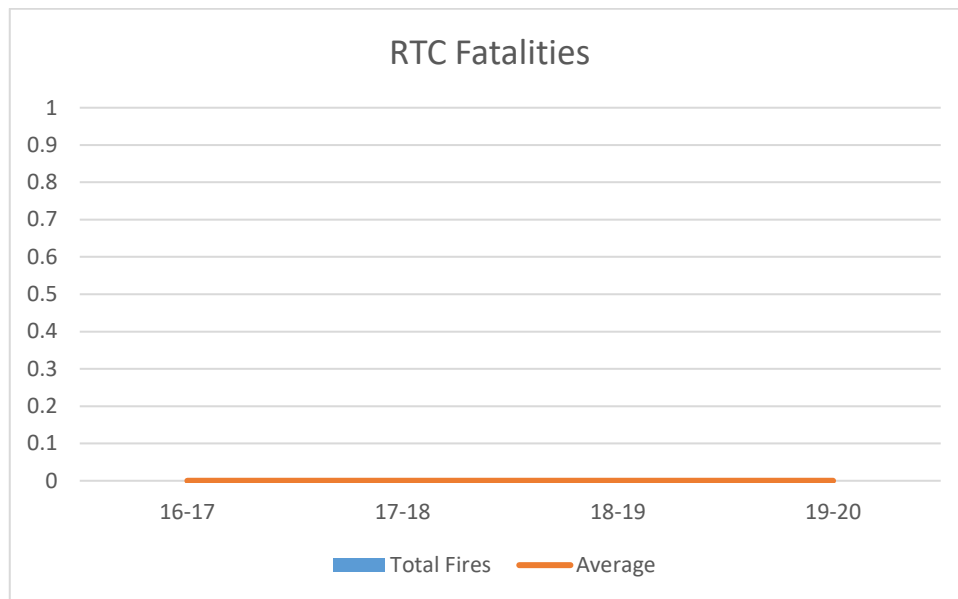
Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	6	9	10	5
Kirkcaldy Central	4	3	5	5
Kirkcaldy East	9	10	10	9
Kirkcaldy North	0	5	3	4
<b>Total</b>	<b>19</b>	<b>27</b>	<b>28</b>	<b>23</b>

**Table 8 Road Traffic Collisions Kirkcaldy Ward Areas**

**April - March 2016-2020**

7.4 RTC's have seen an 18% reduction from the same period in 2018-19.

## 7.5 RTC Fatal Casualties



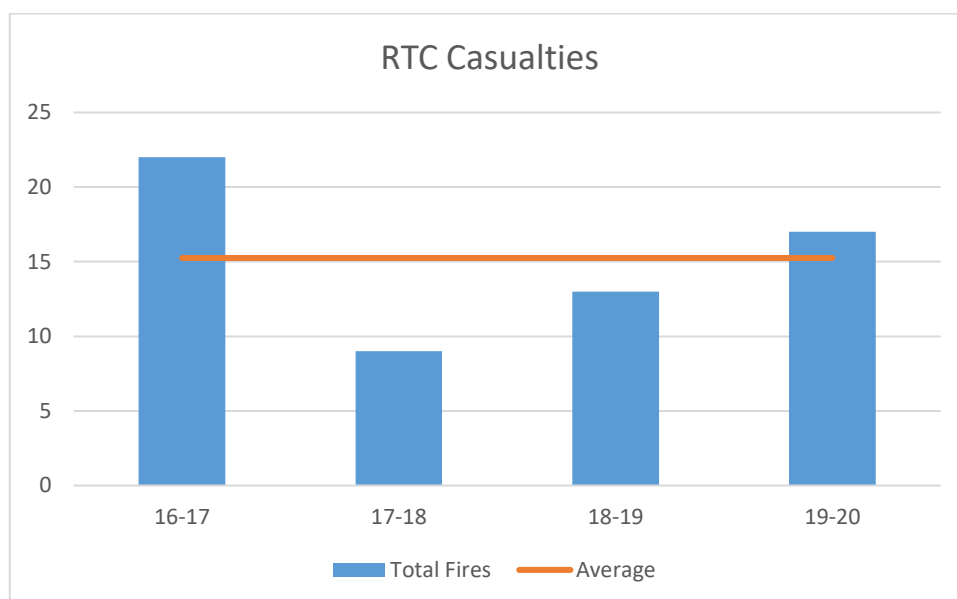
**Graph 9 Road Traffic Collision Fatal Casualties – April – March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	0	0	0	0
Kirkcaldy Central	0	0	0	0
Kirkcaldy East	0	0	0	0
Kirkcaldy North	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 9 Road Traffic Collision Fatal Casualties Kirkcaldy Ward Areas  
April - March 2016 - 2020**

7.6 There were no RTC fatalities on Kirkcaldy Area roads in this reporting period.

## 7.7 RTC Casualties



**Graph 10 Road Traffic Collision Casualties – April – March 2016-2020**

Kirkcaldy Area Wards	16-17	17-18	18-19	19-20
Burntisland, Kinghorn and Western Kirkcaldy	4	6	8	2
Kirkcaldy Central	1	0	2	6
Kirkcaldy East	17	2	2	9
Kirkcaldy North	0	1	1	0
<b>Total</b>	<b>22</b>	<b>9</b>	<b>13</b>	<b>17</b>

**Table 10 Road Traffic Collision Casualties by Committee Area – Kirkcaldy Ward Areas- April - March 2016-2020**

## 7.8 RTC Casualties

The reporting period has seen an increase of 4 casualties when compared to 2018-2019, this is a 10% increase on the previous four-year average. Two incidents accounted for 10 of the reported casualties from RTC's

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

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

As well as the projects detailed above, SFRS contribute as part of the Road Casualty Reduction Group (RCRG), which is a part of the current Fife Community Safety Strategy 2015-2020.

## 8. Conclusions

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It is pleasing to report that specific indicators, including Accidental Dwelling Fires, all Non-Fatal Fire Casualties, Deliberate Primary Fires, Deliberate Secondary Fires, Non-Domestic Building Fires and RTC's all report a decrease in occurrence during 2019-20 with the severity of those accidental dwelling fires continuing to decrease. The number of Fatal Fire Casualties and Fatal RTC Casualties has remained unchanged with no fatal incidents occurring. However, the number of UFAS and Non-Fatal RTC casualties have both increased. The targeting of resources to deliver Home Safety Visits to higher risk dwellings continues to have a positive outcome.

We will continue to manage demand reduction strategies linking in with key partner agencies in order to create a safer place to live, work and visit.

## Background Papers

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

Report Contact

Graham Hogg

Station Commander

Kirkcaldy Community Fire Station

Service Delivery – Stirling - Clacks - Fife LSO Area

Scottish Fire and Rescue Service

Email – [graham.hogg@firescotland.gov.uk](mailto:graham.hogg@firescotland.gov.uk)

20th October 2020

Agenda Item No. 10

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## Area Housing Plan Update

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Report by: John Mills, Head of Housing Services

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Wards Affected: Ward 9 – Burntisland, Kinghorn, and Western Kirkcaldy

Ward 10 –Kirkcaldy North Ward 11 – Kirkcaldy Central Ward 12- Kirkcaldy East

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### Purpose

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Members approved the Kirkcaldy Area Housing Services Plan 2017/19 in January 2018. This interim report provides an update on progress in delivering service priorities and performance information for the financial year 2019/20 where figures are available at an Area level.

A revised Plan for 2021/23 will be presented at Committee once there has been the opportunity to consult on future priorities for the Kirkcaldy Area.

### Recommendation(s)

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Members are asked to:

- Comment on the work progressed through the Area Housing Plan for the financial year 2019/20
- Note the Expenditure for the HRA Locality Managed Budget for 2019/20 outlined in Appendix 2.

### Resource Implications

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Work is taking place within agreed HRA local and capital budgets.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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Local tenants were involved in the development of the Area Housing Plan through local groups and events, as well as taking part in walkabouts with staff and members. We have also used feedback from the annual tenant survey to develop the plan. A similar approach will be taken to the development of the Kirkcaldy Area Housing Services Plan for 2021/23.

## 1.0 Background

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- 1.1 Members approved a report in January 2018 which outlined the 2017/19 Kirkcaldy Area Housing Plan and set out how we intended to:
  - Understand and address housing needs in the area
  - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives. We have a key role to work in partnership with others to reduce poverty in Fife and to ensure that we are acting 'one step sooner'.
- 1.3 This report includes measures to outline how well we are performing and addressing housing need in Kirkcaldy. Performance figures for the previous financial year are provided where this is available at an Area level. It also outlines how staff have adapted to deliver services during COVID lockdown. Housing Officers are now able to be more visible in local communities as we work our way through the Recovery Plan.
- 1.4 It is proposed that a revised Kirkcaldy Area Housing Plan be produced for 2021-23. This will outline future priorities that are informed through discussions at Ward Meetings and reflect the views of our local communities.

## 2.0 Issues and Options

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- 2.1 This report will focus on the following Plan for Fife headings-
  - Opportunities for all
  - Thriving places
  - Community led services
- 2.2 Attached to the report are two appendices –
  - Appendix 1 is a summary of Kirkcaldy Area performance information
  - Appendix 2 provides information on the expenditure of the 2019/20 locally managed budget allocation.
- 2.3 **Opportunities for all**
  - The period of lockdown was a difficult and challenging time for many in our communities. Housing have worked in partnership with others to help vulnerable households to obtain necessities such as food and prescriptions. We have also provided advice and support to tenants who were worried about their rent. Housing Services focused on delivering business critical services. This included gas safety inspections, emergency repairs, dealing with anti-social behaviour, welfare checks, urgent allocations to homeless and support to older people in sheltered housing. Staff in the Kirkcaldy Team volunteered for redeployment to critical parts of our business.



Throughout this time, we have had to adapt to change and new ways of working. It has presented us with the opportunity to become more agile and review how we operate. As we evolve through the Recovery Plan staff can now undertake estate inspections and in certain circumstances visit tenants in their home. We will focus going forward on improving the condition of our estates and addressing the welfare needs of our tenants.

Appendix 1 provides a summary of key performance information for the Financial Year 2019/20. The following areas are highlighted –

- Void properties were turned around and reallocated 2019/20 within 27 days. This is an area where performance has slightly declined. However, this figure still compared favourably with Fife average for the same period which was 28.6 days to turnaround an empty property. It is important to minimise rent loss over the period and to ensure a more efficient management of our stock to drive savings in the Housing Revenue Account which is reinvested to improve tenant services and build new homes.
- The amount of allocations to each housing list category was as follows – 47% to homeless, 26% transfer and 27% to the housing list. The allocations made to homeless applicants equated to 313 offers. Proportionately in percentage terms, the homeless outturn was higher in comparison to the previous year. This is in line with Council policy to move families more quickly out of temporary accommodation and into secure homes.
- We have been proactive in facilitating moves where tenants are under occupying larger family sized properties. We ensured family sized properties were made available last year for allocation following best use of stock moves. The Tenant Incentive Scheme (TIS) was used to assist thirteen of these tenants with the costs associated with moving home. Practical help can be provided with the things that can sometimes be a barrier for people wishing to downsize and this included removal costs, decoration, new carpets, furnishings and white goods. We will continue to engineer moves where suitable properties can be identified to match the preferences of tenants who are under occupying and who have indicated they may be prepared to move.
- The Property Acquisition Policy has been used over the last year to buy back four family sized former council houses. This has been used to provide permanent housing for four homeless families. We continue to actively look at opportunities to return larger former council properties back to stock to meet the housing needs of families in the Kirkcaldy area.
- Housing Opportunity Funding was secured to continue with the programme to convert bedsit properties in Harriet Street, Kirkcaldy into one-bedroom flats. There is limited demand for bedsits in Kirkcaldy and this will make these properties more attractive to let. This budget was also used to tarmac the area outside the Ravenscraig flats, for fencing and environmental works at Link Street, and to complete phase three of a project at Rossend Terrace to erect fencing and improve parking. A project is due to start by October to create a new car park for residents on open ground at the Forth View flats.
- The table on Appendix One shows the recorded breaches of Tenancy actions for anti-social behaviour. Most complaints are of a low level and involve estate management or environmental type issues that are quickly resolved. We continue to work closely with the Safer Communities team to address the more serious issues reported involving anti-social behaviour.

- 2.4 The Housing team have been at the forefront of tackling poverty in the Kirkcaldy Area and assisting vulnerable tenants whose normal life has been disrupted due to the current pandemic.
- Improving rent collection rates continues to be a challenge and for Kirkcaldy the end of year figure was 99.04%. This figure represented an improvement and was just below the Fife wide average of 99.96%. One area where we have made some inroads is the percentage of tenants in arrears who have made arrangements with us to repay their debt. This figure was 34% by the end of last year. In comparison, the Fife wide average for the same period was 29%.
  - The rent arrears in Kirkcaldy at the end of last Financial Year were reduced from £1.79 million to £1.6 million. We exceeded our target of reducing rent arrears in Kirkcaldy by 5%. This reflected the efforts made by staff to increase contacts with tenants with a view to resolving their difficulties. It will be a challenge to sustain this level of reduction going forward.
  - It has been a priority for staff to work with tenants in debt within their patches and to liaise closely with Revenues Officers. A preventative approach is taken to support new tenants and promote early intervention. At the accompanied viewing staff discuss affordability with new tenants, the Welfare Fund and other options for sourcing household items. Through the Locality Managed Budget household items and other practical help can be provided to new tenants in need who are struggling to set up their home.
  - The introduction of the Coronavirus (Scotland) Act prevents the eviction of tenants for rent arrears until the 31<sup>st</sup> March 2021. It was recognised that we needed assist tenants facing financial pressures during the pandemic. The rent arrears process was suspended for several months and a shift in focus to reach out to tenants who were experiencing a disruption to their employment. Advice and assistance were offered to those who were self-employed, faced redundancy or part of the governments furlough scheme. A total of 96 rent allowances were awarded to tenants in Kirkcaldy and this amounted to over £25k.

## 2.5 **Community Led Services**

Tenant engagement is critical for the Housing Service to receive feedback and to deliver community led and relevant services. Tenants indicated to us that they wished to be more involved in improving their local areas and this will be reflected in the new Area Housing Plan going forward. The following progress has been made:

- There are now 16 tenants and residents' associations (TRA's) across the Kirkcaldy area who work closely with us and make an active contribution to improving their local communities. Most TRA's have not been able hold meetings due to current restrictions and staff have only been able to offer support remotely. It is hoped as we progress through the recovery phases that TRA's will be able to play a more active part in their local communities.
- Following a public meeting, the Greenmount TRA was established in November of last year. Improving the local environment, bringing people together and fostering a sense of community spirit are key areas of interest for the Association. Plans were in place prior to lockdown to work with local schools and youth clubs to paint fencing and carry out various environmental type project work.

## 2.6 Thriving Places

Within the Kirkcaldy area, the Housing Service Locality Managed budget has been used to support a wide range of projects across ward areas to address issues identified at walkabouts and by elected Members throughout the year. The key areas of spending have been on tree management, environmental clean-up works, landscape improvements, fencing, dealing with fly tipping and maintaining land on the housing account. A proportion of the budget has also been used to provide items for new tenants who are struggling to set up their home and support to those who are vulnerable to sustain their existing tenancies.

- 2.7 Several projects were completed over the last year to improve the local environment and make a difference in communities. This included new car parking at Inveriel Terrace, resurfacing work at Linton Lane car park, improvements to bin stores, additional lighting and various fencing. A future environmental project is in the pipeline to make Leslie Street more attractive to prospective tenants. This will include reducing the size of some of the gardens to make them more low maintenance.
- 2.8 Information on how the Housing Service Locality Managed budget has been allocated for the Financial Year 2019/20 is attached in Appendix 2.

## 3.0 Conclusions

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- 3.1 Our aim is to be a top performing social landlord in Scotland. Through the Area Housing Plan, we will identify local issues and plan to address these. This is intended to encourage member scrutiny of our work to address those concerns and demonstrate improved outcomes. The plans can be updated to reflect where member scrutiny shows a need to quicken the pace of improvement.

### Background Papers

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

Link to Kirkcaldy Housing Services Plan:

<http://fish.fife/fish/detailedsearch/index.cfm?fuseaction=PubView&objectid=4A8CCB9B-9E35-987D-00568664234F68FE>

### Report Contact

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Area Housing Manager  
Town House, Kirkcaldy  
Telephone: 08451 55 55 55 Ext No 442401  
Email: [Joan.Lamie@fife.gov.uk](mailto:Joan.Lamie@fife.gov.uk)

## Appendix 1 – Kirkcaldy

<b>Indicator</b>	<b>Kirkcaldy 2018/19</b>	<b>Fife 2018/19</b>
average days to turnaround an empty property	27 days	28.6 days
% of the rent lost due to empty houses	1.25%	1.41%
rent collection rates	99.04%	99.96%
% of agreements	34%	29%
% allocations to homeless households	47%	42%
% allocations to transfer	26%	27%
number of abandoned tenancies	35	146
number of evictions	25	85
number of reported breach of tenancies	442	

Breach of tenancy details	Category	Description of behaviours
Amount 214 Responded in timescale 214	<b>Cat B Serious Anti-Social Behaviour</b>	Verbal abuse; frequent/ongoing serious disturbances - i.e. loud music, parties, shouting & swearing; drug dealing.
Amount 163 17 referrals to Safer Communities due to repeat offending 2 to Mediation	<b>Cat C Nuisance/Minor Anti-Social Behaviour.</b>	Occasional noise; family disputes affecting neighbours; behaviour of children; household noise; first complaints or infrequent disturbances; smell of drugs.
Amount 65 4 were not responded to within timescale as they were received on a Friday and were not passed to appropriate service until the Monday.	<b>Cat D Extreme Behaviour -</b>	Physical violence/assault/unprovoked attack; Threats of violence; Aggressive behaviour causing fear; drug charges/cultivation; hate incidents; immediate threats; Serious anti-social behaviour where Court action is being sought.
Amount 512	<b>Estate management complaints</b>	Reports of untidy gardens, dumping of rubbish and stairwells in poor state.

## **Appendix 2**

### **Housing Service Locality Managed Budget 2019/20 Kirkcaldy Area**

The Locality Managed budget is used for three priorities which are:

- Estate Management
- Tenancy Sustainment
- Improvement Projects

#### **Estates Management**

The budget is used to deal with estate management related issues and is mainly reactive. Examples of this type of work would include managing open space areas on housing land, tree maintenance, fencing, removal of fly tipping and looking after garage sites.

#### **Tenancy Sustainment**

This involves supporting tenants to sustain their tenancies and ensuring balanced communities. Due to the impact of welfare reform we are having to take a more proactive role in this area. We can offer practical help to vulnerable tenants through tenancy assistance. The budget can be used in certain circumstances for clearing properties and providing help to source essential household items. The focus of this type of intervention is to work closely with other partner services to meet any gaps in provision.

#### **Improvement Projects**

The projects are identified through estates walkabouts, consulting with our tenants, and though working with Tenants and Residents Associations and Community Councils. These are usually proactive works to improve the local environment for our tenants. Examples would be lighting, parking provision, improvements to bin store areas, lock ups and communal areas and environmental improvements.

#### **Expenditure to date**

The budget for 2019/20 was £426k and there was a £127k underspend at the end of this year. The table below shows how the expenditure was proportioned.

Estate Management	35%
Tenancy Sustainment	16%
Projects	49%

The budget for 2019/20 is £457k.

#### **Monitoring**

Project work will be considered through discussions with elected members and issues identified at walkabouts. If the allocation of funds needs adjusted in line with the reactive nature of the budget, then this can be highlighted through further update reports.

**Kirkcaldy Area Committee**

<b>01 December 2020 14:00</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Annual Common Good Update	Finance and Corporate Services; Communities and Neighbourhoods Service	Eleanor Hodgson; Donald Grant	
Settlement Trusts - Annual Update on Expenditure and Funds Held 2018-2019	Communities and Neighbourhoods Service; Finance and Corporate Services	Donald Grant; Eleanor Hodgson	
Parks, Streets and Open Spaces Annual Review	Assets, Transportation and Environment	John Rodigan	
Area Housing Plan Update	Housing Services	Joan Lamie	
School Attainment and Achievement 2019/20	Education and Children's Services	Sarah Else	
Area Roads Programme 2020-2021	Assets, Transportation and Environment	Neil Watson; Vicki Connor	

<b>19 January 2021 14:00</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Neighbourhood Development Plan Update - Burntisland Castle	Communities and Neighbourhoods Service	Izzy Whyte	
Neighbourhood Development Plan Update - Gallatown	Communities and Neighbourhoods Service	Izzy Whyte	
Neighbourhood Development Plan Update - Linktown and Inveriel	Communities and Neighbourhoods Service	Leah Levein	
Neighbourhood Development Plan Update - Templehall	Communities and Neighbourhoods Service	Leah Levein	

**Kirkcaldy Area Committee**

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Kirkcaldy Charrette Progress Report	Economy, Planning and Employability	Ian Mccrory; Pam Ewen	
Pupilwise and Parentwise Survey	Education and Children's Services	Jacqueline Thompson	Reported 3 yearly - last reported 30 October 2018
Review of Lock-Ups	Communities and Neighbourhoods Service; Communities	Mark Mccall; Joan Lamie	5
Common Good Investment	Finance and Corporate Services	Eleanor Hodgson	
Area Roads Programme 2020-2021	Assets, Transportation and Environment	Neil Watson; Vicki Connor	
Mid-Fife Economic Action Plan Consultative Draft Report	Economy, Planning and Employability	Sandra Montador-Stewart; Peter Corbett	Further draft report to be submitted as agreed at KAC 14.01.20. Date TBC.
Area Roads Programme 2021/22	Assets, Transportation and Environment	Neil Watson	To approve programme for 2021/22. Report due prior to April 2021
Area Roads Programme 2020/21 Update	Assets, Transportation and Environment	Neil Watson; Vicki Connor	2020/21 Final progress report. Due after April 2021