

## Cowdenbeath Area Committee

Willie Clarke Centre, Lochore Meadows Country Park, Lochgelly,  
KY5 8BA / Blended Meeting



Wednesday, 30 April 2025 - 2.00 p.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** - In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** – Minute of the meeting of the Cowdenbeath Area Committee on 5 February 2025 5 – 8
4. **PROPOSED TRAFFIC CALMING - A909 STATION ROAD, KELTY AND B925 KIRKCALDY ROAD, CROSSGATES** – Report by the Head of Roads and Transportation Services 9 – 12
5. **PROPOSED SPEED LIMITS - KELTY** – Report by the Head of Roads and Transportation Services 13 – 20
6. **POTHOLE AND PATCHING PERFORMANCE UPDATE** – Report by the Head of Roads and Transportation Services 21 – 25
7. **COMMUNITY FOOD PROVIDER FUNDING** – Report by the Head of Communities and Neighbourhoods Service 26 – 32
8. **COMMUNITY RECOVERY FUND (CRF) UPDATE** – Report by the Head of Communities and Neighbourhoods Service 33 – 37
9. **HEALTH AND SOCIAL CARE LOCALITY PLANNING - COWDENBEATH** – Report by the Principal Lead for Organisational Development and Senior Leadership Team, Lead for Cowdenbeath Health and Social Care Locality Planning Group 38 – 46
10. **LOCHORE MEADOWS COUNTRY PARK PROGRESS AND DEVELOPMENT /OPERATIONAL UPDATE** – Report by the Head of Communities and Neighbourhoods Service 47 – 75
11. **AREA HOUSING PLAN UPDATE** – Report by the Head of Housing Services 76 – 83
12. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services 84 – 85
13. **COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director, Finance and Corporate Services 86 – 94

14. **PUBLIC QUESTION** - The following question has been submitted in terms of Standing Order No. 14.0, from Debbie Doyle on behalf of Benarty Community Council:-

'Common Good and Settlement Trust Funds Annual Report 2021-2022

In the minutes of the Cowdenbeath Area Committee meeting of 11 December 2024, the Area Committee agreed to support “the disbursement of trusts funds to suitable projects which would also include the amalgamation of individual trusts and where appropriate, the dissolution of individual trusts including transferring the funds to suitable third party organisations, providing similar support to local priorities.”

The Benarty community has recently agreed and published a local place plan, which includes many ambitious projects to improve the lives and wellbeing of the people living in the area.

Instead of amalgamating or dissolving the Ballingry Settlement Trust, which currently sits with a balance of £12,071 (cash + investments), can the committee agree to transfer responsibility for the fund to the Benarty Community Council, with the funds from the trust being ring-fenced to be used for projects within the Local Place Plan? Alternatively, if the fund has to be dissolved, can the proceeds raised from its dissolution be transferred to the Benarty Community Council to be ring-fenced for projects within the local place plan?

We believe that this action would be wholly in keeping with the aims of the trust, in that it would ensure that the intended beneficiaries of the trust, i.e. the people of Ballingry, receive those benefits.

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

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

Fife House  
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Glenrothes  
Fife, KY7 5LT

23 April, 2025

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## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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



**THE FIFE COUNCIL - COWDENBEATH AREA COMMITTEE – BLENDED MEETING**

**Willie Clarke Centre, Lochore Meadows Country Park, Lochgelly**

**5 February 2025**

**2.00 pm – 3.45 pm**

**PRESENT:** Councillors Alex Campbell (Convener), Alistair Bain, Linda Erskine, Rosemary Liewald, Mary Lockhart, Lea McLelland and Bailey-Lee Robb.

**ATTENDING:** Paul Vaughan, Head of Communities and Neighbourhoods Service, Anne-Marie Vance, Community Manager (Cowdenbeath), Scott Blyth, Project Manager, Sarah Roxburgh, Community Manager (Strategy and Commissioning), Izzy Scott-Trim, Community Development Team Manager (Cowdenbeath Area), Chelsey Brown, Emma Fyfe and Lesley Kirk, Community Education Workers, Community Development Team (Cowdenbeath), Communities and Neighbourhoods Service; Kirsty Martin, Service Manager - Employability and Employer Engagement and Alison Laughlin, Economy Adviser, Business and Employability Service; Vicki Storrar, Lead Consultant - Roads Lighting and Asset Management and Lesley Craig, Lead Consultant, Traffic Management, Roads and Transportation Service; and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**APOLOGY FOR ABSENCE:** Councillor Darren Watt.

**167. DECLARATIONS OF INTEREST**

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

**168. MINUTE - 11 DECEMBER 2024**

The committee considered the minute of the meeting of the Cowdenbeath Area Committee of 11 December 2024.

**Decision**

The committee approved the minute.

**169. 2023/24 LOCAL AREA ECONOMIC PROFILES**

The committee considered a report by the Service Manager, Employability and Employer Engagement providing an annual overview of the performance of the Cowdenbeath Area's local economy and labour market, along with the business support, strategic investment and employability activity carried out in the area by Business and Employability Services. The information presented was intended to provide background and context to council activity within the Cowdenbeath Area and to help inform area committee discussion and decision-making.

**Decision**

The committee:-

- (1) noted the activity undertaken by Business and Employability Services in 2023/24 and in 2024/25;

## 2025 CAC 86

- (2) considered and acknowledged the issues raised by an analysis of the latest available economic data;
- (3) agreed that a number of workshops be organised throughout the year with officers from Business and Employability Services and local ward elected members which would focus on gaps and key challenges for businesses and the economy in the Cowdenbeath area, leading to the development of an action plan for the future economic climate; and
- (4) requested that the dates of the planned workshops be sent to members and that a briefing note outlining the outcomes be circulated to members once the workshops had taken place.

### 170. AREA ROADS PROGRAMME 2025-26

The committee considered a report by the Head of Roads and Transportation Service identifying projects proposed for inclusion in the 2025-26 Area Roads Programme for the Cowdenbeath area.

#### **Decision**

The committee:-

- (1) approved the report and the appendices 1-3 on Carriageway Schemes, Footway Schemes and Traffic Management & Road Safety;
- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme developed, in consultation with the Area Convener, Depute Convener and Area Committee members; and
- (3) noted Appendices 4 and 5 (Street Lighting and Bridges & Structures) to the report.

### 171. BUDGET REQUEST – COWDENBEATH TOWN HOUSE PROJECT

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval for an allocation of £35,000 from the Ward 7 budget to the Cowdenbeath Town House redevelopment project.

#### **Decision**

The committee approved the allocation of £35,000 from the Ward 7 budget towards the Cowdenbeath Town House redevelopment project.

### 172. COMMUNITY DEVELOPMENT TEAM BUDGET REQUEST (APRIL 2025 - MARCH 2026)

The committee considered a report by the Head of Communities and Neighbourhoods Service detailing the spend of the 2024/25 Community Development Team budget requests and seeking agreement of an allocation of funding to support the work of the team in the 2025/26 financial year.

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Community Education Workers then gave a brief presentation on the various projects providing examples of successful programmes and initiatives that had taken place across the Cowdenbeath area during 2024/25.

### **Decision**

The committee:-

- (1) approved the following funding requests for the upcoming budget year 2025/2026:-
  - (a) Annual community grants programme - £19,250 (£10,750 from Ward 7 and £8,500 from Ward 8 budgets);
  - (b) Holiday Programmes - £85,000 from the area Anti-Poverty budget;
  - (c) Community Learning and Development programme - £17,500 from the area local community planning budget; and
  - (d) member requests – annual events - £8,000 from the area local community planning budget; and
- (2) thanked the Community Education Workers for their valuable insight into the projects and initiatives funded by the area committee across the Cowdenbeath Area during 2024/25.

*Councillor Liewald left the meeting at 3.18 pm and returned to the meeting at 3.20 pm*

### **173. LET'S TALK ABOUT LOCHGELLY CONSULTATION REPORT**

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on the consultation that had been undertaken within the Lochgelly community. The consultation "Let's Talk about Lochgelly" was aimed to develop recommendations for the future of services and use of facilities in the Lochgelly area.

### **Decision**

The committee:-

- (1) noted the "Deciding Matters" - Let's Talk About Lochgelly Community Engagement Report (available at [www.fife.gov.uk/letstalklochgelly](http://www.fife.gov.uk/letstalklochgelly));
- (2) agreed to delegate to the Head of Communities and Neighbourhoods Service to consider the findings from the Deciding Matters Consultation report and develop a joint action plan in full consultation with the Lochgelly community;
- (3) noted the joint action plan would be submitted to a future meeting of the committee; and
- (4) requested that a joint briefing be provided from the Head of Communities and Neighbourhoods Service and the Head of Property Services detailing the process undertaken in relation to the Estate Management review of council buildings and ALEOs across the Cowdenbeath Area.

**174. PROPERTY TRANSACTIONS**

The committee considered a report by the Head of Property Services advising of action taken using the List of Officer Powers in relation to property transactions in the Cowdenbeath area.

**Decision**

The committee noted the contents of the report.

**175. COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME**

The committee considered a report by the Executive Director, Finance and Corporate Services supporting the committee's consideration of the workplan for future meetings of the committee.

**Decision**

The committee:-

- (1) noted the contents of Forward Work Programme;
- (2) requested a report be submitted to the meeting on 25 June 2025 detailing the outcome of the recent Participatory Budget exercise across all areas, outlining successes, future challenges, etc.;
- (3) noted that the six monthly progress report on the Lochore Development Plan would be submitted to the meeting on 29 October rather than 3 September 2025;
- (4) requested that the Area Housing Plan 2025/26 report be submitted to the 30 April meeting, if available, rather than 3 September 2025; and
- (5) requested the report on Educational Outcomes be submitted to the 25 June meeting rather than 30 April 2025 and that an elected members' workshop take place in April 2025 to discuss the findings from the report prior to submission to the June meeting.

30 April 2025

Agenda Item No. 4

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## **Proposed Traffic Calming – A909 Station Road, Kelty and B925 Kirkcaldy Road, Crossgates**

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

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**Wards Affected:** Ward No. 7 - Cowdenbeath

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### **Purpose**

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The purpose of this report is to allow the Cowdenbeath Area Committee to consider proposals to install traffic calming features on A909 Station Road, Kelty and B925 Kirkcaldy Road, Crossgates.

### **Recommendation(s)**

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

- (1) agrees to the promotion of Road Hump Notices to install traffic calming features as detailed in drawing nos. TRO25\_08 (Appendix 1) and TRO25\_09 (Appendix 2) with all ancillary procedures; and
- (2) authorises officers to construct the traffic calming features within a reasonable period unless there are objections.

### **Resource Implications**

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The cost to formally promote these Road Hump Notices will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs, and advertising. This will be met from approved Service budgets. Costs for implementation of the traffic calming works have already been agreed through the Area Roads Programme.

### **Legal & Risk Implications**

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There are no known legal or risk implications.

### **Impact Assessment**

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

### **Consultation**

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

Formal consultation required by the Roads (Scotland) Act 1984 for the Road Hump Notice process will be carried out through the posting of legal notices in a local

newspaper and on the affected length of roads. In addition, details for the proposed road humps will be made available on [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

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- 1.1 On 5<sup>th</sup> February 2025, Committee approved the Area Roads Programme which included Road Safety and Traffic Management projects to provide traffic calming on A909 Station Road, Kelty and on B925 Kirkcaldy Road, Crossgates [Minute 2025.CAC.86 Item 170 refers].

## 2.0 Issues and Options

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- 2.1 As these roads have a 30 mph speed limit, Area Committee approval is required to carry out the Road Hump Notice process.
- 2.2 On A909 Station Road, Kelty it is proposed to introduce 3 sets of speed cushions.
- 2.3 On B925 Kirkcaldy Road, Crossgates it is proposed to introduce a raised table (kerb-to-kerb road hump) at the public path to Mains of Beath access which will help connect Coaledge and Fordell to this path link. It is proposed to introduce 2 sets of speed cushions further east opposite the new houses (Gallows Knowe and Blackhill Brae).
- 2.4 It is proposed that Road Hump Notices are promoted for the traffic calming works as shown in drawing nos. TRO25\_08 (Appendix 1) and TRO25\_09 (Appendix 2).

## 3.0 Conclusions

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- 3.1 It is considered, in the interests of road safety, that these Road Hump Notices be promoted.

### List of Appendices

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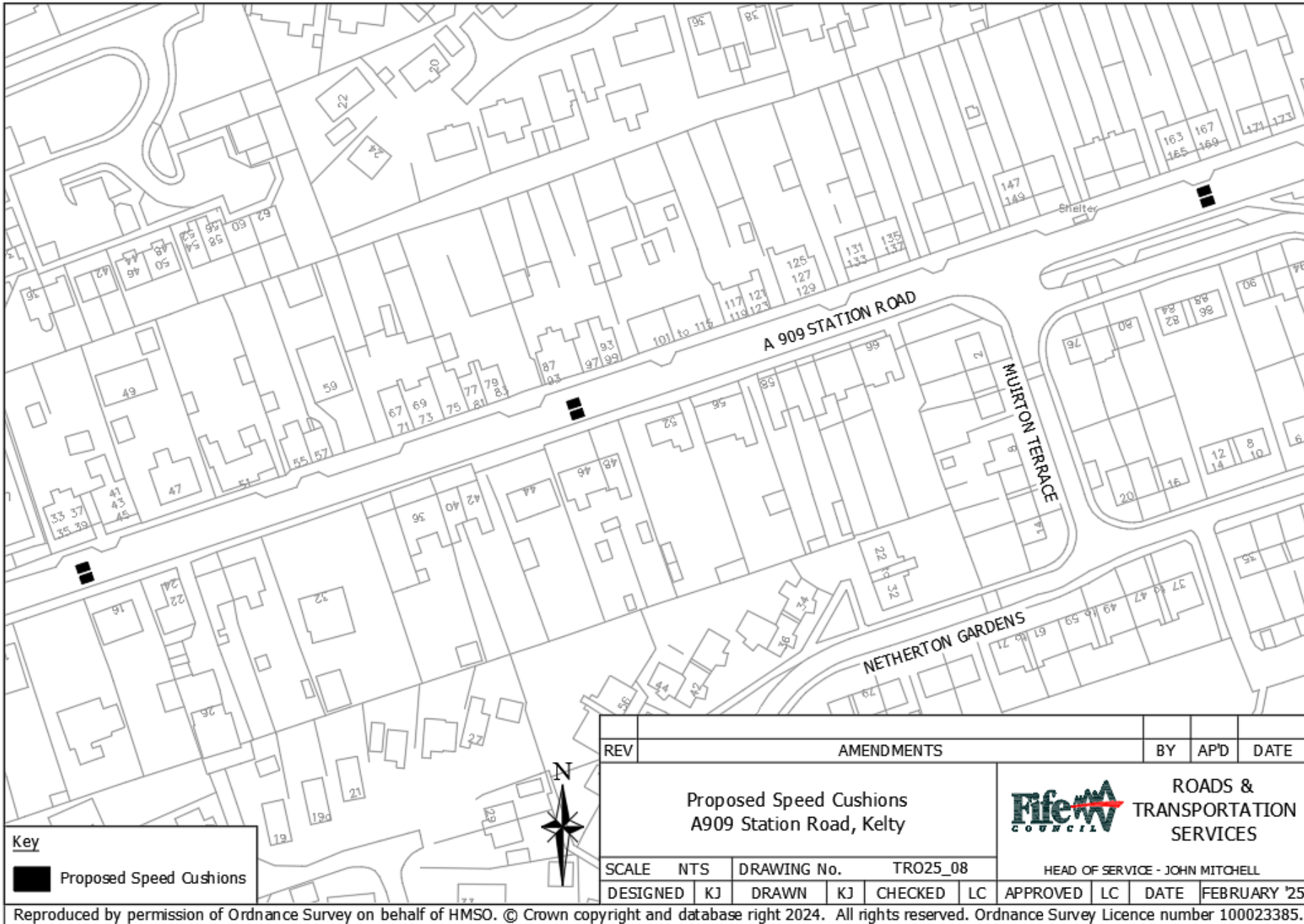
1. Drawing no. TRO25\_08
2. Drawing no. TRO25\_09

### Report Contacts

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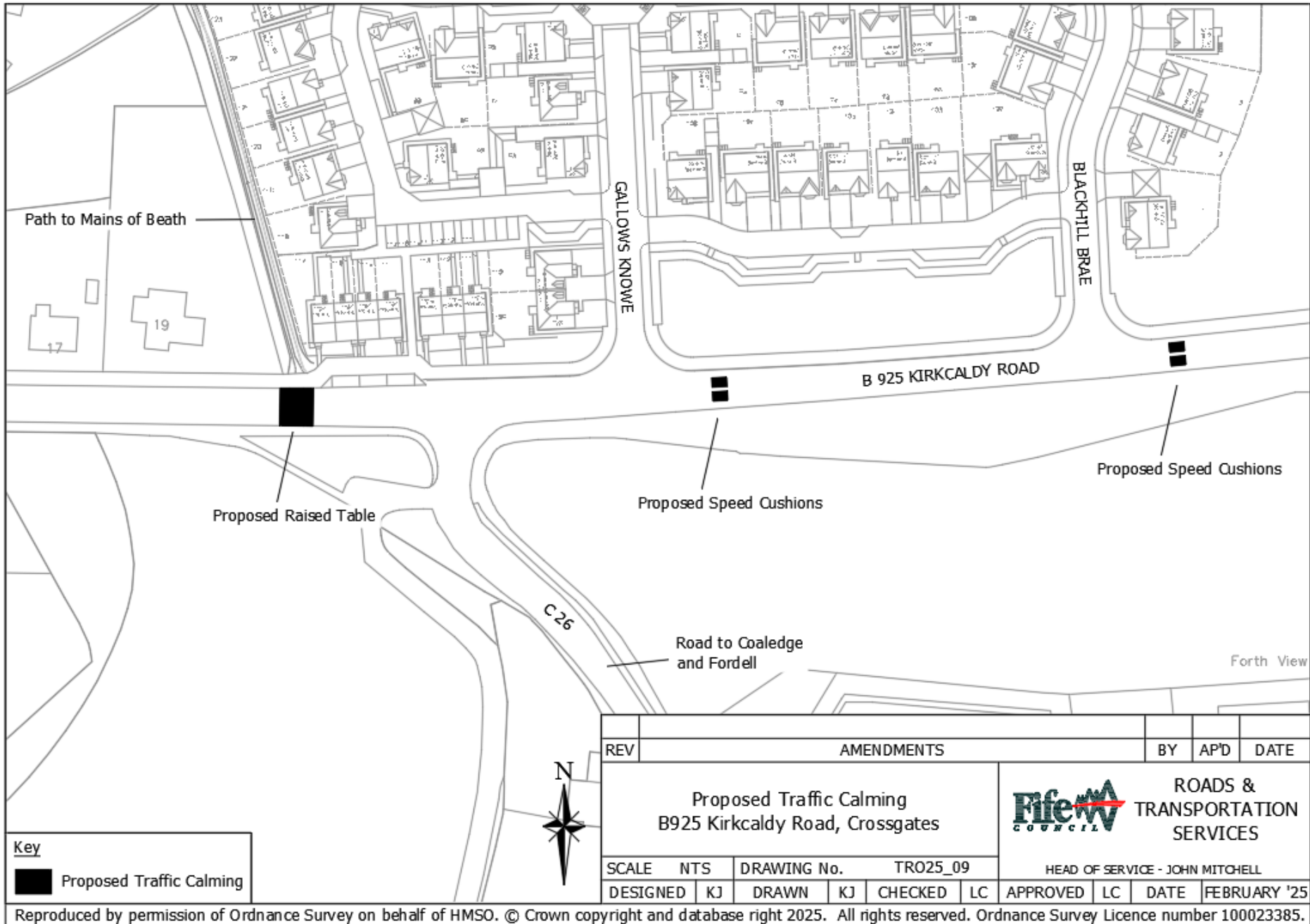
Appendix 1 – Drawing no. TRO25\_08



REV	AMENDMENTS				BY	AP'D	DATE
	Proposed Speed Cushions A909 Station Road, Kelty				 <b>ROADS &amp; TRANSPORTATION SERVICES</b>		
	SCALE	NTS	DRAWING No. TRO25_08		HEAD OF SERVICE - JOHN MITCHELL		
	DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED LC
							DATE FEBRUARY '25

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Appendix 2 – Drawing no. TRO25\_09



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30 April 2025

Agenda Item No. 5

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## Proposed Speed Limits - Kelty

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

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**Wards Affected:** Ward 7 - Cowdenbeath

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### Purpose

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The purpose of this report is to allow the Cowdenbeath Area Committee to consider a proposal to introduce 20 mph speed limits in various streets, Kelty and a 40 mph speed limit on A909 / B914.

### Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce 20 mph speed limits and a 40 mph speed limit as detailed in drawing nos. TRO25\_01/PN (Appendix 1), TRO25\_01/PS (Appendix 2), and TRO25\_01/P40 (Appendix 3) with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

### Resource Implications

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The cost to formally promote this TRO will be approximately £2,000 which covers Roads & Transportation Services' and Legal Services' staff costs and advertising. This will be met from approved Service budgets. The cost of delivery of the new infrastructure will be funded by Transport Scotland as part of the National 20 mph Strategy.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

### Consultation

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

Formal consultation required by the Road Traffic Regulation Act 1984 for the TRO process will be carried out through the posting of legal notices in a local newspaper and

on the affected length of roads. In addition, details of the proposed TRO will be made available at [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

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- 1.1 Fife Council's Cabinet Committee considered a report on a 20 mph strategy for Fife in which it was recommended Fife Council adopt 20 mph as the recognised speed limit on appropriate roads cognisant of the Scottish Government's Guidelines for implementation [Minute 2025 CC 183 Item 347 refers].

### New Housing Development

- 1.2 Planning permission in principle was granted for the land north of Seafar Drive and south of Black Road, Kelty for new housing (20/01791/PPP) with a further application (24/02962/ARC) in progress. New roads constructed (or soon to be constructed) at this site require a TRO for the speed limit.
- 1.3 A road hierarchy has been developed for Fife in the Transportation Development Guidelines which helps developers design new housing development roads with a design speed appropriate for its function. These guidelines compliment other national standards and advice documents where residential roads are constructed to a design speed of 20 mph.
- 1.4 Residential roads in new housing developments should be reasonably self-enforcing with regards to vehicle speeds, through the road layout and traffic calming measures. As far as possible, geometry and natural features should be used to encourage speed reduction and provide the most environmentally friendly layout.

## 2.0 Issues and Options

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- 2.1 In line with the Scottish Government's "place criteria" identifying roads which are appropriate for proposed reduction to 20 mph, it is proposed to introduce speed limits as shown in Appendices 1 and 2 (Drawing nos. TRO25\_01/PN and TRO25\_01/PS). These are described below. Appendices 4 and 5 (Drawing nos. TRO25\_01/EN and TRO25\_01/ES) show the existing speed limits for reference.
- 2.2 Introduce 20 mph on B917 Main Street and Black Road (from the Community Centre northwards to a point further east from the existing gateway to include a new development proposal).
- 2.3 Introduce 20 mph on A909 Station Road, A909 Cocklaw Street, and B917 Oakfield Street (which includes revoking the part-time 20 mph outside St. Joseph's Primary School).
- 2.4 These are 20 mph speed limits and no additional vertical speed reduction measures (road humps) are proposed except on A909 Station Road which will be considered in a separate report to this Committee.
- 2.5 Introduce 20 mph on the new residential roads to be constructed for the new housing development at the land north of Seafar Drive and south of Black Road (Planning Application 24/02962/ARC). Although new residential roads are constructed to a design speed of 20 mph as part of their approved planning consent, we still require a TRO for the speed limit which requires Area Committee approval.
- 2.6 Introduce 40 mph on A909 / B914 from the existing gateway on Cocklaw Street westwards past Blairadam Forest access to a point west of Blairadam Lodge as shown in Appendix 3 (Drawing no. TRO25\_01/P40). This will provide a buffer speed limit, improve safety at the M90 overbridge, other junctions, and the bends west of Kelty. As this

proposal for 40 mph covers two Committee Areas, approval will also be sought from the South and West Fife Area Committee.

## 3.0 Conclusions

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

### List of Appendices

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1. Drawing no. TRO25\_01/PN Proposed Speed Limits – Kelty (north)
2. Drawing no. TRO25\_01/PS Proposed Speed Limits – Kelty (south)
3. Drawing no. TRO25\_01/P40 Proposed 40 mph Speed Limit - Kelty
4. Drawing no. TRO25\_01/EN Existing Speed Limits – Kelty (north)
5. Drawing no. TRO25\_01/ES Existing Speed Limits – Kelty (south)

### Background Papers

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

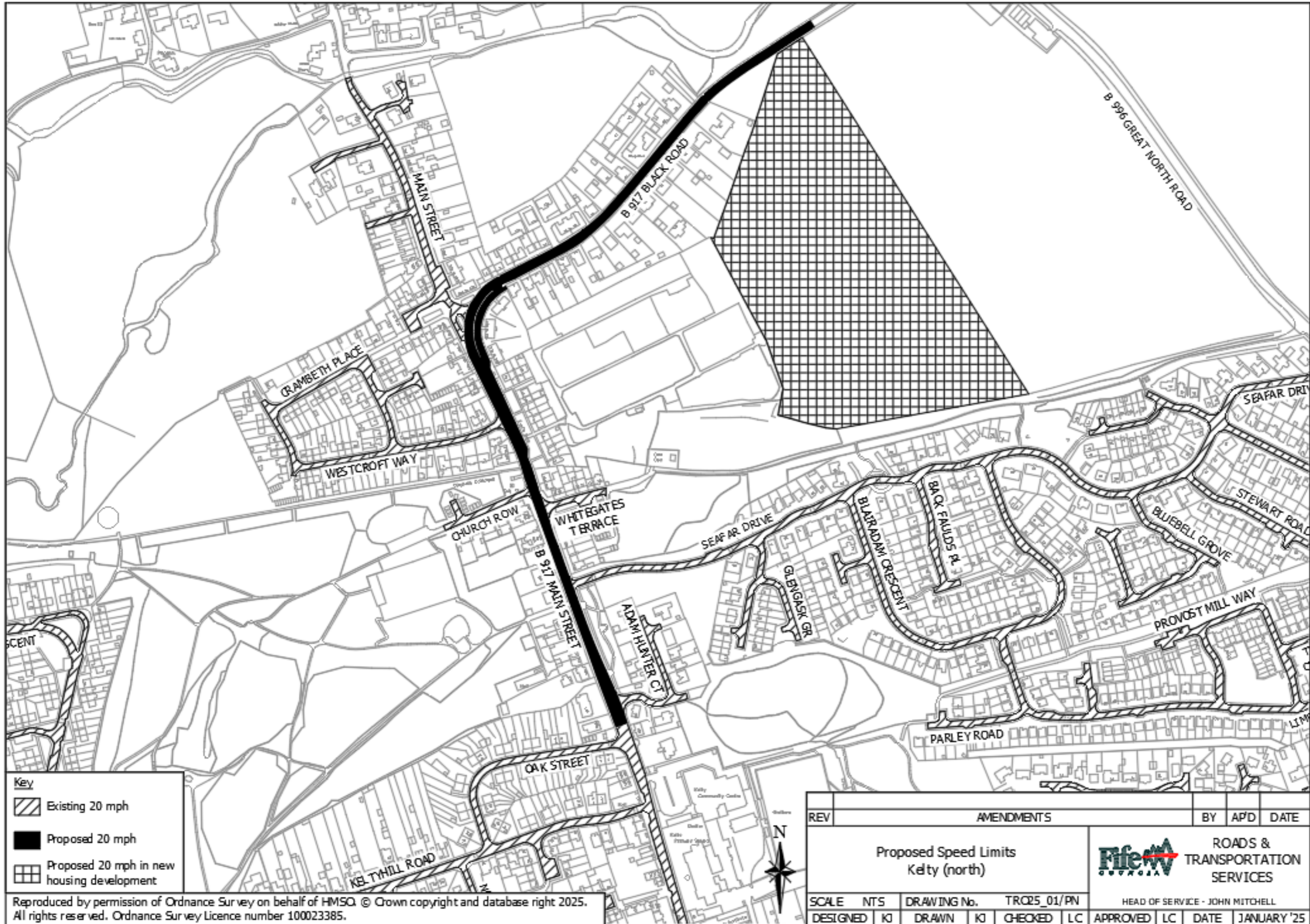
- Cabinet Committee Report – Fife Council 20 mph Strategy

### Report Contacts

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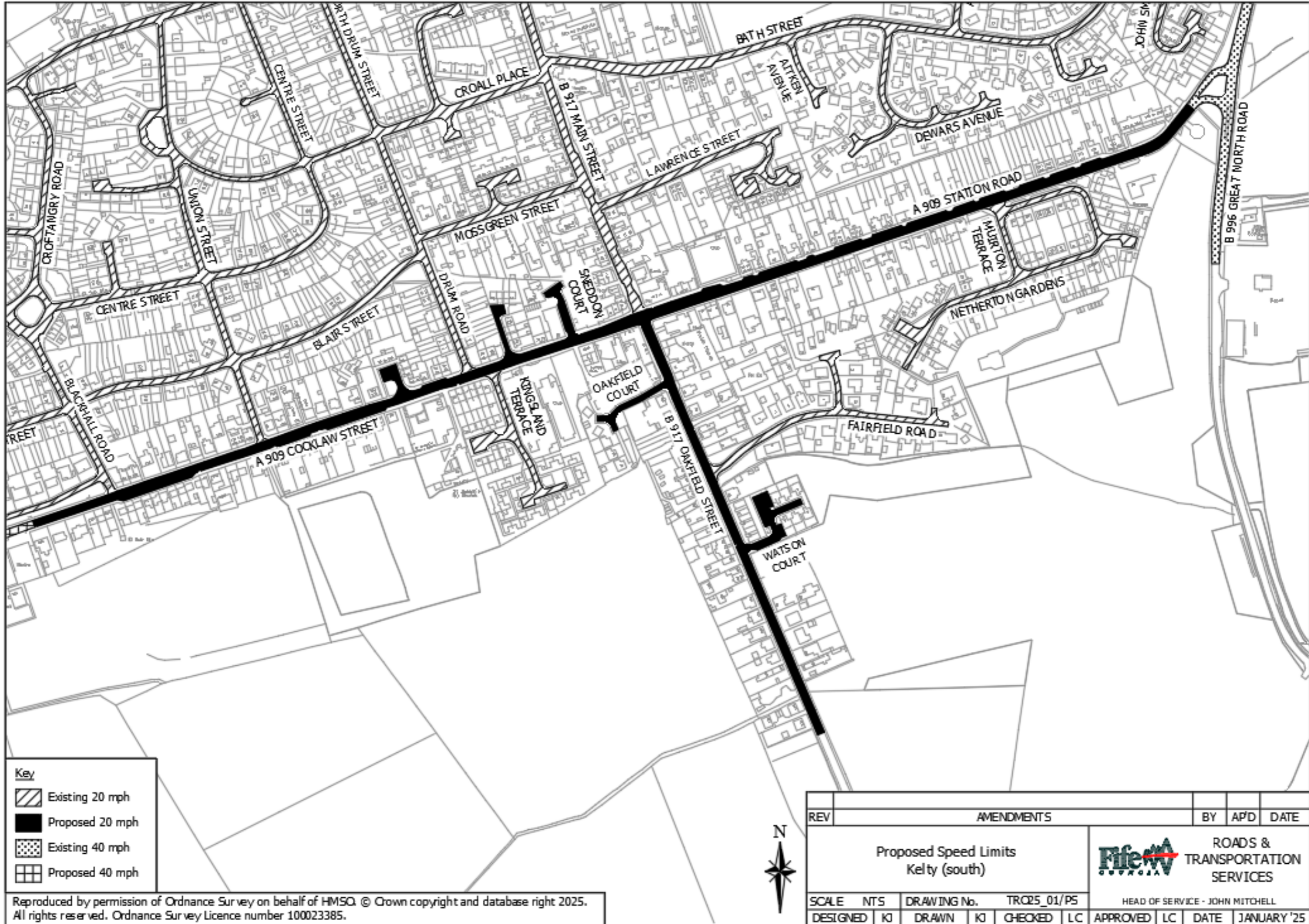
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Appendix 1 – Drawing no. TRO25\_01/PN Proposed Speed Limits – Kelty (north)

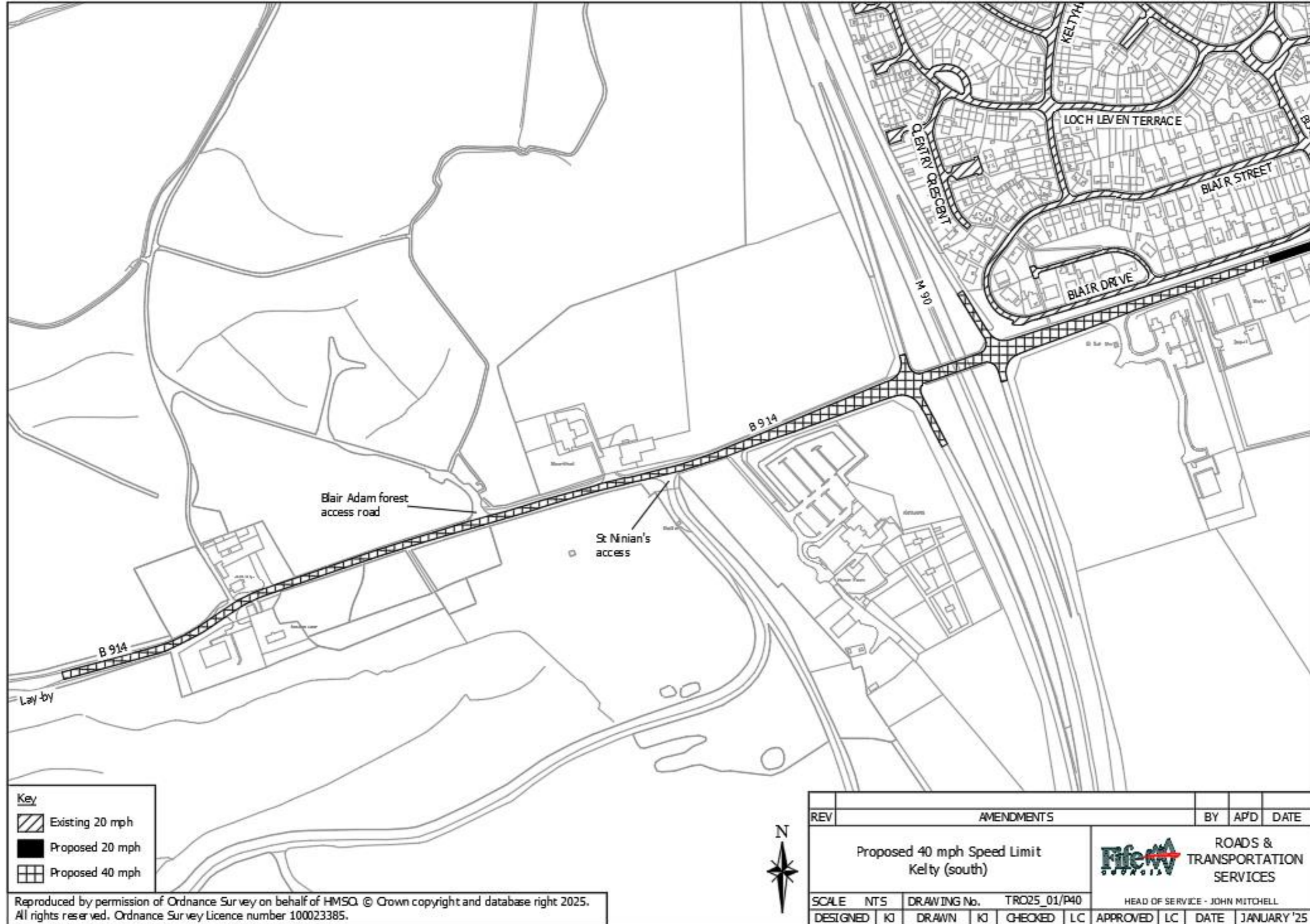


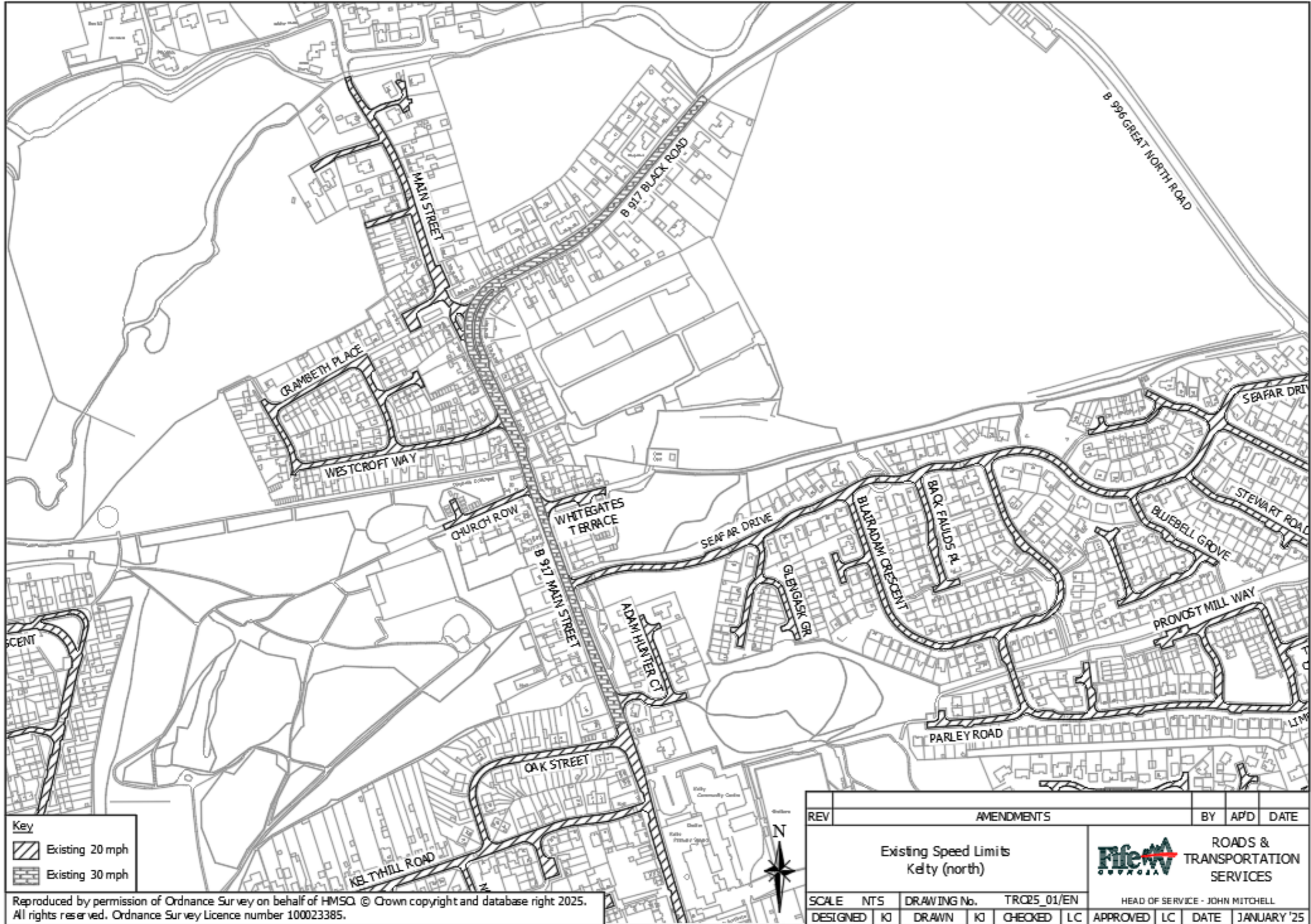
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Appendix 2 - Drawing no. TRO25\_01/PS Proposed Speed Limits – Kelty (south)



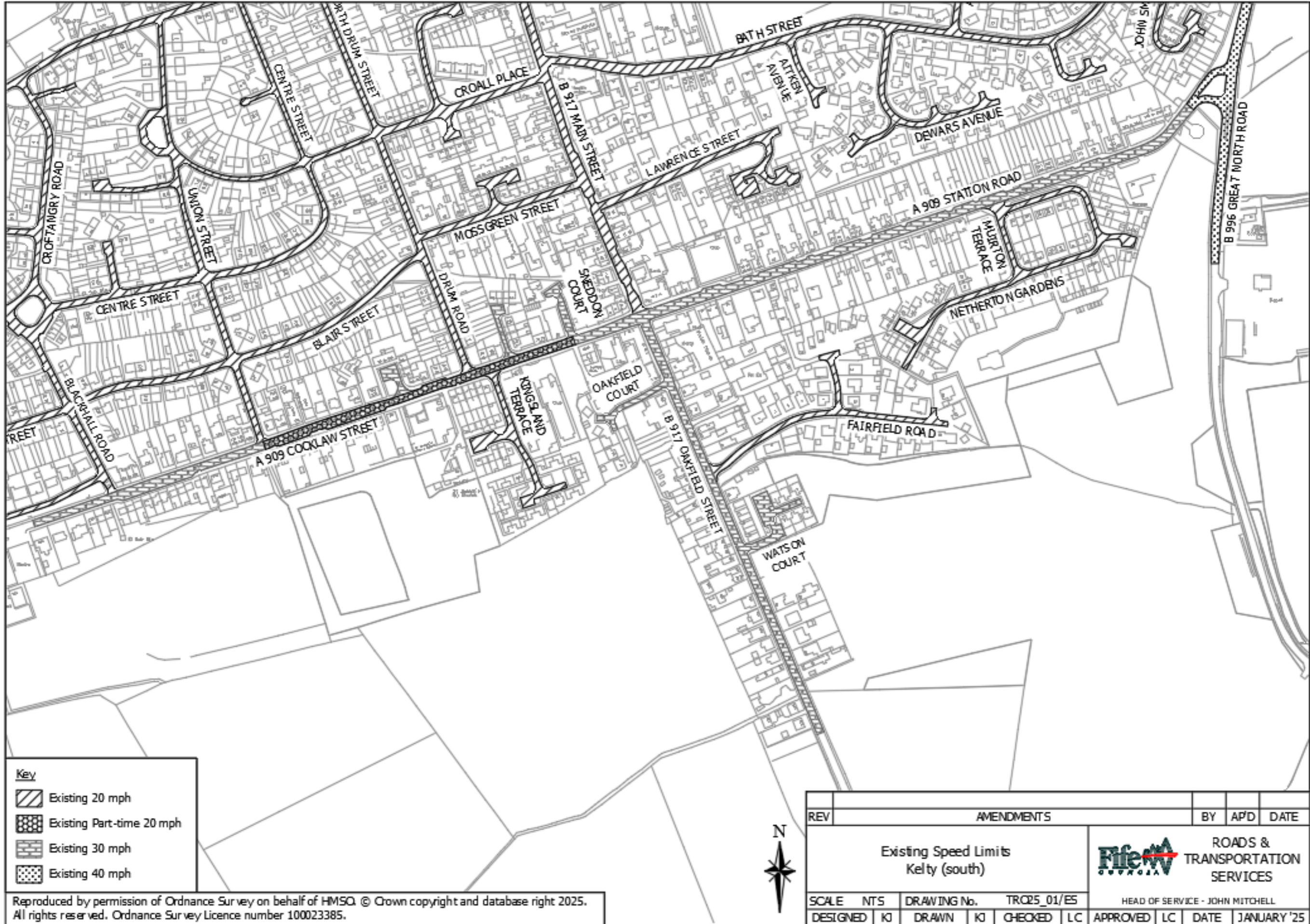
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Appendix 5 – Drawing no. TRO25\_01/ES Existing Speed Limits – Kelty (south)



**Key**

	Existing 20 mph
	Existing Part-time 20 mph
	Existing 30 mph
	Existing 40 mph

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REV	AMENDMENTS	BY	AP'D	DATE					
	Existing Speed Limits Kelty (south)								
<b>ROADS &amp; TRANSPORTATION SERVICES</b>		HEAD OF SERVICE - JOHN MITCHELL							
		SCALE	NTS	DRAWING No.	TR025_01/ES				
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED	LC	DATE	JANUARY '25

30 April 2025

Agenda Item No. 6

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## Pothole and Patching Performance Update

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

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**Wards Affected:** 7 and 8

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### Purpose

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

### Recommendation

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

### Resource Implications

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There are no additional resource implications arising from the report.

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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

## 1.0 Background

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

## 2.0 Issues and Options

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

## 3.0 Conclusions

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Fife wide, when compared against previous financial year 2023-24, the attached appendix indicates the % of P1 defects repaired on time has improved by 14.36%, the % of P2 defects repaired on time has improved by 32.53%, and an additional 21,710.15m<sup>2</sup> of P3/P4 planned patching has been delivered.

### List of Appendices

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1. Pothole and Patching Stats (Updated 01.04.25)

### Report Contact

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Sara Wilson, Service Manager (Roads Network Management)  
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**Appendix 1 – Pothole and Patching Stats (Updated 01.04.25)**

Fife Wide (All Area Committees)								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired		% Completed within Target Timescales
P1	187	66.3%	P1	301	67.4%	P1	148	81.76%
P2	4342	69.3%	P2	6304	59.3%	P2	7856	91.83%
P3	4022	69.0%	P3	2956	72.4%	P3	2947	68.07%
P4	635	94.2%	P4	2018	99.8%	P4	1308	94.57%
Total	9186		Total	11579		Total	12259	

Fife Wide (All Area Committees)					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired	
P1	196.25	P1	321.15	P1	163
P2	4902.84	P2	8881.37	P2	8909
P3	41902.27	P3	31728.68	P3	47345
P4	9582.76	P4	31201.17	P4	37296
Total	56584.12	Total	72132.37	Total	93713

Fife Wide (All Area Committees)		
Outstanding Repairs (as of 04/04/2025)		
Priority	Count	Sqm
P1	2	2
P2	95	153
P3	1373	20005
P4	783	27353
Total	2253	47512

Area Committee	22/23 Number Repaired	23/24 Number Repaired	24/25 Number Repaired
City of Dunfermline	916	1494	1108
Cowdenbeath	759	899	1078
Glenrothes	882	1267	1266
Kirkcaldy	597	1008	839
Levenmouth	668	683	1060
North East Fife	4266	4481	5468
South & West Fife	1098	1747	1440
<b>Total</b>	<b>9186</b>	<b>11579</b>	<b>12259</b>

Area Committee	22/23 Sqm Repaired	23/24 Sqm Repaired	24/25 Sqm Repaired
City of Dunfermline	6545.9	11161.76	10037
Cowdenbeath	4474.92	7907.09	14743
Glenrothes	2081.2	7655.07	8778
Kirkcaldy	2152.99	6978.28	4137
Levenmouth	3052.72	5276.5	5805
North East Fife	30658.97	15321.92	28706
South & West Fife	7617.42	17831.75	21507
<b>Total</b>	<b>56584.12</b>	<b>72132.37</b>	<b>93713</b>

Area Committee	Number of Outstanding Repairs (as of 01/04/2025)	Sqm of Outstanding Repairs (as of 01/04/2025)
City of Dunfermline	237	3837
Cowdenbeath	77	1990
Glenrothes	381	8845
Kirkcaldy	192	1479
Levenmouth	225	2822
North East Fife	869	24783
South & West Fife	272	3755
<b>Total</b>	<b>2253</b>	<b>47512</b>

Cowdenbeath								
22/23 Number Repaired		% Completed within Target Timescales	23/24 Number Repaired		% Completed within Target Timescales	24/25 Number Repaired		% Completed within Target Timescales
P1	11	63.6%	P1	20	65.0%	P1	12	83.33%
P2	506	64.8%	P2	604	48.2%	P2	735	87.76%
P3	218	55.0%	P3	158	57.6%	P3	259	79.54%
P4	24	91.7%	P4	117	100.0%	P4	72	95.83%
Total	759		Total	899		Total	1078	

Cowdenbeath					
22/23 Sqm Repaired		23/24 Sqm Repaired		24/25 Sqm Repaired	
P1	10	P1	20	P1	19
P2	536.46	P2	625.95	P2	765
P3	3612.36	P3	1198.37	P3	8679
P4	316.1	P4	6062.77	P4	5281
Total	4474.92	Total	7907.09	Total	14743

Cowdenbeath		
Outstanding Repairs (as of 01/04/2025)		
Priority	Count	Sqm
P1	0	0
P2	12	23
P3	49	1081
P4	16	886
Total	77	1990

30 April 2025

Agenda Item No. 7

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## Community Food Provider Funding

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

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**Wards Affected:** Wards 7 and 8

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### Purpose

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To seek agreement from the Area Committee to allocate £80,000 of funding from the Anti-Poverty Budget to support the delivery of community food projects across the area, which aim to tackle food insecurity.

### Recommendation

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The Committee is asked to agree to a total contribution of £80,000 from the Anti-Poverty Budget, which will be distributed to Community Food Providers to deliver food support to those in need as follows:-

1. Oor Wee Cafe - £12,281
2. Lo'Gelly Lunches - £16,040
3. BRAG Pantry - £16,215
4. Cardenden Community Fridge - £12,619
5. Crossgates Foodbank - £2,136
6. Max's Pantry - £10,355
7. The Clearing - £3,106
8. The Knights Templar - £7,248

### Resource Implications

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There is sufficient funding available in the Anti-Poverty Budget should this allocation be agreed.

### Legal & Risk Implications

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Community Food Providers in the Cowdenbeath Area are still reliant on financial support from the area budgets and without this there is a risk of them being unable to continue to support people experiencing food insecurity.

### Impact Assessment

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

### Consultation

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Elected members were consulted at a workshop on 13<sup>th</sup> March 2025.

## 1.0 Background

- 1.1 Funding from the Anti-Poverty budget has been used for a number of years to support Community Food Providers deliver their services, which seeks to support members of the community who are experiencing food insecurity.
- 1.2 In 2023 the Community Recovery Fund supported the recruitment of a Community Education Worker, helping to support Community Food Providers become more sustainable and strengthen links with broader support to help prevent poverty, rather than deliver a crisis response. This has seen many groups adopt new ways of working, which supports sustainability and building resilience within the community.
- 1.3 On 12<sup>th</sup> June 2024 the Area Committee agreed to allocate £80,000 from the Anti-poverty budget to support community food providers. This was distributed based on the number of low-income households within the area, supported by each of the community food providers.
- 1.4 In addition to the funding provided, ongoing support was offered to help providers develop more sustainable ways of operating. This sought to both help manage expenditure and attract additional income. It also aimed to encourage providers to deliver a service which maintained dignity principles and work towards the national aims of reducing the need for Foodbanks and building resilience within communities. The introduction of SLAs with the larger providers proved particularly useful in creating stronger partnership working with the groups, which was mutually beneficial.
- 1.5 As part of the grants provided a full evaluation will be undertaken from June 2025. Council Officers have been working with providers and an update on their projects is included in appendix 1.
- 1.6 Community Food Providers have worked hard over the last year to make changes which support more sustainable and dignified models of operation. This includes seeking additional external funding, modifying purchasing to reduce costs, creating better links with broader welfare support and prevention work and introducing small charges for pantry use to deliver a more dignified service which supports household resilience building and increases sustainability.

## 2.0 Project Information

- 2.1 Community food groups face an ongoing challenge to secure sufficient funding to sustain their service. Increasing costs of food, continued demand as a result of the cost of living crisis and, for some communities, lack of access to affordable food, means that pressure remains on groups to deliver these essential services.
- 2.2 To ensure food providers can continue to support the community, it is recommended that funding is offered to support their work over 2025/26. The level of funding to be offered is detailed at 3.2.
- 2.3 For any groups receiving funding in excess of £10,000, a Service Level Agreement will be drawn up to support closer working with the provider, with a focus on how the funding is used and continued work around developing sustainable delivery, dignity and holistic support for the community.

- 2.4 Reliance on community food and crisis support is always a last resort, with Fife Council having a clear focus on preventing poverty and taking steps to support people to live independent, dignified and fulfilled lives.
- 2.5 The following brief case studies provide an example of the preventative work being undertaken to support individuals and families to avoid future crisis and end reliance on community food provision. Many people are connected with support through community food providers, with strong relationships between services and the groups.

#### Case Study 1

A gentleman attended the food pantry for support having lost his job through addiction issues. The pantry helped ensure he had access to food and connected him with the welfare support team. He was experiencing addiction issues and poor mental health. Over the course of a year he was connected with addiction support services, social opportunities within the community and mental health services. He received support to receive benefits and navigate the support systems, to get him to a place where he was more financially stable and able to focus on his health. Through the community job club, support was provided to build confidence, update his CV and search for work. A year after reaching out for support, he secured a job and no longer relied upon community food. Furthermore, he started volunteering work to support other people in the community.

#### Case Study 2

A lady was suffering poor mental health following experience of domestic abuse. This led to breaks in work and an accumulation of debt. She attended a group offering food support and was connected with the welfare support team. They worked with her to build confidence, connect with mental health support and social opportunities within the community. She had never received benefits before, so was supported in applying for benefits and helped to navigate the benefit systems to ensure she was getting everything she was entitled to. This provided the stability she needed to focus on her mental health journey. This breathing space was critical to her gaining confidence. She was referred to CARF for debt support, helping address the historic debt issues which had caused both financial hardship and a strain on her mental health. She was supported to apply for limited capability for work and adult disability payments, meaning she received additional income to support her while she focused on her health. It also meant that she could look for part-time work, which was a necessary step both for her mental health and her journey towards full-time work in the future. Through addressing debt, support with budgeting and income maximisation, she no longer relies upon the community pantry.

- 2.6 Work continues to deliver holistic support to help build resilient communities which do not rely on community food. Fife Council continues to work with Community Food Providers to support this. Providers are connecting pantry users with welfare support, so they can look at income maximisation, addressing debt, budgeting support and a wealth of other supports which addresses the primary and secondary impacts of poverty to improve resilience.

- 2.7 The Area Team will continue to work alongside the Community Food Providers to explore sustainability and opportunities for groups to secure external funding. This work should help reduce the demands on the Area's Anti-Poverty budget in future years, bringing the Cowdenbeath Area more in line with other areas of Fife, where many Community Food Providers are financially independent from Fife Council.
- 2.8 This recommendation relates only to the community food provision these groups deliver, and the funding is provided for this sole purpose. A number of these groups deliver other services, which are funded separately.

## **3.0 Conclusions**

- 3.1 It is recommended that Committee note the valuable work being delivered by Community Food Providers across the area and the ongoing support being offered by the Area Team to assist them in becoming more sustainable.
- 3.2 It is recommended that Committee agree to provide £80,000 of funding to Community Food Providers from the Anti-Poverty budget as shown below. By engaging with the Area Team to explore sustainable service delivery and external funding opportunities, this funding will support the groups over the 2025/26 financial year.
1. Oor Wee Cafe - £12,281
  2. Lo'Gelly Lunches - £16,040
  3. BRAG Pantry - £16,215
  4. Cardenden Community Fridge - £12,619
  5. Crossgates Foodbank - £2,136
  6. Max's Pantry - £10,355
  7. The Clearing - £3,106
  8. The Knights Templar - £7,248
- 3.3 This work supports the Plan 4 Cowdenbeath's aims of tackling poverty, by supporting services which address food insecurity and by developing methods to move from crisis support to preventative work.

### **List of Appendices**

Appendix 1 - Community Food Provider Update

### **Background Papers**

None

### **Report Contacts**

Scott Blyth  
Project Manager  
[Scott.blyth@fife.gov.uk](mailto:Scott.blyth@fife.gov.uk)

## Appendix 1 – Community Food Provider Update

Food Provider	Update
Oor Wee Cafe	<p>Oor wee cafe continue to support around 70 people per week. They have introduced a membership programme and use the £2 per person to off-set food costs, making the pantry more viable in times when potential external funding is becoming harder to access.</p> <p>They connect pantry users with welfare support and CARF referrals, in addition to providing a small selection of clothing and other goods.</p> <p>They are currently working with FVA and the area team to strengthening the organisation and continue to support volunteer development.</p>
Lo'Gelly Lunches	<p>The group continue to offer support for over 100 people per week in the Lochgelly area. They have taken steps to work with those facing hardship to ensure that the people attending are those most in need. They have worked closely with welfare staff, directing pantry users to them for preventative support. They have had a number of people move on as their circumstances change but the demand has not reduced.</p> <p>Lo'gelly Lunches have also started a sponsorship scheme with local business, which both unlocks new funding opportunities and raises the profile of local businesses in a positive way.</p> <p>They have reminded pantry users that the provision acts as a top up to their weekly shop, reduced the outgoings of the pantry by over £10,000, and refocussed the requests from FareShare to mainly fruit and veg to support those attending to eat healthily.</p>
Pantry @ BRAG	<p>Pantry @ BRAG users receive around £15 of goods (not including various non-food items) for a weekly donation of £3.</p> <p>The pantry is set out to replicate a normal shopping experience, adding dignity to the service. Members collect a basket and can select the goods they like from the shelves with labels in place to add up goods to meet the weekly allowance. The basket is then weighed at the end, bagged and the member pays their £3 for the shopping.</p> <p>BRAG are very considered with their spend on food, utilising a number of mechanisms to receive low cost and free items for distribution. This means that members receive considerably more return than the grant funding provides (around 400% return).</p> <p>The pantry supports over 200 individuals each week, with food worth an annual projected value of £64,000.</p> <p>Holistic support is provided through Pantry @ BRAG. They have regular visit from welfare staff, Cosy Kingdom, CARF and other organisations to engage members and raise awareness of other mechanisms to mitigate and prevent poverty. One visit from Cosy Kingdom connected 43 members with energy advice and support, with 9 follow up visits to homes as a result. This intervention is</p>

	<p>funded through BRAG via external grants with British Gas and Centrica.</p> <p>In addition, BRAG have their own programmes which members can access, such as the NOLB Employability project, their community growing project and various social and crafting sessions.</p>
Cardenden Community Fridge	<p>The group continue to offer support for over 100 people per week in the Cardenden area. This is a joint project with Ore Valley who help with the costs for FareShare.</p> <p>The volunteers introduced a £2 charge per person, which has helped offset the cost of food purchases, particularly tinned foods.</p> <p>The presence of Welfare staff is invaluable for those facing hardship, ensuring that people get the personalised support they need to help prevent crisis and build resilience.</p>
Crossgates Foodbank	<p>Managed by the Primrose Trust, this provides a small selection of non-perishable food items, cleaning products, toiletries and a small selection of winter items such as hot water bottles and gloves, which the community can access. A local shop holds the items and anyone living in the Crossgates area can attend the shop to receive items. Users can select the items they need and the shop staff have access to support leaflets, helping signpost users to other welfare support.</p> <p>From April 2024 to February 2025 the foodbank has helped 148 households. Based upon the population of the area they serve, this is around 5%</p>
Max's Pantry	<p>Max's Pantry continue to support around 40 people per week. They have introduced a small payment of £2 per person to offset food costs, making the pantry more viable as they are unable to receive external funding being Council run.</p> <p>The majority of users pay their £2, which helps provide a dignified service promoting budgeting and building household resilience. It also provides a good opportunity to engage people with broader support to prevent crisis, through trust building with staff leading to conversations around more preventative measures and opportunities.</p> <p>Of the 944 individuals supported between April '24 and Sept '24, 133 families took part in welfare support meetings to receive advice on income maximisation and to connect families with other support opportunities.</p>
The Clearing	<p>Through sourcing additional funding, The Clearing have spent £4200 over 9 months to support people experiencing food poverty. They continue to look for funding opportunities to maintain the support they provide.</p> <p>They work to signpost people to other support services and provide advocacy and other direct support to people who reach out to them for help. They find young people (aged 16-19) attend for support, as they receive limited benefits due to their age, but sometimes are in a situation where they live alone in a Council tenancy with insufficient</p>

	<p>funds to cover their basic needs. Most people attending The Clearing for food support are families with young children.</p> <p>The Clearing have also been supporting families with No Recourse to Public Funds.</p>
<p>The Knights Templar</p>	<p>Since April/May 2024, KTGC has distributed approximately 7,990 meals. One notable case is a single mother of two, who, through their food support, was able to allocate her limited resources towards housing and education, significantly improving her family's quality of life.</p> <p>In addition to food distribution, they continue to offer comprehensive services, including benefit checks and financial advice, mental health and well-being and they continue to offer a social space for those who come along to the hub and get a bite to eat, clothing, care packages and more. This has been instrumental in helping many community members stabilise their situations.</p>

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## Community Recovery Fund (CRF) Update

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

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**Wards Affected:** Ward 7 & 8

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### Purpose

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The purpose of this report is to seek members' approval to reallocate funding from the Community Recovery Fund. This reallocation would shift funds from the creation of a car park in Hill of Beath to supporting the development of an island and improvements to the footway on the B981 in Hill of Beath.

### Recommendation

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It is recommended that the Committee approve the project detailed in the report and outlined below:

1. The reallocation of £50,000 from the creation of a car park in Hill of Beath to the development of an island and improved footway on the B981.

### Resource Implications

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At its meeting on 25<sup>th</sup> August 2022, Cabinet Committee agreed to allocate £10 million of revenue balances as a Community Recovery Fund. £9m was allocated across the 7 Area Committees with the remaining £1m to be used to support Fife wide initiatives. The Cowdenbeath Area Committee allocation was £1,297 million. As this project is within the Cowdenbeath funding allocation there are no further resource implications from the Community Recovery Fund. However, funds toward the project will be required from Roads & Transportation to complete the project. This resource has been identified by the Roads & Transportation Service.

### Legal & Risk Implications

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There are no legal implications inherent in this report.

### Impact Assessment

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

### Consultation

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Consultation was undertaken through meetings with elected members, Hill of Beath Community Council, and Hill of Beath Primary School.

## 1.0 Background

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- 1.1 On 29 March 2023 Cowdenbeath Area Committee members agreed to allocate £1.295m of the available £1.297m CRF fund to a number of projects.
- 1.2 On the 17 April 2024 a project update report was presented to Area Committee to inform elected members of project developments and progress. As part of a report on 17 April 2024 it was highlighted that after investigations, development work and discussions some funds that had been allocated to projects would potentially return to the CRF budget as not all funds allocated were spent in full and not all projects, after investigation, were able to progress.
- 1.3 As figures for reallocation became clearer, discussions were held with Members on potential additional projects that would support the community from the CRF budget.
- 1.4 On 30 October 2024 funds that were returned to the CRF were reallocated to other projects meaning all funding within the Cowdenbeath Area (£1.279m) was fully allocated.

## 2.0 Issues and Options

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- 2.1 As part of the initial funding allocation in March 2023, £50K was approved for the creation of a car park in Hill of Beath. Following further consultation and detailed investigations, this project was not progressed.
- 2.2 As a result further consultation was taken and alternative projects were subsequently explored to address the needs of the Hill of Beath community. The installation of an island and footway improvement works on the B981 was identified as a priority that would benefit the community and improve active travel in the area.
- 2.3 The project would see the following improvements:
  - North side footway widening to achieve 2m width and resurface approx. 13.5m length (including dropped kerb and tactile paving crossing point and new drainage gully).
  - Pedestrian refuge island crossing point with tactile paving and 2 no. keep left bollards.
  - South side footway approx. 2m x 110m with dropped crossing point and tactile paving.
  - Removal of existing narrowing buildouts at gateway, patch carriageway and relay red textured surface.
  - Road marking works.
- 2.4 Reallocating the funds from the car park to the pedestrian refuge island and footway works will have no financial implications to the CRF budget as they budget will move from one project to another. The cost of the works is estimated at £61K with Roads & Transportation Services resourcing the additional cost.

## 3.0 Conclusion

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- 3.1 It is recommended that the Committee approve the reallocation of funds from the previously approved car park project to the installation of a new pedestrian refuge island and footway improvement works within the Hill of Beath community.
- 3.2 The projects proposed meet the criteria from the Community Recovery Funding. They also contribute to the Plan 4 Fife and the Plan 4 Cowdenbeath 2023-2026 Area priorities.

### List of Appendices

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1. Concept design drawings of proposed works.

### Background Papers

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

- Plan 4 Cowdenbeath 2023-2026

### Report Contact

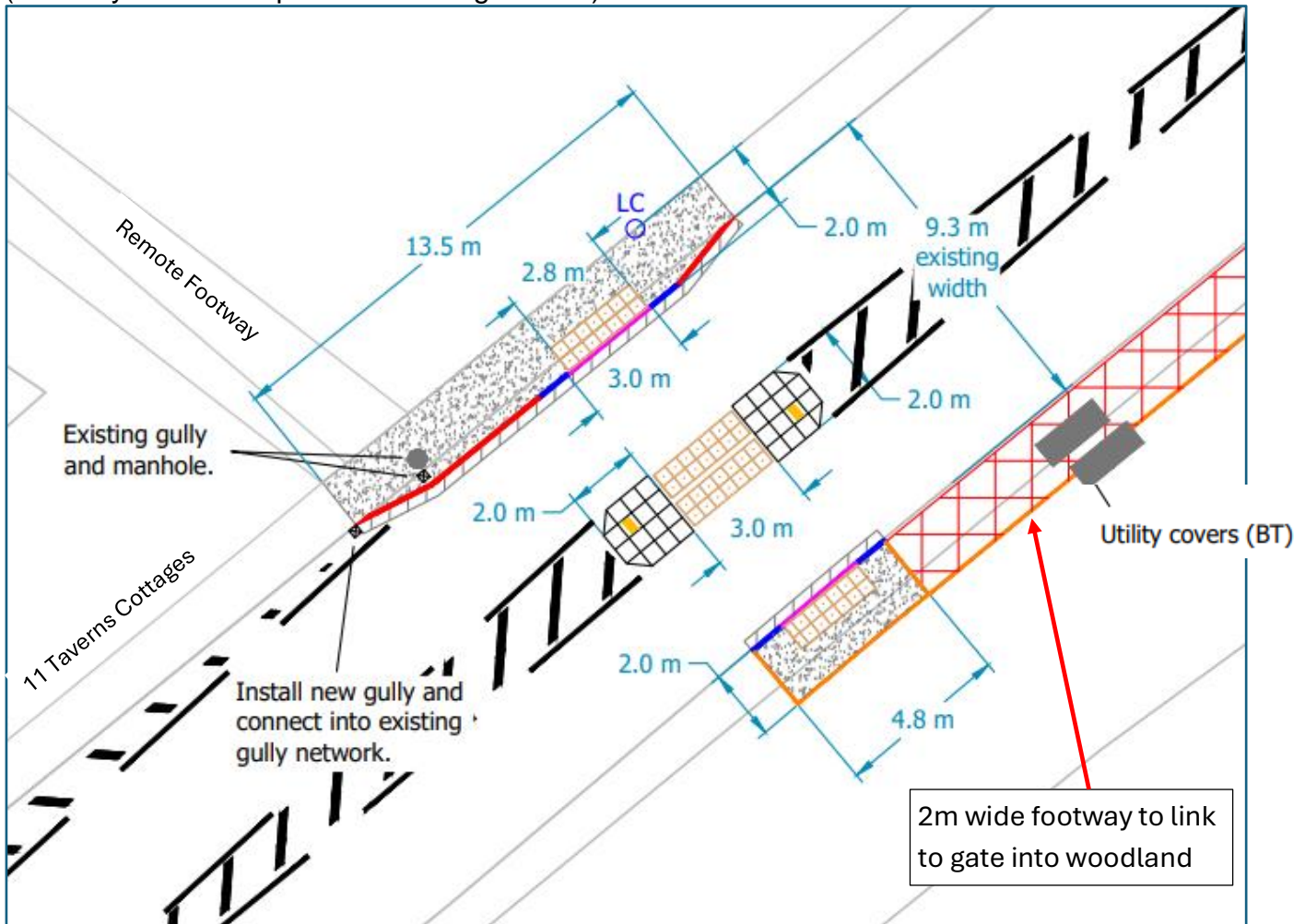
Anne Marie Vance

Community Manager (Cowdenbeath)

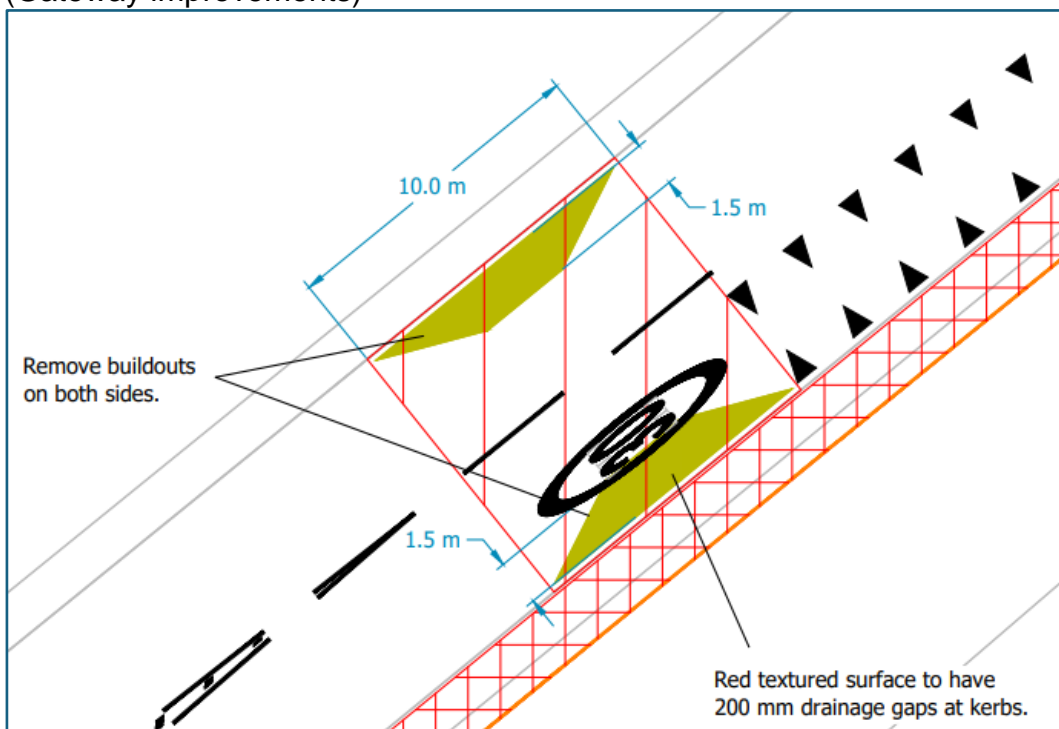
[anne-marie.vance@fife.gov.uk](mailto:anne-marie.vance@fife.gov.uk)

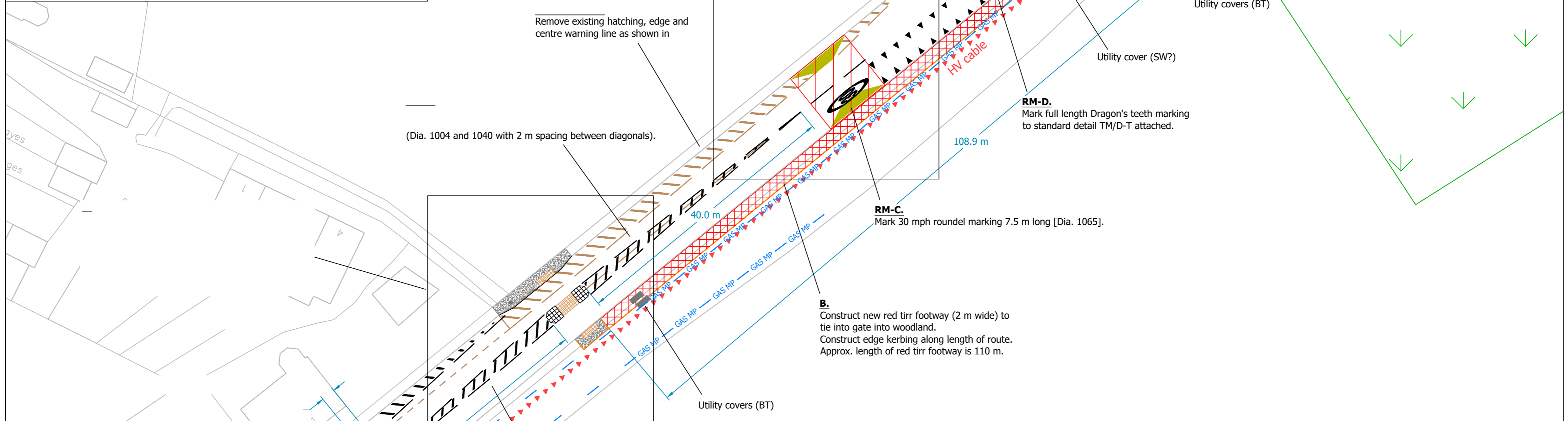
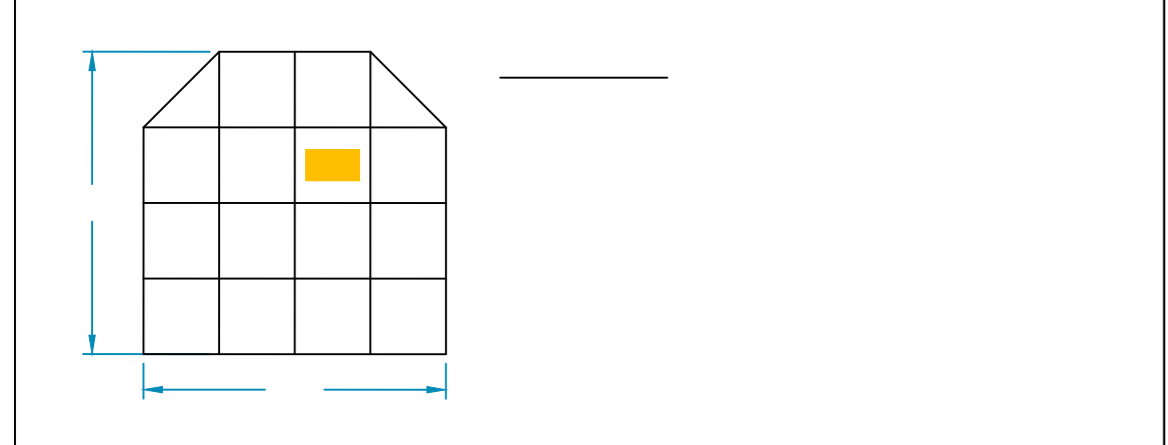
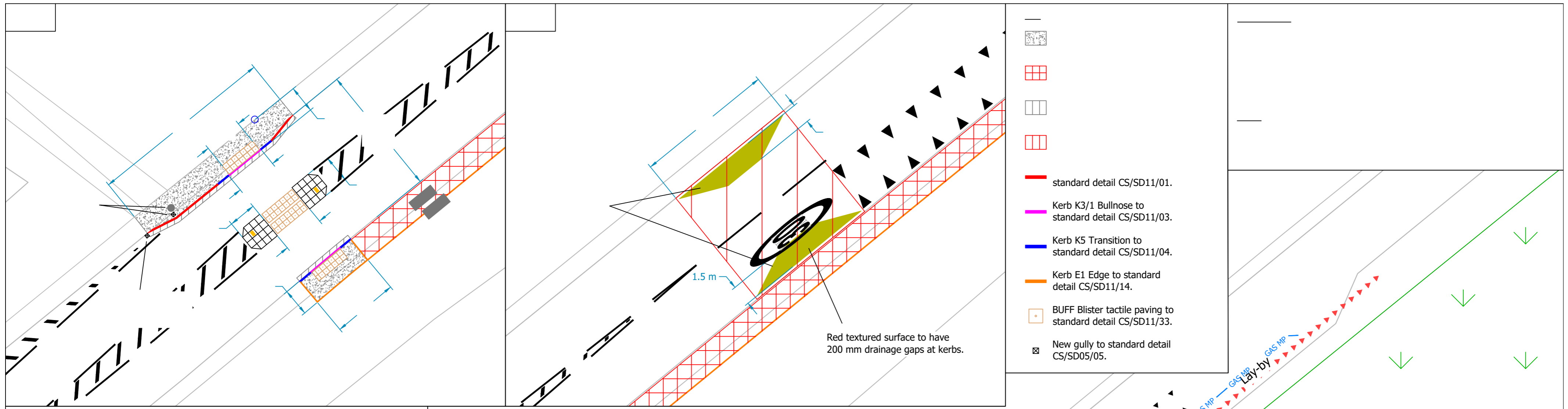
# Appendix 1 – Concept design drawings of proposed works

## (Footway works and pedestrian refuge island)



## (Gateway improvements)





REV	AMENDMENTS				BY	AP'D	DATE
	Preliminary Design for estimate purposes Island and footway works B981 Hill of Beath						
SCALE	NTS	DRAWING No.	B981/HoB		HEAD OF SERVICE - JOHN MITCHELL		
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED	LC
						DATE	DEC 2024

30 April 2025

Agenda Item No. 9

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## Health & Social Care Locality Planning – Cowdenbeath

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**Report by:** Roy Lawrence, Principal Lead for Organisational Development, Senior Leadership Team (SLT) Lead for Cowdenbeath H&SC Locality Planning Group

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**Wards Affected:** Wards 7 & 8

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### Purpose

The purpose of this progress report is to provide the Area Committee with an overview of the Health & Social Care Partnership (H&SCP) Locality Planning outputs for Cowdenbeath during 2024.

### Recommendation

The committee is asked to note:

1. the content of the annual Health and Social Care Locality Planning report providing evidence on the key outcomes and achievements attained by the locality planning group in 2024; and
2. the collaborative efforts and joint initiatives undertaken within the Cowdenbeath Community Planning/People and Place Group as detailed in the report.

### Resource Implications

There are no specific Resource Implications

### Legal & Risk Implications

There are no legal or risk implications associated with this report. Each working group focused on the Key Priorities within the Cowdenbeath Locality Delivery Plan 2024 maintains a risk register, which is regularly reviewed by the respective working groups.

### Impact Assessment

An equality (EqIA) Impact Assessment is not required as this is a progress report on the performance of Locality Planning in 2024.

### Consultation

Throughout the year, quarterly H&SCP Locality Meetings have been facilitated. In November 2023, a wider stakeholder event was held to inform priorities for 2024–2026. Additionally, a Fife-wide locality event took place on November 5, 2024. This/

This event aimed to highlight the work undertaken by locality planning groups and to enhance stakeholders' understanding of the role of these groups. The event was a resounding success, with over 115 delegates in attendance. The positive feedback received through a survey and emails confirmed that stakeholders gained a deeper understanding of locality planning and collectively agreed that the event was highly valuable and worthwhile.

## **1.0 Background**

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- 1.1 The locality priorities and delivery plan aim to achieve a range of local and national outcomes as outlined in legislation, policy, and strategies. The Public Bodies (Joint Working) (Scotland) Act 2014 provides the legislative framework for integrating health and social care services in Scotland. According to Section 29(3)(a) of the Act, integration authorities are required to operate within localities (Appendix 1). In Fife, we have established seven locality groups that are aligned with the Fife Council local area committees.
- 1.1.2 Health & Social Care Local Plans are currently based on improved joined up working across local teams. The locality groups are focussing more on changing the way we work to improve health and wellbeing outcomes. There is an expectation that locality planning processes will address issues raised through the annual wider stakeholder events, local intelligence, Public Health Scotland data and the local strategic needs assessment.
- 1.1.3 Integration is about ensuring those who access health and social care services get the right care and support whatever their needs, at the right time and in the right place with a locality focus on community based preventive care. This report highlights areas of work to improve the support for people living in Fife, within Cowdenbeath Locality.
- 1.1.4 Localities seek to deliver positive health and wellbeing outcomes for the people of Fife. The overarching goals of localities are to:
  - promote healthy lifestyle choices and self-management of long-term conditions.
  - support people to live healthy well independent lives while living in their own home for as long as possible.
  - reduce the number of avoidable emergency admissions to hospital and minimise the time people are delayed in hospital.
  - efficiently and effectively manage resources available to deliver Best Value.
  - support staff to continuously improve information and support and care that they deliver.
  - support unpaid carers, to reduce the impact of their caring role on their own health and wellbeing.
- 1.1.5 The Cowdenbeath Locality Delivery Plan is aligned with the HSCP Strategic Plan 2023-2026, Plan4Fife 2017-2027, and the NHS Fife Population Health and Wellbeing Strategy.

1.1.6 The Cowdenbeath Locality Delivery Plan has identified specific outcomes to ensure meaningful improvements are demonstrated by the locality planning core group members and delivered in a timely manner. Improvements will be measured through a combination of qualitative and quantitative methods, see below:

1. **Regular Reviews:** The working groups will regularly review progress against the delivery plan. This includes assessing the effectiveness of implemented strategies and making necessary adjustments.
2. **Stakeholder Feedback:** Input from stakeholders, including community members and partners, will be gathered to gauge the impact of the initiatives. This feedback will help identify areas of success and those needing improvement.
3. **Risk Registers:** Each working group will maintain a risk register, which will be regularly reviewed to manage potential risks and ensure that any issues are promptly addressed.
4. **Annual Reports:** The Health and Social Care Partnership (H&SCP) will provide annual reports to the Area Committee and Integration Joint Board, detailing updates on locality delivery plans and highlighting collaborative efforts with community planning partners.
5. **Benchmarking:** Comparing performance with other localities or against established standards to identify best practices and areas for improvement.

## 2.0 Issues and Options

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2.1 In 2024, Locality Planning has seen significant improvement, with the success largely driven by a collaborative approach and effective systems working. This approach has empowered locality groups to play a pivotal role in making integration successful across Fife. By leveraging insights, experience, and resources, the partnership has improved local networks, developed robust and productive professional relationships, and enhanced outcomes.

### 2.2 Priority 1 Supporting Positive Mental Wellbeing - Mental Health and Wellbeing in Primary Care and Community Settings

#### 2.2.1 Background

The Mental Health & Wellbeing in Primary Care and Community Settings (MHWPCCS) Coproduction Group was established in 2023. The MHWPCCS group used a coproduction approach which places service users and communities at the heart of design and planning. The coproduction activity, led by the MHWPCCS project team (comprising representatives from services, equalities officer and members of the Lived Experience team), co-created and implemented a year one coproduction engagement plan in 3 priority localities – Cowdenbeath, Levenmouth and North East Fife - identified through SIMD and rural deprivation data. In keeping with the project's ambitions, coproduction activity was shaped intentionally to establish the relationships and conditions necessary to enable authentic and non-judgemental participation conducive to eliciting values and insights from experience and informing an ongoing process of learning.

In January 2024 the group were given an extension on the engagement process. The timescales changed as a response to have greater engagement reach and a broader range of representation. This meant that there was extra time to build relationships with underrepresented groups and more lived experience.

## 2.2.2 Key Objectives We Aimed to Achieve

- Jan - Mar 2023: Create conditions for coproduction work
- Phase 1 Apr - Jun 2023: Discovery Phase
- Phase 2 Jul 2023 – Feb 2024: Define Phase (In Jan 2024 the group were given an extension on the engagement process which changed the timescales)
- Phase 3 Feb - Jun 2024: Development Phase
- Phase 4 Jun 2024 – ongoing: Delivery Phase
- The outcome for the MHWPCCS Coproduction Group was to engage and design with people who use, deliver and plan services in equal partnership to deliver change

## 2.2.3 Achievements to Date

- The MHWPCCS reported progress updates at each phase to the Cowdenbeath Locality Planning Core Group throughout 2023 and 2024.
- Engagement in the three localities North East Fife, Levenmouth and Cowdenbeath.
- In-depth analysis of responses identifying overarching themes
- The report and findings were presented to the MHPWCCS Project Board in March 2024
- Phase 3 Development Phase was implemented generating innovative ideas for change
- MHWPCCS Programme Board agreement to progress one Test of Change (TOC) in one Locality in 2025 due to capacity
- 6 months Test of Change in NEF Locality commenced March 2025

## 2.2.4 Next Steps for 2025

The MHWPCCS Programme Board agreed in November 2024, due to capacity there would only be 1 Test of Change (TOC) proposed for Localities, it was agreed to take this forward within NEF Locality. The NEF Locality Planning Group approved at an extraordinary meeting in January 2025 to undertake a 6-month Test of Change "How Services Work Together" for NEF Locality. The TOC commenced March 2025 and will complete August 2025. The NEF TOC evaluation report will be presented to the MHWPCCS Programme Board in September 2025.

The deliverable is currently on hold for Cowdenbeath Locality until agreement from the MHWPCCS Programme Board to progress following the Evaluation Report from the NEF TOC in September 2025.

## 2.3 Priority 1 Supporting Positive Mental Wellbeing - Active Fifers/Fife Sports & Leisure Trust

### 2.3.1 Background

A Situation, Background, Assessment, Recommendation Report (SBAR) was submitted to the Locality Group to request funding to subsidise the cost of health classes. The group approved funding for health classes at Cowdenbeath Leisure Centre, bringing the cost down from £3.80 to £1 per class, Classes started w/c 4th September 2023. This test of change was introduced to try to establish if cost is a barrier for people to participate in physical activity, and the impact that participation has on their wellbeing. Cowdenbeath locality was chosen as it seen the lowest recovery rate of all Fife localities, following the pandemic, with regards to participation in FSLT health and wellbeing programme. In addition to this, nearly 73% of people living in the Cowdenbeath locality live in SIMD areas 1 and 2 and these areas tend to see the lowest uptake to our health programme. The health classes were moved to the Maxwell Centre when Cowdenbeath Leisure Centre closes for refurbishment.

### 2.3.2 Key Objectives We Aimed to Achieve

- Increase attendance and referrals to the Fife Sports & Leisure Trust Active Options (health & wellbeing programme)
- The Active Fifers/Locality Planning Group worked in partnership with The Meadows Practice (GPs and practice staff) to raise awareness of the importance of people moving more.

### 2.3.3 Achievements to Date

- In September 2023, the cost of health and wellbeing classes was reduced from £3.80 to £1 for one year.
- The price reduction applied to all existing class participants and new referrals in the Cowdenbeath locality FSLT Active Options Programme.
- During the test year (2023-2024):
  - 190 new referrals were received (target: 107).
  - 86 new referrals attended classes (target: 75), with 27 still to start.
  - Total attendances reached 2719 (target: 2500).
  - Of the 21 participants with before-and-after outcome measures, 20 reported an increase in their WEMWBS score (The Warwick-Edinburgh Mental Well-being Scale).
- Participants' feedback included:
  - "The cost has made a real difference to me."*
  - "With the way things are at the moment, every little helps."*
  - "It has helped me get out and about and meeting new people."*
  - "It has proved, with a wee bit of effort, that I'm more capable than I thought. The class has given me the impetus to try other activities too".*
- Meadows GP Practice developed a noticeboard in the waiting area to advertise ways for patients to engage in physical activity.
- Staff at Meadows GP Practice received "Move for your Mood" training. This has been successfully rolled out Fife-wide.
- There was an overall increase in new referrals and attendance during the price reduction period, likely enabling participants to attend more frequently. However, the programme's uptake did not improve. The main reasons for opting out were ill health, planned operations, and work commitments, rather than financial constraints.

### 2.3.4 Next Steps for 2025

- Ongoing staff training to enhance knowledge on the benefits of physical activity, enabling discussions with staff, patients, and the people they support.
- Revisit GP Meadows Practice after one year to evaluate the effectiveness of the noticeboard and staff training.

## 2.4 Priority 2 Supporting Unpaid Carers – Community Chest Fund (CCF)

### 2.4.1 Background

The Fife Health and Social Care Partnership has launched the Community Chest Fund (CCF) to support the region's unpaid carers. With over approximately 47,000 unpaid carers in Fife and 5,197 in Cowdenbeath Locality (census 2022), these individuals provide essential care for friends or family members affected by illness, disability, mental health conditions, or addiction.

#### 2.4.2 Key Objectives We Aimed to Achieve

The aim of this priority is to create greater opportunities for unpaid carers to enhance their knowledge and understanding of preventative care and to empower them to make positive choices that promote their own health and wellbeing. By providing access to valuable resources and information, this initiative seeks to equip unpaid carers with the tools and support they need to prioritise their own health while continuing to care for others.

#### 2.4.3 Achievements to Date

During the 2023/24 funding rounds, a total of 54 projects have been successfully awarded grants, with a combined funding total of £420K. These projects are focused on delivering meaningful impact for unpaid carers across Fife, ensuring that they have the necessary support and resources.

The West Kinship Group has been awarded **£25,000** to support kinship carers across Cowdenbeath, specifically at the Benarty Centre, Maxwell Centre, and Broomhead Community Flats in Dunfermline. This funding will be used for several initiatives:

- Fife Sports & Leisure Trust memberships: Kinship carers requested these to help with their mental and physical well-being, as they find it difficult to get time for themselves.
- Group Development Day: All three groups will participate, inviting other services to provide input and review how the groups can progress and evolve, aiming to increase awareness among more carers.
- Trauma-informed training: Delivered across all three groups.
- Solihull training: Provided by a CAHMS (Children's Mental Health Service) Consultant across all three groups.
- Family day out: A trip to the Five Sisters Zoo for 100 people, including children and families.
- Yearly family passes: For soft play at Wonder World, Carnie Fruit Farm, Fife Zoo, Five Sisters Zoo, Deer Centre, and Airthrill.
- Odeon Cinema and Asda vouchers: For cinema snacks.

These initiatives aim to enhance the support and well-being of kinship carers and their families.

For further information about all the groups that have been awarded funding, click on the links below.

<https://sway.cloud.microsoft/1eA9UfTIUiBVnm9z?ref=Link>

<https://sway.cloud.microsoft/38c2FxHkWsFmCyak?ref=Link>

#### 2.4.4 Next Steps for 2025

The Locality Development Officer is actively working with the funded groups to help them monitor and evaluate their projects. This ongoing support ensures that the initiatives are meeting their goals and making a positive difference in the lives of unpaid carers.

### 2.5 Priority 3 – Supporting People affected by Drug /Alcohol Harm and Death

#### 2.5.1 Background

The KY5 Short Life Working Group (SLWG) was established in May 2023. Following this, the KY5 club was promptly opened in September 2024, operating weekly on Tuesdays at the Lochgelly Centre. KY5 serves as a one-stop shop, featuring a multidisciplinary team from NHS, HSCP, the 3rd Sector, and Fife Council. The KY5 has successfully provided a welcoming and supportive environment on a regular weekly basis, offering a safe, non-

judgmental space where individuals can enjoy a hot toastie and warm drink while engaging with services at their own pace.

### 2.5.2 Key Objectives We Aimed to Achieve

The KY5 Short Life Working Group, chaired by Cllr Rosemary Liewald, has been actively monitoring and evaluating the effectiveness of KY5 since its successful opening in September 2024. The primary objective is to expand the collaborative, locality-based approach in Cowdenbeath, addressing areas with the highest harm prevalence and lowest engagement levels.

### 2.5.3 Achievements to Date

- KY5 has a regular attendance, averaging 10 people/week which was low compared with the other KY clubs. These are people who have been or are affected by drug / alcohol harm that are not engaged with any other services.
- Case study from KY5 presented to the CLPG in June 24 evidencing positive outcomes from engagement at the KY5 (see Case study below)

#### **KY5 Case Study (June 2024)**

**Basic Information:** Female, Age 33 years,

**Reason for visit:** Mental Health Crisis

#### **Presenting Issues:**

- Social isolation
- Low self-esteem / anxiety
- Mental health issues
- Previous suicide attempts
- Issue with housing (Private landlord)

#### **Referrals to:**

- GP – re registered
- Food Bank
- Welfare (benefits)
- Bus Pass renewal
- Fife Council Housing
- Pathway into dental
- Crisis grant
- Housing support
- Referral into counselling

#### **Outcomes:**

- Support/ transport into KY Women's Group
- Support/ transport to KY2
- Support from KY Team
- Advocacy – Chemist, GP & Addictions services
- Clothing / household items
- Placed in temporary accommodation
- Reduction in social isolation
- Repeat attendance to KY Women's Group
- Safe environment
- Friendship connections
- Builds a new community of support
- Improved mental health

- Reduction in anxiety
- Attends all KY groups

**Feedback from Client:** *“I now travel to all the KY Clubs when I initially only went to the KY5. If I am unable to get along to one, the KY Team are always willing to help. The KY Team have taken me to the KY women’s women group and then onto to KY2 as I have just temporarily moved into the area. I have friendships in each group without the KY Groups I wouldn’t have a reason to leave the house.”*

- The KY5 SLWG presented to the Cowdenbeath Locality to request the option to move location to be located more centrally within Cowdenbeath Locality after the ADP presented data showing more prevalence within Cowdenbeath High Street area and the low weekly attendance of around 10 regular people.
- The KY5 was moved in November 2024 from Lochgelly to the Maxwell Centre in Cowdenbeath, weekly on Tuesdays 9.30 – 11.30am.
- Currently, the group’s attendance is averaging around 7 participants per week, which is relatively low. However, efforts are underway to improve access to medical and psychosocial support.
- Introduction of physical activity to support wellbeing and Recovery through Outdoors programmes have been introduced to the KY4 with the Active Fife team attending the KY4 and listening to how the people attending would like to support their wellbeing, and type of physical activity they would enjoy participating in.

#### 2.5.4 Next Steps for 2025

- Funding secured until September 2025 to continue KY4 at Maxwell Centre, Cowdenbeath.
- KY4 will collaborate with Active Fife to support community reengagement and improve wellbeing through physical activities.
- Implement a weekly Rapid Access initiative for timely intervention in substance use disorders, streamlining referrals and reducing wait times.
- Provide social interaction and meaningful activities for individuals affected by alcohol and drugs, especially in underserved areas.
- SLWG will meet in 2025 to support KY4 and monitor attendance at the new Cowdenbeath location.
- An evaluation report is expected at the LCPG in June 2025.

## 3.0 Conclusions

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- 3.1 Locality Planning has been instrumental in fostering strong and positive relationships between HSCP, Fife Council, NHS Fife, and the third and independent sectors. This report presents evidence of the ongoing work within the Cowdenbeath area, showcasing the significant positive impact achieved through multi-agency collaboration. The concept of collaborative advantage plays a pivotal role in locality planning, raising awareness about the importance and value of joint efforts. While collaboration can sometimes present challenges—particularly when it involves broader strategic goals rather than specific projects—the members of the locality planning groups recognise that their primary responsibility is to ensure that services work in unison to enhance health and wellbeing outcomes for the residents of Fife.

- 3.2 In 2025/26, the Locality Planning and Community Planning Teams will collaborate to avoid resource duplication and ensure their plans complement each other by:
- Aligning deliverables with Local Community Plan Sections RA9 and RA14 to improve mental health, reduce social isolation, and enhance access to support services.
  - Continuing work with the Cowdenbeath Poverty Action Group (CPAG).
  - Supporting the Cowdenbeath Area Transportation Plan.
  - Collaborating with the “No Wrong Door – Wellbeing & Prevention Service” Implementation Group.

## List of Appendices

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1. [Health and social care integration - localities: guidance - gov.scot](#)

### Report Contact

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Workplace

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30 April 2025

Agenda Item No. 10

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## LOCHORE MEADOWS COUNTRY PARK PROGRESS AND DEVELOPMENT/OPERATIONAL UPDATE

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

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**Wards Affected:** 7 & 8

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### Purpose

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To provide the Cowdenbeath Area Committee with an update on current work that is underway at Lochore Meadows Country Park (LMCP) and an update on progress on a number of project areas following the report presented to Area Committee in February 2024.

### Recommendation(s)

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The Committee is asked to:-

- (1) note progress and support future plans;
- (2) continue to support the park as a local asset through ongoing engagement with local communities, ensuring developments support meeting local needs;
- (3) recognise that LMCP is also a key Fife wide asset, and that further investment and support is required both to maintain standards and expectations of visitors and to develop;
- (4) recognise that LMCP plays a vital role in employability programmes and skills development opportunities, offering participants a platform to gain practical experience in the Green Skills sector and enhance employability; and
- (5) note that a further annual report will be produced for 2026 and that regular updates about the work going on in the Park can be found on the facebook page and website.

### Resource Implications

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Daily running costs are increasing, and this continues to be a challenge. Investment has already been secured for several projects within the park and it would benefit from additional funding to implement and deliver some of the improvement projects.

### Legal & Risk Implications

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There is a reputational risk in that several areas for improvement, that have been highlighted in previous reports and during engagement, have not been implemented. It will be necessary to prioritise these and secure additional funding.

## Impact Assessment

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EqlA attached as appendix 3

## Consultation

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Consultation is ongoing. Further engagement is required to gather feedback from park users on current service delivery and future projects.

## 1.0 Background

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- 1.1 Following staff engagement and community consultation in December 2022, recommendations were made about key priority areas for Lochore Meadows Country Park and importantly, a decision was reached on the location, size and scale of a new accessible destination play park and natural play space area.
- 1.2 The new play park was opened on 28<sup>th</sup> March 2024. It has been enjoyed by many in its first year and acts as one of the main visitor attractions in the park.
- 1.3 The Development Plan, February 2024 (see appendix 1) focused on providing an updated position on the park, shared information on challenges and opportunities at that time and suggested some short and longer term projects. It represented the results of the consultation work, and these were embedded throughout the plan to ensure it met the aspirations and wishes of the local community.
- 1.4 It also recognised the importance of the park not only as a local asset in the Cowdenbeath Area but as a tourist destination that visitors from across Fife, the Scottish Central belt and further afield regularly access.
- 1.5 The Development Plan has provided, and will continue to provide, a useful framework for those working in the park and our stakeholders to focus on.

## 2.0 Key Highlights of 2024 and Project Updates

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### 2.1 Park Key Highlights

2024 was another busy year in the country park with visitor numbers reaching nearly 1 million, at approximately 868,500. To deal with the demands placed on the park, several infrastructure improvements have been actioned to enable visitors to have the best experience possible whilst safeguarding and minimising the impacts to biodiversity and wildlife.

One of the bigger projects undertaken was a complete upgrade to the motorhome stopover area that is available within the park. This included installation of a European style waste facility, electric hook ups, automated entry barrier and dedicated pitches. This has enhanced the offer and has proved extremely popular to visitors who have travelled from all over Europe and further afield.

Whilst being a key income generator for the park, the addition of this facility has also had a positive impact on the local economy with visitors using local businesses and shops when they visit. Work is underway to carry out a further upgrade in time for this Spring (see Appendix 2).

The park has also continued to host a series of big events such as the Rockore music festival, Scottish Mountain Bike Cross Country Series, Triathlon events and Pipe Band

Championships to name but a few alongside a host of well supported community events. These events draw large numbers of visitors to the park and surrounding area.

Working with various partners including Outdoor Education Fife and Fife Council Employability Team, numerous employability programmes have been delivered. These have enabled participants to enhance their skills and secure employment. We have also secured funding for two Modern Apprentice posts to join the estates team. This is an area that will be a key target for 2025 as we continue to work with partners to enhance the role the park can play in skills development.

Increased summer opening hours at the park centre and opening, for the first time in several years, between Christmas and New Year was a success and ensured that services remained in place during busy periods for visitors to enjoy. Improved relationships with the Café staff enabled this to happen and we hope we will be able to continue to offer better opening hours throughout 2025.

The cafe area has benefitted from an enhanced layout and an improved menu offer making it a popular choice for locals, and those who have travelled a bit further, to visit.

The park has also been working in partnership with Fife Golf Trust developing plans to bring Park Golf to the country park as an additional activity opportunity and link to the Golf Club.

One of the other key highlights of 2024 was the opening of the park's new destination playpark. Since its opening in late March, it has proved to be a massive attraction drawing visitors from all over Fife due to its accessibility and wide range of adaptive play equipment.

Over the last year, a strong relationship with Friends of Lochore Meadows (FoLM) has developed with a greater understanding being gained as to where their focus can be directed to make the biggest impact. This approach has enabled the park to benefit from funding support of approximately £80,000 and has been used to offer warm spaces activity sessions, purchase new seating for the café, install planters outside the café, develop the fairy woods and support biodiversity projects and contribute towards the play park, all of which add huge value to the visitor offer and experience. Projects for 2025 include looking to develop volunteering opportunities and pursuing funding options to improve the path from the Benarty Centre into LMCP.

Crucially, they have also been supportive in discussions around next steps to assist in restoring the Mary Pit Winding Wheel. As such, they have established a Heritage sub-group whose focus is to liaise with Historic Environment Scotland and heritage architects and, in conjunction with Fife Council, pull together the required funding package.

## **2.2 Outdoor Education Key Highlights**

A key highlight for Outdoor Education in 2024 is our collaboration with the Fife Alcohol and Drug Partnership (ADP) providing access to new experiences and opportunities offered through the outdoors and wider park to reduce isolation and loneliness, and to promote recovery. Through the partnership, we have established a working relationship with FIRST (Fife Intensive Rehabilitation & Substance Use Team) and Restoration Fife to use outdoor activity to complement their existing quality rehabilitation service to those in recovery wishing to change their lifestyle.

The collaboration between services saw the launch of two pilots in 2024, each catering for 12 people in recovery over a period of 8-weeks (case-study and video available upon request) and early evidence suggests Outdoor Education, and wider opportunities offered by the park (welcoming cafe, trails etc) has had a positive influence on promoting recovery. As a result of our early success, further sessions are being arranged for 2025,

with a view to building this in as a core offering to the Outdoor Education programming moving forward.

In 2024, the Transportation Team were awarded £90,000 capital funding through SEStran People & Place funding and allocated this to Outdoor Education for the purchase of new adaptive bikes to enable further inclusive access to cycling within the park, including Fife Cycle Park.

The Modern Apprenticeship programme in 2024 continued to provide opportunities for local young people to develop, grow and up-skill through outdoor education, providing routes into future seasonal / casual employment at LMCP, thereby ensuring capacity to continue delivering first class outdoor education activity to local people and visitors. Previous apprentices have gone into fulltime and seasonal employment in the outdoor industry both in the UK and abroad.

As well as continuing to work in partnership with Community Learning and Development to offer young people and families opportunities to gain experience in our outdoor programmes such as Friday Night at the Meedies, family evening sessions and wellbeing Wednesday groups, around 50% of our programmes last year were delivered to young people and school groups. This enhances the curriculum and enrichment offer of schools, and contributes to a young person's personal development, confidence, respect for the outdoors, and attainment.

- 2.3 Appendix 2 provides detail around projects that have been completed and those that are ongoing and continue to be developed to further enhance the Park offer.

## 3.0 Next Steps

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- 3.1 While many projects are underway or completed, further work is required to progress additional development opportunities. Much focus over the last year has been supporting the build of the new playpark and implementing actions from the consultation work. General park improvements, particularly infrastructure, improving communications and staff relationships have all been important and will provide a strong foundation for continuous improvement projects.
- 3.2 A lot of focus has been in supporting the FoLM group to re-establish and be the key partner which represents the community, enabling direct input around the park's development. They will continue to work with the park to attract funding and will take the lead, via the Heritage sub-group, regarding the Mary Pit Winding Wheel.
- 3.3 Continue to meet and plan with key partners such as Fife Coast & Countryside Trust, the Council's Employability team, Climate team, Community Learning & Development and Community groups on how to continuously improve and ensure the park is meeting the needs of the local community and its visitors.

## 4.0 Conclusions

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- 4.1 Moving forward, lots of positive changes have been made within the country park in terms of partnerships such as with Outdoor Education Fife, Rural Skills Scotland and Fife Council's Employability Team. Volunteer and employability programmes are actively progressing and funding has recently been secured for two Modern Apprentice posts, all of which will help meet the increasing demands in the park whilst building a new workforce for the future. We strongly believe we can further develop these partnerships over the coming year to not only enhance the reputation of Lochore Meadows as a destination country park but also to become a key hub for green skills employability programmes and conservation programmes.

- 4.2 As the park approaches 50 years in 2026, there is a real opportunity to continue to invest in this asset to make it sustainable for generations to come. There are opportunities to continue to develop the asset and contribute to the delivery of the Plan for Fife and Plan for Cowdenbeath Area. Longer term recommendations should be prioritised and, where required, external investment sought for feasible projects.

## List of Appendices

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1. Development Plan 2024
2. LMCP Projects
3. EQIA

## Report Contact(s)

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# Lochore Meadows

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## Country Park

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**Development Plan**

**February 2024**

## Executive Summary

The following plan sets out a number of priorities for Lochore Meadows Country Park for the next 3 – 5 years. The report will assist with forward planning and draws on both previous reports, work with the local staff and engagement with the local community and other stakeholders.

There has been an increase in visitor numbers to the park over the past 3 – 4 years and 2022 was the busiest year yet with just over 1 million visitors.

In recent years the park has benefitted from investment with the opening of the new Willie Clarke Visitor Centre and the Golf Pavilion. Further capital investment has been secured and the next major development is a new accessible destination Playpark due to be opened in Spring 2024, with the remaining funding going towards other park improvements as identified from Community consultation. Other changes have seen an increased use across all areas of the park including an expanded outdoor activity programme with additional public sessions such as Stand Up Paddleboards (SUPs) and an increase in accessible bike hire. Twenty twenty-one also saw the introduction of park tours, Highland Cattle and a limited number of Motorhome pitches for overnight stays. Improvements to facilities has resulted in a steady increase in visitors travelling from further afield.

However, investment in improvement in the park has not grown at the same pace as visitor numbers. While the current staff team continue to take a pride in the park and their work, there are several areas requiring additional resources to improve the visitor experience. In order to continue to deliver the same level and quality of service, there is a requirement for a review of resource arrangements, additional staff in a number of areas where there have been reductions in recent years and investment in a number of key areas including maintenance, parking and equipment. While some funding can be realised from income generation this will not cover all improvements, these will need to be reviewed and prioritised.

Many of the issues that were highlighted in the previous plans still stand and similar issues remain outstanding. There are a number of reasons behind this and many of the potential recommendations are interdependent. These will also require prioritisation and investment, notwithstanding clear governance arrangements being in place to achieve this.

Part of the Meedies attraction is the location, scenery and that it isn't over developed or commercialised and continues to be a free resource. It's primary purpose as a Country Park should be retained. The original concept for the park was around Education, Conservation and Recreation. While this has been added to and described in a number of ways including "Fun for all the Family at the Heart of Fife" and "a Jewel in the Crown", any further developments should be in keeping with the park and it's important to balance the scale and scope of developments against the natural environment. Further work may be required to confirm the Unique Selling Point (USP) for the park but essentially this is that it is a Country Park that is accessible and free for everyone.

Any development within the park should be in keeping with the overall purpose of the park and its original ethos as a place for Education, Conservation and Recreation. Priority should be given to maintaining existing land and assets and any enhancements should ensure there is community benefit for both the

local community and visitors. Future development should also take into consideration the latest Recovery and Renewal Plan for Fife 2021-2024. In addition to this, there will be a strong tie in with the Plan for Cowdenbeath Area due to the location of the park within the boundaries of the Cowdenbeath Area. Longer term projects would require further scoping and significant investment.

Friends of Lochore Meadows (FOLM) group has recently become a Scottish Charitable Incorporated Organisation (SCIO). At the time of updating this report, FoLM are actively seeking Trustees to join the group and remain committed to being a key partner which represents the community enabling direct input around the development of the park.

**January 2024**

## Developing a Plan for Lochore Meadows Country Park

The following paper is intended to provide an update on current developments in Lochore Meadows Country Park and set out potential areas for future development over the next 3 – 5 years.

The development of this plan has involved working alongside existing staff in the park, reviewing previous plans and recommendations to identify outstanding issues, engagement with staff, the local community and other local stakeholders along with research into other similar businesses. Short, medium and long term recommendations have been identified.

## Background

Lochore Meadows Country Park opened to the public in 1976 following the redevelopment of the former site of the Mary Pit. The Country Park covers 486 hectares (1200 acres) and many areas in the park pre-date the pits with many areas of interest dating back a lot further including Loch Ore Castle, the Clune Area and a number of sites of interest from roman and medieval times. Part of the park has also been incorporated into the Fife Pilgrim Way.

The Council have been responsible for managing the park for almost 50 years, except for a trial period between June 2014 – December 2016, when Fife Coast and Countryside Trust took over the management of the park. This didn't work out as anticipated and the Council took back management of the park in January 2017.

Previous development plans were commissioned in 2008 and 2013. These plans included extensive community consultation and engagement. While a number of areas have been actioned, some recommendations remain outstanding and are still relevant today. These have been considered and where appropriate have been built into this plan. The following extracts from the earlier plans highlight the purpose of the park:

*“Creating a dynamic balance and synergy between recreation, conservation and education through the development of quiet, informal, countryside recreational uses which are mutually compatible and sustainable, underpinned by proactive development of social inclusion and environmental justice in an area of multiple deprivation.” (LMCP Development Plan 2008)*

With the 2013 report highlighting the following two areas as the primary assets, **“Outdoor Education – with a focus on adventure sports”** and **“The Natural and Cultural Heritage – and the ways this can be interpreted and celebrated”**. This report concluded that the park should become a destination for both: *‘Adventure and Learning Outdoors’* and *‘Community Learning and Action for the Natural and Cultural Heritage’*.

Lochore Meadows Country Park is seen as a key asset in the Cowdenbeath Area and, along with other local assets namely the Fife Cycle Park, forms part of a local priority around promoting the area as an outdoor adventure area in Fife and beyond.

## Lochore Meadows Country Park

The following map provides an illustration of the park and further information can be found on the [Active Fife website](#). A list of current facilities and some of the new or planned developments can be found below and further detail on opening times can be found in Appendix 1. The [drone footage](#) shows the full scale and scope of the 1200 acre site.

### Current Facilities

- Willie Clark Visitor Centre & Loch Side Café
- Outdoor Education Centre
- Lochore Golf Course (9 hole) and Pavilion
- Overnight stays for 25 Motor Homes
- Water sports
- Cycling/Bike Trails
- Fife Pilgram Way
- Loch Ore Castle
- Fairy Wood
- Walks – all abilities
- Play Park
- Outdoor Activity
- Changing places toilet
- Accessible bikes
- Buggy tours
- Community Orchard
- Volunteering Opportunities
- Culture & Natural Heritage
- Park Events (Community and Private)
- Equestrian Centre (private business)
- Friends of Lochore Meadows (FOLM)
- Lochore Parkrun
- Lochore Community Sports Hub

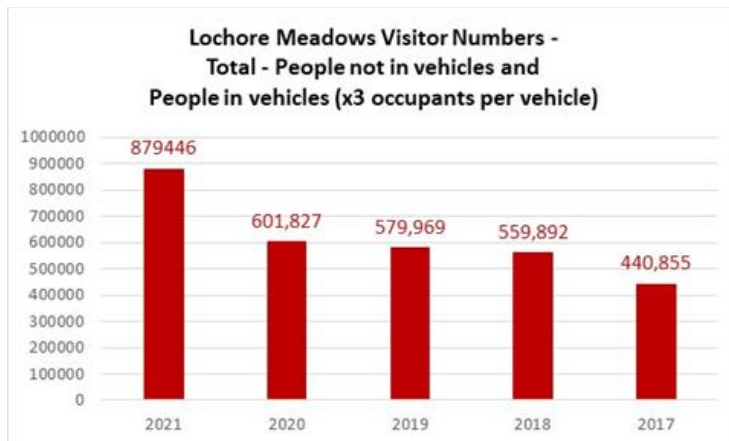


## Increase in Visitor Numbers

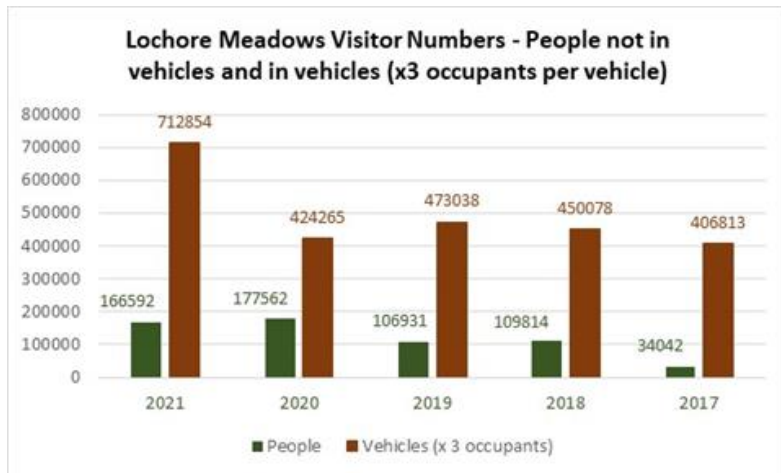
Visitor numbers to the park have continued to grow over recent years. As such, 2022 showed a further increase in visitors and the busiest year yet with over a million visits. This has been influenced by COVID 19 and more people getting out for daily exercise, as well as an increase in staycations in recent years. It is hard to predict if this trend will continue but with the addition of a new destination accessible play park in 2023/24 it is likely that visitor numbers will further increase. These figures are gathered and reported on a monthly basis from people and vehicle counters located throughout the park. This information is reported to the Moffat Centre at Glasgow Caledonian University and used to report on visits to outdoor attractions throughout Scotland. The tables and information below provides further details on the figures and how they are calculated.

Visitor numbers to Lochore Meadows Country Park are a combination of counters positioned around the park, for people that travel both by vehicle and not in a vehicle. For those travelling by vehicle, 3 persons per vehicle has been used to count the number of people visiting the park. Based on the information provided, the combined total for the number of people travelling to the park by vehicle (x3) and those not in a vehicle, is estimated at 879,446 in 2021. The following charts show the estimated number of people visiting the park since 2017.

**Table 1 – Lochore Meadows Visitor Numbers Total**

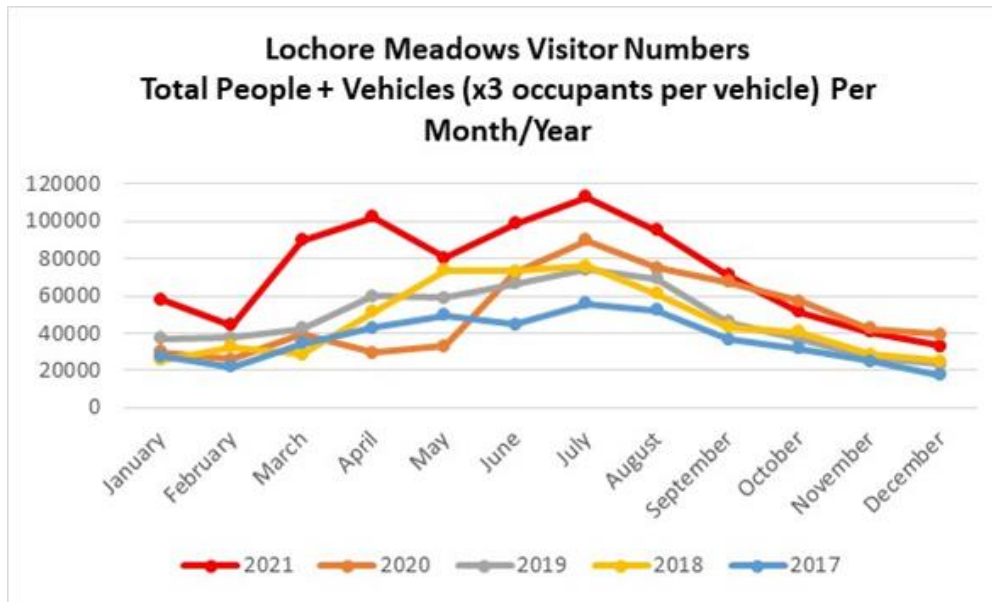


**Table 2 Lochore Meadows Visitor Numbers**



- Visitor numbers to Lochore Meadows have increased steadily over a five year period.
- Higher numbers of people travel to the park by vehicle than those that don't use a vehicle.
- Those travelling to the park by vehicle increased steadily over the five year period (although dipped slightly in 2020).
- For those that didn't use a vehicle to travel to the park, numbers have shown a general upward trend since 2017.

**Table 3 Visitor Numbers People and Vehicles Per Month/Year**



- For both people and vehicle numbers (x 3 occupants per vehicle) the summer months show the highest numbers of people visiting, with July being the most popular month. Winter months show the least number of people visiting with December and January showing the lowest numbers.

- **Operation and Management of Lochore Meadows Country Park (Single Asset)**

**Summary - need to manage park as a single asset, address gaps, do existing stuff well and secure investment for the future**

**Current Position (2023)**

Visitor numbers have continued to rise at the same time as staffing levels reducing. It is estimated that there are now over 1 million visitors per year accessing the park. Many of the staff in the park have been employed for 10+ years with some staff working in the park for over 25 years. In recent years there has been a reduction in staffing with some roles disappearing completely and other roles changing. The park is open to the public all year round, operating with a summer/winter season and varied opening times throughout the year. The park is open seven days a week and the three main buildings operate slightly different hours to cater for the various services they provide. The main provision in the park is operated under separate management structures with the Outdoor Education Centre and Park Centre being managed by Fife Council Communities, Café operated by Catering and Cleaning and the Golf Course and Pavilion being managed by Fife Golf Trust. There is also the recent addition of the motorhomes to the park with 25 plots for overnight visitors. There is no longer a duty management system in place and with many staff employed to work Monday – Friday leaving gaps in management at weekends. Management responsibility for the park sits within the Communities and Neighbourhoods Service with the Community Manager for Strategy and Commissioning. Staff contributed to this report through a series of focus groups, meetings and an online survey. A short summary of key findings has been shared with the leadership team and ideas for improvements have been used to inform the recommendations in the plan. Opportunities and challenges were highlighted as part of the engagement.

Priorities (Now- 2024)	Future Considerations (2024-2026)
<p>Review current staffing and management arrangements to ensure that there are adequate resources both in terms of permanent and seasonal staff across all areas of business initially for the forthcoming summer season.</p> <p>Develop Standard Operating Procedures detailing all processes and work with all staff to ensure that they are implemented.</p> <p>Park Operational Group to be set up to oversee the day to day running of the park.</p>	<p>Decision also required on where best the park sits with the wider Communities and Neighbourhood Service, whether or not this should be managed as a single asset and whether it is managed as an area or Fife wide resource.</p> <p>Continue to develop apprenticeships and other training opportunities</p>

- **Lochore Meadows Country Park - Outdoor Destination for local communities and visitors**

**Summary** – *Great free asset in the heart of Fife, lots to do and with some enhancements to visitor centre, café, paths, car parks, motorhome facilities, events and conservation can continue to be a great resource for the future*

### **Current Position (2023)**

Lochore Meadows is both a local facility on the doorstep of the neighbouring communities of Benarty, Kelty and Lochgelly as well as being an outdoor destination for visitors from further afield. The park attracts a diverse range of visitors throughout the year. These range from local people taking daily exercise, regular visitors taking part in weekly activities or clubs such as the Meedies Parkrun. Also day visitors who come to enjoy the park for picnics and walks, those who like to participate in more adventurous activities such as mountain biking or watersports and more recently the addition of a number of Motorhome plots which has seen an increase in overnight visitors coming to the park as a stopover or base for visiting Fife and beyond.

As mentioned in previous reports the diverse nature of the park can be seen as both a positive and also a challenge in terms of the primary role and purpose of the park. The 2013 report highlights this as both a strength and barrier:- *“One of the Park’s key strengths, which has almost become its ‘Achilles Heel’ is the fact that it offers visitors an almost bewildering number of choices of recreational, sporting and educational activities.”* LMCP Development and Masterplan: Update August 2013.

Some of the current issues and challenges remain the same as in previous reports such as the need to improve the café area and improve facilities for overnight visitors. While others are more general issues such as competing priorities and the need for further investment in areas including the car park, lighting, walkways and signage.

Capital monies have been secured for the park and the next major development will see the addition of a destination play park in 2023/24.

It is important to find a balance between making things accessible for the neighbouring communities at the same time as catering for visitors from further afield.

There are a small number of activities and services that have a charge associated with them including the addition of overnight stays and some of the equipment hire at the outdoor centre, the majority remain free of charge. There are a number of donation posts located throughout the park with any money raised going to the Friends of Lochore Meadows (FoLM) group to reinvest into the park. Free access is one of the Unique Selling Points (USPs) of the park.

In November 2023, the park retained its 4 star award by Visit Scotland. This was upgraded from a 3 star to 4 star in March 2018. The park also recently received an Aire award for the Motor Home facilities provided in the park.

Priorities (Now – 2024)	Future Considerations (2024-2026)
<p><b>New Play Park</b> – continue to work with stakeholders to develop and deliver new accessible destination play park.</p> <p><b>Get ready for Summer 2024</b> – Work with team(s) to undertake self-assessment/tourism audit to highlight areas requiring attention.</p> <p><b>Parking and paths</b> - Maintenance and Improvements to existing car park, overflow, paths and lighting.</p> <p><b>Café</b> – further work required to improve the offer provided by the café including both the development of the outside space as well as further work to review opening hours and current offer. Priority should be given to locally sourced produce and trialling extending the provision to include evenings/pop up restaurant/themed evenings.</p> <p><b>Outdoor Shelters</b> – addition of Outdoor Shelters at Golf, Visitor and Outdoor Centres.</p> <p><b>Motor Homes</b> – Improvements to signage, security and information to ensure visitors are allocated and pay for the plot that they have booked.</p> <p><b>Recycling Opportunities</b> – continue to review current arrangements for managing waste within the park and look at ways of introducing further recycling on site.</p>	<p><b>Land use and management</b> – consideration should be given to the location of events, leases, activities to maximise the use of the space within the park. The drone footage provides an overview of the park and any new or permanent development should be agreed by the Park Operational Group.</p> <p><b>Explore opportunities to undertake further work with community interest groups and volunteers</b> – suggestions include development of the Fairy Wood, work with local culture and heritage groups to continue to promote the natural and culture heritage of the park and disability groups to promote the park as an accessible destination.</p> <p><b>Promotion, publicity and Events</b> – continue to develop online information as part of <a href="#">Active Fife</a> and wider <a href="#">Welcome to Fife</a> websites and social media pages to increase awareness of What’s On.</p> <p><b>Aim for 5 star Visit Scotland visitor attraction status</b></p>

- **Outdoor Activity and Learning**

**Summary** – *First class outdoor education and activity centre based within the park. Demand for the service is increasing. Conflict between growing the commercial business alongside delivery of the schools and community programme. To ensure we can meet future needs and demands, we need to review the offering to make sure that it is fit for purpose and aspirational. We also need to seek significant investment to develop a new facility which can meet future needs and maintains or high quality and unique service. Need for a new centre and decision on emphasis on provision for the future.*

**Current Position (2023)**

Historically the council's Outdoor Education Team have been located within the Country Park with the primary purpose to deliver outdoor learning to young people from Fife's schools.

The outdoor education team provide a range of programmes for young people, schools and public sessions as well as equipment hire for use on the loch itself and bikes to get around the park and make use of the various trails and paths. It is estimated that this is now 50% of the business with the other 50% being dedicated to both public hires/courses (25%) and catering for training trainers and youth groups (25%). The team have a great deal of experience and expertise catering for all groups. The courses and sessions they run include mountain biking, sailing, canoeing, kayaking, archery, orienteering on site with more specialist courses and activities offered at other suitable locations.

Over the past few years they have continued to adapt what is offered to respond to new trends and popularity of new activities such as Stand Up Paddleboarding (SUPs). Wild swimming is also a popular activity in the park and additional safety guidance now features on notices and the team are in regular contact with the Fife club who meet in the park. In addition to this, the team have continued to deliver a varied schools programme both on and off site.

The team have also secured external funding and developed a range of bike trails within the park and provide support to other groups and clubs who form part of the Community Sports Hub based in the park. They have recently conducted a survey with current users and will use this to inform the future programmes. In addition to this the team contribute to the Active Fife Sports and Physical Activity strategy and work alongside other local providers such as Fife Cycle Park to promote what's on offer in the Cowdenbeath Area. They have a range of equipment including adapted bikes for public hire and this is all maintained on site.

The team have also run a successful apprenticeship programme over the past 2 – 3 years and it is recommended that this should continue.

Priorities (2024)	Future Considerations (2024-2026)
<p><b>Get ready for Summer 2024 –</b></p> <p>Consideration should be given to reviewing current staffing and pricing arrangements in order to extend the public offer.</p> <p>Further discussion required on integrated management model as outlined in section 1 in order to make best use of existing assets and where possible share resources across all areas of the park.</p> <p>Work with wider team to identify additional storage within the park for existing and any new equipment.</p> <p>Include further safety messaging in comms and social media plan for individuals using their own equipment or accessing the water for activities such as open water swimming.</p> <p>Promote the Outdoor Activity offer along with Fife Cycle Park as part of a wider outdoor activity capital in central Fife.</p> <p>Support raising aspirations through providing opportunities for personal growth and development, social interaction, confidence building and routes to qualifications.</p> <p>Reduce barriers for the local community in accessing these opportunities.</p>	<p>Continue to review range and types of activity that are on offer and gather feedback from service users in order to inform future programmes.</p> <p>Longer term investment required to build a new Outdoor Activity Centre to replace existing building and storage areas – recommend that a feasibility study is commissioned to scope requirements.</p> <p>Explore other types of Outdoor Learning that could be offered within the park and look at whether or not this could be delivered or managed by the team.</p>

- **Community Involvement**

**Summary** – *Membership and role of the Friends of Lochore Meadows (FoLM) group has changed since it was originally set up. Work has taken place to review priorities and how the group can support the park in the future. There are also many other individuals and groups who currently use the park and there is an untapped potential to involve a wider community base in order to shape and support future plans.*

### **Current Position (2023)**

Friends of Lochore Meadows constitution states that it has been established to advance citizenship and/or community development (including the promotion of civic responsibility, volunteering, and the voluntary sector) by supporting the development of Lochore Meadows Country Park, referred hereafter as LMCP for the benefit of the community.

Prior to the review of the group, FoLM undertook a consultation exercise in 2019. The recommendations are grouped into 5 themes - Park, Events, Activities, Centre/Café, and Golf & Football.

The top 3 suggestions from this were:-

- Play Park Improvements
- Water Sports
- Café more options/fresh produce

These areas are picked up in the future plans for the park and have been included in this report.

Wider Community Consultation took place in December 2022 with a focus on future development. A number of ideas and aspirations were put forward by the local community, with general recommendations:

- Communications and Engagement
- Toilets, Infrastructure, Accessibility, Built Assets

- Heritage
- 'Feedies in the Meedies' and Farm Shop
- Education, Recreation and Adaptation, Inclusive Learning
- Nature reserve area and keeping Country Park feel
- Play Park

These areas are picked up in the future plans for the park and have been included in this report.

### Future Considerations

In addition to the FoLM group there are many other groups and stakeholders with an interest in the park. Further consideration should also be given to how best to engage and involve other users in different elements of the park. This may include volunteering opportunities, working with existing user groups on developments or along with wider stakeholders to develop new partnerships or support the implementation of local Community Led Action Plans.

Priorities (Now - 2024)	Future Considerations (2024-2026)
<p>Work with FoLM and other stakeholders.</p> <p>Identify and promote volunteering opportunities within the park.</p> <p>Continue to promote the park and support the Council with local engagement and feedback.</p>	<p>Work with other friends groups to share learning.</p> <p>Look at ways to increase donations in the park. Opportunity to look at different types of donation stations (car park, outdoor – add to information that goes out to visitors)</p>

## 5. Supporting the delivery of other Plans

**Summary** – *Lochore Meadows Country Park is one of Fife’s key assets located in the heart of Fife. There are real opportunities to make the most of the 1200 acre site and to showcase the contribution the park is already making to the delivery of outcomes in the Plan for Fife, along with its potential to contribute further to this through new and ambitious projects.*

### Current Position (2023)

Over a number of years the park has contributed to a number of outcomes in both local and strategic plans. The new visitor centre in 2019 saw the introduction of features contributing to climate change outcomes such as a water sourced heat pump to heat the building. With approximately one million visitors per year, it is contributing to both health and wellbeing, an active Fife, greenspace, climate change, education and learning, tourism and the local economy. The park is a free asset and the combination of day-to-day activities, learning opportunities, the natural environment, events, historic sites and addition of overnight facilities for tourists have seen ongoing enhancements to promote the park as both an accessible and sustainable destination in the heart of Fife.

Further developments and investment continue with a new accessible play park planned for late 2023/ early 2024.

Plan for Fife 2021 -2024	Short	Medium
Addressing the Climate Emergency	Making best use of local asset  Any further development to be done in a sustainable way  Continue to promote active travel  Review recycling arrangements	Potential Opportunities may include – Green Hub, Community Small Holding, Tree Nursery, Memorial Forest/Garden.  Expand existing Community Orchard  Explore possibility of expanding tree nursery and identify areas within the park for further tree planting.

		Continue to develop sustainable tourism through the promotion of the park as an outdoor destination.
Tackling Poverty and Preventing Crisis	Links with recovery and reform priorities around mental and physical wellbeing.  Maximise as an outdoor activity destination.  Volunteering and training opportunities in the park.	Explore possibility of developing an area of park as a community/market garden to enable onsite produce to be grown and then used or sold within the centre or in the neighbouring communities at an affordable cost.
Leading Economic Recovery	Consider establishing a local employability programme in the Cowdenbeath Area, based at Lochore Meadows – Grounds for Growth (Partnership with Rural Skills Scotland).	Look at other areas where Third Party Operators/Social Enterprises can run either existing or new businesses.

## Future Considerations

As the park approaches 50 years in 2026, there is a real opportunity to continue to invest in this asset to make it sustainable for generations to come. There are opportunities to continue to develop the asset and contribute to the delivery of the Plan for Fife and Plan for Cowdenbeath Area. Longer term recommendations should be prioritised, and external investment sought for feasible projects.

## Supporting documents

Previous reports from 2008 and 2013

**Appendix 2**  
**LMCP Projects**

**Completed projects**

Projects	Status
Flooding – main entrance/football park (Infrastructure)	<p>Project complete</p> <p>Work completed with excellent results.</p>
Garden of Reflection (Community Involvement)	<p>Project complete</p> <p>Other info:</p> <ul style="list-style-type: none"> <li>• SANDS have completed their work and some pond improvement has been done</li> <li>• Phase 2 being explored by FoLM to create a Sensory Area to complement the work of SANDS</li> </ul>
Benarty Bells (Heritage)	<p>Project complete</p> <p>Other info:</p> <ul style="list-style-type: none"> <li>• Building Services MAs undertook the work during first half of 2023</li> <li>• Celebration and opening event took place in July 2023 with the local community</li> </ul>
Destination Play Park, including Natural Play Area (Destination)	<p>Project complete</p> <p>Other info:</p> <ul style="list-style-type: none"> <li>• Tender was awarded to Kompan</li> <li>• Start date 30<sup>th</sup> October 2023</li> <li>• Temporary play equipment to be installed during construction</li> <li>• 3 local young people to be in paid employment as part of Community Benefits aspect of the tender (only 1 young person took up the placement)</li> <li>• Project completed and opened on 28<sup>th</sup> March 2024</li> </ul>

## Phased and ongoing Projects

Projects	Status
Train (Heritage)	<p>In progress - Train currently in workshop for repairs.</p> <p>Other info:</p> <ul style="list-style-type: none"> <li>• This work is being done at no cost by Smeaton Engineering who are carrying out its restoration</li> <li>• Heritage sub-group liaising with park manger and Smeaton in relation to train return date</li> <li>• Save the Cage community group are working in partnership with FoLM &amp; Heritage group to locate mining artefacts in the park in vicinity of Mary Pit in memory of the parks mining heritage. The group have funding in place and are working on necessary agreements required to support this project and carry out necessary work.</li> </ul>
Mountain Bike Trails - White Wood (Outdoor Learning and Adventure)	<p>Elements completed</p> <ul style="list-style-type: none"> <li>• Work complete on redevelopment of White Wood Bike Park</li> </ul> <p>Ongoing</p> <ul style="list-style-type: none"> <li>• Work on Phase 4 developments underway to extend mountain bike trails to create a cross-county loop capable of hosting major events and making Lochore Meadows and the local community a 'destination' for mountain biking. Design Brief being undertaken in April/May 2025. Work progressing with FC's Estates team on securing required land should we be able to go ahead. Extension of ancient oak woodland in Harran Hill being undertaken as part of the project and the parks wider biodiversity/climate action aims</li> </ul>
Motor Home developments (Destination)	<p>Phase 1 &amp; 2 complete</p> <p>Other info</p> <ul style="list-style-type: none"> <li>• Initial improvements on new service point including chemical/grey waste disposal located is now complete</li> <li>• Automated barrier entry system installed</li> <li>• Electric hook ups available.</li> <li>• 21 dedicated spaces available with recreational space for each pitch</li> <li>• Landscaping/hedgerow planting, path resurfacing done also</li> <li>• New motorhome leaflet available for the season. Working on a local amenities map advertising local business.</li> <li>• Hoping to proceed with soft lighting/CCTV in the coming months.</li> <li>• Facility has been hugely popular and busy since it opened.</li> </ul>
New Nature Reserve Path	Project Complete

<p>(Outdoor Learning and Adventure)</p>	<ul style="list-style-type: none"> <li>• Funding secured through shared prosperity funding to build a new path through a section of the nature reserve.</li> <li>• Working with various partners including FCCT/Biodiversity Office/Property Services and RSS on this project.</li> <li>• Main benefits include: completing the 'round the loch path', taking pedestrians and cyclists off the road section and away from cars, taking people into nature.</li> <li>• Also addition of extra parking spaces at Benarty Bay carpark and resurfacing work on Pit Road.</li> <li>• Project also included replacing a collapsing culvert under the Pit Road.</li> </ul>
<p>Communications (Comms and Engagement)</p>	<p>Ongoing</p> <p>Dedicated support provided to produce a Comms Plan for the Park and support with Social Media and Website Development</p> <p>Other info:</p> <ul style="list-style-type: none"> <li>• Website in process of being refreshed.</li> <li>• Using Rutland Water site as an example of best practice.</li> <li>• Working to improve and streamline communication with park users including booking process for rooms and events</li> <li>• Update of all park signage underway including information boards and new walking leaflets - linking to a wider employability project.</li> <li>• Working with Comms and partners on producing a park newsletter which will provide info and advice for visitors.</li> </ul>
<p>Maintenance materials and Equipment (Infrastructure)</p>	<p>Elements completed</p> <ul style="list-style-type: none"> <li>• Improvements to both pebble beaches, including extending OE beach completed over winter '24</li> <li>• Rock for erosion protection measures around north shore have been completed to protect path and further erosion of shoreline.</li> <li>• New lawnmowers and a 4X4 quad have been purchased for the estates team to enable them to carry out essential work.</li> <li>• Flooding issue at side entrance to café has been alleviated with the installation of a 'french drain'. Completed as part of playpark project.</li> </ul> <p>Ongoing</p> <ul style="list-style-type: none"> <li>• Further improvements to sandy beach area (footpath/landscaping) will be carried out before spring '26</li> </ul>
<p>Park Staffing (Infrastructure)</p>	<p>Ongoing</p> <ul style="list-style-type: none"> <li>• Park Manager continuingly to review staffing requirements.</li> </ul>

	<ul style="list-style-type: none"> <li>• Budget secured for permanent seasonal receptionist post - this allowed the visitor centre to be open and staffed during the summer holidays last year along with café. This will be a possible again in April, Summer and October holidays 2025.</li> <li>• Consideration to be given as to how FoLM and possible volunteers can support the Park too.</li> <li>• Funding for 2 Modern Apprentices was secured for positions within the Estates Team. These posts have been filled.</li> </ul>
<p>Car Park Improvements (Infrastructure)</p>	<p>Elements completed</p> <ul style="list-style-type: none"> <li>• All line marking complete and collapsed drainage repaired</li> <li>• Pot holes on Pit Road repaired as well as some other on main access roads</li> <li>• New carpark lighting outside WCC installed</li> </ul> <p>Ongoing</p> <ul style="list-style-type: none"> <li>• Carparking Management – Review of carparking issues being undertaken, ongoing improvements to deal with car parking challenges in the busier summer months</li> <li>• Installation of extra bollard posts to prevent inappropriate parking along main drive and pond area underway.</li> <li>• Costings/designs being underway to extend/improve overflow carparking capacity.</li> <li>• New path and signage from overflow carpark installed as part of motorhome facility improvements.</li> <li>• Fencing repairs required in 3 smaller carparks and will be carried out over spring/summer.</li> </ul>
<p>Grounds for Growth Project (Employability)</p>	<p>Ongoing</p> <p>Work underway to look at establishing projects for volunteers/paid training places:</p> <ul style="list-style-type: none"> <li>• Rural Skills now working in partnership with the Park and Outdoor Education on delivering Grounds for Growth employability programme for local young people.</li> <li>• Three programmes completed in 2024 with participants undertaking ‘Green Skills’ qualifications and carrying out maintenance tasks/work experience in the park including on going maintenance of the bike trails.</li> <li>• Anticipate several programmes running in 2025.</li> <li>• Exploring further employability opportunities in partnership with RSS, Employability &amp; Climate Teams, including projects such as forestry management, setting up a sawmill, charcoal production all linking with an approach to a ‘Circular Economy’ strategy and Community Wealth Building.</li> </ul>

	<ul style="list-style-type: none"> <li>• In discussion with employability team to set up a young people's Community Improvement Squad Academy in the park to mirror the success of the programme in Leven. (funding may be required)</li> <li>• Funding for two Modern Apprentice positions was secured with these posts filled. Looking at further Apprentice post opportunities in 2025.</li> </ul>
Outdoor Education Site/ Compound Area	<p>Ongoing</p> <p>Work started to look at best use of existing space and extension to existing compound including new fencing:</p> <ul style="list-style-type: none"> <li>• Work underway in partnership with Fife Golf Trust and Rural Skills to improve existing space in estates compound</li> <li>• Repairs to large jetty completed as a result of damage caused by anti-social behaviour &amp; storm damage.</li> <li>• Exploring options to provide the extra storage required for estates machinery and adaptive bikes.</li> <li>• OE management have identified additional storage solution at Fife Cycle Park for storage of new adaptive cycling equipment.</li> <li>• Hoping to secure funding in partnership with FGT &amp; RSS to revamp and equip workshop to be used as a training facility for employability programmes and potential use as a Men's Shed space</li> </ul>
Café Improvement (Destination)	<p>Elements completed</p> <ul style="list-style-type: none"> <li>• FoLM undertook survey about menu options during April/May 2023 and this has been shared with Catering.</li> <li>• Regular meetings now taking place between facility</li> <li>• Small improvements made to layout of café space.</li> <li>• New upcycled tables and chairs now in place.</li> <li>• Funding secured by FoLM to purchase new sofas and armchairs.</li> <li>• Vending machines removed to create more space and enable area to be used differently.</li> <li>• Improvements to menu ongoing, including a breakfast option and lunchtime special. Barista training completed 29<sup>th</sup> January 2024.</li> <li>• Menus have been streamlined and made suitable for the kitchen, sandwiches/toasties now made in house along with a selection of home baking.</li> </ul> <p>Ongoing</p> <ul style="list-style-type: none"> <li>• Designs/Costing being worked on for outside canopy to allow great space for customers.</li> <li>• Reviewing opening hours and being able to offer longer summer opening and festive cover.</li> </ul>
Pit Head (Heritage)	Elements completed

	<p>Park staff working with other Council Services</p> <ul style="list-style-type: none"> <li>• Initial survey has been completed</li> <li>• Structural survey has been commissioned. Undertaken on 8<sup>th</sup> January 2024</li> <li>• June update – report provided, including member’s briefing and workshop</li> <li>• FoLM Heritage sub-group established late Summer 2024.</li> </ul> <p>Ongoing</p> <ul style="list-style-type: none"> <li>• Establishing requirements and funding package required.</li> <li>• Heritage Sub-Group to work with Heritage Architect and Historic Environment Scotland.</li> </ul>
<p>Gazebo/Outdoor Seating Area (Destination)</p>	<p>Ongoing</p> <p>Work underway to obtain quotes/design to improve seating area outside café by installing a covered seating area. Considerations include:</p> <ul style="list-style-type: none"> <li>• maintenance required and should be in keeping with fabric of existing building</li> <li>• best location</li> </ul>
<p>Outdoor Shelter (Destination)</p>	<p>Ongoing</p> <p>Golf/Football Pavilion</p> <ul style="list-style-type: none"> <li>• agree requirements - potentially small awning for football matches</li> </ul>
<p>Streamline signs/interpretation boards (Comms and Engagement)</p>	<p>Ongoing</p> <ul style="list-style-type: none"> <li>• Review of all park signage including walking trails, interpretation/info boards and carparking info/cafe signage completed.</li> <li>• Working with partners on signage for active travel corridors into the park for walking/cycling.</li> <li>• Local young people undertook a research project as part of an employability programme on biodiversity/heritage which will form part of the new signage.</li> <li>• Currently working with FC Design team to develop updated park signage–new signage in place by April/May 2025.</li> </ul>

## Appendix 3

### Equality Impact Assessment Summary Report

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**Which Committee report does this IA relate to (specify meeting date)?**

Cowdenbeath Area Committee – 30<sup>th</sup> April 2025

**What are the main impacts on equality?**

The report is intended to provide an update on current and future developments within Lochore Meadows Country Park. There are a number of services and projects that already exist within the Park including targeted provision for disabled people via programmes that the Outdoor Education Team deliver as well as public hires of adapted bikes etc. The Fife Pilgrim Way runs through the park and FCCT promote this along with other accessible outdoor spaces in Fife.

**What are the main recommendations to enhance or mitigate the impacts identified?**

While there are some areas of the park that are not accessible, information can be obtained at the Willie Clarke Visitor Centre on alternative routes and the provision of adaptive equipment and mobility scooters enables people to take access areas of the park who may otherwise be unable to do so.

**If there are no equality impacts on any of the protected characteristics, please explain.**

N/A

**Further information is available from: Name / position / contact details:**

Andy McGrath, Park Manager

30 April 2025

Agenda Item No. 11

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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 7:- Cowdenbeath; Kelty; Lumphinnans; Hill of Beath; Crossgates and  
Ward 8:- Ballingry; Crosshill; Lochore; Lochgelly; Cardenden; Benarty

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### Purpose

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Members approved the Cowdenbeath Area Housing Plan 2024-2025 on the 4<sup>th</sup> September 2024

This report gives a progress update on the Cowdenbeath Area Housing Plan outcomes from September 2024 to March 2025

### Recommendation(s)

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The Committee is asked to:-

1. Consider the content of the report.
2. Discuss the progress made with the plan and its outcomes.
3. Comment on and support any proposed changes to the Area Housing Plan.
4. Note the Expenditure for the HRA Locality Managed Budget for 2024-2025 outlined in Appendix 2.

### Resource Implications

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Housing Services activities are taking place within agreed HRA Revenue budget. The HRA Capital Investment Plan for 2025–29 was approved at full committee on the 20<sup>th</sup> of February 2025 and remains the approved capital investment plan for the HRA.

### 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 as well as taking part in walkabouts. We used feedback from the annual tenant survey to develop the plan, in addition to residents' direct communication with Officers and Elected members

## 1.0 Background

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- 1.1. Members approved a report on 4<sup>th</sup> September 2024 which outlined the 2024/2025 Cowdenbeath 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.
- 1.3. This report includes measures to outline how well we are performing and addressing housing need in Cowdenbeath.

## 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 Cowdenbeath Area performance 2024/25
  - Appendix 2 information on the expenditure 2024/25 locally managed budget allocation.

## 3.0 Opportunities for all

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- 3.1. Housing continues to work in partnership with others to help our most vulnerable households, whilst working to improve performance.
- 3.2 We continue to have a blended approach, with staff working between local area (officers' patches), office and home as required. Our focus remains to continuing to deliver critical services while improving the condition of our estates and addressing the welfare needs of our tenants.
- 3.3 Housing allocations approach is transfer led to meet housing needs however, there continues to be a clear focus on preventing those at risk of homelessness and statutory homelessness, as demand for temporary accommodation remains extremely high.

- 3.4 Appendix 1 provides a summary of key performance information for the year 2024/2025. The following areas are highlighted –
- Void properties were turned around and reallocated 2024/2025 within 33 days on average, a slight decrease on 2023/2024 average figure of 34 days. This figure is below the Fife average for the same period which was 37 days to turnaround and relet a property. There is a continuous drive between Housing Services and Building services to reduce the void turnaround time to minimise rent loss and 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, and work continues to reduce void turnaround figures.
  - A total of 420 Allocations were made from 1 April 2024 to 31 March 2025. The proportion of allocations to each housing list category were as follows – 60% to homeless, 29% transfer and 11% to the housing list.
  - The Tenant Incentive Scheme (TIS) was used to assist 21 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.
  - To improve tenancy sustainment the Housing Management Officers, offer a Tenancy Assistance service to tenants to help tenants to sustain their tenancies. From the 1<sup>st</sup> April 2024 to 31 December 2024, a total 36 tenants have been supported through tenancy assistance from Housing Management Officers. We continue to make referrals for longer term and specialist housing support through our partner agencies.
- 3.5 The Housing team have been at the forefront of tackling poverty in the Cowdenbeath Area and assisting vulnerable tenants whose normal life has been impacted by the increasing cost of living.
- Improving rent collection rates continues to be a challenge, in Cowdenbeath the Rent collection rate on 6 April 2025 (Period 26) was 100.92%. This was just above the Fife wide average of 100.88%.
  - It has been a priority for staff to work with tenants in debt within their patches, to support this Officers have received Benefit Checker training to support household in maximising their income. A preventative approach is taken to support new tenants and promote early intervention. At the accompanied viewing staff discuss affordability with new tenants, providing options for sourcing household items. Through the Locality Managed Budget Officers can provided a person-centred approach to supporting setting up home and staining their tenancy.
- 3.6 A further 19 new build Fife Council homes in Cowdenbeath, Hill Street are scheduled for completion by the end of summer 2025. Allocations will be transfer led, to create a chain of allocations to assist more households in housing need.

## 4.0 Community Led Services

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- 4.1 There are 3 tenants and residents' associations (TRA's) across the Cowdenbeath area who work closely with us and make an active contribution to improving their local communities. We are also currently working alongside tenants and residents and the Tenant participation team to support the development of a new group. We will continue to encourage TRA's to play a more active part in their local communities.
- 4.2 While there is clearly a strong sense of community and identity across Cowdenbeath it does not always translate well into tenant participation and involvement in housing issues. Moving forward we will continue to work to engage with areas underrepresented by our tenant base.
- 4.3 Housing Services along with other key services have been key in developing a People and Place Leadership local delivery model. The People and Place Leadership Teams work collaboratively to understand our places and the people who live there. The Teams provide support and services which are responsive to the needs of individuals, families and local communities delivered by a range of partners working as "one organisation". Both groups focus delivery on the following key areas, tackling poverty and crisis prevention, leading economic recovery, sustaining services through new ways of working.

## 5.0 Thriving Places

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- 5.1 Within the Cowdenbeath area, the Housing Service locality managed budget has been used to support projects across the locality to address issues identified through community engagement, walkabouts and by elected Members throughout the year. It should be noted that due to the later approval of area budgets and fencing budgets it has been difficult to programme and carryout project work within the financial year.

The Area team are actively working to identify project work for 2025/26 which will improve and benefit our communities.

The key areas of spending have been on fencing, estate improvements, and major projects improvements. A proportion of the budget has also been used to provide items for new tenants giving them the best start to setting up home and support to those who are vulnerable to sustain their existing tenancy in addition to supporting tenants who are in fuel poverty

- 5.2 Several projects were completed over the last year to improve the local environment and make a difference in communities. These included:
  - Creating secure individual garden areas in blocks in Kelty, Cowdenbeath, Cardenden and Lochgelly
  - New fencing in Lochgelly, Cardenden, Lumphinnians, Cowdenbeath, Kelty, Ballingry.
  - Additional and improved parking areas in Crossgates, Lochore, Cowdenbeath, Kelty and Ballingry.
- 5.3 In addition, £67,031.28 of the budget was used to support vulnerable tenants who required help to sustain their tenancy, and tenants who are engaging with Housing

Management Officers through our Tenancy Assistance service. The Area team also assisted tenants with rising energy costs with £4708.00 spent on fuel top ups. Tenants also have access to financial help for fuel poverty through Fuel Poverty initiatives.

- 5.4 Information on how the Housing Service Locality Managed budget has been allocated for the Financial Year 2024/25 is attached in Appendix 2.

## 6.0 Conclusions

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- 6.1 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:

### Report Contact

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Area Housing Manager  
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Email: [Amanda.cathrew@fife.gov.uk](mailto:Amanda.cathrew@fife.gov.uk)

## Appendix 1 – Cowdenbeath Performance 2024-2025

Indicator	Cowdenbeath 2024/25	FIFE 2024/25
average days to turnaround an empty property	33.2 days	36.78 days
% of the rent lost due to empty houses	1.11%	1.25%
rent collection rates	100.92%	100.88%
% allocations to homeless households	60%	60%
% allocations to transfer	29%	28%
% allocations to general waiting	11%	12%
number of abandoned tenancies	17	138
number of evictions	6	37

## Appendix 2

### Housing Service Locality Managed Budget 2024/2025 North East Fife Area

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

- Estate Management
- Tenancy Sustainment
- Improvement Projects

In addition to the above the budget for fencing renewal and repairs has been devolved the Area Housing Team.

#### 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. 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 through 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.

As a team we are being proactive in identifying projects throughout the locality and will be carrying out targeted walkabouts late Spring/Early summer 2025.

#### Expenditure to date

The budget for 2024/25 was £554K (£375K HIB & £179K for Fencing) and there was an £27.5k underspend at the end of this year. The table below shows how the expenditure was proportioned.

Estate Management	46%
Tenancy Sustainment	12%
Major Projects	5%
Fuel assistance	1%
Fencing Renewal	31%
Underspend	5%*

\* Due to the later approval of area budgets and fencing budgets

## **Monitoring**

Project work will be considered through discussions with elected members and issues identified with residents 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 and the project commitment planner shared with Elected Members.

30 April 2025

Agenda Item No. 12

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 7

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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

## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Acquisitions

**2.1.1 Blair oak, 105 Keltyhill Road, Kelty**

Date of Acquisition: 10 April 2024  
Price: £400,000

### 2.2 Leases by the Council – New Leases

**2.2.1 Unit 4, Lochgelly Industrial Park, The Avenue, Lochgelly**

Term: 3 years  
Rent: £6,339 per annum  
Tenant: RM Rendering and Business Solutions

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### Report Contact

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Author’s Job Title	Service Manager
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30 April 2025

Agenda Item No. 13

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## Cowdenbeath Area Committee Forward Work Programme

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

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**Wards Affected:** 7 and 8

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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None required for this paper.

### Consultation

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

## **1.0 Background**

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

## **2.0 Conclusions**

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- 2.1 The current Forward Work Programme is included as Appendix 1 and should be reviewed by the committee to help inform scrutiny activity.

### **List of Appendices**

1. Cowdenbeath Area Committee Forward Work Programme

### **Report Contact**

Helena Couperwhite  
Committee Services Manager  
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<b>Cowdenbeath Area Committee of 25 June 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute - 30 April 2025			
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2024-25	Enterprise and Environment	Alexander Anderson-Es, Stephen Duffy	
Report on Education Outcomes	Education	Mary Mckay-Gr	
Outcome of the Review of Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	Deferred to June 25 mtg.
Community Recovery Fund Update	Finance and Corporate Services	Anne-Marie Vance	
Minto Paths Project	Finance and Corporate Services	Patricia Galfskiy	
Outcome of the Participatory Budget Exercise	Communities and Neighbourhoods Service	Izzy Scott-Trim	See minute of meeting CAC 05.02.25 - para 175 Forward Work Programme
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 3 September 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Annual Roads Programme 2024/25 - Final report	Roads & Transportation	Vicki Storrar	
Complaints Update	Customer Services Improvement Service	David Thomson	
Area Housing Plan 2025-26	Housing Services	Amanda Cathrew	See minute 02.05.25 - para 175 FWP
Cowdenbeath Area - Anti-Poverty Work Update	Communities and Neighbourhoods Service	Scott Blyth	
Cowdenbeath Area Schedules - Annual Update	Communities and Neighbourhoods Service	Anne-Marie Vance	annual budget update
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 29 October 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Scottish Fire and Rescue Service - Cowdenbeath Area Annual Performance Report	Scottish Fire & Rescue Service	TBC	
Supporting the Local Community Plan - Operational Briefing on Policing Activities within Cowdenbeath	Police Scotland	Carley Marshall	
Safer Communities Team Update Report	Safer Communities	Suzanne Scobie	
Review of Mossmorran and Braefoot Bay Community and Safety Committee – General Annual Report 2023	Enterprise and Environment	Kenny Bisset	
Cowdenbeath Area Local Community Plan 2023-2026 Annual Report	Communities and Neighbourhoods Service	Anne-Marie Vance	
Update on Lochore Meadows Development Plan	Communities and Neighbourhoods Service	Sarah Roxburgh	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 10 December 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Property Services		
Common Good and Settlement Trust Funds Annual Report 2025-2026	Finance and Corporate Services	Eleanor Hodgson	

<b>Cowdenbeath Area Committee of 10 December 2025</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 4 February 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
ARP Report 2025-26, including report on Road Defects (potholes etc)	Roads & Transportation	Vicki Storrar	
Carriageway Repairs	Roads & Transportation	Gordon Henderson	
2024/25 Fife Local Economic Profiles on their work programmes	Economy, Planning and Employability	Alison Laughlin	
Update on Lochore Meadows Development Plan	Communities and Neighbourhoods Service	Sarah Roxburgh	
Community and Learning Development Holiday Programme – Summer & Autumn 2025	Communities and Neighbourhoods Service	Izzy Scott-Trimmm	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 29 April 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Health and Social Care Annual Report	Health and Social Care	Jacquie Stringer	
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2025-26		Alexander Anderson, Stephen Duffy	
Property Transactions	Property Services	Michael Ogorman	

<b>Cowdenbeath Area Committee of 29 April 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Forward Work Programme			

<b>Cowdenbeath Area Committee of 24 June 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Report on Education Outcomes	Education	Mary Mckay	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 9 September 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Annual Roads Programme 2025/26 - Final report	Roads & Transportation	Vicki Storrar	
Complaints Update	Customer Services Improvement Service	David Thomson	
Area Housing Plan 2026-27	Housing Services	Amanda Cathrew	
Update on Lochore Meadows Development Plan	Communities and Neighbourhoods Service	Sarah Roxburgh	
Cowdenbeath Area - Anti-Poverty Work Update	Communities and Neighbourhoods Service	Scott Blyth	
Cowdenbeath Area Schedules	Communities and Neighbourhoods Service	Anne-Marie Vance	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 28 October 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Review of Mossmorran and Braefoot Bay Community and Safety Committee – General Annual Report 2023	Enterprise and Environment	Kenny Bisset	
Supporting the Local Community Plan - Operational Briefing on Policing Activities within Cowdenbeath	Police Scotland	Carley Marshall	
Scottish Fire and Rescue Service - Cowdenbeath Area Annual Performance Report	Scottish Fire & Rescue Service	TBC	
Cowdenbeath Area Local Community Plan 2023-2026 Annual Report	Communities and Neighbourhoods Service	Anne-Marie Vance	
Safer Communities Team Update Report	Housing Services	Suzanne Scobie	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 2 December 2026</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Property Transactions	Property Services	Michael Ogorman	
Common Good and Settlement Trust Funds Annual Report 2026-2027	Finance and Corporate Services	Eleanor Hodgson	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 3 February 2027</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
ARP Report 2027 - 28, including report on Road Defects (potholes etc)	Roads & Transportation	Vicki Storrar	
Carriageway Repairs	Roads & Transportation	Gordon Henderson	
2025/26 Fife Local Economic Profiles on their work programmes	Economy, Planning and Employability	Alison Laughlin	
Update on Lochore Meadows Development Plan	Communities and Neighbourhoods Service	Sarah Roxburgh	
Community and Learning Development Holiday Programme – Summer & Autumn 2026	Communities and Neighbourhoods Service	Izzy Scott-Trimmm	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Cowdenbeath Area Committee of 24 March 2027</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute			
Report on Education Outcomes	Education	Mary Mckay	
Health and Social Care Annual Report	Health and Social Care	Jacquie Stringer	
Domestic Waste, Street Cleansing and Grounds Maintenance Service - Annual Review 2024-25	Enterprise and Environment	Alexander Anderson, Stephen Duffy	
Property Transactions	Property Services	Michael Ogorman	
Forward Work Programme			

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Single Amendment to the Core Path Plan Cardenden	Communities and Neighbourhoods Service	Andy Maclellan/ James Gemmell - FCCT	Report tbc by James Gemmell - Access & Recreation Manager, FCCT
Children's Services in Fife	Education		
Report on Cowdenbeath High Street and BRAG Enterprises Ltd	Finance and Corporate Services	David Grove	TBC
2023/24 Local Area Economic Profiles - Draft Action Plan	Business and Employability	Alison Laughlin	See minute of meeting of CAC 05.02.25 - para 169 - Develop an action plan for the Cowdenbeath area, circulate to members and submit to future committee meeting.
Let's talk about Lochgelly Consultation Report - Draft Joint Action Plan		Anne-Marie Vance	See minute of CAC meeting 05.02.25 - para 173 - Develop joint action plan in consultation with Lochgelly community, submit draft joint action plan to committee when available, confirm date