

Kirkcaldy Area Committee

Large Committee Room, 1st Floor, Town House, Kirkcaldy –
Blended Meeting



Tuesday 24 June 2025 - 2.00 p.m.

AGENDA

Page Nos.

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

In terms of Section 5 of the Code of Conduct, Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.

- | | | |
|---|---|---------|
| 3. MINUTE | – Minute of the meeting of Kirkcaldy Area Committee of 22 April 2025. | 4 - 8 |
| 4. PROPOSED SPEED LIMITS - KIRKCALDY | – Report by the Head of Roads and Transportation Services. | 9 - 20 |
| 5. AREA ROADS PROGRAMME 2024/25 - FINAL REPORT | – Report by the Head of Roads & Transportation Services. | 21 - 27 |
| 6. AREA HOUSING PLAN UPDATE | – Report by the Head of Housing Services. | 28 - 35 |
| 7. PROPERTY TRANSACTIONS | – Report by the Head of Property Services. | 36 - 37 |
| 8. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME | – Report by the Executive Director Finance & Corporate Services. | 38 - 45 |

<p>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.</p>

Lindsay Thomson
Head of Legal and Democratic Services
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17 June, 2025

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Agendas and papers for all Committee meetings can be accessed on
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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 - KIRKCALDY AREA COMMITTEE

Small Committee Room, 1st Floor, Town House, Kirkcaldy

22 April, 2025

2.00 pm – 4.10pm

PRESENT: Councillors Ian Cameron (Convener), Lesley Backhouse, Alistair Cameron, Rod Cavanagh, Judy Hamilton, James Leslie, Kathleen Leslie, Carol Lindsay, Julie MacDougall, Nicola Patrick and David Ross.

ATTENDING: Julie Dickson, Community Manager, Lesley Pringle, Area CLD Team Manager, Aileen Morris, Team Leader - Service Improvement Officer, Leah Levein, Project Manager, Communities and Neighbourhoods Service; Lesley Craig, Lead Consultant, Roads and Transportation Services; Sharon Gilfillan, Local Development Officer, Health and Social Care; Alan Cumming, Education Manager, Education Services and Elona Thomson, Committee Officer, Finance and Corporate Services.

ALSO ATTENDING: Lynn Barker, Director of Nursing, NHS Fife.

147. DECLARATIONS OF INTEREST

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

148. MINUTE OF MEETING OF KIRKCALDY AREA COMMITTEE OF 25 FEBRUARY 2025.

The committee considered the minute of the meeting of the Kirkcaldy Area Committee of 25 February 2025.

Decision

The committee approved the minute.

149. PROPOSED TRAFFIC CALMING - A921 KINGHORN ROAD, BURNTISLAND

The committee considered a report from the Head of Roads and Transportation Services proposing to install a raised table on A921 Kinghorn Road, Burntisland.

Decision

The committee: -

- (1) agreed to the promotion of a Road Hump Notice to install a traffic calming feature, as detailed in drawing no. TRO25_20 (Appendix 1 of the report) with all ancillary procedures; and
- (2) authorised officers to construct the traffic calming feature within a reasonable period unless there were objections.

150. PROPOSED SPEED LIMITS - BURNTISLAND

The committee considered a report from the Head of Roads and Transportation Services proposing to introduce 20 mph speed limits in various streets in Burntisland and a 40 mph speed limit on A909 Cowdenbeath Road.

Decision

The committee: -

- (1) agreed 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_05/PE (Appendix 1 of the report), and TRO25_05PW (Appendix 2 of the report) with all ancillary procedures; and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

151. SUPPORTING THE LOCAL COMMUNITY PLAN - KIRKCALDY AREA LOCAL BUDGETS REVIEW 2024-25

The committee considered a report by the Head of Communities and Neighbourhood Services informing members of the progress against funding allocated via the Local Community Planning Budget.

Decision

The committee: -

- (1) reviewed the progress of the Local Community Planning Budget against the previous allocation for 2024/25:
 - £162, 000 - Core Commitments
 - £44,000 - Significant Area Priorities
 - £60, 000 - Budget allocated to the ward areas; and
- (2) noted a member's workshop would be arranged to provide further opportunity to discuss Kirkcaldy Area Local Budgets.

152. SUPPORTING THE LOCAL COMMUNITY PLAN - KIRKCALDY AREA LOCAL BUDGETS 2025-28

The committee considered a report by the Head of Communities and Neighbourhood Services informing members of local funding and to recommend allocations for the Kirkcaldy Local Community Planning Area Budgets.

Decision

The committee agreed the proposed notional allocations for 2025 – 2028 Kirkcaldy Area Local Community Planning Budgets as follows:

- £158,000 - Core Commitments
- £50,000 - Significant Area Priorities

- £60,000 - Budget allocated to the ward areas

153. SUPPORTING THE LOCAL COMMUNITY PLAN ANNUAL KIRKCALDY AREA ANTI-POVERTY REVIEW.

The committee considered a report by the Head of Communities and Neighbourhood Services updating members on the activity and outcomes of the Anti-Poverty work undertaken in the Kirkcaldy Area, aligning with the key priorities for the Kirkcaldy Area Local Community Plan Priorities 2023-2026.

Decision

The committee: -

- (1) noted the contents of the report and provided feedback on the format;
- (2) reviewed the delivery and progress of the funding allocated last year; and
- (3) considered and agreed the breakdown of the budget allocations for 2025-2028 as follows:
 - £20,000 for Community Resilience and Food Poverty
 - £20,000 for Neighbourhood Development Plan Priorities in the four targeted areas (Smeaton, Linktown and Inveriel, the Castle and Templehall);
 - £20,000 for Park Road Centre;
 - £12,000 for Schools Intervention Programme;
 - £9,000 for Welfare Reform Mitigations and Putting People First operational support;
 - £10,000 to deliver various antipoverty interventions in New Volunteer House; and
 - £35,000 for Welfare Reform and Anti-Poverty Partnership Delivery Action Plan.

154. SUPPORTING THE LOCAL COMMUNITY PLAN - PROJECT MANAGER PLACE AND TOURISM

The committee considered a report by the Head of Communities and Neighbourhood Services asking members to consider an extension to the current contract for the post holder - Project Manager for Place and Tourism until the end of March 2026.

Decision

The committee agreed to extend the contract for the Project Manager for Place and Tourism through an allocation of funding of £30,000 from the Community Recovery Fund.

155.

SUPPORTING THE LOCAL COMMUNITY PLAN - ESSENTIAL REPAIRS TO DYSART CLIFF FACE

The committee considered a report by the Head of Communities and Neighbourhood Services presenting an application for an allocation of funding to cover urgent repairs for the Cliff Face at Dysart.

Decision

The committee approved the allocation of £200,000 to fund essential repairs to Dysart Cliff Face, the funding to be made up of:

- £50,000 from Community Recovery Fund - leaving £67,661 still to be allocated;
- £50,000 from Area Capital - leaving £61,000 still to be allocated;
- £50,000 from Kirkcaldy Area Common Good - leaving £100,766 still to be allocated; and
- £50,000 from Kirkcaldy Settlement Trust - leaving £68,157 still to be allocated.

156. REPORT ON EDUCATIONAL OUTCOMES - 2023/24

The committee considered a report by the Executive Director of Education Services providing details of the attainment outcomes achieved by pupils within the area's schools during the school year 2023/24. The report also included an overview of the range of strategies being developed to support key priorities to raise attainment.

Decision

The committee: -

- (1) noted the overall progress in raising levels of attainment in 2023/24;
- (2) acknowledged the strategies being implemented to raise attainment; and
- (3) noted a workshop would be arranged to allow members to meet with local Headteachers to further discuss attainment in the Kirkcaldy Area.

The meeting adjourned at 3.30pm and re-convened at 3.45pm.

157. HEALTH AND SOCIAL CARE LOCALITY PLANNING - KIRKCALDY

The committee considered a report by the Director of Nursing, Health and Social Care Partnership, providing an overview of the Partnership Locality Planning Outcomes for Kirkcaldy during 2024.

Decision

The committee: -

- (1) noted the content of the annual Health and Social Care Locality Planning report which provided evidence on the key outcomes and achievements attained by the locality planning group in 2024;
- (2) noted the collaborative efforts and joint initiatives undertaken within the Kirkcaldy Community Planning/People and Place group as detailed in the report; and
- (3) commends the significant positive impact across the locality through multi-agency collaboration.

158. PROPERTY TRANSACTIONS

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

Decision

The committee noted the contents of the report.

159. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director Finance and Corporate Services, relating to the future work programme of the Kirkcaldy Area Committee.

Decision

The committee: -

- (1) noted the content of the Kirkcaldy Area Committee forward workplan;
- (2) agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items to be included on the work plan, within the remit of the committee; and
- (3) agreed that reports be brought to the June meeting giving members information on allocated spending following work done on local area priorities in relation to Kirkcaldy Area Local Budget 2025-28.

24 June 2025

Agenda Item No.4

Proposed Speed Limits - Kirkcaldy

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

Wards Affected: Wards 9, 10, 11 and 12

Purpose

The purpose of this report is to allow the Kirkcaldy Area Committee to consider a proposal to introduce 20 mph speed limits in various streets, Kirkcaldy and a 30 mph speed limit on Dunnikier Way.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce 20 mph speed limits and a 30 mph speed limit as detailed in drawing nos. TRO25_33/1; /2; /3; /4; /5; /6; /7; /8; /9 (Appendices 1 - 9), with all ancillary procedures; and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,000 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

There are no known legal or risk implications.

Impact Assessment

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

Consultation

The local Ward Councillors, Kirkcaldy West and Dysart Community Councils, 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.

1.0 Background

- 1.1 Fife Council's Cabinet Committee considered a report on the 20 mph strategy for Fife in which it was recommended Fife Council adopt 20 mph as the recognised speed limit on appropriate roads in line with the Scottish Government's Guidelines for implementation [Minute 2025 CC 183 Item 347 refers].
- 1.2 Requests for a 30mph speed limit reduction and concerns have been raised about the speed of traffic and recent accidents on Dunnikier Way.

2.0 Issues and Options

- 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 - 9 (Drawing nos. TRO25_33/1; /2; /3; /4; /5; /6; /7; /8; /9). These are described below.
- 2.2 Introduce 20 mph at the following locations:
 - Pratt Street / Abbotshall Road from Links Street to Beveridge Park roundabout.
 - Nicol Street from Esplanade to Beveridge Park roundabout.
 - Boglily Road from Beveridge Park roundabout to just past the bus stops near Raith Drive.
 - Abbotshall Road / St Brycedale Avenue / Townsend Place / Coal Wynd / Mitchell Street from Beveridge Park roundabout to Dunnikier Road.
 - Forth Avenue and Whyte Melville Road.
 - Oriel Road from existing 40 mph to Aldi roundabout.
 - Bennoch Road / Victoria Road from Adam Smith junction to a point approx. 150 metres east of Dunnikier Road.
 - Bennoch Road from Victoria Road to Hillcrest Avenue.
 - Forth Park Drive.
 - Hendry Road from Bennoch Road to Hayfield Road.
 - Dunnikier Road from Mitchell Street to Hayfield Road.
 - Hayfield Road from Hendry Road to Whyteman's Brae.
 - Whyteman's Brae.
 - Dysart Road from St Clair Street to the Strathearn Hotel.
 - St Clair Street / Rosslyn Street from Dysart Road to Oswald Road.
 - Cairns Street West from Beatty Crescent to Overton Road.
 - Overton Road from Kidd Street to Dunnikier Way.
 - Dunnikier Way at Kirkcaldy High School.
 - Boreland Road from Standing Stone Road to last house past Care Home.
 - Glen Albyn Drive / Glen Feshie Place (new houses).
 - A few culs-de-sac (most of these are within the above extents): Mill Street, Hally's Court, Legion Court, Bennoch Gardens, Loanhead Place, Provost Kay Park, Canon Byrne Glebe, The Kyles, Boreland Place.

- 2.3 These are 20 mph speed limits and no additional vertical speed reduction measures (road humps) are proposed.
- 2.4 Existing part-time 20 mph speed limits outside Kirkcaldy High School, St Andrews High School and Pathhead Primary School will be revoked and the electronic signs removed.
- 2.5 To address local concerns, it is proposed to introduce a 30 mph speed limit on Dunnikier Way from Hendry Road roundabout to Gallatown roundabout (except past the High School where it is proposed 20 mph).

3.0 Conclusions

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

List of Appendices

1. Drawing no. TRO25_33/1 – Proposed Speed Limits, Kirkcaldy Plan 1 of 9
2. Drawing no. TRO25_33/2 – Proposed Speed Limits, Kirkcaldy Plan 2 of 9
3. Drawing no. TRO25_33/3 – Proposed Speed Limits, Kirkcaldy Plan 3 of 9
4. Drawing no. TRO25_33/4 – Proposed Speed Limits, Kirkcaldy Plan 4 of 9
5. Drawing no. TRO25_33/5 – Proposed Speed Limits, Kirkcaldy Plan 5 of 9
6. Drawing no. TRO25_33/6 – Proposed Speed Limits, Kirkcaldy Plan 6 of 9
7. Drawing no. TRO25_33/7 – Proposed Speed Limits, Kirkcaldy Plan 7 of 9
8. Drawing no. TRO25_33/8 – Proposed Speed Limits, Kirkcaldy Plan 8 of 9
9. Drawing no. TRO25_33/9 – Proposed Speed Limits, Kirkcaldy Plan 9 of 9

Background Papers

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

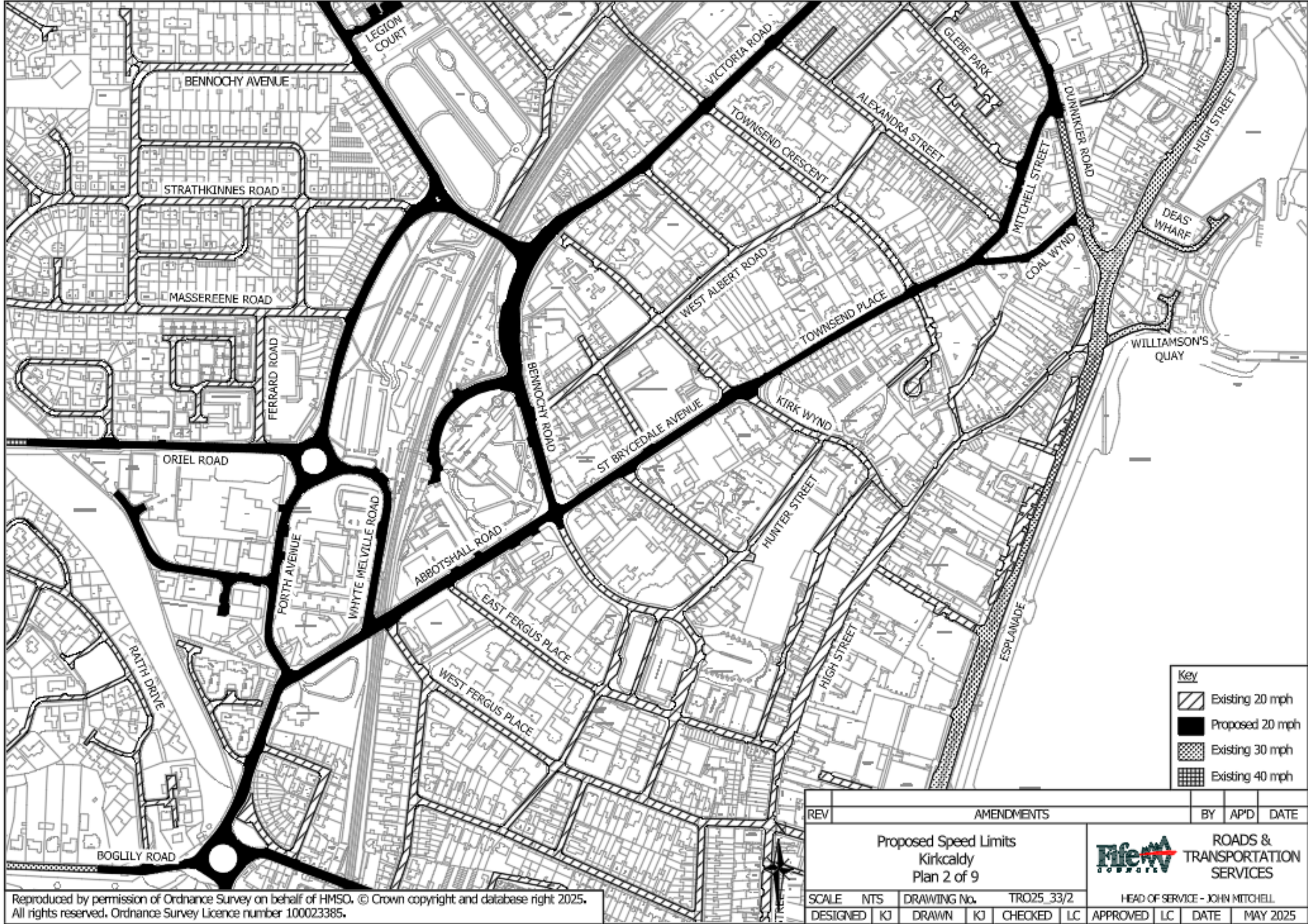
- Cabinet Committee Report – Fife Council 20 mph Strategy (March 2025)

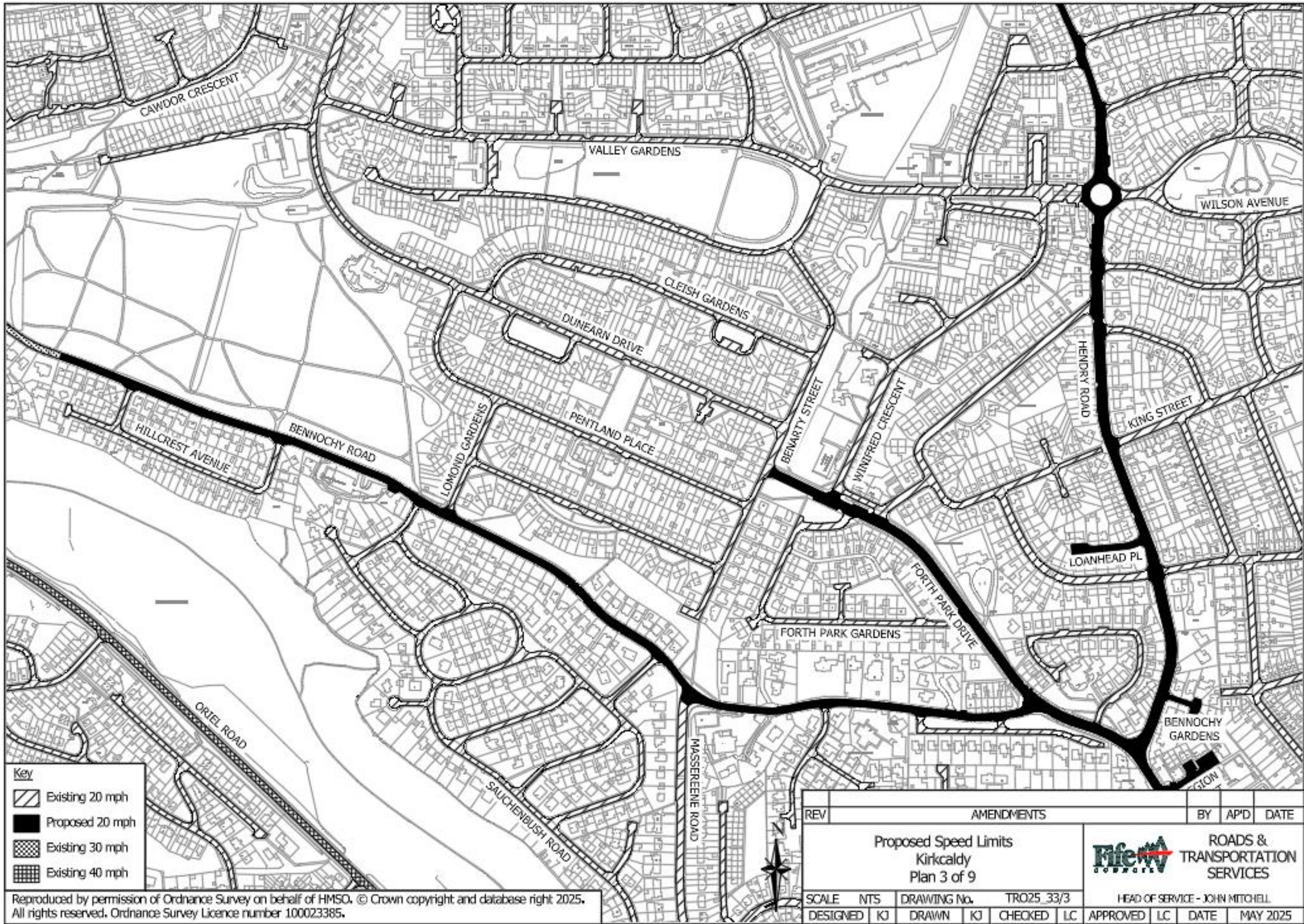
Report Contacts

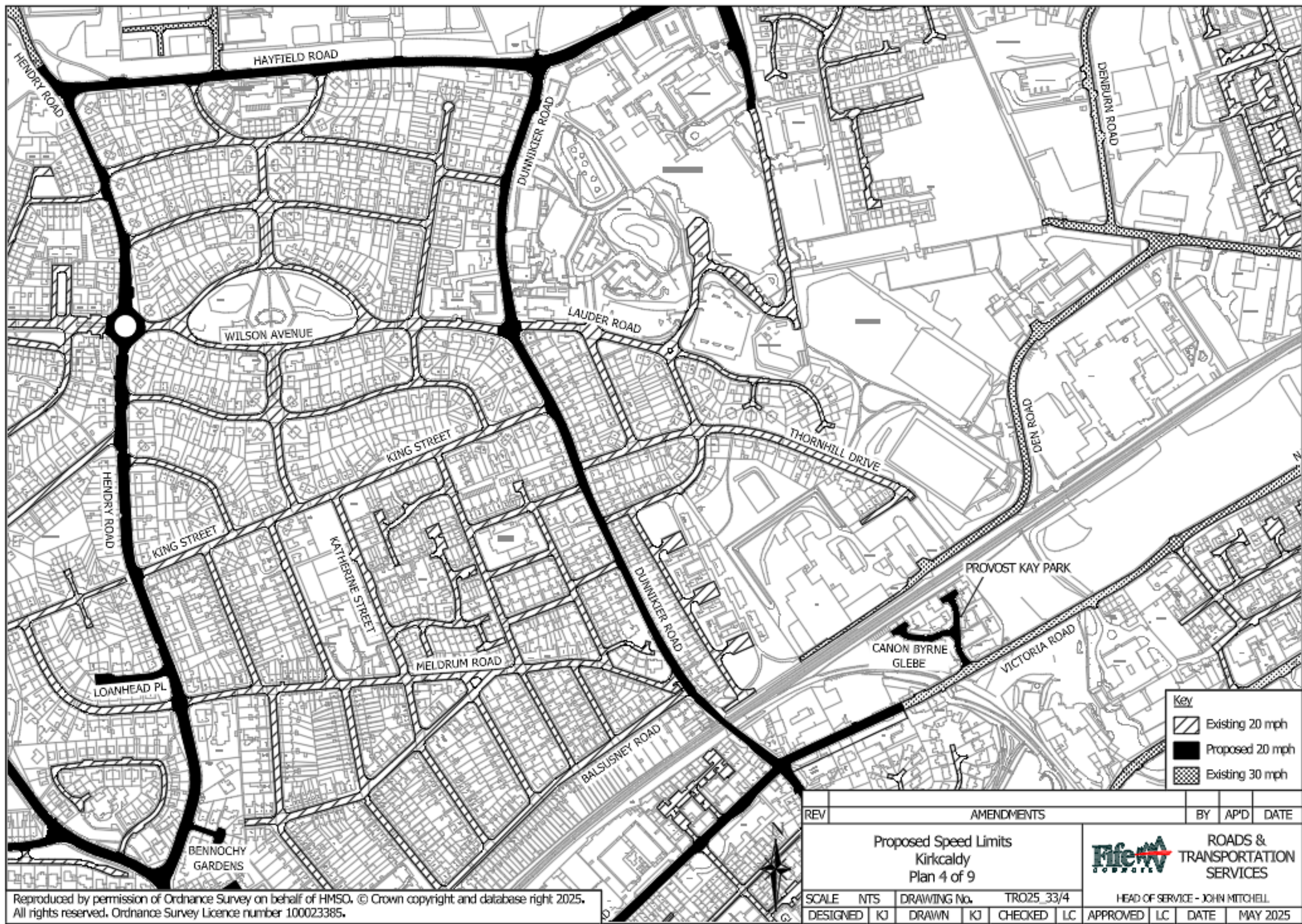
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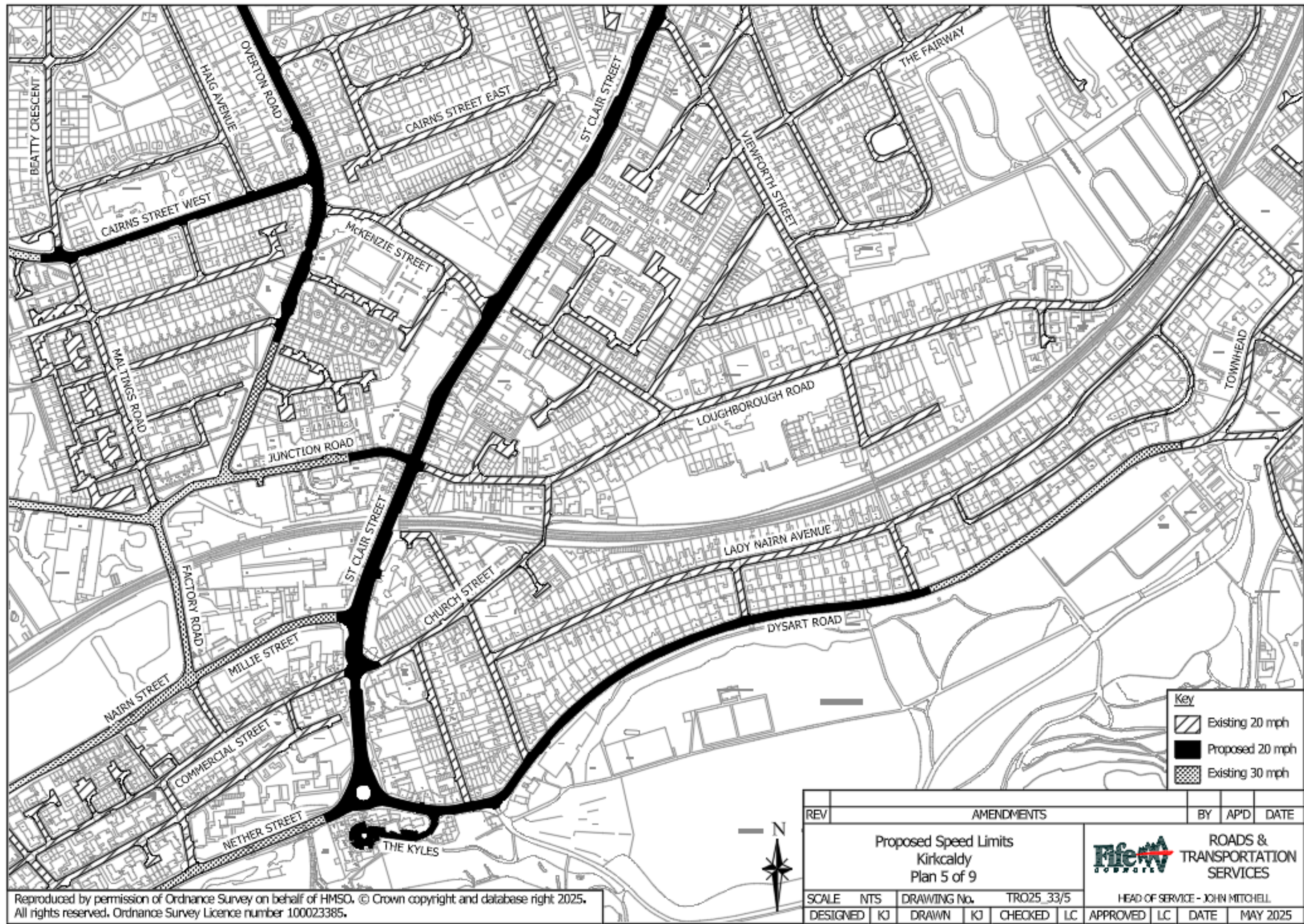
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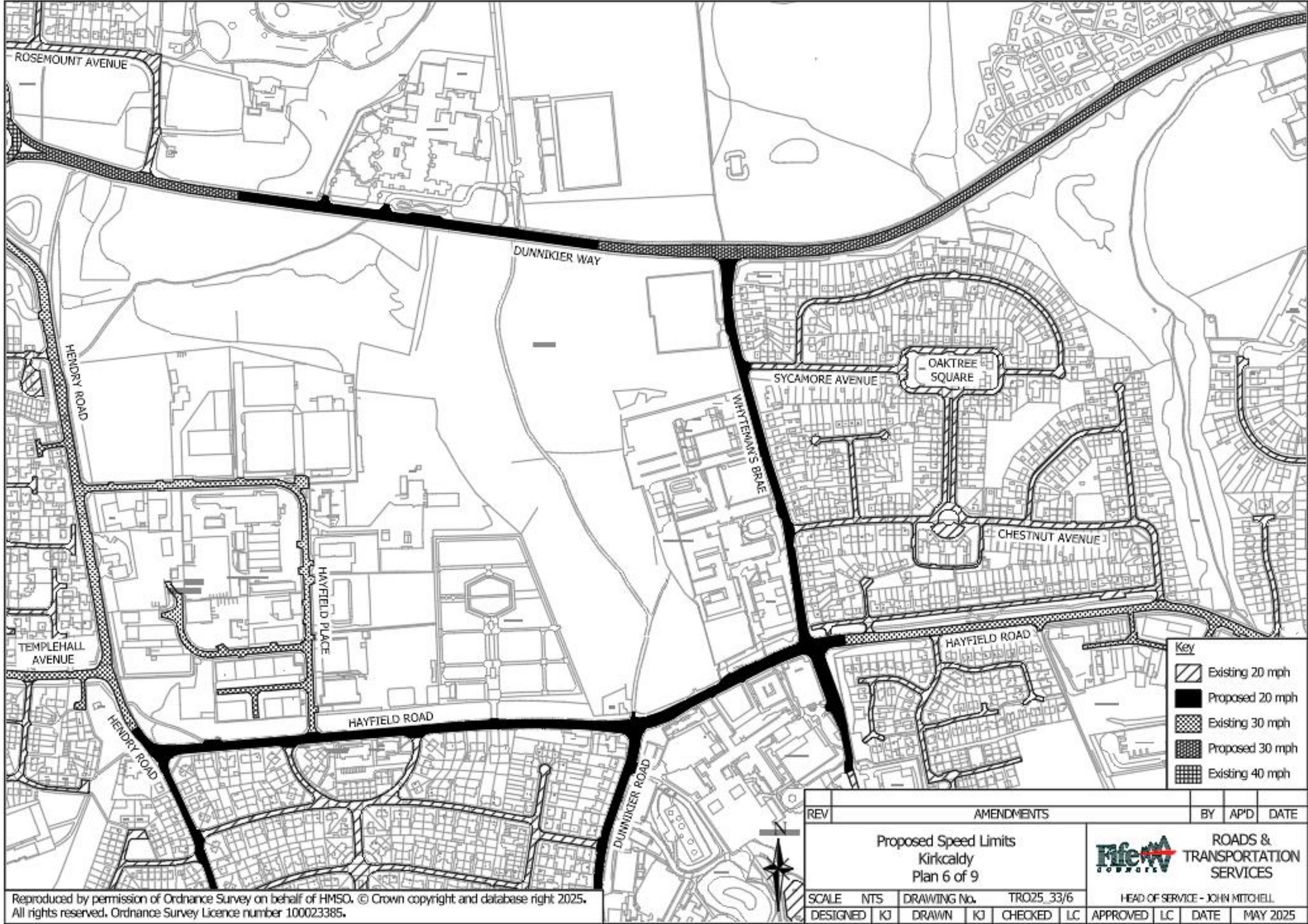


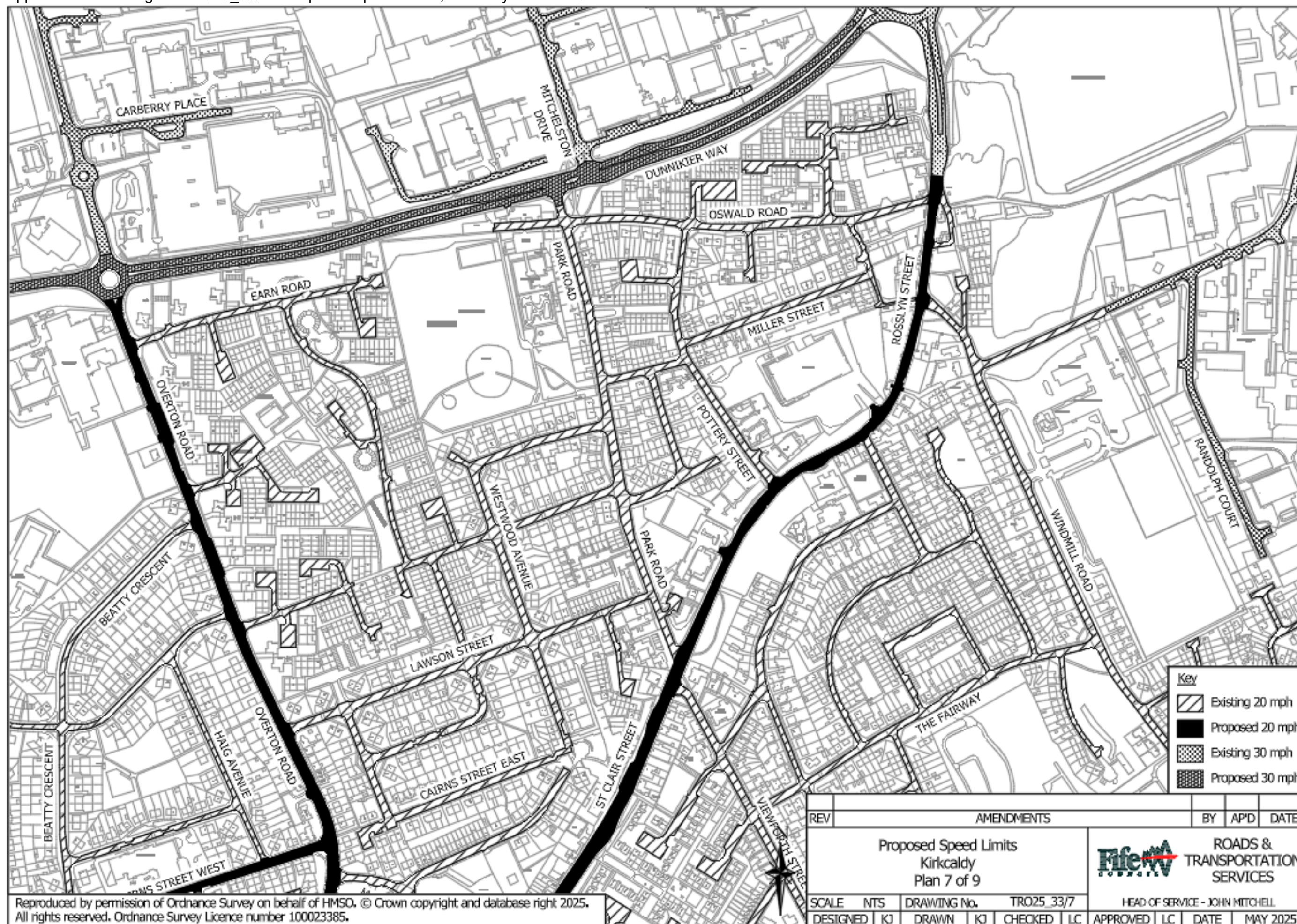


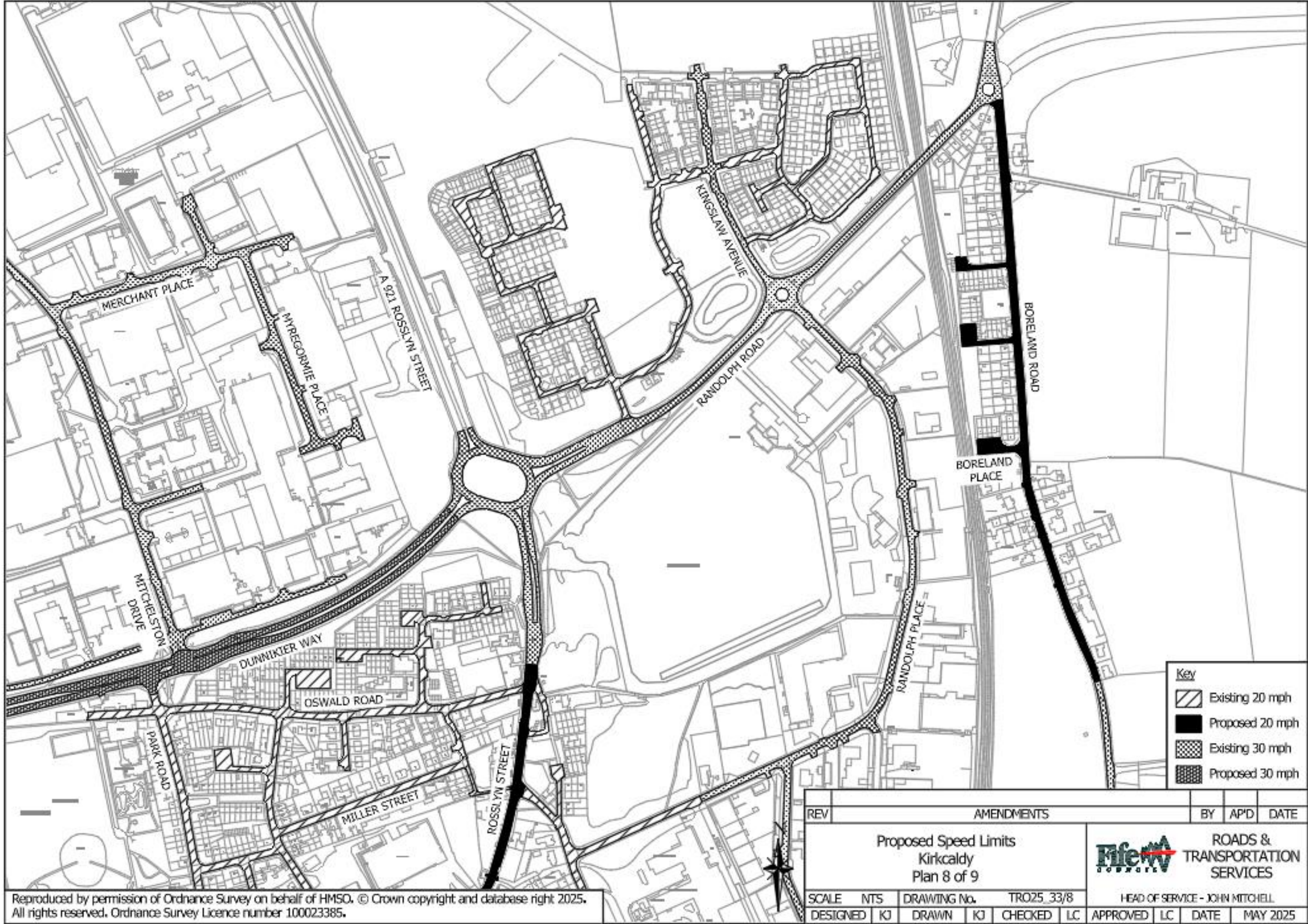


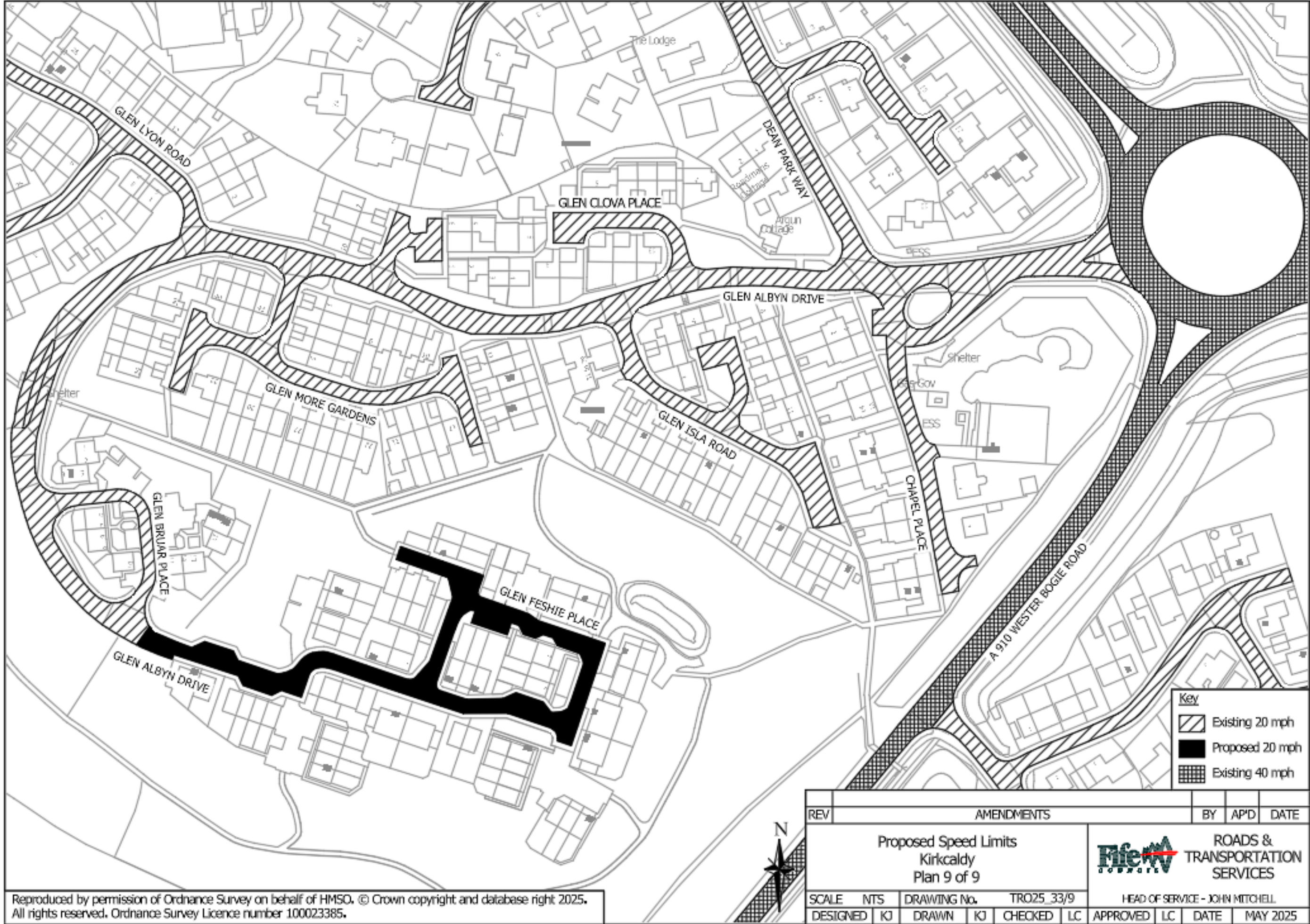












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24 June 2025

Agenda Item No.5

Area Roads Programme 2024/25 – Final Report

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

Wards Affected: 9, 10, 11 and 12

Purpose

The purpose of this report is to advise the committee on the delivery of the 2024-25 Area Roads Programme (ARP).

Recommendation(s)

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

Resource Implications

The 2024-25 ARP was funded from capital and revenue and some ring-fenced budgets. Programmes of work were adjusted, if required, to ensure expenditure remained within the Service budget.

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Members were consulted on the list of projects forming the 2024-25 ARP.

1.0 Background

- 1.1 Committee agreed the list of projects forming the 2024-25 ARP on 27 February 2024 (2024 KAC 36, Para 89 refers).

2.0 Issues and Options

- 2.1 Attached are Appendices 1-5 which detail the final position on the progress of individual projects in the programme.
- 2.2 To improve information on how the programme is progressing throughout the year, an on-line system is in place and continues to be developed.

3.0 Conclusions

- 3.1 The attached appendices show the Kirkcaldy Area Programme for 2024-25. The type of works, work location and expenditure are provided for each project. Any underspend or overspend is carried through to the following years allocation for the committee area.

List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Road Safety and Traffic Management Schemes
4. Lighting Schemes
5. Structures Schemes

Report Contact

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Kirkcaldy Area Committee
Area Roads Programme 2024-25

Appendix 1

Carriageway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
11	Kirkcaldy	A910 Nicol Street	Esplanade to Veterinary Surgery.	£190,319	£111,015	Complete	
12	Kirkcaldy	A921 The Path	Nether Street, High Street to Ravensraig Roundabout.	£342,384	£268,848	Complete	
12	Kirkcaldy	A921 Rosslyn Street	Viewforth Street to North of Oswald Road.	£390,965	£261,360	Complete	
12	Kirkcaldy	A915 Randolph Road	Gallatown Roundabout to Boreland Roundabout.	£375,216	£324,251	Complete	
12	Kirkcaldy	C96 Hayfield Road	C96 Hayfield Road Junction at the bottom of Whytemans Brae.	£114,638	£72,584	Complete	
10	Kirkcaldy	Chapel Level Phase 2	Junction at Fair Isle Road, Robert Adam Drive and Westbound to Broom Road Roundabout.	£287,389	£175,351	Partially Complete	Complete May 2025.
12	Kirkcaldy	Tweed Avenue	Full extent	£20,000	£21,526	Complete	
TOTAL				£1,720,911	£1,234,935		

Kirkcaldy Area Committee
Area Roads Programme 2024-25

Appendix 2

Footway Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
10	Kirkcaldy	Greenloanings Ph2	Birnam Road, Dallas Drive to Blairmore Road south side. Birnam Road, Findhorn Place to shops north side. Blairmore Road, Birnam Road to ped crossing outside school.	£ 43,975	£68,959	Complete	
12	Kirkcaldy	Tweed Avenue		£37,173	£50,035	Complete	
11	Kirkcaldy	Bennoch Road Ph 2		£86,883	£93,491	Partially Complete	Complete April 2025
10	Kirkcaldy	Dunearn Drive	Community Centre to Templehall Café at both sides.	£126,142	£110,899	Complete	
10	Kirkcaldy	Barry Road	In front of primary school.	£40,802	£50,414	Complete	
12	Kirkcaldy	Beatty Crescent	Macindoe Crescent to Overton Road	£90,818	£111,244	Complete	
TOTAL				£422,793	£485,043		

Kirkcaldy Area Committee
Area Roads Programme 2024-25

Appendix 3

**Road Safety and Traffic
Management Schemes Outturn**

Ward	Town	Street	Location/Description	Original Estimate	Outturn Cost	Progress at 31st March 2025	Comments
9	Kirkcaldy	Bankhead of Piteadie	Road Crash Improvements, Cats Eyes and Lining.	£3,500	£3,669	Complete	
9	Burntisland	A921	Aberdour Road. Buildout.	£20,000	£21,862	Complete	
12	Kirkcaldy	Boreland Road	Traffic calming.	£30,000	£68,772	Complete	
10	Kirkcaldy	Blairmore Road	Traffic calming.	£20,000	£17,028	Complete	
10	Kirkcaldy	Broom Gardens	Near junction with Broom Road. Footway links and improved pedestrian crossing facility.	£10,000	£15,524	Complete	
11	Kirkcaldy	Pratt Street	Opposite Stark's Park, southwards towards Mill Street. Traffic calming.	£1,000	£1,550	Ongoing	Feasibility study.
9	Kirkcaldy	Balwearie Road	West End. Traffic calming.	£20,000	£9,895	Complete	
9	Kinghorn	A921 Kirkcaldy Road	Near Croft an Righ.	£30,000	£68,092	Complete	
12	Kirkcaldy	B925 Victoria Road	Between Dunnikier Road and Nairn Street. Traffic calming. VMS signs.	£10,000	£189	Postponed	Resource issues.
11	Kirkcaldy	Dunearn Drive	Traffic calming.	£35,000	£29,844	Complete	
TOTAL				£179,500	£236,425		

Kirkcaldy Area Committee

Appendix 4

Area Roads Programme 2024-25

Lighting Schemes Outturn

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
12	Kirkcaldy	Tweed Avenue.		£24,000	£30,211	Complete	
11	Kirkcaldy	Bennoch Road Ph 2.		£54,000	£68,136	Complete	
12	Kirkcaldy	Overton Mains Phase 4.		£87,000	£36,685	Complete	
12	Kirkcaldy	Millie Street, Junction Road.		£29,400	£203	Postponed	Will be delivered through single column replacement budget.
12	Kirkcaldy	Transportation Car Parks.	St Clair Street, Junction Road.	£32,400	£0	Cancelled	Replaced during housing development project.
9	Kirkcaldy	Long Craigs Terrace.		£42,000	£117,655	Complete	
10	Kirkcaldy	Dunnikier Estate.	Braehead Road.	£21,000	£21,334	Complete	
11	Kirkcaldy	William Street.	Methven Road and James Grove.	£87,000	£4,418	Partially Complete	Complete May 2025
12	Kirkcaldy	Smeaton Area.	Hayfield Road, Holly Place, Veronica Crescent, Sycamore Avenue, Oaktree Square and Oaktree Court.	£123,000	£178,793	Complete	
TOTAL				£499,800	£457,434		

Kirkcaldy Area Committee**Appendix 5****Area Roads Programme 2024-25****Structures Schemes Outturn**

Ward	Town	Street	Location/Description	Estimate	Outturn Cost	Progress at 31st March 2025	Comments
9	Dunearn Nr Burntisland	K14 (U036)	Between A909 and Dunearn House.	£100,000	£265,000	Complete	Additional sections of wall repaired.
TOTAL				£100,000	£265,000		

24 June 2025

Agenda Item No. 6

Area Housing Plan Update

Report by: John Mills, Head of Housing Services

Wards Affected: Ward 9 – Auchtertool, Burntisland, Kinghorn and Western Kirkcaldy, Ward 10 – Kirkcaldy North, Ward 11 – Kirkcaldy Central and Ward 12 – Kirkcaldy East and Dysart

Purpose

Members approved the Kirkcaldy Area Housing Plan 2024-2025 on the 17th December 2024

This report provides an update on progress in delivering service priorities and performance information for the financial year 2024-25 where figures are available at an Area level.

Recommendation(s)

Members are asked to:

- Comment on the work progressed through the Area Housing Plan for the financial year 2024-2025
- Note the Expenditure for the HRA Locality Managed Budget for 2024-2025 outlined in Appendix 2

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

- 1.1. Members approved a report on 17th December 2024 which outlined the 2024/2025 Kirkcaldy Area Housing Plan and set out how we intended to:
 - Understand and address housing needs in the area
 - Deliver effective housing management
- 1.2 The Council has a vision to create a fairer Fife where all residents live good lives, make informed choices and have a sense of control so that they can reach their full potential and where all children are safe, happy and healthy. At the heart of the Plan for Fife is the aim to reduce inequalities and to promote fairness in everything that we do. It is recognised that having a fairer Fife will benefit everyone. Housing Services as the largest landlord in Fife can improve the lives and opportunities of its tenants through effective neighbourhood management and community led improvement initiatives. We have a key role to work in partnership with others to reduce poverty in Fife.
- 1.3. This report includes measures to outline how well we are performing and addressing housing need in Kirkcaldy.

2.0 Issues and Options

- 2.1 This report will focus on the following Plan for Fife headings:
 - Opportunities for all
 - Thriving places
 - Community led services
- 2.2 Attached to the report are two appendices:
 - Appendix 1 is a summary of Kirkcaldy Area performance 2024/25
 - Appendix 2 information on the expenditure 2024/25 locally managed budget allocation.

3.0 Opportunities for all

- 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 home, office and being present within their housing area 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 38 days on average, a decrease on 2023/2024 average figure of 42 days. This figure is slightly above 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 569 Allocations were made from 1 April 2024 to 31 March 2025. The proportion of allocations to each housing list category were as follows – 71% to homeless, 25% transfer and 4% to the housing list.
- The Tenant Incentive Scheme (TIS) was used to assist 9 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. In 2024/25, a total of 127 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 Kirkcaldy 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 Kirkcaldy the Rent collection rate on 6 April 2025 (Period 26) was 100.86%. This was just below 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 provide a person-centred approach to supporting setting up home and sustaining their tenancy.

3.6 The 10 new build properties at Fair Isle Road are due to be completed this year, and a further 25 properties have been started in Kinghorn with an estimated completion date of March 2027. Allocations to new build properties will be transfer led, to create a chain of allocations to assist more households in housing need.

4.0 Community Led Services

- 4.1 There are 11 tenants and residents' associations (TRA's) across the Kirkcaldy area who work closely with us and make an active contribution to improving their local communities. 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 Kirkcaldy 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 We have a strong relationship with our Community Manager. We have supported our tenants through the Fuel Poverty Fund to assist tenants who are struggling to top up gas/electric meters where they have been refused by the Scottish Welfare Fund and are in crisis.
- 4.4 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

- 5.1 Within the Kirkcaldy 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:
 - Painting metal work surrounding Turriff Place sheltered housing complex

- Block improvements (painting stairwells and handrails) Templehall Avenue
- Improving paving/resurfacing in Kirkcaldy East
- Making safe a disused play area in Burntisland
- Fencing projects throughout Kirkcaldy

5.3 In addition, £60,041 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 £1506.00 spent on fuel top ups. Tenants also have access to financial help for fuel poverty through Fuel Poverty initiatives.

5.5 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

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.

List of Appendices

1. Kirkcaldy Area Performance 2024-2025
2. Housing Service Locality Managed Budget 2024/2025 Kirkcaldy Area

Background Papers

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

Report Contact

Elaine Campbell
 Area Housing Manager
 Town House, Kirkcaldy
 Email: Elaine.campbell@fife.gov.uk

Appendix 1 – Kirkcaldy Performance 2024-2025

Indicator	Kirkcaldy 2024/25	FIFE 2024/25
average days to turnaround an empty property	38.95 days	36.78 days
% of the rent lost due to empty houses	0.99%	0.77%
rent collection rates	100.86%	100.88%
% allocations to homeless households	71%	60%
% allocations to transfer	25%	28%
% allocations to general waiting	4%	12%
number of abandoned tenancies	42	123
number of evictions	6	37

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 are in the process of carrying out targeted walkabouts late Spring/early Summer 2025.

Expenditure to date

The budget for 2024/25 was £706K (£479K HIB & £227K for new fencing (excludes repairs)). The table below shows how the expenditure was proportioned.

Estate Management	45%
Tenancy Sustainment	9%
Major Projects	24.5%
Fuel assistance	0.5%
Fencing Renewal	17%
Other/misc	4%

Monitoring

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

24 June 2025

Agenda Item No. 7

PROPERTY TRANSACTIONS

Report by: Alan Paul, Senior Manager – Property Services

Wards Affected: 9, 11 and 12

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

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

Consultation

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

1.0 Background

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

2.0 Transactions

2.1 Disposals

2.1.1 83sqm of land lying on or towards the south of The Hall, St Leonard's Place, Kinghorn

Date of Sale: 28 February 2025
Price: £10,000

2.2 Acquisitions

2.2.1 145 Valley Gardens, Kirkcaldy

Date of Acquisition: 14 March 2025
Price: £140,000

2.2.2 0.53 ha at Burntisland Road/Viewforth Place, Kinghorn

Date of Acquisition: 10 April 2025
Price: £200,000

2.2.3 11 Duncan Street, Kirkcaldy

Date of Acquisition: 26 March 2025
Price: £63,000

2.3 Leases by the Council – New Leases

2.3.1 Office Unit 17, Business Incubator Units Kirkcaldy, Myregormie Place, Kirkcaldy

Term: 3 years from 21 May 2025
Rent: £2,743.98
Tenant: Kenneth Forrest

3.0 Conclusions

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

List of Appendices

1. N/A

Report Contact

Author Name	Michael O’Gorman
Author’s Job Title	Service Manager
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24 June 2025

Agenda Item No. 8

Kirkcaldy Area Committee Workplan

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

Wards Affected: 9, 10, 11 and 12

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

Helena Couperwhite
Committee Services Manager
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Email- helena.couperwhite@fife.gov.uk

Kirkcaldy Area Committee of 26 August 2025			
Title	Service(s)	Contact(s)	Comments
Community Recovery Fund Update	Communities and Neighbourhoods Service	Julie Dickson	
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Options for Leisure Centre Parking in the Kirkcaldy Area	Roads & Transportation	Andy Paterson-ts	
Review of Mossmorran and Braefoot Bay Community and Safety Committee - General Annual Report 2024	Protective Services	Rob Bowditch, Kenny Bisset	

Kirkcaldy Area Committee of 28 October 2025			
Title	Service(s)	Contact(s)	Comments
Operational Briefing on Policing Activities within Kirkcaldy Area - 2024-2025	Police Scotland		Annual report last presented 25.6.24. Contact Inspector Kim Stuart, Police Scotland.
Scottish Fire and Rescue Service - Kirkcaldy Area Annual Performance Report - 2024-2025	Scottish Fire & Rescue Service		Annual report last presented 25.6.24. Contact Niall Miller, Scottish Fire and Rescue Service.
Safer Communities Team Annual Update Report - 2024-2025	Safer Communities	Dawn Jamieson, Suzanne Scobie	Annual report last presented 25.6.24.
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Review of Mossmorran and Braefoot Bay Community and Safety Committee- Annual Report	Protective Services	Rob Bowditch	
Complaints Annual Update	Customer Services Improvement Service	David Thomson-CRM	

Kirkcaldy Area Committee of 28 October 2025			
Title	Service(s)	Contact(s)	Comments
Ravensraig Vacant and Derelict Land Funding Update on Project Completion.	Business and Employability	Ian Mccrory	

Kirkcaldy Area Committee of 9 December 2025			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Domestic Waste, Street Cleansing and Grounds Maintenance Service Annual Review		Alexander Anderson-Es, Scott Clelland	
Common Good and Settlement Trust 2024 - 25 Annual Report		Eleanor Hodgson	

Kirkcaldy Area Committee of 24 February 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Local Area Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	
Area Roads Programme 2026-27	Roads & Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 21 April 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Report on Educational Outcomes 2024/25	Education	Jackie Funnell	

Kirkcaldy Area Committee of 21 April 2026			
Title	Service(s)	Contact(s)	Comments
Health and Social Care Locality Planning - Kirkcaldy	Health and Social Care	Jacquie Stringer-fc	
Supporting the Local Community Plan - Kirkcaldy Area Local Budgets Review 2025 - 26	Communities and Neighbourhoods Service	Julie Dickson	
Supporting the Local Community Plan - Kirkcaldy Area Local Budgets 2026 -28	Communities and Neighbourhoods Service	Julie Dickson	
Supporting the Local Community Plan, Annual Kirkcaldy Area Anti-Poverty Review	Communities and Neighbourhoods Service	Julie Dickson	

Kirkcaldy Area Committee of 16 June 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Area Housing Plan 2025-26 Update	Housing Services	Elaine Campbell	

Kirkcaldy Area Committee of 1 September 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Area Roads Programme 2025/26 Final Report	Roads & Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 27 October 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Review of Mossmorran and Braefoot Bay Community and Safety Committee - Annual Report	Protective Services	Rob Bowditch	
Complaints Annual Update	Customer Services Improvement Service	David Thomson-CRM	
Operational Briefing on Policing Activities within Kirkcaldy Area 2025-2026	Police Scotland		
Scottish Fire and Rescue Service - Kirkcaldy Area Annual Performance Report 2025-2026	Scottish Fire & Rescue Service		
Safer Communities Team Annual Update Report 2025-2026	Safer Communities	Suzanne Scobie	

Kirkcaldy Area Committee of 1 December 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Domestic Waste, Street Cleansing and Grounds Maintenance Service Annual Review	Environment & Building Operations (AT&E)	Alexander Anderson-Es, Scott Clelland	
Common Good and Settlement Trust 2025/26 Annual Report	Finance and Corporate Services	Eleanor Hodgson	

Kirkcaldy Area Committee of 2 February 2027			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Local Area Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	
Area Roads Programme 2027/28	Roads & Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 23 March 2027			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Report on Educational Outcomes 2025/26	Education	Alan Cumming	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Parking Charges in Kirkcaldy	Roads & Transportation	Andy Paterson-ts	Original report requested at KAC meeting 24.8.21 as part of submitted motion (Para. 278 of 2021. KAC.121 refers). 27.2.24 - Convener requests that report be submitted to committee after other car parking reports have been considered i.e. ISG report and report re demolition of multi storey car parks.
Supporting the Local Community Plan - Kirkcaldy Area Local Budgets 2023/24	Communities and Neighbourhoods Service	Julie Dickson	Report last presented 7.2.23. (Update report only required if variation to any funding previously approved).
Capshard Play Park Development and Enhancement Progress Report	Communities and Neighbourhoods Service	Andy Maclellan	Progress report to be presented to committee (date TBC) as agreed at KAC 29.8.23 (Para 65 of 2023 KAC 27 refers).

Unallocated			
Title	Service(s)	Contact(s)	Comments
			Andy Maclellan advised Members will be issued with briefing note in the first instance and committee report may not then be required.
Review of Experimental Traffic Regulation Order on High Street Kirkcaldy (between Kirk Wynd and Oswald's Wynd)	Roads & Transportation	Andy Paterson-ts	Experimental TRO approved by committee 25.6.24 (Minute Reference 2024 KAC 43 Para. 105) for 18 months. Further report to be presented to committee following conclusion.
Director of Public Health Report and Health and Wellbeing Survey Results	NHS Fife	Pamela Colburn	Annual report last presented 2024. Contacts Joy Tomlinson NHS and Pamela Colburn.
Property Transactions Update	Property Services	Michael O'Gorman	