

Kirkcaldy Area Committee

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



Tuesday, 9 December 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 28 October 2025. 4 - 8
4. **PROPOSED PARKING RESTRICTIONS AMENDMENT - A921 KINGHORN ROAD, BURNTISLAND** – Report by the Head of Roads and Transportation Services. 9 - 11
5. **COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2024 – 2025** – Report by the Executive Director Finance and Corporate Services 12 - 25
6. **UPDATE ON WORKS AT RAVENS CRAIG AND ST. CLAIR TAVERN – KIRKCALDY**– Report by the Head of Property Services 26 - 31
7. **KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance & Corporate Services 32 - 37

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

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

Fife House
North Street
Glenrothes
Fife, KY7 5LT

2 December, 2025

If telephoning, please ask for:

Elona Thomson, Committee Officer, Fife House 01(West Building)
Telephone: 03451 555555, ext. 475481; email: Elona.Thomson@fife.gov.uk

Agendas and papers for all Committee meetings can be accessed on
www.fife.gov.uk/committees

BLENDED MEETING NOTICE

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

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

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

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

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

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

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

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – BLENDED MEETING

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

28 October, 2025

2.00 pm – 5.20pm

PRESENT: Councillors Ian Cameron (Convener), Blair Allan, 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, Communities and Neighbourhoods Service; Michael O’Gorman, Service Manager Estates and Asset Management, Property Services; David Thomson, Customer Experience Lead Officer, Customer and Online Services; Dawn Jamieson, Safer Communities Team Manager; Bryan Kirk, Safer Communities Lead Officer, Housing Services; Lesley Craig, Lead Consultant, Traffic Management, Roads and Transportation Services and Elona Thomson, Committee Officer, Finance and Corporate Services.

ALSO ATTENDING: Station Commander Niall Miller, Scottish Fire and Rescue Service and Inspector Kim Stuart, Police Scotland

178. DECLARATIONS OF INTEREST

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

179. MINUTE

The committee considered the minute of the meeting of the Kirkcaldy Area Committee of 26 August 2025.

Decision

The committee agreed to approve the minute.

180. PROPOSED SPEED LIMITS - KIRKCALDY

The committee considered a report by the Head of Roads and Transportation Services relating to a proposal to introduce 20 mph speed limits in various streets, Kirkcaldy and a 30 mph speed limit on Dunnikier Way.

Motion

Councillor Backhouse, seconded by Councillor Lindsay, moved the recommendations as detailed in the report.

Amendment

Councillor Ian Cameron, seconded by Councillor Hamilton moved as follows: -

2025 KAC 74

“To ensure that there has been full consultation agreed with the local community, as per the Cabinet paper of March 2025, it is recommended that consultation be extended to ensure that the sample size is significant including more detailed consideration of individual streets. Once complete, the Proposed Speed Limits – Kirkcaldy paper should be re-submitted to a future meeting of this committee for further deliberation.”

Roll Call Vote

For the motion – 5 votes

Councillors Blair Allan, Lesley Backhouse, Rod Cavanagh, Carol Lindsay and Nicola Patrick.

For the Amendment – 6 votes

Councillors Alistair Cameron, Ian Cameron, Judy Hamilton, James Leslie, Julie MacDougall and David Ross.

Having received a majority of votes, the amendment accordingly was carried.

Decision

The committee agreed: -

- (1) that to ensure there had been full consultation with the community, as per the Cabinet Committee report of March 2025, the consultation be extended to ensure that the sample size was significant, including more detailed consideration of individual streets; and
- (2) once further consultation was complete, the Proposed Speed Limits – Kirkcaldy report would be presented to a future meeting of the Kirkcaldy Area committee for further deliberation and decision.

181. OPERATIONAL BRIEFING ON POLICING ACTIVITIES WITHIN KIRKCALDY AREA

The committee considered a report by the Community Inspector Kirkcaldy, Police Scotland, providing information on matters impacting on or involving Police Scotland which had relevance to Community Safety in the Kirkcaldy and Burntisland Policing Area.

Decision

The committee noted the updates provided.

Councillor Kathleen Leslie joined the meeting during consideration of the item above.

182. SCOTTISH FIRE AND RESCUE SERVICE LOCAL PLAN ANNUAL PERFORMANCE REPORT.

The committee considered a report by the Station Commander Kirkcaldy, Scottish Fire and Rescue Service, providing an update on incident information within the Kirkcaldy Area for the period 1 April 2024 to 31 March 2025. The incident

information enabled the committee to have an overview of the Scottish Fire and Rescue Service (SFRS) performance against its key indicators.

Decision

The committee noted the progress across a range of KPIs as detailed in the report.

183. SAFER COMMUNITIES TEAM UPDATE REPORT

The committee considered a report by the Head of Housing Services providing an update on the operational activity of the Safer Communities Team within the Kirkcaldy committee area during the 12 month period, 1 April 2024 to 31 March 2025.

Decision

The committee noted the activity as detailed in the report.

The meeting adjourned at 3.50pm and reconvened at 4.00pm

Councillor Ross left the meeting prior to the consideration of the item below

184. SUPPORTING THE PLAN 4 KIRKCALDY AREA: UPDATE ON PREVIOUS ALLOCATIONS AND NEW APPLICATIONS.

The committee considered a report by the Head of Communities and Neighbourhoods Service providing an update on projects which have been funded by the Community Recovery Fund (CRF).

Decision

The committee noted: -

- (1) the contents of the report; and
- (2) that a further report will be brought to a future meeting of the committee to provide an update on the progress of further projects which were allocated funding from the Community Recovery Fund (CRF).

185. COMPLAINTS ANNUAL UPDATE

The committee considered a report by the Executive Director, Communities providing an overview of complaints received relating to the Kirkcaldy area for the year 1 April 2024 to 31 March 2025.

Decision

The committee noted: -

- (1) the contents of the report; and
- (2) the complaints received and responded to in target timescales and the proportionality of Service complaints.

186. 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.

187. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

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

Decision

The committee: -

- (1) noted the draft workplan for Kirkcaldy Area Committee;
- (2) agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any other items to include on the workplan, within the remit of the committee;
- (3) noted, as detailed in Para. 180 (2) above, following further consultation the Proposed Speed Limits – Kirkcaldy report be brought to a future meeting of the committee for further deliberation and decision; and
- (4) noted, as detailed in Para. 184 (2) above, an updated report on the progress of further projects which were allocated funding from the Community Recovery Fund (CRF) will be brought to a future meeting of the committee.

The committee resolved, under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following item of business on the grounds that they involved the disclosure of exempt information as defined in Part 1 of Schedule 7A of the Act (relevant paragraph numbers are detailed beside the heading to each item)

188. SEASONAL GRAZING, 2.34 HECTARES, HAUGH ROAD, BURNTISLAND (PRIVATE REPORT) (PARAS. 8 AND 9)

The Committee considered a joint report by the Head of Property Services and the Head of Communities and Neighbourhood Services for consideration and decision on the granting of an equine license for a field at Haugh Road, Burntisland.

Decision

Following an amendment proposed by Cllr Ian Cameron, seconded by Cllr Backhouse the committee:

2025 KAC 77

- (1) agreed to grant an equine license from the period 1 June 2025 until 31 October 2027, at which time a review would take place when the regular tender exercise would be undertaken;
- (2) noted that this rental period included backdating the date of entry to regularise the occupation of the land;
- (3) agreed the monthly rental rate that was to be charged for the license; and
- (4) agreed that officers include a specific clause in the agreement regarding the horses situated on the land.

9 December 2025

Agenda Item No. 4

Proposed Parking Restrictions Amendment – A921 Kinghorn Road, Burntisland

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

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

Purpose

The purpose of this report is to allow the Kirkcaldy Area Committee to consider a proposal to amend the parking restrictions on A921 Kinghorn Road, Burntisland.

Recommendations

It is recommended, in the interests of traffic management, that Committee:

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to amend the parking restrictions as detailed in drawing no. TRO25_89 (Appendix 1); and
- (2) authorises officers to confirm the Traffic Regulation Order within a reasonable period unless there are objections.

Resource Implications

The cost to formally promote this TRO will be approximately £2,500 which covers Roads & Transportation Services' and Legal Services' staff costs, advertising, and installation. This will be met from approved Service budgets.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

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

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

1.0 Background

- 1.1 There are existing parking restrictions on A921 Kinghorn Road that include a seasonal limited waiting restriction (permit holders exempt) and double yellow lines.
- 1.2 A parking restriction was considered for Kirkbank Road in 2019 and as part of Committee discussions properties 1-9 Kirkbank Road were added to the list of qualifying addresses for parking permits to exempt them from the seasonal parking restrictions on Kirkcaldy Road [Minute 2019 KAC 73 Item 160 refers]. The minute refers to properties 1-11, however due to an administrative oversight only nos.1-9 were added to the list.

2.0 Issues and Options

- 2.1 Following a review of the parking restrictions around the A921 Kinghorn Road / Craigholm Lane junction there is scope to reduce a section of double yellow lines to allow 15 metres extra parking provision. The existing double yellow lines on the west side of the Craigholm Lane junction were provided to assist traffic exiting Craigholm Lane, however given the very low number of vehicles emerging and the reduction of speed limit to 20 mph on Kinghorn Road, it is considered the double yellow lines can be reduced.
- 2.2 By reducing the double yellow lines on Kinghorn Road, more parking provision will be available and it is reasonable to include properties 11 & 13 Kirkbank Road in the qualifying addresses list. It is proposed to extend the existing seasonal limited waiting restrictions and remove a section of double yellow lines as shown in Drawing no. TRO25_89 (Appendix 1).

3.0 Conclusions

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

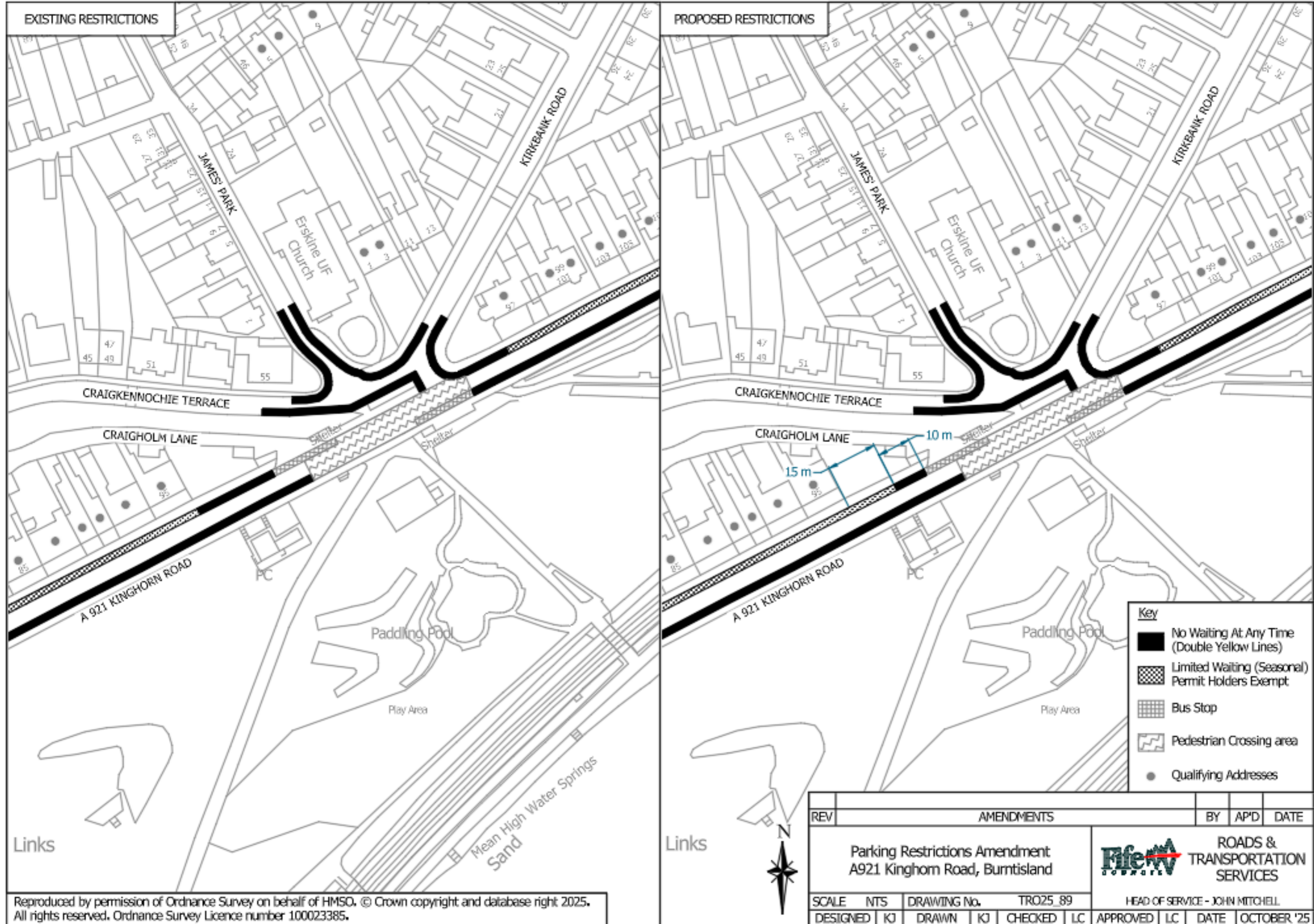
List of Appendices

1. Drawing no. TRO25_89

Report Contacts

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

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



9 December 2025

Agenda Item No. 5

Common Good and Settlement Trust Funds Annual Report 2024-2025

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

Wards Affected: All

Purpose

The purpose of this report is to advise members of the current status of the Common Good and Settlement Trust funds in the area and relevant fund activities over the financial year 2024-2025.

Recommendations

Members are asked to:

- (1) note the information contained in the relevant appendices for the various Common Good funds and Trust Funds; and
- (2) continue to support the disbursement of Trusts funds to suitable projects which also include the amalgamation of individual trusts and where appropriate the dissolution of individual trusts including transferring the funds to suitable 3rd party organisation who are providing similar support to local priorities.

Resource Implications

None.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

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

Consultation

Consultation has taken place with Place Directorate and Fife Cultural Trust.

1.0 Background

- 1.1 Annual reporting is one of a suite of measures designed to ensure that Fife's Common Good and Trust funds are managed and reported in a way that reflects best value for the organisation.
- 1.2 Historically, the Common Good Fund has comprised both capital and revenue balances. The capital balance consists of assets which are heritable property and heritage assets. The revenue balance comprises of investments and current assets held in the Council's accounts on behalf of the relevant fund.
- 1.3 Settlement Trusts comprise several individual trusts and bequests specific to a defined geography which were brought together in 2014 following consultation with Community Councils and the charities regulator OSCR and/or Lord Advocate. A list of Settlement Trust and a statement of fund balances is contained in Appendix 4.
- 1.4 Non-Settlement Trusts and Funds cover more than one geography or were designated for a specific purpose. A list of Non-Settlement Trusts and Funds and a statement of fund balances is contained in Appendix 4.

2.0 Common Good and Trust Fund - Key Elements

2.1 **Revenue Account**

Income

- 2.1.1 The cash income received during the financial year is mainly from rents, interest on investments and external interest. Income from net gain on revaluation is a result of the revaluation of the fund's investments at the year end.

Expenditure

- 2.1.2 In line with the Council's policy, the first call on the Common Good Fund and Trusts funds is maintenance of heritable property. Disbursements / grants and other expenses are also funded from the Funds.
- 2.1.3 The amount spent on property costs and disbursements / grants are detailed within appendix 2..
- 2.1.4 The net effect of the income and expenditure on a Common Good and Trust account results in a surplus or deficit for the particular year. For 2024-25 there was a surplus which resulted in an increase to Revenue Reserves of £85,718.

2.2 **Projects Supported in 2024/25**

Common Good

- 2.2.1 Common Good funds dispersed funding for projects totalling £1,377 in 2024/25, detailed in appendix 2.

Settlement Trusts

- 2.2.2 Settlement Trusts across Kirkcaldy, dispersed funding in 2024/25, detailed in appendix 4.

Non-Settlement Trusts & Funds

- 2.2.3 Non-Settlement Trusts and Funds across Kirkcaldy, dispersed no funding in 2024/25.

3.0 Balance Sheet

3.1 Long Term Assets

Heritable Property

- 3.1.1 Heritable Property comprises land and buildings held on Common Good and Trust accounts. In the main, this is municipal buildings and recreational land of various kinds. The Council implemented International Financial Reporting Standard IFRS16 on Leasing in the 2024-25 financial year and as a result the heritable property used by Fife Council services which were previously shown as leased assets is now presented as Heritable property in the Common Good balance sheets.
- 3.1.2 Heritage Assets now include artworks and civic regalia owned by Common Good which have individual valuations for insurance purposes. There are additional heritage assets e.g. other artworks, ceremonial robes, furniture etc. which are not individually valued so are not included in Common Good balance sheets but are included in the Council's Common Good Asset Register.
- 3.1.3 The attached accounts reflect the assets held on the Common Good Balance sheet as at 31st March 2025 which are shown in Appendix 3.

Investments

- 3.1.4 In addition to heritable and heritage assets, each Common Good and Trust Fund also has investments. These investments form part of the fund's capital balances. Investments are made using the Council's standard investment strategy to maximise income to the fund.
- 3.1.5 After a review of the Investment portfolio the previous investments held with Henderson were sold and replaced by Legal and General.

3.2 Current Assets

- 3.2.1 The cash & cash equivalents comprise of monies held in the Council's bank account which receive internal interest from Fife Council.
- 3.2.2 The investments, cash & cash equivalents, plus debtors and less creditors, represents the revenue balances which for 2024-25 is £1,369,295.
- 3.2.3 The revenue account and balance sheet form the financial accounts for the Common Good Fund and Trusts, and this is attached as Appendix 1 to 4 to this report.

4.0 Conclusions

- 4.1 This report and its Appendices are intended to give members greater information on the relevant Common Good and Charitable Trusts Funds.

List of Appendices

- Appendix 1 – Combined Financial Statement and Balance Sheet
Appendix 2 – Rental Income breakdown; Property Cost breakdown; Grants Breakdown; Outstanding Grants
Appendix 3 – Property Asset breakdown
Appendix 4 – Charitable Trusts financial Statement
Appendix 5 – Statement of uses for Settlement Trusts

Background Papers

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

- [Fife-Council-Annual-Accounts-2024-25-Draft.pdf](#)
- [Common Good Asset Register as at 31 March 2025 6.8.25](#)

Report Contacts

Eleanor Hodgson
Accountant Common Good and Trusts
Fife House, North Street, Glenrothes, KY7 5LT
Email - Eleanor.Hodgson@fife.gov.uk

Julie Dickson
Kirkcaldy Town House
Telephone: 03451 55 55 55
Email – Julie.Dickson@fife.gov.uk

Financial Statement and Balance Sheet
Total Kirkcaldy Area Common Good Funds

2023-24	Revenue Account	2024-25
£		£
	Income	
(24,553)	Income from Rents (Appendix 2)	(25,107)
(17,574)	Interest from cash balances	(21,281)
(37,070)	Interest from Investments	(30,319)
0	Other Income	(6,495)
(79,198)		(83,202)
	Expenditure	
2,326	Property Costs (Appendix 2)	3,541
10,528	Grants Awarded (Appendix 2)	1,377
0	Other Expenditure	0
12,854		4,918
	Investments	
6,628	(Increase) / Decrease in Investments value	33,611
0	(Gains)/Losses on Investments Disposals	(41,045)
6,628		(7,434)
(59,716)	(Increase) / Decrease in Revenue Reserve	(85,718)
31 March 2024	Balance Sheet	31 March 2025
£		£
	Property Assets	
1,088,996	Heritable Property	49,322,922
42,002	Heritage Assets	283,752
45,785,980	Property Leased to Fife Council	0
46,916,978		49,606,674
	Other Assets and Liabilities	
864,586	Investments	872,020
410,214	Cash & Cash equivalents	497,275
8,777	Debtors	0
0	Creditors	0
48,200,555	Net assets	50,975,969
(46,916,978)	Capital Reserves	(49,606,674)
(1,283,577)	Revenue Reserve (incl Investments)	(1,369,295)
(48,200,555)	Total Reserves	(50,975,969)

Movement in Property Assets & Capital Reserves	£
Heritable Property - Capital Expenditure	813,478
Heritable Property - Depreciation & Revaluation	1,634,467
Transfer from Fife Council - Heritage Assets	241,750
	2,689,696

**Financial Statement and Balance
by individual Common Good Fund**

Appendix 1 (cont)

Burntisland Kinghorn Kirkcaldy

Revenue Account	2024-25	2024-25	2024-25
	£	£	£
Income			
Income from Rents (Appendix 2)	(14,910)	(625)	(9,572)
Interest from cash balances	(7,145)	(7,425)	(6,454)
Interest from Investments	(5,909)	(14,359)	(9,911)
Other Income	(6,495)	0	0
	(34,459)	(22,409)	(25,937)
Expenditure			
Property Costs (Appendix 2)	1,303	1,718	520
Grants Awarded (Appendix 2)	0	1,377	0
Other Expenditure	0	0	0
	1,303	3,095	520
Investments			
(Increase) / Decrease in Investments value	6,550	15,918	10,987
(Gains)/Losses on Investments Disposals	(7,999)	(19,439)	(13,418)
	(1,449)	(3,521)	(2,430)
(Increase) / Decrease in Revenue Reserve	(34,605)	(22,835)	(27,847)

Balance Sheet	31 March 2025	31 March 2025	31 March 2025
	£	£	£
Property Assets			
Heritable Property	10,477,845	7,366,473	31,478,605
Heritage Assets	114,751	32,000	137,001
Property Leased to Fife Council	0	0	0
	10,592,596	7,398,473	31,615,606
Other Assets and Liabilities			
Investments	169,940	412,998	285,065
Cash & Cash equivalents	172,149	166,668	152,862
Debtors	0	0	0
Creditors	0	0	0
	342,089	579,666	437,927
Net assets	10,934,684	7,978,139	32,053,532
Capital Reserves	(10,592,596)	(7,398,473)	(31,615,606)
Revenue Reserve (incl Investments)	(342,089)	(579,666)	(437,927)
Total Reserves	(10,934,684)	(7,978,139)	(32,053,532)

Appendix 1 (Cont)

**Financial Statement and Balance
by individual Common Good Fund**

	Swan Memorial	Miss Russell	Anderson Bursary	Jack Stewart Fund
Revenue Account	2024-25	2024-25	2024-25	2024-25
	£	£	£	£
Income				
Income from Rents (Appendix 2)	0	0	0	0
Interest from cash balances	(47)	(85)	(25)	(100)
Interest from Investments	(36)	(4)	(19)	(82)
Other Income	0	0	0	0
	(83)	(88)	(44)	(182)
Expenditure				
Property Costs (Appendix 2)	0	0	0	0
Grants Awarded (Appendix 2)	0	0	0	0
Other Expenditure	0	0	0	0
	0	0	0	0
Investments				
(Increase) / Decrease in Investments value	40	4	21	91
(Gains)/Losses on Investments Disposals	(48)	(5)	(25)	(111)
	(9)	(1)	(5)	(20)
(Increase) / Decrease in Revenue Reserve	(92)	(89)	(48)	(202)

Balance Sheet	31 March 2025	31 March 2025	31 March 2025	31 March 2025
	£	£	£	£
Property Assets				
Heritable Property	0	0	0	0
Heritage Assets	0	0	0	0
Property Leased to Fife Council	0	0	0	0
	0	0	0	0
Other Assets and Liabilities				
Investments	1,029	107	533	2,349
Cash & Cash equivalents	1,038	1,817	550	2,190
Debtors	0	0	0	0
Creditors	0	0	0	0
	2,067	1,924	1,083	4,539
Net assets	2,067	1,924	1,083	4,539
Capital Reserves	0	0	0	0
Revenue Reserve (incl Investments)	(2,067)	(1,924)	(1,083)	(4,539)
Total Reserves	(2,067)	(1,924)	(1,083)	(4,539)

Appendix 2

2024-25 Rental Income Breakdown £

Burrtisland	
96 High Street	3,000
Seamill Workshop/Store, Haugh Road	2,200
40 Links Place, Unity Hall	3,950
Sub-Station Site The Links	500
102 High Street	500
106-108 High Street	4,500
Music Hall	250
30 West Leven Street	10
Total	14,910

Kinghorn	
Storage Shed, St James Place	225
26 St James Place	300
Greenhouse, Huts, Shed, Stables - Mid Myre	100
Total	625

Kirkcaldy	
Dysart Harbour	1,103
Links Market	5,454
Ravenscraig Walled Garden	3,015
Total	9,572
Total Kirkcaldy Area Common Good Rental Income	
	25,107

2024-25 Property Costs Breakdown £

Burrtisland	
Fire Insurance -96 High Street	143
Fire Insurance - 40 Links Place	116
Fine Art Insurance	49
100 High Street - Share of Roof Repairs	900
Scottish Power Utility Invoices	46
Garage & Store Haugh Road	48
Total	1,303

Kinghorn	
NDR Pettycur Road Car Park	1,718
Total	1,718

Kirkcaldy	
Fire Insurance - Hot Pot Wynd	520
Total	520
Total Kirkcaldy Area Common Good Property Costs	
	3,541

Appendix 2 (cont)

2024-25 Grants Breakdown £

Kinghorn	
Kinghorn Childrens Gala	1,000
Operation Boiler	377
Total Kinghorn Area Grants	1,377

Outstanding Grants from previous financial years £

Burntisland	
Black Rocks Rowing Club	1,788
Burntisland bonfire and Fireworks Display	4,850
Burntisland Roundhouse & Harbour	2,100
Total Burntisland Area Outstanding Grants	8,738

Kinghorn	
Repairs to Kinghorn Harbour Slipway	23,942
The Orchard Road Playpark	10,000
Total Kinghorn Area Outstanding Grants	33,942

Kirkcaldy	
Beveridge Park Bowling Club - Install Defibrillator	500
Total Kinghorn Area Outstanding Grants	500

Analysis of Common Good Fund Property Assets	£
---	----------

Burrtisland

Heritable Property Assets	
Unity Hall Links Place	691,346
Burrtisland Heritage Trust Nos. 2/4 Kirkgate	46,000
Shop 96 High Street	25,300
Garage Site Haugh Road	35,200
Grazing Land Haugh Road	40,000
Seamill Workshop Haugh Road	34,500
Promenade Galahill	1
Beach Kinghorn Road	1
Footpath Broomhill Ave to Lonsdale Cres	1
The Young Community Hall Thistle Street	548,161
Beacon Leisure Centre Lammerlaws Road	7,555,549
Port Toilets Links Place	197,622
Links Place Car Park Links Place	715,352
Office (Vacant) & Burgh Chambers Nos. 104-108 High Street	588,811
Park Melville Gardens	1
	10,477,845

Other Property Assets	
Burrtisland Links Kinghorn Road	-
Rossend Point Park Rossend Terrace	-
Site Shepherd Crescent	-
Burrtisland Promenade Kinghorn Road	-
Amenity Ground Haugh Road	-
Amenity Ground adjacent Railway Haugh Road	-
Lockups Kirkcaldy Road	-
Haugh Road Play Park Haugh Road	-
Amenity Land Craigkennochie Terrace	-

Heritage Assets	
Burrtisland War Memorial Kinghorn Road	1
Burrtisland Provost Chain 1818, Medallion	28,000
Magistrates Chair painting & Key by Andrew Young	4,000
Painting View to Burrtisland from Lammerlaws - A Humble 1834	2,000
Painting Bridge of Life Andrew Young 1923	80,000
Drawings by Andrew Young for 'The Bridge of Life'	750
	114,751

Appendix 3 (cont)

Kinghorn

Heritable Property Assets	
Car Park Pettycur Road	168,735
Store St James Place	4,500
Coastal Slopes Pettycur Road	1
Life Boat Station 30 St James Place	10,000
Kinghorn Golf Course Mcduff Crescent	6,730,672
Hall & Public Convenience Beach Braes (St James Place)	223,038
Kinghorn Parks Depot West Of Mid Road	88,128
Mires Park Orchard Terrace	141,398
	7,366,473

Other Property Assets	
Inch View Garage Site Inch View	-
Bowbutts Garage Site Eastgate	-
Pettycur Harbour Pettycur Road	-
North Mire Refuse Site Orchard Road	-
Inch View Play Park Inch View	-
South Overgate Amenity Ground South Overgate	-
Nethergate Play Park Nethergate	-
Eastgate Play Park Eastgate	-
Playground Mid Road	-
Alexander III Monument Burntisland Road	-
Mid Mire Smallholding	-
Rossland Putting Green	-

Heritage Assets	
Provost chain & badge	32,000
	32,000

Appendix 3 (cont)

Kirkcaldy & Dysart

Heritable Property Assets	
Former Parks Depot Southerton Road	6,000
Ravenscraig Nursery Dysart Road	869,956
Dysart Harbour Hot Pot Wynd	13,500
St Serf's Tower and Cemetery Shore Road	1
Kirkcaldy Galleries Abbotshall Road	13,080,760
Adam Smith Theatre St Brycedale Avenue	11,538,725
Beveridge Park Abbotshall Road	1,545,239
Ravenscraig Park Dysart Road	717,468
Kirkcaldy Public Convenience South Esplanade	213,338
Esplanade Car Park (A) Esplanade	463,701
Esplanade Car Park (B) Esplanade	419,007
Esplanade Car Park (C) Esplanade	581,066
Esplanade Car Park (D) Esplanade	1,083,717
Nicol Street Car Park Nicol Street	410,041
Normand Hall Ornamental Garden Rectory Lane	1,000
Harbour Masters House Hot Pot Wynd	172,778
Car Park Shore Road	362,307
	31,478,605
Other Property Assets	
St James Church Car Park Port Brae (High Street)	-
Memorial Gardens Bennoch Road	-
Volunteer's Green Volunteer's Green	-
Sang Road Drying Green Sang Road	-
Esplanade Esplanade	-
Foreshore The Esplanade	-
Amenity Land Heggies Wynd / Esplanade	-
Former Drying Green Pool Lane	-
Amenity Land Nicol Street	-
Townhead Park West Quality Street	-
Nursery School Dysart Road	-
Heritage Assets	
Ravenscraig Castle Dysart Road	42,001
Provost Chain & Badge	33,000
Painting - Portrait of Provost Michael Beveridge by Michael Brown	2,000
Painting - Portrait of Provost Patrick Don Swan by Norman Macbeth	7,500
Painting - Portrait of Provost Patrick Don Swan	1,500
Painting - Portrait of Provost James Wilson by A.E.Borthwick	2,500
Painting - Portrait of Provost Walter Fergus	2,000
Painting - Portrait of Provost Robert Lockhart by David Alison	3,500
Kirkcaldy Provost chain, 1823	28,000
Oak Cabinet	5,000
Marble bust of Adam Smith	10,000
	137,001

2024-25 FINANCIAL STATEMENT		2024-25 Income and Expenditure				Fund Balance 31st March 2025 £
TRUSTS & FUNDS KIRKCALDY AREA	Area	Grants Awarded £	Bank & Investment Interest £	(Gains) / Losses on Investments £	(Surplus) / Deficit for year £	
KIRKCALDY						
Settlement Trusts						
Auchtertool		0	(35)	(8)	(42)	992
Burntisland		543	(1,183)	(41)	(680)	26,468
Kinghorn		0	(1,346)	(109)	(1,455)	32,356
Kirkcaldy		1,930	(9,106)	(869)	(8,045)	222,151
Other OSCR Registered Trusts						
<u>Beveridge, Smith & Gow Bequests</u>						
Purposes connected to Adam Smith Theatre, Library, and Beveridge Park	Kirkcaldy	0	(477)	(38)	(515)	11,440
Other Trusts & Funds						
<u>War Memorial</u>						
Upkeep of War Memorial	Burntisland	(113)	6	(1)	(109)	0
<u>Silver Band Fund</u>						
Given to Council when the band disbanded	Burntisland	0	(105)	(8)	(113)	2,505
<u>Mrs Orrells Legacy</u>						
Upkeep of burial ground	Burntisland	0	(18)	(1)	(20)	438
<u>Spence Memorial</u>						
Upkeep of monument in cemetery	Burntisland	0	(134)	(10)	(145)	3,211
<u>Dobbie Bequest</u>						
Upkeep of 4 lairs in churchyard - Rev WJ Dobbie and family	Kinghorn	0	(1)	(0)	(1)	23
<u>Graves Dressing Funds</u>						
Dysart Cemetery	Dysart	0	(289)	(22)	(311)	6,914
Kinghorn Burial Ground	Kinghorn	0	(227)	(18)	(245)	5,436
Abbotshall Churchyard Bequest	Kirkcaldy	0	(9)	(1)	(10)	218
* Ex Fife County Council Burial Grounds	Ex Kirkcaldy District Council	0	(655)	(50)	(705)	15,642
* Other Burial Grounds	Council	0	(6)	0	(6)	143

* These two funds are shared across the area committees covering the Former Kirkcaldy District Council area

**Settlement Trusts
Charitable Purposes**

These are the charitable purposes recognised in section 7(2) of the Charities and Trustee Investment (Scotland) Act 2005.

- a) The prevention or relief of poverty.
- b) The advancement of education.
- c) The advancement of religion.
- d) The advancement of health.
- e) The saving of lives.
- f) The advancement of citizenship or community development (including rural or urban regeneration).
- g) The advancement of the arts, heritage, culture, or science.
- h) The advancement of public participation in sport.
- i) The provision of recreational facilities, or the organisation of recreational activities with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.
- j) The advancement of human rights, conflict resolution or reconciliation.
- k) The promotion of religious or racial harmony.
- l) The promotion of equality and diversity.
- m) The advancement of environmental protection or improvement.
- n) The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage.
- o) The advancement of animal welfare.
- p) Any other purpose that may reasonably be regarded as analogous to any of the preceding purposes.

Update on Works at Ravenscraig and St Clair Tavern - Kirkcaldy

Report by: John Mills, Head of Housing Services

Ward Affected: Ward 13

Purpose

The purpose of this report is to outline the current on-going works at Ravenscraig Tower blocks and St. Clair Tavern in Kirkcaldy for crucial upgrades to the Housing stock.

Recommendations

Members are asked to:

1. Note this update report on ongoing works.
2. Comment on the update from Housing, Property and Building Services.

Resource Implications

The funding/Costs are as below:

The costs and funding for Ravenscraig Roof Replacement is £4.8 million for all 3 Tower blocks. With each block, therefore, costing £1.6 million. The homeowners within the blocks are to be invoiced at the end of works on their respective block being completed. Costs to be invoiced are now capped at £7,000 approximately per homeowner. This is reduced from an approximate £19,000 per homeowner share, this is a 63% decrease from the original consulted invoice.

The cost for the resurfacing of the Ravenscraig car park works is currently £120,000. Final costs will be established on completion of the project.

St. Clair Tavern has works ongoing. Current HRA capital budget is £0.5m, but costs may be higher due to the volume of work required. Works required are as followed:

- Roof Replacement
- Stone Repairs
- Window and Door Replacement
- Aluminium Rainwater Fittings
- Fire compartmentation
- Change of use of the function room
- External garden works

Legal & Risk Implications

There are no legal or other risk issues assessed as part of this proposed works. The works are being delivered by internal partner Services. in line with procurement guidelines

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

Prior to Area Committee, a specific consultation has taken place with appropriate Ward Members and with the Ravenscraig TRA.

1.0 Background

- 1.1 This report focuses upon current on-going works at Ravenscraig Tower blocks and St. Clair Tavern in Kirkcaldy, to rectify issues and start improvements on current Housing stock.
- 1.2 The Roof Replacement project for Ravenscraig blocks is progressing through design, consultation, and pre-start phases. The aim is to address ongoing roof issues and improve long-term structural integrity. The consultation and costing period has been completed, with homeowners being updated this was completed on October 20th, 2025.
- 1.3 At Ravenscraig Tower blocks, resurfacing work on the multi-storey car park began in July 2025 to address water ingress and deterioration. This included applying a specialist waterproof seal and repainting internal and external areas. The works, expected to take around 10 weeks, were completed in October 2025. Final sign-off has been delayed while some follow-up repairs and adjustments are carried out to ensure everything meets the required standards. Property Services are actively addressing these issues.
- 1.4 St. Clair Tavern has a multitude of ongoing works anticipated to be carried out consisting of extensive works and conversion of the existing function suite and tavern, flat number 4 above the property and the existing additional domestic property at 1 Dysart Road. Individual properties have had utilities installed where required, Asbestos materials have been removed, and Pre-Application enquiries have been made ensuring the properties are utilised in the most efficient and effective way for housing stock.

These works are still ongoing with proposed further works and start dates being developed and costed in consultation with Fife Council Housing Services, Property Services and Building Services, to deliver the works in a controlled and timely manner.

2.0 November Update

- 2.1 Fife Council Housing Services have the legal obligation to provide wind and watertight properties and facilities to our tenants. This is achieved through renewals and replacements of our components to maintain a high standard to Housing Stock.

2.2 Homeowners within Ravenscraig were consulted by the Mutual Owners and Factoring Team on their share for the Roof Replacement which ended on October 20th, 2025, resulting in an established cost of approximately £19,000 share for the cost of the renewals. This has now been capped by the Head of Housing, following review to approximately £7,000, resulting in a 63% decrease in costs. Homeowners will be invoiced after work is completed on each block.

The works commenced on November 17th, 2025, A final construction programme is being drawn up and is expected shortly.

Approximate dates are as follows:

- **Block 1 (1-86) - December 2025**
- **Block 2 (87-172) February 2026**
- **Block 3 (173 –258) December 2026**

Mutual Owners Team is working to inform owners of available options for their share of contributions for the roof replacement. Mutual Owners Team and Property Acquisitions Team have met with homeowners who have approached Fife Council for further information on options available.

2.3 The Car Park resurfacing works have been completed for resurfacing and water ingress issues.

Some follow-up repairs and adjustments are being carried before final sign-off the work. Property Services are leading on this. The works started in July 2025 with a 10-week period of works which were weather dependent. Current costs are sitting at £120,000 for the project.

2.4 St. Clair Tavern has ongoing works anticipated to be carried out consisting of the existing function suite and tavern, flat number 4 above the property and 1 Dysart Road the additional domestic property. Window & Door replacements are being carried out on the properties, as well as Roof Replacement / Stone Repairs and Rainwater Fitting Renewal. A HRA capital plan budget of £0.5m is currently allocated to the project, but this will need to be revised upwards when final estimated costs are finalised.

Individual properties have had utilities (Water, Power and Gas) installed where required and applicable, Asbestos materials have been removed where required and pre-application stage enquiries have been made to utilise the properties in the most efficient and effective way for housing stock. It is intended to provide a Tenants & Residents Association (TRA) / Community Space / Converting the function suite into a 3-bed property.

3.0 Conclusion

3.1 The ongoing projects in Kirkcaldy at Ravenscraig and St. Clair Tavern are progressing following lengthy delays to complete the necessary repairs to the Housing stock. This will be a significant investment stock in the Kirkcaldy area. Creating 3 more properties in Housing Stock, over 258 watertight homes and a designated area for The Ravenscraig TRA to hold meetings.

John Mills
Head of Housing Services

List of Appendices

Appendix 1 – Ravenscraig Tower Block

Appendix 2 – Ravenscraig Car Park Work

Appendix 3 – St. Clair Tavern Building

Background Papers-

None.

Report Author

Alan Hall, Business Change Manager, Housing Services

Appendix 1



Appendix 2



Appendix 3



9 December 2025

Agenda Item No. 7

Kirkcaldy Area Committee Workplan

Report by: Eileen Rowand, Executive Director, Finance & 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
Telephone: 03451 555555 Ext. No. 441096
Email- helena.couperwhite@fife.gov.uk

Kirkcaldy Area Committee of 17 February 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal and Democratic Services	Elona Thomson	
Domestic Waste, Street Cleansing and Grounds Maintenance Service Annual Review		Alexander Anderson-Es, Scott Clelland	
Area Roads Programme 2026-27	Roads and Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 21 April 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal and Democratic Services	Elona Thomson	
Report on Educational Outcomes 2024/25	Education	Jackie Funnell	
Health and Social Care Locality Planning - Kirkcaldy	Health and Social Care	Jacque 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 and Democratic Services	Elona Thomson	

Kirkcaldy Area Committee of 16 June 2026			
Title	Service(s)	Contact(s)	Comments
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 and Democratic Services	Elona Thomson	
Area Roads Programme 2025/26 Final Report	Roads and Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 27 October 2026			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal and 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 and 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 and Democratic Services	Elona Thomson	
Domestic Waste, Street Cleansing and Grounds Maintenance Service Annual Review	Environment and Building Operations	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 and Democratic Services	Elona Thomson	
Local Area Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	
Area Roads Programme 2027/28	Roads and Transportation	Vicki Storrar	

Kirkcaldy Area Committee of 23 March 2027			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal and 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 and 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).

Unallocated			
Title	Service(s)	Contact(s)	Comments
			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.
Local Area Economic Profiles - Annual Report	Economy, Planning and Employability	Alison Laughlin	Email from Alison Laughlin advising the Place Directorate and Business & Employability Services are currently being restructured; as part of this we are reviewing the best approach for sharing intelligence and engaging with area committees going forward.
Review of Experimental Traffic Regulation Order on High Street Kirkcaldy (between Kirk Wynd and Oswald's Wynd)	Roads and 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		
Supporting the Plan 4 Kirkcaldy Area - Promoting Safer Spaces	Communities and Neighbourhoods Service	Julie Dickson	
Proposed Speed Limits - Kirkcaldy	Roads and Transportation	Lesley Craig	
Supporting the Plan 4 Kirkcaldy: Update on Previous Allocations	Communities and Neighbourhoods Service	Julie Dickson	