

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 25 February 2025. | 4 - 8 |
| 4. PROPOSED TRAFFIC CALMING - A921 KINGHORN ROAD, BURNTISLAND | – Report by the Head of Roads and Transportation Services. | 9 - 11 |
| 5. PROPOSED SPEED LIMITS - BURNTISLAND | – Report by the Head of Roads and Transportation Services. | 12 - 18 |
| 6. SUPPORTING THE LOCAL COMMUNITY PLAN - KIRKCALDY AREA LOCAL BUDGETS REVIEW 2024-25 | – Report by the Head of Communities and Neighbourhoods Services. | 19 - 25 |
| 7. SUPPORTING THE LOCAL COMMUNITY PLAN - KIRKCALDY AREA LOCAL BUDGETS 2025-28 | – Report by the Head of Communities and Neighbourhoods Services. | 26 - 29 |
| 8. SUPPORTING THE LOCAL COMMUNITY PLAN ANNUAL KIRKCALDY AREA ANTI-POVERTY REVIEW. | – Report by the Head of Communities and Neighbourhoods Services. | 30 - 51 |
| 9. SUPPORTING THE LOCAL COMMUNITY PLAN - PROJECT MANAGER PLACE AND TOURISM | – Report by the Head of Communities and Neighbourhoods Services. | 52 - 53 |
| 10. SUPPORTING THE LOCAL COMMUNITY PLAN - ESSENTIAL REPAIRS TO DYSART CLIFF FACE | – Report by the Head of Communities and Neighbourhoods Services. | 54 - 55 |
| 11. REPORT ON EDUCATIONAL OUTCOMES - 2023/24 | – Report by the Director of Education. | 56 - 78 |
| 12. HEALTH AND SOCIAL CARE LOCALITY PLANNING – KIRKCALDY | – Report by the Director of Nursing. | 79 - 89 |
| 13. PROPERTY TRANSACTIONS | – Report by the Head of Property Services. | 90 - 92 |
| 14. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME | – Report by the Executive Director Finance & Corporate Services. | 93 - 100 |

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

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15 April, 2025

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – BLENDED MEETING

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

25 February, 2025

2.00 pm – 4.30pm

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

ATTENDING: Julie Dickson, Community Manager, Louise Whyte, Capital Projects Manager, Communities and Neighbourhoods Service; Andy Paterson, Lead Consultant, Car Parking Strategy and Operations, Lesley Craig, Lead Consultant, Traffic Management, Vicki Storrar, Lead Consultant, Roads Lighting and Asset Management, Keith Johnston, Technician Engineer, Traffic Management, Roads and Transportation Services; Pamela Stevenson, Service Manager, Business and Employability; Alison Laughlin, Economy Adviser, Programmes and Policies, Property Services; Lesley Robb, Lead Officer, Committee Services and Elona Thomson, Committee Officer, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Judy Hamilton and James Leslie.

137. DECLARATIONS OF INTEREST

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

138. MINUTE

The committee considered the minute of the Kirkcaldy Area Committee of 17 December 2024.

Decision

The committee approved the minute.

139. AREA ROADS PROGRAMME 2025-26

The committee considered a report by the Head of Roads and Transportation Services which identified the projects proposed for inclusion in the 2025-26 Area Roads Programme for the Kirkcaldy area.

During discussion of the item the meeting adjourned at 2.25pm and re-convened at 2.40pm.

Decision

The committee: -

- (1) approved the report and Appendices 1-3;
- (2) delegated authority to the Head of Assets, Transportation and Environment to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the Programme developed, in consultation with the Area Convener, Depute Convener and all elected members in the affected wards; and
- (3) noted Appendix 4.

140. KIRKCALDY TOWN CENTRE - PROPOSED PARKING AMENDMENTS

The committee considered a report from the Head of Roads and Transportation Services proposing to amend various parking restrictions in Kirkcaldy Town Centre.

Decision

The committee: -

- (1) agreed to the promotion of a Traffic Regulation Order (TRO) to amend various parking restrictions as detailed in drawings nos. TRO24_49/1 (Appendices 1-6 of the report); and
- (2) authorised officers to confirm the Traffic Regulation Order within a reasonable period unless there were objections.

141. SUPPORTING THE PLAN 4 KIRKCALDY AREA - APPLICATION FOR COMMON GOOD MAINTENANCE - BURGH CHAMBERS COMPLEX, BURNTISLAND.

The committee considered a report by the Head of Communities and Neighbourhoods requesting an allocation of £45,000 from the Burntisland Common Good Fund for the essential maintenance of the Burgh Chambers, Burntisland.

Decision

The committee agreed the funding request of £45,000 from the Common Good Fund for the essential maintenance of the Burgh Chambers, Burntisland.

142. SUPPORTING THE PLAN 4 KIRKCALDY AREA - APPLICATION FOR COMMON GOOD MAINTENANCE - DOO DELL STEPS, KINGHORN.

The committee considered a report by the Head of Communities and Neighbourhoods requesting a contribution of £10,000 from the Kinghorn Common Good Fund for essential maintenance of the steps at Doo Dell, Kinghorn.

Decision

The committee agreed the funding request of £10,000 from the Kinghorn Common Good Fund for essential maintenance of the Doo Dell Steps, Kinghorn.

143. EAST LINKS, BURNTISLAND - SPLASH PAD REPLACEMENT

The committee considered a report by the Head of Communities and Neighbourhoods providing information to facilitate informed decision making on the replacement of the East Links splash pad, Burntisland.

The committee noted that, following approval of funding for the project at Fife Council budget meeting on 20 February 2025, a revised report was issued to members prior to the meeting detailing amendments to the proposed funding options for the three designs detailed in the report.

Decision

The committee: -

- (1) noted the costs and logistics of delivering the replacement of the splashpad play feature on the East Links, Burntisland;
- (2) agreed to proceed with option 3, a full splash pad - wet play area at a proposed cost of £312K;
- (3) approved the allocation of £59,000 from the Burntisland Common Good Fund; and
- (4) noted the remaining £253K of funding for the project would be as follows:
 - £150K – General Fund
 - £70K - Scottish Government funding
 - £30K – FET funding
 - £3K – Crowd Funding

Councillor K. Leslie left the meeting prior to consideration of the following item.

144. LOCAL AREA ECONOMIC PROFILES - ANNUAL REPORT

The committee considered a report by the Service Manager, Employability and Employer Engagement providing an annual overview of the performance of the Kirkcaldy Area's local economy and labour market, along with the business

support, strategic investment and employability activity carried out in the area by Business and Employability Services. The information presented was intended to provide background and context to council activity within the Kirkcaldy Area and to help inform area committee discussion and decision-making.

During discussion of the item the meeting adjourned at 4.10pm and re-convened at 4.20pm.

Decision

The committee: -

- (1) noted the activity undertaken by Business and Employability Services in 2023/24 and in 2024/25;
- (2) considered and acknowledged the issues raised by an analysis of the latest available economic data; and
- (3) agreed that a Members Workshop be arranged to identify future opportunities for the Kirkcaldy Area.

Councillors Cavanagh, Patrick and Ross left during consideration of the above item.

145. 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.

146. 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 workplan, within the remit of the committee; and

2025 KAC 59

- (3) requested a report from Officers within Roads and Transportation Services on “Options to Make Parking Free for Leisure Centre Users in the Kirkcaldy Area”

22 April 2025

Agenda Item No. 4

Proposed Traffic Calming – 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 install a raised table on A921 Kinghorn Road, Burntisland.

Recommendation(s)

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

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

Resource Implications

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

Legal & Risk Implications

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, Police Scotland, and Burntisland Community Council have been advised.

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

newspaper and on the affected length of roads. In addition, details for the proposed road hump will be made available on www.fife.gov.uk.

1.0 Background

- 1.1 On 25th February 2025, Committee approved the Area Roads Programme which included a Road Safety and Traffic Management project to provide traffic calming on A921 Kinghorn Road, Burntisland [Minute 2025.KAC.56 Item 139 refers].

2.0 Issues and Options

- 2.1 As this road has a 30 mph speed limit, Area Committee approval is required to carry out the Road Hump Notice process.
- 2.2 On A921 Kinghorn Road, Burntisland it is proposed to introduce a raised table just east of the cemetery at the railway underpass.
- 2.3 The proposal will provide a narrowed carriageway which will allow pedestrians exiting the beach at this point see past the pillars of the underpass. A short section of footway on the south side of the road will achieve this and be extended to provide an accessible bus stop.
- 2.2 It is proposed that a Road Hump Notice is promoted for the traffic calming works as shown in drawing no. TRO25_20 (Appendix 1).

3.0 Conclusions

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

List of Appendices

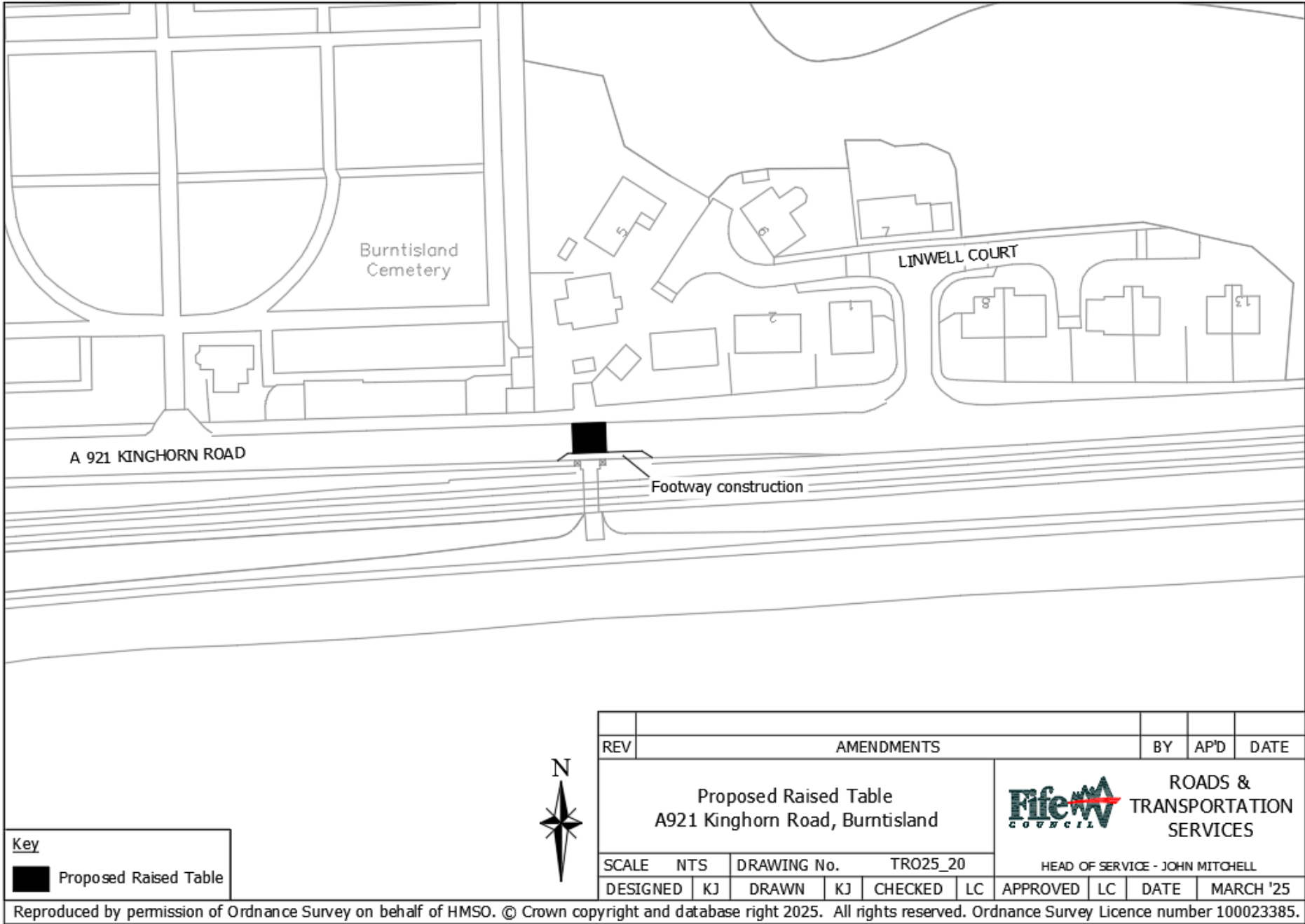
1. Drawing no. TRO25_20

Report Contacts

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Appendix 1 – Drawing no. TRO25_08



22nd April 2025

Agenda Item No. 5

Proposed Speed Limits - 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 introduce 20 mph speed limits in various streets, Burntisland and a 40 mph speed limit on A909 Cowdenbeath Road.

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 40 mph speed limit as detailed in drawing nos. TRO25_05/PE (Appendix 1), and TRO25_05/PW (Appendix 2) 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, Burntisland Community Council, 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 a 20 mph strategy for Fife in which it was recommended Fife Council adopt 20 mph as the recognised speed limit on appropriate roads cognisant of the Scottish Government's Guidelines for implementation [Minute 2025 CC 183 Item 347 refers].

New Housing Development

- 1.2 New housing has been completed at Grange House Gardens and these new roads require a TRO for the speed limit.
- 1.3 A road hierarchy has been developed for Fife in the Transportation Development Guidelines which helps developers design new housing development roads with a design speed appropriate for its function. These guidelines compliment other national standards and advice documents where residential roads are constructed to a design speed of 20 mph.
- 1.4 Residential roads in new housing developments should be reasonably self-enforcing with regards to vehicle speeds, through the road layout and traffic calming measures. As far as possible, geometry and natural features should be used to encourage speed reduction and provide the most environmentally friendly layout.

2.0 Issues and Options

- 2.1 In line with the Scottish Government's "place criteria" identifying roads which are appropriate for proposed reduction to 20 mph, it is proposed to introduce speed limits as shown in Appendices 1 and 2 (Drawing nos. TRO25_05/PE and TRO25_05/PW). These are described below. Appendices 3 and 4 (Drawing nos. TRO25_05/EE and TRO25_05/EW) show the existing speed limits for reference.
- 2.2 Introduce 20 mph on A909 Cowdenbeath Road from the existing gateway to East Toll roundabout; A921 Aberdour Road from Alcan roundabout to East Toll roundabout; A921 Cromwell Road; B923 Kirkcaldy Road from the existing gateway to East Toll roundabout; and A921 Kinghorn Road from the west end of the cemetery to Cromwell Road. This includes revoking the part-time 20 mph outside the primary school.
- 2.3 These are 20 mph speed limits and no additional vertical speed reduction measures (road humps) are proposed.
- 2.4 Introduce 20 mph on the new residential roads constructed for the new housing development at Grange House Gardens. Although new residential roads are constructed to a design speed of 20 mph as part of their approved planning consent, we still require a TRO for the speed limit which requires Area Committee approval.
- 2.5 Introduce 40 mph on A909 Cowdenbeath Road from the existing gateway to Grange Farm as shown in Appendix 2 (Drawing no. TRO25_05/PW). This will provide a buffer speed limit and improve safety for pedestrians using the footway to Grange Farm.

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_05/PE Proposed Speed Limits – Burntisland (east)
2. Drawing no. TRO25_05/PW Proposed Speed Limits – Burntisland (west)
3. Drawing no. TRO25_05/EE Existing Speed Limits – Burntisland (east)
4. Drawing no. TRO25_05/EW Existing Speed Limits – Burntisland (west)

Background Papers

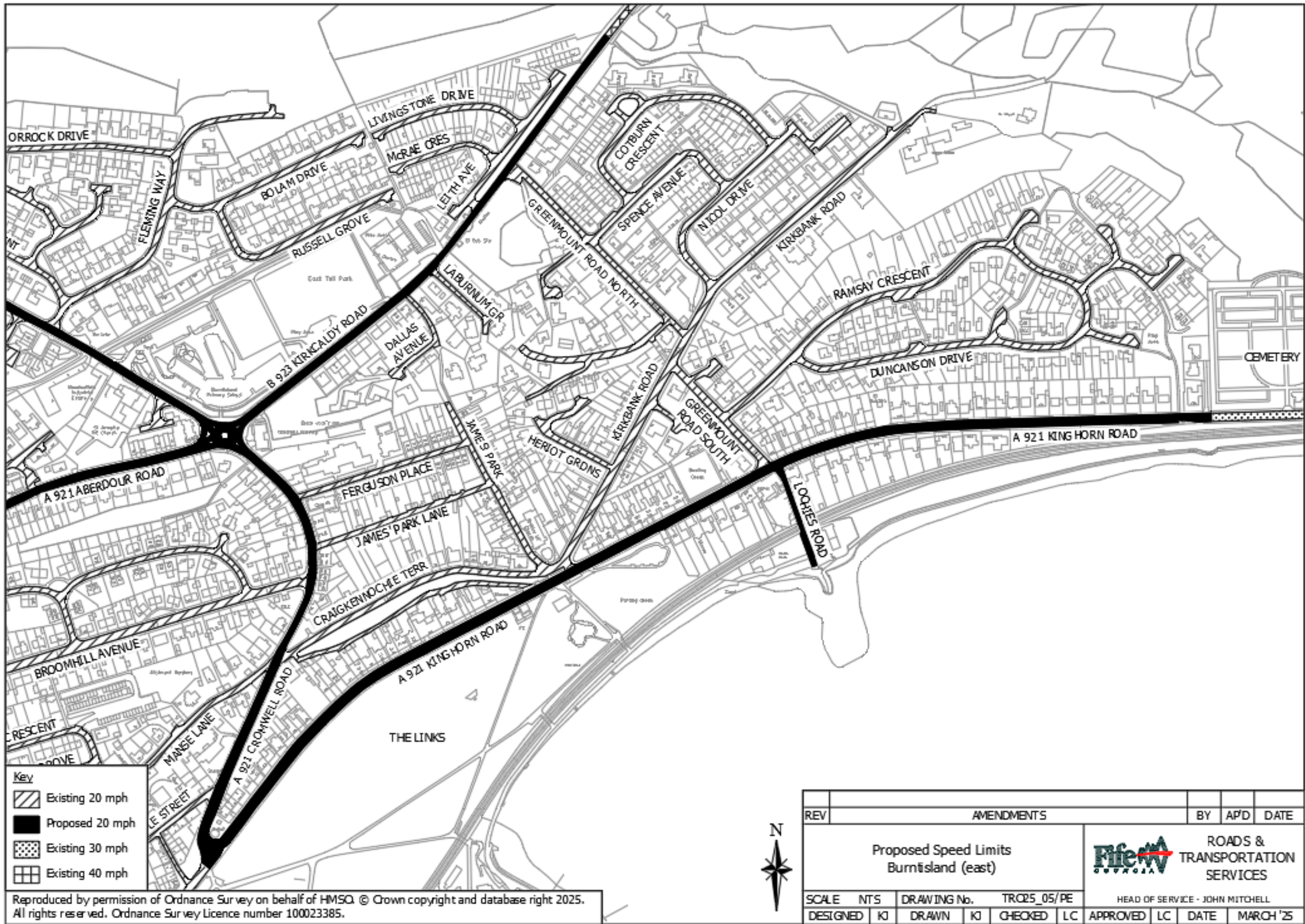
The following papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

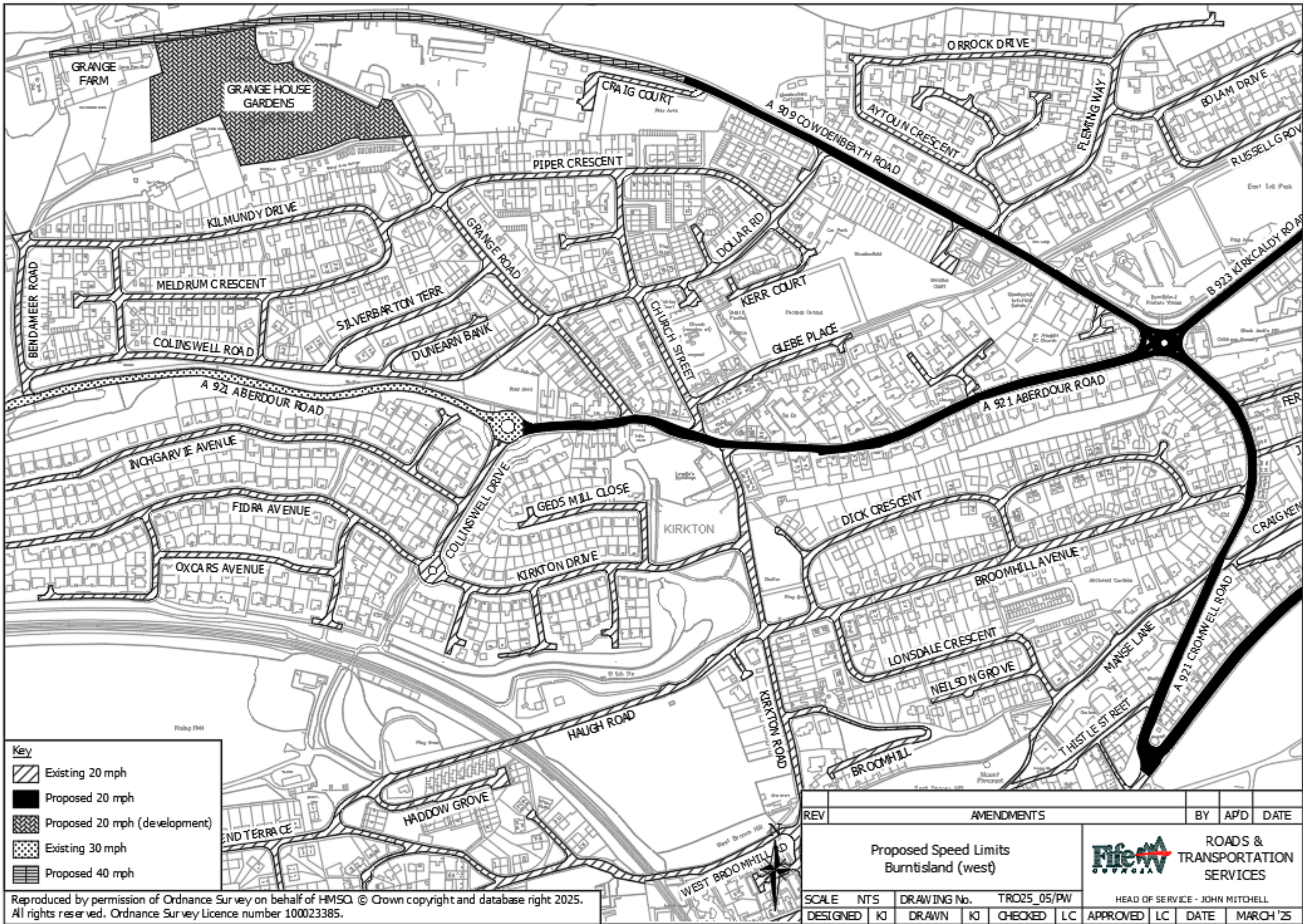
- Cabinet Committee Report – Fife Council 20 mph Strategy (March 2025)

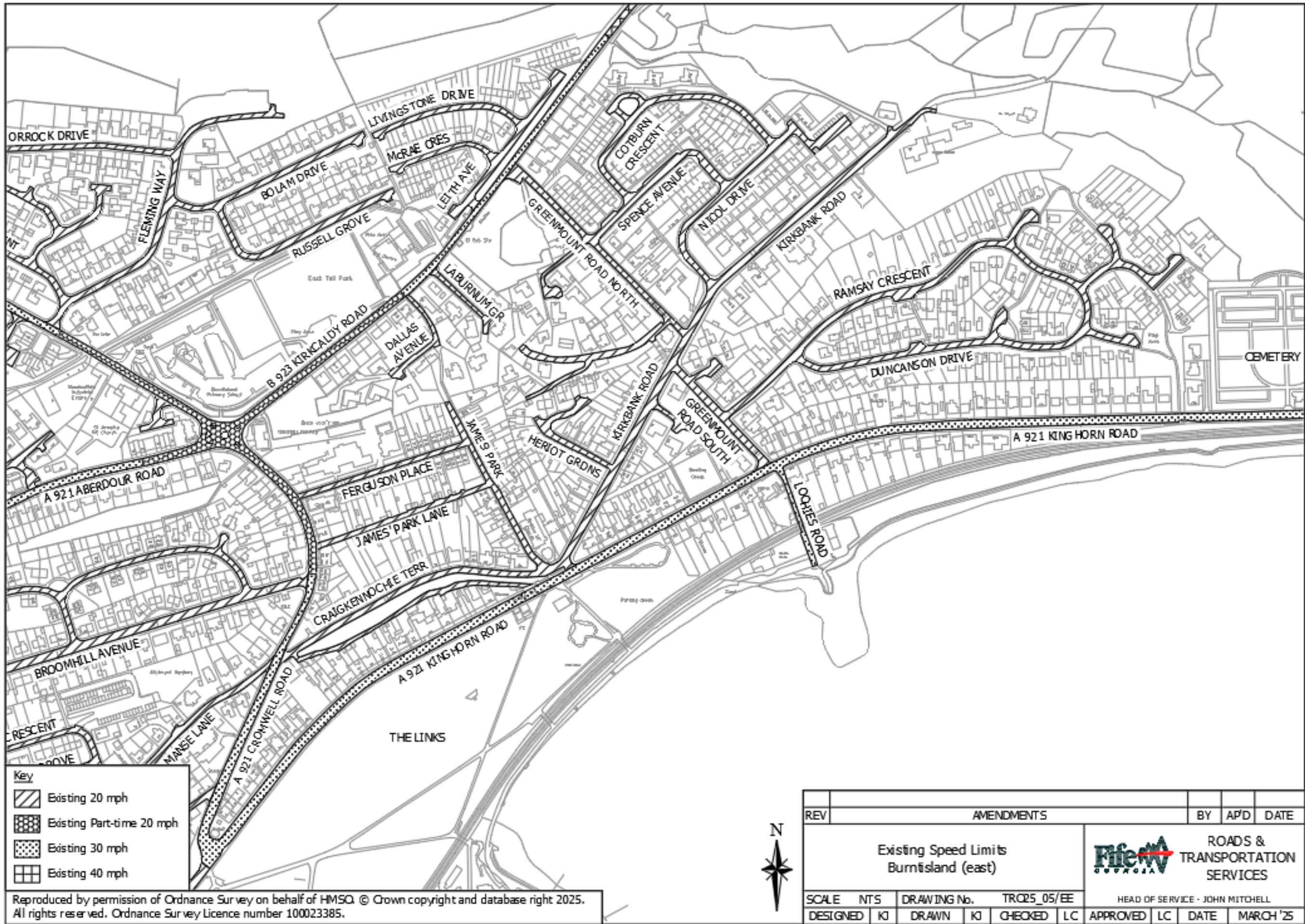
Report Contacts

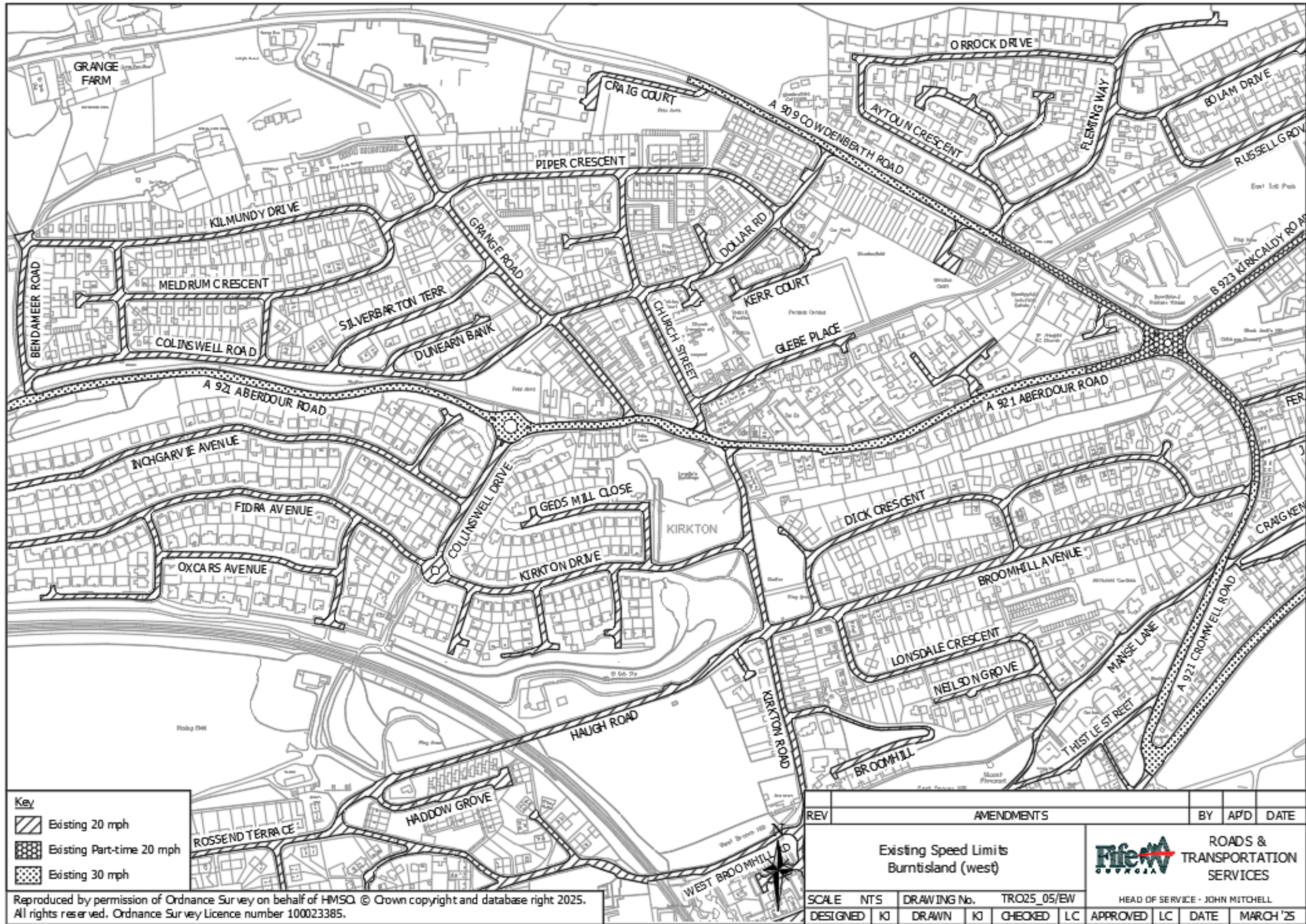
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22 April 2025

Agenda Item No. 6

Supporting the Local Community Plan – Kirkcaldy Area Local Budgets Review 2024/25

Report by: Paul Vaughan, Head of Communities and Corporate Development

Wards Affected: 9,10,11, and 12

Purpose

To inform Members of the progress against funding allocated via the Local Community Planning Budget:

Recommendation

Members are asked to review the progress against the previous allocation for 2024/25:

£162,000 – Core Commitments

£44,000 – Significant Area Priorities

£60,000 – Budget allocated to the ward areas

Resource Implications

No implications.

Legal & Risk Implications

There are no legal or risk implications arising from this report

Impact Assessment

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

Consultation

Consultation took place via members workshop on the original allocations.

1.0 Background

- 1.1 In 2016/17 a decision was taken to devolve previously centralised budgets for Community Grants and Discretionary Rating Relief. These budgets were incorporated into the Local Community Planning Budget at area level.

2.0 Kirkcaldy Local Community Planning Budget

- 2.1 The allocation for Kirkcaldy Local Community Planning Budget for 2022/25 was £268,659 per annum. This was split into 3 categories: Core Priorities, Specific Projects and Ward Budgets. Underspend from 2023/24 was used to cover the variance in the allocations below.

- 2.2 The following was allocated under LCPB area priorities:

LCPB Core Priorities:	£'000 2024/25
Plan 4 Kirkcaldy Change Fund	20
Youth Initiatives Holiday Provision	20
Previous Business Improvement District Funding: <ul style="list-style-type: none">○ Growing Kirkcaldy○ Enhancing Town Centre Public Realm	6 10
Christmas Lighting, Decoration & Trees & Lighting	45
Discretionary Rates Relief (DRR)	28
Events	14
Floral Grants	5
Community Capacity Building (CCB) and Engagement	4
'Just Do IT' Budget	10
Total:	162

- 2.2.1 Plan 4 Kirkcaldy Change Fund: This allocation is used to support the agreed area priorities (appendix 1). The spend for this included a contribution to facility improvements for Auchtertool Village Hall and The Kings.

- 2.2.2 Youth Initiatives Holiday Provision. During the holidays periods of 2024 216 young people engaged in activities. There were 51 different sessions offered resulting in 500 attendances.

Local activities included Art in the Park, Drama and Circus Skills, Stem activities and a visit from the Gaming Van. Existing Youth provision in the Links, Templehall and Burntisland was able to continue allowing ongoing support for our young people.

Young People were also given the opportunity to leave Kirkcaldy and take part in outdoor sessions at Lochore Meadows and Fordell Firs and try out new activities like trampolining and karting.

40 Families with children and young people had the opportunity to take part in arts and sports activities in different locations in Kirkcaldy with 17 families taking part in an excursion to Cairnie Fruit Farm.

2.2.3 Growing Kirkcaldy. The original allocation in 22/23 was £4k. After discussion with members it was agreed to increase the amount to £6K. Growing Kirkcaldy were successful in 2024 and won the following awards:

- Beautiful Scotland Gold Medal
- Town Centre and City Centre Category Winner
- Runner up to Community Horticulture Award
- Fife Council for work in Kirkcaldy was runner up to Aberdeen City for the Royal Caledonian Horticultural Society Award

The area committee allocation was used to provide:

- a floral display involving hanging baskets, barrier baskets and beehives eg Port Brae, Town House, Wemyssfield etc
- watering of assets
- plants for other areas such as Bennoch, Memorial Gardens, Esplanade

The group also purchased compost, feed and gardening equipment e.g. leaf collectors, mesh fencing for leaf mould storage and gloves.

Since August 2024 the group have logged 972 volunteer hours (the group are confident it's a lot more but this is what they have captured and can evidence).

2.2.4 Enhancing Town Centre Public Realm £10,000. – This budget was used as a match for ongoing projects to ensure their completion of projects and achieving a much greater degree of value added. Contributions were used to enable the provision of power to Volunteers Green (awaiting Scottish Power Connection), installation of fairground horse at the west end of the prom and bases for the banner poles on the waterfront. Being able to match existing budgets has enabled investment of almost 3 times the £10,000 in the original Enhancing Town Centre Public Realm budget.

2.2.5 Discretionary Rates Relief. Allocation 2024/25: The budget for this is exceptionally difficult to predict as there have been changes in the legislation which has led to those previously in receipt of small business rates or exempt now applying to this budget. Kirkcaldy is a key base for 3rd sector activity and bases. The governance status of organisations also has an impact on this budget for example if an organisation is not a registered charity they would not qualify for the 80% mandatory contribution and may request a significant contribution. In this case officers would actively support the group to review their governance. There is a robust scoring process in place that gives the percentage of allocation available. Officers are going to review the spend and have a workshop with members to

explore this further. The actual spend is approximately £38K against a current budget of £28K.

2.2.6 Events The following organisations were supported to run their activity via the Events budget:-

- Kirkcaldy Parks Running Festival
- Kinghorn Childrens Gala
- Kirkcaldy Ingolstadt Association – Twinning Visit
- Bennochty Parish Church - Eco Fayre
- Kirkcaldy Ingolstadt Association - Christmas Market
- Burntisland Bonfire & Fireworks Display
- Gilbert & Sullivan
- Royal British Legion
- Langtoun Jazz Proms
- LOLT - The Big Switch On

2.2.7 Floral Grants: The following organisations received a floral grant:-

- Kinghorn Harbour Tennants & Residents
- Forth View Tennants & Residents Ass
- Lismore Place Tenants Association
- Kinghorn In Bloom
- Allan Court Tennants Association
- Dysart Community Council

2.2.8 CCB and Engagement. This budget stream is to support and encourage consultation and engagement locally. This year the focus of the work was to support the operations behind the scenes for the Participatory Budget exercise including the production of quality engagement materials including posters and leaflets. This provided an opportunity to engage on a regular basis with 8 community members who took the lead on making decisions and setting the parameters for the overall process.

The Community Led approach allowed the group to shape the vision of how the process should evolve to be met including a successful open voting event at Adam Smith with over 450 people attending.

2.3 LCPB Specific Priorities.

LCPB Area Specific Priorities:	Allocation £'000 2024/25
Love Oor Langtoun (LOLT)	30
Adam Smith Global Foundation (ASGF)	8
Unallocated*	6
Total:	44

2.3.1 Love Oor Langtoun received their 3rd year of funding of a 3 year funding package. The Link Officer has reviewed the Service Level Agreement. Much effort has gone into the development of a strategy document for 2023-2026 which drew on consultation with key stakeholders. While a recent review has led to a refresh of some priorities the document serves as a foundation to build on.

The organisation has played a role in the development of Volunteers Green, supporting the development of the Artisan Market, seasonal events such as the Festive Lights Switch On (which has now taken the full responsibility for). Lang Toun Fest will run this summer 30th May – 5th July offering a collection of small festivals, activities and events celebrating Kirkcaldy, its people and organisations.

A key priority to explore the potential of an Enterprise Hub in partnership with Fife Council is about to bear fruit. A lease is currently being negotiated for a unit in Kirkcaldy High Street which will provide a permanent presence for LOLT. The need for this was identified through 'The Future is Now' vision document consultation with engagement of over 1000 people in the local community. In addition to raising the profile of the organisation, the Hub will provide a base for continuous engagement with local people and groups; provide signposting, advice and information for new businesses; create low cost start up space, co-working and hot desk availability and identify and support training and employability opportunities.

A Service Level Agreement is in place which is being underpinned by a developing monitoring and evaluation framework. A progress report will come to members after year one as requested at the members' workshop.

LOLT continues to evolve and there is much still to be achieved with the board of trustees re-grouping and currently recruiting to extend its skill set, experience and strengthen the organisations impact. Following a period of vacancy a new Development Manager was appointed in summer 2024. A fresh enthusiasm has emerged with an events programme developing and preparations for a new Service Level Agreement, should funding from Fife Council be continued. It is hoped that the new High Street Hub will be operational within the next few months.

2.3.2 Adam Smith Global Foundation were awarded 8K. This was the final payment as part of a 3 year reducing award agreement. The organisation now employs 2 staff and as well as their guided tours, they have the visitors centre open on a regular basis and are working on a major refurbishment of the garden area that Smith played in as a boy.

2.3.3* The unallocated £4,000 was allocated to support eh events budget which was overspent.

2.4 The remaining budget was split equally between each of the 4 wards:

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

3.0 Summary

3.1 Agreeing notional allocations for the Kirkcaldy Area Local Community Planning Budget ensured that we had pre-allocated the budget for area-significant activities while ensuring discretionary funds for Ward projects that arise over the coming years. A separate budget paper outlining the proposals for 2025-2028 will also go to Area Committee.

Appendix:

1. Agreed Kirkcaldy Area Priorities (Plan for Kirkcaldy Area).

Background Papers

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

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

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Our Kirkcaldy Area Priorities...

Progressing actions to address the climate change emergency and CWB pillars through...

People:

- Support With the Cost of Living
- Early Intervention and Prevention of Crisis
- Local Economy and Skills

Place:

- Support and Development of Town Centres and Waterfronts
- Sense of Pride, Identity and Safer Communities
- Outdoor Places and Spaces

22 April 2025

Agenda Item No. 7

Supporting the Local Community Plan – Kirkcaldy Area Local Budgets 2025/28

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 9,10,11, and 12

Purpose

To inform Members of the availability of local funding and to recommend allocations for the Kirkcaldy Local Community Planning (LCPB) Area Budgets.

Recommendation

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

Section 2: 2025-2028 Area LCP Budget:

£158,000 – Core Commitments

£50,000 – Significant Area Priorities

£60,000 – Budget allocated to the ward areas

Resource Implications

This proposal is contingent on the confirmation of area budgets for 2025 – 2028. Should there be any change either in the allocation to the area or within the allocations outlined in section 2 a paper will be brought to committee. Any approved carry forward of remaining budgets from 2024/25 will be brought to a subsequent meeting once confirmation of any carry forward is confirmed.

Legal & Risk Implications

There are no legal or risk implications arising from this report

Impact Assessment

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

Consultation

There was a member's workshop on the budget where members were asked for their thoughts on initial proposals. The majority of members also participated in an exercise to identify the local priorities moving forward which will inform a paper for the June Area Committee to allocate any approved carry forward and other available budgets.

1.0 Background

- 1.1 In 2016/17 a decision was taken to devolve previously centralised budgets for Community Grants (Events and Floral Grants) and Discretionary Rating Relief. These budgets were incorporated into the Local Community Planning Budget at area level.
- 1.2 This report proposes:
- notional allocations for the Kirkcaldy Area Local Community Planning Budget for 2025-28, including pre-allocating the budget for area-significant activities while retaining discretionary funds for other projects that may arise over the coming year; and
 - specific allocation for priority work areas for 2025-2028.

2.0 Kirkcaldy Local Community Planning Budget

- 2.1 The core allocation for Kirkcaldy Local Community Planning Budget for 2025/28 is £268,000 per annum. The allocations in this paper are based on this figure for the following 3 years, any change to this will be brought forward to a future meeting.
- 2.2 The following is proposed as required for core LCPB area priorities:

LCPB Core Priorities:	£'000 2025/26	£'000 2026/27	£'000 2027/28
Plan 4 Kirkcaldy Area Change	10	10	10
Youth Initiatives Holiday Provision	15	15	15
Previous Business Improvement District Funding:			
○ Growing Kirkcaldy	6	6	6
○ Enhancing Town Centre Public Realm	10	10	10
Christmas Lighting, Decoration & Trees & Lighting	44	44	44
DRR (Discretionary Rates Relief)	38	38	38
Events	20	20	20
Floral Grants	4	4	4
Community Capacity Building (CCB) and Engagement	4	4	4
Just do It Budget	5	5	5
Crowd Funding Contribution	2	2	2
Total:	158	158	158

2.3 Specific LCPB Area priorities:

LCPB Area Specific Priorities:	Allocation £'000 2025/28	Allocation £'000 2025/28	Allocation £'000 2025/28
LOLT	30	30	30
Town Twinning	20	20	20
Total:	50	50	50

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

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

- 2.5 The Local Community Planning budget and processes were reviewed, and Elected Members consulted in late 2013. A key issue identified during the review was the need to align the budget to Local Community Plan priorities. Applicants now have to demonstrate that their project meets the themes of the Local Community Plan.

3.0 Summary

- 3.1 Agreeing notional allocations for the Kirkcaldy Area Local Community Planning Budget and the Anti-Poverty Fund for 2022/25 ensures that we have pre-allocated the budget for area-significant activities while ensuring discretionary funds for Ward projects that may arise over the coming year.

Appendix:

1. Agreed Kirkcaldy Area Priorities (Plan for Kirkcaldy Area).

Background Papers

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

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

Report Contact:

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Community Manager (Kirkcaldy Area)
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Our Kirkcaldy Area Priorities...

Progressing actions to address the climate change emergency and CWB pillars through...

People:

- Support With the Cost of Living
- Early Intervention and Prevention of Crisis
- Local Economy and Skills

Place:

- Support and Development of Town Centres and Waterfronts
- Sense of Pride, Identity and Safer Communities
- Outdoor Places and Spaces

22 April 2025

Agenda Item No. 8

Supporting the Local Community Plan, Annual Kirkcaldy Area Anti-Poverty Review

Report by: Paul Vaughan, Head of Communities and Corporate Development

Wards Affected: 9,10,11 & 12.

Purpose

The purpose of this report is to update members on the activity and outcomes of the Anti-Poverty work undertaken in the Kirkcaldy Area. The work within this report aligns with the key priorities for the Kirkcaldy Area Local Community Plan Priorities 2023-2026.

Recommendation

Members are asked to:

1. Provide feedback on the content and format of the report;
2. Review the delivery and progress of the funding allocated last year;
3. Consider and agree the breakdown of the budget allocations below for 2025-2028 (subject to any change in allocation during that period):
 - £20,000 for Community Resilience and Food Poverty
 - £20,000 for Neighbourhood Development Plan Priorities in the 4 targeted areas (Smeaton, Linktown and Inveriel, The Castle and Templehall Area).
 - £20,000 for Park Road Centre
 - £12,000 for Schools Intervention Programme
 - £9,000 for Welfare Reform Mitigations and PPF operational support
 - £10,000 to deliver various antipoverty interventions in New Volunteer House.
 - £35,000 for WRAPP Delivery Action Plan

Resource Implications

There is a current allocation of £125,936 a year to support area anti-poverty work across the Kirkcaldy Area. An additional £140,826 of this is allocated to staff on permanent contracts. 2024/25 was the 3rd year of a 3-year allocation approved at area committee in March 2022.

None

Impact Assessment

An Equality Impact Assessment (EqIA) is not required as this report does not propose a change or revision to existing policies and practices.

Consultation

This report is a summary of work undertaken to support the Kirkcaldy Area Local Community Plan, working directly with the Kirkcaldy Area People and Place Group and the Kirkcaldy Welfare Reform and Anti-Poverty Action Group (WRAAP). Members have been involved in discussions around budget allocation in workshops.

1.0 Background

- 1.1 The Kirkcaldy Area Anti-poverty budget supports both Council led initiatives and 3rd sector work. The Welfare Reform and Anti-Poverty Partnership (WRAPP) action plan delivers elements of the Kirkcaldy Area Local Community Plan and the Tackling Poverty and Preventing Crisis Board (TPPC). This allows for a fluid and connected approach to Tackling Poverty across Kirkcaldy.
- 1.2 Appendix 1 provides statistical analysis of poverty indicators within the Kirkcaldy Area, which can be compared to the Fife wide figures. Some of the key figures include:
 - Low-income family tracker, (LIFT) figures show the number of low-income households across Kirkcaldy to be 6705 with 3718 living below the poverty line
 - Children in low-income families (relative poverty): Local area statistics GOV.UK shows that the Kirkcaldy percentage is 28.5% in comparison to Fife at 23.6%
- 1.3 There are a number of national and Fife-wide poverty interventions which support households in tackling both financial challenges and secondary impacts of poverty. Local areas have been tasked with creating anti-poverty mitigations that specifically meet the needs of the local area. On that basis, there will be variations to the approaches across Fife which are due to the rurality of an area, statistical analysis, lived experience or demographic pressures.
- 1.4 The permanent posts that the anti-poverty budget supports are:
 - 1 Local Development Officer (LDO)
 - 1 Local Development Officer (Currently acting up in the Anti-Poverty Manager Role covering for Aileen Morris who is in a temp role as the Team Manager for Putting People First)
 - 1 Part Time Community Education Worker (with a focus on Family Work)

2.0 Area developments, delivery and progress

- 2.1 In February and Oct 2024, a new pilot approach was adopted to address the cost-of-living challenges faced by local people. Easter and Winter Boost initiatives were delivered across Kirkcaldy Foodbank outlets. This pilot involved welfare support staff, putting people first staff and WRAAP (Welfare Reform and Anti-Poverty Partnership) partners providing holistic support to local people on site.

Following analysis of impact of this pilot approach, and to build on its success, the welfare support team rota was re-evaluated, and alongside traditional job club settings welfare staff began delivering onsite support within a range of local Help Hubs and co located outreach settings across Kirkcaldy. Utilising local community spaces and with the support of local community organisations this approach delivered opportunities to create safe trusted spaces where local people can now access a range of key supports and preventative interventions.

Local people visiting the Help Hubs and outreach settings now have access to a Welfare Support Assistant and when feasible additional input from WRAPP (Welfare Reform and Anti-Poverty Partnership) partners. The Help Hub environment provides holistic support to access the Fife Benefit checker tool often resulting in income maximisation, support with accessing crisis grants and support and or signposting in respect of food, fuel, employment, education, debt advice and wellbeing support. This approach can support individuals to become more independent and resilient and provides a dignified response to poverty, which delivers long-term benefits.

2.1.1 Case Study 1 Linton Lane – Income Maximisation:

TS came to the Food Bank at Linton Lane to pick up a food parcel. The Food Bank volunteer had highlighted to Welfare Reform staff that they were finding it difficult to offer support to TS due to a language barrier. It was therefore arranged for a Welfare Support staff member who speaks Romanian to meet with TS. TS was very relieved that he was able to have a chat and explained that his wife had recently had major heart surgery, and this has had a significant impact on their finances and their ability to make ends meet. The welfare support team member ran a Benefit Check for TS which highlighted that his wife was entitled to Adult Disability Payment. They also assisted TS to complete the first part of the required form and arranged for a DWP (Department Work and Pension) Specialist to visit TS wife at home. The client has since been in touch to thank the staff for this timely intervention and DWP are confident that the application will be successful.

- 2.2 Community Resilience and Food Poverty. Allocation 24/25: £20,000. £10,249 of this allocation was directed to extend and support the Warm Welcome (WW) Kirkcaldy Area (previously reported as warm spaces) funding, supported fourteen warm welcome spaces in Nov 2024 through to May 2025. Kirkcaldy Anti-poverty funding was made available to supplement the central funding so the actual spend was £50,249. This allowed Kirkcaldy to introduce three new Warm Welcome providers.

The Warm Welcome initiative aims to combat the cost-of-living crisis whilst providing a space that fosters connection, friendship, and human warmth, helping people feel less isolated and lonely therefore boosting wellbeing. These spaces provide access not only to warmth and affordable or free food, but a space where new friendships are forged, where guests become volunteers, where people feel valued and where communities come together to improve the lives of everyone.

A key element of the WW funding award criteria was to target support to those organisations who had built in opportunities to provide additional support, signposting and onward to referral as a key element of the warm welcome provision. This approach also allows the Warm Welcome Spaces to work holistically using lived experience to build and deliver local sustainable approaches to reducing poverty in the future.

The remaining £9,751 budget was allocated to Community Resilience and Food Poverty initiatives via the WRAAP. A list of the Warm Welcome providers can be seen in Appendix 3.

- 2.3 Neighbourhood Development Plan Priorities. Allocation 24/25: £25,000. The allocation has been used for small scale project work to engage communities in the NDP areas including: an easter event in Smeaton, a tool share project in the Castle Burntisland, a photography exhibition in Templehall and to support the running costs of the Veronica Hall whilst a new committee is identified and a SCIO developed. There have been significant gaps in the staffing element that leads this work. It is anticipated that the underspend can be carried forward to 25/26.
- 2.4 Park Road Centre. Allocation 24/25: £20,000. The allocation of funding supports the staffing costs to support this key centre mitigating the harm caused by poverty. Here we support those in Kirkcaldy most in need by offering a Clothing Bank, Welfare Support and Job Club, a Digital Skills class and Fife College supported learning. The centre is also now home to Kirkcaldy Food Bank.
- 2.5 Schools Intervention Programme. Allocation 24/25: £12,000. Across the 4 High Schools we have offered 133 sessions working with young people during the school day. 82 young people, resulting in 517 attendances have benefited from taking part in both mixed and single sex groupwork sessions supporting them with their behaviours aiming to shift mind sets and begin to take responsibility and promote confident and positive behaviour.

Working in partnership with Kingdom Off Road we have offered 26 sessions and supported 21 young people resulting in 139 attendances to explore alternatives to anti-social behaviour through the learning gained by using Off Road Motorcycles.

- 2.6 Putting People First (PPF). Allocation 24/25: £28,000. This allocation was towards a welfare worker to support the PPF Team. Due to a retiral and a vacancy core funding was found to cover the costs of this part way through the year. PPF as a test of change has been operational since August 2021 and is exclusive to the Kirkcaldy Area. It was due to come to an end in November 2024 but officers were asked to extend it until No Wrong Door is rolled out Fife wide. The Putting People First Team provide integrated services through timely joined up support and offer holistic person-centred support. Organisationally the test continues to gather learning and data to improve the way services are delivered to people in Fife.

This extension period will focus on the integration of Welfare Support, Customer Service and Housing Options staff. The team will continue to offer early support for people facing crisis and addressing barriers to support through service improvement recommendations. It is intended to target this whole -household support at people adversely affected by the impact of poverty and multiple life challenges. The model will focus on providing place-based Help Hubs in local communities where people can access a wider range of council supports earlier. Data and insights will be gathered to assess the feasibility and options for the Kirkcaldy Area to assess how this model improves outcomes for local people.

Findings support this prevention focussed model is generating evidence of positive impact through service integration that improves timely access to frontline services and support thus reducing the likelihood of escalation to further crisis or statutory services.

The remaining allocation was diverted to the WRAAP, all initiatives funded via the WRAPP have direct links to and underpin the key themes of Improving health, Food and Fuel Security, income maximisation and Reducing Employability barriers.

- 2.7 Welfare Reform Mitigation and PPF. Allocation 24/25: £10,000. This allocation supports the operational costs associated with the Job Clubs, the bus tickets for job club and foodbank access and the operational budget for PPF.
- 2.8 Anti-Poverty delivery in Kirkcaldy. Allocation 24/25: £10,000. In February 2017 an IT suite was developed in partnership with Fife Voluntary Action in New Volunteer House. This allowed various anti-poverty staff and partners to deliver a range of services under the same roof as CARF and the foodbank. Activity in this space includes job clubs, 1:1 appointments, ABE classes and basic IT classes to support job search.
- 2.9 Cash First. The Kirkcaldy Area received Scottish Government funding in 2024 to further test Cash First approaches to support people facing recurring food insecurity. The "Ending the Need for Foodbanks " funding was awarded to 8 local authorities and shaped on a model previously tested in Kirkcaldy via the PPF Team.
- The Kirkcaldy Area model was based on:
- Access to medium term (e.g. 4 – 6 months) of wraparound support, led by frontline council staff or third sector partners.
 - Increased financial support either by Vouchers (Fife Loves Local Gift Cards)
 - Increased partnership working with key agencies including pantries, foodbank, and community partners to enhance understanding of cash first, signposting and accessing key council services.
 - Build meaningful and more systematic participation routes for people with direct experience to shape and inform decision making.

Kirkcaldy has completed the first tranche of their roll-out of their cash-first project, with participant's payments finishing at the end of November 2024. With a total of 8 participants, including 14 children. Findings suggest:

- Strengthened incomes from enhanced income maximisation checks leading to reduced cost of living
- Increased engagement with new and existing support services
- Reduced household food insecurity
- 90% reduction in foodbank use during pilot

The remaining funding will be used at the new area Help Hubs by Welfare Support and Putting People First staff to enable crisis and financial support in a way that maximises dignity and reduces future need.

3.0 Moving Forward

- 3.1 In May 2024, the Kirkcaldy Area Welfare Reform and Anti-Poverty Partnership (WRAAP) was revitalised. Several development sessions were held with key partners including NHS, Health & Social Care, Housing, 3rd Sector, Housing, Police, Education and Specialist agencies. The aim of the development sessions was to create a focused working group, bringing together services, to develop and deliver poverty interventions, share best practice and to work in partnership to tackle poverty. The WRAPP has a remit to deliver on the Tackling Poverty action plan as part of the delivery of the LCP. The WRAPP has supported closer partnership working, which translates to better holistic support and access to appropriate services for the community.

- 3.2 The WRAPP now has a dedicated Tackling Poverty Action plan (appendix 2) and was allocated £30,000 worth of Anti-poverty funding. All initiatives funded via the WRAPP have direct links to and underpin the key themes of Improving health, Food and Fuel Security, income maximisation and Reducing Employability barriers.
- 3.3 In March 2025 some Warm Welcome providers who had Identified an increase in numbers attending and could evidence they were engaging with particularly vulnerable people, were allocated money through the Kirkcaldy Area WRAPP funding group to secure further funding to continue and enhance the Warm Welcome activity.

Key elements of the successful funding allocations included outcomes designed to build on the preventative work and the community development aspects and to work towards recruiting, supporting, and training staff and volunteers to you sustain activity whilst reducing ongoing costs.

Examples of Projects recently developed through the WRAAP include:

- Burntisland Community Suppers- To continue building on the current warm welcome provision, train volunteers and work towards becoming a sustainable local initiative
- Grow your own food- Ecology Centre Kinghorn- Plots and training will be offered to individuals and families to learn how to grow nutritious food, improving knowledge, confidence, health, and well-being
- Furniture plus- A key partner of the WRAPP Household support subgroup, have developed a bespoke project to provide additional household items unavailable through the current goodwill project and targeted to vulnerable individuals and families, the aim being to mitigate furniture poverty
- Restoration Fife- The delivery of a specialist cocaine recovery cafe within the Kirkcaldy area following an in-depth analysis of need.
- Bridging the digital divide- YMCA- Improved access to IT and employability skills targeting particularly vulnerable clients

- 3.4 To enable more in-depth analysis and discussion, two WRAPP subgroups have been created that will feed directly into the WRAPP core group. The first subgroup intends to improve access to household support and reduce furniture poverty across Kirkcaldy. The household support group has brought together a range of key partners such as furniture plus, Salvation Army, PPF, WST, Housing, Community payback, F.C. Handy person service and 3rd sector representatives to coordinate existing activity, identify gaps and work together to support people gaining a private or public tenancy or moving from homelessness into housing support.

The Families Together subgroup has been created to coordinate activity, share resources and knowledge to improve opportunities for families impacted by poverty. This group is in the early stages however has had excellent representation from education partners and local frontline staff.

The work of the Kirkcaldy WRAPP, ongoing evaluation of its Partnership work, area-based initiatives and resulting impact will also feed into and inform the Tackling Poverty and Preventing Crisis Boards strategic outcome planning process.

- 3.5 Enhanced access to services: Help Hub Model

Kirkcaldy WRAPP, Welfare Support Team, and the Putting People First team are developing easy access Help Hubs across areas. This will provide integrated and

efficient access to a range of council services and community supports. Pioneering a No Wrong Door approach the services will help local people access support with benefits, housing, health and address a wide range of interlinked issues at place-based hubs.

The aim is to develop these hub settings in conjunction with local people using their lived experience to design the service. Developing this preventative, community wealth building approach to tackling poverty will bring together, Local organisations and key support services under one roof, so that people get the support they need quickly. Although designed to target the families/individuals in most need, these services will be open and available to everyone.

In addition to Help Hubs, welfare support staff and PPF staff will continue to offer individual appointments and will continue to provide access to support within the wider Kirkcaldy area

4.0 Conclusions

- 4.1 The advantages of taking a local approach to tackling poverty is an ability to develop and implement new and innovative initiatives quickly, by working with local communities and the partner agencies involved in supporting people.
- 4.2 Officers and partners will continue to respond to the most pressing issues faced by those experiencing or at risk of poverty, while continuing to work collaboratively to achieve the aims set out in the Plan4Fife and as directed by the Tackling Poverty and Preventing Crisis Board.

List of Appendices

1. Statistical analysis of poverty indicators within the Kirkcaldy Area,
2. WRAAP Action Plan
3. Warm Welcome initiative providers

Background Papers

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

- Supporting the Local Community Plan – Kirkcaldy Area Local Budgets 2022/25

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Community Manager

Kirkcaldy Town House

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Kirkcaldy Area Committee

AREA CONTEXT

The Kirkcaldy Area sits in the south of Fife. The town of Kirkcaldy is the second largest settlement in Fife and is located around 12 miles north of Edinburgh. The area has a long tradition of heavy industry, such as coal mining and manufacturing, in particular linoleum. The area serves as a major hub for central Fife for both jobs and social and leisure facilities.

POPULATION

	Burntisland, Kinghorn and Western Kirkcaldy	Kirkcaldy Central	Kirkcaldy East	Kirkcaldy North	Kirkcaldy Area	Fife
Total population	14,396	14,317	15,534	16,029	60,276	371,390
Children (0-15 years)	2,380	2,360	2,511	3,131	10,382	61,623
Working age (16-64 years)	8,511	8,815	9,688	9,570	36,584	229,273
Older adults (65+ years)	3,505	3,142	3,335	3,328	13,310	80,494

NRS 2022 Population estimates. For further information see Kirkcaldy Local Strategic Assessment - [LSA-2025-Kirkcaldy-Area.pdf](#)

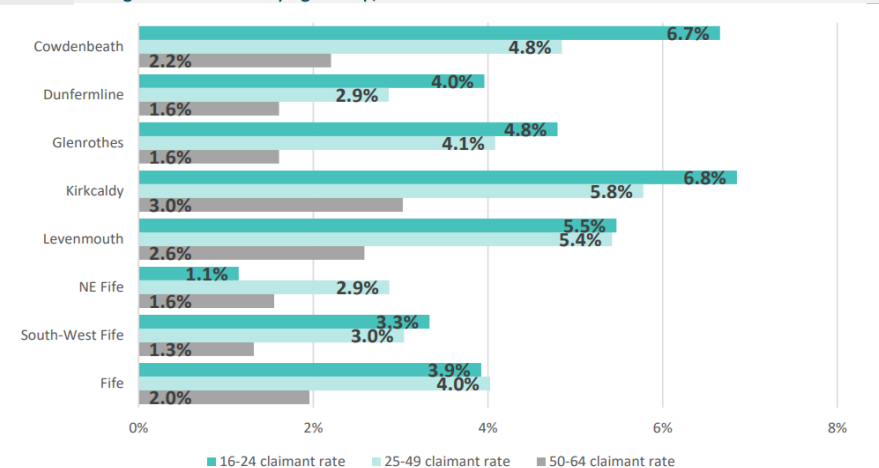
LABOUR MARKET

The average number and rate of out-of-work benefit claimants by Local Committee Area, Nov 2024-Jan 2025

	Claimant Count	Claimant Rate	Quarterly rate change		Annual rate change	
Cowdenbeath	1,080	4.2%	0.0	■	+0.2	↑
Dunfermline	1,020	2.7%	-0.1	↓	+0.1	↑
Glenrothes	980	3.2%	-0.1	↓	0.0	■
Kirkcaldy	1,840	5.0%	-0.1	↓	0.0	■
Levenmouth	1,050	4.6%	-0.2	↑	0.0	■
North East Fife	890	1.9%	0.0	■	+0.2	↑
South & West Fife	750	2.5%	-0.1	↓	+0.1	↑

Source: ONS Claimant Count, November 2024-January 2025 average claimant counts and rates. The change represents the difference in percentage points between the average claimant rates for the previous quarter (August to October 2024) and latest quarter (November to January 2025).

Average Claimant Rates by Age Group, Nov 2024-Jan 2025



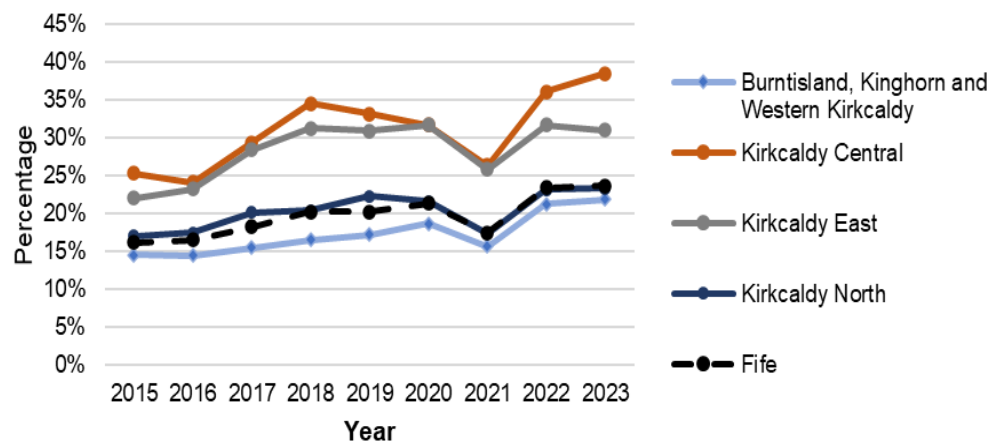
Source: ONS Claimant Count, November 2024-January 2025 average rates.

November 2024 – January 2025	Kirkcaldy Area	Fife
Claimant rate	5.0%	3.3%
Female claimants	3.9%	2.7%
	(725)	(3,215)
Male claimants	6.2%	3.9%
	(1,115)	(4,585)

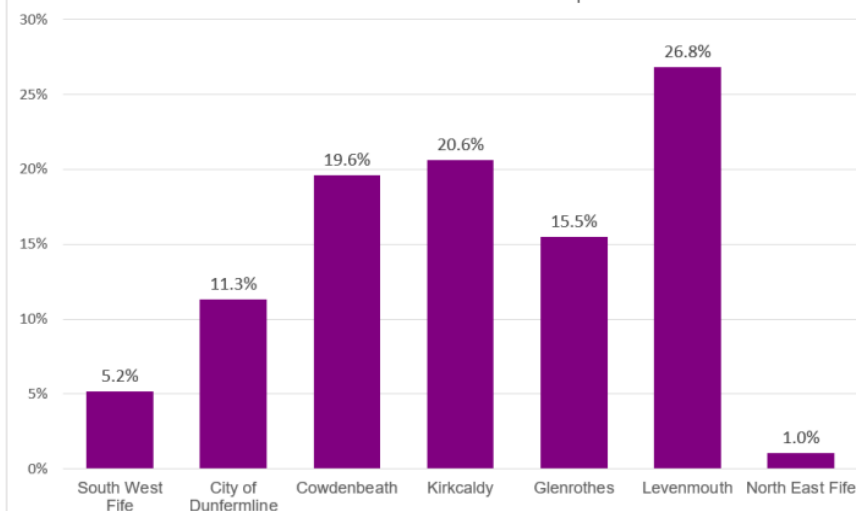
ONS Claimant Rate. For further information see economic updates here: [Economy](#) | [InvestFife](#)

POVERTY AND DEPRIVATION

% of Children in Low Income Families



SIMD 2020: Local share of Fife's most deprived areas

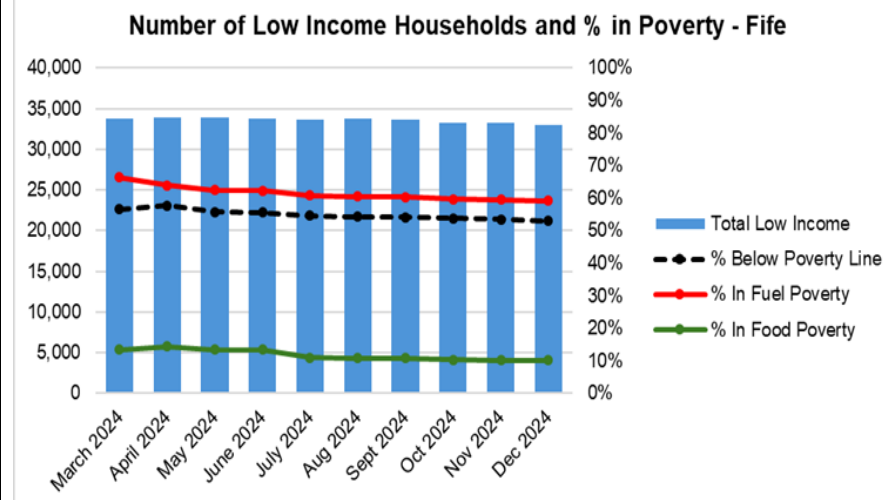
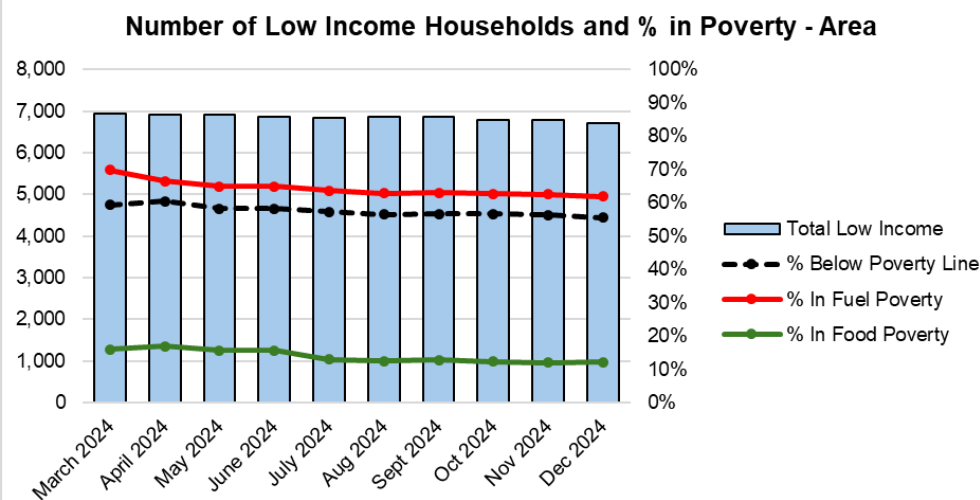


	Burntisland, Kinghorn and Western Kirkcaldy	Kirkcaldy Central	Kirkcaldy East	Kirkcaldy North	Kirkcaldy Area	Fife
Children in low income families (relative poverty)*	21.8%	38.5%	31.0%	23.3%	28.5%	23.6%
% of working age employment deprived**	7.9%	14.0%	15.6%	7.9%	11.3%	9.4%
% of total population income deprived**	9.4%	18.6%	20.3%	11.3%	14.8%	11.9%

*DWP Children in Low Income Families: local areas statistics: [Children in low income families: local area statistics - GOV.UK](https://www.gov.uk/government/statistics/children-in-low-income-families-local-area-statistics)

**SIMD2020v2 estimates per Ward have been aggregated from data zone level data: [SIMD-2020v2-KnowFife-Quick-Brief.pdf](https://www.kirkcaldy.gov.uk/media/1000000/simd-2020v2-knowfife-quick-brief.pdf)

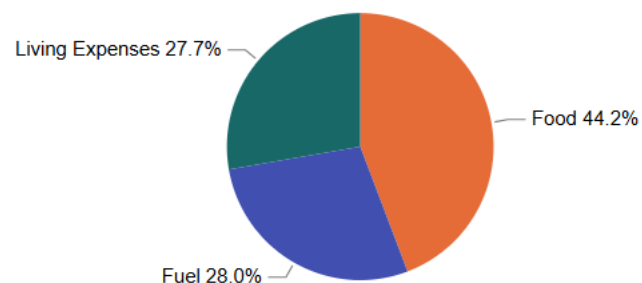
LOW INCOME FAMILY TRACKER



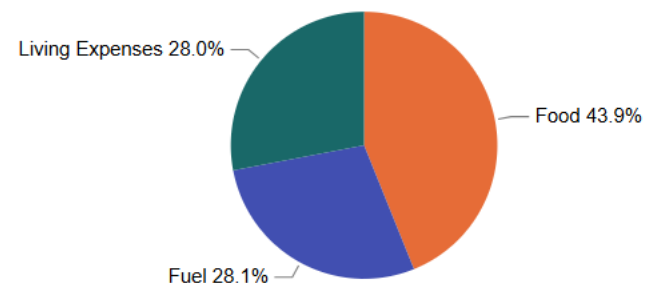
December 2024	Burntisland, Kinghorn and Western Kirkcaldy	Kirkcaldy Central	Kirkcaldy East	Kirkcaldy North	Kirkcaldy Area	Fife
No. of low income households	1,071	1,945	2,322	1,367	6,705	32,946
No. of households below poverty line	608	1,107	1,314	689	3,718	17,443
No. of households in fuel poverty	676	1,237	1,445	794	4,152	19,488
No. of households in food poverty	160	243	283	131	817	3,343
Data taken from the Low Income Family Tracker (LIFT)						

SCOTTISH WELFARE FUND – CRISIS GRANTS

Percentage of Total Awards - Area

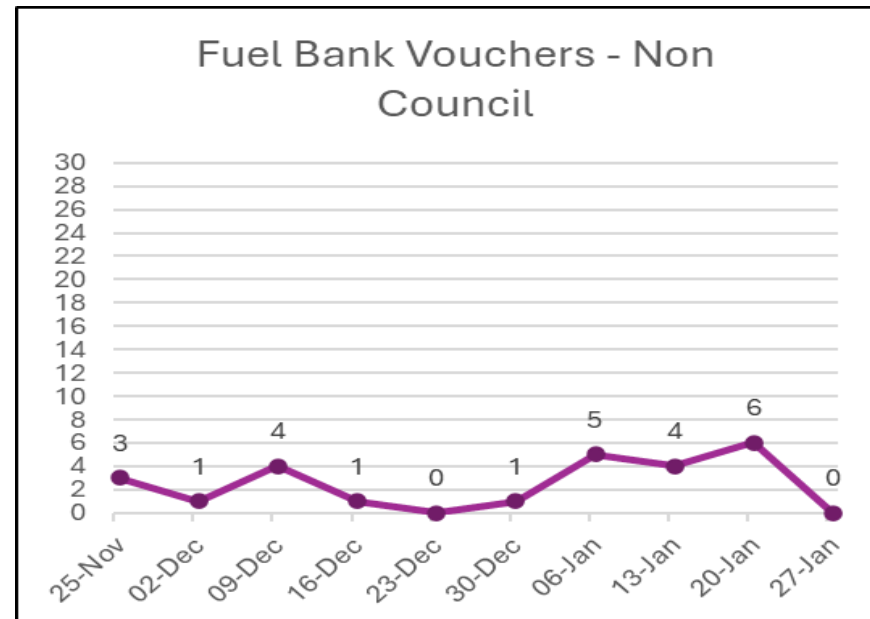
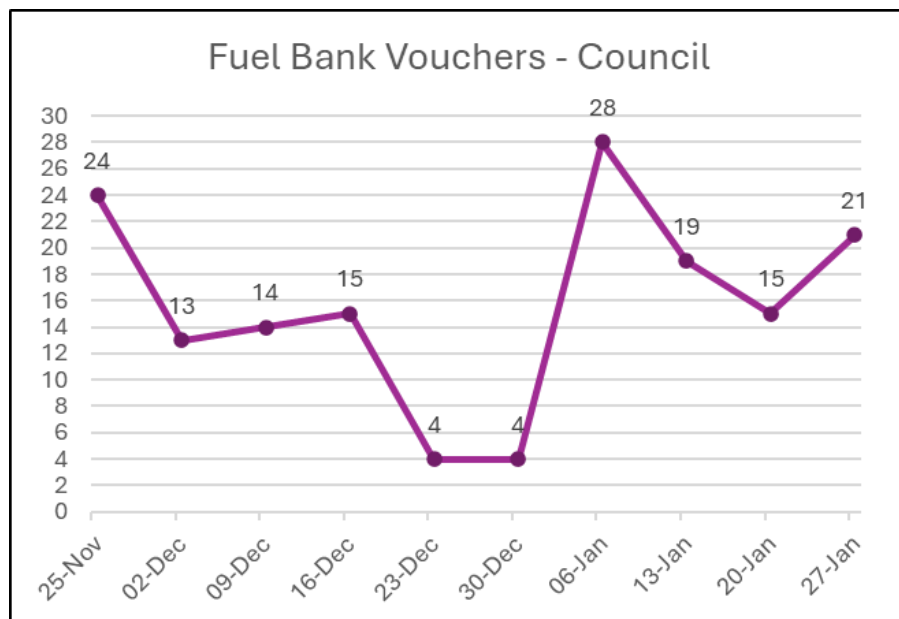


Percentage of Total Awards - Fife



April 2024 – January 2025	Kirkcaldy Area	Fife
Crisis Grants – Total Amount Awarded	£475,611	£1,884,626
Crisis Grants – Amount Awarded for Food	£271,624	£1,080,518
Crisis Grants – Amount Awarded for Fuel	£111,692	£446,491
Crisis Grants – Amount Awarded for Living Expenses	£92,295	£357,618

FUEL BANK VOUCHERS



VOUCHERS and SPEND (April 2024 – January 2025)

Total Amount of Vouchers - Council

536

Total Amount of Spend - Council

£24,048

Total Amount of Vouchers - Non-Council

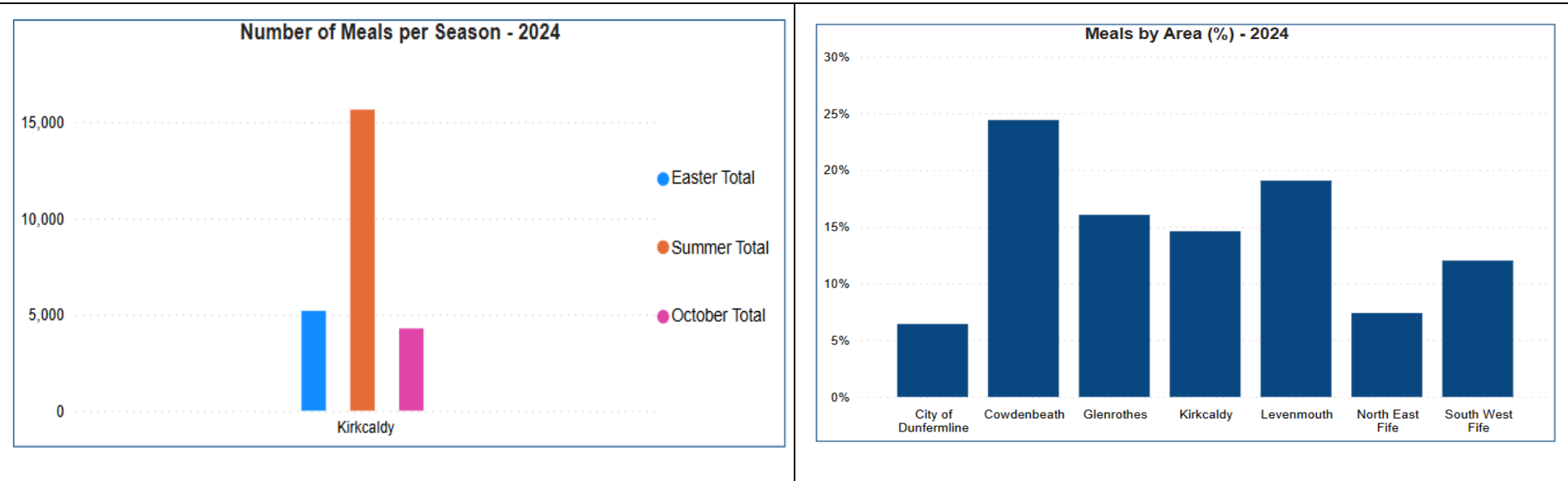
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Total Amount of Spend - Non-Council

£3,568

CAFÉ INC

Café Inc is a universal holiday hunger initiative for children, young people and families in Fife. Café Inc provides free tasty, healthy meals while stocks last when our schools are closed during the holidays.



CAFÉ INC 2024	Kirkcaldy Area	Fife
Number of Meals Provided	25,102	171,838
% of Total Meals Provided	14.6%	

AREA ANTI-POVERTY ACTIVITY / PROJECTS MONITOR

Budget	Allocation	Spend	Balance

Project	Partners	Action	Amount	Outcomes	Update	Lead

Kirkcaldy Welfare Reform and Anti-Poverty Partnership – Outcomes and Action Plan 2025-2028 Development *Draft*

Key Priorities – Improving Health/Food Insecurity/Income maximisation/Employability barriers

Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ questions/ Ideas	Agreed Action/ Lead/Evaluation Method
Theme 1 Health and Wellbeing TPPC Board 1.1.2 1.1.2 2.2.1 CLD Plan- Opps for all	<p>Improve People and families in Kirkcaldy's access a range of local opportunities which enable connections, relationships and learning together.</p> <p>Parents are more aware of support in their local area</p> <p>Improve budgeting skills and cooking on a budget</p> <p>Fewer families are impacted by holiday hunger during school holidays</p>	<p>Bloodborne Viruses – Project – NHS Partner</p> <p>Fife Benefit Checker Role Out</p> <p>Café Inc Warm Spaces</p>	<p>Review family activity and links between providers- sub group family participation?</p> <p>Family Calendar being developed in Kirkcaldy- increase promotion and access to local opportunities. -As above</p> <p>CBAL/Schools offer Support delivery of Cafe Inc</p> <p>On the doorstep? - For discussion</p>	<ul style="list-style-type: none"> No digital budget - One place to access information about all opportunities and what might help Cost of Living SupportFife Families Information Service Facebook Fife Restoration Café Beyond the Benefit Check Drop-In Centres 'Signposting review' More marketing campaigns 	
Add links to relevant plans	Pathways to mental and wellbeing health support	Wellbeing/Mental Health Referral – Restoration Fife			

CLD Plan- Opps for all	are usable, accessible, and supportive	Talking Cafes	Support delivery of Talking Cafe model KY2	<ul style="list-style-type: none"> • 'The Chase' is damaging to Mental Health 	
Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ Proposed Action Ideas	Agreed Action/ Lead/Evaluation Method
Theme 2 Income Maximisation TPPC Board 1.2 1.3 CLD Plan- Inclusive Growth and Jobs	<p>Improved uptake of people in Kirkcaldy who are supported and encouraged to receive their full benefits entitlement</p> <p>Opportunities to develop budgeting and financial education are available within the community</p>	<p>Benefit Checker Fife</p> <p>Benefit Checker being done with the elderly</p> <p>Pension Credit uptake-drop in fuel payment Kingdom Community Bank</p> <p>90% Benefit Checks at CARF</p> <p>Developing household support database- AP Leads</p> <p>NWD implementation-Cost of living strategic group</p>	<p>Extending existing outreach settings- On the doorstep? - For discussion Support delivery of Talking Cafe model KY2</p> <p>Promotion/Take up of benefit checker training</p> <p>Deliver Support for 2 x pilots Philp Hub and Foodbank Spring Boost-Run ?Boosting Budgets-CBAL offer TBC</p> <p>Increase signposting/ access to Credit Union and debt management support</p>	<ul style="list-style-type: none"> • Training Plan to be created • Campaign Fife • Engage with tenants • Drop in Service • Fear of the system • The title 'Job Club' is scary • Face-to-Face support 	

Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ Proposed Action Ideas	Agreed Action/ Lead/Evaluation Method
Theme 3 Learning and Employability TPPC Board- 1.5 CLD Plan- Inclusive growth and Jobs	Improve and Develop opportunities to provide communities with access to employability programmes and opportunities.	<p>Job Clubs</p> <p>Restoration Fife – Certification – Cooking, Health & Hygiene</p> <p>Gingerbread – Projects</p> <p>FC – Recruitment event</p> <p>FVA – Early school leavers – part-time timetables</p> <p>CLD Adult Learning</p>	<p>Review of Job Club settings</p> <p>Improving access to partners services/delivery in NDP areas- Updates from LDOs</p> <p>Building in signposting and access to employability services in current settings</p> <p>CLD Programme- Sub Group Adult learning</p>	<ul style="list-style-type: none"> • More training opportunities • Digital Courses • CLD programme? • 16Plus • Intervention needed • Activities 	

Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ Proposed Action Ideas	Agreed Action/ Lead/Evaluation Method
Theme 4 Food and Fuel TPPC Board 2.3 2.4 CLD Plan Opps for All	<p>We will aim to increase the number of households in the Kirkcaldy area which are food and fuel resilient</p> <p>More people have access to local, healthy, affordable food Reduced food insecurity</p> <p>We will increase pathways to support the community from crisis to resilience</p>		<p>Signpost to relevant service to energy advice and the installation of energy measures</p> <p>Publicising Warm space scheme & Distribute winter warmer packs for vulnerable members of the community</p> <p>An online map of food support created for staff to signpost to Collate data on food support and demand to identify gaps</p> <p>Collating and promoting existing settings/access points available</p> <p>Support for 2 x pilots Philp Hub and Foodbank Boost</p>		<p>Improving messaging - our.fife.scot/gethelp</p> <p>Lead LLevein</p> <p>Improving messaging - our.fife.scot/gethelp</p> <p>Lead L Levein</p>

Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ Proposed Action Ideas	Agreed Action/ Lead/Evaluation Method
Theme 5 Shaping outcomes-Lived experience TPPC Board 5.4.2 CLD Plan-Community Led services	More structures to support community engagement in decision making More people in the community are influencing decision making	LDOs- NDP plans CLD Community Capacity Building	Align and support development plans within NDP areas Provide opportunities for Lived experience to shape WRAPP Outcomes		LDO- Comm Orgs?

Theme	Desired Outcomes	Current WRAPP Activity Map Current partners workstreams	How do we achieve outcomes? Ideas, Projects, Local Issues, Opportunities	Gaps/ Proposed Action Ideas	Agreed Action/ Lead/Evaluation Method
Theme 6 Communication Strategy	Improving current strategy to ensure communities feel informed and understand how to access Cost of Living Supports		<p>We need to identify and promote where we have information available on current food providers – food map – i.e., help Fife pages.</p> <p>Further Development of Pilot partnership Hubs</p> <p>Improving messaging - our.fife.scot/gethelp The Community Support Line</p> <p>TV Advert developed on where advice and support are and run on a loop in– Doctor Surgeries / Town House / Bus Station / Schools / A & E</p> <p>focusing on the sharing of content from a wider range of organisations</p>		

Warm Welcome initiative providers

- **Ecology Centre**
- **The Hive**
- **YMCA**
- **Burntisland Community Trust – Community Suppers**
- **KRFC – Bite and Blether**
- **Nourish**
- **Salvation Army**
- **Gallatown Community Initiative**
- **Linton Lane**
- **Dysart Church**
- **Linktown Community Hub**
- **K107**
- **Greenheart Growers**
- **Pathhead Church**

22 April 2025

Agenda Item No: 9

Supporting the Local Community Plan – Project Manager Place and Tourism

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 9,10,11 & 12

Purpose

For members to consider an extension to the current post Holder – Project Manager Place and Tourism until end March 2026.

Recommendation

Elected members are asked to consider this request for extending the contract of the Project Manager for Place and Tourism through an allocation of

- £30,000 from the Community Recovery Fund

Legal & Risk Implications

There are no legal or risk implications.

Impact Assessment

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

Consultation

This was discussed at a recent members workshop. Members have participated in a prioritising exercise and the majority of the members sighted this as a priority.

1.0 Background

1.1 The Project Manager (Place and Tourism) was initially funded for a 2-year period from the Community Recovery Funding. The post holder has proved to be an invaluable asset to the team and has led on a number of initiatives over this period including:

- Project Managing and finalising Volunteers Green.
- The addition of the street games on the Prom.
- Facilitating street art and planting to support Forth View TRA.

- Taking a lead role in supporting the delivery of the Community Led Participatory Budgeting process.
- Overseeing the procurement of Christmas lighting.
- Leading a group of place partners who are about to deliver the Langtoun fest.
- Leading the procurement of a tourism app to initially be rolled out in Kirkcaldy, Dysart and Burntisland.
- Researching and involving community members to ensure reference content is accurate, relevant and collects the story of people and place.
- Mapping and securing resource for storyboards, wayfinding and finger post developments in Burntisland.
- Tourism banners on the prom.
- Key link to several internal council services.
- Establishment of relationships with key community place stakeholders.

2.0 Project Proposal

- 2.1 A number of the initiatives have taken longer than first anticipated – mainly due to changes in some of our procurement processes. Of particular note is the Tourism App. The Project Manager had led on this initiative from the beginning and has the required skills set to see it delivery. There is no one else in the team with the skillset or capacity to be able to deliver this.
- 2.2 To complement the app funding has been allocated for Burntisland to develop storyboards and finger posts to help visitors find their way around the town. The Community Council and other local groups have been involved in mapping out the requirements. Once the app is in place and the developments in the links are procured the storyboards etc can also be procured.

3.0 Project Costs

- 3.1 The extension of 6 months will cost approximately £30,000.

4.0 Conclusions

- 4.1 Delivering on the key place agendas across the area is dependent on this post being extended.

Background Papers

No background papers were relied on in preparing this report in terms of the Local Government (Scotland) Act, 1973.

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22 April 2025

Agenda Item No. 10

Supporting the Local Community Plan – Essential Repairs to Dysart Cliff Face

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 12

Purpose

To present an application for consideration for an allocation of to cover urgent repairs for the Cliff Face at Dysart.

Recommendation

Elected members are asked to consider this request for contributions totalling £200,000. It is suggested that this could be made up of:

- £50,000 Community Recovery Fund - leaving £67,661 to be allocated to other projects
- £50,000 Area Capital – leaving £61,000
- £50,000 Kirkcaldy Area Common Good – leaving £100,766 spendable, and
- £50,000 Kirkcaldy Settlement Trust – leaving £68,157 spendable

Resource Implications

The total cost of the project is estimated to be £450K. An allocation of £250K has already been secured at full council on the 20th February. This leaves a shortfall of £200K

Legal & Risk Implications

There are no legal or risk implications.

Impact Assessment

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

Consultation

This was discussed at a recent members workshop. Members have participated in a prioritising exercise and the majority of the members sighted this as a priority. Dysart

Community Council have not yet been consulted but will be before the date of the committee meeting.

1.0 Background

- 1.1 Dysart Harbour plays an important part of Kirkcaldy's Place and Tourism offer. The Harbour was used for filming the Outlander series. The cliff face in Dysart is in danger of totally destroying the tunnel at Dysart Harbour and is currently a risk to the public. The tunnel is used by many people walking the Coastal Path. The tunnel runs through a sandstone crag to the Inner Harbour. It was built as a rail tunnel for moving ballast stones to ships. It is part of the tourism offer locally and integral to the whole character of the harbour.

2.0 Project Proposal

- 2.1 Due to Health and Safety the cliff face requires significant repair. Securing the additional money would allow the site to be secured. The work would include the stabilisation of rock slopes using rockfall netting.

3.0 Project Costs

- 3.1 The repair is estimated to cost around £450K.

4.0 Conclusions

- 4.1 Approval of this will allow the urgent repair to proceed.

Background Papers

No background papers were relied on in preparing this report in terms of the Local Government (Scotland) Act, 1973.

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22 April 2025

Agenda Item No. 11

Report on Educational Outcomes – 2023/24

Report by: Donald Macleod, Executive Director of Education

Wards Affected: 9, 10, 11, 12

Purpose

The purpose of this report is to provide the Kirkcaldy Area Committee with details of the attainment outcomes achieved by pupils within the area's schools during the school year 2023/24. This report also provides an overview of the range of strategies being developed to support our key priority to raise attainment.

Recommendation(s)

The committee is asked to consider and comment on:

1. The overall progress in raising levels of attainment in 2023/24; and
2. The strategies being implemented to raise attainment.

Resource Implications

There are no resource implications arising from this report.

Legal & Risk Implications

There are no direct legal implications arising from this report. However, there is the need to continue to raise the awareness of school leaders, local authority officers and elected members to maximise the potential of data, new systems and approaches to inform future actions to support school improvement.

Impact Assessment

An EqIA has not been completed and is not necessary as no change or revision to existing policy is proposed.

1.0 Background

- 1.1 Our ambition is to improve attainment and to provide an appropriate curriculum for all learners. This report specifically relates to the attainment of pupils in the senior phase of their learning, i.e. stages S4-S6. In addition, it reports on how they have performed in securing a positive destination.
- 1.2 The senior phase of the curriculum also provides us with the opportunity to:

- improve employability skills
- increase levels of sustained positive destinations
- contribute to a prosperous Fife economy and improve life chances for all.

- 1.3 School improvement in Scotland is focused on the use of the senior phase benchmarking tool, generally known as Insight. This improvement tool has two key release dates and provides a rounded view of attainment across a range of outcomes. An initial release in September provides information on all qualifications sat by young people within the Scottish Credit and Qualifications Framework for the previous session. This local benchmarking data provides details on the performance of year groups S4, S5 and S6. The national benchmarking data is updated in February with details of the destinations of all young people who left school in the previous session. The February data allows analysis of how young people have performed by the time they leave school.
- 1.4 In terms of analysis of attainment and achievement performance, the Education Service now publishes two statistical reports to schools. The first of these, the School Attainment Report, is provided to schools in early October, after the formal September Insight release, and discussion centres on the school's local benchmark data which shows how well each stage cohort S4 to S6 has performed across the range and level of qualifications. Discussions at individual school meetings feed into school planning and target setting.
- 1.5 At the end of March, a second report, the School Outcome Report, goes to schools and focuses on the national benchmarks which show how well the school's leavers have performed. The discussions with schools at this point focus on areas such as literacy and numeracy to see how well-equipped leavers are to go onto sustained and positive destinations, as well as considering overall levels of attainment and the types of destinations young people are achieving.
- 1.6 We take an 'outcomes'-based approach to attainment with a focus on equipping our young people for their point of exit.
- 1.7 Our focus on 'outcomes' includes the 'destination', 'employability' and other appropriate qualifications achieved by the time our young people leave school, rather than simply the overall attainment of any year group.
- 1.8 We monitor key measures of progress towards this goal, at the end of stages S4 and S5. These provide an indication of how well learning is progressing. This report also presents information regarding these measures.
- 1.9 This report considers the data for 2023/24, as it stands in March 2025. This includes data from the September and March Insight updates for the school year 2023/24.
- 1.10 We continue to improve our data sharing with schools through the Power BI platform.

2.0 Our Vision

- 2.1 Our shared vision across Fife is to improve the opportunities for all learners by improving attainment.
- 2.2 This vision aligns us with the recently published reviews It's Our Future - [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](#) and [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery](#)

[Landscape Review – Final Report \(www.gov.scot\)](http://www.gov.scot) and is being realised through jointly delivering on the following:

- a greater depth in work towards understanding and interrogating data, at all levels
- ensuring sharing of practice at Headteacher events and across local authorities, including visits to other schools outwith Fife
- the review of subject choices and offers at school level
- development of curricular pathways that are progressive
- more collaborative approaches across our secondary schools and the college to provide a relevant, coherent and appropriate curriculum for all learners, informed by local context and Labour Market information
- allowing all young people across Fife access to more curricular options and opportunities, including wider achievement and access to, all levels of apprenticeships based on a policy of equity and equality
- collaborative working with subject specialists to ensure greater understanding of subject areas and other options within subjects.

2.3 As a result of the above, the Directorate Improvement Plan 2023-26 has a focus on improving the following outcomes:

- **Attendance** - improving attendance is a key factor in raising attainment. Lower levels of attendance are a significant barrier to learning for many disadvantaged groups of pupils (e.g. those living in poverty, those with particular support needs – like young carers). Improving attendance will be a key factor in closing the attainment gap.
- **Attainment** - with a particular focus on literacy and numeracy. Literacy and numeracy are educational outcomes for which performance was relatively strong in the period leading up to the Covid pandemic. Many elements of Fife's approach (e.g. our use of the Model for Improvement, Workshop for Literacy, Conceptual Understanding of Numeracy) continue to be held in high regard nationally. Re-establishing these approaches and ensuring that they are used rigorously across Fife's school system will be a key element in supporting further improvement in literacy and numeracy. This will be a key enabler for further improving wider attainment.
- **Positive Destinations** - by ensuring that the curriculum design of schools supports the needs and aspirations of all learners and by identifying and supporting appropriate pathways into post school opportunities.

3.0 The context of the local area

3.1 Schools covered by this local area report are those in the Kirkcaldy area: Balwearie HS, Kirkcaldy HS, St. Andrew's RC HS and Viewforth HS.

3.2 School context is known to have a significant influence on educational outcomes. Two factors have a particular influence on outcomes at a cohort level:

- Socio-economic factors, including household poverty (measured by registration rates for free school meals) and area deprivation (most commonly measured by SIMD, the Scottish Index of Multiple Deprivation).
- The Additional Support Needs (ASN) of pupils, including: learning, physical and communication support needs (these can often be addressed through support for learning within the classroom), and family, emotional and mental health needs

(these are related to socio-economic factors in many cases, and often require a partnership approach to support).

- 3.3 Appendices 1A and 1B provide an overview of key data relating to these factors. As may be noted, schools in the Kirkcaldy area:
- Have a higher level of Free School Meal Registration than the Fife average and Scotland.
 - Have a relatively high number of pupils living in SIMD deciles 1 to 3 (the most deprived areas).
 - Have a significantly higher level of learners with at least one need than Fife as a whole. This includes a higher number of learners with: English as an additional language; interrupted learning; social, emotional and behavioural difficulties; and physical health problems.

4.0 Attainment

Context

- 4.1 The Scottish Government publishes data on school leaver outcomes. Comparative data for national attainment is included in the sub-section, below, on overall attainment of school leavers (paragraphs 4.19-4.24).
- 4.2 There is no nationally published data on attainment by the end of stages S4 and S5. This reflects the fact that alternative approaches to presentation for attainment in the senior phase are possible and some differences are seen across Scotland. In the sub-sections, below, relating to stage-based outcomes in S4 and S5, comparisons have been made to available information from benchmarking with other local authorities and a range of other information sources; these give a reliable indication of trends in stage-based attainment in other parts of Scotland.
- 4.3 One key feature evident from this information is a general picture, across Scotland, of a fall in attainment for the 2023/24 S4 cohort. It should be noted that the transition to secondary school for this cohort coincided with the Covid lockdowns in 2020. This may have been a factor in national attainment trends.

Attainment in literacy by the end of stage S4

- 4.4 Literacy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of literacy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1C provides an overview of attainment in literacy by the end of stage S4 for Fife and the local area.
- 4.5 Levels of attainment for literacy at SCQF level 4 in the Kirkcaldy area have, generally, followed a similar trajectory to those seen in Fife over recent years. This included a decline in attainment in 2023/24, following an increase in the preceding year. This reflected a decline in S4 attainment across Scotland in 2023/24. Outcomes for learners in SIMD Quintiles 4 and 5 (the least deprived areas) have been more varied, with an improvement in 2023/24.
- 4.6 Overall levels of attainment for literacy at SCQF level 5 in both Fife and the Kirkcaldy area saw a decline in 2023/24, after a period of general improvement over preceding years.

- 4.7 The attainment gap for literacy widened in 2023/24 in the Kirkcaldy area, at both SCQF level 4 and (to a lesser degree) at SCQF level 5.
- 4.8 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 5 in the Kirkcaldy area relate to a smaller number of learners than outcomes for learners in SIMD Quintile 1.

Attainment in numeracy by the end of stage S4

- 4.9 Numeracy is a key skill for employability and a foundational skill for wider learning and attainment. Improving the development of numeracy throughout the 3-18 curriculum is a key priority to help improve overall attainment and to close the attainment gap. Appendix 1D provides an overview of attainment in numeracy by the end of stage S4 for Fife and the local area.
- 4.10 Levels of attainment for numeracy at SCQF level 4 have seen similar trends at Fife level to literacy attainment. In the Kirkcaldy area there are some pronounced differences with Fife outcomes, with improved outcomes in 2023/24 for some SIMD Quintiles (particularly SIMD Quintile 1). Outcomes for the area are now greater than the level of attainment for Fife as a whole in each SIMD Quintile.
- 4.11 The attainment gap for numeracy at SCQF level 4 closed in the Kirkcaldy area, due to a continuing improvement in outcomes for learners in SIMD Quintile 1.
- 4.12 Levels of attainment for numeracy at SCQF level 5 have seen similar trends at Fife level to literacy attainment, but with a less pronounced decline in 2023/24. Overall attainment for numeracy at SCQF level 5 fell in the Kirkcaldy area in 2023/24 for learners in SIMD Quintiles 1-4, falling back towards the Fife average. Outcomes for learners in SIMD Quintile 1 were broadly in line with the two preceding years.
- 4.13 There was a decline in attainment for learners in SIMD Quintile 1, and an increase in the attainment gap.
- 4.14 When interpreting trends in the attainment gap, it should be noted that outcomes for learners in Quintile 5 in the Kirkcaldy area relate to a smaller number of learners than outcomes for learners in SIMD Quintile 1.

Wider attainment by the end of stage S4 and stage S5

- 4.15 Wider attainment by the end of stage S4 provides a foundation for leaving school, or for further study and achievement in stages S5 and S6. It reflects a range of attainment, above and beyond the key skills of literacy and numeracy.
- 4.16 Appendix 1E provides an overview of attainment at SCQF level 4 by the end of stage S4. Generally, there was a significant decline in attainment in the Kirkcaldy area and Fife. This reflected a similar fall in S4 attainment across Scotland.
- 4.17 Appendix 1F provides an overview of attainment at SCQF level 5 by the end of stage S4. Outcomes for Fife have seen a mixed pattern over the past five years and 2023/24 figures remain broadly in line with 2019/20. In the local area, there had also been fluctuating trends in attainment in preceding years; however, 2023/24 has seen a decline. Outcomes seen in the Kirkcaldy area at SCQF level 5 are generally below those seen for similar areas in Scotland.
- 4.18 Appendix 1G provides an overview of attainment at SCQF level 6 by the end of stage S5. Outcomes for Fife have seen an improvement over the past three years, with a sustained

improvement for a number of key measures over the past five years. There have been improvements in 1+ and 6+ awards at SCQF level 6 over the past three years in the Kirkcaldy area; however, outcomes are generally below those seen in 2019/20, lower than the Fife average and lower than outcomes seen in similar areas in Scotland.

Overall attainment of school leavers

- 4.19 Overall attainment of school leavers can be measured by two different scales of tariff points:
- Total tariff points reflect the total achievement across the course of the senior phase. They reflect: the number of awards achieved across all subjects, the grades achieved in each award, and the SCQF level of the awards in question.
 - Complementary tariff points are a more focussed measure of the key qualifications achieved by each school leaver. They are based on the tariff points of the qualifications most likely to influence their post school life chances. The calculation focusses on the highest level of attainment achieved within a limit of 120 SCQF credit points.
- 4.20 Appendix 2 provides some example qualification sets, to illustrate how both measures work and to aid with interpreting the scales of numbers shown in the following outcomes.
- 4.21 Appendix 1H provides an overview of the complementary tariff awards for Fife and the local area. Appendix 1I provides an overview of the total tariff awards for Fife and the local area. In each case, tariff points are shown for three groups of pupils:
- The bottom 20% - those pupils whose outcomes are furthest from attainment
 - The top 20% - those pupils with the greatest overall attainment outcomes
 - The middle 60% - the remaining pupils, representing the majority of the cohort
- 4.22 It should be noted that these groupings are relative to the schools' own rolls, rather than any wider population of school leavers. Hence, the social context of pupils in each grouping will vary with local area.
- 4.23 As measured by both tariff scales, the attainment of Kirkcaldy area school leavers in the bottom 20% and middle 60% of attainment is slightly below the Fife average, which is itself slightly below the national average.
- 4.24 This indicates that – on average – leavers in the Kirkcaldy area have slightly lower level of accredited achievement than peers in Fife or other parts of Scotland. This equates to a small average difference in terms of the number of awards and/or grades achieved at each SCQF level.

5.0 Destinations of School Leavers

- 5.1 Skills Development Scotland (SDS) tracks the post school destinations of pupils who leave school each year. In conjunction with the Scottish Government, they publish data on the initial destinations of school leavers, as well as information relating to the sustained destinations of school leavers, six months later. Fife has been below the national average for school leavers although, for the most recent leaver data, the gap has closed to 0.6%.
- 5.2 Appendix 1K shows destinations of school leavers, by category of destination.

- 5.3 There was, overall, a continuing improvement in the percentage of young people entering a positive destination from school in the Kirkcaldy area last year. Levels of positive destinations are now close to the outcomes seen across Fife and the rest of Scotland (95.4% in the Kirkcaldy area, 95.6% in Fife, 95.7% across Scotland).
- 5.4 The main destinations for school leavers in the Kirkcaldy area continue to be continuing education, with approximately one-third of leavers entering higher education and or approximately one-third of leavers entering further education. Approximately one-quarter of leavers enter employment or training.
- 5.5 The pattern seen in destinations in the Kirkcaldy area is similar to that seen in Fife. This reflects a difference with national destinations, where a greater proportion of young people enter higher education directly from school and fewer enter further education. It should be noted that many young people progress on to higher education from a further education destination.

6.0 Action Planned to Further Raise Attainment

What will bring about further improvement and more consistency across all schools?

- 6.1 Effective self-evaluation is at the heart of continuous improvement and 'How good is our school? 4 (HGIOS4) provides a basis for schools to reflect and undertake self-evaluation. The framework underpinning self-evaluation in HGIOS4 supports the Directorate and school leaders to work together and challenge teachers to:
- Ensure educational outcomes for all learners are improving
 - Address the impact of inequity on well-being, learning and achievement
 - Consistently deliver high quality learning experiences
 - Embed progression in schools for learning, life and work from 3-18
- 6.2 We have reflected on the way we engage with schools and agreed to increase our level of scrutiny through a focus on attainment in October. These Secondary Headteacher meetings focus on specific areas of attainment, to build capacity for improvement via sharing of good practice from within and outwith the local authority.
- To continue to provide all secondary schools with an opportunity to engage in collective scrutiny with Education Managers and Heads of Service
 - Support schools to improve attainment continuously over time and/or maintain consistently ambitious standards of attainment for all learners through Insight training
 - Support schools in closing the attainment gap in our joint work with Education Scotland Attainment Adviser.
- 6.3 In schools, this is undertaken through a rigorous process of review of attainment in SQA exams involving curriculum leaders and class teachers. Each school's attainment report and action plan are discussed with Heads of Service and Education Managers and these form the basis for the School Improvement Plan. Evaluation of progress with the plan is carried out in April time.
- 6.4 Headteachers are available to attend area committee workshops to share information with elected members in their wards.
- 6.5 Schools are also expected to take part in Learning Partnerships. These involve working with, and learning from, other schools to inform school improvement.

- 6.6 A round of scrutiny will take place from April, following the publication of the updated Insight outcomes as noted in this report.

A strengthened performance framework supporting improvement

- 6.7 The Directorate has undertaken a review of support arrangements for performance management and its use of data to support improvement. Work is being undertaken through collaborative working with school leaders, via engagement with key groups of primary headteachers, and a new Collaborative Network with a focus on performance and improvement in the secondary sector. Key elements in this approach are:
- A new modelling approach, to help better assess the potential impact of multiple barriers to learning for individual learners. This is enabling better targeting of support for learners, through a “Risk Prediction Tool,” which is being piloted with secondary schools.
 - A revised approach to benchmarking performance. The data underpinning the “Risk Prediction Tool” is being used to refresh the Directorate’s approach to setting stretch targets, ensuring that the Directorate and schools have improvement goals that are ambitious but achievable. Pilot stretch targets based on this new approach are being used by schools this year.

7.0 Conclusions

- 7.1 The evidence in Appendix 1, summarised in sections 3-5, shows that:
- Pupils in the Kirkcaldy area are more likely to live in household poverty or areas of deprivation than pupils in the rest of Fife.
 - Outcomes for literacy and numeracy in the area compare well with the Fife average. Outcomes for literacy are close to the Fife average. Outcomes for numeracy exceed the Fife average at SCQF level 4, and for learners in SIMD Quintile 1 at SCQF level 5.
 - Wider attainment outcomes are generally lower than for other parts of Fife, as would be expected given the social context of the area. However, outcomes have also shown a tendency to be below those for comparable areas in Scotland. There is significant scope for improvement in these measures.
 - Positive destinations show a sustained improving trend. The gap with Fife average and national outcomes has been significantly closed over the past three years.
- 7.2 Outcomes in 2023/24 generally saw a decline across Scotland, including the Kirkcaldy area. Work to ensure a return to an improving trend is being supported by increased scrutiny of attainment and the further development of collaborative approaches, including improving the curriculum offer with partnership support.

List of Appendices

1. Area Level School Attainment Report
 - A. School Context Information
 - B. SIMD Profile of the Area Pupils
 - C. Attainment of Literacy by the End of Stage S4
 - D. Attainment of Numeracy by the End of Stage S4
 - E. Attainment at SCQF Level 4 by the End of Stage S4

- 2.
- 3.

Background Papers

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

- **Education Directorate Improvement Plan 2023-26** – updated at August 2024
- Know Fife briefing: **SIMD 2020 Focus on Glenrothes** (see: https://know.fife.scot/_data/assets/pdf_file/0029/177662/SIMD-2020v2-Focus-on-Glenrothes.pdf)
- [future-report-independent-review-qualifications-assessment.pdf \(www.gov.scot\)](#)
- [Fit for the Future: developing a post-school learning system to fuel economic transformation: Skills Delivery Landscape Review – Final Report \(www.gov.scot\)](#)

Sources of evidence

The information provided in this report is based on analysis of data from several sources, including Scottish Government Statistics and the Insight benchmarking tool February 2023 update.

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Appendix 1A – School Context Information

Secondary Schools Context

Kirkcaldy

The table below is taken from the September Pupil Census return and shows any additional support needs recorded for all pupils. Pupil can have more than one need. Highlighted figures indicate a significantly higher need rate for the Area compared to all of Fife.

School Roll - From September Census

Year	2023/24		
School Name	Female	Male	Total
Balwearie High School	782	803	1585
Kirkcaldy High School	713	756	1469
St Andrew's R C High School	449	418	867
Viewforth High School	339	363	702
Total	2283	2340	4623

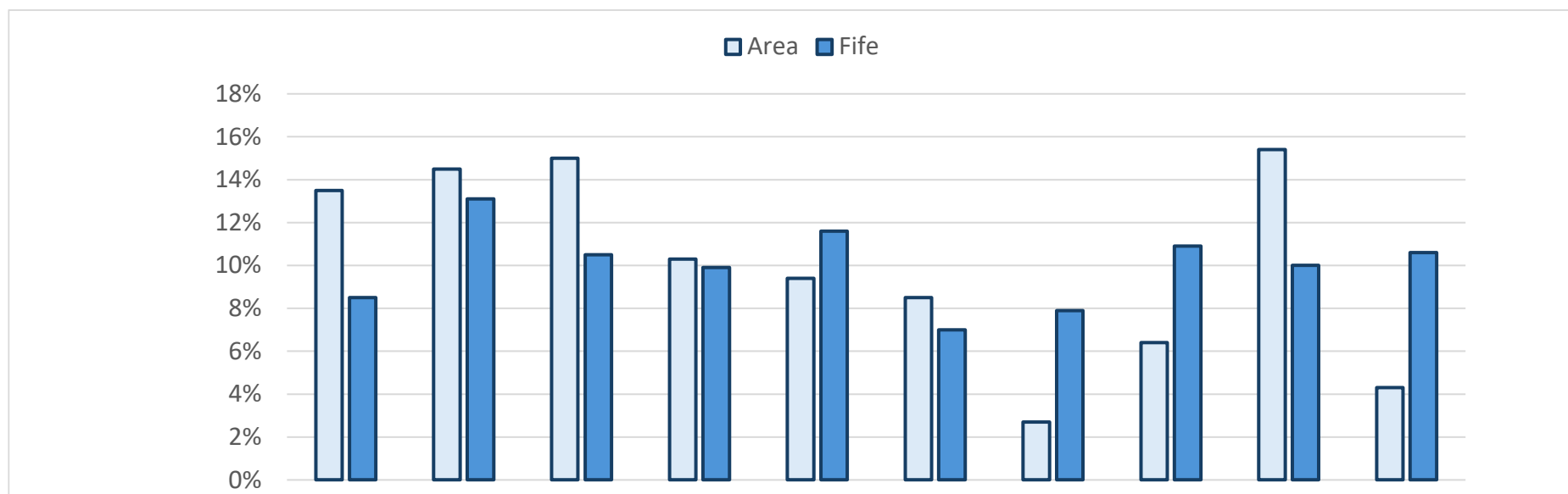
The table below displays the proportion of pupils on the school roll who are registered for free school meals (FMR). Data is taken from the annual Healthy Living Survey and the annual pupil census.

% of Pupils with FMR

	2020/21	2021/22	2022/23	2023/24
Area	20.5%	22.2%	22.6%	22.2%
Fife	17.9%	19.4%	19.7%	19.3%
National	1700.0%	1760.0%	1780.0%	1830.0%

Support Need	Year	2023/24	
		Area	Fife
Physical	Physical or Motor Impairment	1.1%	2.1%
	Physical Health Problem	8.4%	4.9%
Other	Interrupted Learning	13.5%	11.1%
	More Able Pupil	0.2%	0.3%
	Other	2.0%	2.1%
Learning	Dyslexia	10.0%	11.2%
	Learning Disability	1.4%	1.6%
	Other Specific Learning Difficulty (eg numeric)	4.8%	4.0%
	Other Moderate Learning Difficulty	5.3%	3.3%
Family/Emotional/Mental Health	Social, Emotional and Behavioural Difficulty	13.1%	11.3%
	Mental Health Problem	4.3%	3.7%
	Young Carer	1.2%	1.7%
	Bereavement	1.4%	1.2%
	Substance Misuse	0.2%	0.2%
	Family Issues	3.9%	2.9%
	Looked After	2.4%	1.8%
	Risk of Exclusion	1.0%	0.6%
Communication	Autistic Spectrum disorder	4.2%	4.8%
	Communication Support Needs	0.3%	0.4%
	Language or Speech Disorder	2.2%	2.1%
	Hearing Impairment	0.7%	0.8%
	Visual Impairment	0.7%	0.8%
	Deafblind	0.0%	0.0%
Any	English as an Additional Language	10.8%	5.3%
	Students with at least one need	55.9%	47.5%

Appendix 1B – SIMD Profile of the Area Pupils (pupils in stages S1-S6)



SIMD Decile	1	2	3	4	5	6	7	8	9	10	Total
SIMD Quintile	1	1	2	2	3	3	4	4	5	5	
Area school roll	626	670	692	475	435	392	125	294	714	200	4623
Area roll (%)	13.5%	14.5%	15.0%	10.3%	9.4%	8.5%	2.7%	6.4%	15.4%	4.3%	100.0%
Fife roll (%)	8.5%	13.1%	10.5%	9.9%	11.6%	7.0%	7.9%	10.9%	10.0%	10.6%	100.0%

Appendix 1C – Attainment of Literacy by the End of Stage S4

SQA Attainment - Literacy & Numeracy by Stage

Kirkcaldy

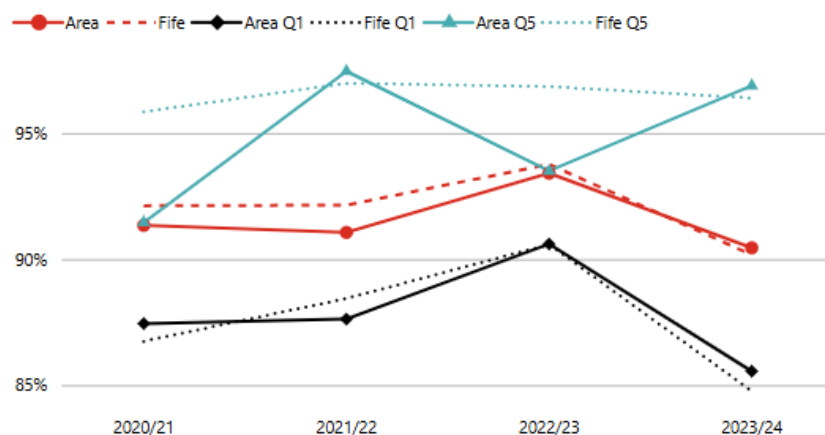
Stage

S4

Subject Choice

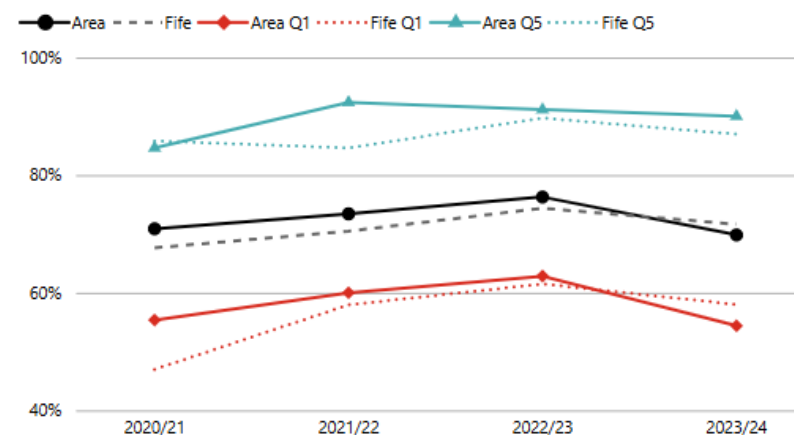
Literacy

% of Pupils with Level 4+



Measure Year Quintile	Literacy Level 4+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	87.4%	86.7%	87.6%	88.4%	90.6%	90.6%	85.6%	84.8%
2	91.2%	91.9%	87.3%	89.7%	93.7%	91.1%	86.9%	88.0%
3	93.6%	92.5%	91.0%	91.1%	96.4%	95.0%	93.1%	89.9%
4	98.6%	94.5%	97.9%	95.2%	95.7%	96.1%	98.8%	92.7%
5	91.5%	95.8%	97.5%	97.0%	93.5%	96.8%	96.9%	96.4%

% of Pupils with Level 5+



Measure Year Quintile	Literacy Level 5+							
	2020/21		2021/22		2022/23		2023/24	
	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1	55.3%	47.0%	60.0%	57.9%	62.8%	61.5%	54.4%	58.0%
2	65.1%	60.6%	66.0%	62.5%	71.9%	69.1%	63.9%	65.4%
3	80.9%	71.4%	76.1%	72.8%	80.7%	72.9%	74.7%	71.7%
4	91.9%	77.4%	86.3%	77.2%	90.0%	80.9%	87.5%	78.4%
5	84.6%	85.8%	92.4%	84.6%	91.1%	89.7%	90.0%	86.9%

Appendix 1D – Attainment of Numeracy by the End of Stage S4

SQA Attainment - Literacy & Numeracy by Stage

Kirkcaldy

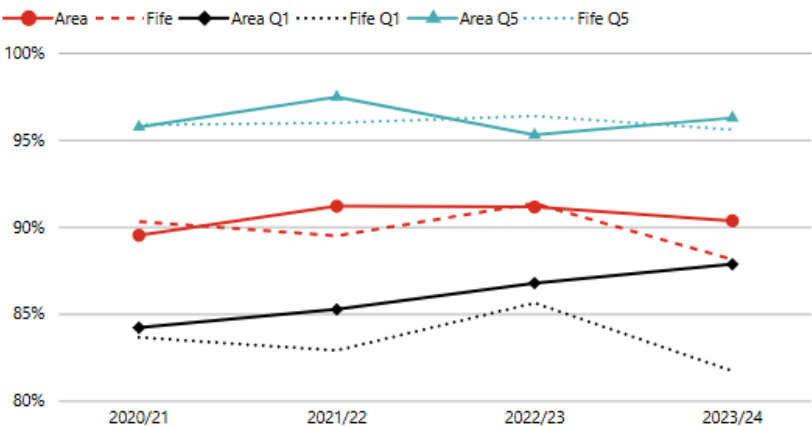
Stage

S4

Subject Choice

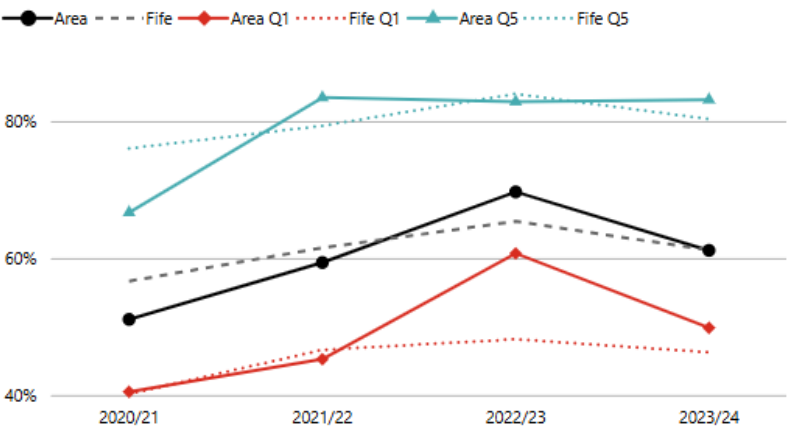
Numeracy

% of Pupils with Level 4+



Measure Year Quintile	Numeracy Level 4+							
	2020/21 Area	2020/21 Fife	2021/22 Area	2021/22 Fife	2022/23 Area	2022/23 Fife	2023/24 Area	2023/24 Fife
1	84.2%	83.6%	85.2%	82.9%	86.8%	85.6%	87.8%	81.7%
2	86.5%	88.7%	89.3%	86.5%	90.5%	89.7%	88.5%	85.3%
3	93.6%	90.6%	93.5%	89.8%	92.9%	92.8%	89.1%	87.6%
4	95.9%	93.9%	94.7%	93.5%	94.3%	93.3%	95.0%	91.3%
5	95.7%	95.8%	97.5%	96.0%	95.3%	96.4%	96.3%	95.6%

% of Pupils with Level 5+



Measure Year Quintile	Numeracy Level 5+							
	2020/21 Area	2020/21 Fife	2021/22 Area	2021/22 Fife	2022/23 Area	2022/23 Fife	2023/24 Area	2023/24 Fife
1	40.5%	40.1%	45.2%	46.6%	60.7%	48.1%	49.8%	46.2%
2	42.3%	47.5%	50.0%	50.1%	65.6%	58.4%	53.7%	54.4%
3	53.9%	57.6%	60.6%	64.2%	72.9%	66.4%	63.2%	60.9%
4	77.0%	65.6%	72.6%	70.6%	74.3%	73.2%	72.5%	66.2%
5	66.7%	76.0%	83.4%	79.3%	82.8%	84.0%	83.1%	80.3%

Appendix 1E – Attainment at SCQF Level 4 by the End of Stage S4

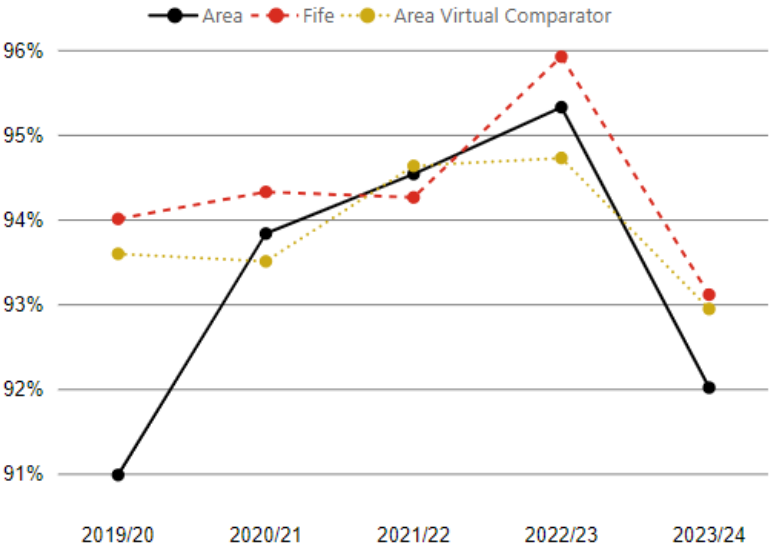
Breadth and Depth of Attainment

Stage and Level

S4 Level 4

Kirkcaldy

Five year trend for 1 or more passes at National 4 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 4									
	2019/20		2020/21		2021/22		2022/23		2023/24	
	Awards		Awards		Awards		Awards		Awards	
1 or more	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
2 or more	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
3 or more	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
4 or more	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
5 or more	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife

Appendix 1F – Attainment at SCQF Level 5 by the End of Stage S4

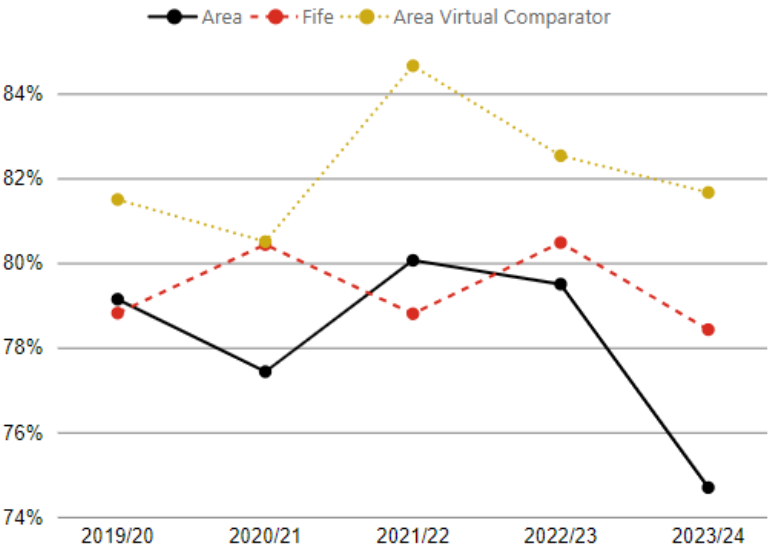
Breadth and Depth of Attainment

Kirkcaldy

Stage and Level

S4 Level 5

Five year trend for 1 or more passes at National 5 for the school in S4 as a percentage of the S4 cohort.



Stage and Level	S4 Level 5									
	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	79.1%	78.8%	77.4%	80.4%	80.1%	78.8%	79.5%	80.5%	74.7%	78.4%
2 or more	69.9%	70.4%	67.5%	71.3%	68.2%	68.8%	68.5%	71.1%	65.5%	70.0%
3 or more	61.1%	63.1%	57.9%	63.9%	57.4%	60.3%	61.6%	63.6%	58.0%	62.1%
4 or more	54.5%	56.3%	50.0%	56.6%	51.3%	52.6%	53.7%	56.0%	49.5%	54.3%
5 or more	48.6%	48.8%	41.5%	48.4%	44.5%	45.6%	45.8%	48.5%	41.8%	47.4%

Appendix 1G – Attainment at SCQF Level 6 by the End of Stage S5

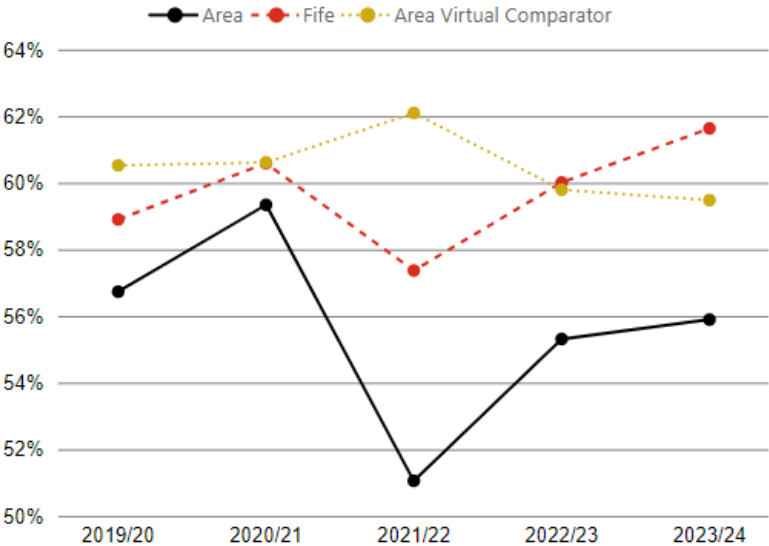
Breadth and Depth of Attainment

Kirkcaldy

Stage and Level

S5 Level 6

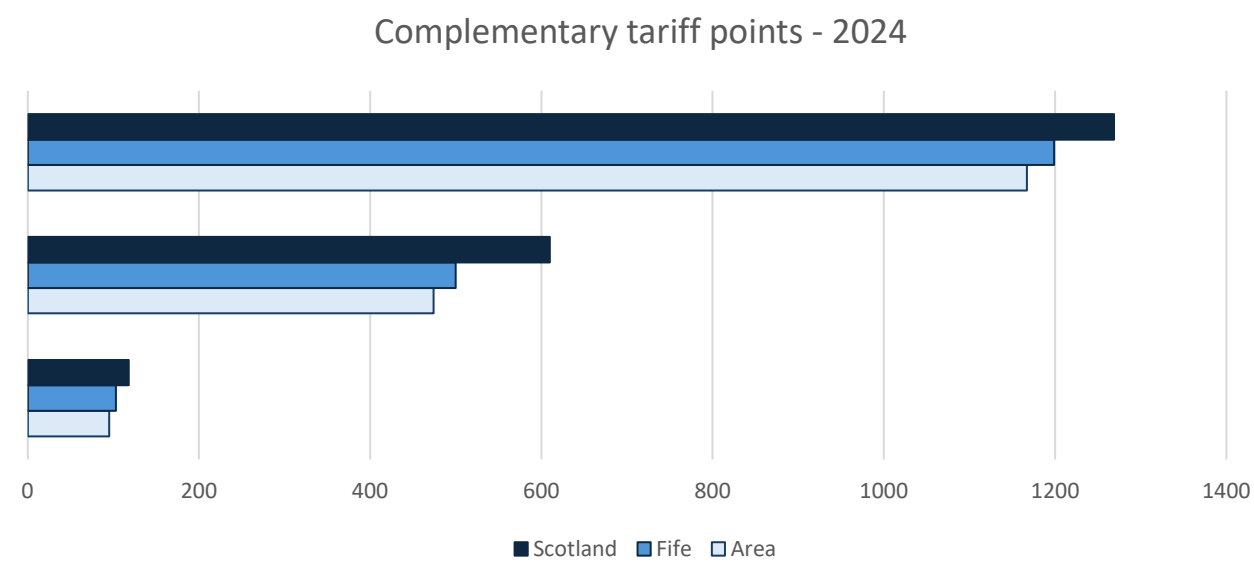
Five year trend for 1 or more passes at National 6 for the school in S5 as a percentage of the S4 cohort.



Stage and Level	S5 Level 6									
	2019/20		2020/21		2021/22		2022/23		2023/24	
Awards	Area	Fife	Area	Fife	Area	Fife	Area	Fife	Area	Fife
1 or more	56.7%	58.9%	59.3%	60.6%	51.1%	57.4%	55.3%	60.0%	55.9%	61.6%
2 or more	46.2%	48.7%	46.1%	50.8%	42.7%	46.3%	41.7%	47.4%	41.6%	48.2%
3 or more	38.5%	40.3%	36.8%	41.9%	35.0%	37.4%	32.9%	38.6%	30.9%	39.4%
4 or more	26.8%	30.2%	26.0%	31.8%	25.9%	28.2%	26.6%	30.8%	22.6%	31.0%
5 or more	16.8%	19.6%	14.3%	19.7%	15.7%	17.7%	17.0%	20.5%	14.6%	21.7%
6 or more	1.0%	2.7%	2.0%	2.5%	1.2%	4.0%	5.3%	5.4%	6.6%	8.5%

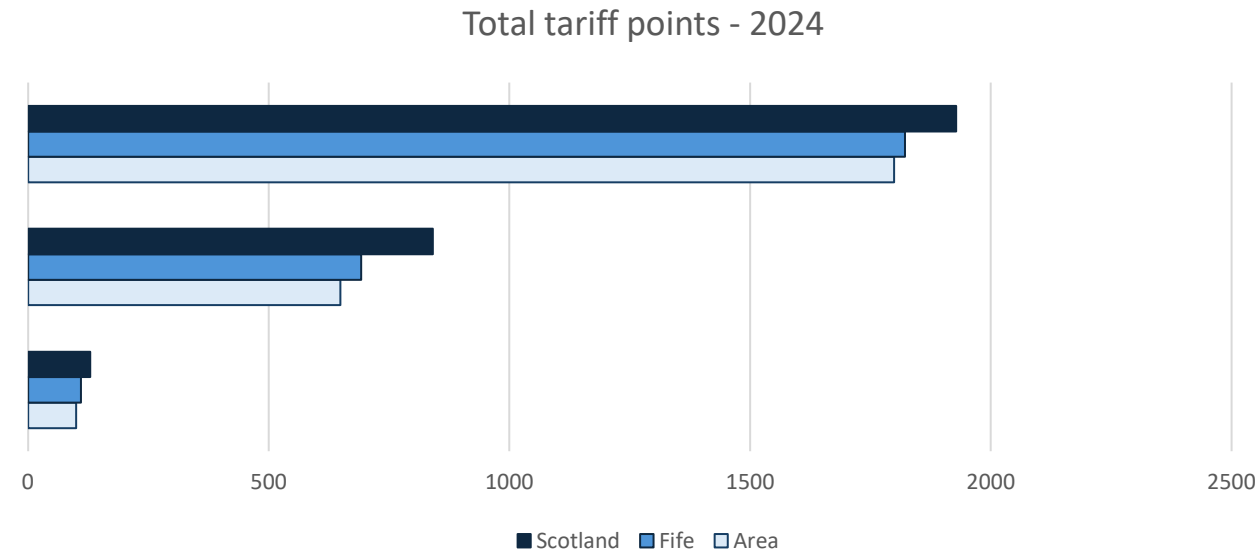
Appendix 1H – Overall Attainment of School Leavers (Complementary Tariff)

Year	2022 Area	2023 Area	2024 Area	2022 Fife	2023 Fife	2024 Fife	2022 Scotland	2023 Scotland	2024 Scotland
Lowest 20%	98	125	95	122	114	103	137	127	118
Middle 60%	501	488	474	556	528	500	643	612	610
Highest 20%	1233	1170	1167	1270	1236	1199	1304	1286	1269



Appendix 1I – Overall Attainment of School Leavers (Total Tariff)

Year	2022	2023	2024	2022	2023	2024	2022	2023	2024
	Area	Area	Area	Fife	Fife	Fife	Scotland	Scotland	Scotland
Lowest 20%	105	135	100	137	127	110	155	141	129
Middle 60%	677	658	649	750	718	692	871	832	841
Highest 20%	1796	1739	1799	1883	1843	1822	1950	1931	1928



Appendix 1K – Initial Leaver Destinations by Category

Year	2021/22 Area	2022/23 Area	2023/24 Area	2021/22 Fife	2022/23 Fife	2023/24 Fife	2021/22 Scotland	2022/23 Scotland	2023/24 Scotland
Positive	93.6	95.2	95.4	94.8	95.3	95.6	95.7	95.9	95.7
Higher Education	31.6	31.3	32.4	35.8	35.5	33.4	41.3	40.3	40.8
Further Education	32.6	35.9	34.3	32.0	32.8	33.3	25.5	26.6	26.4
Training	3.4	3.9	3.1	3.0	3.9	3.4	2.9	3.4	3.9
Employed	25.1	22.9	21.2	23.4	21.9	22.3	25.1	24.4	23.1
Personal Skills Development	0.2	0.7	3.4	0.3	0.5	2.3	0.5	0.8	0.9
Voluntary Work	0.6	0.5	1.1	0.4	0.6	1.0	0.5	0.5	0.6
Not Positive	6.4	4.8	4.6	5.2	4.8	4.4	4.3	4.1	4.3
Unemployed Seeking	3.1	2.6	2.1	2.4	2.6	2.1	2.3	2.2	2.2
Unemployed Not Seeking	2.4	2.0	2.1	2.3	1.9	2.2	1.6	1.6	1.9
Not known	0.9	0.2	0.4	0.6	0.2	0.1	0.4	0.3	0.3
Number of leavers	843	816	849	4088	3920	4179	55211	54719	55961

Appendix 2 – Glossary of Education Terms

This appendix defines some of the key terms referred to in the paper.

Insight is a benchmarking tool designed to help bring about improvements for learners in the senior phase (S4 to S6). The system is updated twice annually, around September for attainment results, and February for school leavers' data. It is particularly valuable to inform improvement planning and provides schools with a range of information to help support school improvement.

Insight uses **Tariff Points** to measure the overall attainment of school leavers. The overall attainment of each school leaver is assigned a number of tariff points that depends on: the number of awards achieved, the SCQF level of each award achieved, the grade of each award (if graded), and the number of credit points assigned to the award (which reflects the number of hours typically needed to complete that particular award). Two summary measures are reported at school level:

- **Total tariff points** – which provide a measure of the total attainment achieved by school leavers during the senior phase.
- **Complementary tariff points** – which reflect the key qualification set achieved each school leaver – the core set of qualifications most likely to influence their post school opportunities and life chances.

The table below shows the tariff points awarded for a range of National awards, offered by the SQA. Tariff points are awarded for other courses, but vary according to the course structure and length. As can be seen from the table above, the SCQF level of an award is a significant factor in the tariff points awarded.

SCQF level	Award	Tariff points
Level 7	Advanced Higher - grade A pass	480
Level 7	Advanced Higher - grade B pass	440
Level 7	Advanced Higher - grade C pass	400
Level 7	Advanced Higher - grade D award	380
Level 6	Higher - grade A pass	204
Level 6	Higher - grade B pass	182
Level 6	Higher - grade C pass	160
Level 6	Higher - grade D award	149
Level 5	National 5 - grade A pass	84
Level 5	National 5 - grade B pass	74
Level 5	National 5 - grade C pass	64
Level 5	National 5 - grade D award	59
Level 4	National 4 course pass	33
Level 3	National 3 course pass	12

The following tables set out the tariff points associated with some example qualification sets – for school leavers with a range of different attainment.

The first table shows the total tariff points associated with the total attainment of these leavers.

Example total qualification sets	Tariff pts
2 Advanced Highers at grade A & 3 Highers at Grade A & 3 National 5s at grade A	1659
1 Advanced Higher grade C & 2 Higher grade Bs & 5 National 5 Bs	1134
5 Higher grade As + 3 National 5 grade As	1272
3 Higher grade Cs & 5 National 5 grade Bs	850
1 Higher grade C & 6 National 5 grade Bs	604
8 National 5 grade As	672
8 National 5 grade Cs	512
5 National 5 grade Cs & 3 National 4s	419
3 National 3 awards & 3 National 4 awards	135
5 National 3 awards & 1 National 4 award	93

The second table shows the corresponding complementary tariff points associated with the “best” attainment (i.e. highest tariff rated) from their total attainment, up to a limit of 120 credit points.

Example "best" qualification sets Limited to 120 credit points	Tariff pts
2 Advanced Highers at grade A & 2.33 Highers at Grade A	1436
1 Advanced Higher grade C & 2 Higher grade Bs & 1.67 National 5 Bs	887.33
5 Higher grade As	1020
3 Higher grade Cs & 2 National 5 grade Bs	628
1 Higher grade C & 4 National 5 grade Bs	456
5 National 5 grade As	420
5 National 5 grade Cs	320
5 National 5 grade Cs	320
3 National 3 awards & 2.75 National 4 awards	126.75
5 National 3 awards & 1 National 4 award	93

The **virtual comparator** is a sample-based benchmark that reflects pupils with similar characteristics to those of a given school. This allows for the influence of a range of factors on school attainment, including: social context (SIMD), levels of recorded additional support needs (ASN), and stage of leaving.

SCQF levels indicate the general level of difficulty of an award, enabling broad comparisons to be made between the skills and learning required to achieve a range of different qualifications.

SCQF levels are a key element of the **Scottish Credit and Qualifications Framework (SCQF)**, which is the national qualifications framework for Scotland (see: <https://scqf.org.uk/about-the-framework/>).

Appendix 3 – The Scottish Index of Multiple Deprivation

SIMD (Scottish Index of Multiple Deprivation). SIMD is the Scottish Government's standard approach to measuring relative levels of deprivation across Scotland. It provides information about a range of resources and opportunities available to families living in a local community. These relate to income, employment, education, health, access to services, crime and housing.

The current version of SIMD has been in use since an update in 2020. Further information can be found at: <https://www.gov.scot/collections/scottish-index-of-multiple-deprivation-2020/>

Within education, there are two common classifications used to measure the social context of school pupils; these are SIMD Quintiles and SIMD Deciles. Both reflect the overall level of multiple deprivation recorded by SIMD for the area where pupils on the school roll live.

SIMD Quintiles. Each local area in Scotland is classified as being within one of five families, called SIMD quintiles.

- SIMD Quintile 1 (often abbreviated to **SIMD Q1**) refers to the 20% most deprived areas in Scotland, as measured by SIMD.
- SIMD Quintile 5 (often abbreviated to **SIMD Q5**) refers to the 20% least deprived areas, as measured by SIMD.

SIMD Deciles. Each local area in Scotland is classified as being within one of ten families, called SIMD deciles.

- SIMD Decile 1 refers to the 10% most deprived areas in Scotland, as measured by SIMD.
- SIMD Decile 10 refers to the 10% least deprived areas, as measured by SIMD.

SIMD Deciles 1 and 2 combined make up **SIMD Quintile 1**.

For the purposes of SIMD, Scotland is divided into 6,976 local areas, named datazones. These are designed to group together households with a similar social context. The table below shows the 20 local areas within Kirkcaldy that lie within SIMD Quintile 1.

Data Zone	Name	Total population	Working age population	SIMD20 Rank	Fife Rank	SIMD Quintile	SIMD Decile
S01009534	Sinclairtown Central	861	559	69	2	1	1
S01009471	Linktown East	599	372	78	3	1	1
S01009535	Gallatown West	747	486	187	7	1	1
S01009460	Burntisland Docks	791	508	400	17	1	1
S01009506	Templehall North Eastern	690	436	469	22	1	1
S01009505	Templehall	796	506	480	23	1	1
S01009473	Linktown Central	845	583	522	26	1	1
S01009540	Sinclairtown North	782	518	584	29	1	1
S01009524	Pathhead North West	704	453	624	31	1	1
S01009504	Kirkcaldy Valley West	680	451	646	35	1	1
S01009531	Mitchelston and Randolph	854	501	751	44	1	2
S01009523	Hayfield North	573	348	824	52	1	2
S01009472	Linktown North	1013	585	866	59	1	2
S01009474	Linktown South and Seafield North	936	636	879	60	1	2
S01009508	Templehall North	842	516	907	63	1	2
S01009532	Overton	828	470	1047	77	1	2
S01009525	Hayfield South	514	316	1062	78	1	2
S01009533	Sinclairtown West	930	559	1106	80	1	2
S01009538	Dysart Central	819	534	1164	83	1	2
S01009509	Kirkcaldy Valley East	979	654	1167	84	1	2

Further information regarding the SIMD profile of the Kirkcaldy area can be found in the Know Fife briefing: **SIMD 2020 Focus on Kirkcaldy** (see: [SIMD-2020v2-Focus-on-Kirkcaldy.pdf \(fife.scot\)](#)).

22 April 2025

Agenda Item No. 12

Health & Social Care Locality Planning – Kirkcaldy

Report by: Lynn Barker, Director of Nursing

(Senior Leadership Team Lead for Kirkcaldy H&SCP Locality Planning Group)

Wards Affected: Wards 9,10,11 &12

Purpose

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

Recommendation

The committee is asked to note:

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

Resource Implications

There are no specific Resource Implications

Legal & Risk Implications

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

Impact Assessment

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

Consultation

Throughout the year, quarterly H&SCP Locality Meetings have been facilitated. In November 2023, a wider stakeholder event was held to inform priorities for 2024–2026.

Additionally, a Fife-wide locality event took place on November 5, 2024. This event aimed to highlight the work undertaken by locality planning groups and to enhance stakeholders' understanding of the role of these groups. The event was a resounding success, with over 115 delegates in attendance. The positive feedback received through a survey and emails confirmed that stakeholders gained a deeper understanding of locality planning and collectively agreed that the event was highly valuable and worthwhile.

1.0 Background

- 1.1 The locality priorities and delivery plan aim to achieve a range of local and national outcomes as outlined in legislation, policy, and strategies. The Public Bodies (Joint Working) (Scotland) Act 2014 provides the legislative framework for integrating health and social care services in Scotland. According to Section 29(3)(a) of the Act, integration authorities are required to operate within localities (appendix 1). In Fife, we have established seven locality groups that are aligned with the Fife Council local area committees.
- 1.1.2 Integration is about ensuring those who access health and social care services get the right care and support whatever their needs, at the right time and in the right place with a locality focus on community based preventive care. This report highlights areas of work to improve the support for people living in Fife, within Kirkcaldy Locality.
- 1.1.3 Localities seek to deliver positive health and wellbeing outcomes for the people of Fife. The overarching goals of localities are to:
- promote healthy lifestyle choices and self-management of long-term conditions.
 - support people to live healthy well independent lives while living in their own home for as long as possible.
 - reducing the number of avoidable emergency admissions to hospital and minimise the time people are delayed in hospital.
 - efficiently and effectively manage resources available to deliver Best Value.
 - support staff to continuously improve information and support and care that they deliver.
 - support unpaid carers, to reduce the impact of their caring role on their own health and wellbeing.
- 1.1.4 The Kirkcaldy Locality Delivery Plan is aligned with the H&SCP Strategic Plan 2023-2026, Plan4Fife, and the NHS Fife Population Health and Wellbeing Strategy.
- 1.1.5 The Kirkcaldy Locality Delivery Plan has identified specific outcomes to ensure meaningful improvements are demonstrated and delivered in a timely manner. Improvements will be measured through a combination of qualitative and quantitative methods. Here are some key approaches:
1. **Regular Reviews:** The working groups will regularly review progress against the delivery plan. This includes assessing the effectiveness of implemented strategies and making necessary adjustments.
 2. **Stakeholder Feedback:** Input from stakeholders, including community members and partners, will be gathered to gauge the impact of the initiatives. This feedback will help identify areas of success and those needing improvement.

3. **Risk Registers:** Each working group will maintain a risk register, which will be regularly reviewed to manage potential risks and ensure that any issues are promptly addressed.
4. **Annual Reports:** The Health and Social Care Partnership (H&SCP) will provide annual reports to the Area Committee and Integration Joint Board, detailing updates on locality delivery plans and highlighting collaborative efforts with community planning partners.
5. **Benchmarking:** Comparing performance with other localities or against established standards to identify best practices and areas for improvement.

2.0 Issues and Options

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

2.2 Priority 1 Supporting Unpaid Carers – Community Chest Fund (CCF)

2.2.1 Background

The Fife Health and Social Care Partnership has established the Community Chest Fund (CCF) to support the region's unpaid carers. With over 47,000 unpaid carers in Fife and 7,015 in Kirkcaldy (census 2022), these individuals provide essential care for friends or family members affected by illness, disability, mental health conditions, or addiction.

2.2.2 Key Objectives We Aimed to Achieve

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

2.2.3 Achievements to Date

During the 2023/24 funding rounds, a total of 7 projects in the Kirkcaldy area were successfully awarded grants, with a combined funding total of £45,644. These projects are focused on delivering meaningful impact for unpaid carers across Fife, ensuring that they have the necessary support and resources. For further information about the Kirkcaldy groups that have been awarded funding, click on the links below.

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

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

2.2.4 Next Steps for 2025

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

2.3 Priority 2 Community Led Support – The Well & Secondary Care Test of Change

2.3.1 Background

The aim of this priority is to collaborate with the Secondary Care (Victoria Hospital Kirkcaldy, VHK) Waiting Well programme to identify opportunities for people to access community-led support. The goal is to raise awareness of holistic, person-centred support, ultimately improving outcomes for individuals on waiting lists for procedures by facilitating access to community-led support via “The Well” [The Well | Fife HSCP](#)

2.3.2 Key Objectives We Aimed to Achieve

- Establish a referral pathway for holistic, person-centred support to improve outcomes for acute patients on waiting lists through community-led support.
- Identify opportunities to support the Secondary Care Waiting Well programme.
- Implement a Test of Change (ToC) with The Well and National Treatment Centre (NTC) for patients awaiting knee/hip operations.

2.3.3 Achievements to Date

- A multi-agency Short Life Working Group (SLWG) was established.
- In May 2023, the SLWG initiated a Test of Change (ToC) within the National Treatment Centre (NTC) for Orthopaedics at the Victoria Hospital. The Well was situated at the NTC on Friday mornings from May 2023 and at VHK (Costa) twice weekly on Wednesdays and Fridays.
- The SLWG developed a referral pathway with consultants and nursing teams in Orthopaedics (and all Acute staff).
- A Situation, Background, Assessment & Recommendations (SBAR) report was submitted to the Integrated Planned Care Programme Board, aligning the ToC with the Scottish Government National Waiting Well Programme.
- A referral pathway is now established.
- The Well is now located every Wednesday and Friday morning at VHK in the Costa Foyer and at QMH Hospital on Mondays.
- Localities and the NTC presented at the Acute Division Education Sessions (Grand Round) in April 2024.
- The Well Lead presented at the Heads of Nursing meeting in March 2024.

2.3.4 Next Steps for 2025

- Localities continue to be involved in the Fife Waiting Well Programme and working with Secondary Care providing a referral pathway to wrap around holistic person-centred support to improve outcomes for acute patients on the waiting lists using community led support.

2.4 Priority 2 – Community Led Support - The LifeCurve Tool Test of Change

2.4.1 Background

A short life working group (SLWG) made up of a Multi-disciplinary Team (MDT) was established following the identified priority of the ageing population of Kirkcaldy. The Aim

of the SLWG was to raise awareness of ageing well, increasing opportunities for people to improve their knowledge and understanding of health and lifestyle choices leading to more positive outcomes. The Outcome was an increased awareness and understanding of the Life Curve tool.

The Life Curve is based on the concept of functional decline (CFD), developed by Professor Peter Gore and his Ageing and Health faculty at Newcastle University, which hosts the National Innovation Centre for ageing. Additional research carried out by ADL Smartcare (Professor Gore's company) have highlighted that people lose the ability to independently carry out activities of daily living (ADL's) in a particular order. By using these 15 markers a person can position themselves on the LifeCurve, which will show how they are ageing. Once we know where a person is on their ageing journey, we can then map them to activities, services and products (such as exercise or assistive equipment), which will help them maintain, or even recover ability to carry out these activities thus maximising their independence for much longer.

The **Smart Life in Fife** platform, powered by ADL Smartcare, offers a self-assessment tool that aligns with the LifeCurve principles. This platform is designed to help individuals in Fife manage their ageing process by providing personalised advice, services, and products. The upcoming rebranding and relaunch in mid-May 2025 should make it even more user-friendly and effective.

2.4.2 Key Objectives We Aimed to Achieve

The SLWG aimed to increase awareness and understanding of the Life Curve tool, optimising individual wellbeing and outcomes through enabling relationships and supported self-management. Three tests of change were agreed upon: Community Housing Team, Fife Voluntary Action Footcare Services, and Community Occupational Therapy (OT). However, due to delays in the new and upgraded LifeCurve Tool App delivery, the Community OT test of change was postponed.

2.4.3 Achievements to Date

- Multi agency short life working group established
- Two Test of Change (ToC) of the LifeCurve Tool undertaken:
 1. Community Housing, Sept 23 – Sept 24. Evaluation Report for 5 clients on the Lifecurve tool complete and presented to the Housing Plus Board in October 2024 (available on request from Community Housing)
 2. FVA Footcare Service, Jan 24 – Jan 25. Evaluation report is in progress for the 35 clients who participated, this is a manual process to collate the graphs and information until the new App is launched and professional SLWG develop the Dashboard – evaluation will be completed May 25.
- Comms Plan in place for the LifeCurve Tool
- Interactive Lifecurve Tool Postcard developed and promoted via locality planning group members/services

2.4.4 Next Steps for 2025

- FVA Footcare to present findings from 1 year ToC evaluation report to the SLWG and KLPG.
- Following the success of the test of change Community Housing are rolling out delivery of the Lifecurve Tool within further sheltered housing complexes in Glenrothes, Dunfermline and South & West Fife.
- Development of the ADL Dashboard will continue to support more meaningful data collection.
- Rebranded Smartlifeinfife, anticipated mid-May 2025 following Participation & Engagement consultation in March 25.

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

2.5.1 Background

The KY2 is a one-stop shop for individuals affected by drug/alcohol harm. It opened on August 16, 2023, and operates every Wednesday at Templehall Community Centre. A multidisciplinary team from NHS, H&SCP, the third sector, and Fife Council provides support in a safe, non-judgemental space where people can receive food and a warm drink and engage with services at their own pace.

2.5.2 Key Objectives We Aimed to Achieve

The objective was to implement a collaborative, locality-based approach in Kirkcaldy, targeting areas with the highest levels of alcohol and drug harm, prevalence, and low engagement.

2.5.3 Achievements to Date

- KY2 has a regular attendance, some weeks with up to 26, but averaging 16 people/week with a total of 387 people in its first year. These are people who have been or are affected by drug /alcohol harm that are not engaged with any other services.
- KY2 has supported 8 people into Rapid Access and 8 people referred into other services. Case Studies have been presented at the Kirkcaldy LPG.
- A regular attendee at the KY2 kindly allowed H&SCP to video the impact the KY2 providing a very emotional account of how the KY2 helped him with his drug misuse and supported him to improve his life and feel valued again. The video was presented at the Fife Wide Locality Event in November 2024. This is the link to the video [KY2](#)
- Introduction of physical activity to support wellbeing and Recovery through Outdoors programmes have been introduced to the KY2 with the Active Fife team attending the KY2 and listening to how the people attending would like to support their wellbeing, and type of physical activity they would enjoy participating in.
- The KY2 ADAPT team has engaged with Park Golf as an enjoyable outdoor activity for everyone at KY2.
- The Gallatown YMCA, through the KY2 project, has introduced the 191 Club, meeting weekly on Thursday mornings at St. Claire Street. Although Addictions cannot support a full KY model due to commitments at the three KY cafes, all services provide support to the 191 Club as needed.
-

2.5.4 Next Steps for 2025

- Funding is secured until September 2025, to continue to deliver the KY2 at Templehall.
- The KY2 will continue to work with Active Fife supporting reengagement with the community and improving wellbeing and physical health by offering opportunities for clients to engage in physical activities.
- The SLWG will continue to meet in 2025 to ensure KY2 supported, and an evaluation report is anticipated at the LCPG June 2025.

2.6 Priority 4 - Supporting People identified at Risk of Being Homeless Test of Change

2.6.1 Background

Local Housing Strategy 2022 to 2027 - key priority includes meeting the requirement of the Prevention of Homelessness Duty and working together to meet the housing needs of Housing First customers. These activities will ensure that people are provided with suitable and sustainable housing options and increase the number of individuals who are prevented from becoming or being homeless. An application was approved by the "Ending Homelessness together" board to fund a link worker for 12 months to create a referral pathway for GPs/Health Professionals to support people with non-clinical concerns who are at risk of becoming homeless or are homeless. Based on data collected by Housing Options Officers in 2022 Kirkcaldy was identified as the highest area of need.

2.6.2 Key Objectives We Aimed to Achieve

- The Test of Change to be undertaken for 12 months
- Establish if there are opportunities to receive referrals from other services that would benefit from supporting people who are at risk of becoming / are homeless
- Increase referrals from Primary Care to LLF via SCI Gateway at housing trigger points at risk of homelessness
- The Link Worker to support the KY2, 191 Club and the Independent Living Advice Hub (ILAH) in Kirkcaldy
- To create a Referral Pathway with Kirkcaldy Housing team

2.6.3 Achievements to Date

- Quarterly flash reports presented to "Ending Homelessness Together" Board
- Updates presented at the Kirkcaldy locality meetings
- Total referrals received 81, of which 41 were from Kirkcaldy Locality
- 68% of people referred from Kirkcaldy engaged with the link worker and 82% of people referred from the wider localities engaged with a link worker
- Total number of referrals declined / non engaged with Service = 9
- Inappropriate Referral = 4
- Key Concerns identified by people who engaged with the LW:
 - Housing Support 39%
 - Mental Health & Wellbeing 39%
 - Financial Support and Welfare Benefits 15%
 - Addictions Support 5%
 - Family/Relationships including Parenting 5%

Lesson Learned:

- There is a need for Housing and LLF Teams to fully understand each other's roles, to improve working relationships and minimise duplication.
- Increased staff development through Shared learning between the two services.
- There is a need to manage expectations of people who are homeless or at risk of homelessness regarding access to relevant accommodation.
- Opportunity to review gaps in service and identify when the right point is in their journey, for the person to receive Link Worker support, minimising duplication of services.

2.6.4 Next Steps for 2025

The ToC is extended to end 31st April 2025 – awaiting update re continuation of funding for 2025/2026. NB The staff member supporting this role has since left to take on permanent contract elsewhere.

2.7 Priority 5 – Community Led Support – Collaborative Working Group

2.7.1 Background

Following presentation at the June 2024 KLPG of the additional Priorities identified (March 2024) for Kirkcaldy Locality, namely Priority 5 – Accessing Services; Priority 6 – Communications; Priority 7 – Training & Upskilling, services nominated members from their teams working in the Locality to form a KLPG Collaborative Working Group (CWG). The purpose of this CWG was to “raise awareness of Community Led Support offered by H&SCP, third sector and Fife Council resources to empower people to manage their own health & wellbeing within Kirkcaldy Locality”.

2.7.2 Key Objectives We Aimed to Achieve

- Raise awareness with stakeholders / public to promote H&SCP / 3rd Sector of Community Led Support (CLS).
- Review the service provision gaps identified within Kirkcaldy, supporting the Kirkcaldy Locality Planning Group to assess existing service provision and identify both current and future requirement.
- Explore opportunities for services to promote and undertake “Good Conversation” Training.
- Work together with CLS Team / Partners to increase opportunities for social referral.
- Develop a case study to illustrate and evidence how CLS can empower people to manage their own health and wellbeing.

2.7.3 Achievements to Date

- Collaborative Working Group established, and terms of reference agreed
- Needs analysis undertaken Dec 24 in Linktown highlighting Mental Health & Wellbeing as the top concern.
- Drug & Alcohol identified as a concern for Linktown area by CWG.
- Health Promotion Suicide Prevention understanding of need in Kirkcaldy Locality and community actions identified for the CWG to format a community action plan supporting mental health and wellbeing.
- Working Collaboratively with FC CLD to promote H&SCP Community Led Support

2.7.4 Next Steps for 2025:

- Continue Collaborative Working Group: Maintain and strengthen the collaborative efforts.
- Implement Community Action Plan: Focus on specific areas of need within the locality, supporting mental health, wellbeing, and suicide prevention via community action plan.
- Support Linktown Community: Address drug and alcohol concerns by working with the FC Community Team, H&SCP ADP, NHS Addiction Services, and CLS pop-up at Whyteman's Brae Hospital (WBH).

3.0 Conclusions

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

List of Appendices

Appendix 1 [Localities Guidance](#)

Background Papers

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

Bulleted list

Report Contact

Author Name: Jacquie Stringer

Author's Job Title: Service Manager (Locality Planning/Community Led Support)

Workplace

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Glossary – Area Committee Report (Kirkcaldy)

Term	Definition
ADAPT	ADAPT is the main drug and alcohol triage service in Fife. It provides assessment of need and referral to specialist drug and alcohol services within the NHS and Third Sector.
ADL	Activities of daily living
ADL Smartcare	Prof Gore's company with the LifeCurve tool
ADP	Alcohol & Drug Partnership (H&SCP)
ADAPT	ADAPT is the main drug and alcohol triage service in Fife
CCF	Community Chest Fund Funding available for communities in Fife, which is for the benefit of unpaid carers
CFD	Concept of functional decline
CLD	Community Learning & Development
CLS	Community Led Support – The Well, Link Life Fife and Macmillan Improving the Cancer Journey
CWG	Collaborative Working Group
EqlA	Equality Impact Assessment
FC	Fife Council Local authority for Fife
FVA	Fife Voluntary Action – commissioned 3 rd sector service
H&SCP	Health and Social Care Partnership. Health Board and Local Authorities have been set up to provide services that support people to live safely at home, with a good quality of life.
KY2	KY2 is a one stop shop held weekly at Templehall Community Centre to support people who are at harm from alcohol / drug misuse
KLPG	Kirkcaldy Locality Planning Group
ILAH	Independent Living Advice Hub – Community Housing hub in Kirkcaldy High Street
LDO	Locality Development Officer
Life Curve Tool	<p>Based on continuing research at Newcastle University, UK</p> <p>ADL Research</p> <p>CFD* Research</p> <p>Copyright 2020 © ADL Smartcare Limited</p> <p>Version 2.4.1</p> <p>Elapsed time on the LifeCurve™</p> <p>* COMPRESSION OF FUNCTIONAL DECLINE</p>
Link Worker	Link workers connect people to community-based support, including activities and services that meet

	practical, social, and emotional needs that affect their health and wellbeing.
MDT	Multi-Disciplinary Team
NHS	National Health Service Publicly funded healthcare service
NTC	National Treatment Centre – Orthopaedic Treatment Centre at VHK
O.T.	Occupational Therapy
QMH	Queen Margaret Hospital, Dunfermline
SLT	Senior Leadership Team
SBAR Report	Situation, Background, Assessment, Recommendations Report
SLWG	Short Life Working Group
SmartlifeinFife	https://www.smartlifeinfife.org/
The Well	The Well part of CLSS - Fife Wide service supporting anyone aged 16 and over with information and general advice to help them to stay well and independent within their community (Drop-in sites throughout Fife and online)
ToC	Test of change
Unpaid Carer	A carer is anyone who cares, unpaid, for a friend or family member who due to illness, disability, a mental health problem or an addiction cannot cope without their support.
VHK	Victoria Hospital, Kirkcaldy
WBH	Whyteman's Brae Hospital (Kirkcaldy)
Wider stakeholder event	Locality Planning Team holds the annual stakeholder events in each locality, which brings together key stakeholders for the locality to review relevant data, emergent trends, and local challenges.
WRAP Group	The WRAP group in Fife Council stands for Welfare Reform and Anti-Poverty . This group brings together local community planning partners to tackle poverty issues within the area. The WRAP group collaborates with various organizations, both statutory and third sector, to provide a coordinated response to the high levels of poverty and its impacts on families
YMCA	Young Men's Christian Association

Date 22 April 2025

Agenda Item No.13

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 officials.

2.0 Transactions

2.1 Disposals

2.1.1 258sqm of additional ground at 13 Inch View, Kinghorn

Date of Sale: 27 November 2024
Price: £10,000

2.1.2 One half share of roof and roof space at 12/14 Blyth Street, Kirkcaldy

Date of Sale: 15 November 2024
Price: £5,000

2.2 Acquisitions

2.2.1 98 Ravenscraig, Kirkcaldy

Date of Acquisition: 25 October 2024
Price: £78,000

2.2.2 174 Ravenscraig, Kirkcaldy

Date of Acquisition: 15 November 2024
Price: £81,000

2.2.3 2 Lothian Street, Burntisland

Date of Acquisition: 8 November 2024
Price: £80,000

2.2.4 369 Forth View, Kirkcaldy

Date of Acquisition: 1 November 2024
Price: £81,500

2.2.5 67 Howard Place, Dysart

Date of Acquisition: 6 November 2024
Price: £72,000

2.2.6 112 Ravenscraig, Kirkcaldy

Date of Acquisition: 9 December 2024
Price: £65,000

2.5 Leases by the Council – New Leases

2.5.1 Unit 4 Station Yard Industrial Estate, Kinghorn

Term: 5 years
Rent: £4,800 per annum
Tenant: Maritime and Coastguard Agency

2.5.2 Unit 4 Enterprise Centre, Myregormie Place, Kirkcaldy

Term: 3 years
Rent: £2,500 per annum
Tenant: Marcin Kazmierkiewicz

3.0 Conclusions

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

List of Appendices

1. N/A

Report Contact

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Author’s Job Title	Service Manager
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22 APRIL 2025

Agenda Item No. 14

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
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Kirkcaldy Area Committee of 24 June 2025			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Ravensraig Vacant and Derelict Land Funding Update on Project Completion.	Business and Employability	Ian Mccrory	
Area Housing Plan 2024 - 25 Update	Housing Services	Elaine Campbell	

Kirkcaldy Area Committee of 26 August 2025			
Title	Service(s)	Contact(s)	Comments
Annual Area Anti Poverty Review 2024-25	Communities and Neighbourhoods Service	Julie Dickson	
Kirkcaldy Area Committee Forward Work Programme	Legal & Democratic Services	Elona Thomson	
Area Roads Programme 2024/25 Final Report		Vicki Storrar	
Options for Leisure Centre Parking in the Kirkcaldy Area	Roads & Transportation	Andy Paterson-ts	

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 of 28 October 2025			
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	

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	
Health and Social Care Locality Planning - Kirkcaldy	Health and Social Care	Jacquie Stringer-fc	

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	

Kirkcaldy Area Committee of 27 October 2026			
Title	Service(s)	Contact(s)	Comments
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). 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.

Unallocated			
Title	Service(s)	Contact(s)	Comments
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.