

Kirkcaldy Area Committee – Blended Meeting

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

Tuesday, 25 April, 2023 - 2.00 p.m.



AGENDA

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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 OF MEETING OF KIRKCALDY AREA COMMITTEE OF 7TH FEBRUARY, 2023.** 4 - 8
4. **HEALTH & SOCIAL CARE LOCALITY PLANNING – KIRKCALDY** – Report by Associate Director of Nursing, Community Care Services, Senior Leadership Team Lead for Kirkcaldy Health and Social Care Locality Planning 9 - 25
5. **SUPPORTING THE PLAN 4 KIRKCALDY - KIRKCALDY CCTV** – Report by the Head of Communities and Neighbourhoods 26 - 27
6. **PROPOSED PARKING RESTRICTIONS - VICTORIA HOSPITAL, KIRKCALDY** – Report by the Head of Roads & Transportation Services 28 - 33
7. **PEDESTRIAN ZONE - HIGH STREET, KIRKCALDY** – Report by the Head of Roads & Transportation Services 34 - 38
8. **REDUCED PRICE CAR PARK SEASON TICKET** – Report by the Head of Roads & Transportation Services 39 - 42
9. **SUPPORTING THE LOCAL COMMUNITY PLAN – KIRKCALDY AREA LOCAL BUDGETS 2022/25** – Report by the Head of Communities and Neighbourhoods 43 - 47
10. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services 48 - 50
11. **KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance & Corporate Services 51 - 56

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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18 April, 2023

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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 mute microphones and switch cameras off when not speaking. This includes during any scheduled breaks or adjournments.

THE FIFE COUNCIL - KIRKCALDY AREA COMMITTEE – KIRKCALDY - BLENDED MEETING

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

07 February, 2023

2.00 pm – 4.45 pm

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

ATTENDING: Julie Dickson, Community Manager (Kirkcaldy), Communities and Neighbourhoods Service; Susan Keenlyside, Service Manager, Sustainable Transport & Parking, Neil Watson, Lead Consultant, Roads & Lighting Asset Management, David Grove, Lead Officer Town Centre Development, Keith Johnston, Technician Engineer, Traffic Management South, Roads and Transportation Services; Gordon Mole, Head of Business & Employability, Peter Corbett, Lead Officer - Economy, Economy Planning and Employability Services; Eleanor Hodgson, Accountant and Lesley Robb, Lead Officer - Committee Services, Finance and Corporate Services.

28. DECLARATIONS OF INTEREST

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

Councillor Ian Cameron declared a connection relating to Para 32. - Supporting the Plan 4 Kirkcaldy Area, Area LCPB Underspend and Community Recovery, as Vice-Convener of the Adam Smith 300 Group, but having applied the objective test concluded that he had no interest to declare.

29. MINUTE

The Committee considered the minute of the Kirkcaldy Area Committee meeting of 22 November, 2022.

Decision

The Committee agreed to approve the minute.

30. KIRKCALDY AREA LOCAL COMMUNITY PLAN - REVIEW OF THE PLAN 4 KIRKCALDY AREA 2019-2022

The Committee considered a report by the Head of Communities and Neighbourhoods Service updating Members on the progress of the Local Community Plan (LCP) Plan 4 Kirkcaldy Area for the period of 2019-2022.

Decision/

Decision

The Committee noted and commented on the efforts, challenges and achievements of projects under the agreed Plan4Fife themes, as identified in the Plan 4 Kirkcaldy Area 2019-22.

31. KIRKCALDY AREA LOCAL COMMUNITY PLAN - PLAN 4 KIRKCALDY AREA 2023-2026

The Committee considered a report by the Head of Communities and Neighbourhoods Service requesting agreement of the key priority areas for the revised Plan 4 Kirkcaldy Area 2023-2026.

Decision

The Committee approved the six key areas of priority for the Plan 4 Kirkcaldy Area 2023-2026.

32. SUPPORTING THE PLAN 4 KIRKCALDY AREA - AREA LCPB UNDERSPEND AND COMMUNITY RECOVERY FUND

The Committee considered a report by the Head of Communities and Neighbourhoods Service requesting approval to allocate funding for various projects from the Local Community Planning Budget (LCPB) Underspends and the Community Recovery Fund for the Kirkcaldy Area.

Decision

The Committee:

1. approved from the underspend in the LCPB budget, an allocation for Everyone Every Day of a total of £240,000, as match funding for overall project costs of £1,200,000;
2. approved the following projects from the Community Recovery Fund totalling £992,000:-
 - Rural Skills Scotland: £60,000;
 - Cosy Kingdom: £50,000;
 - Place Officer and resource for digital platform (Tourism and Town Centres) £300,000;
 - Adam Smith - tercentenary events and legacy proposals: Up to £100,000;
 - Additional Welfare Reform Support: £122,000;
 - Participatory Budgeting: £300,000;
 - Pathway to Prospects trainee posts: £50,000;
 - Fundraiser Post to support Kirkcaldy Foodbank: £10,000;
3. agreed that in respect of the requested funding, totalling £150,338.57, for the Safe Families project, a briefing note would be prepared and distributed to Members relating to the context of services similar to the Safe Families project and how these services are delivered by Fife Council and partner organisations;
- 4./

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4. agreed that the final decision to approve funding for the Safe Families project would be delegated to the Convener and Community Manager, following the briefing note issued to Members; and
5. noted that a 6 monthly progress report would be submitted to the Committee on all the projects allocated funding at this time.

33. AREA ROADS PROGRAMME 2023-24

The Committee considered a report by the Head of Roads and Transportation Services identifying projects which were proposed for inclusion in the 2023-24 Area Roads Programme for the Kirkcaldy area.

Decision

The Committee ;

1. approved the report and the projects identified in appendices 1-3 of the report;
2. delegated authority to the Head of Roads and Transportation to manage the lists of Category 1 and 2 projects, in line with the available resources/funding as the programme developed and in consultation with the Convener and Depute Convener; and
3. noted the projects detailed in Appendix 4.

The Committee adjourned at 3:30 pm and reconvened at 3.40 pm

Councillor Hamilton rejoined the meeting during consideration of the following item.

34. THE FUTURE OF THISTLE STREET AND ESPLANADE MULTI-STOREY CAR PARKS

The Committee considered a joint report by the Head of Business and Employability and the Head of Roads and Transportation Services detailing options available for the development of the Esplanade and Thistle Street multi-storey car parks in Kirkcaldy.

Decision

The Committee:

1. agreed that following a members' workshop held on 19 January 2023, the members' preferred option, of decommissioning both multi storey car parks, demolishing and clearing the sites, with a surface level car park developed on the footprint of Thistle Street site, with the Esplanade site made available for re-development, alongside the site of the former swimming pool, would be developed further by officers;

2./

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2. noted that the preferred option would require community engagement, the development of a detailed business case and financial governance approval prior to progressing further; and
3. noted that a further report detailing the outcomes from the commissioned market assessment would be submitted to a future meeting of Kirkcaldy Area Committee, date to be advised.

35. LOCAL AREA ECONOMIC PROFILES (DECEMBER 2022)

The Committee considered a report by the Head of Business and Employability providing Members with an annual overview of the performance of the local economy and labour market in the Kirkcaldy Area. The information presented was intended to provide background and context to council activity within the area and to help inform area committee discussion and decision-making.

Decision

The Committee;

1. considered and commented on the issues raised from the analysis of the latest available data; and,
2. recognised the ongoing economic challenges and uncertainty.

36. COMMON GOOD AND SETTLEMENT TRUST FUNDS ANNUAL REPORT 2021-22

The Committee considered a report by the Executive Director, Finance and Corporate Services advising Members of the status of the Common Good Funds in the area and relevant fund activities over the financial year 2021-22.

Decision

The Committee:

1. noted the information contained in the relevant appendices for the various Common Good funds;
2. offered comments on the information provided; and
3. agreed to continue to support the disbursement of Trusts funds to suitable projects which may also include the amalgamation of individual trusts and where appropriate the dissolution of individual trusts, including the transfer of the funds to suitable third party organisations, who could provide similar support to local priorities.

37./

37. PROPERTY TRANSACTIONS

The Committee considered a report by the Senior Manager, Property Services advising Members of action taken using the List of Officer Powers in relation to property transactions.

Decision

The Committee noted the contents of the report.

38. KIRKCALDY AREA COMMITTEE FORWARD WORK PROGRAMME

The Committee considered a report by the Executive Director, Finance & Corporate Services supporting the Committee's consideration of the workplan for future meetings of Kirkcaldy Area Committee.

Decision

The Committee reviewed the workplan and agreed members would contact the Convener, Depute Convener or Committee Officer with suggestions for specific areas they would wish to see covered in future reports.

25 April 2023

Agenda Item No. 4

Health & Social Care Locality Planning – Kirkcaldy

Report by: Lynn Barker, Associate Director of Nursing, Community Care Services
(Senior Leadership Team Lead for Kirkcaldy H&SC Locality Planning Group)

Wards Affected: Wards 9,10,11 & 12

Purpose

The purpose of this report is to provide the Area Committee with an overview of the Health & Social Care (H&SC) Locality Planning for Kirkcaldy. The aim of localities is for relevant service providers across different sectors, at all levels to come together with people and communities who use services to improve health and wellbeing outcomes.

Recommendation

Members are asked to agree that the health and social care partnership will provide 6 monthly reports to the committee with updates on locality planning and joint areas of interest between H&SCP and community planning partners.

Resource Implications

- The population of Kirkcaldy is estimated to remain the same from 2021 to 2026, the total population of Kirkcaldy Locality in 2021 was 60,472. Overall, 48.4% of the population are male, and 51.6% are female.
- The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) puts in place the legislative framework to integrate health and social care services in Scotland. Section 29(3)(a) of the Act requires integration authorities to work within localities and in Fife we have established 7 locality groups which are aligned to the Fife Council local area committees. Health & Social Care Local Action Plans are currently based on improved joined up working across local teams by the staff who have the insight and knowledge regarding delivery of health and social care services in the local community. The locality groups are focussing more on changing the way we work to improve health and wellbeing outcomes. There is an expectation that locality planning processes will address issues raised through the annual stakeholder events, local intelligence, Public Health Scotland and SPIRE (Scotland primary intelligence resource) data (Kirkcaldy H&SC Locality Guidance appendix 1).

Legal & Risk Implications

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

Impact Assessment

An Equality Impact Assessment and summary form has been completed. The summary form is attached to the report. (Appendix 2).

Consultation

There has been extensive consultation in the production of the [Health & Social Care Strategic Plan 2023-2026](#) (Background Papers).

Quarterly H&SC Locality meetings will be facilitated throughout the year. The wider stakeholder event took place in November 2022 which informs priorities for 2023.

1.0 Background

- 1.1 Fife Integration Joint Board (IJB) was established on 1st April 2016 and is responsible for the planning and delivery of integration arrangements and delegated functions in Fife. The Integrated Joint Board (IJB) includes representatives from Fife Council and NHS Fife, it also has several professional advisors and other specialists. The IJB is commonly referred to as Fife Health and Social Care Partnership. This is the public facing aspect of Fife Integration Joint Board and is essentially the employees from both organisations working in partnership to deliver health and social care services. Fife Health & Social Care Partnership has established seven H&SC Locality Planning Core Groups, which mirror the existing GP Clusters, Area Committees and the Local Community Planning areas of Fife.
- 1.2 Critical to the Integration Joint Board's Strategic Plan, each of the seven local areas that make up the Fife Health and Social Care Partnership develop a Locality Plan with partners, including patients/service users, community planning, carers and the third and independent sectors. Working closely with the GP cluster leads the Locality Plans are updated on an annual basis to show how the plan is being implemented locally to ensure services respond to local priorities, needs and issues of communities.
- 1.3 The purpose of locality planning is for relevant service providers across different sectors, at all levels (clinical and non-clinical) to come together with people and communities who use services to improve health and wellbeing outcomes.
- 1.4 Locality guidance is in line with Scottish Government policy, working together with the Integrated Health and Social Care Partnership. 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.
- 1.5 Locality Groups were paused in 2021 and remobilised in May 2022.

- 1.6 To achieve the aspirations of the Fife H&SC Strategic Plan, there is a collaborative approach for a cross Service approach and a commitment from all partners to work together.
- 1.7 There is also a requirement to shift the focus to delivering locally and using evidence to question and challenge whether the right things are being done to achieve the ambitions of the H&SC Strategic Plan 2023-2026.
- 1.8 Locality Groups will work with Community Planning in Fife Council and NHS Fife to ensure there is connection to the Plan4Fife and NHS Fife Population Health & Wellbeing Strategy.

2.0 Issues and Options

- 2.1 The locality core groups were remobilised in May 2022. To ensure the quality of localities' they must function with the direct involvement and leadership of H&SC senior leadership team, H&SC professionals, housing sector, representatives of the third and independent sector and community planning partners. The groups met in May, September and wider stakeholder event took place in November 2022. The purpose of the wider stakeholder event is to review and discuss the area Profiles (both national and local data and statistics) and engage with stakeholders to understand their experience and knowledge of people who use services and staff working in the local area. Following the event, the proposed themes/actions are:
- 2.2 The Kirkcaldy Locality Group have identified four thematic priorities:
 - **Improving Mental Health & Wellbeing**
 - **Supporting unpaid carers**
 - **Community Engagement / Community Led Support**
 - **Supporting people affected by Drug / Alcohol Harm and Death**
- 2.2.1 An action plan has been developed to support the priorities and was reviewed at the locality meeting on 23rd March 2023. The Kirkcaldy locality priorities will align and support the area community plan.
- 2.2.2 **Improving Mental Health & Wellbeing:** In 2020/21, **20.9%** of people were prescribed medication for anxiety, depression, or psychosis in the Kirkcaldy Locality, compared to the rest of Scotland (19.3%). This is a **6% percentage rate increase** from 10 years prior in 2010/11.
- 2.2.3 **Supporting unpaid carers:** A priority for the locality group will be to deliver the Community Chest Fund (community funding to support unpaid carers living in Kirkcaldy area), which will provide opportunities for carers to develop and deliver a community project that will benefit carers. Collaborating with organisations in the Kirkcaldy area, will ensure that carers are aware of the fund and supported during and after the application process.
- 2.2.4 **Community Engagement / Community Led Support:** Priorities for the Kirkcaldy locality include Ageing population - raising awareness of living well. The group are in initial discussions re increasing awareness and understanding of the Life Curve tool and individual wellbeing, ensuring outcomes are optimised through building enabling relationships with people and focussing on supported self-management.
- 2.2.5 **Supporting People Affected by Drug / Alcohol Harm and Death:** From the period of 2019-2021, Kirkcaldy had **287** drug related hospital admissions. This is an average of **96** admissions per year.

- 2.2.6 Drug related hospital admissions has continued to increase with a **30.9%** increase since 2014/15-2016/17. A priority for Kirkcaldy Locality Group is to work collaboratively with the Fife Alcohol & Drugs Partnership (FADP) to develop targeted support and a locality-based approach for Kirkcaldy locality, where harm and prevalence and low levels of engagement are highest for people at risk of harmful substance use. A multi-agency working group will take forward this area of work, one the actions will be engaging with people with “lived experience” in the Kirkcaldy locality.
- 2.3 Link Life Fife (LLF) - Link Life Fife is a community led support service (non-clinical) provided by Fife Health and Social Care Partnership for anyone aged 18 and over in Fife who is reaching out to their GP or other health professional within Primary Care for support to manage stress, anxiety, or feelings of being overwhelmed that are affecting their mental health or general well-being. All GP practices and primary care teams in Kirkcaldy can refer to this service.
- 2.3.1 The majority of referrals (66%) in 2022 were from Primary Care Mental Health Nurses within the 55 GP Practices in Fife.
- 2.3.2 Fife wide data January to December 2022:
- Total referrals: 877
 - Overall engagement rate: 70%
 - Gender split: 65% female, 32% male, 3% not know/not disclosed.
 - Age range: majority of referrals aged 25-64
 - The majority of support provided by a combination of telephone and face to face contact.
 - Support given by Link Workers include referring/signposting/connecting people to self-directed support; mental health support; social community groups; befriending, foodbanks; welfare support; family groups; and support groups for specific things (i.e., parents looking for a group to support autism).
 - Common services people are referred to include Access Therapies (website); Sam's Café; Better than Well (link Living); counselling support; and Fife Carers Centre.
- 2.3.3 Kirkcaldy data January to December 2022:
- Kirkcaldy total referrals for 2022: 172 (20% of overall referrals)
 - Engagement rate: 78%
 - Kirkcaldy is the highest referrer of all 7 localities
 - The top 3 concerns reported in Kirkcaldy are: emotional health; social isolation and loneliness; and housing
 - The main areas of community support that Link Workers have supported people in Kirkcaldy to access are mental health support; social and community groups/activities; housing advice and support; and counselling
- 2.3.4 Link Life Fife continue to engage with GPs, Practice Managers and Primary Care Teams to raise the profile of Link Life Fife in the Kirkcaldy locality.
- 2.4 The Well is a place for local people to find out information, receive general advice and support them to stay well and independent within their community.
- 2.4.1 The Well is available at St Bryce Kirk Church, Kirkcaldy every Thursday 10-12 and in the Victoria Hospital, Kirkcaldy (VHK) every Wednesday and Friday 10-12. In addition to the “drop in” people can also contact the well by phone, email and Near Me (video consulting service).

- 2.4.2 During 2022 The Well has seen 1130 individuals and has completed 309 Follow up conversations. 21% of those have been from the Kirkcaldy locality. This is a very high representation for this part of Fife. The Well works closely with Putting People First to support people better and provide a holistic support.
- 2.4.3 The top three enquiries for The Well in Kirkcaldy locality have been “Community Support” – 24%, “Mental Health” – 22% and “Financial Support”- 15%.
- 2.4.4 The majority of the outcomes from engaging with The Well has been in relation to providing the right information. The Well has completed 41 referrals to other community support services and 19 referrals to other services, such as Short-Term Housing Support, Link Life Fife, Welfare Support and others.
- 2.4.5 The majority of the people were referred or given The Well details by Social Worker Contact Centre. The satisfaction rating of the service from people in Kirkcaldy area is 4.6 out of 5 and we have seen a 4:3 ratio of female to male.
- 2.5 Improving the Cancer Journey (ICJ) provides a one stop shop for all people affected by cancer support needs. Cancer doesn’t just affect your physical wellbeing; it can impact on every aspect of your life and the lives of those around you. Knowing where to turn for support isn’t always easy. Health & Social Care Partnership and Macmillan Cancer Support work in partnership to provide this service to people affected by cancer throughout Fife.
- 2.5.1 In 2022 ICJ received 1149 referrals, 521 (45%) of these completed a Holistic needs assessment (HNA).
- Kirkcaldy had had a total of 230 referrals (20%)
- 2.5.2 The top three cancer types presenting the highest figures in Kirkcaldy were Upper/Lower Gastrointestinal at 30%, Breast at 18% and Lung at 17%,
- 2.5.3 Main source of referrals came from NHS Fife Secondary Care Teams 66%
- 2.5.4 Access Therapies Fife (website) provides information to help you to deal with mental health problems and to access a range of local services. Access Therapies Fife is part of Fife’s Psychology Service. This online platform provides local people and staff with access to local support, self-help resources and physical activity resources.
- 2.6 **Community Engagement plays a vital role in locality planning:** The H&SC Partnership acknowledge the importance of community groups involvement throughout the development, planning and decision-making process for service change. Involving representatives of communities to the engagement planning team at the earliest possible stage informs an effective approach. ([Fife H&SCP Participation and Engagement Strategy 2022-25](#), background papers). 2.2.3 and 2.2.4 provides examples of engagement with stakeholders, people, and carers.
- 2.6.1 During August to November 2022 the Partnership’s Participation and Engagement (P&E) team completed a wide range of engagement activities with different stakeholder groups. This included:
- Face-to-face discussions.
 - Public events.
 - Surveys and feedback forms.
 - Online consultation, including an easy-read version.
- 2.6.2 Overall, 683 people participated in the engagement process to develop the new Strategic Plan 2023 to 2026, this included 182 responses to the online consultation.

2.6.3 People overwhelmingly agreed with the strategic priorities. Many individuals also provided additional suggestions on how the priorities should be implemented or included comments on things Fife Health and Social Care Partnership should consider moving forward.

The key themes identified in the feedback were:

- Hospital admissions and discharges
- Increased recruitment and retention of staff, particularly Home Carers.
- The importance of early intervention and preventative care.
- Funding and resources to deliver the planned service improvements.
- Additional support for unpaid carers.

2.7 Carers consultation - Our approach to reviewing and refreshing the carers strategy included an extensive participation and engagement exercise. We held 11 in person events with at least one in every locality, plus two online discussions; 32 carers attended at least one of the conversation events. In addition, a questionnaire was available online and in hard copy; 51 responses were received. Concurrently a consultation with young carers was undertaken with 81 contributing through an online questionnaire and approximately 20 participating through focus groups. Young carers from across Fife were represented. The key themes emerging from the consultation cover three main themes – awareness and information, coordinated support and breaks from caring. Other themes were also noted including workforce development and earlier intervention and prevention. These themes will be used to inform the strategy and a more detailed action plan for improvement and investment. There were no particular themes relating to any one locality with the same views and priorities being expressed as important throughout Fife.

2.8 Mental Health redesign – H&SCP is undertaking steps to plan and strengthen mental health and wellbeing services in communities across Fife as part of the Scottish Government’s Coronavirus (COVID-19) Mental Health Transition and Recovery Plan. The Partnership will work with stakeholders and, crucially, people with lived experience, to further understand these issues, and to develop implementation plans where these are needed, through a process known as co-production. A co-production approach ensures that services are based around the issues that matter to people in communities and the voices of those who have lived experience of mental health difficulties.

3.0 Conclusions

- 3.1 The Locality Priorities were presented at the Kirkcaldy Locality Group meeting on the 23rd of March for discussion and approval. The next step will be for the group members to take ownership in supporting the delivery of the action plan.
- 3.2 Service Managers/Team Managers from H&SCP and local community planning partners will work collaboratively with the Kirkcaldy Locality Planning Group to review existing work and update current action plans, where necessary, to reflect any new areas of focus. Locality Planning Team will ensure H&SCP are represented at “People and Place” leadership meetings to identify and maximise opportunities for partnership working.
- 3.3 The Localities Team is now moving to ensure that all partners and services are fully engaged in the delivery of the plan. This is not the final plan; this plan will develop and evolve over the course of the year. The support of Elected Members will be vital to ensuring partners actively contribute to the H&SCP locality plan.

List of Appendices

1. Kirkcaldy Locality Guidance
2. Equality Impact Assessment Summary Report

Background Papers

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

[Fife Health and Social Care Partnership, Strategic Plan for Fife 2023-2026](#)
[Participation and Engagement Strategy for Fife 2022-2025](#)

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A Guide to Kirkcaldy Health & Social Care Locality Planning 2023



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A Guide to Kirkcaldy Area Health & Social Care Locality Planning

Fife Health and Social Care Partnership

Vision: *To enable the people of Fife to live independent and healthier lives*

Health & Social Care Partnerships are required to produce and deliver strategic plans every three years, therefore we are continuously in a cycle of planning, implementing and reviewing our work. Locality planning within Fife will inform this ongoing cycle to reflect and respond to local need. Locality Planning will support the H&SC Strategic Plan and the partnerships local strategies.

Fife Health & Social Care Strategic Plan 2023-2026 – Strategic Priorities

Local	A Fife where we will enable people and communities to thrive
Sustainable	A Fife where we will ensure services are inclusive and viable
Wellbeing	A Fife where we will support early intervention and prevention
Outcomes	A Fife where we will promote dignity, equality, and independence
Integration	A Fife where we will strengthen collaboration and encourage continuous improvement

Fife Health and Social Care Integration

April 2016 triggered one of the biggest transformations of health and social care services in Scotland – to have health and social care services delivered jointly, locally and as effectively as possible.

In Fife, this meant a vast range of services from NHS Fife and Fife Council's Social Work Services transferred over to Fife's Health and Social Care Partnership to meet this aim and to support people to live healthy, independent lives.

Services within Fife Health and Social Care Partnership

Services include:

- all adult and older people Social Work Services
- community health services, for example district nursing, physiotherapy, and mental health services
- children's community health services, such as health visiting
- housing services which provide support services to vulnerable adults, and disability adaptations; and
- the planning of some services provided in hospital, for example medical care of the elderly.

What are Localities?

The Public Bodies (Joint Working) (Scotland) Act 2014 (the Act) puts in place the legislative framework to integrate health and social care services in Scotland. Section 29(3)(a) of the Act requires each Integration Authority to establish at least two localities within its area.

Localities aim to achieve the aspirations we share for health and social care integration, with partners across the health and social care landscape, and their stakeholders, focussing together on our joint responsibility to improve outcomes for people.

Localities provide one route, under integration, for communities and professionals (including GPs, acute clinicians, social workers, nurses, Allied Health Professionals, pharmacists, community planning and others) to take an active role in, and provide leadership for, local planning of health and social care service provision.

Implementation of the Localities within Fife

In 2017, seven Health and Social Care Locality Areas were implemented across Fife. Those seven locality areas are illustrated on the map below:



Localities aims to

- a) Support the principles that underpin collaborative working to ensure a strong vision for service delivery is achieved. Robust communication and engagement methods will be required to assure the effectiveness of locality arrangements.
- b) Support GPs to play a central role in providing and co-ordination of care to local communities, and, by working more closely with a range of others – including the wider primary care team, secondary care and social care colleagues, and third sector providers – to help improve outcomes for local people.
- c) Support a proactive approach to capacity building in communities, by forging the connections necessary for participation, and help to foster better integrated working between primary and secondary care.

Localities in Kirkcaldy Area Where we are now and what is next for 2023

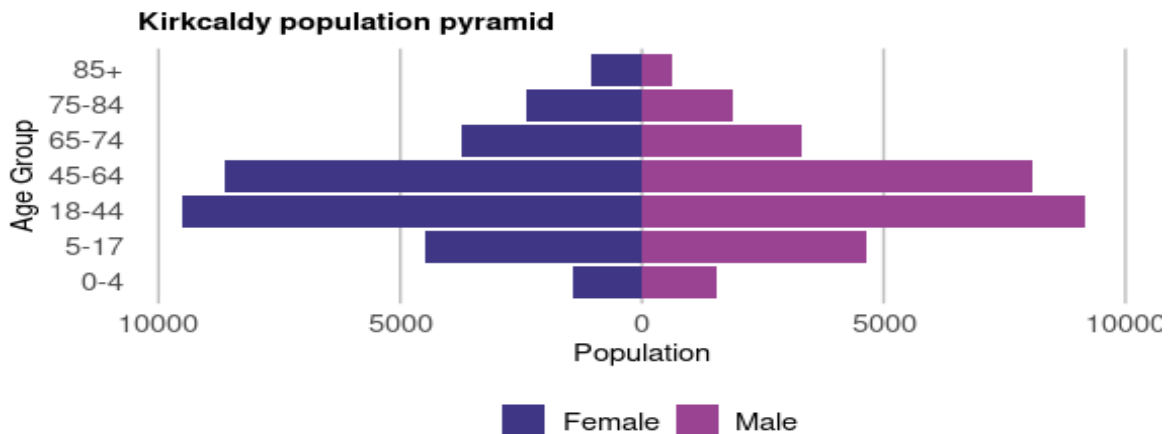


Understanding the Kirkcaldy Area Locality

The Public Health Scotland and SPIRE data below informed the Kirkcaldy locality planning priorities for 2023.

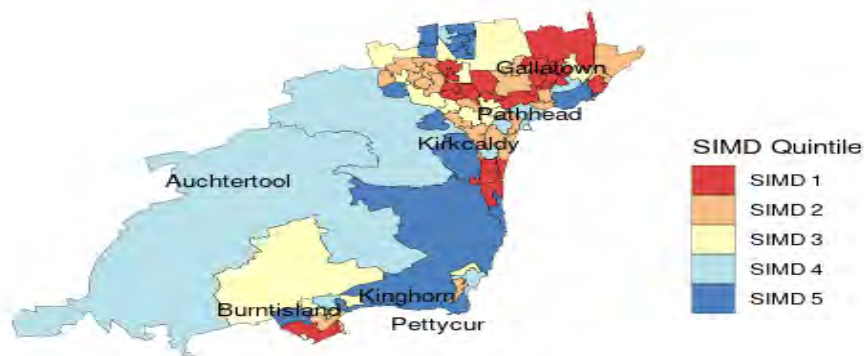
Demographics

In 2021, the total population of Kirkcaldy locality was 60,472. The graph below shows the population distribution of the locality. Overall, **48.4%** of the population are male, and **51.6%** are female.



The population in Kirkcaldy is estimated to decrease by 0% from 2021 to 2026.

Of the 2021 population in Kirkcaldy, **26%** live in the most deprived Quintile (SIMD 1), and **18.2%** live in the least deprived Quintile (SIMD 5).



Source: Scottish Government, Public Health Scotland

General Health

Life Expectancy

Kirkcaldy Locality had an average life expectancy of **74.7 years for males** and **79.5 years for females**.

Sex	Kirkcaldy	Fife	NHS Fife	Scotland
Female	79.5	81.4	81.4	81.0
Male	74.7	77.2	77.2	76.8

Long-Term physical health conditions



Hypertension

Hypertension (high blood pressure) has been equally prevalent in Kirkcaldy than in Fife over the last 5 years with **15.1%** of the population in Kirkcaldy having the condition.



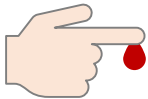
Depression

Rates of depression are increasing year on year in line with what is seen in Fife overall and are slightly lower in Kirkcaldy. The current rate is **10.8%** in Kirkcaldy.



Asthma

Rates of asthma are decreasing since 2019/20 and are broadly the same in Kirkcaldy and Fife. The rates for Kirkcaldy 2021/22 are **6.9%**



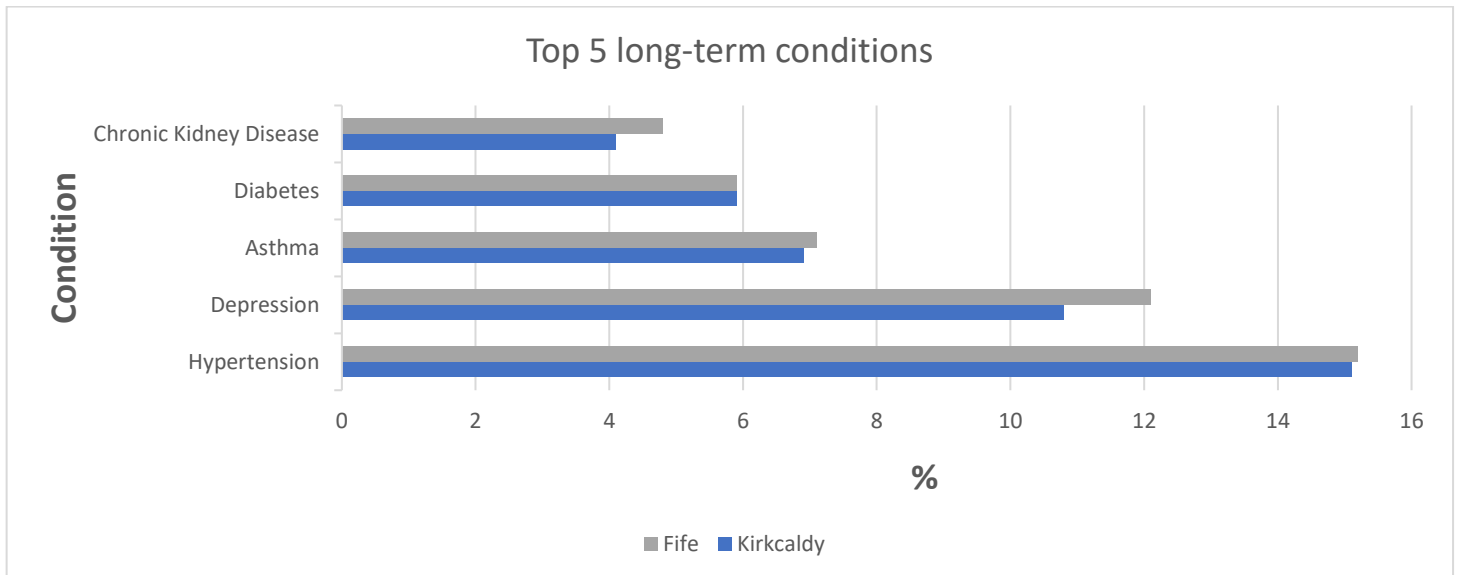
Diabetes

The rate of diabetes in Kirkcaldy is **5.9%** which is the Fife average. Over the last 5 years the percentage of people with diabetes has gradually increased in Fife.



Chronic Kidney Disease

Chronic Kidney Disease (CKD) is on the decrease in Kirkcaldy as in Fife. The rate for 2021/22 in Kirkcaldy is **4.1%**, slightly lower than the Fife average of **4.8%**



Lifestyle and Risk Factors

every mind matters

Anxiety, Depression and Psychosis Prescriptions

In 2020/21, **20.9%** of people were prescribed medication for anxiety, depression, or psychosis in the Kirkcaldy Locality, compared to the rest of Scotland (19.3%). This is a **6% percentage rate increase** from 10 years prior in 2010/11.



Drug related hospital admissions

From the period of 2019-2021, Kirkcaldy had **287** drug related hospital admissions. This is an average of **96** admissions per year.

Drug related hospital admissions has continued to increase with a **30.9%** increase since 2014/15-2016/17.



Alcohol related hospital admissions and alcohol specific mortality rate

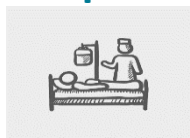
From the period of 2019-2021, Kirkcaldy had **473** alcohol related hospital admissions. This is an average of **158** admissions per year.



Bowel cancer screening

62.1% uptake of bowel cancer screening for the eligible population between 2018-2020. This is a **11.6%** increase in uptake since 2014-2016.

Hospital and community care



Emergency hospital admissions

In 2021 there were **7,678** emergency hospital admissions.



Unscheduled acute bed days

In 2021 there were **38,321** unscheduled hospital bed days.



Delayed Discharge

In 2021 **27,160 hospital bed days** due to delays in discharging patients over 65 years old.

Kirkcaldy H&SC Locality Plan 2023

Our priorities moving forward are:



Improving mental health
and wellbeing



Supporting Carers



Community engagement/
Community led support



Supporting people affected
by drug/alcohol harm and
death

A live action plan will be created and updated regularly to track the progress of the actions under each priority. To view the action plan please email the Local Development Officer, Sharon.Gilfillan@fife.gov.uk who can share the action plan.

Appendix 2

Equality Impact Assessment Summary Report

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

Kirkcaldy Area Committee

What are the main impacts on equality?

The report outlines work that aims to address health and wellbeing outcomes

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

3.1 to 3.3

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

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

Jacque Stringer, Locality Planning Co-ordinator, Jacquie.Stringer-fc@fife.gov.uk

25 April 2023

Agenda Item No. 05

Supporting the Plan 4 Kirkcaldy Kirkcaldy CCTV

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: Ward 9, 10, 11 & 12

Purpose

The purpose of this report is to seek agreement from the Area Committee for an allocation of funding from the underspend in Local Community Planning Budget from 2022/23.

Recommendation

The Committee is asked to agree to an allocation of £57,279.36 towards supporting the introduction of a self-sufficient CCTV system covering the Kirkcaldy area.

Resource Implications

There is sufficient funding available in the Local Community Planning Budget allocated funds should this contribution be agreed.

Legal & Risk Implications

There are no legal or risk implications

Impact Assessment

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

Consultation

Consultation with and feedback from local community members was sought as part of the Kirkcaldy Area Strategic Assessment

1.0 Background

- 1.1 Police Scotland are requesting a contribution of £57,279.36 from Kirkcaldy Area budgets to assist with costs of a new self-sufficient CCTV system for the area.
- 1.2 The People and Place leadership group have identified community safety as a key priority based on feedback from local community members. The introduction of the cameras aligns with this priority and also serves as a visual reminder of PSOS, Fife Council and the Local Committee's commitment to serving the public and keeping people safe.
- 1.3 The funding will commit to 5 years running and operating costs in terms of servicing, maintenance and the purchase of SIM cards and SD cards, however, it is anticipated the camera's themselves will remain operational for many years to come.
- 1.4 The cameras will remain the property of Fife Council and managed by Police Scotland in known hotspots across all four ward areas. Police Scotland will also hold responsibility for the location of deployment and ongoing review of the CCTV camera footage.

2.0 Current Position

- 2.1 Since the dome hawk system became obsolete there is no current neighbourhood CCTV system.
- 2.2 Monies allocated will be used to purchase eight solar powered 4g flexible CCTV cameras, two for each ward area, allowing Police Scotland to react positively to crime trends and hotspots, deploying CCTV as a prevention tactic and evidence gathering tool.
- 2.2 The project in its entirety will cost in excess of £151,000, Police Scotland are looking for a 38% contribution from the LCPB.

3.0 Conclusions

- 3.1 This project supports the local community planning theme of Sense of Pride, identity, and safer communities. This will contribute to meeting the community safety needs and wants of the wider Kirkcaldy area and its communities.

Report Contact

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Author's Job Title Community Development Team Manager
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25 April 2023

Agenda Item No. 06

Proposed Parking Restrictions – Victoria Hospital, Kirkcaldy

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

Wards Affected: Ward No. 12 – Kirkcaldy East

Purpose

The purpose of this report is to allow the Kirkcaldy Area Committee to consider proposals to introduce and amend parking restrictions in the Victoria Hospital and Whyteman’s Brae Day Hospital roads, Kirkcaldy.

Recommendation(s)

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

- (1) agrees to the promotion of a Traffic Regulation Order (TRO) to introduce and amend the parking restrictions detailed in drawings nos. TRO22_12/1; TRO22_12/2 RevA; and TRO22_12/3 RevA 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. Delivery of the new infrastructure will be carried out by NHS Fife or their appointed Contractors.

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, Parking Management team, 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 on Fife Council's website.

1.0 Background

- 1.1 Fife Council's Roads & Transportation Service supports NHS Fife through the provision and enforcement of a TRO covering the Victoria Hospital and Whyteman's Brae Hospital & Health Centre complex. The TRO includes the designation of disabled spaces, bus stops, on-street restrictions, and taxi ranks.
- 1.2 The maintenance responsibility for the internal roads and management of the car parks remain with the NHS.
- 1.3 A planning application for construction of an Orthopaedic Elective Care Centre (20/00972/FULL) was granted planning permission on 21st January 2021. Various parking measures were to be implemented as part of the works.
- 1.4 Some changes to the parking restrictions were made by the NHS during these construction works which made it impractical for Fife Council Parking Attendants to enforce this area due to several discrepancies. In July 2021 Fife Council paused enforcement of the parking restrictions at the Hospital site.

2.0 Issues and Options

- 2.1 Construction works on the new Orthopaedic Centre has made significant progress with the Centre now open to patients. The existing TRO requires to be amended to match the road markings and signs on site.
- 2.2 Drawings nos. TRO22_12/1 (Appendix 1); TRO22_12/2 RevA (Appendix 2); and TRO22_12/3 RevA (Appendix 3) show the existing parking restrictions and the proposed restrictions.
- 2.3 It is proposed to amend the existing disabled bays outside the A&E entrance to Ambulance Only parking; and introduce:-
 - No Waiting At Any Time (NWAAT), double yellow line restrictions on Gate 2 / Victoria Hospice access roads, and Gate 5 / Maggie's Centre access roads.
 - Disabled bays outside Victoria Hospice.
 - Ambulance Only parking, adjust the NWAAT restrictions, and limited waiting (drop-off area) at the Main Entrance.
 - Limited waiting (drop-off area) and Ambulance Only parking in a section of the Dialysis Car Park.
 - Limited waiting (drop-off area), NWAAT restrictions and disabled bays at the new Orthopaedic Centre entrance.
 - Disabled bays and Ambulance Only parking in Gate 6 / Hayfield Road entrance access road / car park.
 - NWAAT restrictions in the turning area of the taxi rank road south of the Health Centre.
 - Limited waiting (drop-off area), disabled bays, and NWAAT restrictions in the turning circle at the Whyteman's Brae Day Hospital entrance.

- 2.4 These proposed amendments to the TRO will allow Fife Council to again provide enforcement support for the restrictions in the Victoria Hospital area and assist the NHS Fife with ongoing traffic management at their facilities.

3.0 Conclusions

- 3.1 It is considered, in the interests of traffic management and road safety, that these traffic restrictions be promoted.

List of Appendices

1. Drawing no. TRO22_12/1
2. Drawing no. TRO22_12/2 RevA
3. Drawing no. TRO22_12/3 RevA

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

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Lead Consultant, Traffic Management

Roads & Transportation Services

Bankhead Central, Glenrothes

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Email: lesley.craig@fife.gov.uk

Keith Johnston

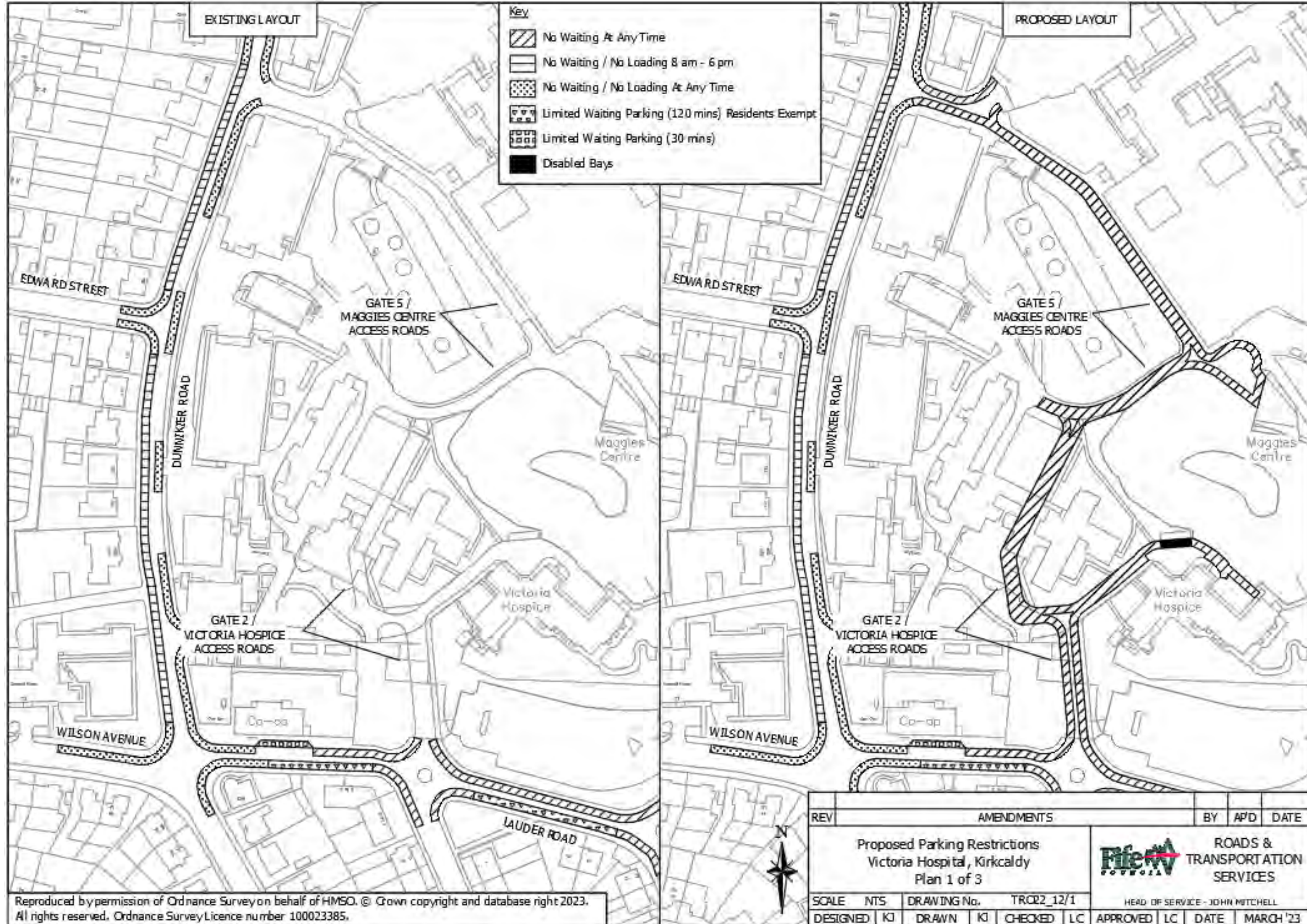
Technician Engineer, Traffic Management

Roads & Transportation Services


Bankhead Central, Glenrothes

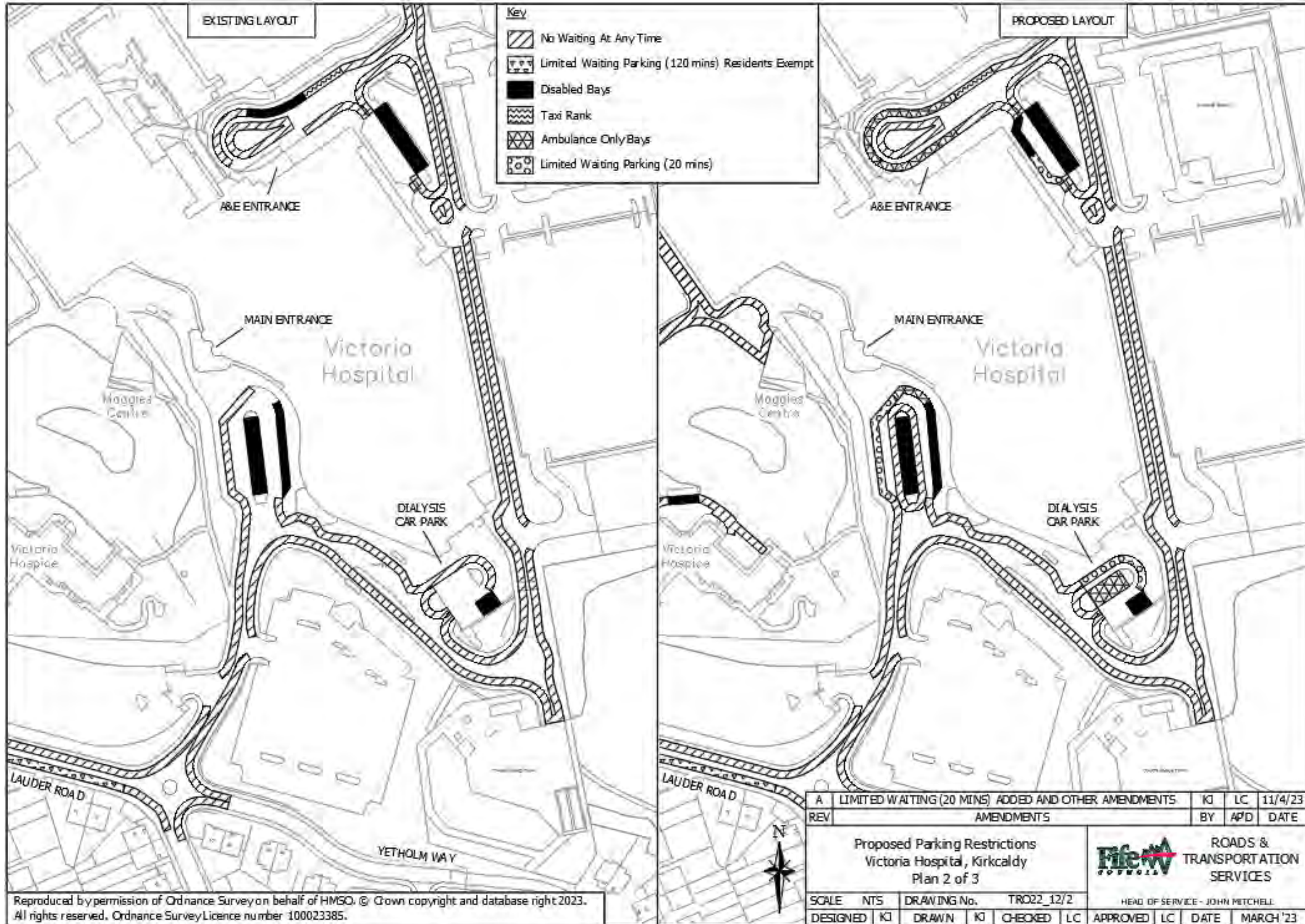
Telephone: 03451 55 55 55 + VOIP Number 442935

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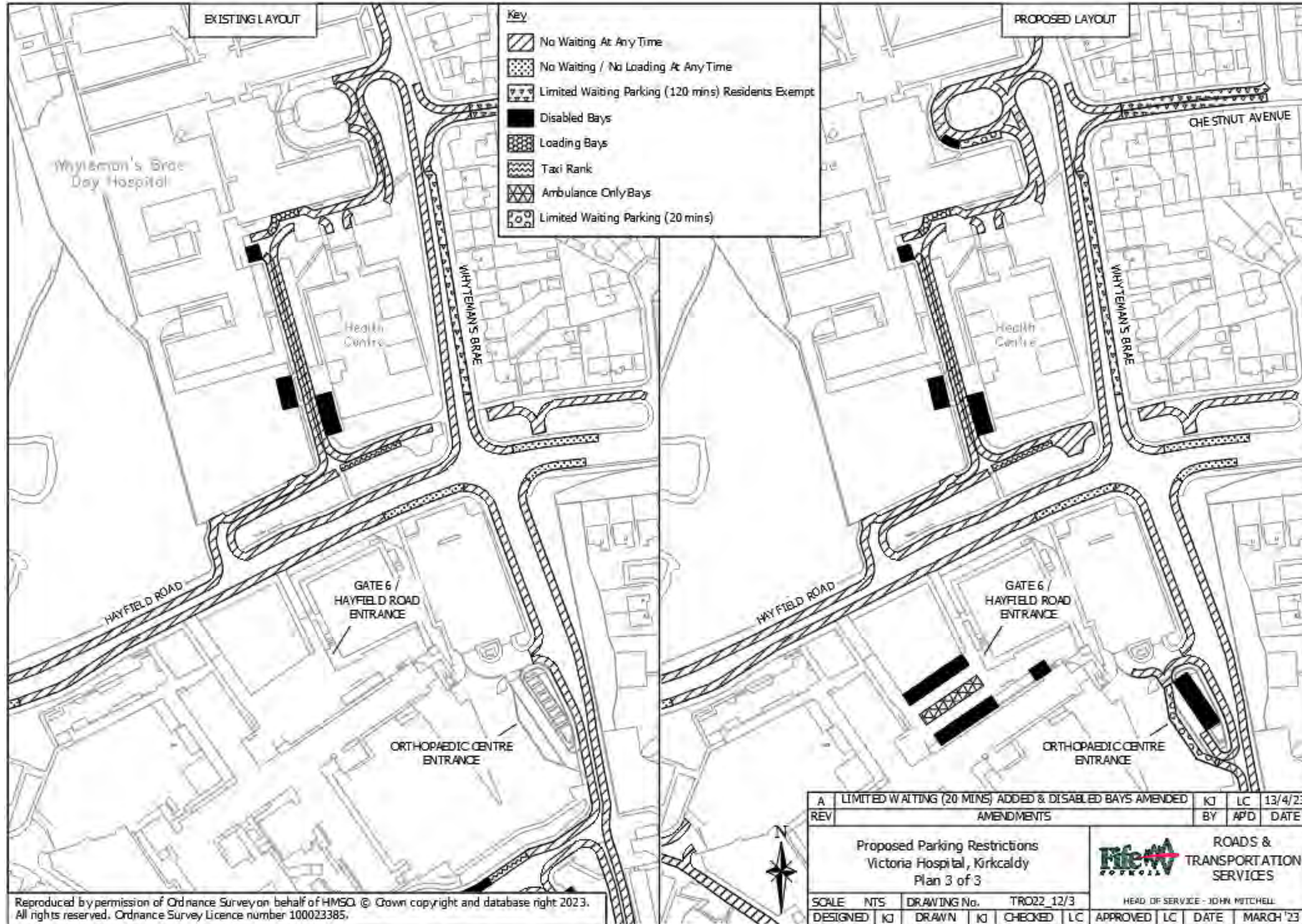
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REV	AMENDMENTS	BY	AP'D	DATE					
Proposed Parking Restrictions Victoria Hospital, Kirkcaldy Plan 1 of 3		 ROADS & TRANSPORTATION SERVICES HEAD OF SERVICE - JOHN MITCHELL							
SCALE	NTS				DRAWING No.	TRO22_12/1			
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED	LC	DATE	MARCH '23



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REV	A	LIMITED WAITING (20 MINS) ADDED AND OTHER AMENDMENTS	KJ	LC	11/4/23
		AMENDMENTS	BY	AP/D	DATE
Proposed Parking Restrictions Victoria Hospital, Kirkcaldy Plan 2 of 3			 ROADS & TRANSPORTATION SERVICES		
SCALE	NTS	DRAWING No.	TRO22_12/2		
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC
			HEAD OF SERVICE - JOHN MITCHELL		
			APPROVED	LC	DATE
			MARCH '23		



25 April 2023

Agenda Item No. 07

Pedestrian Zone – High Street, Kirkcaldy

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

Wards Affected: Ward No 11 – Kirkcaldy Central

Purpose

The purpose of this report is to allow the Area Committee to consider a proposal to make the Experimental Traffic Regulation Order for the Pedestrian Zone timings for exempted vehicles in High Street, Kirkcaldy permanent.

Recommendation(s)

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

- (1) agrees to the make the Experimental Traffic Regulation Order (ETRO) for the pedestrian zone timings for exempted vehicles in High Street, Kirkcaldy permanent as detailed in drawing nos. TRO22_32/PZ (Appendix 1) and TRO22_32/OPR (Appendix 2), with all ancillary procedures, and
- (2) authorises officers to confirm the TRO within a reasonable period.

Resource Implications

The cost to formally promote the traffic order 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.

Legal & Risk Implications

There are no known legal or risk implications.

Impact Assessment

An Eqla and summary form have been completed – the summary form is attached to the report.

Consultation

The local Ward Councillors, Parking Management, and Police Scotland were advised prior to the introduction of the ETRO.

Formal consultation required by the Road Traffic Regulation Act 1984 for the traffic order was carried out through the posting of legal notices in a local newspaper and on

the affected length of roads. In addition, details for the ETRO were made available on www.fife.gov.uk.

In addition, an online consultation was made available to the public inviting their comments on the restrictions in the High Street with all residents and businesses in the High Street and Mercat invited to participate. The Love Oor Lang Toun and Disability Fife groups were also invited to participate.

1.0 Background

- 1.1 In September 2020 during the Covid-19 pandemic, officers were asked by members to change the times that all vehicles were prohibited from entering the High Street pedestrian zone, to allow businesses additional time to set up external seating areas. To this end the existing timings were changed to prohibit all vehicles from entering and parking in the pedestrian zone between 11 am and 5 pm Monday, Wednesday, Friday, and Saturday. Vehicles displaying a blue badge, or commercial vehicles servicing businesses, can enter and park in the pedestrian zone outwith these times i.e. all day Tuesday, Thursday and Sunday, and before 11 am or after 5 pm on other days. A Temporary Traffic Regulation Order (TTRO) was introduced in response to this request.
- 1.2 For reference, the previous timings were no vehicular access from 12 noon – 5 pm on Monday, and Wednesday to Saturday. The previous restrictions allowed the pedestrian zone to be completely free of vehicles for 25 hours over the week. The experimental restrictions allow the pedestrian zone to be completely free of vehicles for 24 hours over the week.
- 1.3 The motion “Car Parking & Placemaking Review”, which was agreed by Committee on 24 August 2021 [Minute 2021.KAC.121&122 item 278 refers] requested the TTRO restrictions for the pedestrian zone be made permanent. On 25th January 2022, Committee agreed to the promotion of a TRO to make the High Street access times permanent for exempted vehicles in the pedestrian zone and to permit Fife Demand Responsive Transport vehicles to enter the pedestrian zone outwith the prohibition times. [Minute 2022.KAC.128 item 293 refers.]
- 1.4 Formal consultation was carried out with legal notices being published on 25th February with a closing date for objections of 18th March 2022. During this time 1 formal objection was received.
- 1.5 Committee considered a report on 23rd March 2022 regarding the objection and agreed to introduce an Experimental Traffic Regulation Order [Minute 2022.KAC.135 item 307 refers].

2.0 Issues and Options

- 2.1 During the ETRO period an online consultation was arranged, with a letter sent to more than 200 properties in the High Street and Mercat inviting responses. Invitations to participate were also sent to Disability Scotland and the Love Oor Lang Toun group. The consultation was open to all including those directly invited to participate.
- 2.2 No formal objections to the experimental order were received.
- 2.3 It is considered the ETRO has provided sufficient opportunity to consider and mitigate impacts of adjusted timings for exempted vehicles in the High Street and that the proposed timings reflect a balance that allows reasonable access for exempted vehicles and fulfils the objectives of a pedestrian zone.

3.0 Conclusions

3.1 It is considered, in the interests of traffic management and road safety, that the experimental restrictions be made permanent.

List of Appendices

1. Drawing no. TRO22_32/PZ – Pedestrian Zone
2. Drawing no. TRO22_32/OPR – On-street Parking Restrictions

Background Papers

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

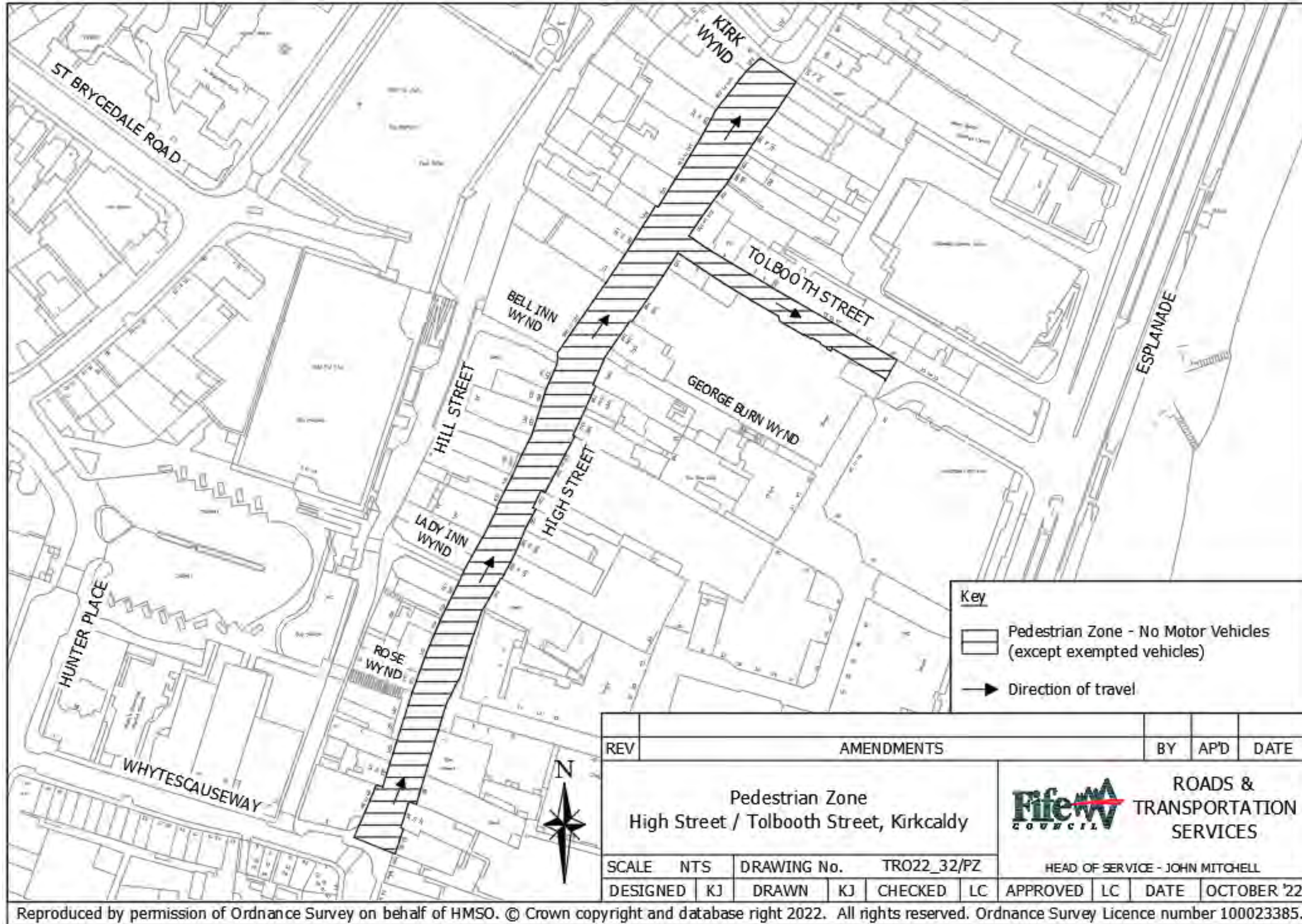
- None

Report Contacts

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Email: lesley.craig@fife.gov.uk

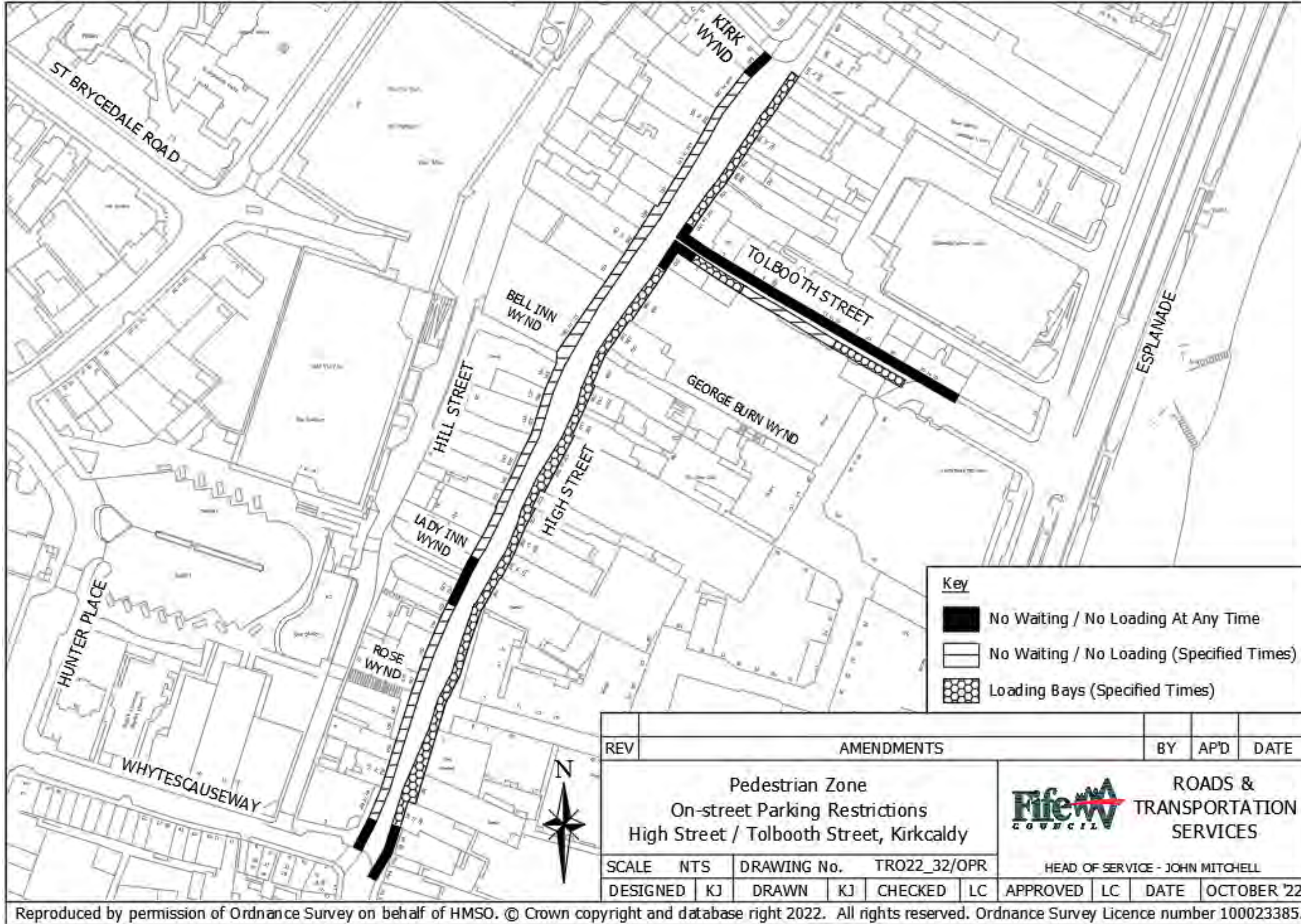
Keith Johnston
Technician Engineer, Traffic Management
Roads and Transportation Services
Bankhead Central
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Appendix 1 – Drawing no. TRO22_32/PZ – Pedestrian Zone



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Appendix 2 – Drawing no. TRO22_32/OPR – On-street Parking Restrictions



25 April 2023

Agenda Item No. 08

Reduced Price Car Park Season Ticket

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

Wards Affected: 9, 10, 11 & 12

Purpose

The purpose of this report is to update members on the operation of the reduced-price car park season ticket in Kirkcaldy.

Recommendation(s)

It is recommended that Committee agrees to continue support for the reduced-price season ticket in selected car parks in Kirkcaldy to 31 March 2024.

Resource Implications

The Council revenue budget for 2019/20 included a commitment to invest £100,000 to facilitate the process of decentralisation of parking, giving each Area Committee a degree of flexibility in how it approached parking charging, enforcement, and maintenance issues in its Area.

The Council revenue budget since 2019/20 has agreed that the £100,000 budget for devolved parking initiatives will remain and be distributed between the Area Committees on the same basis as in 2019/20.

Kirkcaldy Area has a budget allocation of £28,000 for 2023/24.

The annual cost to support the reduced-price season ticket in Kirkcaldy for 2023/24 is estimated at £15,000 and can be met within the budget allocated.

Legal & Risk Implications

There are no known legal risks.

As a result of the impact of the Covid pandemic, the way people travel and access towns and facilities has changed. The financial implications of these impacts are being monitored and the full extent of the impact can only be determined over time.

Impact Assessment

An Equality Impact Assessment and a Fife Environmental Assessment Tool (FEAT) assessment are not required because the report does not propose a change or revision to existing policies or practices.

Consultation

Finance, Legal Services and Communities and Neighbourhood Services were consulted in the development of this report.

1.0 Background

- 1.1 Kirkcaldy Area Committee has supported parking related initiatives over many years to support town centre activity.
- 1.2 More recent initiatives included the trial of £2 all-day parking at the Thistle Street multi-storey car park between April and September 2022. Support from this committee allowed 3,068 parking sessions to be purchased at a reduced rate and helped to support the town centre.
- 1.3 The trial led to a migration of existing long-stay parking demand from surrounding charged locations to the cheaper parking on offer in the Thistle Street multi-storey car park, rather than increasing overall long-stay parking demand.
- 1.4 Following the ending of the trial, including the re-closure of the Thistle Street Multi-Storey car park, there remains sufficient parking capacity within Kirkcaldy town centre, offering a variety of tariffs to serve visitors' differing needs.

1.5 Another initiative includes the development and implementation of a permanent traffic control barrier at the west end of the High Street to improve pedestrian safety on the High Street. This is progressing and funding for the initial installation is to be supported from the Area Roads Programme (2023/24) with ongoing annual maintenance funding provided by the budget allocation for devolved parking initiatives for Kirkcaldy Area. Annual maintenance is estimated at £4,000 per annum. Planning have approved the installation of a rising bollard at the entrance to the High Street. This will be installed in the current financial year.

1.6 The reduced-price season tickets are already in place, running to 31 March 2023, supported by the devolved parking budget allocation for Kirkcaldy Area. In 2022/23, there were 180 reduced price season tickets sold to 55 different drivers

Key considerations:

- The standard charge for a quarterly season ticket is £130. The reduced-price season ticket is £60 per quarter.
- The reduced-price season tickets are only available for use in selected long stay car parks and cannot be used in short stay car parks.
- Information is available to drivers on the Fife Council website, where tickets are available for purchase online.
- The annual cost to support this initiative in 2022/23 was £13,000.

This initiative has been continued beyond the end date of 31 March 2023 to allow consideration by this Committee.

2.0 Issues & Options

2.1 The budget allocation for devolved parking initiatives for Kirkcaldy Area (2023/24) is £28,000. This could support the items contained within Table 1 below.

Item No	Item	Estimated annual cost (2023/24)
1	Reduced price season tickets	£15,000
2	Maintenance of permanent traffic control barrier in the High Street	£4,000
	Sub-total (2023/24)	£19,000

Table 1: Costs for parking initiatives (2023/24)

- 2.2 The remaining £9,000 would be available to allow development and consideration of further parking initiatives by Kirkcaldy Area Committee in 2023/24, with support from officers from Roads & Transportation Services.

3.0 Conclusions

- 3.1 The reduced price season ticket could continue to be supported, funded from the budget allocated to Kirkcaldy Area for devolved parking initiatives.

Report Contacts

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25 April 2023

Agenda Item No. 09

Supporting the Local Community Plan – Kirkcaldy Area Local Budget Update 2022/25

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: 9,10,11, and 12

Purpose

To provide an update to local members on the 3 year budget paper agreed in March 2022 and to agree an increase to the allocation of funding to Growing Kirkcaldy.

Recommendation(s)

Members are asked to agree the increase in allocation of funding to Growing Kirkcaldy from £4K to £6K.

Resource Implications

This proposal is contingent on the confirmation of area budgets for 2023 - 2025 and any approved carry forward of remaining budgets from 2022/23 will be brought to a subsequent meeting once 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 has no immediate impact on service delivery or policy.

Consultation

The initial report was approved at Kirkcaldy Area Committee in March 2022. Members have been involved in workshops updating them on the budget position and the latest workshop included the changes suggested in this budget.

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.
- 1.2 Areas continue to retain their full core Anti-Poverty budget. Fife Council's approved Revenue Budget for 2019-20 also allocated an additional £50K for anti-poverty work to each of the 7 Areas.

1.3 This report proposes:

- notional allocations for the Kirkcaldy Area Local Community Planning Budget for 2023/25, including pre-allocating the budget for area-significant activities;
- notional allocations of the Kirkcaldy Anti-Poverty Fund; and
- specific allocation for priority work areas for 2023-2025.

2.0 Next steps

2.1 The allocation for Kirkcaldy Area Local Community Planning Budget for 2023/24 is approximately £268,290.

2.2 LCPB Core allocations:

LCPB Core Priorities:	2022/23 £'000	2023/24 £'000	2024/25 £'000
Plan 4 Kirkcaldy Area Change	20	20	20
Youth Initiatives Holiday Provision	10	20	20
Previous Business Improvement District Funding:			
o Growing Kirkcaldy	4	6	6
o Enhancing Town Centre Public Realm	20	10	10
Christmas Lighting, Decoration & Trees & Lighting	40	45	45
DRR (Discretionary Rates Relief)	20	28	28
Events	14	14	14
Floral Grants	5	5	5
CCB and Engagement	5	4	4
'Just Do It' Budget	10	10	10
Total:	148	162	162

2.3 Specific LCPB Area priorities:

LCPB Area Specific Priorities:	2022/23 £'000	2023/24 £'000	2024/25 £'000
Love Oor Langtoun (LOLT)	30	30	30
Adam Smith Global Foundation (ASGF)*	N/A	14	8
Ingolstadt 60 th anniversary	20	N/A	N/A
Fire Works Display	8	0	0
To be allocated at a future meeting	0	0	6
Total:	58	44	44

* ASGF 3-year allocation previously approved at the October 2021 Area Committee

2.5 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

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

2.7 The Plan4Kirkcaldy Change Fund was created to specifically support the priorities in our local community plan. It is intended that any projects supported through this fund should provide at least 50% match funding. These projects could be Area-wide, or in a specific ward. This fund also includes contingencies to cover any unforeseen budget pressures that may occur throughout the year.

2.8 In previous years, funding would have been allocated to support the work of the former BID company, Kirkcaldy4All. It is important that this is recognised, and that funding continues to be allocated to support work in Kirkcaldy Town Centre.

3.0 Anti-Poverty Fund

3.1 Based on previous years, the Kirkcaldy Area would receive a devolved Anti-Poverty Fund of £280,189. A significant allocation of this - £149,000 is allocated to 3 permanent posts: 2 Local Development Officers and a part time Community Education Worker with a focus on Family Participation.

3.2 As previously agreed, in order to allocate the Kirkcaldy Area Anti-Poverty fund, the following criteria for projects and initiatives has been developed:

- Projects and initiatives being implemented within recognised boundaries of the Kirkcaldy Area Local Community Plan Neighbourhood Development Areas (NDAs)
- 15% or above SIMD zone areas out with the NDAs;
- Projects where the majority of beneficiaries will be people who are affected by the Scottish Index of Multiple Deprivation domains of:
 - Income;
 - Education;
 - Employment; and
 - Health.

3.3 Based on the above criteria and plans in the Neighbourhood Development Areas, the following are proposed notional allocations for the core Anti-Poverty Budget:

Anti-Poverty Fund Core allocations:	£'000 2022/23	£'000 2023/24	£'000 2024/25
Neighbourhood Development Plan priorities in our targeted areas	25	20	20
Community Resilience and Food Poverty	20	20	20
Park Road Centre	20	15	15
Schools Intervention Programme	12	12	12
Welfare Reform mitigation	10	10	10
Total	87	77	77

3.4 Specific Anti-Poverty Projects:

Anti-Poverty Fund Specific Anti-Poverty Projects:	Approved 2022/23 £'000	Proposed 2023/24 £'000	Allocation 2024/25 £'000
CARF/Foodbank	16	0	0
Rural Skills Scotland Employability Project	20	0	0
Welfare Reform Worker linked with the Putting People First Test of Change	28	28	28
To be allocated:	0	26.2	26.2
Total:	64	54.2	54.2

4.0 Reporting

- 4.1 The table format used in this report will be used as the basis of quarterly feedback against allocations to members via members workshops.
- 4.2 Where allocations over 5k are awarded to organisations, an officer will be allocated to meet the organisation quarterly to look at progress against agreed milestones and identify any support required by the organisation to be able to meet the milestones agreed.

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:

Julie Dickson
Community Manager (Kirkcaldy Area)
Kirkcaldy Town House
Wemyssfield
Kirkcaldy
KY1 1XW

Email: Julie.dickson@fife.gov.uk

25 April 2023

Agenda Item No. 10

PROPERTY TRANSACTIONS

Report by: Alan Paul, Senior Manager – Property Services

Wards Affected: 9, 10, 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 reason: 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 Acquisitions

2.1.1 48 Appin Crescent, Kirkcaldy

Date of Acquisition: 13 January 2023
Price: £110,000
Seller: Graham Sinclair, Executor Nominated of the late Joyce Sinclair

2.1.2 15 Buchanan Court, Kirkcaldy

Date of Acquisition: 27 January 2023
Price: £69,000
Seller: Martin Kotrec as Executor Dative of the late Miroslav Kotrec

2.2 Leases by the Council – New Leases

2.2.1 Former Changing Pavillion, Ravenscraig Park, Dysart

Term: 1 year from 21 January 2022
Rent: £197
Tenant: Kirkcaldy and District Mens Shed

2.2.2 Playgroup, Linton Lane Centre, Kirkcaldy

Term: 20 years from 26 May 2021
Rent: £150
Tenant: Linton Lane Centre

2.2.3 Shop at 186 High Street, Kirkcaldy

Term: 4 years from 20 July 2020
Rent: £4,000
Tenant: Ryman Limited

2.2.4 Changing Facilities at Galatoun Park, Kirkcaldy

Term: 20 years 9 December 2022
Rent: £250
Tenant: Raith Rovers Women's and Girls Football Club

2.2.5 Part of Ravenscraig Walled Garden, Kirkcaldy

Term: 20 years 20 September 2022
Rent: £610
Tenant: Rural Skills Scotland

3.0 Conclusions

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

List of Appendices

1. N/A

Background Papers

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

N/A

Report Contact

Author Name	Michael I McArdle
Author's Job Title	Lead Professional
Workplace	Property Services – Estates Bankhead Central Bankhead Park Glenrothes, KY7 6GH
Telephone	03451 555555 Ext No 440268
Email	Michael.mcardle@fife.gov.uk

25 April 2023

Agenda Item No. 11

Kirkcaldy Area Committee Workplan

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

Wards Affected: 9, 10, 11 & 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. Kirkcaldy Area Committee forward work plan.

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
25 April 2023
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Kirkcaldy Area Committee of 6 June 2023			
Title	Service(s)	Contact(s)	Comments
School Attainment and Achievement Annual Report	Education and Children's Services	Shelagh McLean, Jackie Funnell	Annual report - last presented 22.3.22.
Area Housing Plan Annual Update	Housing Services	Elaine Campbell	Annual Update - last presented June 21. Elaine Campbell confirmed report would be presented to June 2023 meeting.
Area Roads Programme 2022-23 Final Report	Assets, Transportation and Environment	Neil Watson	Original report approved at KAC meeting 25.1.22 . Progress report to be presented after April 2023.
Experimental School Exclusion Zone - MacIndoe Crescent, Kirkcaldy Progress Update	Assets, Transportation and Environment	Keith Johnston	Last report to KAC meeting 20.9.22 when exclusion zone agreed. Progress report required.
Scottish Fire and Rescue Service - Kirkcaldy Area Annual Update	Scottish Fire & Rescue Service		Report last presented 25.11.22. Contact: Michael Henderson, Station Commander
Operational Briefing on Policing Activities Within Kirkcaldy Area	Police Scotland		Report last presented 25.11.22. Contact: Inspector Nicola Black.
Safer Communities Team Update Report	Housing Services	Dawn Jamieson, Suzanne Scobie	Report last presented 25.11.22.
Objections to Proposed Waiting Restrictions - Overton Court, Kirkcaldy	Assets, Transportation and Environment	Keith Johnston, Lesley Craig	Deferred from 25.04.23 at request of Service.

Kirkcaldy Area Committee of 29 August 2023			
Title	Service(s)	Contact(s)	Comments
Putting People First: Kirkcaldy Test of Change	Communities and Neighbourhoods Service	Julie Dickson	Agreed at KAC meeting 20.9.22 that follow up report was required. Deferred to Aug 2023 meeting as per Community Manager.

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Kirkcaldy Area Committee of 29 August 2023			
Title	Service(s)	Contact(s)	Comments
Kirkcaldy Area Local Community Plan - Plan 4 Kirkcaldy Area 2023-2026 Progress Report	Communities and Neighbourhoods Service	Julie Dickson	6 monthly progress reports to be submitted. Last report 7.2.23.
Supporting the Plan 4 Kirkcaldy Area - Funded Projects Progress Report	Communities and Neighbourhoods Service	Julie Dickson	6 monthly progress report required on projects awarded funding at meeting on 7.2.23. As requested by members.

Kirkcaldy Area Committee of 31 October 2023			
Title	Service(s)	Contact(s)	Comments
Complaints Annual Update	Communities	David Thomson-CRM	Report last presented 25.11.22.

Kirkcaldy Area Committee of 19 December 2023			
Title	Service(s)	Contact(s)	Comments
Domestic Waste and Street Cleansing Service Annual Review	Environment & Building Operations (AT&E)	Alexander Anderson-Es	Report last presented 25.11.22.
Grounds Maintenance Service Annual Review	Environment & Building Operations (AT&E)	Scott Clelland	Report last presented 25.11.22.
Common Good and Settlement Trust Annual Report 2022-23	Finance and Corporate Services	Eleanor Hodgson	Annual report to be presented after year end.

Kirkcaldy Area Committee of 27 February 2024			
Title	Service(s)	Contact(s)	Comments
Local Area Economic Profiles Annual Report	Business and Employability	Peter Corbett	Update report required for KAC. Last presented February 2023.

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Kirkcaldy Area Committee of 27 February 2024			
Title	Service(s)	Contact(s)	Comments
Supporting the Local Community Plan - Kirkcaldy Area Local Budgets 2023/24	Communities and Neighbourhoods Service	Julie Dickson	Annual Report - last presented 7.2.23.

Kirkcaldy Area Committee of 30 April 2024			
Title	Service(s)	Contact(s)	Comments
Area Housing Plan Annual Update	Housing Services	Elaine Campbell	Annual Update. Last report due to be presented April 2023.

Kirkcaldy Area Committee of 25 June 2024			
Title	Service(s)	Contact(s)	Comments
Common Good and Settlement Trust 2023-24 Annual Report	Finance and Corporate Services	Eleanor Hodgson	Annual progress report to be presented post April 24.
Area Roads Programme 2023-24 Final Report	Assets, Transportation and Environment	Neil Watson	Original report approved at KAC meeting 7.2.23. Progress report to be presented after April 2023.
Scottish Fire and Rescue Service Annual Update Report	Scottish Fire & Rescue Service		Report due to be presented June 23 and June 2024. Contact: Michael Henderson, Station Commander.
Operational Briefing on Policing Activities within Kirkcaldy Area	Police Scotland		Annual report due to be presented June 2023 and June 2024. Contact: Inspector Nicola Black.
Safer Communities Team Annual Update Report	Housing Services	Dawn Jamieson, Suzanne Scobie	Annual update report due to be presented June 23 and then June 24.

Kirkcaldy Area Committee
25 April 2023
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Unallocated			
Title	Service(s)	Contact(s)	Comments
Pupilwise, Parentwise and Staffwise Survey Report	Education and Children's Services	Deborah Davidson, Shelagh McLean, Jackie Funnell	Confirmed with Shelagh Maclean that next surveys will be carried out in 2024 with report to committee after that.
Member Update on Skills Development Scotland reporting of Positive Destinations	Business and Employability	Gordon Mole	Agreed report required at meeting of KAC 19.1.21.
Multi-Storey Car Parks Kirkcaldy - Report on Market Assessment	Roads & Transportation	David Grove	Report on outcome of commissioned market assessment to be presented to Committee. As agreed at meeting 7.2.23.