

## Cowdenbeath Area Committee

Committee Room 2, 5<sup>th</sup> Floor, Fife House Glenrothes, KY7 5LT /  
Blended Meeting



Wednesday, 1st February, 2023 - 2.00 p.m.

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### AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST** - In terms of Section 5 of the Code of Conduct Members of the Committee are asked to declare any interest(s) in particular items on the agenda and the nature of the interest(s) at this stage.
3. **MINUTE** - Minute of the meeting of the Cowdenbeath Area Committee of 7<sup>th</sup> December, 2022. 5 – 8
4. **STREET NAMING AND NUMBERING CONSULTATION** – Report by the Head of Business and Employability. 9 – 12
5. **PROPOSED RAISED TABLES AND SPEED CUSHIONS - KIRKLAND FARM, BALLINGRY** – Report by the Head of Roads and Transportation Services. 13 – 16
6. **AREA ROADS PROGRAMME 2023-24** – Report by the Head of Roads and Transportation Services. 17 – 24
7. **COMMON GOOD POLICY STATEMENT** – Report by the Head of Communities and Neighbourhoods. 25 – 32
8. **LOCHORE MEADOWS CONSULTATION UPDATE AND RECOMMENDATIONS** – Report by the Head of Communities and Neighbourhoods. 33 – 71
9. **KIDS COME FIRST - FINANCIAL SUPPORT** – Report by the Head of Communities and Neighbourhoods. 72 – 79
10. **PROPERTY TRANSACTIONS** – Report by the Head of Property Services. 80 – 82
11. **COWDENBEATH AREA COMMITTEE FORWARD WORK PROGRAMME** 83 – 85

**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/

Lindsay Thomson  
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25th January, 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 - COWDENBEATH AREA COMMITTEE – BLENDED MEETING**

7th December, 2022

2.00 p.m. – 3.15 p.m.

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

**ATTENDING:** Sarah Roxburgh, Community Manager (Cowdenbeath Area), Scott Blyth, Project Manager, Corporate Development Management Team; Gary Daniell, Area Community Development Team Manager; Patricia Galfskiy, Policy Officer; Lesley Kirk, Local Community Planning Support Officer, Community Development Team (Cowdenbeath) and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

**30. DECLARATIONS OF INTEREST**

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

**31. MINUTE**

The Committee considered the minute of the meeting of Cowdenbeath Area Committee of 26th October, 2022.

Arising from the minute:-

- (a) with reference to Paragraph 24. – ‘Local Community Planning Budget Request, Phase 2, Lochgelly Band’ – the Committee noted that funding of £15,000 to Lochgelly Band for Phase 2 of planned Renovation Work for the Band Hall, would be allocated from the Ward 8 Local Community Planning Budget 2022/23;
- (b) with reference to Paragraph 26. (4) – relating to a Ward 8 Member workshop on road safety measures at Lochleven Road, Ballingry - requested an update from the Transportation Service as to whether a date had been arranged; and
- (c) with reference to Paragraph 26. (3) – relating to the requested report detailing revised road safety proposals for the B920, Lochleven Road, Ballingry – to seek clarification on the reason this report was not presented for the Committee’s consideration at this meeting.

**Decision**

The Committee otherwise agreed to approve the minute.

**32./**

**32. LOCAL COMMUNITY PLANNING BUDGET, WARD AND ANTI-POVERTY BUDGET PROPOSAL**

The Committee considered a report by the Head of Communities and Neighbourhoods outlining the proposed allocation of remaining budgets from 2022/23 LCP, Ward and Anti-Poverty budgets as requested by members.

*The Committee adjourned at 2.40 p.m. and reconvened at 2.50 p.m.*

**Decision**

The Committee:-

- (1) noted the contents of the report;
- (2) on a motion proposed by Councillor Robb, seconded by Councillor Liewald, agreed to the following amendments to the recommendations contained in the report:
  - (a) 'replace the wording of recommendation (2) of the report with the following:

'amend the table in Budget Proposal Summary – Para. 3.2 of the report - to increase funding for existing proposals and add in new proposals':

Ward Contingency Fund	£30,000
Cowdenbeath Shoe Box	£105,900
Deliverit/The Big Hoose	£20,000
Warm Spaces/Winter Provision	£20,000
Café Inc Expansion	£55,000
Community Food Projects	£80,000
Cosy Kingdom Area Resource	£65,000
CLD Activity Programme	£25,000
Breakfast Club/After School Expanded Provision	£60,000
Participatory Budgeting	£48,000
Pending Allocations	£10,000
Carry Forward to 2023/24	£1
<b>Total</b>	<b>£518,901</b>

## 2022 CAC 19

- (b) as a result of the amendment to the allocation of funding as detailed in the above table, the related Project Summaries at Section 4.0 of the report, be amended as follows:
- (i) **4.2 - Cowdenbeath Shoe Box (£105,900)**: development of a pilot project to provide funding to support the provision of appropriate footwear for secondary, primary and nursery aged children to all schools in the Cowdenbeath committee area. See Appendices 6 and 7;
  - (ii) **4.5 - Cafe Inc Expansion (£55,000)**: development of Café Inc service to include additional venues, the use of local volunteers and groups, and to supplement the food offering at identified sites;
  - (iii) **4.8 - CLD Activity Programme (£25,000)**: funding to support the development of activity to engage young people, adult learners and families between Dec 22 and April 23. The funding will provide resources for expanded youth work activity, staffing costs and activity requested by all age groups. This will include the expansion of the 'Cooking on a Budget' programme;
  - (iv) **4.10 - Carry Forward to 2023/24 (£1)**: additional projects may be identified early in 2023 and applications for this funding may be received. Where this occurs, Officers will agree funding under 5k and bring any requests over 5k to Area Committee. Any remaining unallocated funding will be carried forward to 2023/24 for consideration alongside LCP, Ward, Anti-Poverty and Community Recovery Fund budgets;
  - (v) add 4.11: **Breakfast Club/After School Expanded Provision (£60,000)**: development of breakfast and after school club provision within all local schools across the Cowdenbeath committee area where possible, removing the cost to pupils and their families, helping to further alleviate pressure on families during the cost of living crisis and reducing the cost of the school day;
  - (vi) add 4.12: **Participatory Budgeting (£48,000)**: development of participatory budgeting exercises within all local community areas, at £6,000 per local area, to allow all members of the community the chance to say where funding should be targeted, helping to further the Community Empowerment work in the Cowdenbeath Area and providing insight into where citizens would like further support in regard to the cost of living';
- (3) requested the relevant Council officers consult with members regarding the expansion of Café Inc in the Cowdenbeath Area, with particular focus and detail surrounding the additional venues, including food provision and the use of local volunteers and groups;

(4)/

## 2022 CAC 20

- (4) requested that the Community Manager and relevant officers provide regular updates to members both between and at Area Committee meetings to allow for on-going scrutiny of project spend;
  - (5) agreed that funding for projects unable to be delivered before the end of the financial year (31st March, 2023) would be carried forward to the next financial year (2023-24);
  - (6) requested consideration of the establishment of a Working Group comprising officers with delegated powers and Ward Councillors, on an ad hoc basis, with the purpose of agreeing emergency funding applications over £5,000 - to avoid having to wait until the next scheduled Area Committee for approval; and
  - (7) with reference to the additional projects outlined at paragraph 2(a) above, agreed to consider a report at a future meeting outlining the impact on the Service, due to the increased staff resources required to deliver the projects, including any additional support this Committee might provide.
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1<sup>st</sup> February, 2023

Agenda Item No. 4

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## Street Naming and Numbering Consultation

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Report by: Gordon Mole, Head of Business and Employability

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Wards Affected: (Ward 7) Cowdenbeath

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### Purpose

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Under Section 97 of the Civic Government (Scotland) Act 1982, this report proposes that the names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' are approved as new street names at the development on land to the south of Lochgelly Road, Lumphinnans. A copy of the site plan for the development is appended showing the layout of the new streets.

### Recommendation(s)

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It is recommended that the new street names 'Meldrum View', 'McLeod Way', and 'Zetland Crescent' are adopted for the First Endeavour Cowdenbeath LLP development at land to the south of Lochgelly Road, Lumphinnans.

### Resource Implications

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There are no direct resource implications associated with this report.

### Legal & Risk Implications

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There are no Legal & Risk Implications associated with this report.

### Policy & Impact Assessment

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There is no Policy & Impact Assessment required for this report.

### Consultation

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The developer (First Endeavour Cowdenbeath LLP) was consulted on the 5<sup>th</sup> of May 2022 and no suggestions were received.

The local Community Council (Lumphinnans Community Council) was consulted on the 14<sup>th</sup> of July 2022 and made the following suggestions to be considered by elected ward members: ‘Meldrum View’, ‘McLeod Way’, and ‘Zetland Crescent’.

The elected ward members (Councillor Bailey-Lee Robb, Councillor Darren Watt, Councillor Alex Campbell, and Councillor Alistair Bain) were consulted on the 3<sup>rd</sup> of November 2022. None of the elected ward members object to these proposals, and two councillors have expressed support for the community council’s suggestions.

The proposed names ‘Meldrum View’, ‘McLeod Way’ and ‘Zetland Crescent’ conflict with Street Naming and Numbering Policies and Procedures paragraph 2.12 “*Street names very similar to existing streets in Fife*” and will therefore be referred to the Cowdenbeath Area Committee for decision. Similar existing street names include Meldrum Court and McLeod Drive in Cowdenbeath, and Zetland Place in Lochgelly.

The streets in this development will include the locality name of Lumphinnans in the address. Royal Mail will assign unique postcodes for each street, which together with the different street suffixes will further differentiate these streets from those in Cowdenbeath and Lochgelly.

## 1.0 Background

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- 1.1 Three new street names are required for the roads serving the residential development at land to the south of Lochgelly Road, Lumphinnans.
- 1.2 The proposed street names ‘Meldrum View’ and ‘McLeod Way’ honour doctors who tried to revive local children who were drowned at Swans Pond in Lumphinnans. The proposed street name ‘Zetland Crescent’ honours The Marquess of Zetland who donated the war memorial to the village. These names are appropriate as they are in line with Fife Council’s Street Naming policy, paragraph 2.11 that states that street names should “*Honour noteworthy persons local to the area or to Fife*”.
- 1.3 The proposed names ‘Meldrum View’, ‘McLeod Way’ and ‘Zetland Crescent’ conflict with Street Naming and Numbering Policies and Procedures paragraph 2.12 “*Street names very similar to existing streets in Fife*” and will therefore be referred to the Cowdenbeath Area Committee for decision.

## 2.0 Conclusions

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- 2.1 The proposed street names for this development honour noteworthy persons local to the area or to Fife (in line with Fife Council’s Street Naming policy, paragraph 2.11). It is for the Cowdenbeath Area Committee to decide on the final approval of ‘Meldrum View’, ‘McLeod Way’ and ‘Zetland Crescent’ as exceptions to Fife Council’s Street Naming policy, paragraph 2.12 “*Street names very similar to existing streets in Fife*”. This report recommends that the names proposed by the community council are approved as they have received support from two elected ward councillors, and no objections.

## **List of Appendices**

1. Location plan: C\_22004\_SNN

## **Background Papers**

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

- Fife Council Street Naming and Numbering – Policy and Procedures document dated November 2018.
- Proposed site layout, drawing number C\_22004\_SNN dated January 2023.

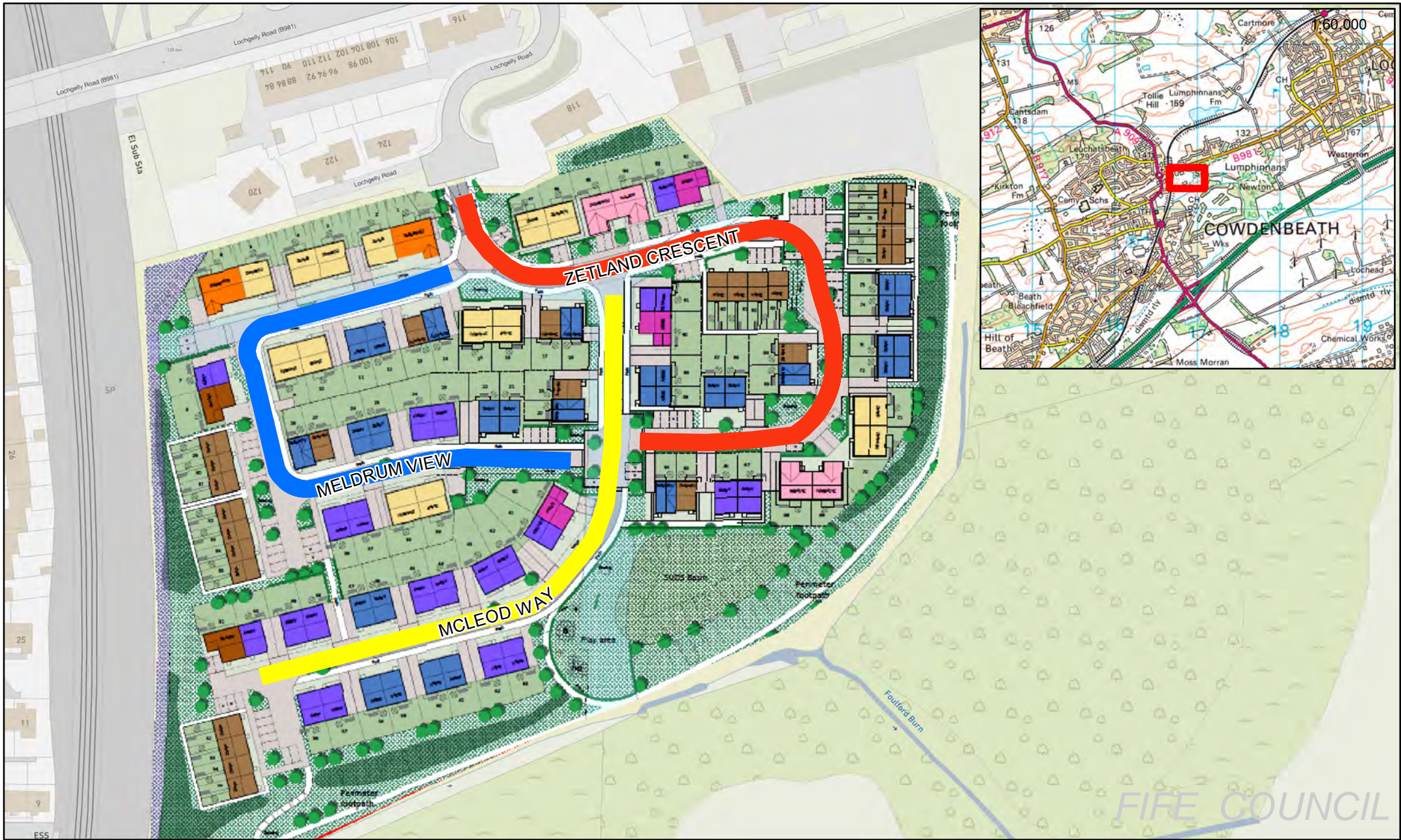
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1<sup>st</sup> February 2023

Agenda Item No. 5

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## Proposed Raised Tables and Speed Cushions – Kirkland Farm, Ballingry

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

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**Wards Affected:** Ward No 8 – Lochgelly, Cardenden and Benarty

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### Purpose

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The purpose of this report is to allow the Area Committee to consider a proposal to introduce raised tables and speed cushions on B920 Lochleven Road, Ballingry at the Kirkland Farm development site.

### Recommendation(s)

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

- (1) agrees to the promotion of a Road Hump Order (RHO) to introduce speed cushions on B920 Lochleven Road as detailed in drawing no. TRO22\_59 (Appendix 1); and
- (2) agrees in retrospect to the promotion of a Road Hump Order (RHO) and Pedestrian Crossing Notice to introduce two raised toucan crossings on B920 Lochleven Road as detailed in drawing no. TRO22\_59 (Appendix 1); and
- (3) authorises officers to confirm the Road Hump Order and for the raised tables and speed cushions to be constructed within a reasonable period unless there are objections.

### Resource Implications

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The cost to formally promote this RHO 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 the respective developer in this area.

### Legal & Risk Implications

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There are no known legal or risk implications.

### Impact Assessment

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

## Consultation

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

Formal consultation required by the Road Traffic Regulation Act 1984 RHO 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 RHO will be made available on [www.fife.gov.uk](http://www.fife.gov.uk).

## 1.0 Background

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- 1.1 A proposal to introduce raised toucan crossings and speed cushions on B920 Lochleven Road, Ballingry and a 20 mph speed limit within the Kirkland Farm development were considered by the Cowdenbeath Area Committee on 26<sup>th</sup> October 2022 (Minute 2022 CAC 14 Item 26 refers). The Committee agreed to the promotion of a 20 mph speed limit within the Kirkland Farm development.
- 1.2 The Committee requested a workshop be carried out with Ward members and officers, concerning the proposed road humps, which was undertaken on 19<sup>th</sup> January 2023.

## 2.0 Issues and Options

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- 2.1 At the workshop the planning application and Road Construction Consent relating to the road humps and toucan crossings for the Kirkland Farm development were discussed. This outlined the obligations upon the developer to provide two raised toucan crossings and one set of speed cushions in accordance with these prior approvals.
- 2.2 At the workshop, Ward members reached consensus that the proposed raised toucan crossings and speed cushions as outlined in the Road Construction Consent and shown in Appendix 1 should proceed.
- 2.3 The B920 Lochleven Road from the Fife Boundary to Ballingry Crescent was also discussed at the workshop with proposals to be presented to Committee at a future date.
- 2.4 Approval from the Cowdenbeath Area Committee is required for the Road Hump Order to be progressed.

## 3.0 Conclusions

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- 3.1 It is considered, in the interests of traffic management and road safety, that this Road Hump Order be promoted.

### List of Appendices

1. Drawing no. TRO22\_59 Kirkland Farm, Ballingry

### Background Papers

None

## **Report Contacts**

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Appendix 1 – Drawing No. TRO22\_59 Kirkland Farm, Ballingry



**Key**

-  Raised Toucan crossings (Road Hump Order processed 2019)
-  Proposed Speed Cushions
-  Proposed 20 mph Zone

REV	AMENDMENTS				BY	AP'D	DATE		
Proposed 20 mph Zone and Speed Cushions Kirkland Farm site B920 Lochleven Road, Ballingry					 <b>ROADS AND TRANSPORTATION</b>				
SCALE	NTS	DRAWING No.		TRO22_59					
DESIGNED	KJ	DRAWN	KJ	CHECKED	LC	APPROVED	LC	DATE	SEPT '22



1st February, 2023  
Agenda Item No. 6

## Area Roads Programme 2023-24

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

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**Wards Affected:** 7 & 8

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### Purpose

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The purpose of this report is to identify the projects which are proposed for inclusion in the 2023-24 Area Roads Programme for the Cowdenbeath area.

### Recommendation(s)

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Committee is asked to:

1. Approve the report and appendices 1-3;
2. Delegate authority to the Head of Roads & Transportation to manage the lists of Category 1 and 2 projects in line with the available resources/funding as the programme develops, in consultation with the Area Convener and Vice-Convener;
3. Note Appendices 4 & 5.

### Resource Implications

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The Area Roads Programme is funded from capital and revenue and some ring-fenced budgets. Programmes of work will be adjusted, if required, to ensure that expenditure remains within the Service budget.

### Legal & Risk Implications

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There are no known legal implications. There is a risk that if capital budgets require to be reduced, we will be unable to deliver all the Area Roads Programme priorities.

### Impact Assessment

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

### Consultation

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Elected Members have been consulted on the devolved elements of the Area Roads Programme.

# 1.0 Background

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- 1.1 The operation, management and maintenance of a safe and efficient transportation network has a major impact on the Fife economy and the quality of life of residents. Delivering transportation projects at local level underpins the priorities of the Fife Council Plan. Roads & Transportation has a key supporting role in relation to promoting a sustainable society, improving quality of life in local communities, and growing a vibrant economy. Roads and Transportation Services also provides support to activities which are part of reforming Fife's public services.
- 1.2 It is important to distinguish between reactive and planned maintenance works on carriageways and footways. Reactive maintenance has its own budget and refers to the need to repair defects considered to be potentially dangerous or constitute a considerable inconvenience to road users. These tend to be individual potholes. Planned works are those which can be addressed over a longer period and range from limited areas of patching to full width re-surfacing over longer lengths of road. The carriageways, footways and traffic management elements of the Area Roads Programme (ARP) are devolved to area committees.
- 1.3 The programme has been developed through the assessment and prioritisation of schemes identified by the processes below which follow the guidance identified in Table 5 of the Scheme of Decentralisation and Area Budgets approved by the Executive Committee on 17 November 2015: -
- Feedback from meetings with Elected Members,
  - Scheduled inspections, technical surveys, on-site assessments, and interrogation of maintenance management systems,
  - Suggestions received from Elected Members, Community Councils, and the public.
- 1.4 At its meeting on 1<sup>st</sup> February 2018 the Economy, Tourism, Strategic Planning & Transportation Committee approved a methodology for allocating devolved budgets (2018, ETSP&T, 13 para 24 refers). The methodology can be summarised as follows: -
- The Area Committees determine local priorities for carriageway projects based on an Area Committee budget allocation commensurate with the Road Condition Index, as reported annually to the ETSP&T Committee,
  - Local priorities for footway projects are decided based on an Area Committee budget allocation commensurate with the proportion of urban mileage,
  - The remaining Road Safety & Traffic Management budget, combined with any available Cycling, Walking & Safer Streets grant funding aligned to safer streets, is allocated to local priorities based on an Area Committee budget commensurate with population numbers,
  - The foregoing is managed and reported via the relevant Area Roads Programme.

1.5 For the Cowdenbeath area, the budgets for 2023-24 are as shown below: -

<b>Devolved Budget</b>	<b>2023-24 Allocation</b>
Carriageways	£604,090
Footways	£185,823
Road Safety & Traffic Management	£138,000

1.6 The level of capital resource allocated for carriageways and footways is concerning for future road condition. However, the Council reviews the capital plan every two years so there will be opportunities to consider additional investment going forward.

## 2.0 Issues and Options

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- 2.1 Appendices 1-3 provide a detailed list of the proposed Area Roads Programme projects for budgets devolved to area committee. Category 1 schemes are committed to the programme dependent on available funding. Category 2 schemes will be promoted into the programme should any of the Category 1 schemes need to be deferred or additional funding becomes available.
- 2.2 An on-line system is in place to show how the carriageways and footways programme is progressing throughout the year.
- 2.3 Appendices 4 and 5 provide information on Street Lighting and Bridges & Structures works. These budgets are not devolved to area committees, but the works locations are provided for information.

## 3.0 Conclusions

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- 3.1 The attached appendices contain the proposed 2023-24 Area Roads Programme for the Cowdenbeath area. The type of works, work location and provisional estimates are provided for each project.

### List of Appendices

1. Carriageway Schemes
2. Footway Schemes
3. Traffic Management & Road Safety
4. Street Lighting
5. Bridges & Structures

### Report Contact

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**Cowdenbeath Area Committee**  
**Proposed Carriageway Scheme List for 2023-24**

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2023-24</b>
<b>CAT2</b>	<b>Proposed for approval by Committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.</b>

<b>2023-24 Budget Share</b>	<b>£604,090</b>
<b>2022-23 Projected Overspend</b>	<b>£142,637</b>
<b>Available 2023-24 Budget</b>	<b>£461,453</b>

Ward	Ward Name	Town	Street	Location	Estimate	Running Total	Cat
8	Lochgelly, Cardenden and Benarty	Ballingry	B920 Lochleven Road	Ballingry Crescent to Fife boundary	£ 316,681	£ 316,681	1
7	Cowdenbeath	Cowdenbeath	Mossend Terrace / Sinclair Drive / Woodend Place	Mossend Terrace - Woodbank to Braemount, Sinclair Drive - Full length, Woodend Place - Full length	£ 102,190	£ 418,871	1
7	Cowdenbeath	Cowdenbeath	Rae Street / South Street	Full Length including both cul de sacs	£ 40,950	£ 459,821	1
7	Cowdenbeath	Cowdenbeath	Seco Place	Church Street to extent of adoption	£ 12,656	£ 472,477	1
8	Lochgelly, Cardenden and Benarty	Lochgelly	Ballingry Street	Berry Street to Francis Street	£ 30,819		2
8	Lochgelly, Cardenden and Benarty	Rural Road	B922	Cluny R/bout to Railway Bridge	£ 204,038		2

**Cowdenbeath Area Committee**  
**Proposed Footways Scheme List for 2023-24**

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2023-24</b>
<b>CAT2</b>	<b>Proposed for approval by committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.</b>

<b>2023-24 Budget Share</b>	<b>£185,823</b>
<b>2022-23 Projected Overspend</b>	<b>£6,903</b>
<b>Available 2023-24 Budget</b>	<b>£178,920</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Estimate</b>	<b>Running Total</b>	<b>2022-23 Cat</b>
8	Lochgelly, Cardenden and Benarty	Lochgelly	Paul Street Phase 3 of 3	Parking bay opposite 28-36 to Park Street	Footway	£ 103,884	£ 103,884	1
8	Lochgelly, Cardenden and Benarty	Crosshill	B920 Main Street	o/s no. 137 to Meadows Court	Footway	£ 36,821	£ 140,705	1
7	Cowdenbeath	Cowdenbeath	Meldrum Court	Adopted footways around cul-de-sac off Chapel Street	Footway	£ 39,313	£ 180,018	1
8	Lochgelly, Cardenden and Benarty	Ballingry	Hill Road	From B920 to Craigie Street	Footway	£ 35,920	£ 176,626	2

## Cowdenbeath Area Committee

### Proposed Road Safety & Traffic Management Scheme List for 2023-24

<b>CAT1</b>	<b>Proposed for approval by Committee for delivery in 2023-24</b>
<b>CAT2</b>	<b>Proposed for approval by committee as 'reserve' schemes which can be promoted to CAT1 if an approved CAT1 scheme cannot be delivered.</b>

<b>2023-24 Budget Share</b>	<b>£138,000</b>
<b>2022-23 Projected Overspend</b>	<b>£11,123</b>
<b>Available 2023-24 Budget</b>	<b>£126,877</b>

Ward	Ward Name	Town	Street	Location	Scheme Type	Estimate	Running Total	Cat
8	Lochgelly, Cardenden and Benarty	Cluny	Cardenden Road		Traffic Calming	£ 60,000		cf*
7	Cowdenbeath	Kelty	Station Road		Traffic Calming & Pedestrian Improvements	£ 20,000		cf*
7	Cowdenbeath	Cowdenbeath	Broad Street	At school	Puffin Crossing	£ 40,000	£ 40,000	1
7	Cowdenbeath	Crossgates	Kirkcaldy Road	At Droverhall Avenue	Puffin Crossing & Footway Widening	£ 50,000	£ 90,000	1
7	Cowdenbeath	Kelty	Black Road			£ 15,000	£ 105,000	1
8	Lochgelly, Cardenden and Benarty	Ballingry	Lochleven Road		Footway Link & Raised Table	£ 20,000		2
7	Cowdenbeath	Cowdenbeath	Woodend Place		Traffic Calming	£ 10,000		2

cf\* - funding carried forward from 2022-23

**Cowdenbeath Committee Area  
Lighting Scheme List for 2023-24**

<b>CAT1</b>		<b>For delivery in 2023-24</b>
<b>CAT2</b>		<b>'Reserve' schemes which can be promoted to CAT1 if a CAT1 scheme cannot be delivered.</b>

<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Road Class</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Score</b>	<b>Value</b>	<b>Running Total</b>	<b>Cat</b>
7	Cowdenbeath	Cowdenbeath		Ph 8	Gateside Ct, Gordon St, Gilmour St, Hill St	Lighting		£ 102,000	£ 102,000	1
7	Cowdenbeath	Kelty		Keltyhill Ave & Cresc		Lighting		£ 156,000	£ 258,000	1
8	Lochgelly, Cardenden & Benarty	Lochgelly		Fraser Drive / Johnston Crescent		Lighting		£ 48,000	£ 306,000	1
8	Lochgelly, Cardenden & Benarty	Ballingry		Flockhouse Avenue		Lighting		£ 27,000		2
8	Lochgelly, Cardenden & Benarty	Ballinry		Navitie Park		Lighting		£ 24,000		2

**Cowdenbeath Area Committee  
Structures Scheme List for 2023-24**

<b>CAT1</b>	<b>For delivery in 2023-24</b>
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<b>Ward</b>	<b>Ward Name</b>	<b>Town</b>	<b>Street</b>	<b>Location</b>	<b>Scheme Type</b>	<b>Value</b>	<b>Running Total</b>	<b>Cat</b>
7	Cowdenbeath	Cowdenbeath	Broad Street		Installation of traffic island in advance of the bridge replacement works.	£ 10,000	£ 10,000	1



1<sup>st</sup> February, 2023.

Agenda Item No.7

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## Common Good Policy Statement

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

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**Wards Affected:** Fife Wide

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### Purpose

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The purpose of this report is to present a draft Common Good Policy Statement which will form the basis of a public consultation exercise.

### Recommendation(s)

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The Committee is asked to:

- (1) comment on the draft Common Good Policy Statement; and
- (2) comment on the community consultation process.

### Resource Implications

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The draft Common Good Policy Statement highlights the resource impact on the use of Common Good funds and how these will be used in the future subject to the outcome of the consultation exercise.

### Legal & Risk Implications

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The Community Empowerment (Scotland) Act 2015 (the "Act") and subsequent guidance highlights the need to consult on changes in the way Common Good assets, including funds, are used.

### Impact Assessment

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An equality impact assessment has been undertaken that shows no detriment to any protected characteristic.

### Consultation

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The Common Good Working Group has been involved in drafting this report and development of the draft Policy Statement, including representatives from Legal, Finance and Property Services.

## 1.0 Background

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- 1.1 In April 2022, the Policy and Co-ordination Committee considered a report on Common Good Policy and Procedures.
- 1.2 Common Good funds are made up of the heritable property (land and buildings) and moveable assets (paintings, furniture, etc.) that belonged to the former burghs of Scotland. On local government reorganisation in 1975, the burghs were abolished and Common Good assets and funds passed to the district and regional councils. The Community Empowerment Act 2015 includes a legal obligation to maintain, and publish, a register of Common Good property (both heritable and moveable).
- 1.3 As at 1st April, 2022, there were 282 assets with Common Good elements, 105 of these assets had buildings. The total area of land covered by Common Good titles was 662 hectares. The Common Good has investments totalling £3.829m as at 31st March, 2022, which are invested and generate income then used to support the Common Good and local community initiatives.
- 1.4 Further to presentation of the April 2022 report, there was agreement to bring all information on Common Good into one draft Policy Statement which would then follow a consultation process beginning with presentation of the document at all Area Committees across Fife prior to public consultation.

## 2.0 Draft Common Good Policy Statement

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- 2.1 Appendix 1 contains the draft Common Good Policy Statement.
- 2.2 The draft Policy Statement contents cover:
  - a) What is Common Good?
  - b) Investment of Common Good funds
  - c) The use of Common Good funds for the maintenance of Common Good assets
  - d) Common Good Grants
  - e) Other uses of Common Good Funds
  - f) Common Good Assets and the Common Good Register
  - g) The role of Committees
  - h) Key principles for Common Good

## 3.0 Next Steps/Proposals

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- 3.1 The draft Common Good Policy Statement contains clarifications and changes to the way the Council manages the Common Good. Under the Community Empowerment (Scotland) Act 2015, such changes will require public consultation. Following agreement of the Common Good Policy Statement by Area Committees, a public consultation will be undertaken that will conform to the needs of the Act and guidance around the use of the Common Good. It is intended that the public consultation will start in March and run for at least 8 weeks. The engagement process will include both an online consultation and options for online and in-person workshops. Key stakeholders such as Community Councils will also be specifically invited to take part in the consultation.

- 3.2 Once the consultation process is complete, the revised Policy Statement will be presented at a meeting of the Cabinet Committee in early 2023 for final approval.

## 4.0 Conclusions

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- 4.1 The draft Common Good Policy Statement responds to feedback from community groups, the council and external audit and helps to provide improved clarity as to the role and management of Common Good in Fife.

### List of Appendices

1. Common Good Policy Statement (draft)

### Background Papers

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

- Common Good Policy and Procedures – Policy and Coordination Committee 14th April 2022

### Report Contact:

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# Common Good Policy Statement

## 1.0 Purpose of Policy Statement

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1.1 To explain what Common Good is, what the Council can do with it and how.

## 2.0 What is Common Good?

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- 2.1 Common Good is made up of the heritable land, buildings and structures, along with moveable items (paintings, furniture, etc.) that belonged to the former burghs of Scotland. Through Local Government reorganisation the Common Good has been passed down to the local authorities. Almost all former burghs have Common Good.
- 2.2 The Local Government (Scotland) Act 1973 abolished the Burghs and Common Good was transferred to the district councils by way of The Local Authorities (Property etc) (Scotland) Order 1975. The 1973 Act and the Community Empowerment (Scotland) Act 2015 provide a statutory framework for the appropriation and disposal of Common Good and also provide requirements for consultation. The main legal restrictions on Common Good assets and funds are set out below:
- \* Some Common Good land and buildings can only be appropriated or disposed of with the consent of either the Sheriff Court or the Court of Session. These are known as “inalienable” Common Good assets.
  - \* If the Council is considering whether to sell, lease or change the use of any Common Good asset, it requires to follow a statutory consultation process including consulting with the Community Council and other interested bodies and advertising the proposals in line with Section 104 of the 2015 Act.
  - \* There is a general obligation to maintain Common Good property and not let it fall into disrepair. The first call on the Common Good Fund is to maintain the property.
  - \* When spending money out of the Fund, regard is to be had to the interests of the inhabitants of the former burgh. This is generally taken to mean that the spend is to be for the public benefit of the former burgh.
  - \* There is now a legal obligation, in terms of Section 102 of the 2015 Act, to maintain and publish a register of Common Good land, buildings and moveable assets. The Common Good Asset Register, Common Good land map and list of disposals can be accessed at <http://www.fife.gov.uk/kb/docs/articles/council-and-democracy/land-and-property/common-good>
- 2.3 It is worth noting that, due to the time which has passed since property was first acquired by a burgh, it can be difficult to establish whether property is Common Good.
- 2.4 As well as property and other assets, there are a number of towns in Fife that have a Common Good Fund which is administered by Fife Council:
- Levenmouth Area – Buckhaven & Methil, Leven
  - Glenrothes Area – Leslie and Markinch
  - Kirkcaldy Area – Kirkcaldy including Dysart, Burntisland and Kinghorn
  - North East Fife Area – Auchtermuchty; Crail; Cupar; Elie & Earlsferry; Falkland; Anstruther; Newburgh; Newport; Pittenweem; St Andrews; St Monans; and Tayport
  - South and West Area – Consolidated Fund covering Dunfermline, Culross, Inverkeithing, Cowdenbeath
  - Lochgelly

- 2.5 The level of funds available varies significantly between the different Common Good Funds.
- 2.6 These Common Good funds, although held by the Council, are legally distinct from the Council's other funds and any money held within these funds, including the income from any assets which make up these funds, are to be used solely for the public benefit of the former burgh.
- 2.7 Common Good funds generate income annually from rental agreements, interest on investments held and interest on revenue balances. This income is used to support local projects and any surplus income is held to invest to ensure the Funds future ability to support the local area. Revenue balances should be accumulated over a 3-year period. The Council is obliged to maintain Common Good assets along with the rest of the Council's assets therefore the first call on the relevant Common Good Fund is to maintain the asset. Thereafter, the balances accumulated within the Common Good Funds should be used 50% to purchase additional investments, 25% retained to finance the maintenance of the heritable property associated with the Fund and 25% remaining as revenue balances to fund any additional projects the area would like to support. Where the Common Good Fund has no heritable property, 70% of the accumulated funds should be invested and 30% remains as revenue balances.

### **3.0 Use of Common Good Funds for Maintenance**

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- 3.1 As noted above, the Council is obliged to maintain Common Good assets. The Council cannot be expected to maintain the properties to a higher standard, but will be mindful the significance in historical, archaeological, architectural or landscape terms.
- 3.2 In relation to the above, key principles about maintenance of Common Good assets were agreed by the Executive Committee in March 2014:
- \* Where properties are leased to external organisations with no Council Service being involved in the management of the property, that income should be credited to the Common Good account if it has not been already.
  - \* If a Common Good asset is occupied and actively managed by a Council Service then that Service is required to fund any repairs or maintenance from their own budgets.

### **4.0 Common Good Grants**

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- 4.1 These are currently administered by Communities and Neighbourhood Area Teams. Applications can be submitted from external bodies, individuals and from internal Council Services. Submitted applications go through an initial assessment by the Area Team to check that the proposal is eligible. If applications meet the basic criteria of providing public benefit in the former burgh, consultation is carried out with the relevant Community Council(s) and the Ward elected members. Thereafter, applications under £5,000 are determined by Officers. Above that level, they are reported to and considered by the appropriate Area Committee.
- 4.2 The Common Good Application Form can be found under the relevant section at <https://www.fife.gov.uk/kb/docs/articles/council-and-democracy/community-group-support-and-funding/fife-grants>

## **5.0 Other Uses of Common Good Funds**

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- 5.1 Common Good funds could be put to other uses, e.g. temporary employment of staff, however, any decision would have to be in the best interest of the inhabitants of the former burgh(s).
- 5.2 It is permitted by the legislation for the local authority to borrow funds to advance to the Common Good and the Common Good to repay this to the loans fund. The repayment would include principal and interest. Please note that the Common Good can only do this through the Council – they cannot borrow directly from an external lender. This can only be done for Common Good assets that are not on the Council balance sheet and the borrowing can only be for capital expenditure. A Common Good Fund could only seek to borrow in this way if it has enough funds to repay principal and interest.

## **6.0 How do we know if something is a Common Good Asset?**

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- 6.1 Fife Council is required to establish and maintain a Register of Property which is held by the local authority as part of the Common Good. The aim of this is to provide transparency about the existence of Common Good assets and to ensure that there is community involvement in the decisions taken about their identification, use and disposal.
- 6.2 The register is a living document and any additional assets which are identified as Common Good will be added to the register and any assets, which are deemed after investigation not to form part of the Common Good, will be removed.
- 6.3 Fife Council has published the register so that it is publicly accessible and will undertake to carry out a full review of the register at least every 5 years. Amendments to the register can be requested and investigated at any time. If there are amendments, new iterations of the register will be published on an annual basis.
- 6.4 If you think the register needs to be updated in any way, please send details and supporting evidence to [commongoodenquiries@fife.gov.uk](mailto:commongoodenquiries@fife.gov.uk). Such evidence might include charters/minutes/other documents pertaining to the burgh. A small group of Council officers will consider all requests. This small group will include representation from Legal Services, Estates and Communities & Neighbourhoods Policy Support. Ultimate decision will rest with the Head of Communities & Neighbourhoods.

## **7.0 Where do Committees come into this?**

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- 7.1 Head of Communities and Neighbourhoods has responsibility for overall budgetary control and scrutiny of the Council's Common Good funds, including decisions relating to repair and maintenance.

### Cabinet Committee

- 7.2 To discharge all of the Council's functions except those reserved to the Council and those matters specifically delegated to other committees or sub-committees, in particular the following matters:
- \* Overseeing the management and use of all Council (including Common Good) assets and resources, and the development and implementation of the plans therefor including:-
    - finance;
    - physical assets (including land, buildings and other property) including a Corporate Asset Management Plan.

## Area Committees:

- 7.3 Take decisions on matters within their local area insofar as these have been remitted by Council or other Committees including:-
- Considering all matters relating to expenditure from Common Good funds insofar as not delegated to officers
  - To consider an annual report on the management of the Common Good
  - To provide a view on proposed changes of use and disposal of Common Good assets within the boundary of the Area Committee and not covered by other policy

## **8.0 Key Principles for Common Good**

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- 8.1 Land forming part of the Common Good of a former burgh is owned by Fife Council. Fife Council is obliged to administer it in accordance with the normal principles of best value associated with local authority land holdings; it is also obliged to administer assets having regard to the best interests of the inhabitants of the former burgh.
- 8.2 It is important to recognise at the outset that Common Good assets are owned by Fife Council. In administering the Common Good, the Council will have regard to the interests of the inhabitants of the burgh and one of the means by which these interests can be established is consultation with the community, including the Community Council. Any decision making (after taking representation into account) ultimately rests with Fife Council.

### **8.3 Common Good property should be treated consistently across Fife**

This principle is largely self-explanatory. Due to historical differences between the district councils who administered Common Good property after 1975, and indeed previous practices of the burghs, Common Good property was not always administered consistently throughout the County. Fife Council will strive to achieve consistency wherever possible, having regard to local differences where these are material.

### **8.4 Common Good property should be managed and disposed of as efficiently and effectively as the Council's remaining landholdings.**

Many Common Good assets - whether land or buildings - have a clear community purpose. Common Good assets can be disposed of or appropriated for another use. Where there is greater benefit to the community in disposing of the asset rather than holding onto it, then the authority is entitled to do so. The disposal income will be credited to the relevant Common Good Fund and it can then be used to benefit the community in other ways. In managing all of its assets, the Council is seeking to ensure that they are used to best value, whether that is by holding, leasing or using the asset itself or disposing of it where it is surplus to the requirements of the Council and the community as a whole.

### **8.5 If the Council is considering a disposal of Common Good asset permanently to a community organisation where there is clear benefit in doing so, this should be done by following the Community Asset Transfer process at:**

<https://www.fife.gov.uk/kb/docs/articles/have-your-say2/community-planning/community-asset-transfer>

This will allow the Council to evaluate the community body's business case and assess whether the asset can be transferred at less than market value. In all cases of such disposal/change of use, the Council will still require to follow the community consultation procedures set down in Section 104 of the Community Empowerment (Scotland) Act 2015 and, if the property is inalienable, apply to the Sheriff or Court of Session for consent to the disposal/change of use.

- 8.6 Any "rentals" charged to a Council Service budget from the Common Good Fund should truly reflect the value of the property and the cost of its maintenance. It should also reflect any income derived from the property by the Council.**

This arrangement between a Council Service occupying a Common Good property and the Common Good Fund is designed to protect the interests of the inhabitants of the former burgh and the Common Good Fund itself. However, the true cost of maintenance is a factor which applies to the valuation of all commercial leases. Where an outside body has occupation of a Common Good asset, then similar provisions apply.

- 8.7 Where a Common Good property is unoccupied, the Council will seek to find a use for it, either within or outwith the Council. Disposal should be considered as an option to minimise costs to the Common Good. Maintenance of unoccupied Common Good properties will fall on the Common Good Fund, as will the cost of demolition. In all such instances the views of the wider community, including the Community Council, will be sought if the property is to be sold.**

If the property is unoccupied, the costs of its maintenance and holding costs, etc. should come from the Common Good Fund. However, the Council is under an obligation to ensure as rapidly as possible, that properties held on the Common Good are put to beneficial use of some sort. If there is no possible beneficial use, then demolition might have to be considered. Disposal of the cleared site should be considered as an option. This may recoup any losses from the Common Good Fund.

- 8.8 Where a common good asset is declared surplus and it is proposed that the property is to be disposed and Court approval is required, the expenses of proceeding to Court and, if successful, the costs of sale, should be taken from the sale proceeds. If the proposed disposal is initiated by a third party then the third party would bear these costs. The net sale proceeds would be put back into the Common Good Fund for the benefit of the inhabitants.**



1<sup>st</sup> February, 2023

Agenda Item No. 8

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## Lochore Meadows Consultation Update and Recommendations

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

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**Wards Affected:** 7 & 8

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### Purpose

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To provide the Cowdenbeath Area Committee with an update, and recommendations, on consultation work that took place with the community regarding Lochore Meadows Country Park- (LMCP), specifically in relation to the following request from Cowdenbeath Area Committee on 31<sup>st</sup> August 2022:

“that officers carry out a full community consultation across the Cowdenbeath Committee Area on the wider Lochore Meadows Country Park Development Plan with a focus on playpark, nature area and community event space proposals”

“requested a report detailing the outcome of the above consultation for the Committee’s consideration at its meeting on 1st February, 2023 of a contribution of £100k from the Area Capital Budget to the Lochore Meadows Country Park Nature Area project”

### Recommendation(s)

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- (1) The Committee is asked to note the wide range of consultation mechanisms undertaken and support future plans.
- (2) Note the recommendations made in relation to the proposed Play Park, Event Space, Nature Play Area and wider development plans.
- (3) Continue to support the park as a local asset and need to include this as a priority within the next Plan for Cowdenbeath Area.
- (4) Recognise that the park is also a key Fife wide asset and that further investment and support is required in order to position the park as a destination venue.
- (5) Support the direction of travel that all improvements should be in line with both recommendations 2, 3 and 4 and that these should complement the Community Wealth Building approach set out in the Recovery and Renewal Plan for Fife 2021 – 2024.

## Resource Implications

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Investment has already been secured for a number of projects within the park. Daily running costs are increasing and this continues to be a challenge as budgets haven't increased at the same level. In a number of areas, such as staffing, budgets have decreased. Additional funding will need to be secured in order to implement and deliver a number of the improvement projects.

## Legal & Risk Implications

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There is a reputational risk that a number of areas for improvement, that have been highlighted in previous reports, and during engagement, have not been implemented. Therefore, to action these projects, it will be necessary to prioritise these and secure additional funding.

There are various standards and good practice approaches which require to be considered when undertaking a consultation exercise. Children and young people have a right to be heard in matters affecting them and to participate in the life of their family, community and society. Good practice suggests that consultation should be tailored to the needs of children and young people and should be seen as part of a process and not a means to an end. The appendices set out how the Council has facilitated children's' right to be heard in this project.

## Impact Assessment

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

## Consultation

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There has been a range of stakeholder, staff and community engagement to inform the Development Plans, individual projects and specific recommendations. Community engagement was undertaken using a variety of methods to remove barriers to participation and ensure all members of the community had the opportunity to contribute. Further and continued engagement the local community is planned to discuss future projects.

Legal Services were consulted in preparation of this report.

## 1.0 Background

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- 1.1 In July 2021, it was agreed that an updated Plan would be prepared to identify potential developments at LMCP over the next 3 – 5 years. This involved reviewing previous plans produced in 2008 and 2013 respectively.
- 1.2 It was recognised that many of the recommendations in the earlier plans were not implemented due to the aspirational nature of the projects and the need for large scale investment. More recent community engagement, led by the Friends of Lochore Meadows (FoLM) group in 2018, highlighted a number of similar improvement areas that weren't previously actioned.
- 1.3 LMCP is an important asset, not only locally in the Cowdenbeath Area but as a tourist destination that visitors from across Fife, the Scottish Central belt and further afield regularly access. The development of a draft Development Plan, built upon recent consultation, which is focussed on providing an updated position on the park, collates information on current challenges and opportunities, and suggests some short and longer term projects, will help deliver an engaging and transparent vision for the park going forward.
- 1.4 Work to draft a Development Plan is already underway, which seeks to pull together historic aspirations and identify future developments which support the Recovery and

Renewal Plan for Fife. Key to its success is the outcome of the recent consultation work which will be embedded throughout the plan to ensure it meets the aspirations and wishes of the local community.

## 2.0 Progress and Project Update

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- 2.1 A number of projects were already in progress prior to initiating the draft Development Plan. These included replacement of the existing play park, Benarty Bells Project, Pug maintenance, bike trail development and other general park improvements. The larger projects had secured funding from a range of sources including crowdfunding, area budgets, tourism funding, NHS Fife and an allocation of capital investment of £500,000 (plus an additional £250,000).
- 2.2 A number of improvement areas have been identified and included. Many of these were interdependent and it is recognised that there is a need to have oversight of all developments and improvements as a decision on one may have an impact on another. Improvements have been broken down into 5 areas, with a short summary of each below:

### **Managing Lochore Meadows Country Park (Single Asset):**

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

### **Lochore Meadows Country Park - Outdoor destination for local communities and visitors:**

Great free asset in the heart of Fife, with lots to do and experience. It has amazing potential and with some enhancements to the visitor centre, café, paths, car parks, motorhome facilities, events and conservation it can continue to be a great resource for the future.

### **Outdoor Activity and Learning:**

First class outdoor education and activity centre based within the park, where demand for the Service is increasing. Growing the commercial business element alongside delivery of the schools and community programme can be a significant challenge, which only demonstrates the demand and value of this provision. There's a need for a new outdoor education centre to continue to deliver a high quality service and a decision on emphasis future provision.

### **Community Involvement:**

Membership and role of the Friends of Lochore Meadows (FoLM) group has changed since it was originally set up. Work is underway to review priorities and how the group can support the park in the future. There are also many other individuals and groups who currently use the park, or could make better use of the park, demonstrating untapped potential to involve a wider community base to get involved with developing and support future plans.

### **Supporting the delivery of other Plans:**

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

- 2.3 A small project team have been working together to take forward initial recommendations and short-term actions. Appendix 1 provides a summary of current and potential projects.
- 2.4 The consultation and engagement were the next phase of gathering information and feedback to allow the development plan to be formed.

### 3.0 Engagement/Consultation Approach

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- 3.1 To ensure that as many members of the community of all ages could be involved, and to satisfy the request from the Area Committee, the Area and Communications Teams agreed that a wide approach to consultation was required. This would include a mixture of in person engagement opportunities as well as an online survey.
- 3.2 A timeline was created and work commissioned to update the Lochore Meadows website as it was anticipated this site would experience an increase in traffic and be an important vehicle for sharing information. [Lochore Meadows | Active Fife - leisure hub](#)
- 3.3 An opportunity arose to utilise an independent party to facilitate a large proportion of the in-person consultation element. In initial discussions between the DEMOTEC research team and the local area team, it was agreed to have Democratic Society and University of Strathclyde independently facilitate a set of three workshops:
1. **Priority setting** (12<sup>th</sup> November 2022) focussing on the Cowdenbeath Area Local Community Plan
- Followed by more in-depth discussions around Lochore Meadows Development through workshops:
2. **Idea generation** (18<sup>th</sup> and 19<sup>th</sup> November 2022)
  3. **Decision making** (2<sup>nd</sup> and 3<sup>rd</sup> December 2022)
- These were run in parallel to more general engagement around Lochore Meadows, with the additional resource allowing for richer engagement with the community, which could then influence best practice for future engagement.
- 3.4 Other in person opportunities:
- Drop In Event on Play Park Design proposal at LMCP (23<sup>rd</sup> November 2022)
  - Engaging Young People via youth clubs (late Nov/early Dec 2022)
  - Children via school visits (Dec 2022 and Jan 2023)
- 3.5 An Online Survey was available from 18<sup>th</sup> November until 16<sup>th</sup> December 2022. This allowed those unable to attend in-person events to contribute to the consultation.
- 3.6 All of these engagement opportunities were extensively promoted via a range of platforms. Appendix 2 contains an outline of the engagement approach and a summary of the reach achieved.

## 4.0 Engagement/Consultation Summary

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4.1 A summary statement of each of the methods of engagement below:

### **DEMOTEC Workshops**

In-person workshops allowed for direct engagement with interested individuals and groups within the community. These workshops were structured to gather ideas, promote an open dialogue between participants on the ideas generated, and agree recommendations for the playpark proposals and future development of the park.

This format provided the opportunity for participants to hear and respond to the views of others within the community, coming together to form recommendations supported by the majority.

### Playpark / Natural Play Space / Event Space

There was a clear consensus that a new playpark was required and a top priority for development. The playpark is an anchor in the park's provision, both for the local community and wider park users as a key destination in central Scotland.

The most detailed discussion was centred around the position of the new park. The workshops provided an opportunity to explain the rationale behind the initial proposal, which was then used to consider how a new playpark can be delivered in a way which still meets the needs of the local community. It was clear that any impact on the event space had little support, prompting discussion on potential alternatives.

Alternative locations failed to meet all the desired criteria laid out by the group (proximity to the visitor centre, proximity to parking, visible from the café area, not too close to the water, not impacting on the event space). One option which sought to offer a compromise was using the land between the event space and the existing park. This option was ranked as the most popular option, recognising the challenges with other locations and the need to attempt to satisfy the other desired criteria.

There was general support for a natural play space, which offers extended play opportunities in a more relaxed and creative environment.

### Wider development ideas

There were a number of valuable ideas put forward for the future development of LMCP. All the ideas were captured for consideration, however the ideas were grouped and narrowed down to a shorter list of recommendations which the group felt were a priority. These were:

- Communication and engagement
- Toilets, Infrastructure, Accessibility, Built Assets
- Heritage
- 'Feedies in the Meedies' & Farm Shop
- Education, Recreation and Adaptation, Inclusive Learning
- Nature reserve area and keeping country park feel
- Play Park

Please see appendix 3 for further of information associated with the Demotec consultation.

## **Online Survey**

An online survey was carried out during November/December 2022 to gather the views of people who visit LMCP to find out about their recent visits and get feedback and ideas to help inform future developments that will be taking place over the next few months and years. A total of 1,082 responses were received (1,018 from individuals (including on behalf of a child), 9 elected representatives, and 18 representations were made on behalf of 12 groups or organisations). Two thirds of responses were from local people within the Cowdenbeath Area. Please see Appendix 4 for full survey breakdown and below for the main summary points:

The existing play park, and food and drink provision (including the Lochside Café) are identified as most in need of improvement with comments being made about opening times and offering.

In terms of current development proposals, the strongest support is for the proposal to create a natural play area on the existing play park (68% for, 29% against). There was mixed support for the proposal for a new inclusive play park (51% for, and 45% against), while the proposal to move and expand the existing events space towards the Pit Head had the least support (39% for, and 51% against). Most comments related to a new play park being required, but keep it to the same location to protect the events area. Other comments related to the use of greenspace for a new play park, or better accessibility.

Approximately half of respondents chose to view and comment on the design proposals for the new play park. The majority (60%) were happy with the proposed design, while 39% were unhappy. Inclusivity for kids of all ages and abilities was the favourite aspect of the proposals. However, two thirds were not happy with the proposed location of the new play park with the main reason given being it would jeopardise events and greenspace activities that take place. Some commented that the play park should stay where it is, or other options should be considered. Concerns raised included: the size of the new playpark and children being out of sight of parents if it is moved to a new location.

## **Young Person Engagement**

As part of our work to consult with the community on the Local Community Plan and future development of Lochore Meadows Country Park, a number of engagement sessions were undertaken with young people. These were delivered in different settings to ensure that young people were confident and empowered to provide honest feedback.

Sessions were led by Community Education workers at a number of youth groups, where ideas could be put forward, discussed and included in the wider consultation.

Primary schools throughout the Cowdenbeath Area were also invited to take part in the consultation, with information sessions led by the Area team. Some schools placed pupils at the heart of generating wider inclusion within the school, empowering them to capture as many ideas and thoughts as possible. Alongside the consultation, schools took part in creative competitions, based around possible play park themes and designs.

Please see appendix 5 for further information.

## **Play Park Design Drop In**

A drop-in session took place on 23<sup>rd</sup> November 2022, where officers from the Council and members of the contractor's design team were available to explain the design and answer questions.

Plans of the design were displayed, with additional details included on the various equipment and elements. Around 25 people attended the drop-in event, with many staying to discuss the design in detail, offer their thoughts and share any concerns.

There was general support for the design, with some constructive feedback provided. The main discussions centred around the proposed location of the play park, which reflected the online survey and workshop feedback.

## 5.0 Next Steps

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- 5.1 While a number of projects are underway, further work is required to progress additional recommendations. Focus sessions will take place to prioritise and agree further actions. This will include identifying what investment may be available.
- 5.2 Development of a draft Development Plan in line with consultation feedback and scope up the top 3 priorities.
- 5.3 Establish a series of engagement opportunities, inviting the DEMOTEC workshop participants.
- 5.4 Develop an e-newsletter and continue to keep LMCP website up to date with current developments.

## 6.0 Recommendations

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- 6.1 Support the development of a new Lochore Meadows Country Park Development Plan, which supports the aspirations of the community.
- 6.2 Following the community consultation, it is clear there is support for a new play park, but concerns remain with the proposed position. The decision to select an alternative location must consider the financial and time implications. Options were developed (appendix 6) to allow full consideration of the communities feedback and its impact.  
  
It is recommended that we proceed with option 2. This strikes the best balance to deliver on the aspirations of the community when considering timescales, its size and scale and its position relative to existing facilities and the event space. This was also the recommendation put forward in the face to face workshops.
- 6.3 Delivering option 2 will allow development of the natural play space, which has been broadly supported throughout the consultations. This unlocks external Nature Restoration funding of £100,000, which is to be match funded by the Area Capital monies.

## 7.0 Conclusions

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- 7.1 Work has been completed to review previous plans and engagement. Subsequent recommendations have been provided on potential enhancements and developments for Lochore Meadows Country Park.
- 7.2 A number of the projects and suggested projects are interdependent. Therefore, any decisions taken should take into consideration other wider impacts for the park including any community benefit.

7.3 While some projects are already underway, a number of areas will require significant investment in order to deliver on these.

## List of Appendices

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1. Current and Potential Projects
2. Engagement approach and summary
3. DEMOTEC Workshops
4. Online Survey Report
5. Young People Engagement
6. Play park options for consideration

## Background Papers

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

The following reports were used to assist with the preparation of this report, copies available on request:-

**Lochore Meadows Plan 2008**

**Lochore Meadows Plan 2013**

## Report Contact(s)

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## Appendix 1 - Current and Potential Projects

<b>Current Projects</b>	<b>Lead</b>	<b>Status</b>
<b>Destination play park</b>	<b>Ian Laing/Andy MacLellan/Gavin Turner</b>	<b>Dependent on outcome of Area Committee 1st Feb 2023</b>
<b>Lochore Meadows – Train</b>	<b>Ian Laing</b>	<b>Train currently in workshop for repairs</b>
<b>Benarty Bells</b>	<b>Patricia Galfskiy/Raymond Johnston</b>	<b>Building Services MAs to undertake work Dec 2022</b>
<b>Garden of Reflection</b>	<b>Fife Sands</b>	<b>Complete</b>
<b>White Woods Bike Trails</b>	<b>Andy McGrath</b>	<b>Tendering process completed – work in progress</b>
<b>Motor Home developments</b>	<b>Ian Laing</b>	<b>Initial improvements now completed including new signage, bay marking and waste disposal</b>
<b>Communications</b>	<b>Fife Council Comms</b>	<b>Dedicated support provided to produce a Comms Plan for the park and support with Social Media and Website Development</b>
<b>Maintenance materials and Equipment</b>	<b>Ian Laing</b>	<b>Materials for the beach area including new sand have now been delivered. New lawnmower, strimmers.</b>
<b>Park Staffing</b>	<b>Ian Laing</b>	<b>Temporary seasonal positions created to cover holiday period.</b>
<b>Car Park Improvements</b>	<b>Scott Blyth</b>	<b>Work commissioned and parking bay lines have been repainted.</b>
<b>Grounds for Growth Project</b>	<b>Rural Skills Scotland/Scott Blyth</b>	<b>Work underway to look at establishing project for volunteers/paid training places.</b>
<b>Outdoor Education Site/Compound Area</b>	<b>Paul Mitchell/Ian Laing</b>	<b>Work started to look at best use of existing space and extension to existing compound including new fencing</b>
<b>Café Improvement</b>	<b>Fife Council Catering</b>	<b>Work underway with colleagues to look at the offer. Survey to provide feedback to inform future offer.</b>
<b>Pit Head</b>	<b>Fife Council – C&amp;N</b>	<b>Park staff working with other council services and Heriot Watt University to look at Pit Head</b>

<b>Gazebo/Outdoor Seating Area</b>	<b>Ian Laing</b>	<b>Work underway to obtain quotes to improve seating area outside café</b>
<b>Outdoor Shelter</b>	<b>Ian Laing</b>	<b>Golf/Football Pavilion – as above. Hope to complete as joint project</b>
<b>Flooding – main entrance/football park</b>	<b>Ian Laing/Ross Speirs</b>	<b>Complete</b>
<b>Streamline signs/interpretation boards</b>	<b>TBC</b>	<b>TBC – funding required</b>

## **Appendix 2 – Engagement approach and summary**

To ensure that a wide and varied approach was taken to consulting on the Lochore Meadows Country Park development plans, a mixture of methods were used. This approach ensured that barriers to participation were removed and engagement was tailored to suit the audience, thereby getting the best quality feedback and encouraging participation from traditionally harder to reach groups.

### **Play Park drop-in session (23 November 2022)**

A drop in session was held at Lochore Meadows and promoted through social media channels, schools and community councils. Designers from Compan, alongside Council Officers were on hand to present the designs and answer questions. Around 25 people attended the session, many of whom stayed and contributed to some detailed discussion about the design, options and position of the play park.

### **DEMOTEC Workshops (Nov & Dec 2022)**

Face to face workshops were held with the community to achieve rich and robust discussion. More information about the background and outcome of these workshops is available in appendix 3.

### **Online Survey (Nov & Dec 2022)**

An online survey was made available from 18<sup>th</sup> November until 16<sup>th</sup> December 2022. This sought to capture feedback from the whole community, in particular those who may not have been able to attend face to face sessions.

The survey asked a variety of questions around the current offering and proposals. Details of the play park proposals were included, offering the opportunity to gather specific feedback on this element.

1082 responses were received, providing valuable information on the wider communities thoughts. Further details of the survey feedback can be found in appendix 4.

### **Youth Groups (Nov & Dec 2022)**

Recognising the need to find a suitable mechanism to engage young people in the community directly, a number of sessions were held at local youth groups. This provided the opportunity for young people (aged 12 and over) to provide ideas and feedback on both the Plan for Cowdenbeath Area and the Lochore Meadows Country Park future development.

Community Education staff and Youth Workers held the sessions in small groups to ensure everyone had the opportunity to fully contribute in an environment which encouraged participation and discussion. Feedback from these sessions can be found in appendix 5.

### **Primary Schools (Dec 2022 & Jan 2023)**

To ensure we captured feedback from the youngest in our community, an invitation to take part in engagement sessions was extended to all Primary Schools throughout the Cowdenbeath Area. Information sessions were led by members of the Cowdenbeath Communities Team, delivered to groups the schools felt were best placed to provide feedback. This was either through sharing information and getting feedback through

assemblies in the school, or through smaller groups which represented each year group within the school.

Schools were also provided the opportunity to take part in creative competitions to create a theme for the park, or design play equipment. Information sheets were provided to gather feedback and set the outline of the competition for schools to follow.

More information on school engagement can be found in appendix 5.

### **Website information**

To ensure that the community were able to get information about consultation events and proposals for the park, a number of changes were made to the Lochore Meadows Country Park website. This website hosted links for the workshops, drop in session and online survey.

Moving forward, the website and social media pages will be used to share feedback and provide further information to the community as the development plan progresses.

### **Marketing and reach**

A range of communications tools were used to promote the consultation opportunities. A dedicated section about the park's development has been added to its website, posters advertised events and online consultation opportunities in local facilities and targeted emails were sent to community groups and stakeholders.

Local media coverage was obtained in The Central Fife Times, The Courier, The Fife Free Press, Kingdom FM and K107FM. Social media posts across multiple channels generated strong engagement with a reach of over 188,000. People were encouraged to take part in the online consultation but, by the nature of social media, users also shared their views, concerns or support in post comments such as [this one](#) that generated over 300 comments.

## Website and press releases

DATE	METHOD	LINKS
Throug hout	Web page	<a href="http://www.lochoremeadows.org.uk/future">www.lochoremeadows.org.uk/future</a>
26.10.2 2	Press release	<a href="https://www.fife.gov.uk/news/2022/have-your-say-on-the-future-development-of-cowdenbeath-community-plan-and-lochore-meadows-country-park">https://www.fife.gov.uk/news/2022/have-your-say-on-the-future-development-of-cowdenbeath-community-plan-and-lochore-meadows-country-park</a>
01.11.2 2	Press release coverage	<a href="https://www.centrafifetimes.com/news/23091772.fife-council-workshops-lochore-meadows-cowdenbeath-area/">https://www.centrafifetimes.com/news/23091772.fife-council-workshops-lochore-meadows-cowdenbeath-area/</a>
09.11.2 2	Press release	<a href="https://www.fife.gov.uk/news/2022/have-your-say-on-the-future-development-of-lochore-meadows">https://www.fife.gov.uk/news/2022/have-your-say-on-the-future-development-of-lochore-meadows</a>
10.11.2 2	Press release coverage	<a href="https://www.fifetoday.co.uk/news/people/fifers-urged-to-help-create-ambitious-long-term-plan-for-popular-park-3912819">https://www.fifetoday.co.uk/news/people/fifers-urged-to-help-create-ambitious-long-term-plan-for-popular-park-3912819</a>
18.11.2 2	Press release	<a href="https://www.fife.gov.uk/news/2022/first-look-at-new-lochore-meadows-playpark-proposal">https://www.fife.gov.uk/news/2022/first-look-at-new-lochore-meadows-playpark-proposal</a>
18.11.2 2	Press release coverage	<a href="https://www.thecourier.co.uk/fp/news/fife/3898279/lochore-meadows-playpark-revised-plans/">https://www.thecourier.co.uk/fp/news/fife/3898279/lochore-meadows-playpark-revised-plans/</a>
20.11.2 2	Press release coverage	<a href="https://www.fifetoday.co.uk/news/people/proposed-plans-for-new-playpark-at-lochore-meadows-revealed-3925401">https://www.fifetoday.co.uk/news/people/proposed-plans-for-new-playpark-at-lochore-meadows-revealed-3925401</a>
21.11.2 2	Press release coverage	<a href="https://www.centrafifetimes.com/news/23137893.fife-new-playpark-proposals-lochore-meadows-unveiled/">https://www.centrafifetimes.com/news/23137893.fife-new-playpark-proposals-lochore-meadows-unveiled/</a>
22.11.2 2	Press release coverage	Kingdom FM radio interview: Sarah Roxburgh

## Social Media

Date	Channel	REACH
14.12.2 2	<a href="#">Fife Council Twitter</a>	1316
30.11.2 2	<a href="#">FC Twitter</a>	1183
24.11.2 2	<a href="#">FC Twitter</a>	935
16.11.2 2	<a href="#">FC Twitter</a>	1740

24.11.2 2	FC Facebook Story	1187
16.11.2 2	<a href="#">FC Facebook</a>	12007
03.11.2 2	<a href="#">FC Facebook</a>	13966

19.12.2 2	<a href="#">Lochore Meadows Facebook</a>	3642
14.12.2 2	<a href="#">LM Facebook</a>	3455
30.11.2 2	<a href="#">LM Facebook</a>	2389
24.11.2 2	<a href="#">LM Facebook</a>	3210
22.11.2 2	<a href="#">LM Facebook</a>	11243
17.11.2 2	<a href="#">LM Facebook</a>	74781
16.11.2 2	<a href="#">LM Facebook</a>	17537
09.11.2 2	<a href="#">LM Facebook</a>	10388
03.11.2 2	<a href="#">LM Facebook</a>	3961

Date	Channel	REACH
14.12.2 2	<a href="#">Our Cowdenbeath Facebook</a>	237
30.11.2 2	<a href="#">OC Facebook</a>	636
24.11.2 2	<a href="#">OC Facebook</a>	276
18.11.2 2	<a href="#">OC Facebook</a>	741
16.11.2 2	<a href="#">OC Facebook</a>	431
09.11.2 2	<a href="#">OC Facebook</a>	264
26.10.2 2	<a href="#">OC Facebook</a>	19102
12.10.2 2	<a href="#">OC Facebook</a>	344

24.11.2 2	Fife Council Instagram	1400
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16.11.2 2	<a href="#">Fife Council Linked In</a>	1591
24.11.2 2	<a href="#">FC Linked In</a>	384

**Total Reach                      188,346**

### **Appendix 3 – DEMOTEC Workshops**

The Area Team were presented with an opportunity to work in partnership with Strathclyde University and the Democratic Society to deliver of face to face engagement workshops. This provided additional resources and a structured approach, alongside independence to ensure participants were confident in putting forward their contributions. In addition, this approach will provide the team with feedback on the engagement process, allowing us to reflect and tailor future community engagement.

There were a series of three workshops during November and December 2022. Participants were recruited through an extensive marketing campaign using printed media, social media our websites and direct email communication with existing local networks. The outcome was a diverse group which covered a mixture of local residents, community councils and community groups.

The first workshop explored priorities for the Plan for Cowdenbeath, to contribute and influence the updated plan from 2023.

The second workshop related directly to Lochore Meadows Country Park and was focused on generating ideas and discussion. It considered the wider park and opportunities for improvement. In addition, there was a focussed discussion on the play park, natural play space and event space proposals. This was a critical area for discussion to address community aspirations for a new play park, while addressing concerns about its potential position and scale.

The third workshop was designed around decision making, following the ideas and discussion from the previous workshop. Participants discussed, grouped and prioritised ideas to establish a set of recommendations for future development.

#### **Broader ideas and recommendations**

A wealth of ideas were presented, with these then being voted upon to identify the most popular ideas to take forward as recommendations. The resulting recommendations from the groups, in order of priority, were:

##### **1. Communication and engagement**

Enhanced communication and engagement with an improved website and physical boards showing all of the upcoming local events in Lochore Meadows. Better path and trail signage, boards celebrating the park's mining history and heritage, and advertising the park to increase awareness of all it has to offer. Opportunities in promoting Lochore Meadows being named as the 'best-kept urban park in the UK'.

##### **2. Toilets, Infrastructure, Accessibility, Built Assets**

Improvement to the infrastructure in Lochore Meadows, particularly increasing the number of available toilets, making these open 24-hours and providing accessible toilets for people with disabilities. This would support people visiting the park after dark, particularly in winter. More car parking and better bus links for visitors, as well

as more accessible and well-maintained pedestrian footpaths. Participants suggested new car park space and toilets could use woodchip and compost to be more environmentally friendly. Introducing car park charges which are ringfenced so income is reinvested into the park. Extending café opening hours, particularly in winter.

### 3. **Heritage**

Many groups voted for proposals that celebrated Lochore Meadows' heritage and mining history. It was suggested this could take the form of selling books on the local mining history, heritage trails or a heritage centre, with the latter requiring longer-term planning and feasibility study. Participants suggested that this could help attract visitors and generate income for the park.

### 4. **'Feedies in the Meedies' & Farm Shop**

Two popular proposals were for Lochore Meadows to have more local food events. This could take the form of a farm shop selling local produce, and/or a regular local food festival 'Feedies in the Meedies' where local producers could sell food. People suggested this would attract visitors and help generate income for the park as a destination.

### 5. **Education, Recreation and Adaptation, Inclusive Learning**

More opportunities for learning and education in the park, for all ages. This could take the form of "low-tech" natural inclusive learning and play areas, trails and sensory gardens, which are accessible for all. Potential to include a Forest School for children, run as a social enterprise, with local experts (eg. RSPB, Scottish Wildlife Trust) involved in delivering learning opportunities.

### 6. **Nature reserve area and keeping country park feel**

While not voted as often as other proposals, maintaining the country park feel and protecting the natural environment were considered an important guiding principle for several groups, who felt it was important to protect wildlife and nature in the country park.

### 7. **Play Park**

The play park didn't feature as the top priority for the development of Lochore Meadows, however it was clear that the advanced proposals and discussions provided assurance to the group that the play park was going to be delivered without the need to vote for it specifically. There was overwhelming support for delivery of a new destination play park throughout the groups.



### **Play park, event space and nature play area**

The groups also considered specific proposals for the play park, event space and nature play area. Detailed discussion took place on options and the impact of these as the three elements are linked.

The position of the play park has been the most contentious element of the proposals, therefore this was the main feature of discussion. A number of options for the play park's location were presented, including an option to explore other areas of Lochore Meadows. The main points the groups considered when looking at locations were:

- Proximity to facilities (toilets, café, parking).
- Accessibility, particularly for those with a disability.
- Impact on the event space.
- Not too close to the water.

When asked about the position of the play park, with consideration for the impact of the decision on event space and nature play area, location 2 was selected for recommendation. One additional ask was that the boundary of location 2 be explored to help integrate the play park with the proposed natural play area. This would protect the event space and allow development of the natural play space, which adds value to the park.



With regards to the natural play space, this had broad support from the groups. It was recognised that this provided a broader offering to visitors, extended play space for children, was in keeping with the natural heritage of the park and could provide a quieter play space for children who may be overwhelmed by the busier destination play park.

## **Help shape the future of Lochore Meadows Country Park Survey**

### **Background**

An online survey was carried out during November/December 2022 to gather the views of people who visit Lochore Meadows Country Park to find out about their recent visits and also to get feedback and ideas to help inform future developments that will be taking place over the next few months and years.

A total of 1,082 responses were received (1,018 from individuals (including on behalf of a child), 9 elected representatives, and 18 representations were made on behalf of 12 groups or organisations). Two thirds of responses were from local people within the Cowdenbeath Area.

### **Main Findings**

#### **How people use the park**

- The majority are regular visitors to Lochore Meadows Country Park.
- People visit Lochore Meadows all year round, but particularly in the summer.
- The majority of people visit with family and friends, on a weekly or monthly basis.
- The main reasons for visiting Lochore Meadows are Leisure, Exercise and Socialising
- The most popular things to do are walk around the Loch, visit the play park or the fairy wood, attend an event, purchase food and drinks or bring a picnic.
- Three quarters of visitors typically stay in the park for between 1 and 3 hours.
- Over half of visits are made by car, and one in three by walking.
- The majority of park users are local, living less than 20 minutes from the park.
- The Park also attracts visitors from further afield, with one third of users travelling more than 20 minutes to access the park.
- The majority of visitors use the main entrance from Crosshill / GlenCraig, with the next most popular entrance being via Whitewoods from Benarty Centre.

#### **Need for improvements**

- The existing play park, and food and drink provision (including the Lochside café) are identified as most in need of improvement.
- The majority of the comments were around better café facilities/opening times/offering.
- Events in the park, and nature and outdoor spaces are identified as least in need of improvement.
- The play park was identified as the highest priority for improvement, followed by Events.
- Many of the comments related to the importance of the Community Events/space and conflict with proposed play area
- Some felt the play park was fine as it is and should not be moved. Others noted the need to improve the play park
- Other comments included the need for general buildings/facilities/environmental improvements (including toilet facilities), better parking, roads and paths, and better accessibility for play equipment, café and other facilities
- Just under half of visitors were aware that donations could be made towards the upkeep of the park at various locations within the park.

### **Current Development proposals**

- The strongest support is for the proposal to create a natural play area on the existing play park (68% for, 29% against).
- There was mixed support for the proposal for a new inclusive play park (51% for, and 45% against).
- The proposal to move and expand the existing events space towards the Pit Head had the least support (39% for, and 51% against).
- Most comments related to a new play park being required, but keep to the same location to protect the events area.
- Other comments related to the use of greenspace for a new play park, or better accessibility.

### **Lochore Meadows Play Park Design Feedback**

- Approximately half of respondents (557 of 1082) chose to view and comment on design proposals for the new play park.
- The majority (60%) were happy with the proposed design, while 39% were unhappy.
- Inclusivity for kids of all ages and abilities was the favourite aspect of the proposed design for the new adventure play area.
- Aspects of this included the Large Central Unit for older children, the Junior Unit for younger children, and wheelchair accessibility.
- However, two thirds were not happy with the proposed location of the new play area at Lochore Meadows.
- The main reason given for this was that it would jeopardise any events or greenspace activities that take place.
- Some commented that the playpark should stay where it is, or other options should be considered.
- Concerns raised included: the size of the new playpark, children will be out of sight of parents if it is moved to a new location, and other general safety concerns.

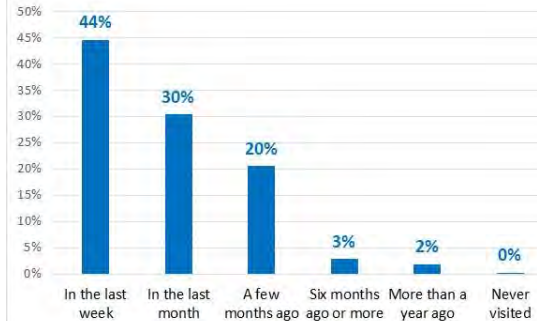
## Survey Questions Analysis

Total Number of Respondents: 1082

### How people currently use the Country Park

#### Q1. When did you last visit Lochore Meadows Country Park?

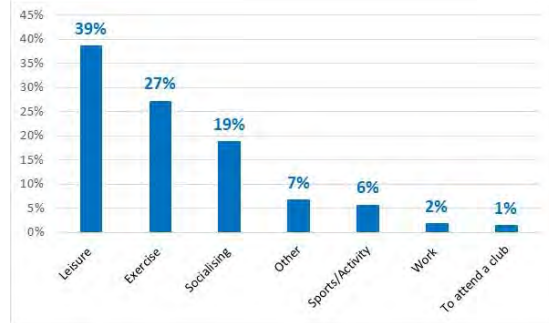
	Number
In the last week	477
In the last month	325
A few months ago	219
Six months ago or more	30
More than a year ago	19
Never visited	2



- The majority are regular visitors to Lochore Meadows Country Park.
- Nearly half of respondents had visited in the last week, with a further third visiting in the last month.

#### Q2. Can you please tell us the reason for your visit (please mark all that apply)

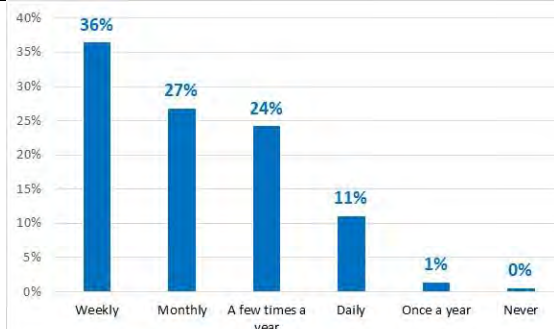
	Number
Leisure	697
Exercise	490
Socialising	339
Other	120
Sports/Activity	102
Work	33
To attend a club	25



- The main reasons for visiting Lochore Meadows are for Leisure, Exercise and Socialising.

#### Q3. How often do you visit Lochore Meadows Country Park?

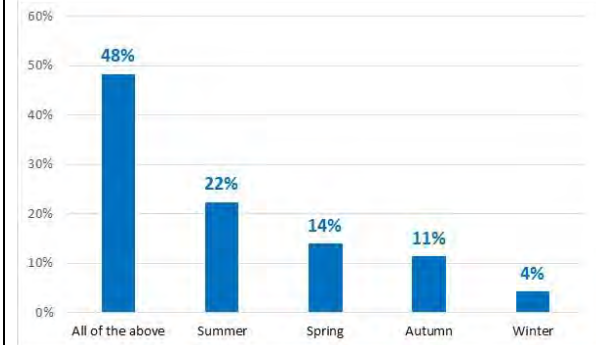
	Number
Weekly	390
Monthly	287
A few times a year	259
Daily	118
Once a year	14
Never	5



- One in three visit Lochore Meadows on a weekly basis.
- One in four visit on a monthly basis, with a further one in four visiting a few times a year.

**Q4. When are you most likely to visit? (select all that apply)**

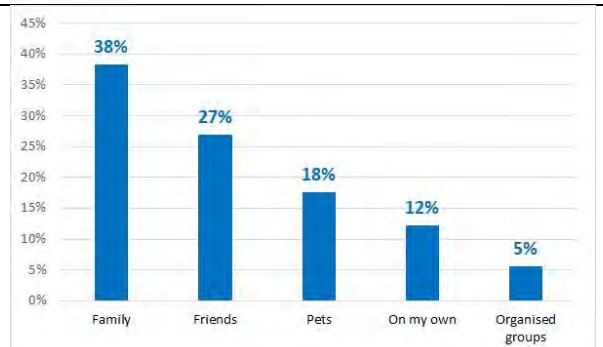
	Number
All of the above	765
Summer	354
Spring	221
Autumn	179
Winter	67



- People visit Lochore Meadows all year round, but particularly in the summer.

**Q5. Who do you typically visit with?**

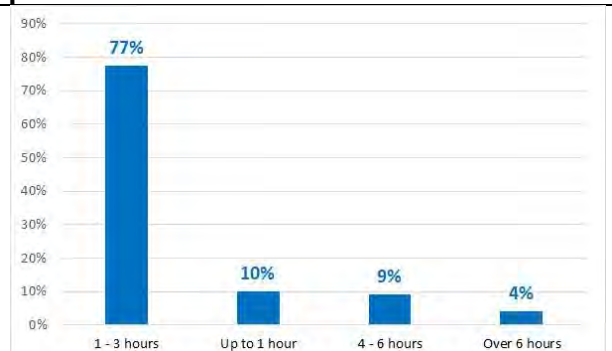
	Number
Family	847
Friends	595
Pets	389
On my own	268
Organised groups	121



- The majority of people visit with family and friends.
- One in five visit with their pets, while one in eight visit on their own.
- One in twenty visit as part of organised groups.

**Q6. How long do you typically stay in the park?**

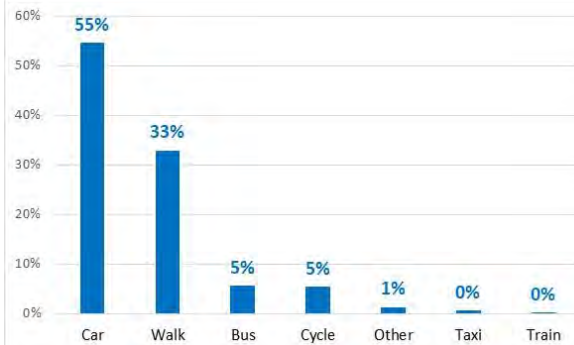
	Number
1 - 3 hours	829
Up to 1 hour	106
4 - 6 hours	97
Over 6 hours	42



- More than three quarters of visitors typically stay in the park for between 1 and 3 hours.

### Q7. How do you get there?

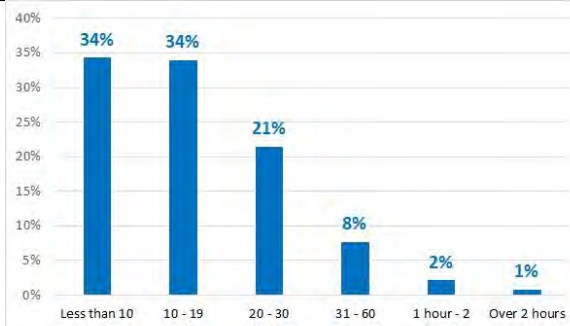
	Number
Car	786
Walk	473
Bus	79
Cycle	77
Other	17
Taxi	7
Train	1



- Over half of visits to Lochore Meadows are made by car.
- One in three visits are made by walking.

### Q8. How long does your journey to the park take?

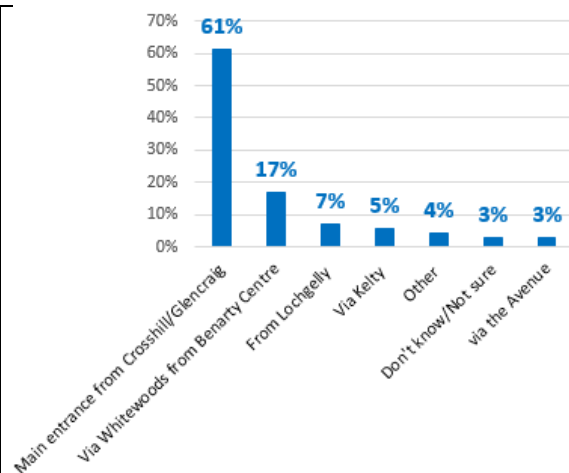
	Number
Less than 10 minutes	368
10 - 19 minutes	364
20 - 30 minutes	230
31 - 60 minutes	82
1 hour - 2 hours	22
Over 2 hours	8



- The majority of park users are local, living less than 20 minutes from the park.
- The Park also attracts visitors from further afield, with third of users travelling more than 20 minutes to access the park.

### Q9. Which entrance to the park do you use?

	Number
Main entrance from Crosshill/GlenCraig	657
Via Whitewoods from Benarty Centre	182
From Lochgelly	77
Via Kelty	59
Other	43
Don't know/Not sure	30
via the Avenue	28

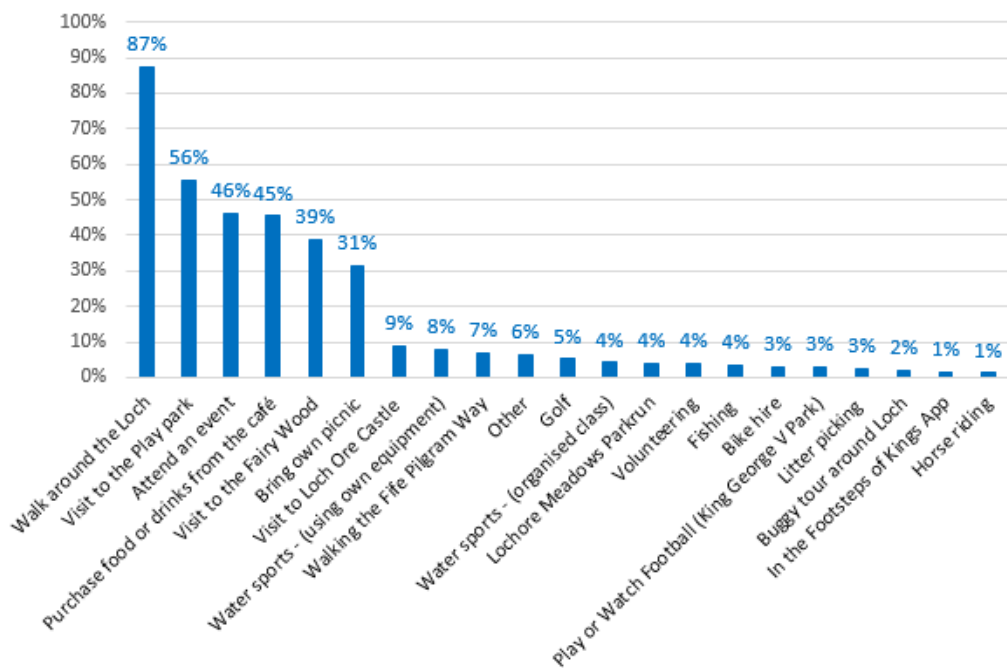


- The majority of visitors use the main entrance from Crosshill / GlenCraig, with the next most popular entrance being via Whitewoods from Benarty Centre.

**Q10. What do you do on your visit(s) to Lochore? (mark all that apply)**

	Number
Walk around the Loch	944
Visit to the Play park	602
Attend an event	498
Purchase food or drinks from the café	491
Visit to the Fairy Wood	421
Bring own picnic	339
Visit to Loch Ore Castle	95
Water sports - (using own equipment)	87
Walking the Fife Pilgrim Way	73
Other	70
Golf	56
Water sports - (organised class)	45
Lochore Meadows Parkrun	43
Volunteering	41
Fishing	38
Bike hire	32
Play or Watch Football (King George V Park)	30
Litter picking	28
Buggy tour around Loch	20
In the Footsteps of Kings App	14
Horse riding	13

- The most popular things to do are walk around the Loch, visit the play park or the fairy wood, attend an event, purchase food and drinks or bring a picnic.



## Improvements to the Park

Respondents were asked to rate the need for improvement (on a scale of 1-7, where 1 needs a lot improvement and 7 needs little improvement) for the following facilities:

Q11. Disabled Facilities (including equipment hire e.g. adapted bikes, accessibility, toilet facilities)

Q12. Events (there are a number of events that take place in the park e.g. Rockore, Benarty Gala, Bark in the Park)

Q13. Existing Play Park

Q14. Food and drink provision (including the Lochside Café)

Q15. Footpaths

Q16. Golf Course and Pavilion

Q17. The Loch (beach area, swimming, water safety, use of the loch in launching own equipment)

Q18. Motor Homes and Overnight Stays

Q19. Nature and Outdoor Spaces (nature reserve, woodlands and natural environment)

Q20. Outdoor Education Centre (including Activity Programme)

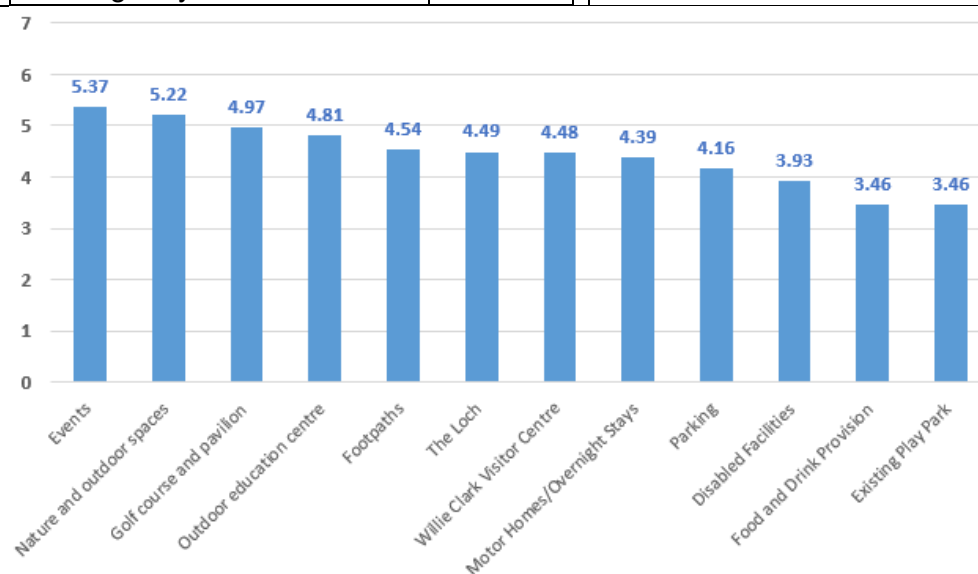
Q21. Parking

Q22. The Willie Clarke Visitor Centre (including toilets)

### Q11-Q22 Improvement rating for Facilities

	Average rating
Events	5.37
Nature and outdoor spaces	5.22
Golf course and pavilion	4.97
Outdoor education centre	4.81
Footpaths	4.54
The Loch	4.49
Willie Clark Visitor Centre	4.48
Motor Homes/Overnight Stays	4.39
Parking	4.16
Disabled Facilities	3.93
Food and Drink Provision	3.46
Existing Play Park	3.46

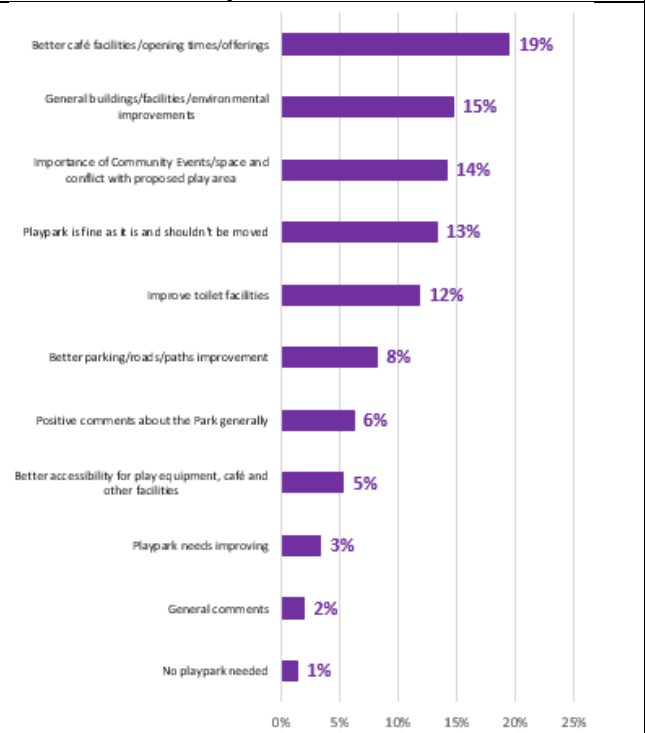
- The existing play park, and food and drink provision (including the Lochside café) are identified as most in need of improvement.
- Events in the park, and Nature and outdoor spaces are identified as least in need of improvement





**Q23. If you would like comment on any aspect of the above, please do so here**

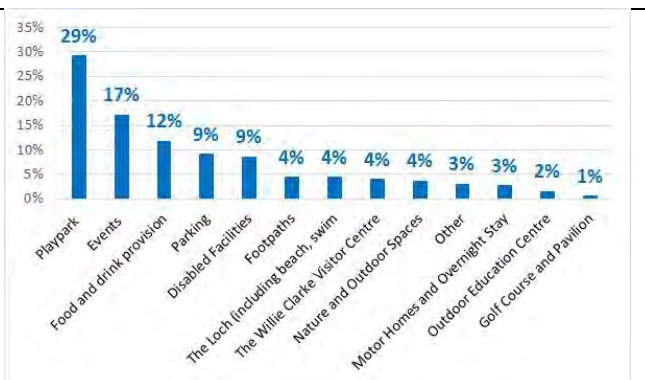
Theme	No.
Better café facilities/opening times/offerings	69
General buildings/facilities/environmental improvements	52
Importance of Community Events/space and conflict with proposed play area	50
Playpark is fine as it is and shouldn't be moved	47
Improve toilet facilities	42
Better parking/roads/paths improvement	29
Positive comments about the Park generally	22
Better accessibility for play equipment, café and other facilities	19
Playpark needs improving	12
General comments	7
No playpark needed	5



- The majority of the comments were around better café facilities/opening times/offerings.
- Others commented on the need for general buildings/facilities/environmental improvements (including toilet facilities).
- Many of the comments related to the importance of the Community Events space and this being in conflict with the proposed play area.
- Some felt the play park was fine as it is and should not be moved. Others noted the need to improve the play park
- Other comments included better parking, roads and paths, and better accessibility for play equipment, café and other facilities

**Q24. Which of the following would be your highest priority for improvement? (please select one)**

	Number
Playpark	303
Events	177
Food and drink provision	122
Parking	94
Disabled Facilities	89
Footpaths	46
The Loch (including beach, swim	45
The Willie Clarke Visitor Centre	41
Nature and Outdoor Spaces	38
Other	31
Motor Homes and Overnight Stay	28
Outdoor Education Centre	16
Golf Course and Pavilion	6

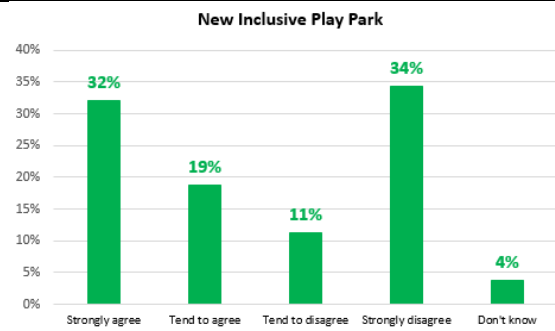


- The play park was identified as the highest priority for improvement, followed by Events.

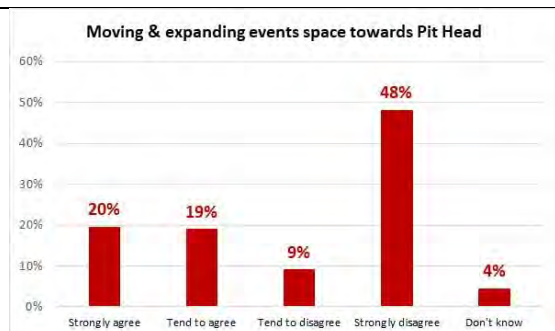
## Feedback on Current Development Proposals

### Q26. To what extent do you agree/disagree with each of the development proposals

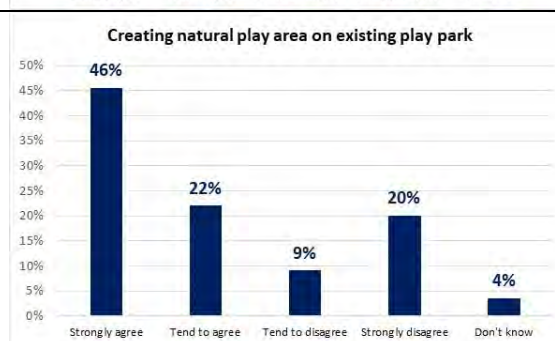
	Strongly agree	Tend to agree	Tend to disagree	Strongly disagree	Don't know
New Inclusive Play Park	334	358	196	117	40
Moving and expanding existing events space towards the Pit Head	211	204	98	520	48
Creating a natural play area on the site of the existing play park	492	238	97	216	38



- 51% were in agreement with proposals for a new inclusive play park, while 45% disagreed.
- The net perception (+6 percentage points) tended towards agreement.



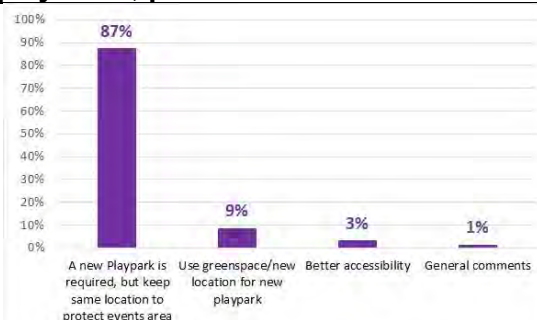
- Only 39% were in agreement with the proposal to move and expand the existing events space towards the Pit Head.
- 57% disagreed, and the net perception (-18 percentage points) tended towards disagreement.



- 68% agreed with the proposal to create a natural play area on the existing play park, while 29% disagreed.
- The net perception (+39 percentage points) was strongly in agreement.

### Q27. If you would like to comment on any aspect of playpark redevelopment, greenspace (used for events) or the natural play area, please do so here

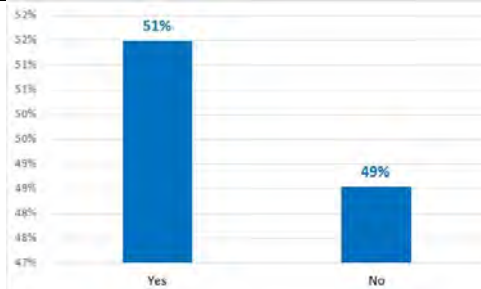
- Most comments related to a new play park being required, but kept to the same location to protect the events area.
- Other comments related to the use of greenspace for a new play park, and better accessibility.



## Lochore Meadows Play Park Design Feedback

### Q28. Would you like to see and comment on the design proposals for the new playpark?

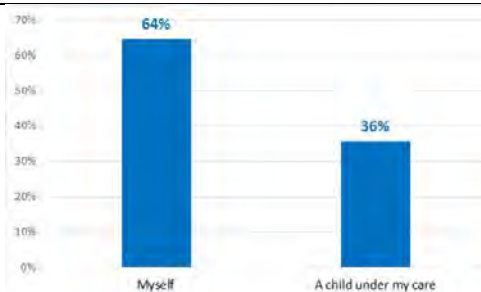
	Number
Yes	557
No	525



- Approximately half of respondents chose to view and comment on design proposals for the new play park.

### Q29. Who are you answering on behalf of?

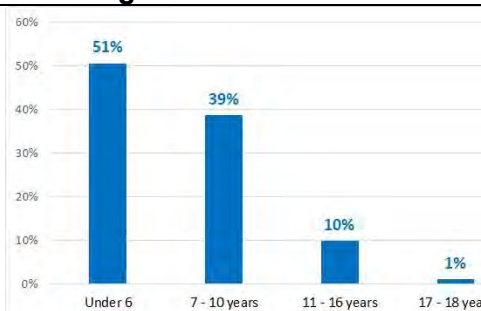
	Number
Myself	359
A child under my care	198



- Two thirds answered for themselves, while one third answered on behalf of a child under their care.

### Q30. What age are you or the child you are answering on behalf of?

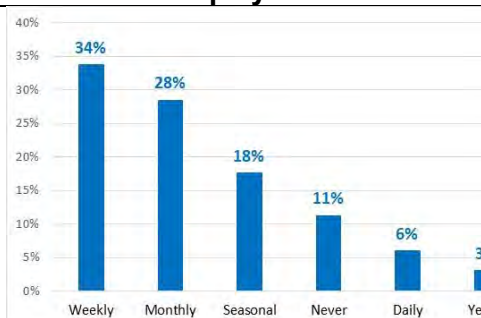
	Number
Under 6	98
7 - 10 years	75
11 - 16 years	19
17 - 18 years	2



- Most were answering for a child under 6, or between the ages of 7 and 10 years.

### Q31. On average, how often do you use Lochore Meadows play area?

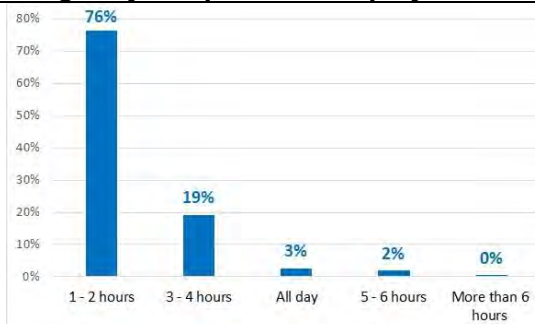
	Number
Weekly	186
Monthly	157
Seasonal	97
Never	62
Daily	33
Yearly	17



- Two thirds use the play area at Lochore Meadows on a weekly basis or monthly basis.

**Q32. When you visit Lochore Meadows, how long do you spend at the play area?**

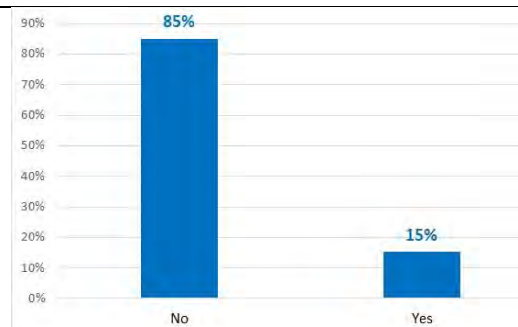
	Number
1 - 2 hours	390
3 - 4 hours	98
All day	13
5 - 6 hours	9
More than 6 hours	2



- Three quarters spend between 1 and 2 hours at the play area in a typical visit.

**Q33. Do you, or the child you are answering on behalf of, have additional needs when it comes to play?**

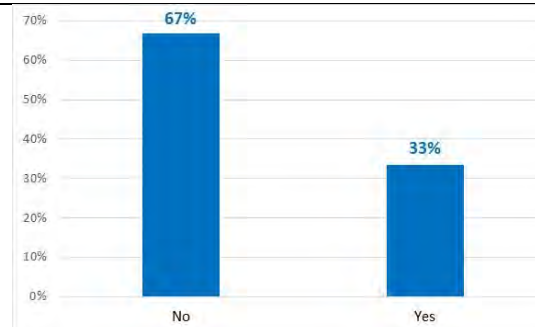
	Number
No	473
Yes	84



- 15% of children were reported as having additional needs when it comes to play.

**Q34. If you have answered yes above, do those additional needs require a wheelchair or other wheeled aid?**

	Number
No	56
Yes	28



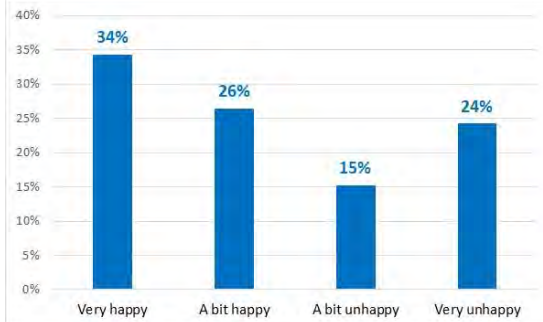
- Of those with additional needs for play, one in three require a wheelchair or other wheeled aid.

**Q35. If so, what do you, or the child you are answering on behalf of, value most when it comes to wheelchair accessible play?**

- 20 comments received, mainly around accessibility issues

**Q36. How happy are you with the proposed design for the accessible play park at Lochore Meadows?**

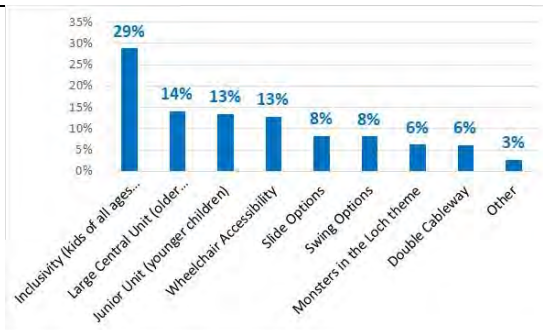
	Number
Very happy	187
A bit happy	144
A bit unhappy	83
Very unhappy	132



- The majority (60%) were happy with the proposed design, while 39% were unhappy.

**Q37. What are your favourite aspects of the proposed design for Lochore Meadows Adventure Play Area? (select up to 3)**

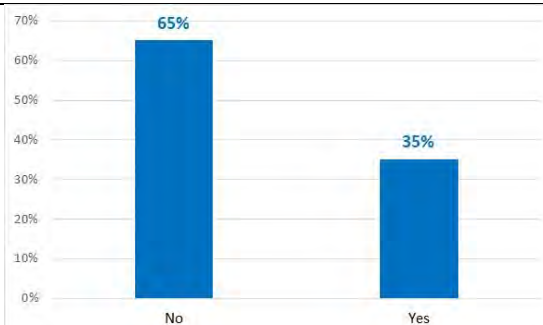
	Number
Inclusivity (kids of all ages and abilities)	288
Large Central Unit (older children)	140
Junior Unit (younger children)	134
Wheelchair Accessibility	127
Slide Options	82
Swing Options	81
Monsters in the Loch theme	62
Double Cableway	61
Other	26



- Inclusivity for kids of all ages and abilities was the favourite aspect of the proposed design for the new adventure play area.
- Aspects of this included the Large Central Unit for older children, the Junior Unit for younger children, and wheelchair accessibility.

**Q38. Are you happy with the proposed location of the new play area at Lochore Meadows?**

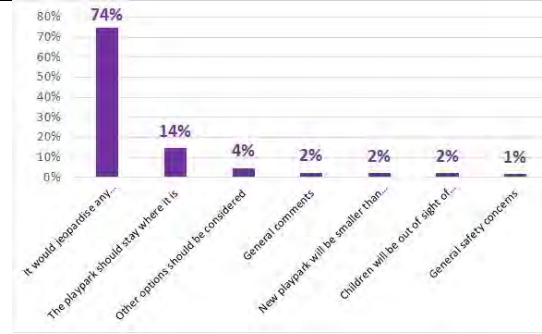
	Number
No	362
Yes	195



- Two thirds are not happy with the proposed location of the new play area at Lochore Meadows.

**Q39. If you have answered No, please provide a reason for your answer**

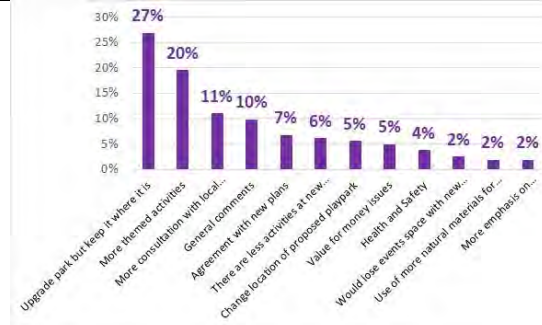
Theme	Number
It would jeopardise any events/greenspace activities that take place	254
The playpark should stay where it is	49
Other options should be considered	15
General comments	7
New playpark will be smaller than existing one	6
Children will be out of sight of parents if it is moved to new location	6
General safety concerns	5



- The main reason given for this was that it would jeopardise any events or greenspace activities that take place
- Some commented that the playpark should stay where it is, or other options should be considered.
- Concerns included: the size of the new playpark, children will be out of sight of parents if it is moved to a new location, and other general safety concerns.

**Q40. Do you have any additional comments about the proposed design for Lochore Meadows Inclusive Play Area? (e.g. theme ideas)**

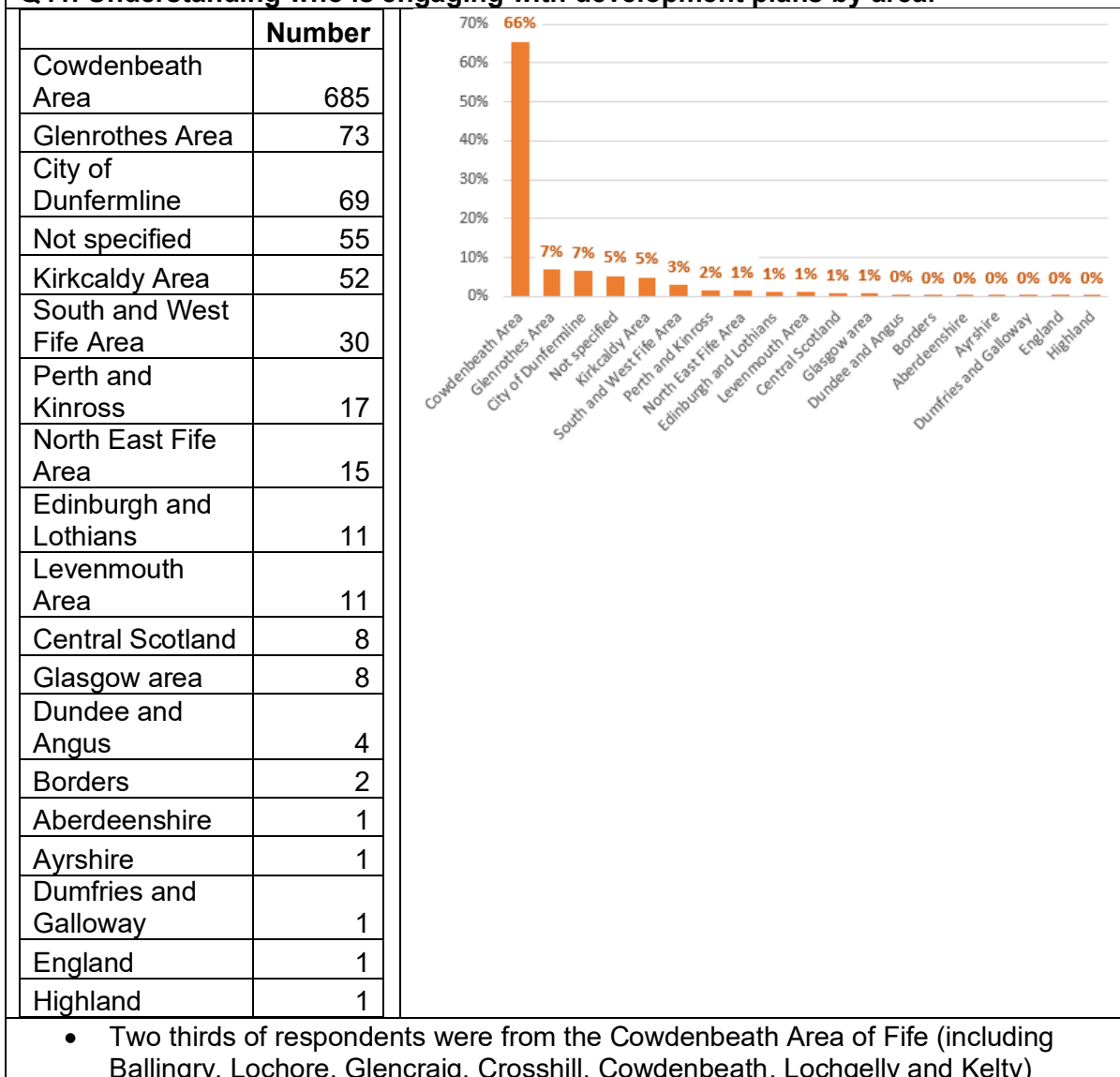
Theme	No.
Upgrade park, but keep it where it is	44
More themed activities	32
More consultation with local community is needed	18
General comments	16
Agreement with new plans	11
There are less activities at new proposed park than the old one	10
Change location of proposed playpark	9
Value for money issues	8
Health and Safety	6
Would lose events space with new proposals	4
Use of more natural materials for playpark facilities	3
More emphasis on mining/environmental heritage	3



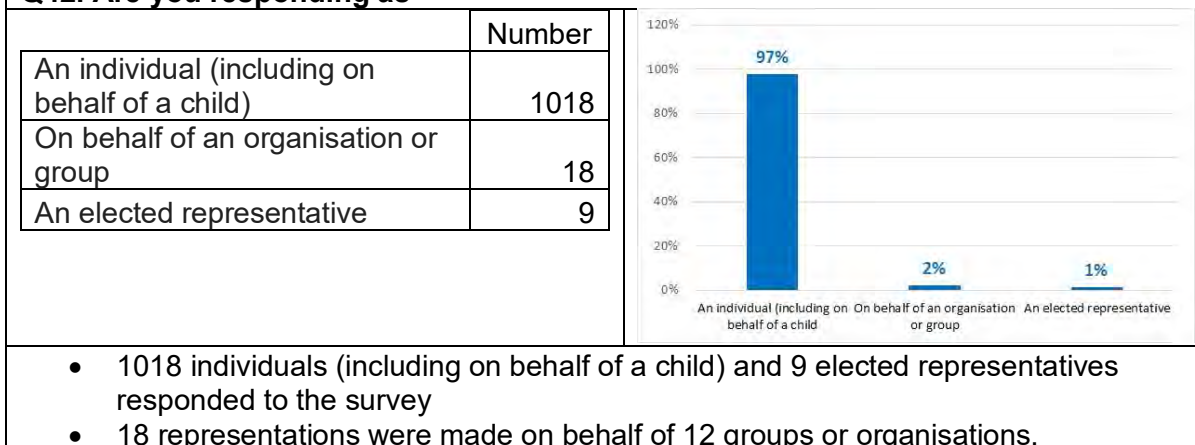
- A variety of additional comments were received (see above)

## Respondent Profile

### Q41. Understanding who is engaging with development plans by area.



### Q42. Are you responding as

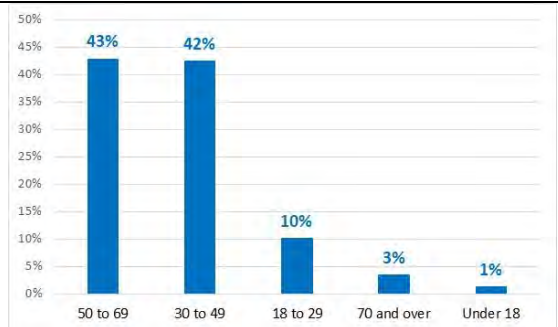


**Q43. Name of organisation or group (if applicable)**

<b>Organisation or Group (18 representations)</b>
Accessible Tourism in Fife (would love Fife to be the most accessible holiday destination in the UK)
Ballingry
Benarty
Benarty events group (7 separate responses)
Benarty fairy wood.
Blacksquid Photography
Dunnikier Country Park redevelopment group
Friends of Lochore Meadows
Forth Rivers Trust
Kirkcaldy Probus walking group
Proludic Limited
The Scottish Newfoundland club

**Q44. What is your Age?**

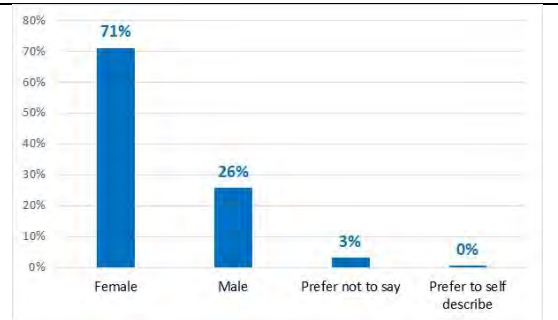
	Number
50 to 69	460
30 to 49	455
18 to 29	108
70 and over	37
Under 18	13



- The majority of responses were received from adults aged between 30 and 69, with younger people and older adults being in the minority.

**Q45. Do you identify as?**

	Number
Female	759
Male	274
Prefer not to say	32
Prefer to self describe	4

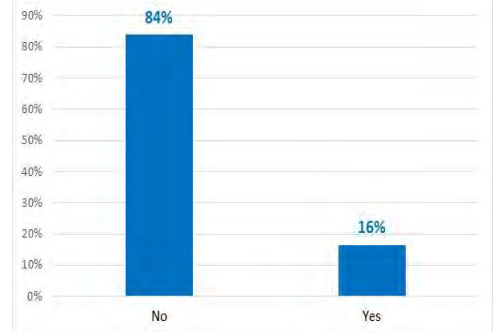


- Females accounted for three out of every four respondents.



**Q46. Do you consider yourself to have a disability?**

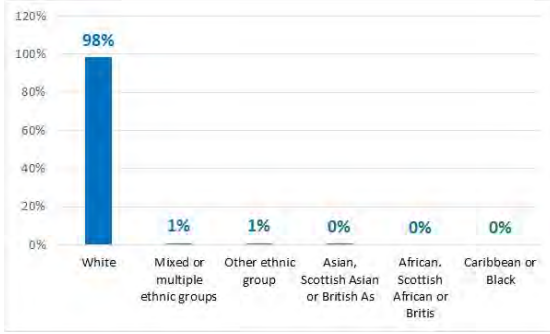
	Number
No	896
Yes	175



- One in six respondents considered themselves to have a disability.

**Q47. What best describes your ethnic group?**

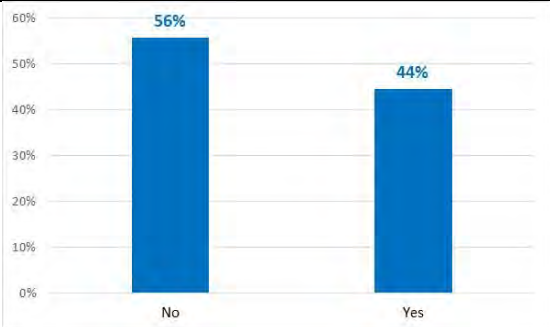
	Number
White	1046
Mixed or multiple ethnic groups	8
Other ethnic group	7
Asian, Scottish Asian or British Asian	3
African, Scottish African or British African	0
Caribbean or Black	0



- The majority of respondents were of a white ethnic background.

**Q25. Did you know that you can make donations to the Friends of Lochore Meadows (FOLM) towards the upkeep of the park at various locations throughout the park?**

	Number
No	588
Yes	469



- Just under half of visitors were aware that donations could be made towards the upkeep of the park at various locations within the park.

## **Appendix 5 – Young People Engagement**

As part of our work to consult with the community on the Local Community Plan and future development of Lochore Meadows Country Park, a number of engagement sessions were undertaken with young people. These were delivered in different settings to ensure that young people were confident and empowered to provide honest feedback. Engagement was led by Community Education workers and other Communities staff, by engaging with schools and youth groups in each of the communities within the Cowdenbeath Area.

### **Youth Group Consultation**

Six youth groups took part in the consultation, with 106 young people contributing. Nando's vouchers were provided to participants following the consultation.

A large number of ideas were put forward, which will contribute to future decision making. A summary of the most popular thoughts/ideas is below.

#### **Q1) LCP – What needs to be improved in your area?**

- Increasing the number of bins in streets
- Improving bus services
- Better provision and promotion of youth activities

#### **Q2) What needs improved in the Meedies?**

- Toilets which are available late at night
- Improved lighting
- More seating/picnic areas
- Longer café hours and reduced prices

#### **Q3) Thoughts on playpark design.**

- Youth groups all supported the design for the playpark, the layout and position. They liked that it's fenced in, there's more choice of equipment and that it's accessible.
- Some of the suggestions for the park include more natural colours to fit in with the environment and including something more suitable for older children such as climbing activities and trampolines. There were also suggestions of including water features within the park.
- The zip line is a very popular feature and many would like to see the 'volcano slide' retained.

#### **Q4) Any suggestions for the Meedies?**

- Astro pitch
- Fishing
- Water park and inflatable in the loch
- Drinking water fountains to fill bottles and for dogs
- Outdoor gym
- Sensory area & yoga area

## Primary School Engagement

An invitation to participate in the consultation was sent to all primary schools within the Cowdenbeath Area. Officers from the Communities team have been attending schools to either receive feedback direct from pupils, or to deliver an information session which supports a consultation exercise within the school over the following weeks. Questions were tailored and delivered in a way which suits the age group of those participating, to ensure successful engagement.

Pupils were asked about their local area (to contribute towards the LCP) and Lochore Meadows. An opportunity to take part in a creative competition was also offered to schools, with prizes for the winning submissions.

To date Benarty Primary School, Kelty Primary School and Lochgelly South Primary School have been involved. Engaging other schools continues, with some initial feedback below.

- Pupils loved the design for the playpark and there was full support for it being made accessible for all.
- Ideas came forward with regards to the theme and colours, with it being well received but alternative themes and colours suggested.
- Pupils liked the variety of equipment, particularly the cable way and large slide. Suggestions were put forward to consider water features, sand pits, trampolines and to retain the 'volcano slide'.
- Pupils liked the idea of a natural play space, where play could be more creative or to find somewhere more relaxed to enjoy.
- More seating areas and picnic areas would be welcomed.

## Youth Participation Summary (to Feb 2023)

Youth Group	Participants
EasyP - Cowdenbeath	5
Benarty Youth Group	15
Kelty Youth Group	20
Cardenden Youth Goup	25
Lochgelly Youth Group	25
Mary Brogan - School Groups	16
<b>Total</b>	<b>106</b>

School	Participants	Comments
Benarty Primary School	200+	Direct engagement with pupils at an assembly.
Kelty Primary School	446	Presentation to house captains and selection of age groups, who then engaged with every pupil.
Lochgelly South Primary School	161	Area staff consulted with a mixed group within the school and feedback was received from a full school assembly.
St Joseph's RC PS	121	<i>NOTE: Due in February</i>

(807 + 121)

**Total**                                    **928**                                    (NOTE: More schools due to engage in February.)

## **Appendix 6 – Play park options for consideration**

<b>Option 1 – Original proposal</b> Building the new play park on the west end of the event space, expanding the event space so it's larger than the existing space and redeveloping the old play park site into a natural play space.
<b>Pro</b> <ul style="list-style-type: none"><li>• Satisfies the need for suitable space for the playpark construction.</li><li>• Meets the required ground conditions for construction, with ground investigation work complete.</li><li>• Remains close to the car park for access.</li><li>• Remains close to toilets and visitor centre facilities.</li><li>• Allows redevelopment of the old playpark into a nature restoration area.</li><li>• Preliminary design complete with indicative costs, which was welcomed by consultation groups.</li><li>• Existing playpark can remain open during construction.</li></ul>
<b>Con</b> <ul style="list-style-type: none"><li>• Significant concerns from community over impact on event space.</li><li>• Not in sight of the café and outdoor seating.</li></ul>
<b>Consultation</b> <ul style="list-style-type: none"><li>• Design and layout welcomed</li><li>• Position raised significant concern around the need to adjust the event space layout.</li></ul>
<b>Timescale</b> <ul style="list-style-type: none"><li>• Can be constructed in 2023.</li></ul>

<b>Option 2 – Relocate playpark (compromise position)</b> Building the new play park between the event space and existing play park.
<b>Pro</b> <ul style="list-style-type: none"><li>• Satisfies the need for suitable space for the playpark construction with some adjustment to the design.</li><li>• Remains close to the car park for access.</li><li>• Remains close to toilets and visitor centre facilities.</li><li>• Allows redevelopment of the old playpark into a nature restoration area.</li></ul>
<b>Con</b> <ul style="list-style-type: none"><li>• Some concerns remain over proximity to event space.</li><li>• Not in sight of the café and outdoor seating.</li><li>• Design would need re-visited to adapt it to new footprint.</li><li>• Additional groundworks will be required, with associated costs.</li><li>• Further design costs to fit playpark into new footprint.</li><li>• Potentially a reduced footprint, which could result in less play equipment.</li><li>• Existing playpark would likely have to close during construction.</li></ul>
<b>Consultation</b> <ul style="list-style-type: none"><li>• Design and layout welcomed, but would need some further consultation as it will be adapted to fit the new space.</li><li>• Preliminary designs would need to be shared with community to identify whether any concerns remained around impact on the event space.</li></ul>

**Timescale**

- Some delay with revisiting the design and possible ground investigation. Would still aim for construction in 2023.

**Option 3 – Relocate play park (investigate alternative options)**

Investigate alternative locations for the new play park outside of the original proposed site.

**Pro**

- Provides further opportunity to consult the community on alternative locations to ensure every option is explored and communicated.
- Could address any concerns around impact on the event space.
- Scope for existing playpark to remain open during construction.

**Con**

- Alternative locations would likely not fully satisfy the desire to have the playpark near the car park, facilities and be in sight of the café.
- Ground investigation work on alternative sites would need undertaken, causing delay and increased cost. This in turn may impact the scale of what can be delivered within budget.
- A new site would need to be re-tendered, which would impact cost and timescales.
- Impact on accessibility as the new site would be more remote from parking.
- A number of locations have already been ruled out due to ground conditions or underground plant. The outcome may be that there's no better option.
- There could be a need to remove trees to create a viable footprint.

**Consultation**

- Would like the playpark to be within view of the café.
- Would like the playpark to be close to parking and facilities.
- Proposed design and layout welcomed. Would need to find a suitable location which still allows for a playpark that meets community expectations.
- Preliminary designs would need to be shared with community to identify whether any concerns remained around impact on the event space.

**Timescale**

- Significant delay due to tender process, groundworks, consultation, design work and Committee approval process. Unlikely to be deliverable in 2023.

**Option 4 – Refurbish and refit existing playpark site**

Remove old play equipment and install new equipment on the existing site.

**Pro**

- Playpark will remain close to the car park, facilities and be in view of the café.
- Fully addresses concerns around the event space.

**Con**

- A fully accessible playpark would not be achievable within the budget.
- There will be significant compromise on the type of equipment which can be provided due to the nature of modern equipment, construction methods and existing layout/ground conditions (particularly with the grass mounds).
- Would need to be re-tendered, which would impact cost and timescales.

- It is unlikely that what can be achieved on the existing footprint would meet the community's expectations for a new playpark. A 'destination playpark' wouldn't be feasible on this site, so it would likely be a refurbishment/replacement of existing equipment with limited options to introduce new innovative equipment including accessible play items.
- Removal of the grass mounds and construction on the existing playpark footprint would require extensive groundworks to deliver a 'destination playpark' which isn't achievable with the available budget.
- The land would not be available for a natural play space, reducing the scale of the play offering at Lochore Meadows Country Park.

**Consultation**

- Preliminary designs would need to be shared with community to identify whether the proposals met expectations.
- This option would address concerns around proximity to facilities and impact on event space.

**Timescale**

- Significant delay due to tender process, groundworks, consultation, design work and Committee approval process. Unlikely to be deliverable in 2023.

1<sup>st</sup> February, 2023

Agenda Item No. 9

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## **Kids Come First – Financial Support**

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

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**Wards Affected:** Ward 8

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### **Purpose**

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This report seeks to advise Committee on a funding decision taken under Executive Director delegated powers.

### **Recommendation(s)**

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It is recommended that the Committee note the allocation of £6769.70 to Kids Come First, provided in October 2022.

### **Resource Implications**

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The total contribution was £6769.70 which was allocated from the Ward 8 Local Community Planning budget.

### **Legal & Risk Implications**

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There are no known legal or risk implications.

### **Impact Assessment**

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

### **Consultation**

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Ward 8 members were consulted prior to the decision being taken, with all members supporting the payment.



## 1.0 Background

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- 1.1 The Communities Team have been working to support Kids Come First, which is a Charity delivering childcare in Ballingry. Kids Come First is a well respected and needed service within the area, but relies on grant funding to operate.
- 1.2 There are historic challenges, which have significantly impacted their ability to secure grant funding, threatening their ability to continue to provide the service.
- 1.3 A new board of Trustees is moving the charity in a positive direction, resulting in improving governance, financial controls and care commission reports. This work seeks to provide a fresh start, moving back towards a sustainable service which can once again attract grant funding for their future.

## 2.0 Funding

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- 2.1 Due to the complex challenges with securing grant funding, more work and time was required to move towards a position where they could deliver robust grant applications. However, to continue to deliver the service they required financial support for October and November.
- 2.2 It was agreed to support the charity to the sum of £6769.70, which covered their staffing costs for October and November. This also provided a two month safety net to allow them to focus on delivering further change to strengthen their position when applying for future grants.
- 2.3 To ensure the service could remain operational during October, including the October break, a decision was required urgently. Without the funding, the charity would not have been able to operate. The next available Committee meeting was 26<sup>th</sup> October, however this was beyond the deadline required to ensure staff were paid.
- 2.4 Ward 8 Councillors were advised of the situation and all agreed to the financial support. To ensure funding was provided quickly, the Executive Director for Finance, authorised the payment on 13<sup>th</sup> October 2022.
- 2.5 Since funding was provided in October, Kids Come First have not requested any further Council funding to support their service. They've continued to deliver their service, making improvements which can be seen in their recent Care Commission report. Fife Council Officers continue to provide advice and support to the charity.

## 3.0 Conclusion

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3.1 It is recommended that committee note:

- Funding of £6769.70 was provided to Kids Come First under Executive Director delegated authority following Ward 8 member support.
- The Communities Team are continuing to work with Kids Come First to support their continued development.
- Kids Come First have continued to make improvements and source external funding to deliver their service, while attracting a growing number of children to their offering, providing an essential and popular service in the community.

### List of Appendices

1. LCP Application

### Report Contacts:

Sarah Roxburgh

Community Manager (Cowdenbeath)

Telephone: 03451 555555 + VOIP Number 442016

[Sarah.Roxburgh@fife.gov.uk](mailto:Sarah.Roxburgh@fife.gov.uk)

Scott Blyth

Project Manager (Anti-poverty & Community Wealth Building)

Bankhead Central

Telephone: 03451 555555 + VOIP Number 480089

[scott.blyth@fife.gov.uk](mailto:scott.blyth@fife.gov.uk)

Appendix 1 – LCP Application

<b>LOCAL COMMUNITY PLANNING BUDGET APPLICATION FORM</b> Fife Council can offer financial assistance for projects in each of seven Local Areas through the Local Community Planning Budget Once complete please email to <a href="mailto:LCPB@fife.gov.uk">LCPB@fife.gov.uk</a>
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Cowdenbeath	Dunfermline	Glenrothes	Kirkcaldy
Levenmouth	North-East Fife	South-West Fife	

Please tick the main theme in the Plan4Fife your project will address (please tick only one)  
 For more information visit: <https://our.fife.scot/plan4fife/plan-for-fife-2021-24> You will find your community link under "Let's Talk Local"

Opportunities For All	Thriving Places	Inclusive Growth & Jobs	Community Led Services
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Please ensure you have read guidance see page 6 before you complete this form

1. What is the title of your Project?

Sustainability Assistance
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2. What is your organisation's name and address?

Name Address	Kids come First This address will be used for any correspondence Benarty Centre Flockhouse Avenue Lochore Ky58jh
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3. Who is the main contact for this application?

Name Position on Organisation Address (if different from above)  Contact Telephone Number Email Address	Michelle Macgregor Manager  [Redacted]  [Redacted]
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For office Use only		
Project Reference:		
Amount Approved:	£	
Funding Awards up to £2500	Date Approved at Ward Meeting	Date of Delegated Approval
Funding Awards over £2000	Date approved at Area Committee	
Signed:	Team Manager:	Date:

**4. What project or activities do you want us to fund? (Max. 250 words)**

Please be specific about:

- what you will do
- how you will do it
- what you will spend the monies on
- how you identified the need
- how many people it will help
- how your project meets the Local Community Planning Priorities for your area  
(Please refer to the Area's priorities on Fife Council's webpage – [W Here For Details](#))

We are seeking assistance to cover the shortfall of staff salaries in the months of October and November, this has become apparent due to a lack of funding opportunities and timescales required for approval. This will assist with the salaries of 4 staff and help ensure the parents and carers in the local community have childcare in the next upcoming months. Looking towards giving a service of excellence at an affordable price for parents on low incomes and those trying to improve by seeking employment.

**5. When will your project or activities take place?**

Start Date  
(Month and Year)

10/22

End Date  
(Month and Year)

11/22

**6. How much will your total project or activities cost?**

£11699.70



**7. How much will each item or activity cost?**

*Include all costs connected to running the project.*

Item or Activity	Cost(£)
SALARIES	£11699.70
<b>Total</b>	£11669.70

8. How much are you requesting from the Local Community Planning Budget?

£6769.70

9. How much is your Service or organisation contributing to the project/these activities?

£4900.00

10. Are you applying to any other external funder ie lottery for this project OR applying to/receiving any other Fife Council funding for this project?

Source of Funding	Amount £	Is this secured? (please provide proof)	If not, when will this be secured?	Can your project go ahead without this?

- 10.1 Please outline how your organisation propose to maintain this project in the long term.

We have applied for various funding but awaiting outcomes we continue to welcome new children and hope to be able to develop an all-day service that will benefit the community and surrounding areas.

Please outline what other sources of Fife Council funding and or support e.g. a grant or Discretionary Rating relief etc your organisation is receiving (if applicable):

- 10.2

Type of Fife Council Support	Amount £	Secured Yes/No

**To be completed by Voluntary and Community Organisations only**

- 11.0 Do you have a written governing document e.g. a constitution, a set of rules or trust deed? (Please attach, if not already held by Fife Council) No      Yes
- 11.1 How many people are on your organisation's management committee? 7
- 11.2 How many regular volunteers are involved in your organisation, including Committee Members? 7
- 11.3 Do you have a Service Level Agreement with Fife Council or a Community Planning partner? No      Yes
- If yes, who is the SLA with? (If Fife Council, which Service?) [ ]

11.4 Please provide details of the bank account into which we would pay the money

Name of Bank [REDACTED]

Account Name KIDS COME FIRST

Sort Code [REDACTED] Account No. [REDACTED]

Building Society Roll Ref. [ ]

11.5 Has your organisation applied to the Local Community Planning Budget within the last three years? No      Yes

If yes, please provide details

Project	Date	Amount Received
[ ]	[ ]	[ ]
[ ]	[ ]	[ ]
[ ]	[ ]	[ ]

#### 14 Fife Council is an Accredited Living Wage Employer

Fife Council is committed to creating a Fairer Fife by tackling poverty and inequality.

To support this ambition, the Council has become an accredited Living Wage employer and encourages all other businesses and organisations in Fife to join them.

The real Living Wage is a nationally set rate of pay that is independently calculated on an annual basis to reflect the real costs of everyday living.

Living Wage accreditation celebrates employers who want to help tackle low pay and in-work poverty within their local communities by choosing to go further than simply paying the UK government minimum wage.

To become an accredited Living Wage employer an organisation must voluntarily commit to paying all directly-employed staff over the age of 18 the current real Living Wage (including sub-contracted staff who are on site more than 2 hours/week over an 8-week period). Accreditation is a simple and straightforward online registration process.

To find out more about the real Living Wage and how to become an accredited employer visit the Living Wage Scotland website at: <https://scottishlivingwage.org/>

Does your organisation currently pay all appropriate staff the real Living Wage?	Y
Is your organisation an accredited Living Wage employer?	Y

<i>To be completed by applicant</i>	
I (the nominated applicant) have read and agree to comply with the Terms and Conditions and confirm the information given is correct. (Electronic Signature with confirmation email is fine)	
Signed: M Macgregor	Date: 13/10/22
Position in the Organisation: Manager	

1st February, 2023

Agenda Item No. 10

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## PROPERTY TRANSACTIONS

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Report by: Alan Paul, Head of Property Services

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Wards Affected: 7 and 8

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal & Risk Implications

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

### Impact Assessment

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

### Consultation

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



## 1.0 Background

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

## 2.0 Transactions

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### 2.1 Disposals

#### 2.1.1 81sqm of additional ground at 1 Laurel Avenue, Kelty

Date of Sale: 6 May 2022  
Price: £5,000  
Purchaser: Andrew Stark

#### 2.1.2 298 sqm of additional ground at 76 Park Street, Crosshill

Date of Sale: 18 August 2022  
Price: £14,800  
Purchaser: Fraser McGuire & Terri Proudfoot

#### 2.1.3 275 sqm of additional ground at 74 Park Street, Crosshill

Date of Sale: 7 October 2022  
Price: £12,800  
Purchaser: Brian Menzies

#### 2.1.4 163 sqm of additional ground at 22 Clune Terrace, Glencraig

Date of Sale: 16 November 2022  
Price: £8,200  
Purchaser: Duncan & Denise Campbell

### 2.1.5 140 sqm of additional ground at 2 Park Street, Crosshill

Date of Sale: 4 November 2022  
Price: £8,800  
Purchaser: Donald & Dee Anderson

## 2.2 Acquisitions

### 2.2.1 133 Kirkburn Drive, Cardenden

Date of Acquisition: 1 July 2022  
Price: £60,000  
Seller: John O'Shea

## 3.0 Conclusions

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

### List of Appendices

1. N/A

### 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](mailto:Michael.mcardle@fife.gov.uk)

<b>Cowdenbeath Area Committee of 29 March 2023</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services		
Health and Social Care Locality Report	Health and Social Care	Jacque Stringer-fc	Report for submission to all Area Committees.
Pupil Equity Fund Report	Education and Children's Services	Zoe Thomson	update report required following workshop, deferred from 01.02.23 meeting.
School Meals (Deputation and Motion from 2019) - Update Report from May 2020 to Present.	Education and Children's Services	Tariq Ditta	Update report required following Motion from meeting on 31.08.22, - providing an update on progress since May 2020, to include views from the core groups of young people identified at Lochgelly and Beath High Schools, with a focus on quality and price of School meals and the free school meal lunch allowance.
Report - Establishment and Support of Potential Community Growing Projects across Cowdenbeath Area	Communities and Corporate Development	Ann-Marie Vance	Motion from Meeting 31.08.22 - Report with a view to establishing and supporting potential Community Growing Projects in conjunction with Forestry and Land Scotland, Fife Council and other Third Sector Funding bodies, across the Cowdenbeath Area.
Staff Resources - Report	Communities and Corporate Development	Ann-Marie Vance	with reference to Minute of the meeting on 07.12.22 - paragraph 32(2)(a) - Motion agreed for the additional projects (Budget Proposals) outlined at paragraph 2(a), Committee agreed to consider a report at a future meeting outlining the impact on the Service, due to the increased staff resources required to deliver the projects, including any additional support this Committee may

<b>Cowdenbeath Area Committee of 29 March 2023</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
			provide. - deferred to March 2023, Officer unavailable January 2023.
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	
Cowdenbeath Area Committee Forward Work Programme	Finance and Corporate Services		

<b>Cowdenbeath Area Committee of 14 June 2023</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Minute	Finance and Corporate Services		
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	Update report if available.
Cowdenbeath Area Committee Forward Work Programme	Finance and Corporate Services		

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
School Attainment and Achievement Report	Education and Children's Services	Lynn Porter	
Area Housing Plan Update	Housing Services	Amanda Cathrew	Submitted to Committee annually.
Children's Services in Fife	Education and Children's Services		
Pupil Equity Fund	Education and Children's Services	Zoe Thomson	
Local Community Planning Budget	Communities and Corporate Development	Ann-Marie Vance	
Pupilwise and Parentwise Annual Report	Education and Children's Services		
Area Capital Update Report	Communities and Corporate Development	Ann-Marie Vance	
Grounds Maintenance Service Annual Report- Previously Parks, Streets and Open Spaces	Environment & Building Operations (AT&E)	Scott Clelland	

<b>Unallocated</b>			
<b>Title</b>	<b>Service(s)</b>	<b>Contact(s)</b>	<b>Comments</b>
Youth Provision across Cowdenbeath Area to include Hill of Beath	Communities and Corporate Development	Ann-Marie Vance	Requested by Cllr Erskine 31.08.22 - agreed by Committee.
Anti-social behaviour and safety/security in Cowdenbeath Area Public Parks	Assets, Transportation and Environment		Requested by Cllr Erskine 31.08.22 - agreed by Committee.
Lochgelly Town Hall - Update on repairs and improvements	Communities and Corporate Development	Ann-Marie Vance	Requested by Cllr Erskine 31.08.22 - agreed by Committee.
Common Good Funds	Finance and Corporate Services	Eleanor Hodgson	Annual Report to be submitted after each financial year, review if progress report required at each meeting.
Mary Pit Head - Restoration Work	Communities and Corporate Development	Ann-Marie Vance	Report required following discussions with Herriot Watt University to determine extend of repairs on the condition of the structure of the Miners Winding Well and options for restoration.