



# Kirkcaldy Area Housing Plan 2024/25



## Introduction

The Fife Housing Partnership supports the [Scottish Governments Housing to 2040](#) vision for everyone in Scotland to have a safe, high-quality home that is affordable and meets their needs in the place they want to be. [The Fife Housing Partnership Local Housing Strategy 2022-2027](#) is the strategic plan in Fife in which the key areas of focus are outlined:

1. Ending Homelessness
2. More Homes in the Right Places
3. A Suitable Home
4. A Quality Home
5. A Warm Low Carbon Home

Whilst the Local Housing Strategy sets out the strategic plan for Fife, the area housing team are responsible for the delivery of local plans for and with local people. This Area Housing Plan aims to illustrate how Kirkcaldy area housing team works with our partners and local communities to improve how we deliver housing services in the local area.

The area housing plan is our commitment to the ongoing work required on:

- New Homes,
- Letting Empty Houses,
- Improving Property,
- Looking after tenancies.

Working in partnership with tenants, residents and elected members we have identified the key areas of focus for improvement, which have been described with in the content of this Kirkcaldy Area Housing Plan. The Kirkcaldy Area Housing Plan was approved by Kirkcaldy Area Committee on 17/12/2024.

This plan supports Fife Council wider strategies, policies and plans. The below infographic demonstrates the link between this area housing plan and the wider strategies, policies and plans that it supports:-



Kirkcaldy is part of the Kirkcaldy and Central Housing Market Area and includes the electoral wards of:

**Ward 9 – Auchtertool, Burntisland, Kinghorn and Western Kirkcaldy**

**Ward 10 – Kirkcaldy North**


**Ward 11 – Kirkcaldy Central**

**Ward 12 – Kirkcaldy East and Dysart**

Through the [Fife Housing Register webpage](#), you can now view our [new interactive map](#) which shows where all housing partners have properties. This will help housing applicants and tenants make an informed decision about their preferred areas of choice if they want to submit a Fife Housing Register application.

## Performance Information

Fife Council is the largest landlord in the Kirkcaldy area. The stock profile below shows that we are responsible for the management of 7009 homes.

	Stock by type	Fife	Stock by size	Fife
 <p><b>7009</b> <b>TOTAL HOMES</b></p>	Flat/Maisonette	688	Bedsit	66
	4 in a block	2172	1 bed	1638
	Flat/Tenement	1511	2 bed	3533
	High rise flat	337	3 bed	1328
	House	2301	4+ bed	194
	Sheltered	266		1253

Kirkcaldy Area holds 22.5% of all Fife Council housing stock, of which 96.5% are lettable. Stock that is not available for let is due to housing regeneration or the properties being used for other purposes such as temporary accommodation, decant or unlettable stock due to issues with gas/electricity supply or pending major improvement.

Just over half of the stock in Kirkcaldy area are 2 bedroom properties. 33% of the stock are house types, 31% are 4 in a block, and the remainder are other flatted type properties. Less than 4% of the total stock are sheltered properties. Over 15% of our stock is accessible or adapted for the ambulant disabled with 1% being wheelchair adapted.

When properties become void (vacant), we need to ensure this time is kept to a minimum. However, we need to ensure that properties meet our standard and all health and safety checks are completed before a new tenant can move in. Rent loss for the void period affects the income to the council, in the previous year we lost

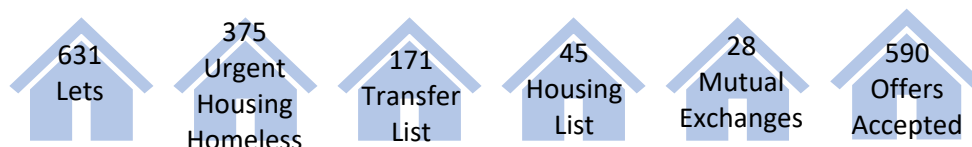
1.39% of rental income due to 557 properties being void across the Kirkcaldy area. Our average turnaround time is 39.31 days, which compared against the Fife wide average turnaround figure of 39.50 days.

Every year in the Kirkcaldy Area more people apply for housing than what becomes available. Our annual Letting Plan sets out the profile of properties we expect to become available in the following year and how we intend to distribute those properties between the different groups of applicants:

- Urgent Housing
- Transfer list
- Housing List

Allocations play a key role in ensuring that we make best use of housing stock, and we have committed to allocate properties fairly across all applicant categories.

The Fife Housing Register waiting list shows that 2580 applicants have Kirkcaldy **as their first area of choice**, this accounts for 18% of all applicants. In 2023/2024, we made 839 offers of housing of which 70% were accepted. Of the 591 lets made to the reported categories, we made 63.5% allocations to Urgent Housing Homeless (Fife 59.18%), 28.9% allocations to Transfer list (Fife 26.87%) and 7.6% to Housing List (Fife 13.95%). All new build properties are allocated to transfer list applicants, we have had 39 new build allocations and this has impacted the Transfer list numbers.



Lets and offers accepted differ due to some offers being made in different reporting periods, assignation of tenancies and joint to sole are not counted as allocations

Alongside our Letting Plan we also have Community Lettings Initiatives, or CLIs. CLI's allow a more flexible use of the allocations policy to address local need and demand and are developed in partnership with the local community. *For further information on any current CLI's, please see appendix 2.*

The Kirkcaldy Area housing team work hard to meet a range of housing needs. The cost-of-living crisis and economic uncertainty is making it difficult for some households to pay basic bills or access benefits. We can provide support with money advice, please speak with your housing management officer if you would like further information.

## Rental Income

Rent collection figures as at 30<sup>th</sup> June 2024.



In the Kirkcaldy area, £30.5m rent was due to be collected for our properties during the period 01.07.2023-30.06.2024. At 30.06.2024, 6.30% of our total rent due for this reporting period was outstanding. However, for the same period, Kirkcaldy area collected 99.77% of total rent due, which includes the collection of rent arrears, so we will continue our efforts to address arrears.

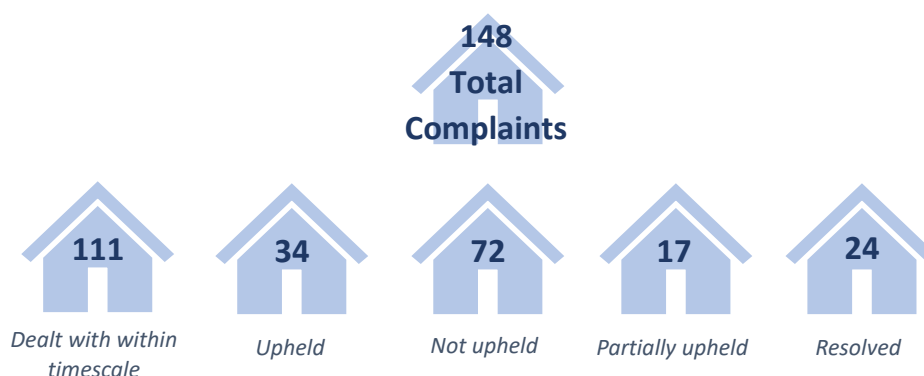
In our introduction, we confirmed that we support the Scottish Government Housing to 2040 strategy, and this includes addressing fuel poverty. It is estimated that 24% of Fife households are living in fuel poverty, through a partnership approach we continue to work towards reducing fuel poverty across Fife for all tenants and residents.

## Customer Satisfaction

Every year, a customer satisfaction survey is carried out providing tenants the opportunity to tell us how they think we are performing as your landlord. The satisfaction survey is also used to report the annual return on the charter. The most recent satisfaction survey showed us that:

	Kirkcaldy Area	Fife
% satisfied with overall service provided by Fife Council	<b>79%</b>	<b>83.14%</b>
% who think we are good at keeping you informed about our services and decisions	<b>87%</b>	<b>81.69%</b>
% satisfied with the opportunities we give you to participate in our decision-making process	<b>72%</b>	<b>78%</b>
% satisfied with the quality of their home	<b>84%</b>	<b>83%</b>
% satisfied with the repair service we provide	<b>90.5%</b>	<b>83.94%</b>
% satisfied with our contribution to the management of your neighbourhood	<b>85%</b>	<b>84.57%</b>
% that think their rent is good value for money	<b>76%</b>	<b>77.25%</b>

The customer satisfaction results help us to identify areas we need to improve. Alongside our customer satisfaction survey, housing complaints are also a valuable source of information that help in identifying recurring or underlying problems.



Resolved complaints are where we have taken action without reaching any conclusions about whether there were failings (for example, because we agreed a solution before we looked into the problem).

The top reasons for all complaints in Kirkcaldy Area of 2023/24 are as follows:

Complaint Reasons	Total number
Unsatisfactory response to previous complaint / request for service / enquiry / reported fault	23
Poor communications including lack of notice, consultation and engagement	17
Dissatisfaction with policy / current delivery arrangements eg timescales, priorities, criteria	10
Inappropriate staff attitude / behaviour	10
Failure to respond to previous complaint / request for service / enquiry / reported fault	8

## Annual Area Housing Revenue Budget

Housing Services activities are taking place within the agreed Housing Revenue Account (HRA) budget. The HRA Capital Investment Plan for 2022-2025 was approved at full committee on the 24<sup>th</sup> February 2022 and remains the approved capital investment plan for the HRA.

The area housing budget that was approved for Kirkcaldy Area by elected members was **£479,425** for this financial year. The area housing budget is used for local projects, and to date we have spent **£187,734** on completed local projects in

Kirkcaldy Area with several pending costings and scheduling. These projects include:-

- Fencing projects
- Tenancy Assistance
- Estate Improvements
- Estate Clearances
- Garden Work

In the next 6 month period, we have identified the following project(s):-

- Upgrading bin stores areas at Forth View blocks, and making compliant with Fire Service recommendations
- Improving uneven walkways in housing estates in Falkland Place to complete a phased programme of works. Work is due to be complete by the end of the financial year 2024/25
- Maintenance and replacement of railings at Turriff Place sheltered housing bungalows
- Cleaning of block, windows and railings at Park View
- Maintenance of uneven paved area in West Leven Street to create a useable safe communal space for residents

*Looking forward...*

We will continue to identify area projects through consultation with local communities and agree throughout the year with elected members at area Ward meetings. We are progressing several fencing requests for individual properties and will continue to identify projects for fencing in area's where lack of fencing is an issue.

## Estate Management

Estate Management refers to services that aim to give tenants and residents quiet enjoyment of their home in a safe and secure environment they can take pride in. It is not simply about looking after buildings and the physical environment around them. Kirkcaldy Area housing team recognise that Estate Management is an important aspect of our role as the landlord, it is an important service not only for tenants but all residents in the area.

We monitor our neighbourhoods by carrying out regular walkabouts with tenants, residents and partner agencies. We monitor changes to the [Scottish Index of Multiple Deprivation](#) (SIMD) and [Place Standard Tool](#) and this highlights estates that require attention.

Every year we develop local initiative projects to improve local areas and to deal with health and safety and estate condition concerns. Local initiative projects are often small projects that can be overseen by our area team and completed within the year.

In the Kirkcaldy Area, two areas were identified as being in poor condition and deteriorating. In partnership with Tenant and Resident Associations, committee members and the Area Housing team, as part of the Council's Revised Housing Estates Management Approach, Estate Action plans have been agreed to improve the areas. By creating estate action areas, we are able to carry out a series of actions that will improve the area over a period of time.

Linktown Estate Action Plan has been in place for 2 years with significant improvements made in collaboration with local representatives, police and council services to reduce fly tipping, improve communal green space and address anti-social and criminal behaviour at the earliest opportunity.

Highlands and Islands Estate Action Plan was developed in February 2024 after an increase in anti-social behaviour and criminal activity leading to a higher turnover of council properties. Working together with local residents, the police and council services, improvements have been made to improve security to the blocks and reduce illegal dumping.

Both areas have seen improvements within the estates with issues being tackled in a joint approach with all partner services. Tenants and residents groups have direct communication and good relationships with their housing officers and tenant participation officers who also attend regular pop up events and TRA meetings, and are known to the local communities. The implementation of these action plans has resulted in more confidence in the communities in having issues resolved quickly and improvements being made.

## Housing Regeneration

A Housing Regeneration Programme for the period 2022-25 has been agreed, the programme ensures that People and Place are at the heart of the process. As part of the regeneration programme, significant improvements are being made to the Kirkcaldy Area.

39 New build flats at High Street/Oswalds Wynd, Kirkcaldy completed February 2024

10 Proposed new build houses in Fair Isle Road, Kirkcaldy

### *Looking Forward...*

**Howard place regeneration** – In September 2022 Kirkcaldy Area Committee approved proposals to demolish 2 blocks of flats at Howard Place, Dysart (61-79 and 81-103 odds only).



It is anticipated that pre-demolition works will begin in late 2024, with demolition being completed by Spring 2025. Site investigations have taken place over summer 2024, but currently there is no firm start date for redeveloping the site as well as the adjacent gap site. It is hoped that work to create a development of between 20 and 25 new build properties will start in 2026 as part of Phase 4 of the Affordable Housing Programme.

## Stock Improvement and Affordable Housing Programme

The Plan for Fife 2017-2027 through the 'Thriving Places' theme identifies the challenge of a rapidly changing population with around 20,000 new homes, of all tenure, needed over ten years. To achieve this, we are committed to building new homes and in the Kirkcaldy area we have built 351 new homes since 2017 which include the 39 at High Street/Oswalds Wynd with a further 10 in development. We recognise that under the Right to Buy Scheme which was active between 1980 – 2016, 6688 properties were sold in the Kirkcaldy area. We are now purchasing properties back from the open market in the areas of greatest demand to assist those in the greatest need of housing to encourage transfer-led allocations for council tenants. In year 2023/24, 14 properties were bought in the Kirkcaldy area.

In November 2023 we rehoused 19 households into phase one of the new build development in High Street/Oswalds Wynd, with the final 20 households in phase 2 were rehoused in February 2024.

You can find out more about what is planned in Kirkcaldy area by viewing our [Strategic Housing Investment Plan](#) projects.

As a landlord, we are committed to ensuring that our properties meet the Scottish Housing Quality Standard. The Scottish Housing Quality Standard sets priorities to ensure our houses are:

- Above tolerable standard
- Free from serious disrepair
- Energy Efficient
- Provided with modern facilities.
- Healthy Safe and Secure

We have Housing Improvement Programmes that help us in meeting the standard, below are a list of items we class as an element that we have renewal programmes for:

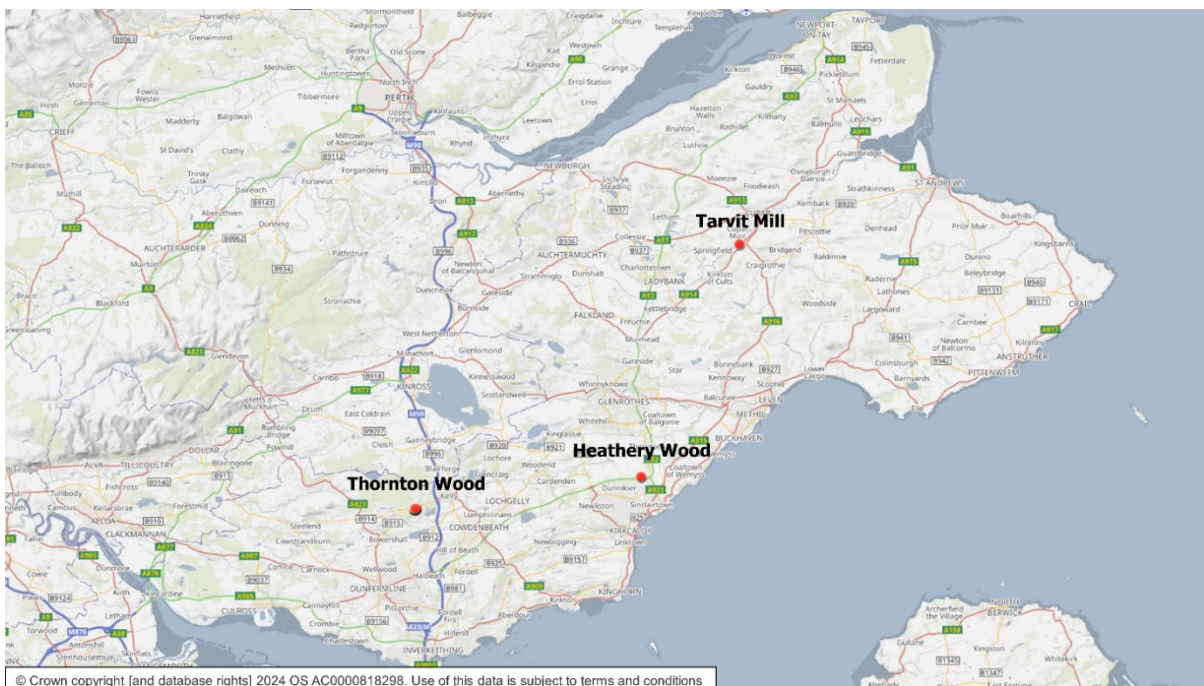
- Central Heating
- Double-glazed windows
- External doors
- Extractor fans for kitchen and bathroom
- Hard-wired smoke detectors
- Kitchen

- Roofs and rainwater goods
- Roughcasting
- Upgrading of electric consumer units
- Bathrooms

The Scottish Housing Quality Standard compliance rate for Fife as at 31/03/2024 is 92.15%, compared to the Scottish average of 83.87%.

The Energy Efficiency Standards for Social Housing (ESSH) encourages landlords to improve the energy efficiency of social housing. In Fife we achieved an 89.47% compliance rate, against the Scottish average of 91.79%.

Gypsy Travellers are dedicated to living a travelling lifestyle and see travelling as an important part of their identity. In Fife we have three Gypsy Traveller sites which are undergoing improvement works to provide better facilities. The Heathery Wood site is located near Thornton and is the largest of Fife Council sites, it has 18 pitches. Gypsy Travellers at Heathery Wood site rent an amenity unit from us which is a brick-built structure with a pitched roof which provides a small kitchen and bathroom. Gypsy Travellers sleep in their own caravans which are pitched next to the amenity units.



### *Looking Forward...*

A programme component replacement works for 2024/25 is underway with over £7m being committed to the Kirkcaldy Area.

Funding for External Wall Insulation and roofing upgrades have been provisionally agreed for Park View with a targeted completion date of July 2025.

Work is being completed on the roof at Ravenscraig to allow surveys to be completed, after which a programme of works will provide a confirmed timeframe.

## Safer Communities

Our Safer Communities team works to deliver community safety across Fife. Community safety covers a range of issues including crime, antisocial behaviour, public perception of crime and safety in our homes and on our roads. We have dedicated officers who work with colleagues across the council and partner organisations to improve the local environment, make people feel safer and reduce crime, its causes and the fear of crime.

Our Safer Communities team has responsibility for the enforcement and issuing of fixed penalty notices, in 2023-24 the following cases were reported across Fife.

<b>Fixed Penalty notice / Order</b>	<b>Total number</b>
	<b>96</b>
Dog fouling fixed penalty notices	<b>24</b>
Dog control notices	<b>35</b>
Fly tipping fixed penalty notices	<b>47</b>
Littering fixed penalty notices	<b>23</b>
Noise fixed penalty notices	<b>2</b>
Antisocial Behaviour Orders (ASBO)	<b>1</b>

We recognise that antisocial behaviour is not acceptable and that it can have a significant impact on the quality of life of individuals, families and the community as a whole. We are committed to tackling antisocial behaviour in our neighbourhoods and identifying the causes of such behaviour.

We are committed to working in partnership with other agencies to focus on early intervention and prevention of antisocial behaviour. This focus means that we recognise the need to take action at an early stage by:

- supporting people in changing their behaviours and reducing risk
- working closely with individuals and communities to help them find solutions to local problems
- offering tenancy assistance to encourage tenancy sustainment

In 2023/24 there were 723 opened cases of antisocial behaviour in the Kirkcaldy area which is a reduction of 15% on the previous year. Warnings were issued to 225 of those cases.

Effective participation gives tenants an opportunity to influence decisions about the housing services they receive. We want to make sure that the tenant's voice is heard, influences decisions and shapes how services are improved to benefit our communities in the Kirkcaldy area. We also deliver our Down Your Street magazine to our tenants' tri-annually, this is another useful tool to help you keep informed. Getting involved gives you a greater voice, please visit our [Tenant Participation](#) webpage for more information.

The best way to get involved is through one of the local Tenant and Resident Associations, we have 11 in the Kirkcaldy area:

- Allan Court Tenants Association, Burntisland
- Central Burntisland TRA, Burntisland
- Forth View TRA, Kirkcaldy
- Highlands and Islands TRA, Kirkcaldy
- Inveriel TRA, Kirkcaldy
- Lindores and Katrine TRA, Kirkcaldy
- New Linktown TRA, Kirkcaldy
- Turriff Place Tenants Association, Kirkcaldy
- Lismore Place Tenants Association, Kirkcaldy
- High Street and Oswalds Wynd Tenant Association, Kirkcaldy
- Smeaton Gardens TRA, Kirkcaldy

## Looking forward

Fife's Housing Emergency Programme Board is working to implement short term actions and further develop the medium and longer term actions in the Housing Emergency Action Plan (HEAP) focussing on a series of priority actions around the themes of 'maintain the supply of affordable housing, make the best use of existing properties and enhance housing access and homelessness prevention' A high level action plan was approved by Cabinet in June 2024 with work ongoing to investigate investment options, funding and resources issues, potential policy options and a number of strategic issues.

This Area Housing Plan recognises the positive work being carried out but also recognises there is still much to do. We are continually looking for ways to improve service delivery across the Kirkcaldy area.

## Useful Information



Housing Services are a part of Fife Councils Communities directorate.



03451 55 00 33



Housing Services, Fife Council, Fife House, North Street Glenrothes KY7 5LT



Housing Services, Kirkcaldy Town House, 2 Wemyssfield, Kirkcaldy, KY1 1XW

## Kirkcaldy Area Housing Action Plan 2024 - 2025

Area of Focus	Action	Action description	Time scale
Housing Allocations Performance	To maintain and improve allocations performance across Kirkcaldy Area	Following our transfer led allocations policy Kirkcaldy Area Housing team will continue to allocate: 65% Homelessness, Transfer 25% & Waiting List 15%	Update to be provided in April 2025
Number of empty council homes	Void Improvement actions to get to 30 days or less for property void periods in Kirkcaldy Area.	Continue to work towards reducing void turnover time to 30 days	Update to be provided at ward meetings and in April 2025
Void Rent loss reduction	Reduce rent loss of void properties to 1.3%	Reduced rent loss of void properties from 1.39% to 1.3% by the end of the financial year	Update to be provided at ward meetings and in April 2025
Maximising Rental Income	Through proactive tenancy management, we aim to reduce rent arrears and maximise rental income	Proactive and early intervention to reduce rent arrears from occurring. Through a partnership approach, sharing information and signposting our tenants to support.	Update to be provided at Committee & Ward Meetings
Affordable Housing Programme (New Builds)	Commitment to build new homes through the Affordable Housing Programme in Kirkcaldy Area	We have completed 39 new homes in the past year in Kirkcaldy area.  Complete 10 new homes in Fair Isle Road development  25 new properties Burntisland Road Kinghorn due to commence works in 2024/2025 and be completed in 2025/26.	Update to be provided at Committee & Ward Meetings
Affordable Housing Programme (Acquisitions)	Acquiring properties through the affordable housing supply programme.	We have completed the purchase of 14 properties between 01.07.2024-30.06.2024 and since then 10 more have been completed with a further 2 pending	Update to be provided at Committee & Ward Meetings

Area of Focus	Action	Action description	Time scale
		purchases that will be completed before the end of the financial year.	
Stock Improvement	Home improvements work planned to take place within the year (Bathroom Upgrades).	<p><b>217</b> properties will receive bathroom upgrades</p> <p><b>Burntisland:</b> Church Street, Cotburn Crescent, Dick Crescent, High Street, Melville Gardens, Nicol Drive, Rossend Terrace, Silverbarton Terrace, Somerville Street, West Leven Street.</p> <p><b>Dysart:</b> Alexander Street, Cook Street, Fraser Place, High Street, Howard Place, Randolph Crescent.</p> <p><b>Kinghorn:</b> Castlerig, Croft-an-righ, High Street, St Leonards Court, Strathmore Street, Viewforth Place.</p> <p><b>Kirkcaldy:</b> Adamson Avenue, Alexandra Street, Arran Crescent, Atholl Terrace, Bank Street, Birnam Road, Blackcraigs, Brodick Road, Buchanan Court, Cairns Street West, Cathness Place, Cawdor Crescent, Chestnut Avenue, Cheviot Road, Craigmount, Cramond Gardens, Cross Street, Dallas Drive, Davaar Drive, Duncan Street, Dunearn Drive.</p>	By the end of March 2025. Update to be provided approx April 2025
Stock Improvement	Home improvements work planned to take place within the year (Heating Upgrades)	<p><b>277</b> Properties will receive heating upgrades.</p> <p><b>Burntisland:</b> Broomhill Avenue, Colinswell Road, Harbour Place, Melville Gardens, Piper Crescent, Rossend Terrace, Silverbarton Terrace, Somerville Square, Somerville Street, West Leven Street.</p> <p><b>Dysart:</b> Cook Street, Cross Street, Edington Place, Fitzroy Street, Howard Place, Quality Street, Randolph Crescent.</p> <p><b>Kinghorn:</b> Baliol Street, Barton Buildings, Castlerig, High Street, Linties Nest, Strathmore Street.</p> <p><b>Kirkcaldy:</b> Adamson Avenue, Ailsa Grove, Alexandra Street, Alford Avenue, Alison Street, Atholl Terrace, Bandon Avenue, Barnet Crescent, Beatty Crescent, Birnam Road, Black Craigs, Brodick Road, Buchanan Court, Cairns Street East, Cairnwell Place, Caithness Place, Cedar Avenue, Chapelhill, Cheviot Road,</p>	By the end of March 2025. Update to be provided approx April 2025

Area of Focus	Action	Action description	Time scale
		Cramond Gardens, Dallas Drive, Denend Crescent, Dean Road.	
Stock Improvement	Home improvements work planned to take place within the year (Kitchen Upgrades)	<p><b>157</b> properties will receive kitchen upgrades</p> <p><b>Burntisland:</b> Church Street, Cotburn Crescent, Dick Crescent, Lonsdale Crescent, Meadowfield, Piper Crescent, Somerville Street.</p> <p><b>Dysart:</b> High Sreet.</p> <p><b>Kinghorn:</b> High Street, Strathmore Street.</p> <p><b>Kirkcaldy:</b> Alexandra Street, Alison Street, Beatty Crescent, Birnam Road, Blackcraigs, Cairns Street East, Cairns Street West, Caithness Place, Cedar Avenue, Chestnut Avenue, Cheviot Road, Christie Place, Craigmount, Cramond Gardens, Cullen Crescent, Dallas Drive, Davaar Drive, Dean Road, Duncan Street, Dunsire Street, Earn Road, Farne Court, Glamis Road, Harriet Street, Harris Drive, Hayfield Road, Invertiel Terrace, Katrine Crescent, Kinghorn Road, Laburnun Drive, Laurel Crescent, Lindores Drive, Links Street, Lismore Avenue, MacIndoe Crescent, Massereene Road, Myrtle Crescent, Napier Street, Orkney Place, Overton Mains, Park Road, Peeble Street, Raeburn Crescent, Ravenscraig, Roberts Street, Shetlands Place, St Kilda Crescent, Strathkinnes Road, Sutherland Place, Templehall Avenue, Torbain, Tyndrum Place, Valley Gardens, Veronica Crescent, West March Street, Westwood Avenue, Wilson Avenue, Windmill Green, Winifred Crescent, Winifred Street.</p>	By the end of March 2025. Update to be provided approx April 2025
Stock Improvement	Home improvements work planned to take place within the year (Rewiring works)	<p><b>341</b> properties will receive rewiring works.</p> <p><b>Burntisland:</b> Broomhill Avenue, Melville Gardens.</p> <p><b>Kinghorn:</b> Canmore Street, Queens Street.</p>	By the end of March 2025. Update to be provided approx April 2025



Area of Focus	Action	Action description	Time scale
		<p><b>Kirkcaldy:</b> Blackcraigs, Broom Gardens, Bute Wynd, Cheviot Road, Christie Place, Dean Road, Dunearn Drive, East March Street, Esplanade, Fair Isle Road, Inveriel Road, Lismore Avenue, Oaktree Court, St Kilda Crescent, Wilson Avenue.</p>	
Stock Improvement	Home improvements work planned to take place within the year (Roof Replacements)	<p><b>7</b> properties will receive roof replacements.</p> <p><b>Burntisland:</b> Somerville Square, Grange Road. <b>Kirkcaldy:</b> Templehall Avenue.</p>	By the end of March 2025. Update to be provided approx April 2025
Stock Improvement	Home improvements work planned to take place within the year (Windows)	<p><b>117</b> properties will receive window upgrades.</p> <p><b>Burntisland:</b> Church Street, Colinswell Road, Dollar Road, Harbour Place, High Street, Links Place, Melville Gardens, Nicol Drive. <b>Dysart:</b> Cook Street, Cross Street, East Quality Street, High Street, Howard Place, Quality Street. <b>Kinghorn:</b> Burt Avenue, Castlewynd, Orchard Road, Strathmore Street. <b>Kirkcaldy:</b> Clark Place, Craigmount, Dollar Crescent, Duncan Street, Farne Court, Gourlay Street, Greenloanings, Hayfield Road, Hendry Road, Kenmore Terrace, Kennedy Crescent, King Street, Lansbury Street, Laurel Crescent, Lawson Street, Links Street, Lothian Terrace, Massareene Road, Methven Road, Oaktree Square, Park Road, Peebles Street, Pottery Street, Ramsay Road, Rosabelle Street, South Row, St Clair Street, St Kilda Crescent, Templehall Avenue, Tiree Place, Union Street, Veronice Crescent, Westwood Avenue, Wilson Avenue, Winifred Crescent.</p>	By the end of March 2025. Update to be provided approx April 2025
Fencing	Ensure that fencing projects identified in Kirkcaldy area for the 2024/25 financial year are completed.	In accordance with the New Fencing Policy and budget allocation. all works must be completed, billed and paid for prior to the end of the financial year (31.03.2025).	Update to be provided at Ward meetings & Area Committee

Area of Focus	Action	Action description	Time scale
		Project manage all works to conclusion to ensure that there is no cross over in billing between financial years.	
Tenancy Management	Continue to promote Transfer Incentive to single occupants in larger properties	Continue to promote transfer incentives to tenants under occupying current tenancies. This helps to free up larger properties for families.	Ongoing
Tenants Participation	Increase the number of active tenants and resident's groups across the Kirkcaldy area.	Work closely with tenant participation team to encourage active involvement with local people in local areas	Ongoing
Safer Communities and our local environment	Addressing dog fouling	<p>The children of Sinclairtown Primary School have created Anti- Dog Fouling Posters. Officers will be attending at the school to have these signs erected and will continue to carry out Dog Fouling patrols around the area over the festive period.</p> <p>In the Promenade and Ravenscraig areas we will continue to patrol over the winter months to carry out high visibility patrols of the these areas and issue Fixed Penalty Notices where necessary.</p>	Ongoing
Safer Communities and our local environment	Partnership approach with Police Scotland	Partnering with Police Scotland work is ongoing to address the issue of Off-Road Motorbikes and Quad bikes. Officers are going out in plain clothes along with Police Scotland and targeting areas which have seen an increase in the use of these vehicles.	Ongoing



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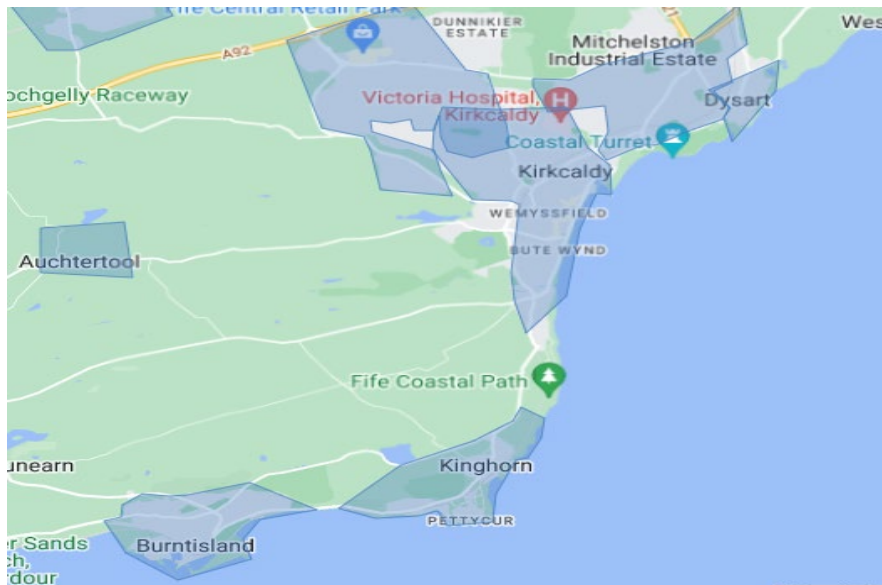
# Kirkcaldy Area Lettings Plan

August 2023 – August 2026

## Welcome

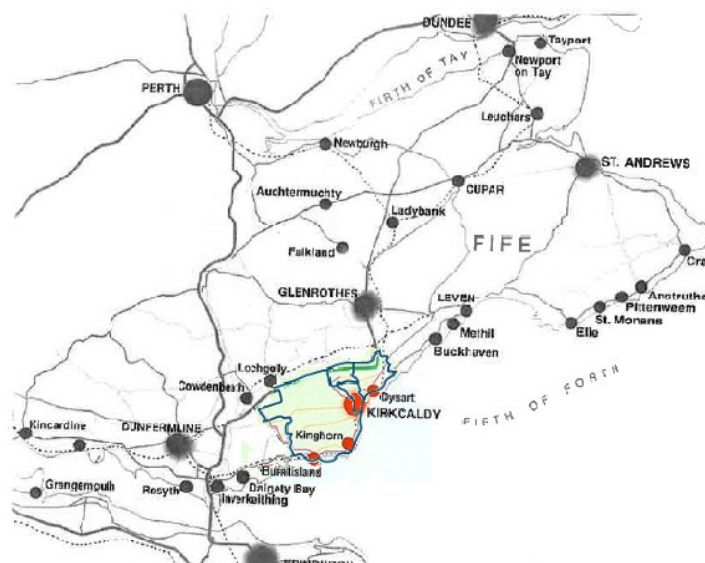
Welcome to the Kirkcaldy Area Local Lettings Plan. We have produced a Housing Area Plan with our customers for each of the 7 Areas in Fife.

The Kirkcaldy Area Local Lettings Plan covers 7 lettings areas across the 4 Area Committee wards. These include Burntisland, Kinghorn, Auchtertool, Kirkcaldy Central, Kirkcaldy West, Kirkcaldy East and Dysart.



This plan sets out how we aim to make the best use of housing available, respond to Council pressures and challenges as well as plan for new build and other changes within the housing stock in the area.

We will give annual updates on progress with the plan to the Committee, and in between times we will update <https://www.fife.gov.uk/kb/housing> with events, progress and completed actions.



Link to other Documents:

Allocations Policy – [https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0023/163436/Housing-allocations-policy-March22.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0023/163436/Housing-allocations-policy-March22.pdf)

Area Housing Plan [Kirkcaldy Area Housing Plan](#)

## About the Kirkcaldy Area

The table below details the housing stock by property type and size in all lettings areas within the Kirkcaldy area with information available July 2023.

Fife Council has a total of 6952 properties in the Kirkcaldy area. The chart below details the breakdown of the housing stock by property type and number of bedrooms.

Fife Council Stock	Bedsit	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	6 Bed	8 Bed	Totals
Sheltered Bungalow		131	21						152
Bungalow		323	46	16	1				386
Ground 4 in block	23	244	622	187	38				1115
Ground Floor Flat	33	250	313	4					600
Ground floor sheltered	5	94	1						99
House	1		916	732	93	13	5	1	1760
Maisonette		1	347	148	8				504
Multi-Storey		111	224						335
Upper 4 in block		218	580	214	34				1051
Upper Flat	5	301	569	53					928
Upper Floor sheltered		22							22
<b>Total</b>	<b>67</b>	<b>1695</b>	<b>3639</b>	<b>1355</b>	<b>174</b>	<b>14</b>	<b>5</b>	<b>1</b>	<b>6952</b>

The following is a link to a map on the FHR website which gives the total stock profile by all FHR partners for reference.

<https://www.fifehousingregister.org.uk/properties-map>

## Fife Housing Registers Partners

The Fife Housing Register is made up of 13 organisations with Fife Council being the largest partner.

Fife Housing Register partners who have housing in the Kirkcaldy area are:

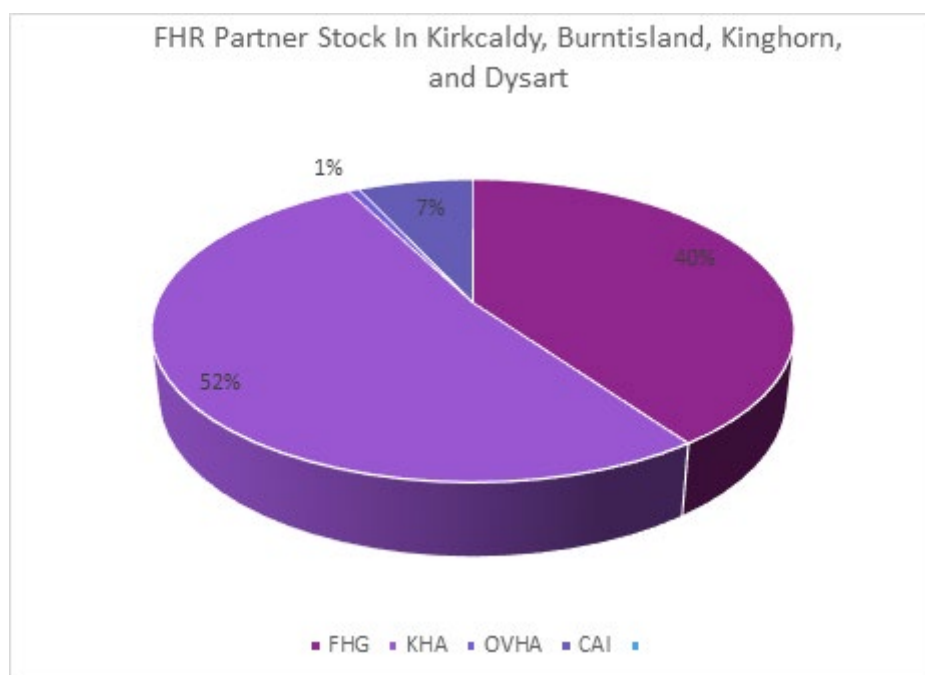
- Fife Council
- Kingdom Housing Association
- Fife Housing Group
- Ore Valley Housing Association
- Cairn Housing Association

The chart below details the breakdown of the housing stock by property type and number of bedrooms for our fife Housing Register Partners combined housing stock in the Kirkcaldy Area (excluding Fife Council).

FHR Partner Stock	Bedsit	1 Bed	2 Bed	3 Bed	4 Bed	5 Bed	Totals
Sheltered Bungalow		2					
Bungalow		6	46	2	1		55
Ground 4 in block		3	41				44
Ground Floor Flat	1	70	77	1	1		150
Ground floor sheltered		34	0				34
House		1	121	282	25	1	430
Maisonette		0	2				2
Multi-Storey		0	0				0
Upper 4 in block		3	41				44
Upper Flat	1	123	180	17			321
Upper Floor sheltered		13					13
<b>Total</b>	<b>2</b>	<b>255</b>	<b>508</b>	<b>302</b>	<b>27</b>	<b>1</b>	<b>1176</b>

- Kingdom have the highest stock levels of FHR partners with 625 properties
- 35% of Kingdom's stock are upper flats – 35% of their overall stock
- Fife Housing have the largest stock of 3+ properties with 216 – 46% of their overall stock
- Fife Housing have 466 in Kirkcaldy – 61% of these are house types
- 43% of Cairn Housing stock is retirement/sheltered housing

- 81% of Cairn Housing's stock are 1 bedrooms.
- Ore Valley only have 6 properties in Kirkcaldy



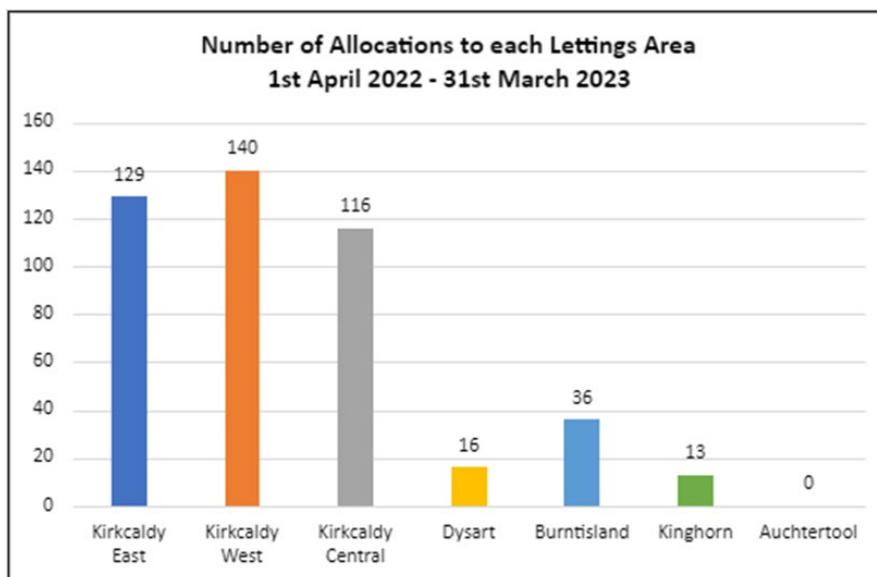
## Alternative Housing Providers in the Kirkcaldy Area

There are also other housing providers in the Kirkcaldy Area who may meet housing needs. These organisations are:

- Viewpoint Housing Association
- Trust Housing Association
- Link Group

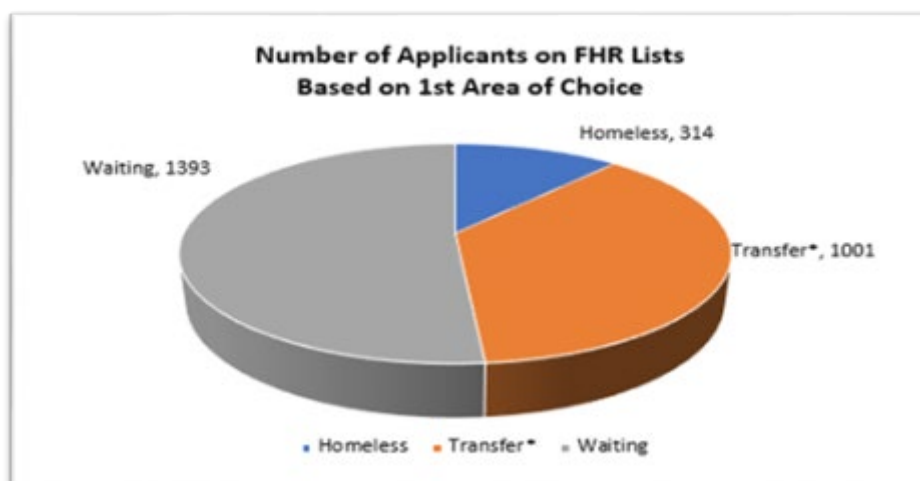
## Allocations

Fife Council allocated 450 properties in the Kirkcaldy area between 1 April 2022 and 31<sup>st</sup> March 2023.

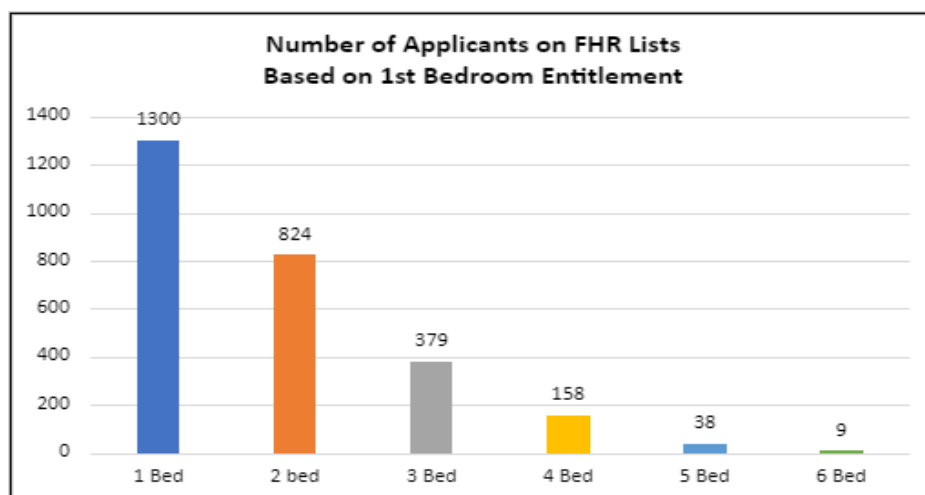
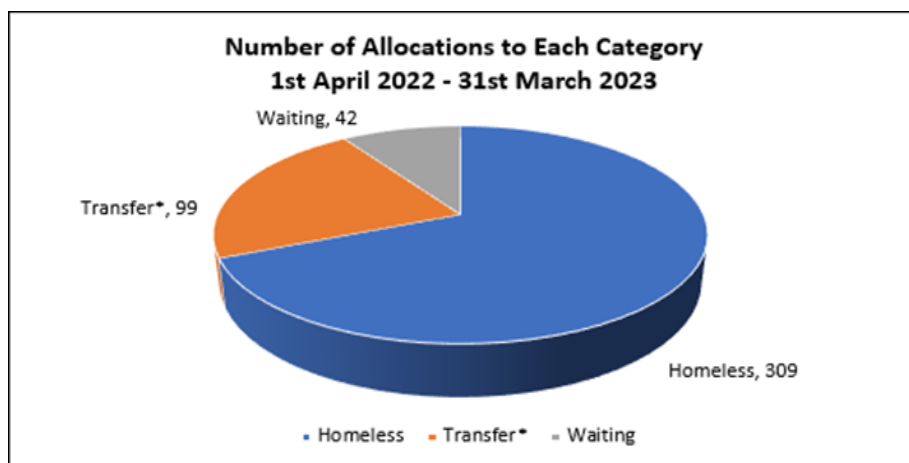


There are more people looking for housing than the number of properties becoming available.

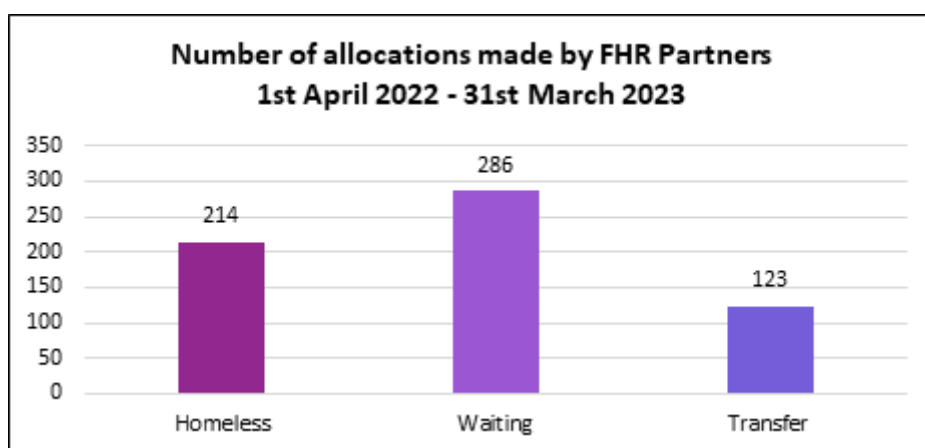
The charts below illustrate the number of applicants (2708) looking to be housed in the Kirkcaldy Area versus the number of allocations carried out to vacant properties (450). Transfer\* includes transfer tenants of all FHR partners.







The combined FHR partners made 623 allocations during this time period throughout Fife.



Stock profiles can be identified on FHR Website for all partners:

<https://www.fifehousingregister.org.uk/properties-map>

## Housing Options: FHR Partners

### Low Cost Home Ownership

There are currently no low-cost home ownership opportunities in Kirkcaldy Area at this time.

### Mid-Market Rent

Kingdom Housing Association and Ore Valley Housing Association have several Mid-Market Rent opportunities in the Kirkcaldy Area. Mid-Market rent is for those who may have difficulty accessing social rented housing or buying their own home. Rent can be lower than the private rented sector, but higher than social housing. For more information please see the following links:

<http://www.kingdomhousing.org.uk/housing/home-3/mid-market-rent/>

<https://www.orevalleyha.org.uk/mid-market-rent-tenants>

The table below illustrates where and how many Mid-Market rent properties Kingdom Housing Association and Ore Valley Housing Association have in stock.

Street	Type	size	Number of Properties	Landlord
Bakers Lane	Apartments / Flats	2 Bed	9	Kingdom HA
Bakers Lane	Apartments / Flats	3 Bed	3	Kingdom HA
Bakers Lane	House	3 Bed	7	Kingdom HA
John Pitcairn Place	Apartments / Flats	2 Bed	24	Kingdom HA
Junction Road	Apartments / Flats	2 Bed	12	Kingdom HA
Maltings Road	Apartments / Flats	2 Bed	14	Kingdom HA
Overton Road	Apartments / Flats	2 Bed	6	Kingdom HA
Pottery Street	Apartments / Flats	1 Bed	3	Kingdom HA
Pottery Street	Apartments / Flats	2 Bed	36	Kingdom HA
Smeaton Road	Apartments / Flats	2 Bed	8	Kingdom HA
Sunny Braes Court	Apartments / Flats	1 Bed	1	Kingdom HA
Sunny Braes Court	Apartments / Flats	2 Bed	14	Kingdom HA
Whytehouse Avenue	House	2 Bed	1	Kingdom HA
Quality Street, Dysart	Apartments / Flats	Mix of 1 and 2 bed	21	Ore Valley HA
Cloanden Place	Apartments / Flats	2 Bed	4	Ore Valley HA

\* Figures pending verification

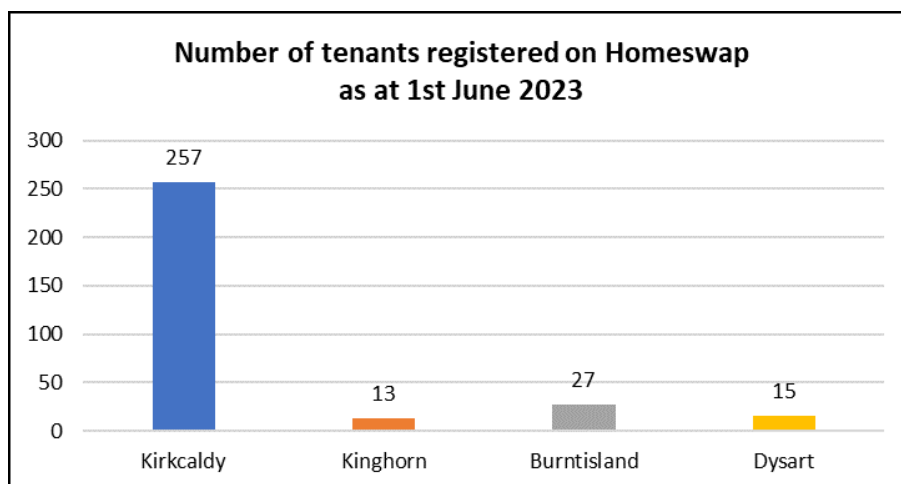
## Mutual Exchange (Home Swap)

A mutual exchange between tenants can be an alternative option for those looking to move as housing needs in households change. This can often be quicker than waiting on a transfer through Fife Housing register and can maximise opportunities and choices.

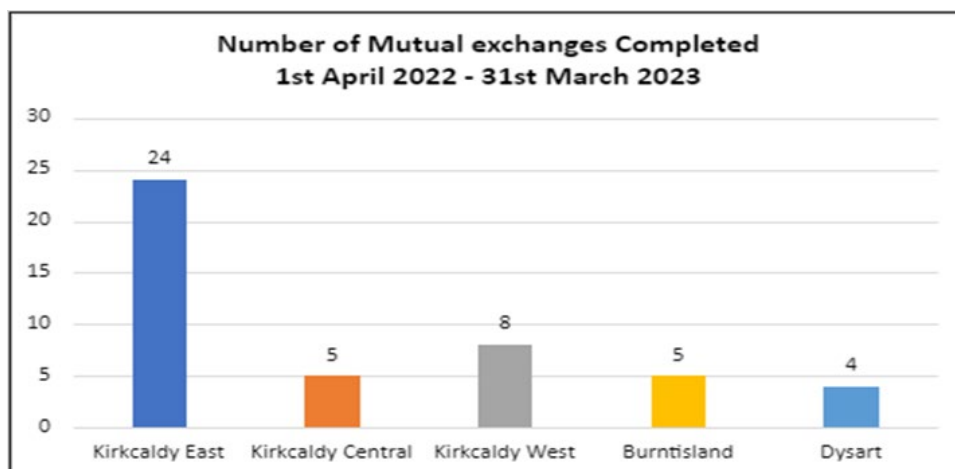
You can mutually exchange with a tenant of the same Local Authority, another Local Authority or a Housing Association if all tenants have a Scottish Secure Tenancy Agreement.

To apply go to [www.fifedirect.org.uk](http://www.fifedirect.org.uk) and select 'Sign-in / Join' (located top right of web page). Log in to your Fife Direct account, or use the prompt provided to create an account if you don't have one. When you are logged in to Fife Direct, the Home Swap option is displayed on your home page. Select Register within Home Swap to create your Home Swap account.

The chart below shows the number of tenants living within the Kirkcaldy Area that are registered on Fife Councils Home Swap site. This includes tenants of all FHR Partners.



The chart below shows the number of mutual exchanges that have taken place in the Kirkcaldy area from 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023



## Private Rented Sector

Private rents like mid-market rent provides another alternative to Local Authority Housing. Private rents are generally available through estate and letting agents, local advertisements and social media.

Renting a property from a private landlord is an option for anyone over 16 years of age. Private renting offers varying options of properties for both sole and shared occupancy.

From the 1<sup>st</sup> of December 2017 all private tenants are issued with Private Residential Tenancy (PRT). Generally, there is a deposit required (usually equal to one month's rent) when renting privately.

The tables below show the number of registered properties and the Local Housing Allowance rates payable.

Table correct as at Feb 2023	Number of registered landlords	Number of registered properties	Number of registered Houses of Multiple Occupancy (HMO)
	*4127	3323	23

\* where a property is jointly owned by multiple individuals, each will be registered for that property, therefore the number of landlords v properties will be higher.

	No of Bedrooms	Number of Properties	Average Rent (PCM)	Local Housing Allowance Rate
Table correct as at May 2023	1	7	£450	£375
	2	12	£595	£475
	3	7	£736	£575
	4	5	£1,180	£850

## Making the best use of our stock

As part of the Plan, we have looked at the needs of those looking for housing in the Area, the Council's legal responsibilities and priorities as well as the housing available in the area. This showed what our Allocations priorities should be.



**Pressures on the housing stock:** The current Housing stock equates to 6952 properties. There is a lack of 1 bedroomed and 4+ bedroomed larger family homes.



### **Making the best use of different types of properties:**

We actively attempt to make the best use of our housing stock in Kirkcaldy. We encourage tenants in larger family properties where they are under occupying to give consideration to moving to a smaller property. We may also provide assistance through our Transfer Incentive Scheme to assist with moves.



### **Maximising Access to affordable housing:**

Housing Option Interview appointments can be arranged on request. This helps to determine what housing options are available to meet the individual circumstances.



### **Meeting the Needs of families:**

Significant investment in new-build properties has resulted in improved opportunities for families across Kirkcaldy area. We also use the TIS scheme as mentioned above to assist with the turnover of larger homes.



### **Developing initiatives in response to specific lettings issues:**

We work closely with Tenants and Residents groups, Fife Housing Register Partners and other agencies to identify customer led projects in the Kirkcaldy Area.



### **Complaints and Appeals:**

We learn from what our customers tell us through satisfaction results and report our outcomes and findings. We have a complaints and appeal procedure to ensure customers are treated fairly and to improve delivery of services.

## Local Housing Access issues

We found	Where	What we will do
<b>High demand for larger family homes with 3 or more bedrooms</b>	Kirkcaldy Area	Build more family sized homes.  Promote transfer moves for existing tenants who wish to downsize. We will promote our Tenants Incentive Scheme.
<b>No demand for bedsit properties</b>	Kirkcaldy Area	Identify potential conversions.  Advertise properties to generate interest
<b>Low demand for older persons housing complexes</b>	Kirkcaldy Area	Hold open days at older persons housing complexes.  Enhance promotion opportunities.

## Allocations Priorities

Every year, more people apply for housing than there is available so we have to set priorities. We have to meet our legal duty and respond to a number of other challenges...

**Our priority is to prevent homelessness wherever possible. Where this is not possible, through our Lettings Plan we aim to;**

- help families with children move through temporary accommodation as quickly as possible
- provide a proportion of two bedroom properties to single people in response mismatches in supply and demand
- link offers of housing with appropriate help, support or care to ensure sustainable tenancies.

### **We work as part of the Health and Social Care Partnership to;**

- Help to prevent people going into hospital and return home as soon as possible
- Help children to move through the care system and sustain independent tenancies
- Assist households affected by domestic abuse to sustain tenancies without the fear of intimidation or harassment

### **Making the best use of available housing stock**

- Support families who are overcrowded or under-occupying to move to more suitable homes
- Assist households affected by illness, disability or other health conditions to live independently within their own home

## **Community Lettings Initiatives**

<b>Lettings Issue</b>	<b>Neighbourhood</b>	<b>We will</b>
<b>Lack of larger family houses</b>	Whole area	Contact tenants in a 5 or 6 apt to see if they are interested in help to move through Tenant Incentive Scheme
<b>Lack of play space and pressures on local schools</b>	High Street, Kirkcaldy (New build flats)	Make sensitive allocations which observe the planning conditions associated with pressures on local facilities and schools.  Tenant Led approach as part of the New Build Allocations Policy  Review in 6 months
<b>Clash of lifestyles where facilities are shared</b>	Ravensraig  High Rise Blocks x 3	Implement a sensitive allocation approach during the Active Housing List Management stage to ensure we:  - Create balanced communities  - Prevent clash of lifestyles where possible where communal areas such as elevators and laundry facilities are shared.  Review in 6 months

## Your Community

The Neighbourhood plan is part of the Local Community Plan. Fife Council produces Local Community Plans to help make Fife a better place to live, and cover topics like employment, local facilities, improving health and welfare.

Your community plan is available online at [our.fife.scot - Kirkcaldy Area](https://our.fife.scot/kirkcaldy-area)

If you want to know more about it, your Area Housing Team Manager is Elaine Campbell who can be contacted on 03451 555 555 Ext 401509.