

AGENDA

Page Nos.

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**

In terms of Section 5 of the Code of Conduct, members are asked to declare an interest in particular items on the agenda and the nature of the interest(s) at this stage.
3. **CHANGE OF MEMBERSHIP** – Note that Councillor Mary Lockhart has replaced Councillor Graeme Downie as a member of this committee.
4. **MINUTE** – Minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 23 January 2024 4 - 5
5. **REVIEW OF MOSSMORRAN AND BRAEFoot BAY COMMUNITY AND SAFETY COMMITTEE – GENERAL ANNUAL REPORT 2022** - Report by the Head of Protective Services 6 - 25
6. **STAFFED SCHOOL CROSSINGS AND SCHOOL TRAVEL PLANS** – Joint Report by the Head of facilities Management and the Head of Roads and Transportation Services 26 - 35
7. **FIFE ROAD CASUALTY STATISTICS 2023** – Report by the Head of Roads and Transportation Services 36 - 50
8. **BIODIVERSITY DUTY REPORT** – Report by the Head of Communities and Neighbourhood Services 51 - 68
9. **2023/2024 REVENUE MONITORING PROJECTED OUTTURN**– Report by the Head of Finance 69 - 72
10. **2023/24 CAPITAL MONITORING PROJECTED OUTTURN** - – Report by the Head of Finance 73 - 78
11. **ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director Finance and Corporate Services 79 - 84

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.

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Finance and Corporate Services

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12 March, 2024

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BLENDED MEETING NOTICE

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

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

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

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

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

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

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

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THE FIFE COUNCIL - ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE – BLENDED MEETING

Committee Room 2, 5th Floor, Fife House, North Street, Glenrothes

23 January, 2024

10.00 am – 11.10 am

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Graeme Downie, Jean Hall-Muir, Stefan Hoggan-Radu, Andy Jackson, Nicola Patrick, Darren Watt and Daniel Wilson.

ATTENDING: Carol Connolly, Executive Director Place; Jay Wilson, Accountant, Finance & Corporate Services; Jeremy Harris, Chief Executive Officer, Robbie Blyth, Head of Operations, Fife Coast & Countryside Trust; John Mitchell, Head of Roads & Transportation Services, Susan Keenlyside, Service Manager, Sustainable Transport & Parking, Andy Paterson, Lead Consultant, Car Parking Strategy & Operations, Roads & Transportation Services; Kerry Elliott, Committee Officer, Emma Whyte, Committee Officer, Legal & Democratic Services.

69. **DECLARATIONS OF INTEREST**

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

70. **MINUTE**

The committee considered the minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 28 November 2023.

Decision

The committee agreed to approve the minute.

71. **2023/24 REVENUE MONITORING PROJECTED OUTTURN – OCTOBER**

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Place providing members with an update on the projected outturn financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The committee considered the current financial performance and activity as detailed in the report.

72. **2023/24 CAPITAL MONITORING PROJECTED OUTTURN – OCTOBER**

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Place providing an update on the Capital Investment Plan and advising on the projected financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Decision

The committee considered the current financial performance and activity as detailed in the report.

73. FIFE COAST AND COUNTRYSIDE TRUST - MOTORHOMES AND CAMPERVANS PROVISION

The committee considered a report by the Chief Executive, Fife Coast & Countryside Trust, advising on progress made in relation to sustainable overnight motorhome parking since the publication of the Fife Coast & Countryside Trust (FCCT) option paper Freedom Camping - Options Paper on Motorhome Use in Fife - Consultation Draft.

Decision

The committee:-

- (1) noted the positive progress that had been made since the publication of the Freedom Camping Options Paper in 2020; and
- (2) noted the work proposed to be carried out by Fife Coast and Countryside Trust (FCCT) at the listed locations for 2024.

74. CAR PARKING - CAPACITY, INCOME & REVENUE

The committee considered a report by the Head of Roads and Transportation Services, updating members on car parking capacity, income and expenditure in Fife.

Decision

The committee considered and noted the content of the report.

75. ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director of Finance and Corporate Services, asking members to consider the forward work programme for future meetings of the committee.

Decision

The committee:-

- (1) noted the contents of the forward work programme; and
- (2) agreed that consideration be given to adding reports on the following subjects:-
 - responsiveness of repairs to streetlighting;
 - update on the relocation of Cupar recycling centre and pedestrian/cyclist access to recycling centres across Fife.

19 March 2024

Agenda Item No.5

Review of Mossmorran and Braefoot Bay Community and Safety Committee – General Annual Report 2022

Report by: Nigel Kerr, Head of Protective Services

Wards Affected: All

Purpose

To provide the findings of the latest 2022 general annual report for the operations at the Mossmorran and Braefoot Bay facilities.

Recommendation

Members are asked to note:

- (1) the contents of the general report and, in particular, the large reduction in complaints following investment in improvement technologies at the complex;
- (2) the new noise and air quality monitoring arrangements introduced around the complex;
- (3) the steps taken to improve communications between appropriate parties; and
- (4) that following the Scrutiny Committee the 2022 general report will be provided to Cowdenbeath, Kirkcaldy and South/West Fife Area Committees for their information.

Resource Implications

Production of general annual reports will be supported through existing staff resources.

Legal & Risk Implications

This annual report will ensure that any developments at the complex are known, to better brief communities on any incidents or potential future impacts and allow the views of the community to be expressed. This approach supports delivery for the Plan for Fife and, in particular, to protect and enhance health and wellbeing.

Impact Assessment

An equalities assessment has not been completed and is not necessary as no change to policy or service provision are being proposed at this time.

The Fairer Scotland Duty, which came into force on 1st April 2018, requires the council to consider how it can reduce inequalities of outcome caused by socioeconomic disadvantage when making strategic decisions. There is no negative impacts identified as part of this review as it will aim to protect and enhance health and wellbeing for all.

The Heads of Service for Finance and Legal Services have been consulted in the preparation of this report.

The Mossmorran and Braefoot Bay Community and Safety Committee has also been consulted.

1.0 Background

- 1.1 The review of the Mossmorran and Braefoot Bay Community and Safety Committee was approved by the Environment and Protective Services Committee on 5th September 2019. A further report was submitted and approved by that Committee on 17th September 2020.
- 1.2 This review was requested following a significant unplanned flaring event at the ExxonMobil site from 21st – 27th April 2019; there had been considerable scrutiny over the regulation of these operations and potential health effects on the local community. This had been further exacerbated with further unplanned flaring events due to boiler breakdown in August 2019 and further elevated flaring was experienced at the site due to the extreme weather on 11th August 2020.
- 1.3 There had been considerable public and media interest and concern surrounding the operations and impacts from the Mossmorran complex with 3 public meetings taking place over this period. Significant concerns had been raised by communities in relation to health & safety issues and health impacts from these operations. Feedback from these public meetings also highlighted that there was a lack of trust in operations/regulation at this site and that communication and provision of information could have been better.
- 1.4 A number of the recommendations in the September 2020 report required a further report to be presented to the Fife Council [Cabinet Committee Meeting of 29th June 2023](#). These included:
 - Expert Advisory Groups (EAGs) should be established – these will replace the Independent Air Quality Monitoring Review Group. 3 groups will be set up initially – EAG on air quality, EAG on noise, vibration and light and an EAG on communications. These groups will sit as sub-groups under the main Mossmorran and Braefoot Bay Community and Safety Committee and be tasked by this main umbrella group to carry out specific projects/tasks. These pieces of work will then be presented back to Committee for approval. The representation on these groups will be delegated to the Community and Safety Committee and incorporated within the governance documents.
 - To ensure suitable governance and oversight by Fife Council, an annual general report is to be produced and submitted to the Environment, Transportation and Climate Change Scrutiny Committee and the relevant Area Committees.
- 1.5 The amended Constitution and Terms of Reference for the Mossmorran and Braefoot Bay Community and Safety Committee & Expert Advisory Groups were agreed at the Council Cabinet meeting of 29th June 2023 -the minutes of the agreed recommendations can be found [here](#).

2.0 Mossmorran and Braefoot Bay 2022 General Report

General

- 2.1 Significant progress has been made in progressing the recommendations referred to in the September 2020 report to Committee.
- 2.2 These are highlighted in the Mossmorran and Braefoot Bay 2022 General Report attached as appendices A-E.
- 2.3 Three Expert Advisory Groups (EAGs) have now been established which sit under and report to the Mossmorran and Braefoot Bay Community and Safety Committee.

- 2.4 At the Mossmorran and Braefoot Bay Community and Safety Committee of 24th March 2022 it was agreed that no financial payment should be made (other than out of pocket expenses) to an independent chair to ensure no conflicts of interest were raised by local communities. Whilst a number of individuals had been approached to undertake this role it had not been possible to identify a suitable chair for this role.
- 2.5 This matter was discussed further at the Mossmorran and Braefoot Bay Community and Safety Committee of 24th November 2022 when it was the recommendation to revert back to a Fife Council elected member chairing the Committee. The appointment for this role would be by the Community and Safety Committee from one of the 3 elected members nominated by Area Committees to represent Fife Council. Following elections in May 2022 the following elected members were appointed by the 3 Area Committees:
- Councillor Alistair Bain (Chair) - Cowdenbeath
 - Councillor David Barratt – South & West Fife
 - Councillor Julie MacDougall - Kirkcaldy
- 2.6 In view of the support for an elected member chair the Constitution and Terms of Reference has now been updated to reflect this position and approved by Cabinet on Thursday 29 June 2023.
- 2.7 During the review of the Community and Safety Committee by the Head of Protective Services it was highlighted that both Benarty and Kelty Community Councils were not represented on this Committee. Following discussions with both Community Councils it was agreed that they would be included in the new membership structure. Hill of Beath Community Council later expressed a wish to be part of this Committee and have also been included.

Complaints

- 2.8 Since that time there has been significant investment and improvements which has seen a dramatic reduction in total complaints received by the operators and SEPA.

Year	Number of Complaints
2019	1421
2020	1671
2021	132
2022	42

- 2.9 In line with the considerable reduction in complaints, there has also been sea-change in the level of trust and confidence communities now have with the operators, regulatory agencies and Fife Council.

Investment in Maintenance and Upgrading of Plant/Equipment

- 2.10 Significant investment by both operators including an £140M upgrade project by ExxonMobil to improve reliability and reduce the need for flaring. Key improvements include:
- New elevated flare tips installed by both operators. The new elevated flare tip is designed to reduce the amount of noise and vibration that has previously been highlighted by residents when the plant was using its flare. It uses Best Available Technology to ensure a clean flame but with the need for the addition of less steam – the main source of noise and vibration.

- New enclosed ground flares which will reduce the use of elevated flares by at least 98% with greatly reduced noise levels and no smoke/vibration are expected to be operational at the [Fife Ethylene Plant](#) (operated by ExxonMobil) later this year. Enclosed ground flares are also planned at the [Fife Natural Gas Liquids \(NGL\) Plant](#) (operated by Shell UK) – with plans to be operational by December 2025.
- Ongoing planned maintenance, plant upgrades and new infrastructure, together with SEPA's ongoing regulatory requirements and permit variations, should significantly improve the reliability of the Mossmorran Complex, reducing the requirement for flaring and significantly reducing the community impact of flaring when it does occur.

New Air Quality and Noise Monitoring Network

- 2.11 [SEPA](#) has set up and is maintaining two continuous noise monitoring stations, one at the Lochgelly water tower and the other on farmland immediately to the north of the Mossmorran complex. These provide 24-7 noise monitoring and allow SEPA to get data on short events or capture data during the early stages of any flaring event prior to staff arriving on site.
- 2.12 SEPA has also installed new air quality monitoring equipment to monitor more pollutants across a greater geographic area including: One reference air quality monitoring station downwind of the Mossmorran complex (Auchtertool) and Eight Portable AQMesh analysers located in communities around the Mossmorran complex. A data sharing platform has been developed which allows the data from these monitoring stations and non SEPA monitors to be viewed in close to real time. This data has been live since 23 March 2023 and can be viewed here: [Mossmorran Air Quality Network \(sepa.org.uk\)](#)
- 2.13 This improved monitoring network follows on from community participation (see below) in the design of a new air quality monitoring network, and a refreshed online regulatory hub produced to make it easier than ever to find information about SEPA's regulation of the Fife Natural Liquids Plant and Fife Ethylene Plant.

Community Engagement

- 2.14 In September 2021, SEPA held four community engagement sessions in partnership with Fife Council and the Health and Safety Executive to listen to the needs of the community. Feedback from these sessions was used to inform SEPA's review of the monitoring they undertake and how results of that monitoring are shared with the local community.
- 2.15 To date, SEPA monitoring has shown no breaches of the air quality objectives in the vicinity of the Mossmorran and Braefoot facilities (also confirmed in latest [2022 Air Quality Annual Report](#)), but it was clear in hearing from the community that there continues to be a concern about air quality in the area. The community asked for:
- Permanent monitoring of air quality in the communities around Mossmorran.
 - Simple, easy to understand and timely data, with the ability to get more detail if required.

This network of monitoring with an easy to use dashboard is now live.

- 2.16 There is active participation by the 2 operators, SEPA, NHS Fife and Community Councils in the 3 new Expert Advisory Groups which have been formed – this has resulted in greater two way communication between all parties and more detailed peer review in the production of relevant reports.
- 2.17 Members of the public are encouraged to sign up to receive direct community notifications which provide regular updates on activities on site and/or planned maintenance/flaring etc.
- 2.18 New animations and video blogs are being used by both operators to de-mystify the complex operations on site by providing an appropriate level of detail and clear, non-technical and jargon free language.
- 2.19 Fife Council has developed a new landing platform on [Fife Direct](#) to provide information on activities associated with Mossmorran and Braefoot Bay; this platform also includes formal

agendas/minutes from the Community and Safety Committee. It also includes non-technical summaries of the annual report on air quality which facilitate understanding of such documentation.

3.0 Conclusion

- 3.1 There has been significant improvements at the Mossmorran complex since the flaring events in 2019 and 2020. This is clearly demonstrated in the 2022 general report for Mossmorran and Braefoot Bay.
- 3.2 Investment in new technology together with improved monitoring and communication networks has reduced the number of overall complaints from over 1600 in 2020 to less than 50 in 2022.
- 3.3 The updated Constitution and Terms of Reference provide a robust framework for oversight and scrutiny for Mossmorran and Braefoot Bay going forward (includes provision of general annual reports) and a solid foundation for alleviating any concerns local residents may have.

List of Appendices

- A – Mossmorran & Braefoot Bay Annual Report 2022
- B – Fife Council Update
- C – Shell Fife NGL
- D – ExxonMobil
- E - SEPA

Background Papers

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

- The Plan4Fife [A Plan for Fife | Our Fife - Creating a successful, confident and fairer Fife](#) Its Recovery and Renewal - A Plan for Fife 2021-24 Update. [Plan for Fife 2021-24 | Our Fife - Creating a successful, confident and fairer Fife](#)

Report Contact

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Appendix A

MOSSMORRAN & BRAEFOOT BAY ANNUAL REPORT 2022

Courtesy of EXXON Mobil Ltd

1. Summary

This report contains a summary of information from ExxonMobil, Shell, SEPA, and Fife Council based on the quarterly update reports provided to the Mossmorran and Braefoot Bay Community and Safety Committee for the calendar year 2022.

2. Background

The Mossmorran complex is located near Cowdenbeath and Lochgelly, in the heart of Fife. It consists of two neighbouring plants: the Fife Natural Gas Liquids (Fife NGL) plant operated by Shell U.K. Limited, and the Fife Ethylene Plant (FEP) operated by ExxonMobil Chemical Limited.

The Shell Fife Natural Gas Liquids plant (FNGL) receives Natural Gas Liquids (NGL) from the St. Fergus gas terminal in Aberdeen. The incoming natural gas liquid is separated at FNGL into propane, ethane, butane and natural gasoline.

The ethane is sent to the adjoining ExxonMobil Fife Ethylene Plant (FEP) and the other products are sent off-site to the adjacent Avanti Gas Terminal and to Braefoot Bay Marine Terminal for exporting.

The ExxonMobil FEP produces ethylene from ethane through a process known as “thermal or steam cracking”. Additional ethane can be received from Ineos Chemical Grangemouth Limited via a pipeline.

Ethylene is either exported by ship via the ExxonMobil terminal at Braefoot Bay, or to other consumers in the UK via the cross-country ethylene distribution system.

3. Regulation

The plants are regulated by both the Health and Safety Executive (HSE) and the Scottish Environment Protection Agency (SEPA), to meet the regulators' strict safety and environmental standards.

SEPA have a statutory responsibility to ensure the regulated processes on the site do not exceed European air quality objectives.

Fife Council is required by Part IV of the Environment Act (1995) and the relevant Policy and Technical Guidance documents to undertake a review and assessment of local air quality in their area to ensure prescribed air quality objectives and standards for Scotland are not being exceeded. Fife Council is responsible for regulating statutory nuisance, including light (in practice, for odour and noise, where these are not covered by permit conditions enforced and issued by SEPA).

Other organisations involved in regulating the site include Public Health Scotland, NHS Fife, and Forth Ports.

4. Flaring

The flares at the Mossmorran complex are part of the safety system and are used to burn off gas that cannot be processed due to the volumes involved or the gas being off specification. This might be due to scheduled maintenance requiring the plant to be 'gas free' prior to entry; or, following an unplanned interruption in production. The flare systems include one 80 metre high flare stack with up to three flare tips at Shell FNGL; one 100 metre high flare at ExxonMobil FEP; and two ground flares operated by Shell FNGL, used by both sites as required. The ground-level flares, owned and operated by Shell, are used in preference to the high-level flares to minimise noise and light impacts for local residents. During flaring, excess gas is combined with steam and air before being burnt off. This is accepted as industry best practice, producing water vapour and CO₂ when combustion is optimised. During a process upset, the ability to continue operating and the time it takes to start up and shut down are key elements that impact whether flaring occurs and for how long. Feed rates have to be managed through the whole supply network up to the offshore platforms in the North Sea, and upsets could have an impact on the natural gas supply for the whole of Scotland.

5. Conclusions

The operation and remit of Mossmorran and Braefoot Bay Community and Safety Committee and its three associated EAGs plays a critical role in ensuring that operations from ExxonMobil and Shell UK can be monitored and that information can be disseminated to the wider community. The review undertaken in 2020 had identified potential gaps in structure, remit and support and the recommendations have provided an opportunity to improve levels of trust and communication and bring added benefits.



Appendix B

Fife Council Update

It is the responsibility of affected Councils to set up and run a community liaison committee, according to the original 1977 application for outline planning permission. This became the Mossmorran and Braefoot Bay Community and Safety Liaison Committee.

The Mossmorran and Braefoot Bay Independent Air Quality Monitoring Review Group (the Review Group) was also formed. It provides advice and recommendations to Fife Council (formerly Fife Regional Council and Dunfermline and Kirkcaldy District Councils) regarding the monitoring of air emissions arising from the operations at the Mossmorran plants and the Braefoot Bay terminal facilities (operated by Shell UK Limited and ExxonMobil Chemical Limited).

Fife Council's Environment and Protective Services Subcommittee (September 2020) agreed the Mossmorran and Braefoot Bay Community and Safety Committee would be the recognised forum for community oversight, where issues and concerns from the community can be raised.

In addition to the Community and Safety Committee, three additional Expert Advisory Groups (EAGs) were formed, each with specific remits:

1. Air quality (continuing the same role as the Mossmorran & Braefoot Bay Independent Air Quality Monitoring Review Group);
2. Noise, light and vibration; and
3. Communications

The EAGs carry out tasks assigned by the Community and Safety Committee including:

- Submitting reports to the Mossmorran and Braefoot Bay Community and Safety Committee and to Fife Council.
- Making presentations as appropriate to representatives of the Community Councils local to the Mossmorran plants and the Braefoot Bay terminal.

EAG meetings are held as considered necessary but are generally once a year. Reports on air quality are issued on an annual basis, and reports on noise, vibration and light produced as required.

The three EAGs include representatives from Fife Council, ExxonMobil, Shell, local Community Councils and public health professionals, to assist with relevant, timely and informative communications for local communities.

Mossmorran and Braefoot Bay Expert Advisory Group on Air Quality

The outputs of the Expert Advisory Group (EAG) on Air Quality to date have been:

1. Following a detailed review at the relevant meetings, the Institute of Occupational Medicine (IOM) finalised the Independent Air Quality Report for 2020 on 27th May 2022. This has now been placed on the Fife Council air quality web page along with an accompanying Elected Members Briefing Note¹. The conclusion of the report is that *“Overall, the Review Group concluded that, based on the available data reviewed in 2020, emissions from the Shell and ExxonMobil plants at Mossmorran and Braefoot Bay continue to pose no significant risk from air pollution to the health of members of the local community.”*
2. The Independent Air Quality Report for 2021 has also been finalised and an elected members briefing note produced in 2023. The 2021 report is accompanied by a two-sided leaflet summarising the content of the report in a non-technical format. These documents are on the dedicated Fife Council Mossmorran and Braefoot Bay web pages². Again, the conclusion of this report is that *“Overall, based on the data available for 2021, emissions from the Shell and ExxonMobil plants at Mossmorran and Braefoot Bay has not resulted in exceedances of the Scottish air quality objectives, minimising risk to the health of members of the local community”.*
3. The Terms of Reference and Constitution of the Mossmorran and Braefoot Bay Community and Safety Committee has now been revised to accommodate the three Expert Advisory Groups (now included as three Appendices). Approval for the revised Terms of Reference and Constitution was granted by Cabinet Committee meeting of Thursday 29 June 2023 - 10.00am.
4. A separate landing platform page for Mossmorran has been prepared by Fife Council³. The Fife Council web page has three sections to it: (1) Air Quality; (2) Communications and (3) Noise, Vibration and Light. It also includes relevant publications such as annual reports and minutes of meetings. Fife Council have been working with SEPA on the siting of an automatic continuous monitor at Auchtertool and also on the siting of portable sensor arrays around the Mossmorran and Braefoot Bay facilities. The automatic continuous monitoring equipment was installed in mid August 2022 and is now monitoring air quality in the area in close to real time. Public dissemination of this data via SEPA web pages commenced in Spring 2023, with data available from 01 January 2023.
5. The installation of portable sensor arrays at representative lamppost locations (x8) within the vicinity of the complex is also being progressed.
6. SEPA is actively exploring real time monitoring of volatile organic compounds (VOCs). However, it is important to note different types of monitors have different limitations:

¹ [Mossmorran and Braefoot Bay | Fife Council](#)

² [Mossmorran and Braefoot Bay | Fife Council](#)

³ [Mossmorran and Braefoot Bay | Fife Council](#)

Diffusion tubes can monitor for individual VOCs over a set time period (e.g over a fortnight or a month). They provide a measured average concentration over that time period, not the variation in the concentration over the period.

Many real time total VOC monitors are indicative and useful for showing changes in total VOC concentration, rather than providing accurate concentrations of the individual VOCs present.

7. More information on air quality monitoring at Mossmorran can be found at: www.sepa.org.uk/regulations/air/air-quality/mossmorran-and-braefoot-bay-complexes/air-quality-monitoring-at-mossmorran/
8. In terms of the representation of Community Councils on the respective EAGs, invites have been sent out to the relevant Community Councils in the local geographical area and there is now representation on each of the three EAGS from local Community Councils. There is also one elected member on each of the three EAGs.
9. The Group has recently finalised the Independent Air Quality Report for 2022 along with an accompanying Non-Technical Summary report. These are available at [Mossmorran and Braefoot Bay | Fife Council](#)
10. No air quality related complaints were received by Fife Council in calendar year 2022.

Mossmorran and Braefoot Bay Expert Advisory Group on Noise, Light and Light

The outputs of the Expert Advisory Group (EAG) on Noise, Light and Vibration to date have been:

1. Meetings between SEPA and Fife Council to produce a Q and A Section for Noise, Light and Vibration on their respective web pages.
2. The EAG also plan to cover a review of the new Fife Council web page for Mossmorran & Braefoot Bay and agree what additional information/reports could be of benefit.
3. Approval for the revised Terms of Reference and Constitution to be agreed at this Committee meeting.
4. One noise related complaint in relation to Braefoot Bay Terminal was received in calendar year 2002. This was closed as the complainant did not make use of the noise app Fife Council provides.

Mossmorran and Braefoot Bay Expert Advisory Group on Communications

The outputs of the Expert Advisory Group (EAG) on Communications to date have been:

1. Reviewing the non-technical summary leaflet for the MMBB 2021 Independent Air Quality Report.
2. The EAG has also agreed the current format for the Annual Report which is submitted to the Environment, Transport & Climate Change Scrutiny Committee.
3. Approval for the revised Terms of Reference and Constitution to be agreed at this Committee meeting.

SHELL FIFE NGL



Mossmorran & Braefoot Bay

Fife Council Scrutiny Committee Report

Report covering operations at Shell Fife NGL 2022

1. Safety & Environmental
2. Emergency Planning Exercises
3. Fife NGL Plant Activities
4. Braefoot Bay Activities
5. Workforce
6. Community, including Notices & Feedback
7. Social Investment & Community Development

About us

The 'Mossmorran complex' in Fife includes two plants operated by two separate companies: the Fife NGL plant operated by Shell U.K. Ltd. and the Fife Ethylene Plant operated by ExxonMobil.

The Shell Fife NGL Plant is operated 24/7 all year round in a system of critical national infrastructure that transports, processes and distributes gas from the North Sea (UK & Norway), enabling about 20% of UK gas supply. The plant helps meet industry and domestic power needs every day, and provides feedstock to manufacture a wide range of household products in Scotland and the UK.

1. Safety & Environmental

Operational updates

January – March 2022

The plant has been in steady operation so far in 2022. We are progressing work in a number of key areas including the Control Room upgrade at Braefoot Bay for which the scaffolding is now in place. As we move into Spring, there will be more workers coming on site as we begin a number of routine maintenance scopes to maintain the integrity of the plant as well as activities such as insulation removal and painting.

COVID-19

Fife NGL has continued to operate during the COVID-19 pandemic due to its essential role in the UK's critical energy infrastructure. The site continues to adhere to a range of preventative measures but is easing restrictions in line with society.

April – December 2022

We recently announced a new investment as part of our ongoing aim to continuously upgrade the Fife NGL plant. We have committed to plans to install new, enclosed ground flare at the plant in 2025, which will ensure that we are continuing to deploy best available technology at the plant and will help to minimise the impact of our operations with respect to the local community.

We completed upgrades to our elevated flare stack, including the replacement of one of its flare tips and installing a combustion-monitoring camera.

Process and personal safety

January – March 2022

We had one routine, planned HSE inspection focused on fractionation (how we separate out our gasses using pressure and temperature) in February.

April – December 2022

There were no process safety or personal safety incidents in the period since the last report. There were no Health and Safety Executive or SEPA inspections since the last report.

Environmental

January – March 2022

We continue to progress plans in relation to our environmental commitments to the regulator SEPA, including the installation of our new HP flare tip.

We attended the recent meetings of the Noise, Vibration and Light, and Air Quality Expert Advisory Groups (EAGs), as well as the Communications EAG.

April – December 2022

We continued to attend and input to the Air Quality Expert Advisory Group (EAG). The 2020 annual report was published earlier in the year, and we have provided our data for the 2021 annual report.

2. Emergency planning exercises

January – March 2022

We completed three emergency exercises in this period. The site emergency response team took part in two exercises in January and February focused on Control of Major Accident Hazards (CoMAH). In March, we completed a desktop radiation exercise testing how we minimise any potential risk to site staff in the unlikely event of an incident.

April – December 2022

We completed seven emergency exercises in this period. These exercises covered a variety of scenarios at Fife NGL and Braefoot Bay. We worked with the emergency services for our exercises in April and October.

3. Fife NGL Activities

NGL Processed (Tonnes)

2022	January	February	March	April	May	June
NGL Processing (Tonnes)	197,050	173,573	163,020	148,245	167,989	194,954
Planned	233,676	203,353	170,727	183,724	202,381	194,662
Average/Day	6,356	6,199	5,259	4,942	5,419	6,498

	July	August	Sept.	Oct.	Nov.	Dec.
NGL Processing (Tonnes)	168,672	154,228	154,383	160,790	153,102	167,014
Planned	183,956	173,008	170,256	163,160	146,290	154,010
Average/Day	5,441	4,975	5,146	5,187	5,103	5,388

4. Braefoot Bay Activities

Shipping (number of vessels)

2022	January	February	March	April	May	June
Propane	1	3	1	1	1	1
Butane	2	2	2	2	1	3
Propane/Butane	1	0	2	0	1	1
Gasoline	3	3	3	3	3	3
Total	7	8	8	6	6	8
	July	August	Sept.	Oct.	Nov.	Dec.
Propane	2	3	1	1	1	2
Butane	1	3	2	2	1	2
Propane/Butane	0	0	0	0	1	0
Gasoline	3	3	3	2	3	4
Total	6	9	6	5	6	8

5. Average Workforce numbers for 2022

Shell employees:	74
Contractors:	116
Trainees (Shell):	6
Total:	196

6. Community, including notices and feedback

Community Notices 2022

Shell Fife NGL issues Community Notices to communicate with local stakeholders. The notices are uploaded to our website and circulated via a distribution list. In 2022, we issued seven Community Notices and they can be viewed here:

<https://www.shell.co.uk/about-us/projects-and-sites/shell-fife-ngl/contact.html>

Feedback and complaints in 2022

In 2022 we received and responded to seven queries from local stakeholders including:

- A noise complaint at our marine terminal
- A flaring complaint at our Mossmorran site
- A request to build a structure on our land
- Three maintenance requests
- A report of vandalism

7. Social Investment & community development

Shell UK continued to support a number of community development and STEM education programmes in Fife including Shell Girls in Energy, Young Engineers and Science Clubs, Career Ready and Shell Twilight. We also made a number of donations to local charities through our community grants and annual charity awards. More information about our local initiatives can be found on our website and in our Mossmorran and Braefoot Bay quarterly committee reports that are submitted to the MMBB Safety Liaison Committee.

ExxonMobil
Mossmorran & Braefoot Bay
Fife Council Scrutiny Committee Report
Report covering operations at Fife Ethylene Plant 2022

Safety, Health and Environment

Over 27 years since any ExxonMobil staff have experienced a lost time injury.

Operations & Regulatory Updates - 2022

During 2022 the site continued to progress a project to install an Enclosed Ground Flare (EGF), which was successfully commissioned on 27th June 2023. The key benefits of this project include:

- Reduced use of elevated flare by at least 98%
- Quieter than a petrol lawn mower
- No vibration
- Smokeless
- Hidden flame
- 1/3 height of elevated flare

We advised stakeholders and the local community of the need to conduct periods of planned, low volume flaring on 7th and 8th March '22. Steps were taken to minimise both volume and duration of the flaring, as well as scheduling the activity during daylight hours only. We hope these actions, combined with the benefits of our new flare tip, minimised any impact on the community.

SEPA confirmed that its own noise monitoring did not indicate any impact.

This planned flaring was required to undertake scheduled inspection of one of our product pipelines. This work also forms part of our HSE inspection regime. To give our team safe access, we first had to clear any residual ethylene gas from the pipe, with the safest way being to send it to our flare.

The site had its first reportable unplanned flaring event on 15th August '22 since re-start of operations following the plant's £140m investment in improving the way we work. The flaring occurred following a local lightning strike that ultimately required us to shutdown a section of the plant.

We also advised stakeholders of the need to conduct a period of planned, low volume flaring on 2nd October. This planned flaring was required to isolate a unit in order to undertake necessary maintenance. To give our team safe access, we first had to clear any residual gas from the equipment requiring the safe use of our flare.

In both events steps were taken to minimise both volume and duration of flaring, with the elevated flare in use for only a very short period of time. We hope these actions minimised any impact on the community. FEP received 10 complaints in total through SEPA associated with both events.

Ongoing engagement with SEPA continues in-line with the planned inspection programme and for a range of operational developments around air quality.

Ongoing engagement with HSE continues, also in-line with the planned inspection programme.

Recruitment - 2022

We continue to expand our workforce, with 16 new employees recruited in the last six months. The new recruits include a machinery engineer; a process engineer; six process technicians; two new maintenance apprentices; a business administration apprentice; an instrument technician; a machinery technician, an analyser technician and two graduate trainee engineers.

In addition to the full-time posts, four university students are also gaining a great advantage on the career ladder, with work placements ranging from eight weeks over the summer to year-long industrial placements.

Careers Events - 2022

To showcase the range of career opportunities Fife Ethylene Plant provides we have been attending several careers events at High Schools across Fife.

Our team have attended Balwearie High School, Levenmouth Academy, Dunfermline High School and St Columba's High School with further events scheduled at other schools in Fife for later in the year.

Supporting Our Community - 2022

In 2022 Fife Ethylene Plant have arranged financial contributions to 24 different good causes in Fife, totalling over £72,000. Just some examples of our support are shared here:

Remembrance

We were honoured to have attended the service of dedication for the Avenue of Peace at Auchtertool Kirk, a tree lined living memorial to commemorate the lives of soldiers lost in war. This was a project that ExxonMobil provided funding for and are delighted to see it flourish.

To provide a helping hand to ex-members of the armed forces and their families, and show them respect for the sacrifices they have made for our country, we have been supporting the armed forces charity SSAFA. We have provided their Fife branch a donation of £10,000 to enable them to continue the work they do of providing practical, holistic support.

Education

In October Beath High School received £8,000 which they have used to purchase and install new SMART boards, used by pupils during school hours and available to the local community in evening classes.

St Columba's and Lochgelly High are also both being given donations of £8,000 which will be used to help STEM education in their school's.

Cowdenbeath Primary came to us looking for support their youngest pupils. We provided £2,000 which has been used to purchase books to help with literacy skills, and play equipment to help with motor skills and coordination.

Kids Come First

Local charity Kids Come First, which operates from the Benarty Centre offering affordable childcare, received a donation of £2,000 from us to support the vital work they do.

This money has been used to decorate their premises by Dunfermline artist Reynel Escarpe and create a “chill out” sensory area.

This investment has been a huge help with their work supporting children with autism and anxiety.

Improving Water Safety

Following a spate of water rescues around Scottish waters in recent years, including a teenager at Dalgety Bay, the local community council contacted FEP to ask for assistance in helping to make the area safer.

Safety is always top priority at FEP and we were happy to get behind the project, with a donation of £2,000 to buy safety equipment which has been mounted along the shoreline in Dalgety Bay.

Read more at exxonmobil.co.uk/fife or on Twitter and LinkedIn

MOSSMORRAN & BRAEFoot BAY ANNUAL REPORT 2022

SEPA Update

Complaints

36 Complaints received in 2022, mostly relating to planned elevated flaring.

Monitoring

Air Quality – SEPA continued air quality monitoring in 2022 and progressed plans to improve both the network and how the data is shared. Improvements to the network included the installation of a new air quality monitoring station (downwind of the Complex) in Auchtertool, which contains continuous reference analysers, along with an associated network of eight indicative analysers (AQMesh analysers) deployed in local communities around the Mossmorran Complex. SEPA also developed a dedicated website to share the data with the public, which is scheduled to go live in early 2023.

Noise – SEPA maintained continuous unattended noise monitoring at two locations in 2022. SEPA carried out an in-person survey in community locations during planned elevated flaring in March, in which flaring noise was found to be either not audible or not distinguishable above general site noise.

Site work

Desk based and site visits carried out at both Sites, alongside monthly meetings with the EGF Construction team at FEP. The focus of these being on maintenance, completion of the FEP ground flare installation and reduction of nitrogen dioxide emissions from the furnaces.

The permits held by the sites under the Pollution Prevention and Control (Scotland) Regulations were varied to include:

- The requirement for noise assessments to be undertaken in the event of Major Flaring at both Sites;
- The completion date of FEP Enclosed Ground Flare; and
- The requirement for new Enclosed Ground Flare at FNGL by December 2025.

Communications

SEPA continued to update the SEPA Mossmorran Hub with details of SEPA's work and community updates.



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19 March 2024

Agenda Item No.6

Staffed School Crossings and School Travel Plans

Report by: Tariq Ditta, Head of Facilities Management Services

John Mitchell, Head of Roads & Transportation Services

Wards Affected: All

Purpose

To provide an initial baseline report to this committee on the School Crossing Patrol Service and activities relating to active travel to school following a motion agreed at Fife Council on 21 September 2023 as detailed at para. 1.1 of this report.

Recommendation(s)

The committee is asked to:-

- (1) consider the baseline information within the report on the services currently provided; and
- (2) clarify and identify the areas of further enquiry and further information that committee requires for its consideration.

Resource Implications

There are no direct resource implications arising from this report.

Legal & Risk Implications

There are no known legal or risk implications arising from the report as service changes are not being proposed at this stage.

Impact Assessment

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

Consultation

Finance and Legal Services were consulted in the preparation of this report.

1.0 Background

- 1.1 At the Fife Council meeting of 21 September 2023 the following motion was put forward and agreed:

“Council notes:

- (1) The importance of school crossing patrol officers (Lollipop people) in ensuring the safety of school pupils walking to school;*
- (2) Council further notes the health and environmental benefits of active travel to schools and that school crossing patrol guards can help with encouraging this; and*
- (3) The number of school crossing patrol guards in Fife has reduced from 76 in the 2015-16 session to 56 in 2022-23.*

Council requests:

A member-led task and finish group be set up by the appropriate scrutiny committee to investigate the reasons for the long-term reduction in school crossing patrol guards, what work is being done to recruit them and what is being done to mitigate the effect of the reduction, in particular with ensuring the safety of pupils using active travel to travel to schools and to seek best practice from elsewhere.”

2.0 Issues and Options

- 2.1 This report provides initial baseline information for services provided by the Place Directorate’s Facilities Management Service and Roads & Transportation Services.

Staffed School Crossings

- 2.2 The service provides staffed crossings covering morning and afternoon peak periods at 131 locations to minimise the safety risk to pupils and their families in these locations. More baseline information is provided in appendix 1.

School Travel Plans

- 2.3 School-related traffic congestion and the risks congestion poses to the safety of pupils, teachers, parents, residents, and motorists in and around school locations is a significant problem in many Fife communities. The most obvious cause of traffic congestion around our schools is vehicles, and the biggest source of those vehicles is parents dropping off and picking up their children from school.
- 2.4 Statistics highlight that 1 in 4 cars during the hours of 08:30 to 09:15 and 14:30 to 15:15 is likely to be traffic making journeys to primary schools (Sustrans research 2019).
- 2.5 Fife’s Annual Hands Up Survey highlighted that in 2023, 23% (approximately 5562 pupils) of primary school children are driven to school each day. A further 17% (approximately 4111 pupils) opted to Park and Stride, i.e. where pupils are dropped off in the streets around the school.
- 2.6 Fife Council’s Road and Transportation Service are working with schools to develop School Travel Plans and support Junior Road Safety Officers. The Service works with the school community to develop campaigns such as walking buses; investigation of park and stride sites; Parking Pledges (to promote more positive parking decisions); promote available routes to school maps; delivery of Bikeability cycle training as well as looking at engineering or road safety works that may be required to make active travel to school the

first choice of travel. Information showing which schools are engaged in school travel plans is contained in Appendix 2.

2.7 The benefits of encouraging active travel are clear and a School Travel Plan can ensure that schools have a long-term, supported vision to:

- Improve health and well-being by reducing harmful emissions and increasing activity levels.
- Improve safety through engineering measures and increasing road safety education.
- Improve access and opportunity by developing pupils' skills for safe and independent travel.
- Improve the environment by reducing pollution and CO2 emissions.
- Gain school accreditations (such as Fresh Air Frankie School Travel Plan Awards, Active School Award and Eco Schools).

2.8 All work associated with School Travel Planning has been designed to fit into the Curriculum for Excellence.

3.0 Conclusions

3.1 A description of the School crossing patrol service and activities to encourage active travel to schools as part of a School Travel Plan are detailed in this report.

List of Appendices

1. Staffed Crossings and assessment criteria
2. Schools engaged with School Travel Planning activities (session 2023/24)

Background Papers

None

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Scrutiny Committee report for meeting being held on 19 March 2024

Staffed School Crossings as at February 2024

Report by Melanie Arthur, Service Manager, Facilities Management Service

Email: Melanie.arthur@fife.gov.uk

1. Current service provision

- 1.1 The School Crossing Patrol Service is a non-statutory function. However, Fife Council provides this service at 131 crossings (see Table 1). Table 2 provides the number of crossings in each area.

Table 1 Fife Council Staffed School crossings

Total number of staffed crossings	131
Crossings staffed by School Crossing Patrol Officers (SCPO)	64
Crossings staffed by Janitors that have this additional role	48
Crossings that are unstaffed because of vacancies	19

Table 2 Staffed School crossings by Area

Area	Total crossings	SCPO Crossings	Janitor crossings
Dunfermline	42	25	17
Glenrothes	13	5	8
Kirkcaldy	30	22	8
Leven	8	7	1
Cowdenbeath	19	11	8
Northeast Fife	19	13	6
Total	131	83	48

One service coordinator manages the service.

2.0 Service provision criteria

- 2.1 Headteachers request the service to consider new SCPO service provision. The service will consider requests by commencing a rigorous PV2 (Person Vehicle) survey process. In 2023, approximately 25 surveys were completed. This informs managerial decision-making whether SCPO provision should be implemented.
- 2.2 The survey uses a robust algorithm that assesses the number of vehicles using the road at the crossing and the number of school pupils crossing. The surveyor records this data during two half-hour periods at peak times - one in the morning and one in the afternoon. The statistical square of the vehicles is then multiplied by the number of persons using the crossing. Should the resulting score be greater than four million then a SCPO service is likely to be warranted.
- 2.3 The service also considers using other “expert” guidelines to inform service provision. For example, the Royal Society for the Prevention of Accidents (ROSPA) suggest relocating SCPO resources from “traffic light” controlled crossings to unstaffed crossings unless there are extenuating circumstances (e.g. traffic factors).

3.0 Workforce Profile, recruitment and retention

- 3.1 The current workforce age profile for SCPO (not including janitor officers supporting crossings) is shown in Table 3 below:

Table 3 SCPO workforce age profile

Age Group	Headcount
25- 45	17
46-65	24
66+	23
Total	64

- 3.2 Encouragingly 79% of SCPO have been in post for more than 6 years. However, the service struggles to fill vacancies with some being advertised several times – unfortunately with limited success. 19 SCPO vacant posts are currently advertised.
- 3.3 In addition to normal advertising methodologies the service ensures that school pupils’ families are made aware of this opportunity via the school. Using the latter innovative methodology this has resulted in the recruitment of 8 SCPO in the past 18 months.
- 3.4 Members will note that there has never been a managerial decision to stop recruiting because of the need to minimise the potential safety risk to our pupils and their families.

- 3.5 In the current competitive job market, SCPO vacancies become less attractive for a few key reasons e.g.:
- a) SCPO normally work 38 weeks per year, 7.5 hours per week and work a split shift that encompasses morning and afternoon service delivery needs.
 - b) Working during inclement weather
 - c) SCPO are employed for a small number of hours resulting in the remuneration being under £300 per four-week pay period.
 - d) Increasing pressure from Government for recipients of Universal Credit that may require existing and potential employees to seek employment with more hours.
- 3.6 The service overwhelmingly prefers to have dedicated SCPO. However, in 48 cases (see table 2) it has been necessary to contract and utilise janitors to also provide a minimal SCPO service. In these dual posts, Janitors will provide SCPO services only during known peak volume times as they have other necessary tasks within schools.
- 3.7 In February 2024, the service appointed the temporary Service Coordinator as the permanent post holder. He has had a positive and welcome impact on the service notably:
- Recruitment – successfully recruited over 9 SCPO over the past 18 months.
 - PPE and training _SCPO are provided improved PPE (Personal protective equipment). This includes “HI VIS” beanie hats, new improved jackets (more waterproof) and better and warmer gloves. All PPE meets the BS EN 20471 (Class 2) standard.
 - Staff welfare and support - SCPO have a lead officer who provides welfare support, training and referring SCPO to counselling and physiotherapy services. As SCPO are “lone workers” it is important to provide this support as this minimises the number of employees considering resigning from the service.
 - Monitoring near misses and accidents. In 2023 only ten incidents were recorded out of 49,780 SCPO service sessions. This includes falls, a threat or near miss by a vehicle. Five out of the ten incidents were near misses by vehicles.
 - PV2 investigations and surveys are carried out quickly.

Appendix 2: Schools engaged with School Travel Planning activities (session 2023/24)

School Name	Engaged	Not Engaged
Levenmouth Academy HS	X	
Aberhill PS	X	
Balcurvie PS	X	
Buckhaven PS	X	
Coaltown of Wemyss PS	X	
Denbeath PS	X	
East Wemyss PS	X	
Kennoway PS	X	
Methilhill PS	X	
Mountfleurie PS	X	
Parkhill PS	X	
Hyndhead SS	X	
Queen Anne HS		X
Bellyeoman PS	X	
Blairhall PS	X	
Cairneyhill PS	X	
Carnock PS	X	
Crossford PS	X	
Culross PS	X	
Inzievar PS	X	
McLean PS	X	
Milesmark PS	X	
Pittencrieff PS	X	
Saline PS	X	
Torryburn PS		X
Townhill PS	X	
Tulliallan PS	X	
Woodmill HS		X
Duloch PS	X	
Lynburn PS	X	
Touch PS		X
Carnegie PS	X	
Calaiswood SS		X
Dunfermline HS		X
Canmore PS	X	
Commercial PS	X	
King's Road PS		X
Pitreavie PS	X	
Camdean PS	X	
St Leonards PS	X	

School Name	Engaged	Not Engaged
Masterton PS	X	
Limekilns PS		X
Inverkeithing HS	X	
Aberdour PS	X	
Dalgety Bay PS	X	
Donibristle PS	X	
Inverkeithing PS		X
Park Road PS	X	
North Queensferry PS	X	
Beath HS		X
Cowdenbeath PS	X	
Crossgates PS	X	
Foulford PS	X	
Hill of Beath PS	X	
Kelty PS	X	
Lumphinnans PS	X	
St Columba's HS	X	
St Bride's PS		X
Holy Name RC PS	X	
St John's PS		X
St Joseph's PS	X	
St Kenneth's PS	X	
St Margarets PS	X	
St Serf's PS		X
Lochgelly HS		X
Benarty PS	X	
Cardenden PS	X	
Denend PS	X	
Lochgelly South PS	X	
Lochgelly West PS	X	
Balwearie HS		X
Auchtertool PS	X	
Dunnikier PS	X	
Kinghorn PS	X	
Kirkcaldy West PS	X	
Strathallan PS		X
Burntisland PS	X	
Viewforth HS		X
Dysart PS	X	
Kirkcaldy North	X	
Pathhead PS	X	
Sinclairtown PS	X	
Rossllyn SS		X

School Name	Engaged	Not Engaged
Kirkcaldy HS		X
Capshard PS	X	
Fair Isle PS	X	
Torbain PS	X	
Valley PS	X	
St Andrew's HS		X
St Agatha's PS	X	
St Ninian's PS	X	
St Patrick's PS		X
St Paul's PS	X	
St Marie's PS	X	
Auchmuty HS	X	
Carleton PS	X	
Coaltown Of Balgonie PS	X	
Markinch PS	X	
Pitteuchar East PS	X	
Pitteuchar West PS	X	
Star PS	X	
Thornton PS	X	
Warout PS	X	
John Fergus SS		X
Glenwood HS	X	
Collydean PS	X	
Kinglassie PS	X	
Leslie PS	X	
Newcastle PS	X	
Southwood PS		X
Glenrothes HS		X
Caskieberran PS	X	
Pitcoudie PS	X	
Rimbleton PS	X	
South Parks PS	X	
Bell Baxter HS	X	
Auchtermuchty PS	X	
Balmerino PS	X	
Balmullo PS		X
Castlehill PS		X
Ceres PS	X	
Craigrothie PS	X	
Dairsie PS	X	
Dunbog PS	X	
Falkland PS	X	
Freuchie PS	X	

School Name	Engaged	Not Engaged
Kettle PS	X	
Ladybank PS	X	
Letham PS	X	
Newburgh PS	X	
Pitlessie PS	X	
Springfield PS	X	
St Columba's PS	X	
Strathmiglo PS	X	
Kilmaron SS		X
Madras HS		X
Canongate PS	X	
Greyfriars RC PS	X	
Guardbridge PS	X	
Kingsbarns PS	X	
Lawhead PS	X	
Leuchars PS		X
Newport PS	X	
Strathkinness PS		X
Tayport PS	X	
Wormit PS	X	
Largoward PS	X	
Waid Academy HS	X	
Colinsburgh PS	X	
Crail PS	X	
Elie PS	X	
Pittenweem PS	X	
St Monans PS	X	
Kirkton of Largo PS (Closed)	X	
Lundin Mill PS	X	
Anstruther PS	X	

	Engaged	Not Engaged	Closed
High Schools	7 (39%)	11 (61%)	
Primary Schools	117 (88%)	15 (11%)	1
Special Schools	1 (20%)	4 (80%)	

19 March 2024
Agenda Item No.7

Fife Road Casualty Statistics 2023

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

Wards Affected: All

Purpose

To advise the committee of the numbers and severity of casualties on Fife's roads in 2023 and the performance against the Scottish Government Road Safety Casualty Reduction targets.

Recommendation(s)

It is recommended that committee:-

- (1) consider the 2023 road casualty statistics; and
- (2) note the ongoing work of road safety partners aimed at reducing casualties and meeting the Scottish Government casualty reduction targets for 2030.

Resource Implications

A number of budgets and staff resources contribute to the road safety initiatives being delivered by Fife's Community Safety Partners including Fife Council, the Scottish Fire and Rescue Service, Police Scotland and NHS Scotland.

Legal and Risk Implications

No Legal or Risk Implications.

Impact Assessment

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

Consultation

Fife's road safety partners (including Police Scotland and Scottish Fire and Rescue Service) have been consulted on the content of this report.

1.0 Background - Road Safety Strategies

- 1.1 The latest Scottish *Road Safety Framework* was published by the Scottish Government in 2021. It describes a road safety vision for Scotland, with aims and commitments, and provides targets for reducing road deaths and serious injuries by 2030, with intermediate outcome targets for specific high risk road user groups.
- 1.2 The *Plan for Fife 2017-2027* sets out a vision for Fife for the ten-year period including a theme of *Thriving Places* which are safe, well designed and maintained places that promote wellbeing, where people are proud to be, and where they have access to the services and facilities they need at different stages of their lives. Improving Road Safety is an important element of work to deliver this. The Plan for Fife includes many of the elements previously considered in the *Fife Community Safety Strategy 2015-20*.
- 1.3 To assist with the delivery of the Fife Community Safety Partnership *Safer Communities Vision - Unintentional Harm* theme, the Road Casualty Reduction Group brings together officers of the organisations delivering road safety initiatives to develop joint working opportunities and share data. The latest Scottish Road Safety Framework encourages formation of these local partnership groups throughout Scotland based on the success in Fife and the other areas where these groups have been in existence. The Road Casualty Reduction Group has a regularly updated Action Plan/Task List encompassing the partners areas of work relating to Engineering, Encouragement and Enforcement.
- 1.4 Roads and Transportation Services produce a *Road Safety Engineering Action Plan* that sets out the engineering activities and partnership working that are identified to help reduce road casualties. This Plan is being updated to reflect the targets contained in the latest Scottish Road Safety Framework.

2.0 Casualty Figures and Reduction Targets

2023 Casualty Figures

- 2.1 The data on crashes and casualties is collected by Police Scotland and supplied to each Council for their area. The figures for 2023 are at a higher level than the recent years back to 2019, reflecting the casualty number results across Scotland.
- 2.2 In the summer of 2019, Police Scotland started using CRASH (Collision Reporting and Sharing), an injury-based reporting system, for recording the data that feeds into this report. Before the introduction of CRASH, police officers would use their own judgement, based on official guidance, to determine the severity of the casualty (either 'slight' or 'serious'). CRASH is an injury-based recording system where the officer records the most severe injury for the casualty. The system then automatically converts the injuries to a severity level from 'slight' to 'serious'. Since CRASH removes the uncertainty that arises from officers having to assess the severity of casualties based on their own judgement, severity information collected in this way is expected to be more accurate and consistent. However, the move to an injury-based reporting system tends to result in more casualties being classified as 'serious', which means that the number of serious and slight casualties are not directly comparable with earlier years.

2.3 A summary of the overall Fife casualty statistics for the period 2014-2023 is detailed in Appendix 1, along with an indication of Fife's performance in respect of the national targets for reducing fatal and serious injuries. Table 1 below summarises the 2023 figures by severity of casualty:

Severity	Number of Casualties
Fatal (Killed)	15
Serious (Seriously Injured)	111
Slight (Slightly Injured)	252
Total	378

Table 1: Fife Casualties 2023 by Number and Severity Type

The total number of casualties increased when comparing 2023 to 2022. In 2023, the number of Fatal casualties increased (15 up from 8), Serious increased (111 up from 86) with Slight injuries at a similar level (252 down from 253) compared to the previous year. A summary of the crashes resulting in fatalities is shown in Appendix 5.

2.4 A summary of the Fife child casualty statistics for the period 2014 - 2023 is detailed in Appendix 2, with the figures for 2023 shown in table 2 and the classification of passenger or pedestrian shown in table 2a, below:

Fife Child Casualties 2023	
Severity	Number of Casualties
Fatal (Killed)	0
Serious (Seriously Injured)	14
Slight (Slightly Injured)	26
Total	40

Table 2: Fife Child Casualties 2023 by Number and Severity Type

Casualty Severity	Classification of Casualty		Total
	Passenger	Pedestrian	
Fatal	0	0	0
Serious	6	8	14
Slight	12	14	26
Total	18	22	40

Table 2a: Fife Child Casualties 2023 by Severity Type and Classification

The overall number of child casualties increased when comparing 2023 (40) with 2022 (36) but it is positive to note there were no child fatalities recorded in 2023. In 2023, the number of Fatal casualties reduced (0 rather than 1), Serious injuries

increased (14 up from 8) and Slight injuries decreased (26 from 27) when compared to the previous year.

3.0 National Casualty Reduction Targets

3.1 The aim of road safety interventions is to seek to prevent crashes and casualties, working towards an ambitious long-term goal where no one is seriously injured or killed on our roads by 2050 (Vision Zero). To focus on the need for continuing work to lower numbers, the Scottish Government Road Safety Framework sets out targets to reduce casualties. These are listed in table 3 below which measure the overall numbers of people killed and seriously injured, with separate targets to reduce the number of children in these categories. The Year 2030 reduction targets are based on a percentage reduction from the average figures recorded between 2014 – 2018. A briefing note was circulated to members of the Economy, Tourism, Strategic Planning and Transportation Sub Committee in March 2022 with the background to the new Framework and associated targets. There are also Intermediate Outcome Targets to 2030 which are focused on mode and age-specific user groups. They are listed in table 4 below:

Category of Casualty	Year 2030 Reduction Target (%)	Target expressed as maximum number of Casualties p.a. in Fife in 2030
Total Killed	50 %	5
Total Seriously Injured	50 %	42
Children Killed	60 %	0
Children Seriously Injured	60 %	4

Table 3: National Casualty Reduction Targets

Intermediate Outcome Category of Casualty	Year 2030 Reduction Target (%)	Target expressed as maximum number of Casualties p.a. in Fife in 2030
Pedestrians killed or seriously injured	40 %	13
Cyclists killed or seriously injured	20 %	7
Motorcyclists killed or seriously injured	30 %	13
Road users aged 70 and over killed or seriously injured	20 %	9
Road users aged between 17 and 25 killed or seriously injured	70%	5

Table 4: National Intermediate Outcome Casualty Reduction Targets

The Intermediate Outcome categories can include casualties who will be counted in more than one category, so the numbers do not necessarily add together to give the overall maximum figures in Table 3.

- 3.2 The targets are challenging, with very small numbers in the majority of categories. Although good progress has been made in recent years continued investment will be needed to further reduce casualties. Appendices 1 and 2 together with the graphs in Appendix 4 illustrate the scale of reduction required to meet the targets.
- 3.3 The Intermediate Outcome Casualty Reduction Targets focus on known high risk road user groups, again with very small numbers in the majority of categories. Appendix 3 provides details on the numbers recorded in each category over recent years.

4.0 Monitoring and Evaluation

- 4.1 Appendix 4 of this report depicts Fife's performance against the national targets for 2030 set by the Scottish Government. The charts show the number of casualties for each target category for the period 2014-2023 together with the decreasing Scottish target line.
- 4.2 The data for 2023 shows progress in reducing casualty numbers over the longer term but illustrates the point that the small numbers involved mean a minor change can have a significant impact on the results over a year. Continued work will be required to meet the challenge of further reductions with the aim of achieving future targets.
- 4.3 The number of casualties is a result of the number of crashes which occur each year, these numbers are different as several people can be injured in one crash. During 2023 the number of crashes that resulted in an injury was 256, an increase from the numbers recorded in recent years, as shown in table 5 below:

Severity of Crash	Year				
	2019	2020	2021	2022	2023
Fatal	14	11	2	8	13
Serious	108	94	66	76	89
Slight	184	136	121	148	154
Annual Total	306	241	189	232	256

Table 5: Fife Crashes 2019 to 2023 by Number and Severity Type

4.4 The real cost of road crashes is the trauma and grief felt by the families and individuals involved. However, to stress the importance of the need to reduce crashes and casualties, it is worthwhile considering the financial cost of these. The Department for Transport publish valuations of crash costs each year which are designed to take account of the Human costs (pain, grief, suffering, loss of enjoyment of life, etc), the Economic costs (loss of output due to injury and medical costs) and direct costs of damage to vehicles and property together with Police and Insurance administration.

Table 6 below shows the cost per crash and the impact in Fife terms:

Cost of crashes in Fife in 2023			
Severity of Crashes	Cost per Crash (£) ^	2023 Reported Crashes	Total Cost (£)
Fatal crashes each cost	2,527,520	13	32,857,760
Serious crashes each cost	289,949	89	25,805,461
Slight crashes each cost	29,127	154	4,485,558
Total cost of reported crashes in Fife for 2023			63,148,779

Table 6: Cost of Crashes in Fife 2023

[^] Based on 2020 values for Great Britain from Reported Road Casualties Scotland 2022 Table 9b, p 54

4.5 In comparison, the total cost of reported crashes in Fife for 2022 was £43,332,980.

4.6 Police Scotland collect up to six Contributory Factors for each crash. The twenty most common are shown in Appendix 6, with the percentage of crashes in which they are identified as the cause.

4.7 The nature of road safety interventions with their interrelationship to (i) Education, (ii) Encouragement and (iii) Enforcement makes it very difficult to demonstrate a direct link between any one initiative and the number and severity of crashes it prevents. However, the work undertaken in Fife has delivered a reduction in numbers of crashes and casualties, when comparing the trend over the longer term. The measurement of success related to Engineering interventions is more quantifiable and Roads and Transportation Services continuously monitor the road network, producing an analysis of the worst crash sites. This allows the identification and prioritisation of engineering schemes and ongoing monitoring to help ensure the scheme has been successful. The future programme and funding for Road Safety Engineering, including the development of Route Accident Reduction Plans, was approved at the Economy, Tourism, Strategic Planning and Transportation Committee meeting in February 2018 (2018.E.T.S.P and T.13 para.24 refers).

4.8 The initiatives currently being undertaken by the road safety partners, both individually and collectively through the Road Casualty Reduction Group, will continue to be developed and expanded where funding allows. The annual Area Roads Programmes contain lists of schemes each year aimed at promoting road safety on the Council road network including projects such as 20mph zones, speed limit changes, puffin crossings and road layout changes.

- 4.9 The road safety partners will continue to analyse the statistics to identify trends to ensure future initiatives are targeted at groups and locations where problems are identified.

5.0 Conclusions

- 5.1 Whilst the overall number of road crashes and casualties have reduced over the long term, the figures for 2023 are higher than those recorded in recent years.
- 5.2 There is a need to continue the work to meet the challenge of reducing casualties and working towards achieving the Scottish Government casualty reduction targets for 2030.

List of Appendices

Appendix 1 – Fife Casualty Statistics 2014 – 2023.

Appendix 2 – Fife Child Casualty Statistics 2014 – 2023.

Appendix 3 – Fife Intermediate Outcome Category Statistics 2014 to 2023.

Appendix 4 – Fife’s performance against the national targets to 2030.

Appendix 5 – Summary of the crashes resulting in fatalities.

Appendix 6 – Twenty most common contributory factors identified in 2023.

Background Papers

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

- Plan for Fife 2017 - 2027 - [Plan4Fife](#)
- Scotland’s Road Safety Framework to 2030 - [Transport Scotland Road Safety Framework](#)

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Appendix 1

Fife Casualty Statistics 2014 to 2023 and Reduction Targets

Year	Killed (Fatal in tables in report)	Serious	Slight	Total
2014	12	80	436	528
2015	12	72	480	564
2016	10	87	510	607
2017	5	82	334	421
2018	10	97	323	430
2019	15	128	277	420
2020	12	108	220	340
2021	2	74	185	261
2022	8	86	253	347
2023	15	111	252	378

People Killed reduction target for 2030

- 50% reduction in people killed
2014 to 2018 average = 10 per annum
Year 2030 Target maximum = 5

People Seriously Injured reduction target for 2030

- 50% reduction in people seriously injured
2014 to 2018 average = 84 per annum
Year 2030 Target maximum = 42

Appendix 2

Fife Child Casualty Statistics 2014 to 2023 and Reduction Targets

Year	Killed (Fatal in tables in report)	Serious	Slight	Total
2014	1	4	32	37
2015	1	7	34	42
2016	1	9	63	73
2017	0	13	31	44
2018	1	9	35	45
2019	0	13	34	47
2020	1	14	31	46
2021	0	7	17	24
2022	1	8	27	36
2023	0	14	26	40

Children Killed reduction target for 2030

- 60% reduction in children (aged <16) killed
2014 to 2018 average = 1 per annum
Year 2030 Target maximum = 0

Children Seriously Injured reduction target for 2030

- 60% reduction in children (aged <16) seriously injured
2014 to 2018 average = 9 per annum
Year 2030 Target maximum = 4

Appendix 3

Fife Intermediate Outcome Category Statistics 2014 to 2023

Year	Pedestrians Killed or Seriously Injured	Cyclists Killed or Seriously Injured	Motorcyclists Killed or Seriously Injured	Road users Aged 70 or over Killed or Seriously Injured	Road users Aged between 17 to 25 Killed or Seriously Injured
2014	21	8	20	11	13
2015	20	9	18	11	13
2016	16	12	22	11	17
2017	24	8	23	8	18
2018	21	8	13	13	23
2019	31	17	14	20	30
2020	28	8	17	15	26
2021	14	5	11	5	16
2022	17	6	14	13	15
2023	25	4	20	21	24

Table shows the actual recorded numbers for each year in each category

Reduction targets to 2030 based on above

40% reduction in Pedestrians killed or seriously injured

2014 to 2018 average = 21 per annum. Year 2030 Target maximum = 13

20% reduction in Cyclists killed or seriously injured

2014 to 2018 average = 9 per annum. Year 2030 Target maximum = 7

30% reduction in Motorcyclists killed or seriously injured

2014 to 2018 average = 19 per annum. Year 2030 Target maximum = 13

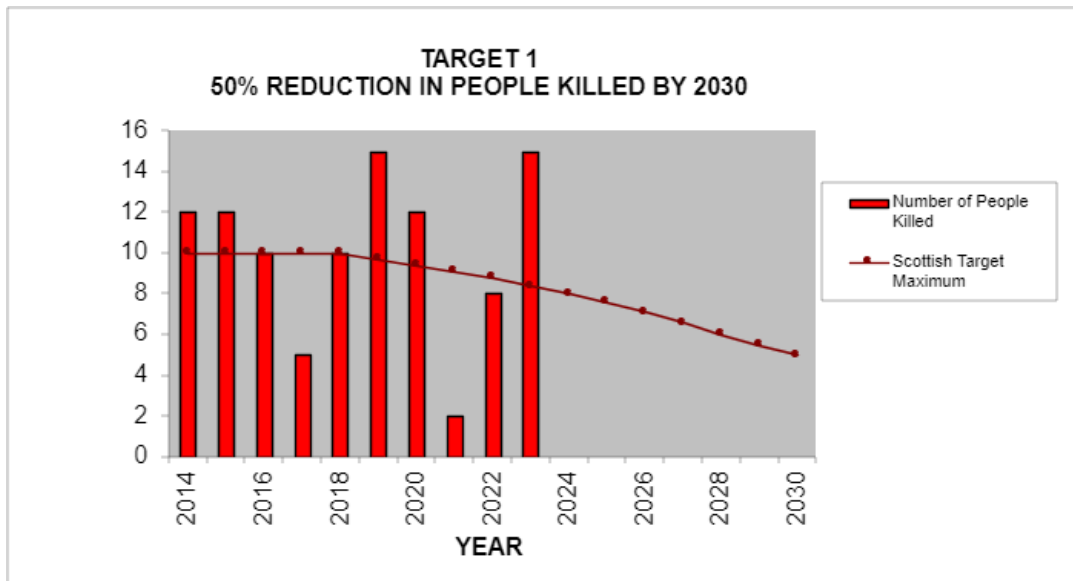
20% reduction in Road users Aged 70 or over killed or seriously injured

2014 to 2018 average = 11 per annum. Year 2030 Target maximum = 9

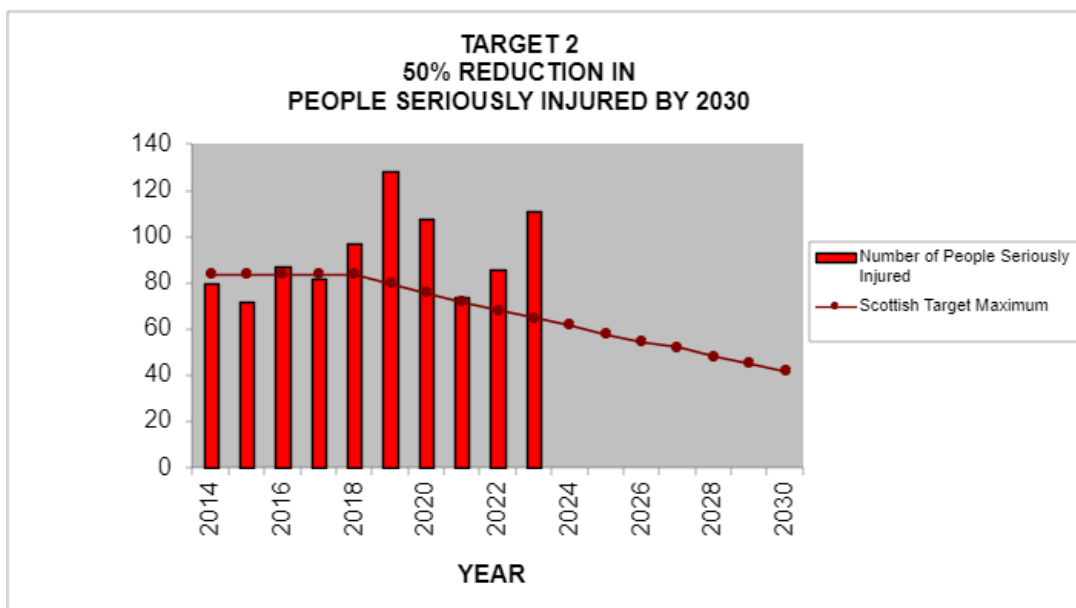
70% reduction in Road users Aged 17 to 25 killed or seriously injured

2014 to 2018 average = 17 per annum. Year 2030 Target maximum = 5

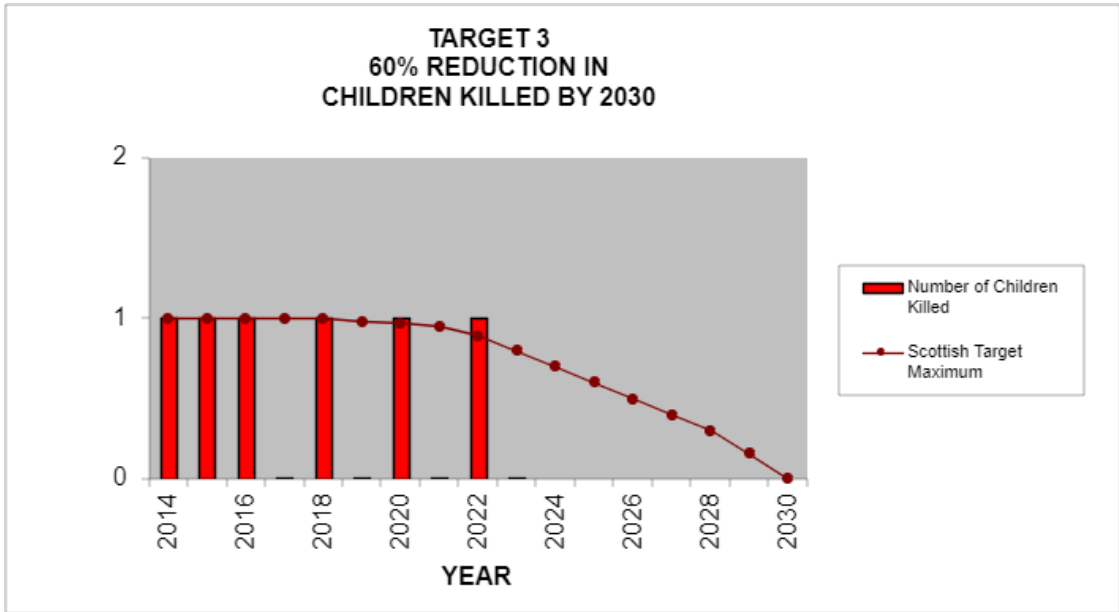
Appendix 4



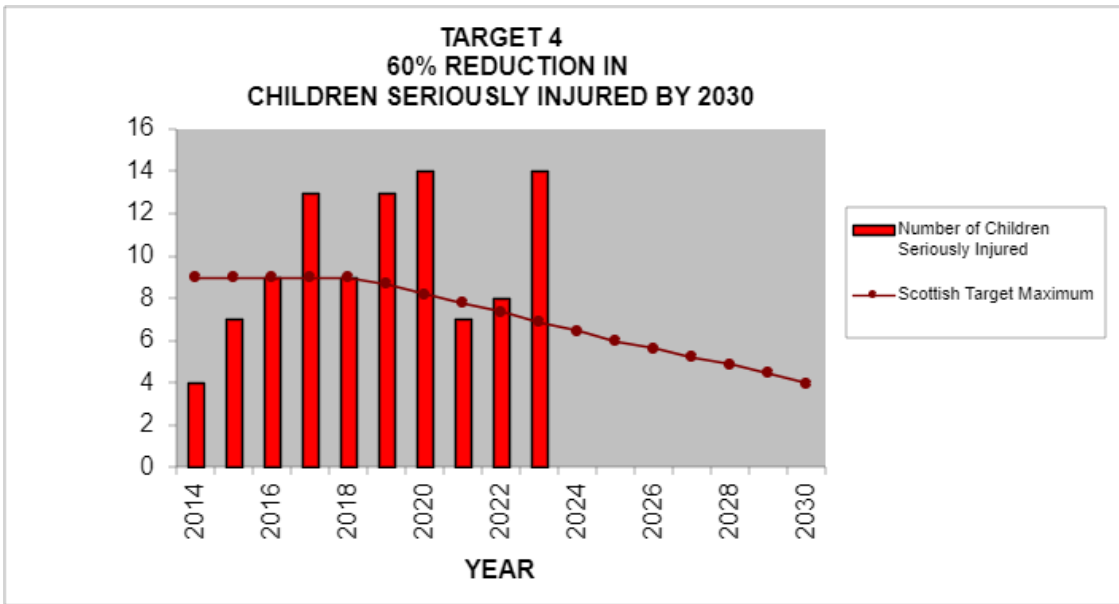
Graph 1: Target 1 - 50% reduction in people killed by 2030



Graph 2: Target 2 - 50 % reduction in people seriously injured by 2030



Graph 3: Target 3 - 60% reduction in children killed by 2030



Graph 4: Target 4 - 60% reduction in children seriously injured by 2030

Appendix 5

Summary of the crashes resulting in fatalities

Fatal Casualty Crash Details			
Date	Urban or Rural area	Location	Fatal Casualty
16/01/23	Urban	Kenmount Drive, Kennoway	Male Driver aged 56 years
10/02/23	Urban	B981 Broad Street Cowdenbeath	Female Pedestrian aged 38 years
13/03/23	Rural	A92 Redhouse to Bankhead (Trunk Road)	Male Driver aged 46 years
22/03/23	Urban	A921 Aberdour road, Burntisland	Male Driver aged 48 years
11/04/2023	Urban	B9130 Markinch	Male Driver aged 80 years
10/07/23	Urban	A91 Links Crescent, St Andrews	Male Rider aged 66 years
14/08/2023	Rural	A914 between Dairsie and Balmullo	Male Rider aged 62 years Female Passenger aged 64 years Male Rider aged 72 years
14/08/2023	Rural	B981 between Crossgates and Cowdenbeath	Female Driver aged 58 years

Fatal Casualty Crash Details			
Date	Urban or Rural area	Location	Fatal Casualty
14/09/23	Urban	A909 High Street Cowdenbeath	Male Pedestrian aged 46 years
03/10/2023	Rural	A92 near Kilmany (Trunk Road)	Female Driver aged 73 years
30/10/23	Rural	A911 Milton Road Junction, Windygates	Male Pedestrian aged 43 years
01/11/2023	Rural	A92 between Crossgates and Cowdenbeath (Trunk Road)	Male Rider aged 22 years
20/12/2023	Urban	A909 High Street Cowdenbeath	Female Pedestrian aged 35 years

Appendix 6

Twenty most common contributory factors identified in 2023

Contributory Factor	% of crashes in which identified as a cause*
Careless/Reckless (Driver/Rider)	28%
Failed to look properly (Driver/Rider)	17%
Failed to judge other person's path or speed (Driver/Rider)	12%
Loss of control (Driver/Rider)	11%
Failed to look properly (Pedestrian)	7%
Slippery road due to weather conditions	5%
Poor turn or manoeuvre (Driver/Rider)	4%
Dazzling sun (Driver/Rider)	3%
Failed to judge vehicle's path/speed (Pedestrian)	3%
Impaired by alcohol (Driver/Rider)	3%
Careless/Reckless (Pedestrian)	3%
Following too close (Driver/Rider)	3%
Aggressive driving (Driver/Rider)	2%
Sudden braking	2%
Distraction in vehicle	2%
Exceeding speed limit	2%
Travelling too fast for conditions	2%
Illness or disability, mental or physical (Driver/Rider)	2%
Stationary or parked vehicle(s) (Driver/Rider - Vision Affected)	2%
Defective Brakes	1%

**Figures rounded to nearest percentage, as up to six factors can be identified for each crash the percentages cannot be added together to give a total*

19 March 2024

Agenda Item No. 8

Biodiversity Duty Report

Report by: Paul Vaughan, Head of Communities and Neighbourhoods

Wards Affected: All

Purpose

Every three years, Fife Council is required to submit a report to Scottish Government outlining how it has met its biodiversity duty as outlined under the Wildlife and Natural Environment (Scotland) Act 2011 and invites members of the scrutiny committee to comment on the content of the report.

Recommendation

Committee are asked to note the content of the Biodiversity Duty Report, as prepared, which will be submitted to Scottish Government.

Resource Implications

None.

Many project areas outlined in the report will assist Fife Council in its approach to the Climate Crisis through sequestering carbon, mitigating climate change and enhancing biodiversity.

Legal and Risk Implications

It is a legal requirement under the Wildlife and Natural Environment (Scotland) Act 2011 for Fife Council to make this report public and to demonstrate how Fife Council has worked to meet its statutory duty to protect and enhance biodiversity under the Nature Conservation (Scotland) Act 2004.

Impact Assessment

An EqIA has not been carried out and is deemed to be unnecessary for the purposes of this report as this report does not seek to make recommendations or propose any shifts in policy, services or any of the working of Council's business, rather it summarises past activities undertaken by Fife Council.

Consultation

All Fife Council services were invited to contribute to the Biodiversity Duty Report.

Arms length bodies and delivery partners were also invited to contribute to this report.

1.0 Background

- 1.1 The Nature Conservation (Scotland) Act 2004 places a statutory duty on all public bodies to further the conservation of biodiversity. Section 1 of the Act states:
"It is the duty of every public body and office holder, in exercising any functions, to further the conservation of biodiversity so far as it is consistent with the proper exercise of those functions".
- 1.2 Biodiversity is the variety of life on earth. It includes all the living organisms around us such as plants, animals, fungi, invertebrates, and micro-organisms. It also refers to the genetic material that makes them what they are, and the ecosystems that they form.
- 1.3 The duty is aimed at connecting people and their environment. It is not just about protecting specific sites or species and includes how we manage biodiversity in the wider environment, for example in our grounds, through purchase of supplies, or by encouraging staff to engage with biodiversity.
- 1.4 The Wildlife and Natural Environment (Scotland) Act 2011 came into force in January 2012 and introduced a requirement for all public bodies to make publicly available a report on their compliance with the biodiversity duty every three years.
- 1.5 Biodiversity is important because it is essential to sustaining the living networks, or 'ecosystems', that provide us all with health, wealth, food, fuel and the vital services that our lives depend on. Even organisations that don't manage land rely on healthy biodiversity for the goods and services they use.
- 1.6 Human activity is causing biodiversity to be lost at a greatly accelerated rate and these losses can be irreversible, impoverish us all and damage the life systems we all rely on and add to the ongoing Climate Crisis.
- 1.7 The review and reporting process should be used to identify successes and celebrate these. In doing so, Fife Council can raise awareness of biodiversity and the biodiversity duty within the organisation and encourage others to get involved.
- 1.8 Feedback from the review process can be used to improve [planning](#) and results for biodiversity to ensure constant improvement.

2.0 Issues and Options

- 2.1 The 2020-2023 Biodiversity Duty Report is, in accordance with the guidance laid out by Scottish Government, encompassing of the following areas:
 - Organisational role and responsibilities
 - Actions to protect biodiversity and connect people and nature
 - Mainstreaming biodiversity
 - Nature based solutions, climate change and biodiversity
 - Public engagement and workforce development
 - Research and monitoring
 - Highlights and challenges

3.0 Conclusions

- 3.1 The Nature Conservation (Scotland) Act 2004 places a statutory duty on all public bodies to further the conservation of biodiversity through its functions. The Wildlife and Natural Environment (Scotland) Act 2011 requires all public bodies to make publicly available a report on their compliance with the biodiversity duty every three years.
- 3.2 Biodiversity is important because it is essential to sustaining the living networks that provide us with health, wealth, food, fuel and the vital services that our lives depend on.
- 3.3 Fife Council has over the three-year reporting period worked across a range of services to further the conservation of biodiversity whilst carrying out its diverse functions.
- 3.4 This has included protecting and enhancing biodiversity through policies, strategies, plans, initiatives and practical action. Considerable action has shown what can be achieved through partnership working and leadership.

List of Appendices

1. Fife Council Biodiversity Duty Report 2020-2023

Background Papers

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

- Fife Local Biodiversity Action Plan 2013-2018
- Scottish Biodiversity Strategy
- Fife Greenspace Strategy
- FifePlan
- Local Place Plans
- National Planning Framework 4
- Climate Fife: Sustainable Energy and Climate Action Plan 2020-2030
- Food4Fife Strategy and Action Plan 2023-2030
- Biodiversity Duty Explained <https://www.nature.scot/doc/guidance-note-biodiversity-duty-explained>
- Biodiversity Duty Reporting: Guidance <https://www.gov.scot/publications/guidance-biodiversity-duty-reporting/>
- Report Contact

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Fife Council

Biodiversity Duty Report 2020 – 2023



Palmate Newt found at Pitcairn (photo: John Ford)

1. Introduction

Please describe your organisation's role and purpose, including any particular environmental responsibilities.

[Fife Council](#) has responsibility for over four thousand hectares of land for a variety of uses in Scotland with a population of over three hundred and seventy thousand.

The council area is subdivided into seven areas, with committees and sub-committees and responsible officers reporting on relevant matters.

The Nature Conservation (Scotland) Act 2004 sets out the requirement on all public bodies and authorities to further the conservation and improvement of biodiversity across Scotland through the fulfilment of their duties. This is known as the '[biodiversity duty](#)'.

The Wildlife and Natural Environment (Scotland) Act 2011 requires that every three years, those public bodies should report on how they are fulfilling that duty. This report covers the period from the 1st January 2020 to the 31st December 2023 and is a demonstration of how Fife Council has performed over this period and how it has performed its biodiversity duty.

[Biodiversity](#) is encompassed within a wide swath of the work undertaken by Fife Council and encompasses matters arising from within Grounds Maintenance, Planning, Communities, Flood Management, Land Management, Policy, Education, Procurement and Waste Management, to name but a few.

Biodiversity is taken account of in all matters.

Fife Council also has a representative spokesperson for Environment and Climate Change.

To enable Fife Council to fulfil its biodiversity duty, a number of staff are positioned both within Council and with external partners.

A Biodiversity Coordinator is funded and positioned external to Fife Council, with [Fife Coast and Countryside Trust \(FCCT\)](#), enabling them to influence countryside management alongside their Conservation and Engagement team. Furthermore, a Community Tree Planting Officer is also positioned within FCCT whilst a Natural Heritage Officer is positioned within the Planning Department. These roles in combination with the Service Level Agreement with FCCT ensure that Fife Council continues to promote, enhance, protect and communicate effectively across multiple workstreams for biodiversity. Additional biodiversity support is also given by a Greenspace and Openspace Officer and the Local Development Plan Team, as well as others. These officers working at pace and scale across Fife ensure the Council complies with all duties and legislation pertaining to biodiversity.

Fife Council is a key partner in the Fife Biodiversity Partnership, providing secretarial support through the Biodiversity Coordinator and assistance and funding to deliver on [Local Biodiversity Action Plan \(LBAP\)](#) actions and supporting partners to do the same. The Fife LBAP is currently under review with a view to publishing an updated edition which will mirror changes in national policy and strategy through the updated [Scottish Biodiversity Strategy](#).

Fife Council is represented at the Fife Environment Partnership, where biodiversity is kept high on the agenda as nature-based solutions to climate change become more relevant and widespread.

A variety of other partnerships exist across Fife and allow for joint approaches to biodiversity and environmental outcomes as well as shared learning and knowledge transfer.

This period has been one of success for Biodiversity across Fife Council, yet challenges have been present, many of which persist yet Fife Council remains committed to biodiversity and hopes to be innovative and aspirational in its approach.

The report which follows was prepared utilising the Biodiversity Reporting Template: Level One Organisations provided by the Scottish Government and the associated guidance documents and [website](#).

2. Actions to Protect Biodiversity and Connect People with Nature

Please describe and explain any actions that your organisation has undertaken alone or as part of a partnership to benefit biodiversity directly, to tackle the main drivers of biodiversity loss, or to achieve wider outcomes for nature and people.

Fife Council has continued to innovate and lead along with partners, on projects at various scales which has seen positive outcomes for biodiversity as well as enabling projects with strong community and people-centric focus to be achieved.

Fife Council manages a variety of parks, including three Country Parks, Townhill, Lochore Meadows and Craigtoun.

Seven Local Nature Reserves are located within the county boundary whilst one National Nature Reserve is located within the Council area, another located immediately adjacent within Perth and Kinross is intrinsically linked to one of the major river systems in Fife, the river Leven, where a significant Fife Council supported partnership landscape scale nature restoration project is ongoing.

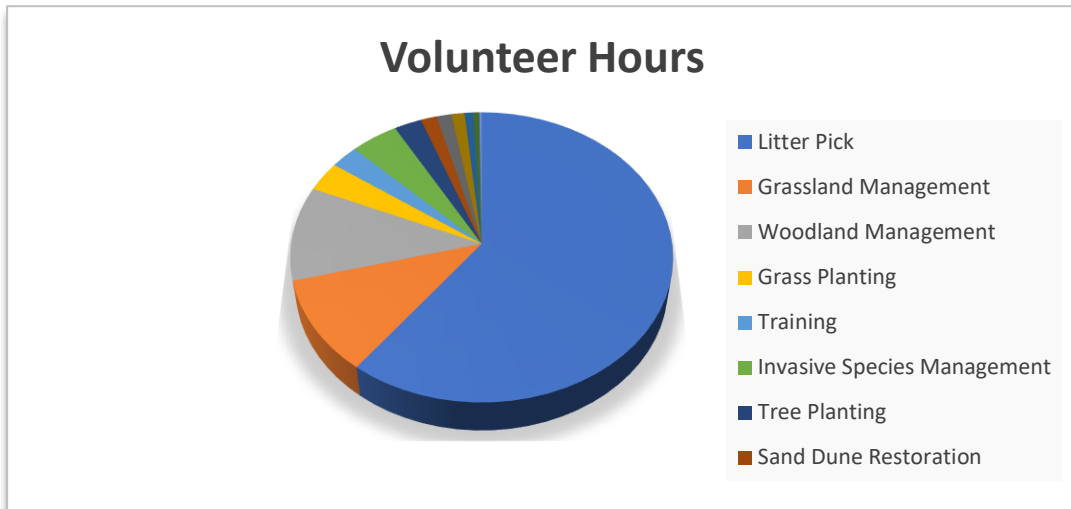
Fife is home to one of only three Scottish Regional Parks in the Lomond Hills, where Fife Coast and Countryside Trust help local landowners to achieve biodiversity and conservation outcomes through the facilitation of an advisory partnership.

In 2020, Fife Council undertook a public consultation on the rewilding of amenity grassland areas across the Kingdom with a target of moving one million square meters into long grass and meadow. In response to local residents, this has been rationalised to seven hundred thousand square meters to date, with a target to reach one million in coming years as well as improving the management of several long grass sites into meadow through the purchase of specialist cut and lift machinery with financial assistance from the Scottish Government's [**Nature Restoration Fund \(NRF\)**](#).

In Cowdenbeath and Blairhall, several new ponds were created and areas of wetland formation were facilitated by partnership action with Froglife and funded by Fife Council through the application of the NRF.

Fife Council recognises that it is important to enable and empower people and communities to care for and improve their local environments. Through volunteer efforts, over eight thousand hours of various conservation and environmental work has been undertaken via Fife Coast and Countryside

Trust. This has included activities such as tree planting, grassland management and sand dune restoration at various locations across Fife.



Volunteer hours broken down by task (data provided by FCCT)

Fife Council Safer Communities have undertaken shared patrols with FCCT staff, mainly based around the East Neuk areas regarding safe and appropriate use of beaches and beach fires. These actions along with litter picking across Fife have a valuable input to preserving biodiversity through limiting human impact on nature and the environment.

3. Mainstreaming Biodiversity

Please outline any steps your organisation has taken to incorporate biodiversity measures into its wider policies, plans or strategies. This should include decision-making structures and staff and organisational roles and responsibilities.

Across Fife, it is the duty of the Biodiversity Coordinator to promote and enhance the environment and natural habitats and species across the Kingdom.

The Biodiversity Coordinator gives advice on several aspects of Council business for the enhancement and protection of biodiversity including on grounds maintenance issues, buildings and embedding nature in wider policy.

Fife Council maintains a biological record of Fife through a partnership with NatureScot of the [Fife Nature Records Centre \(FNRC\)](#). FNRC hold in excess of 2.2 million species records, habitat information and details of the over 150 designated sites across the council area and their importance for natural heritage. FNRC also cover an area outside of Fife around Kinross, giving important information on the council area and its influence beyond traditional boundaries.

A [Greenspace Strategy](#) is in place for Fife, having been published in 2011, highlighting important greenspaces for nature along with other priorities (parks, allotments, playing fields, etc.). Work is underway to update this strategy alongside an audit and mapping exercise currently being undertaken by the Openspace Officer of over 460 open spaces, with biodiversity metrics built into the assessment criteria.

Fife has an active Local Development Plan titled [FifePlan](#) which lays out the priorities and key considerations regarding development across Fife. The FifePlan includes policies which directly influence on biodiversity and nature, with Policy 13 being specific to the natural environment, however several key policies have both direct and indirect impacts on the diversity of the natural world. The Fife LDP is currently under review and will be informed by community views and aspirations for the use and development of land across the Kingdom through the production of [Local Place Plans](#). Integral to this will be the delivery of statutory requirements under [National Planning Framework 4](#) (NPF4), itself including national priorities for Nature Networks and other priorities for addressing the nature and climate crises.

Fife Council maintains a climate change action plan and strategy known as [Climate Fife](#). This document sets out how Fife Council will work with communities, partners and internally to address the ongoing climate emergency which was declared by Council in 2019. The Council maintains a target of achieving net zero by 2045 at the latest through a variety of methods

and actions, including the continued electrification of the council's fleet and expanding the charging network, continuing the reduction of waste sent to landfill and eliminating single use plastics from all council buildings. Climate Fife aims to concentrate local efforts on three core principles that by 2045 Fife will be Climate Friendly, Climate Ready and Climate Just. Biodiversity outcomes come directly from both carbon sequestration through designed and sympathetic woodland planting and improvement and through climate adaptation measures which aim to utilise nature-based solutions.

Fife Council supports the Food4Fife Partnership and have developed a draft [strategy and action plan document](#) which will aim to, amongst other areas, tackle the climate and nature emergencies by enabling sustainable food farming as well as supporting food security and healthy lifestyles.

The [River Leven Restoration](#) project, supported via SEPA WEF funding and led in partnership by Fife Coast and Countryside Trust for Fife Council is a multi-faceted project aiming to restore the in-river habitats. This project is at a scale however that it has also included social and wellbeing elements for the people of Leven, with greenspace improvements and the design of the [Leven River Park](#), active travel routes and wider habitat improvements built into the wider scope of the scheme. This project is also working in tandem with the expansion of the Fife Circle Line rail network to Levenmouth and will minimise impact on both infrastructure as well as the natural environment through shared learning and use of materials locally produced as a result of this major transport infrastructure improvement scheme.

4. Nature Based Solutions, Climate Change and Biodiversity

How has your organisation integrated biodiversity into nature-based solutions to the climate emergency and other socio-economic outcomes?

What steps has your organisation taken to incorporate biodiversity outcomes into partnership initiatives, wider strategies or initiatives of relevance to climate change?

Fife Council is acutely aware of its position with regards to the climate emergency and its role as a leader locally on climate change, adaptation and biodiversity loss. The council has worked with delivery partners FCCT to deliver the nature-based flood management solution at Rex Park in Dunfermline to alleviate peri-urban flooding through re-meandering of the Lyne Burn as well as the introduction of in-water deadwood structures to change and slow the direction of the flow of the burn to alleviate bankside erosion as a result of flood events. This has been further enhanced through the diverse planting regimes along what were exposed banks and introduction of riparian tree species and wetland specialists to further protect the banks from erosion and add biodiversity back to the area. All these measures help to protect residential and business properties both adjacent to and downstream of Rex Park through natural flood management.



Planted riverbanks on The Lyne Burn in Rex Park

The control and eradication of Invasive Non-Native Species (INNS) continue to be a priority area for Fife Council. Several key projects have been undertaken in this reporting period, with several key seed sources having been targeted in particular in an effort to limit the spread of these invasives.

FCCT have undertaken Giant Hogweed control at Pitenweem landfill site and Fife Council have engaged with Eastern Lowland Red Squirrel Group (ELRSG) to monitor and control grey squirrel in several locations across the Council estate.

Fife Council is in the process of establishing a planting pallet for Fife's woodlands and forests to ensure that planting across Fife not only compliments the species present across the Kingdom, but is also reflective of challenges presented by climate change and the influx of other pressures including pathogenic disease and invasive species. This work is being undertaken by the Interservice Tree Group and will culminate in a Forest and Woodland Strategy for Fife.

Methil Care Village opened June in 2023 as an integrated intergenerational facility includes a care home, nursery and extra care housing. The buildings are grouped around a village green. Species of tree, shrub, hedge and wildflower planting have been selected to enhance the character of the site and provide habitat opportunities, as well as sensory interest. As well as the aesthetic, educational and therapeutic benefits, and enhanced sense of place, the landscaping will help connect the residents, families and nursery pupils with nature. Existing hedges have been retained and new native hedges planted to provide wildlife corridors and opportunity for wildlife movement, and an orchard has been created.

The new Dunfermline Learning Campus is scheduled to open summer 2024 and includes several aspects of nature friendly construction and landscaping. The campus includes replacements for Woodmill and St Columba's RC High Schools. It includes areas for community use that reinforce an edible landscape aesthetic and function, such as allotments that will be part of the learning environment. Fruit trees have been planted to provide wildlife habitat and bring seasonal interest and an orchard character as well as linking to the Food4Fife strategy. Space has been allocated for a community orchard and growing area. A native woodland tree belt has been planted to screen the campus and enhance wildlife habitats and connectivity, as well as provide compensation for tree loss. Native bluebell (*Hyacinthoides non-scripta*) underplanting has been used to enhance the appearance. Native species rich hedge planting has been used for the east boundary of the site. Raingardens have been utilised as part of the SUDS strategy, as well as to provide a mix of shrub species for biodiversity. Wildflower meadow planting is also included. Varied planting will allow a prolonged flowering season and the fruit and nectar rich species will provide food for birds and insects. An existing SuDS pond has been upgraded, with biodiversity enhancements including species rich hedge planting as well as pond and meadow planting. This development project will also be Europe's largest PassivHaus development, reducing the carbon footprint through all stages of its construction, procurement and operation.

Looking ahead, what do you think will be the main climate change related challenges for biodiversity over the next three years?

Challenges will remain for biodiversity when considering it in a climate context, as the impact of a changing climate continues to be felt.

Major challenges are likely to be:

- Continued and reliably accessible resources.
- Remaining flexible and innovative in the face of changing priorities and continuing to further embed climate and biodiversity into wider policy areas.
- Realising ambitions to work at a landscape and catchment scale.

5. Public Engagement and Workforce Development

Fife Council looks to engage with the communities of Fife through various mechanisms. The Safer Communities Team work with communities on a variety of issues and tasks, including environmental ones such as litter picks and educational events aimed at changing practices at scale across various sectors.

Fife Nature Records have delivered several engagement sessions across Fife, including talks and presentations to local groups, training in the use of iRecord, production of media releases on behalf of Fife Council and maintaining a high-quality internet resource.

Fife Council is also empowering local communities to make important decisions as to how they want their areas used for a variety of purposes, including biodiversity and wildlife through the [Local Place Plans](#) and Local Development Plan process.

Fife Coast and Countryside Trust as service delivery partners also regularly conduct volunteer events and education programmes such as 'Branching Out' delivered by Outdoor Education.

Fife Council maintains close ties and partnerships with various statutory and non-statutory organisations across Fife to ensure that shared goals are achievable and delivered in a partnership approach including Fife Coast and Countryside Trust; Keep Scotland Beautiful; NatureScot; SEPA and; Forestry and Land Scotland.

Fife Council continues to develop staff through the rollout of Climate Literacy training for all staff across Council. Fife Council's Planning Service were the first Local Government Service to achieve [Gold Climate Literate Organisation \(CLO\)](#) accreditation. The advent of the Fife Tree Warden programme, funded in partnership by Fife Council and administered through FCCT, has also seen high engagement across Fife and continues to grow.

6. Research and Monitoring

Describe any research activities that your organisation has undertaken to help develop understanding and awareness of biodiversity

Fife Nature Records Centre collates and manages biodiversity data, including records of species sightings, habitats and information on natural heritage sites. This is possible due to cooperation with other data providing organisations, bodies, schemes and individuals as well as species experts who help to maintain data quality. This biodiversity data is available for use both internally and externally, including via an Information Request Service. Fife Nature Records Centre services are available to all, and the centre is consulted externally for information on species, natural heritage sites and habitats, including to contribute to academic research and initiatives to assess conservation status.

Work is underway towards updating the Local Nature Conservation Sites (LNCS) process in Fife, with efforts to re-establish a Steering Group being led by Fife Council. Having last been surveyed in the 1990s and early 2000s, an Ecological Assistant was employed by Fife Council for a 2-year period (to January 2021) with the remit to survey and re-assess Wildlife Sites (the term for LNCS in the area). This resulted in 50 of the 83 sites being surveyed (2020 survey season impacted by COVID-19 restrictions). Two further sites were surveyed in 2023 by Fife Council (as of 07/07/2023). The Steering Group would review and agree the criteria against which Wildlife Site quality is assessed then evaluate the resurveyed sites against these criteria.

What follow-up actions or monitoring have you undertaken to assess the impacts of the actions you have taken? How have you measured this? If you do not carry out any monitoring activities, please explain why.

A variety of monitoring is carried out across Fife both by Fife Council and by delivery partners. This includes surveys linked to investment projects, such as habitat and species surveys conducted at both Riverside Park, Glenrothes as part of the Levelling Up project and Balbirnie Park as part of the River Leven Restoration, Back Burn element. Ecological surveys are also underway at Town Loch, Townhill Country Park as part of efforts to better understand the current ecological condition of the site.

Botanical monitoring is also undertaken at several of the community accepted 'rewilding' grassland sites across Fife, facilitated on behalf of Fife Council Grounds Maintenance Service by Fife Coast and Countryside Trust.

Does your monitoring show any significant trends or highlight any areas of concern?

Have you added any data collected to the National Biodiversity Network or your Local Records Centre?

Fife Nature submit data to the National Biodiversity Network (NBN) Atlas on an annual basis; the 2023 upload alone included 315,049 records.

Fife Nature is contributing to the Better Biodiversity Data (BBD) project, a partnership project funded by Scottish Government and NatureScot and led by the NBN. It will develop the first steps in a strategic approach to the collection, collation and sharing of biological data across Scotland and contribute to the delivery of the Scottish Biodiversity Strategy. The BBD project implements a number of the recommendations from the Review of the Biological Recording Infrastructure in Scotland by the Scottish Biodiversity Information Forum (SBIF), which Fife Nature had a key role in delivering.

7. Highlights and Challenges

Describe your organisation's main achievements for biodiversity over the reporting period and what you are most proud of (this can include processes, plans, projects, partnerships, events and actions).

Fife Council has continued to make further significant increases with regard to its protection, enhancement and furthering of biodiversity over the reporting period, in a challenging and difficult time.

Projects such as the pond creation with partners FrogLife at Lumphinnans and the rewilding of 700,000 m² across the Kingdom have shown how aspirational Fife Council is with its biodiversity outcomes and how seriously Council takes its biodiversity duty.

Through the employment of a Natural Heritage Officer, Fife Council has positioned itself in a strong position with regards to compliance and enforcement of policy requirements as a result of NPF4 and continually strives to go beyond statutory levels of compliance and to be an exemplar local authority, leading the way on climate adaptation and biodiversity and nature protection and enhancement.

The enabling of the River Leven Restoration Project and the foundations of the Fife Climate Forest are two of the stand out achievements from this reporting period, along with changes and inclusion of nature and environment into wider policy areas.

Looking ahead, what do you think will be the main challenges over the next three years?

Undoubtedly, there will be challenges for Fife Council to manage in its journey to further protect and enhance biodiversity across the Kingdom. Below, are outlined in simple terms what these may be:

- Prioritisation of resources to promote sustainability and biodiversity across Fife.
- Risks associated with pressure on available Council lands for a variety of purposes and priorities for council, including; carbon sequestration, affordable housing, renewables, forest regeneration and wider biodiversity recovery.
- Biodiversity pressures to meet statutory obligations under current funding model, leading to projects with immediate but limited long-term

credentials and longevity (e.g., 30x30, Nature Networks, Canopy Regeneration, etc.)

- Pressures related to an ever-changing climate will pose a substantial challenge. Previously unseasonable weather events with greater impact (flooding, drought, wildfire, etc.) are likely to become more common and the necessity of local authorities to react to these events will only increase alongside. This will present a social, financial and management challenge on a scale perhaps unprecedented to council.
- There will be a real need to adopt innovative ways of thinking and managing to prioritise biodiversity measures through community enabling, partnerships and service delivery models outside of the 'norm' (via SLA, contract, etc.) to meet national policy requirements on delivery not currently achievable due to lack of capacity within Fife Council.
- Synergy between sections – working across boundaries and silos to ensure more positive impacts for biodiversity. Currently there is the risk of fragmentation of roles and responsibilities across Fife Council and partners that can make actualising project outcomes more difficult (climate, communities, grounds maintenance, flooding, ALBs, etc)

Fife Council, whilst aware of the challenges of the future to biodiversity and climate is also conscious of the opportunities the future holds for further championing the environment. At the time of this report, the below are areas of early interest which have the potential to greatly influence and positively impact on biodiversity and nature, which Fife Council looks forward to being involved in:

- The development and delivery of the Fife Climate Forest project.
- The development of a Biodiversity Settlements project in partnership with Tayside Biodiversity Partnership to enable communities and work across council boundaries.

19 March 2024

Agenda Item No. 9

2023/24 Revenue Monitoring Projected Outturn

Report by: Eileen Rowand, Executive Director, Finance and Corporate Services
Carol Connolly, Executive Director, Place

Wards Affected: All

Purpose

The purpose of this report is to give members an update on the projected outturn financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Recommendations

Committee is asked to consider the current financial performance and activity as detailed in this report.

Resource Implications

None.

Legal & Risk Implications

There are no direct legal implications arising from this report.

Impact Assessment

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

Consultation

None.

1.0 Background

- 1.1 The purpose of this report is to advise Members of the projected outturn for the areas under the scope of this committee, for the 2023/24 Revenue Budget, and to highlight the major variances as at December 2023. This is the third monitoring report to the Scrutiny Committee for the 2023/24 financial year.
- 1.2 The preparation of the 2023/24 Revenue Budget focussed on applying service underspends, budget realignment and vacancy factors to close the budget gap, and as such no specific savings proposals were approved by the Council as part of the Revenue Budget. There is therefore no requirement to include a Savings Tracker as part of financial reporting for the 2023/24 financial year.

2.0 Issues

2.1 Projected Outturn

- 2.1.1 The projected overspend for the areas falling under the scope of this committee is £3.337m. A summary of the 2023/24 projected out-turn for the areas under the scope of this committee is detailed in Appendix 1. This shows projected expenditure against budget across the Service/Business Unit headings within the Directorate. It should be noted that the balances are extracted from the ledger system and are shown as rounded thousands. This may mean that there are some rounding differences contained within the appendices, but these are immaterial values that do not impact on the overall financial position. The following paragraphs provide a brief explanation of the main areas where there are significant variances (+/-£0.250m) to budgets.

3.0 Major Variances

- 3.1 Property & Bereavement underspend of (£1.004m) – primarily as a result of an underspend on the Energy Management Revolving Fund (EMRF) due to internal resources being prioritised on key Council Capital projects such as new build schools, care homes and essential maintenance work. This underspend on EMRF, is partially offset by an overspend on Biomass at Dunfermline Community Energy Scheme.
- 3.2 Environment & Building Services overspend of £2.262m, and movement of £0.605m – This relates mostly to Grounds Maintenance and Domestic Waste & Street Cleaning.
 - Grounds Maintenance:- Overspend of £1.134m - Mostly due to successfully recruiting to a higher level of staffing compared to previous years, and an overspend on transport costs relating to hires and repairs of an aging fleet.
 - Domestic Waste & Street Cleaning:- Overspend of £1.533m, movement of £0.339m - Mostly due to continuing historical issue around transport, hires and repairs. Other areas contributing to overspend are, Employee Costs overspend due to extension of seasonal contracts and increased overtime costs to cover absences, also impacting employee costs overspend, and accounting for the movement, is the pay award impact on previously worked overtime, and, Supplies & Services overspend mostly relating to increased purchases of equipment relating to various bin trials.
 - Remainder of movement is across all other Sections of Environment & Building Services and mostly relates to increased transport costs relating to hire and repairs of an aging fleet as well as increased supplies and services costs relating to increased costs of materials.

- 3.3 Facilities Management overspend of £0.662m – because of a shortfall of income mainly in Secondary Schools catering, along with increased costs for food provisions as a result of inflationary pressures. There is also a catering trading loss of £55k for Fife Sports and Leisure Trust cafes. Finally, £89k for tills not delivered to schools in 2022/23 due to supplier problems.
- 3.4 Roads and Transportation overspend of £0.703m – primarily relates to Winter Maintenance overspend as a result of increases to labour, vehicle, and fuel costs.
- 3.5 Service Management & Sustainability overspend of £0.652m, movement of £0.634m – relates to additional Management Fee anticipated to be paid from Fife Council to FRS.

4.0 Conclusions

- 4.1 The projected outturn position for the areas under the scope of the Environment, Transportation & Climate Change Scrutiny Committee is an overspend of £3.337m (2.90%).

List of Appendices

- 1 Projected Outturn 2023/24 Summary

Background Papers

None

Report Contact

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BUDGET MONITORING REPORT SUMMARY								Appendix 1
December 2023								
ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE								
	CURRENT BUDGET 2023- 24 £m	COVID PROJECTION 2023-24 £m	NON-COVID PROJECTION 2023-24 £m	FORECAST 2023-24 £m	VARIANCE £m	VARIANCE %	PREVIOUS REPORTED VARIANCE £m	MOVEMENT FROM PREVIOUS REPORTED VARIANCE £m
TOTAL COST OF SERVICES	139.535	0.019	144.753	144.772	5.237	3.75%	3.425	1.812
LESS: CORPORATELY MANAGED ITEMS	24.338	0.000	26.238	26.238	1.900	7.81%	1.500	0.400
SERVICE MANAGED NET BUDGET	115.197	0.019	118.515	118.534	3.337	2.90%	1.925	1.412
ANALYSIS OF SERVICE MANAGED BUDGET								
PROPERTY & BEREAVEMENT	4.149	0.001	3.144	3.145	(1.004)	-24.19%	(1.137)	0.133
ENVIRONMENT & BUILDING SERVICES	12.603	0.018	14.848	14.866	2.262	17.95%	1.665	0.597
FACILITIES MANAGEMENT SERVICE	43.981	0.000	44.642	44.643	0.662	1.50%	0.539	0.123
ROADS & TRANSPORTATION	33.491	0.000	34.194	34.194	0.703	2.10%	0.791	(0.088)
SERVICE MANAGEMENT & SUSTAINABILITY	17.385	0.000	18.037	18.037	0.652	3.75%	0.019	0.634
PROTECTIVE SERVICES	2.929	0.000	3.061	3.061	0.132	4.51%	0.129	0.003
CLIMATE CHANGE	0.659	0.000	0.588	0.588	(0.071)	-10.75%	(0.080)	0.010
	115.197	0.019	118.515	118.534	3.337	2.90%	1.925	1.412

19 March 2024
Agenda Item No.10

2023/24 Capital Monitoring Projected Outturn

Report by: Eileen Rowand, Executive Director, Finance and Corporate Services and
Carol Connolly, Executive Director, Place

Wards Affected: All

Purpose

The purpose of this report is to provide an update on the Capital Investment Plan and advise on the projected financial position for the 2023/24 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Recommendation(s)

Committee is asked to consider the current financial performance and activity as detailed in this report.

Resource Implications

None.

Legal & Risk Implications

None.

Impact Assessment

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

Consultation

None.

1.0 Background

- 1.1 This report summarises the projected capital outturn for the areas falling under the scope of this Committee for 2023/24. Projected expenditure is £46.737m, representing 80% of the approved capital programme for 2023/24.
- 1.2 Appendix 1 shows an analysis of specific projects in the current capital investment plan for those projects with a budget of £5.000m and over, and with a budget of £1.000m and over and analyses total project cost rather than only in year spend.
- 1.3 Appendix 2 details the projected expenditure against budget for each project, along with any associated income.

2.0 Issues, Achievements & Financial Performance

2.1 Key Issues / Risks

- 2.1.1 Appendix 1 details the total cost forecast position for all capital projects within the areas under the scope of the Committee with an overall value of £5.000m and over, and of £1.000m and over. The key risks associated with the major projects are noted below.
- 2.1.2 Across the Capital Investment Plan there continues to be risk that both the timing and the costs of projects are adversely affected by the current economic climate. Throughout the programme, issues are continuing to be identified in relation to the supply of construction materials, the consequences of which have been considered and reflected in the Capital Investment Plan review which was approved by Fife Council on 22 June 2023. Monitoring of the impact of any additional costs on projects still in their infancy will continue and any significant impact on timescales and associated risks will be reported to this committee. Where appropriate, any known impact on timing of delivery of projects has been built in to the rephased plan and the overall scale of any additional costs or further delays will be considered as part of the review of the Capital Investment Plan.

2.2 Major Projects – Potential Risks and Actions

- 2.2.1 There are no additional or new risks arising in the current reporting period from any of the major projects being progressed.

2.3 Financial Performance – 2023/24 Projected Outturn

- 2.3.1 Appendix 2 provides a summary of the projected outturn for each project for the financial year 2023/24. The appendix shows a projected outturn of £46.737m against a Capital Investment plan of £58.153m, a spending level of 80%.
- 2.3.2 Appendix 2 also provides a summary of the projected outturn for each project for the financial year 2023/24 for capital income. The appendix shows a projected outturn of £7.289m against a capital income budget of £7.123m.
- 2.3.3 Significant variances of (+/-£0.500m) are explained in section 2.4
- 2.3.4 Slippage is the term used to describe projects that are expected to spend less than the budget allocation in a particular year due to a delay in timing on the delivery of the project. This is not uncommon in the capital programme and the reasons for this can be wide and varied. Advancement is the term used to describe projects that are expected to spend more than the budget allocation in a particular year due to an acceleration of the budget from future years.

2.4 Significant Variances

- 2.4.1 Structures Infrastructure – Slippage of (£1.311m) - staff resources redirected to deliver infrastructure associated with the Leven Rail Link and emergency coastal repairs, resultant delays to Broad Street Railway Bridge, Woodside Underpass and Glen Bridge.
- 2.4.2 Sustainable Transport – Slippage of (£1.818m) - as anticipated funding of Levenmouth Connectivity Project now sourced through LUF grant award. Due to reduced funding, income variance of £0.718m as less grant received in 23-24.
- 2.4.3 Roads Infrastructure – Slippage of (£0.750m) relates to the delayed delivery of the footway programme. Staff resources directed to focus on addressing high priority safety defects. External contractors unavailable.
- 2.4.4 Purchase of Vehicles & Equipment – Slippage of (£3.377m) is due to delays with procurement, two lots of vans previously promised delivery by suppliers prior to end of financial year, will now arrive April and May in 2024/25 financial year.
- 2.4.5 Climate Change Adaptation – Slippage of (£1.426m) related to difficulties recruiting experienced specialist staff and lack of external consultants. Posts now partly filled and will progress work in 2023-24 and 2024-25.
- 2.4.6 Property Maintenance – Slippage of (£0.585m) mainly due to significant delays to planning approval for 2 larger projects, both of which are listed. (Buckhaven Community Centre and Kirkcaldy North Windows).
- 2.4.7 Strategic Transport Intervention Programme slippage (£1.179m) – schemes being reprofiled due to slower house build out rates by developers and reallocation of design resources to higher priority externally funded projects. There is a corresponding income variance of £1.179m due to the later draw down of Developer Contributions.
- 2.4.8 Fife Resource Solutions Rolling Programme – Advancement of £1.083m this is a combination of continuing advancement of capping works across both sites, along with the Persistent Organic Pollutant's (POPs) pressure arising as a result of an update to guidance from SEPA. There was a requirement for investment at Lower Melville Wood to ensure that a facility was available to continue to process this waste type and ensure continued operation withing environmental regulations.
- 2.4.9 Recycling Centres – Slippage of (£1.875m) relates to no suitable sites being identified for the new Cupar Recycling Centre, as well as an ongoing safety review of public access at Lochhead and Ladybank Recycling Centres resulting in a likely delay in works being carried out.
- 2.4.10 Pathway to Net Zero – Slippage of (£0.704m) relate to preparation and lead in time for delivery of the projects. It is expected that any slippage will be spent early 2024-25.
- 2.4.11 Leven Connectivity – variance of £2.063m, and corresponding income variance of (£2.063m) relates to a timing issue in setting income and expenditure budgets to match an update to Sustrans' funding projection for Active Travel Network and River Park Routes.

3.0 Conclusions

- 3.1 The total 2023/24 approved programme for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee is £58.153m. The projected level of expenditure is £46.737m, which represents 80% of the total programme, resulting in variance of (£11.416m).
- 3.2 The management of capital resources require us to look across financial years, as well as within individual years. The current year performance is only a snapshot of the existing plan, and the Directorate will adjust expenditure levels within future years of the plan to accommodate the advancement or slippage of projects.

List of Appendices

1. Total Cost Monitor
2. Capital Monitoring Report

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FIFE COUNCIL
ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE
PLACE DIRECTORATE
CAPITAL INVESTMENT PLAN 2023-33
TOTAL COST MONITOR - MAJOR CAPITAL PROJECTS

Appendix 1

Project	Theme	Original Approved Budget £m	Current Project Budget £m	Total Outturn £m	Variance £m	Variance %	Current Project Status	Expected Project Completion Date
Northern Road Link East End (Dunfermline)	Thriving Places		12.271	12.271	-	0.00%	Preparatory Work	2026-27
Western Distributer Road (Dunfermline)	Thriving Places		12.126	12.126	-	0.00%	Future Project	2030-31
Northern Road A823 (Dunfermline)	Thriving Places		10.335	10.335	-	0.00%	Preparatory Work	2030-31
Levenmouth Reconnected	Thriving Places	2.000	8.943	8.943	-	0.00%	Current Project	2025-26
Glenrothes District Heat	Maintaining Our Assets	10.320	9.449	9.449	-	0.00%	Current Project	2024-25
Leven Railway Bridge & Bawbee Bridge	Maintaining our Assets	2.279	10.150	10.150	-	0.00%	Current Project	2023-24
Broad Street Bridge Cowdenbeath	Maintaining our Assets	3.678	11.808	11.808	-	0.00%	Preparatory Work	2027-28
Lyne Burn	Maintaining our Assets	1.217	6.217	6.217	-	0.00%	Future Project	2029-30
Den Burn Bridge	Maintaining our Assets	2.120	10.710	10.710	-	0.00%	Preparatory Work	2028-29
Total Major Projects over £5.000m		21.614	92.009	92.009	-	0.00%		
Kings Road/Admiralty Road Junction (Dunfermline)	Thriving Places	1.880	2.256	2.256	-	0.00%	Future Project	2027-28
Rumblingwell Junction (Dunfermline)	Thriving Places	2.800	3.361	3.361	-	0.00%	Future Project	2031-32
William Street Upgrade (Dunfermline)	Thriving Places	3.187	3.813	3.813	-	0.00%	Future Project	2032-33
Sustrans-Places for Everyone	Thriving Places		3.183	3.183	-	0.00%	Current Project	2023-24
Path & Cycleway Upgrades	Thriving Places		2.022	2.022	-	0.00%	Current Project	2025-26
Woodside Underpass	Maintaining Our Assets		1.073	1.073	-	0.00%	Future Project	2025-26
Kingseat Railway Bridge	Maintaining our Assets	1.130	1.130	1.130	-	0.00%	Future Project	2026-27
Kinnessburn Flood Prevention	Maintaining our Assets		2.471	2.471	-	0.00%	Future Project	2027-28
Freuchie Mill Flood Prevention	Maintaining our Assets	1.500	1.500	1.500	-	0.00%	Future Project	2027-28
Reception Hall Anaerobic Digestion Plant	Maintaining our Assets		1.582	1.582	-	0.00%	Current Project	2023-24
New Cell Lochhead Landfill Site	Maintaining our Assets	2.000	2.000	2.000	-	0.00%	Future Project	2024-25
New Recycling Centre Cupar	Maintaining Our Assets	3.250	3.250	3.250	-	0.00%	Future Project	2024-25
Total Major Projects over £1.000m		15.747	27.640	27.640	-	0.00%		
Total Major Projects		37.361	119.649	119.649	-	0.00%		

Expenditure	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Contaminated Land	1.100	0.030	0.687	(0.413)	62%
TOTAL PROTECTIVE SERVICES	1.100	0.030	0.687	(0.413)	62%
Building Services Equip/Other	-	-	-	-	0%
Structures Infrastructure	8.539	4.837	7.228	(1.311)	85%
Sustainable Transport	4.534	1.552	2.716	(1.818)	60%
Public Conveniences	0.075	0.011	0.075	-	100%
Roads Infrastructure	11.837	8.695	11.087	(0.750)	94%
Traffic Management	3.464	0.647	3.464	-	100%
Streetlighting	2.208	1.554	1.758	(0.450)	80%
Purchase of Vehicles & Equipment	7.964	4.499	4.587	(3.377)	58%
Purchase of Bins	0.260	0.217	0.260	-	100%
Depots & Buildings	0.003	-	0.003	-	100%
Climate Change - Adaptation	2.356	0.342	0.930	(1.426)	39%
Landfill Sites	1.518	0.826	1.324	(0.194)	87%
Disabled Access - Council Buildings	0.050	0.074	0.074	0.024	148%
Depot Rationalisation Programme	-	0.000	-	-	0%
Office Rationalisation Programme	-	-	-	-	0%
Property Maintenance	3.160	1.748	2.575	(0.585)	81%
Cafeteria Refurbishments	0.135	0.034	0.000	(0.135)	0%
Energy Efficiency Programme	-	-	-	-	0%
Climate Change - Mitigation	-	-	-	-	0%
Crematoria/Cemeteries Programme	0.222	-	-	(0.222)	0%
ATE Plant & Machinery	0.140	-	0.201	0.061	143%
Housing Developments	-	-	-	-	0%
Glenrothes District Heat	-	0.001	0.001	0.001	0%
Strategic Transport Intervention Programme	2.446	0.197	1.267	(1.179)	0%
Burial Provision	0.250	0.041	0.041	(0.209)	16%
Recycling Centres Plant & Equipment	0.180	0.017	0.180	-	100%
Fife Resource Solutions Rolling Programme	2.417	2.935	3.500	1.083	145%
Recycling Centres	1.875	-	-	(1.875)	0%
Pathway to Net Zero	3.420	0.080	2.716	(0.704)	79%
Leven Connectivity	-	0.109	2.063	2.063	
TOTAL ASSET & TRANSPORTATION & ENVIRONMENT	57.053	28.418	46.050	(11.002)	81%
TOTAL EXPENDITURE	58.153	28.449	46.737	(11.416)	80%

Income	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Sustainable Transport	(2.285)	(0.420)	(1.566)	0.718	69%
Public Conveniences	-	-	-	-	0%
Roads Infrastructure	-	-	-	-	0%
Traffic Management	(2.393)	(0.789)	(2.393)	-	0%
Depot Rationalisation Programme	-	0.006	-	-	0%
Strategic Transport Intervention Programme	(2.446)	(0.155)	(1.267)	1.179	52%
Leven Connectivity	-	(6.287)	(2.063)	(2.063)	
TOTAL ASSETS, TRANSPORTATION & ENVIRONMENT	(7.123)	(7.645)	(7.289)	(0.166)	102%
TOTAL INCOME	(7.123)	(7.645)	(7.289)	(0.166)	102%

19 March 2024

Agenda Item No.11

Environment, Transportation and Climate Change Scrutiny Committee Forward Work Programme

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

Wards Affected: All

Purpose

This report supports the Committee's consideration of the workplan for future meetings of the Committee.

Recommendation(s)

It is recommended that the Committee review the workplan and that members come forward with suggestions for areas of scrutiny.

Resource Implications

Committee should consider the resource implication for Council staff of any request for future reports.

Legal and Risk Implications

Committee should consider seeking inclusion of future items on the workplan by prioritising those which have the biggest impact and those which seek to deal with the highest level of risk.

Impact Assessment

None required for this paper.

Consultation

The purpose of the paper is to support the Committee's discussion and therefore no consultation is necessary.

1.0 Background

- 1.1 Each Scrutiny Committee operates a workplan which contains items which fall under three broad headings: performance reporting, planning; and improvement work. These items will often lead to reactive rather than proactive scrutiny. Discussion on the workplan agenda item will afford members the opportunity to shape, as a committee, the agenda with future items of business it wishes to review in more detail.

2.0 Conclusions

- 2.1 The current workplan is included as Appendix 1 and should be reviewed by the committee to help inform scrutiny activity.

List of Appendices

1. Workplan

Background Papers

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

None

Report Contact

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Email- helena.couperwhite@fife.gov.uk

Environment, Transportation and Climate Change Scrutiny Committee of 28 May 2024		
Title	Service(s)	Contact(s)
Strategy for Dealing with Flash Flooding	Roads & Transportation	Rick Haynes
Active Travel Strategy	Roads & Transportation	Susan Keenlyside, Allan Maclean
Bulky Uplifts Free of Charge Service - Update Report	Environment & Building Operations (AT&E)	John Rodigan
Scotrail - Unplanned changes to ticket office opening hours in Fife.		
Service Delivery Plan for Environmental Health (Food & Workplace Safety) Annual Report		Lisa Mccann
Joint Health Protection Plan 2024 - 2026		Lisa Mccann

Environment, Transportation and Climate Change Scrutiny Committee of 3 September 2024		
Title	Service(s)	Contact(s)
Management of Vacant Buildings Annual Report		Michael Ogorman
Place Directorate Performance Report 2022 - 2023		Nigel Kerr, John Mitchell, John Rodigan, Alan Paul, Pam Ewen
2023/24 Revenue Provisional Outturn		Ashleigh Allan

Environment, Transportation and Climate Change Scrutiny Committee

Forward Work Programme as of 27/02/2024 2/4

Environment, Transportation and Climate Change Scrutiny Committee of 3 September 2024		
Title	Service(s)	Contact(s)
2023/24 Capital Provisional Outturn		Ashleigh Allan
2024/25 Revenue Projected Outturn – June		Ashleigh Allan
2024/25 Capital Projected Outturn - June		Ashleigh Allan

Environment, Transportation and Climate Change Scrutiny Committee of 12 November 2024		
Title	Service(s)	Contact(s)
Decriminalised Parking Enforcement Annual Performance Report 2023 - 2024		Susan Keenlyside
Air Quality Annual Progress Report 2024		Kenny Bisset
2024/25 Revenue Projected Outturn – August		Ashleigh Allan
2024/25 Capital Projected Outturn – August		Ashleigh Allan
Asset Management Annual Report		Michael Ogorman

Environment, Transportation and Climate Change Scrutiny Committee of 21 January 2025		
Title	Service(s)	Contact(s)
Enforcement Policy (tbc)		Lisa Mccann
2024/25 Revenue Projected Outturn – October		Ashleigh Allan
2024/25 Capital Projected Outturn – October		Ashleigh Allan

Environment, Transportation and Climate Change Scrutiny Committee of 25 March 2025		
Title	Service(s)	Contact(s)
Mossmorran Annual Report		
2024/25 Revenue Projected Outturn – December		Ashleigh Allan
2024/25 Capital Projected Outturn – December		Ashleigh Allan

Environment, Transportation and Climate Change Scrutiny Committee of 27 May 2025		
Title	Service(s)	Contact(s)
Service Delivery Plan for Environmental Health (Food & Workplace Safety) Annual Report		Lisa Mccann

Unallocated		
Title	Service(s)	Contact(s)
Kinnessburn, St Andrews Flood Study Update	Roads & Transportation	Michael Anderson, Rick Haynes
Scotland's Proposed Deposit Return Scheme (Including Recycling Points Review)	Enterprise and Environment	Ross Spalding

Environment, Transportation and Climate Change Scrutiny Committee**Forward Work Programme as of 27/02/2024 4/4**

Unallocated		
Title	Service(s)	Contact(s)
Management of Vacant Buildings - Report on Internal Audit Findings/Improvement Actions	Enterprise and Environment	Michael Ogorman
Provisional Item - Summer 2023 Water Shortages		
Annual Performance Report (Climate Change)		Ross Spalding