

# Environment, Transportation and Climate Change Scrutiny Committee



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

Tuesday 21 January 2025 - 10.00 a.m.

## 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. **MINUTE** – Minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 12 November 2024. 4 – 8
4. **PROTECTIVE SERVICES ENFORCEMENT POLICY** – Report by the Head of Protective Services 9 – 21
5. **JOINT HEALTH PROTECTION PLAN** – Report by the Head of Protective Services 22 – 53
6. **FIFE COUNCIL CONTAMINATED LAND STRATEGY UPDATE 2024** – Report by the Head of Protective Services 54 – 63
7. **FIFE COUNCIL AIR QUALITY STRATEGY 2021-25: FIFE COUNCIL AIR QUALITY ANNUAL PROGRESS REPORT 2024** – Report by the Head of Protective Services 64 – 76
8. **UPDATED FIFE COUNCIL AIR QUALITY STRATEGY 2025-2030** – Report by the Head of Protective Services 77 – 86
9. **2024/25 REVENUE PROJECTED OUTTURN – OCTOBER** – Report by the Head of Finance 87 – 90
10. **2024/25 CAPITAL PROJECTED OUTTURN – OCTOBER** – Report by the Head of Finance 91 – 96
11. **ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME** – Report by the Executive Director, Finance and Corporate Services 97 - 102

Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.

Lindsay Thomson  
Head of Legal and Democratic Services  
Finance and Corporate Services

Fife House  
North Street  
Glenrothes  
Fife, KY7 5LT

14 January, 2025

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## **BLENDED MEETING NOTICE**

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

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

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

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

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

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

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

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

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

**12 November 2024**

**10.00 am – 1.00 pm**

**PRESENT:** Councillors Jane Ann Liston (Convener), Tom Adams, Lynn Ballantyne-Wardlaw (substituting for Councillor Rod Cavanagh), Aude Boubaker-Calder, Al Clark, Gavin Ellis, Jean Hall-Muir, Stefan Hoggan, Andy Jackson, Nicola Patrick, Darren Watt and Daniel Wilson.

**ATTENDING:** Carol Connolly, Executive Director Place; Nigel Kerr, Head of Protective Services, Dawn Adamson, Service Manager – Trading Standards, Lisa McCann, Service Manager – Food and Workplace Safety, Garry Nicoll, Service Manager – Building Standards and Safety, Rob Bowditch, Service Manager – Public and Environmental Protection, Protective Services; Pam Ewen, Head of Planning, Ross Spalding, Service Manager – Climate Change and Zero Waste, Shona Cargill, Lead Officer, Climate Change and Zero Waste, Planning Services; John Mitchell, Head of Roads and Transportation Services, Susan Keenlyside, Service Manager – Sustainable Transport and Parking, Michael Anderson, Service Manager – Structural Services, Bill Liddle, Service Manager – Roads Maintenance, Tony McRae, Service Manager – Passenger Transport Service, Andy Paterson, Lead Consultant – Car Parking Strategy and Operations, Roads and Transportation Services; Tariq Ditta, Head of Facilities Management Services, Facilities Management; Barry Collie, Accountant, Financial Services, Emma Whyte, Committee Officer, Elona Thomson, Committee Officer, Finance and Corporate Services.

**APOLOGIES FOR ABSENCE:** Councillors Naz Anis-Miah and Rod Cavanagh.

**109. DECLARATIONS OF INTEREST**

Councillor Boubaker-Calder, for transparency reasons, stated that she had a connection relating to paragraph 113 – Climate Fife – Big Resilience Move – as she was employed by the Fife Climate Hub but did not consider this amounted to an interest and remained in the meeting for the item.

**110. MINUTE**

The committee considered the minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 3 September 2024.

**Decision**

The committee approved the minute.



**111. PROTECTIVE SERVICES - DIRECTORATE PERFORMANCE REPORT 2023 - 2024**

The committee considered a report by the Head of Protective Services presenting an overview of the service, detailing the service planning, change, and improvement work undertaken in 2023/24 and providing an assessment of performance to inform scrutiny and future service planning.

**Decision**

The committee:-

- (1) scrutinised the progress and performance of Protective Services for 2023/24 and the activity undertaken in 2024/25 to date;
- (2) noted the service planning objectives for 2024/25 and the three-year direction of travel; and
- (3) considered and commented on the remodelled 'annual service review' report format.

**112. CLIMATE CHANGE - DIRECTORATE PERFORMANCE REPORT 2023 - 2024**

The committee considered a report by the Head of Planning Services presenting an overview of the services, detailing the services' planning, change and improvement work undertaken in 2023/24 and providing an assessment of performance to inform scrutiny and future service planning.

**Decision**

The committee:-

- (1) considered and commented on the remodelled 'annual service review' report format and related products;
- (2) scrutinised the progress and performance of Planning Services (climate change and zero waste functions) for 2023/24 and the activity undertaken in 2024/25 to date; and
- (3) noted the service planning objectives for 2024/25 and the three-year direction of travel.

**113. CLIMATE FIFE - BIG RESILIENCE MOVE**

The committee considered a report by the Head of Planning Services informing on the progress to date and planned activities to further inform development of Climate Fife's Big Resilience Move and seeking feedback from members.

**Decision**

The committee:-

- (1) noted the contents of the report; and

- (2) provided feedback on the proposed activities.

**114. ROADS AND TRANSPORTATION SERVICES ANNUAL REVIEW 2023 - 2024**

The committee considered a report by the Head of Roads and Transportation Services presenting an overview of the service, detailing the service planning, change and improvement work undertaken in 2023/24 and providing an assessment of performance to inform scrutiny and future service planning.

**Decision**

The committee: -

- (1) considered and commented on the remodelled 'annual service review' report format and related products;
- (2) scrutinised the progress and performance of Roads and Transportation Services for 2023/24 and the activity undertaken in 2024/25 to date; and
- (3) noted the service planning objectives for 2024/25 and the three-year direction of travel.

*The meeting adjourned at 11.55 am and reconvened at 12.10 pm.*

**115. DECRIMINALISED PARKING ENFORCEMENT ANNUAL PERFORMANCE REPORT 2023 - 2024**

The committee considered a report by the Head of Roads and Transportation Services updating members on the performance of the Decriminalised Parking Enforcement (DPE) operation in Fife for the period 1 April 2023 to 31 March 2024.

**Decision**

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

**116. FACILITIES MANAGEMENT DIRECTORATE PERFORMANCE REPORT 2023 - 2024**

The committee considered a report by the Head of Facilities Management Services presenting an overview of the services, detailing the services' planning, change and improvement work undertaken in 2023/24 and providing an assessment of performance to inform scrutiny and future service planning.

**Decision**

The committee: -

- (1) considered and commented on the remodelled 'annual service review' report format and related products;
- (2) scrutinised the progress and performance of Facilities Management Service (FMS) for 2023/24 and the activity undertaken in 2024/25 to date; and

- (3) noted the FMS' planning objectives for 2024/25 and the three-year direction of travel.

*Councillor Boubaker-Calder left the meeting during consideration of the above item.*

**117. 2024/25 REVENUE PROJECTED OUTTURN – AUGUST**

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Place providing an update on the projected outturn financial position for the 2024/25 financial year for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

**Decision**

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

**118. 2024/25 CAPITAL PROJECTED OUTTURN – AUGUST**

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 advise on the projected financial position for the 2024/25 financial year for the areas in scope of the environment, Transportation and Climate Change Scrutiny Committee.

**Decision**

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

*Councillors Jackson and Ballantyne-Wardlaw left the meeting prior to consideration of the following item.*

**119. ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE FORWARD WORK PROGRAMME**

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

The committee considered the request from Cowdenbeath Area Committee to undertake a review of Building Services complaints.

**Decision**

The committee: -

- (1) noted the contents of the forward work programme;
- (2) agreed not to proceed with the request from Cowdenbeath Area Committee to undertake a review of Building Services complaints given the small numbers involved;

## **2024 ETCCS 44**

- (3) agreed that a briefing note be circulated to the committee detailing the specific issues relating to the Building Services complaints; and
- (4) agreed that members would advise the Convener, Depute Convener, Lead Officer and Committee Officer of any items to be included on the workplan, within the remit of the committee.

21 January 2025

Agenda Item No. 4

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## Protective Services Enforcement Policy

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**Report by:** Nigel Kerr, Head of Protective Services

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**Wards Affected:** All Wards

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### Purpose

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Protective Services currently utilises an enforcement policy, covering Environmental Health, Trading Standards and Building Standards & Public Safety. As the policy was last updated and approved in September 2020, it has been reviewed and updated to ensure it remains current and fit for purpose.

### Recommendation(s)

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The Committee is asked to note and consider the report and comment as appropriate.

### Resource Implications

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There are no resource implications, though the adoption of this Enforcement Policy will provide clarity and certainty for those businesses being regulated to promote compliance and grow sustainably.

### Legal & Risk Implications

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Fife Council has a legal obligation to have enforcement policies which apply to food safety and health & safety law. This Enforcement Policy satisfies this requirement.

### Impact Assessment

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An Equality Impact Assessment is not necessary as this report does not propose changes to existing policies.

A Fife Environmental Assessment Tool (FEAT) assessment is not required as this report does not propose any policy change.

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 are no negative impacts identified as part of this review as it will aim to protect and enhance health and wellbeing for all.

### Consultation

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The Head of Finance and the Head of Legal and Democratic Services have been consulted in the preparation of this report.

# 1.0 Background

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Protective Services is responsible for enforcing the law in respect of Environmental Health, Trading Standards and Building Standards and Public Safety functions.

This document sets out an enforcement policy and explains what regulated persons can expect from the Council. The approach to enforcement is based on the [Scottish Regulators' Strategic Code of Practice](#), created by powers under the Regulatory Reform (Scotland) Act 2014, and the UK Regulators' Code made under the Legislative and Regulatory Reform Act 2006.

## 2.0 Issues and Options

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This document also satisfies Fife Council's legal obligation to have enforcement policies which apply to food safety and health & safety law. Audits by Audit and Risk Management Services and Food Standards Scotland have previously highlighted the need for the enforcement policy to be kept current. The Protective Services Enforcement Policy is reviewed every three to five years. The last review was carried out in September 2020, and presented at the Environment & Protective Services Sub-Committee.

## 3.0 Conclusions

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This policy details our approach to enforcement in a simplified and easy to understand way and meets our requirements in terms of food safety and health & safety law.

### List of Appendices

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1. Protective Services Enforcement Policy

### Background Papers

None

### Report Contacts:

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Service Manager Environmental Health (Food & Workplace Safety)  
Protective Services  
Email: [lisa.mccann@fife.gov.uk](mailto:lisa.mccann@fife.gov.uk)

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# **Protective Services**

## **Enforcement Policy**

*Issue Date: 21 January 2025*

**Fife Council - Protective Services**

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## ENFORCEMENT POLICY

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### Introduction

The Council's Protective Services resource is responsible for enforcing the law in respect of Environmental Health, Trading Standards, Building Standards & Public Safety functions.

This document sets out the Council's enforcement policy and explains what Regulated Persons can expect from the Council. The approach to enforcement is based on the [Scottish Regulators' Strategic Code of Practice](#), created by powers under the Regulatory Reform (Scotland) Act 2014, and the UK Regulators' Code made under the Legislative and Regulatory Reform Act 2006.

This document also satisfies the Council's legal obligation to have enforcement policies which apply to consumer protection, food safety and health & safety law.

Teams within Protective Services may produce enforcement guidance specific to their areas of activity. Where these guidance documents exist, these should be read in conjunction with this enforcement policy.

In this policy ...

- ▶ *Regulated Person* means anyone who must comply with the law and will mainly be businesses and their employees but may also include non-business organisations, private individuals and Fife Council. The Council will not be given more favourable treatment compared to other Regulated Persons.
- ▶ *Enforcement* includes all action taken by the Council's Officers following discovery of a breach of the law with the ultimate aim of ensuring that someone complies with the law. Actions can include advice and the use of any available investigatory powers (as defined in the Appendix).
- ▶ *Formal action* includes formal enforcement action and the use of formal investigatory powers (as defined in the Appendix) but does not include advice.



This Policy explains what Regulated Persons can expect from the Council. If a Regulated Person is of the view that this Policy has not been complied with or is dissatisfied with any action that Council Officers have taken, that person's concern should be discussed in the first instance with the Officer concerned and, if necessary, thereafter with that Officer's manager. In the event of continued dissatisfaction, a formal review of the situation can be requested. The request should include an explanation of why the Regulated Person is dissatisfied and should be made in writing. The review will be carried out by a senior officer, who will explain the situation in full and who will advise the Regulated Person how any continuing dissatisfaction can be progressed. This process will follow [Fife Council's complaints procedure](#).

The performance of the Council will be measured against relevant standards. The Council will publish an annual performance report and / or report through established reporting lines to appropriate Agencies / Scottish Government Departments (for example Food Standards Scotland, Trading Standards Scotland, Building Standards Division and the Health and Safety Executive).

### **The Council Aims**

The Council aims to:

- ▶ Ensure that Regulated Persons act immediately to deal with serious risks;
- ▶ Promote and achieve sustained compliance by Regulated Persons;
- ▶ Treat all Regulated Persons fairly;
- ▶ Be helpful to Regulated Persons who wish to comply;
- ▶ Support those who comply by targeting those who don't, in particular by taking firm action against those who flout the law or act irresponsibly;
- ▶ Protect the public in a way which does not stifle enterprise, hinder economic progress or place unnecessary burdens on businesses; and
- ▶ Communicate this policy effectively to those people who are affected by it.

Officers of the Council will strive to achieve the Council's aims by:

**1. Being Helpful**

- 1.1 The Council firmly believes that prevention is better than cure and therefore places a strong emphasis on the provision of advice to Regulated Persons. Its Officers will actively encourage those persons to seek advice at an early stage, especially in the case of new businesses or those expanding into a new area of activity.
- 1.2 Where possible, Council Officers will work with Regulated Persons to encourage compliance in a helpful manner but will adopt a more formal approach where circumstances warrant.
- 1.3 The Council Officers will give information and advice in clear, concise and accessible language, provide general information and advice to Regulated Persons in a range of appropriate formats and media and confirm specific advice in writing on request.
- 1.4 Before any formal action is taken, Council Officers will provide an opportunity to discuss the matter and, if possible, resolve points of difference. However, this will not apply when immediate action is required for example, to prevent or respond to a serious breach, or where there is an imminent risk to health and/or safety, or where an opportunity for discussion is likely to defeat the purpose of the proposed enforcement action, or to prevent evidence being destroyed.
- 1.5 Council officers will explain the reasons why they took a particular course of formal action. Where there are rights of appeal against formal action, advice on the appeal mechanism will be clearly set out in writing at the time the action is taken.
- 1.6 Where there is discretion, Council Officers will ensure that forms are simple, and they will seek to minimise the amount and frequency of data collection. Data will also be handled in line with regulatory requirements.
- 1.7 Council Officers will try to be considerate in their timing of their visits but ask Regulated Persons to understand that it would be neither practical nor effective to give advance notice of visits except in limited circumstances.

## **2. Being Open**

- 2.1 Occasionally, to find out how a Regulated Person would deal with an ordinary member of the public, visits may need to be conducted covertly with the officers posing as private individuals. However, with the exception of these covert visits, Council Officers will always produce their written credentials (including their name and photographic identification) and will explain the purpose of their visit.
- 2.2 Council Officers will consult Regulated Persons generally about the way they go about their work and will carry out, where appropriate, regular satisfaction surveys of those which have been inspected and those which have been investigated in response to a complaint from the public.

## **3. Proportionality**

- 3.1 Where they have discretion, when deciding what action to take, Council Officers will act proportionately by balancing the risks to the public with the costs to the Regulated Person (in time and money) of implementing changes.
- 3.2 When deciding what action to take particular attention will be paid to the impact on smaller organisations. Reasonable steps will be taken to ensure that any action that is taken is proportionate to the size of the organisation unless that comes into conflict with the need for consistency or the protection of public health and safety.
- 3.3 Council Officers will seek to impose the minimum burden compatible with ensuring compliance. Whilst the adoption of good practice is encouraged, there will always be clear distinction between legal requirements and recommendations.
- 3.4 Council Officers will determine the most appropriate course of action to take by making a careful assessment of *all* the following criteria with no one factor likely to be decisive on its own:
  - (i) The seriousness of the breach and in particular its impact on the safety, health and well-being of all those affected by it;

- (ii) The impact on people who are especially vulnerable, for example by reason of age, disability or any other impaired ability to protect themselves, and in particular whether such people were specifically targeted by the Regulated Person;
- (iii) The steps which the Regulated Person took, or the reasonable steps which they failed to take to prevent the offence;
- (iv) The extent to which the Regulated Person has been proactive in seeking advice from the Council, and whether they have complied with any advice that they may have been given;
- (v) The history of compliance and in particular whether any previous warnings went unheeded;
- (vi) Evidence of fraudulent, deliberate, irresponsible, reckless or negligent behaviour, and evidence of aggression or harassment;
- (vii) The likelihood of the contravention happening again;
- (viii) The extent to which the Regulated Person accepts their responsibilities and is willing to heed advice;
- (ix) Whether the breach is rectified promptly;
- (x) The need to deter future breaches; and
- (xi) The nature of the evidence which is available.

#### **4. Consistent**

4.1 Council Officers will ensure that anyone who is regulated by the Council is treated consistently on each occasion and consistently with other Regulated Persons. Consistency is not the same as uniformity; it means taking a similar approach in similar circumstances to achieve similar ends. This will be done by monitoring the enforcement action taken by Officers and by training Officers.

4.2 The Council supports the 'Home Authority' and 'Primary Authority' principles so that Regulated Persons trading across local authority boundaries can rely on one local authority as their main source of advice on compliance.

- 4.3 Council Officers will work with other local authorities in the East of Scotland and throughout Scotland and the UK to ensure consistent interpretation and application of the law. They will do this by playing an active part in cross-border working groups as well as by having regard to guidance from bodies such as the Scottish Government, Food Standards Scotland, Trading Standards Scotland, Scottish Environment Protection Agency and the Health & Safety Executive.

## **5. Fair**

- 5.1 Council Officers will be fair in their dealings with Regulated Persons. Where they can exercise discretion, they will take into account the unique circumstances of each person and balance this fairly with the need for consistency.
- 5.2 Complaints will be investigated in an independent, fair and even-handed manner with an open mind to what everyone connected to the dispute has to say. Although advice may be given to the complainer, Council Officers will not generally act on their behalf and will only form an opinion after examining the facts.
- 5.3 The Council will not measure itself by the quantity of enforcement action that is taken and will not set targets. Enforcement action will not be taken to assist with a civil claim.
- 5.4 Council Officers will comply with the Council's guidance on communicating effectively, when providing information and advice, for example by providing it in an alternative format to suit the needs of the user. A language interpreting service for correspondence and during interviews, will be provided where required.
- 5.5 Council Officers will gather data to monitor their impact on people with different needs and they will use it to improve the way they carry out their work. They will also monitor enforcement actions undertaken to ensure that no person or group is unfairly treated.
- 5.6 Council Officers will take account of cultural issues and seek ways of developing capacity to deal with these effectively. Account of equalities will be taken during consultations.

## 6. **Targeting Action**

- 6.1 Council Officers will use the principles of risk assessment by taking into consideration the *likelihood* of non-compliance and the *impact* of non-compliance. These principles will be used to determine the frequency of inspection, and will be considered when arranging other visits, for example, to take samples and carry out projects. Complaints from the public, where appropriate will be investigated.
- 6.2 The Council will use standard widely-used risk assessment schemes such as those produced by CoSLA, Food Standards Scotland, Trading Standards Scotland and the Health & Safety Executive. Regulated Persons will generally be assessed as being high, medium or low risk. The assessment will be based on the risk which the activity presents to the public or employees, the complexity of the legislation, the size and type of organisation, and the confidence in the ability of the Regulated Person to comply based on the knowledge of their control systems and previous compliance levels. On request, Council Officers will explain to any Regulated Person why they have assigned them a particular risk rating.
- 6.3 Data shows that lower risk entities do still occasionally fail to comply with the law. Council Officers, therefore, will carry out a small element of random inspections/interventions where appropriate.
- 6.4 Follow up visits will be conducted where appropriate, generally within 30 days (or specified timescales) after the issue of a written warning or formal warning to check whether appropriate remedial action has been taken.

## **APPENDIX**

### **THE DEFINITIONS OF 'ENFORCEMENT'**

#### **Enforcement Action**

*Informal* enforcement action may include verbal, written advice, written warnings and formal warnings which warn that further contraventions could result in formal enforcement action.

*Formal* enforcement action includes Statutory Notices (which require the recipient to do something specific such as prohibiting the use of a premises or process where there is a risk to health and safety), fixed penalty notices, applications to a civil court for an enforcement order, and reports to the Procurator Fiscal recommending prosecution in a criminal court. It also includes for example the services of a Notice, requesting a hearing to review a Liquor Licence and seizure of goods and documents.

#### **Investigatory Powers**

The statutory powers which Officers can use to help them to check whether the law is being complied with and to investigate any breach of the law.

*Routine* investigatory powers usually include the power to:

- ▶ inspect premises at any reasonable time;
- ▶ inspect goods;
- ▶ inspect documents where there is a reason to suspect a breach has been committed;
- ▶ purchase goods to test whether the law is being complied with (called a 'test purchase'); and
- ▶ take samples for analysis or examination.

*Formal* investigatory powers include the power to:

- ▶ seize and detain goods and documents where there is reason to believe they are required as evidence;
- ▶ apply to a Sheriff for a warrant to enter premises by force if necessary or to take a constable to apprehend any serious obstruction in the execution of our duties;
- ▶ prohibit access to unsafe premises or equipment pending an investigation; and
- ▶ seize or detain goods that are considered unsafe.



## **Contact Details**

### ***By Post or in Person:***

Fife Council  
Protective Services  
3<sup>rd</sup> Floor West  
Fife House  
North Street  
Glenrothes  
Fife  
KY7 5LT

Opening hours are -  
9.00 a.m. - 5.00 p.m. Monday to Friday

### ***By Telephone:***

Call on 03451 55 00 00

### ***By Email:***

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[trading.standards@fife.gov.uk](mailto:trading.standards@fife.gov.uk)

### ***Website:***

[www.fife.gov.uk](http://www.fife.gov.uk)

### ***Privacy Statement:***

[www.fife.gov.uk/home/privacy-policy](http://www.fife.gov.uk/home/privacy-policy)

### ***Out of Hours Stand By Service:***

Protective Services operates two Out of Hours Stand By Services:

- Building Standards & Public Safety for dangerous buildings; and
- Environmental Health in cases of food or waterborne incidents reported to Fife Council by partner agencies such as NHS Fife and Scottish Water.

21 January 2025

Agenda Item No. 5

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## Joint Health Protection Plan 2024-26

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**Report by:** Nigel Kerr Head of Protective Services

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**Wards Affected:** All

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### Purpose

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To provide the Committee with an overview of the of the Joint Health Protection Plan 2024-26 which Health Boards and Local Authorities are required to produce every two years.

### Recommendation(s)

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The Committee is asked to consider the report and comment as appropriate.

### Resource Implications

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The resource implications and staff required to directly support the Plan are identified within the narrative of the Joint Health Protection Plan. Whilst resources can be met within current establishment, Fife Council continues to experience difficulties in recruiting qualified Environmental Health Officers.

### Legal & Risk Implications

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Under the Public Health etc. (Scotland) Act 2008 Health Boards and Local Authorities are required to prepare a Joint Health Protection Plan. The attached report is the required review and update of the existing plan.

### Impact Assessment

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An EqIA has not been completed as the Joint Health Protection Plan has an overall positive effect on inequalities in health, which it seeks to address through targeted interventions aimed at protecting those liable to be at most risk from a variety of communicable diseases and environmental hazards.

A Fife Environmental Assessment Tool (FEAT) assessment is not required as this report does not propose any policy change.

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 are no negative impacts identified as part of this review as it will aim to protect and enhance health and wellbeing for all.

### Consultation

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Consultation was undertaken through the established liaison arrangements with the NHS Fife's Public Health Team. The Head of Finance and the Head of Legal and Democratic Services have also been consulted in the preparation of this report.

## 1.0 Background

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- 1.1 The Public Health etc (Scotland) Act 2008 consolidated and updated public health legislation relating to ‘protecting public health from infectious diseases, contamination or other such hazards, which constitute a danger to human health.’ Part 1 of the Act requires each Health Board and Local Authorities to develop a Joint Health Protection Plan to provide an overview of health protection (communicable disease and environmental health) priorities, provision and preparedness. There is national guidance on its contents which includes:
- Providing information on the population served;
  - Setting out national and local priorities;
  - Reporting on significant outbreaks and other health protection incidents; and
  - Describing the capacity and capability of the specialist health protection function.

## 2.0 Current Position

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- 2.1 This is the eighth Fife Joint Health Protection Plan, with the first plan being in 2010, and this plan covers the period 1<sup>st</sup> April 2024 to the 31<sup>st</sup> March 2026.
- 2.2 The Plan was endorsed at the NHS Fife Board meeting of 6<sup>th</sup> November 2024, and is due to be presented at the Fife Partnership Board on 4<sup>th</sup> February 2025.
- 2.3 The Joint Health Protection Plan fits well with the ambitions articulated within the Plan for Fife (Local Outcome Improvement Plan) 2017-2027 in that the priorities are focussed on improving and reducing the gap in premature mortality from all causes and keeping communities safe and secure by investing in prevention and protection.
- 2.4 The Plan has been developed jointly between the East Region Health Protection Service (which covers four health boards including NHS Fife) and Fife Council through collaboration and discussion to shape local priorities within the Joint Health Protection Plan. The Plan provides an overview of health protection priorities, provision, and preparedness within Fife.
- 2.5 A review of the 2022-24 Joint Health Protection Plan was undertaken as part of the work to produce the 2024-26 Plan. This review identified that:
- Priorities have shifted over the last two years to recover effectively from the pandemic and other demands.
  - The working arrangements between local partners have continued to develop to facilitate a concerted response to incident management, while being flexible enough to evolve with changing demands and circumstances.
  - Areas which are still relevant and ongoing have been taken forward into the 2024-26 JHPP.

## 3.0 Conclusions

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- 3.1 This report satisfies the statutory requirement for Fife Council and NHS Fife to produce a Joint Health Protection Plan.

- 3.2 The Plan reinforces the close working relationship which has been built over the years between Public Health colleagues in both NHS Fife (now part of the East Region Health Protection Service) and Fife Council's Environmental Health Teams which is crucial when dealing with incident management. It also allows the profile of Public Health to be raised and enhance collaboration to address both national and local priorities, focussing on areas of greatest harm for early intervention or preventative approaches.

## List of Appendices

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1. Joint Health Protection Plan 2024-26

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# **NHS FIFE and FIFE COUNCIL JOINT HEALTH PROTECTION PLAN**

**2024-2026**

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## Introduction

The Public Health etc. (Scotland) Act 2008 requires NHS Boards, in consultation with Local Authorities, to produce a Joint Health Protection Plan (JHPP) which provides an overview of health protection (communicable disease and environmental health) priorities, provision and preparedness for the NHS Board area.

This plan covers the period 1<sup>st</sup> April 2024 to 31<sup>st</sup> March 2026.

The pandemic response has inevitably drawn attention away from other issues. Now is an opportunity to take stock of events and assess how best to respond to re-emerging and novel risks.

The East Region Health Protection Service (ERHPS; covering NHS Borders, NHS Fife, NHS Forth Valley, NHS Lothian) came into place in December 2023. This regional approach will provide greater resilience and ability to respond to future pressures. Each health board area continues to have its own JHPP with its respective local authority partners.

For NHS Fife, the JHPP is authored in partnership with Fife Council Protective Services, which includes the Environmental Health remit.

This is a public document and is available to members of the public on the NHS Fife website [www.nhsfife.org](http://www.nhsfife.org) and on request. We hope that you will find this plan to be of interest and value, and that it will contribute to protecting the health of the people who visit, work, and live in Fife.

Signed

.....  
Dr Joy Tomlinson  
Director of Public Health  
NHS Fife

.....  
Mr Nigel Kerr  
Head of Protective Services  
Fife Council

## 1. Overview

### 1.1 Fife Joint Health Protection Plan

This plan has been created following the requirements set out in the Public Health etc. (Scotland) Act 2008. NHS Fife, Fife Council and Fife Health & Social Care Partnership have prepared this plan in collaboration and consultation. This plan is herewith referred to as the Joint Health Protection Plan.

The plan relates to the period 1st April 2024 to 31st March 2026.

The plan requires to be formally approved by NHS Fife and Fife Council.

The format of the plan meets the details of Annex D of the Scottish Government Guidance *Joint Health Protection Plans*.

The purposes of the plan are:

- i. To provide an overview of health protection priorities, provision and preparedness for NHS Fife and Fife Council.
- ii. To outline the joint arrangements which Fife Council and NHS Fife, have in place for the protection of public health.
- iii. To improve the level of “preparedness” to respond effectively to a health protection incident and emergency.
- iv. To clarify the priorities for the period of the plan 2024 – 2026.
- v. To identify and subsequently secure the resources which are required to meet the plan.
- vi. To detail the liaison arrangements between NHS Fife, Fife Council, Fife Health and Social Care Partnership and other Agencies.
- vii. To develop “learning” across the agencies.
- viii. To provide a mechanism for reviewing and recording outcomes and achievements.

The plan will be reviewed annually by representatives from Environmental Health and Health Protection, and any necessary changes made and reported to the JHPP signatories. The plan will only be formally changed and updated every 2 years in accordance with legislative requirements.



## 1.2 Review of previous Joint Health Protection Plan 2022-2024

In preparing the JHPP 2024-2026, we have reviewed the JHPP 2022-2024. This identified that:

- Priorities have shifted over the last two years to recover effectively from the pandemic and changing incidence of other infectious diseases.
- The working arrangements between local partners have continued to develop to facilitate a concerted response to incident management, while being flexible enough to evolve with changing demands and circumstances.
- Areas which are still relevant and ongoing have been taken forward into the 2024-26 JHPP.

## 1.3 Health protection planning infrastructure

The prevention, investigation and control of communicable diseases and environmental hazards are central to the JHPP. This requires specialist knowledge and skills. These include risk assessment, risk management and risk communication, along with individual professional skills and qualifications within our staff. These specialist skills and knowledge are applicable to a wide range of incidents or scenarios and are often facilitated by the existence of agreed plans and procedures for specific diseases or situations. Health Protection expertise is also key to many elements of Risk Preparedness and Resilience capability. There are many such national and local plans.

Effective working arrangements are in place to support partnership working and use of specialist skills and knowledge between the East Region Health Protection Service and the Environmental Health Teams within Fife Council.

Lists of the plans which are common to both agencies are in Appendix 2.

## 1.4 Overview of NHS board and local authority population

### Population

In June 2022, an estimated 371,340 persons lived in Fife, 360 more people than in 2021. This equates to an annual growth rate of 0.1% which was less than the national growth rate of 0.5%.<sup>1</sup> The most recent available population projections

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<sup>1</sup> NRS (2024) Mid-2022 Population Estimates, Scotland. Available: [Mid-2022 Population Estimates Scotland | National Records of Scotland \(nrscotland.gov.uk\)](https://www.nrscotland.gov.uk/mid-2022-population-estimates)

estimate that by mid-2028, the population of Fife will be a similar size with a 0.1% decrease in the total population compared to 2018.<sup>2</sup>

Children aged 0-15 years make up 17% of the population with 61,621 children estimated as living in Fife as of June 2022. The majority of the population in Fife (62%) are aged 16-64 years, whilst 12% of the population are aged 65-74 and 10% aged 75 and over.<sup>1</sup> By mid-2028 the number of people aged under 65 is estimated to fall but the number of people aged 65-74 is estimated to increase by 10% and the number aged 75 and over by 31% which will see almost a quarter (24.3%) of the population in Fife being aged 65 and over.<sup>2</sup>

The most recent census has updated all of the population figures as well as providing additional information about the make-up of Fife's population. The 2022 census showed that the proportion of people in Fife with a minority ethnic background increased from 2.3% in 2011 to 3.9% in 2022 but remains lower than the Scottish average of 12.9%.<sup>3,4</sup>

*Fife Council Area by Ethnic Group by Individuals; Number and Percentages, at census date 2022*

<b>Ethnic group</b>	<b>Number</b>	<b>Percentage</b>
White Scottish	302087	81.3%
White: Other White British	36025	9.7%
Other White	10347	2.8%
Asian, Asian Scottish or Asian British: Total	8014	2.2%
White: White Polish	5491	1.5%
Mixed or multiple ethnic groups	3312	0.9%
White: White Irish	2658	0.7%
Other ethnic groups: Total	1899	0.5%
African: Total	1355	0.4%
Caribbean or Black: Total	316	0.1%
White: Gypsy/Traveller	277	0.1%
<b>Total</b>	<b>371781*</b>	

## Births

<sup>2</sup> NRS (2020) Population Projections for Scottish Areas 2018-based. Available:

<https://www.nrscotland.gov.uk/statistics-and-data/statistics/statistics-by-theme/population/population-projections/sub-national-population-projections/2018-based>

<sup>3</sup> KnowFife (2024). Available: [KF-Briefing-Census-2022-Religion-Ethnic-Group-National-Identity-Language.pdf \(fife.scot\)](#)

<sup>4</sup> Scotland's Census 2022 - National Records of Scotland, Table UV201 - Ethnic group, All people. Available: [SuperWEB2\(tm\) - Table View \(scotlandscensus.gov.uk\)](#)

\* This total is not the same as the 2022 population estimate as it is at the census date, in addition, small numbers in the census tables may be perturbed to avoid potential identification of individuals which can affect overall totals. PMP017: Cell Key Perturbation - EMAPS ([scotlandscensus.gov.uk](#))

2,939 babies were born in Fife in 2023, a 2% reduction in the number of babies born in Fife compared to in 2022.<sup>5</sup> This continues the trend of falling numbers of births in Fife in the last ten years and is the lowest annual number of births since 1991. Fertility rates in Fife fell below those of Scotland in 2022 and remain lower at 44.2 per 1000 women aged 15-44 years compared with a national rate of 44.8 in 2023.

More than half (61%) of the babies born in Fife were born to mothers aged 25-34 years, 3% to mothers aged 19 and under and 4% to mothers aged 40 and over. Since 2000 the number of births to mother aged 19 and under has decreased by around two thirds whilst births to mothers aged over 40 have doubled.<sup>6</sup>

## Deaths

There were 4,582 deaths in Fife in 2023, an increase of 22 (0.5%) compared to 2022 (4560).<sup>7</sup> Thirty-five percent of these, or 1,595 deaths, were in people aged under 75 years. All-cause mortality rates in Fife were higher in 2022 than the Scottish average for all ages but lower in the under 75s.<sup>8</sup>

Grouped together, cancers were the most common cause of death in Fife (and Scotland) with 1,163 deaths being attributed to malignant neoplasms in 2023, 25% of all deaths. The most common cancer cause of death was lung cancer which accounted for a quarter (25%) of all cancer deaths and 6% of all deaths.

Heart disease was the next most common cause of death (14%) followed by dementia and Alzheimer's disease (11%) and cerebrovascular diseases (6%). There were 106 deaths recorded in Fife in 2023 where confirmed or suspected Covid-19 was mentioned on the death certificate, a reduction from 214 in 2022.<sup>9</sup>

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<sup>5</sup> NRS List of data tables 2023. Sections 3: Births. Available: [List of Data Tables | National Records of Scotland \(nrscotland.gov.uk\)](https://nrs.scot.nhs.uk/data-tables/2023/sections-3-births)

<sup>6</sup> NRS births time series data, table BT7. Available : [Births Time Series Data | National Records of Scotland \(nrscotland.gov.uk\)](https://nrs.scot.nhs.uk/data-tables/2023/births-time-series-data)

<sup>7</sup> NRS (2024) Vital Events - Deaths. Available: [Vital Events - Deaths | National Records of Scotland \(nrscotland.gov.uk\)](https://nrs.scot.nhs.uk/data-tables/2024/vital-events-deaths)

<sup>8</sup> NRS (2023) Age-standardised death rates using the ESP. Available: [Age-standardised Death Rates Calculated Using the European Standard Population | National Records of Scotland \(nrscotland.gov.uk\)](https://nrs.scot.nhs.uk/data-tables/2023/age-standardised-death-rates)

<sup>9</sup> NRS (2024) Vital Events - Deaths. Available: [Vital Events - Deaths | National Records of Scotland \(nrscotland.gov.uk\)](https://nrs.scot.nhs.uk/data-tables/2024/vital-events-deaths)

## 1.5 Overview of communicable diseases for 2021-23

<b><u>Notifiable disease/organism</u></b>	<b><u>2021</u></b>	<b><u>2022</u></b>	<b><u>2023</u></b>
Covid-19	56,252	39,217	1,768
Cryptosporidium	11	15	33
E. coli (non-O157 VTEC)	5	8	12
E. coli O157	6	19	8
Giardia	<5	<5	<5
Legionellosis	0	<5	6
Listeria	<5	0	<5
Lyme disease	27	21	26
Measles	0	<5	0
Meningococcal infection	0	<5	7
Mpox	0	<5	0
Mumps	0	<5	<5
Rubella	0	0	0
Salmonella	21	42	31
Shigella	<5	<5	5
Tuberculosis	7	5	18
Whooping cough (pertussis)	0	7	5

The above table gives an overview of *confirmed* communicable diseases notified to NHS Fife (as well as suspected pertussis cases). In addition to this, the Health Protection Team, Fife Council, and partner agencies were also notified of many possible and probable cases of communicable diseases that required investigation and implementation of control measures.

During the pandemic, notifications of other diseases declined markedly. Many factors are likely to have been involved, including: social and travel restrictions; increased ventilation, face covering and hand hygiene measures; and barriers to accessing healthcare.

## 1.6 Significant health protection incidents

### **Covid-19 impact on Health Protection**

Health Protection continued to provide a full range of services through the pandemic. Most notably, the workforce expanded temporarily to include Test and Protect teams who provided testing and contact tracing services across Fife in collaboration with Fife Council and other partners. Alongside national bodies, local Health Protection is maintaining capacity to investigate and respond to any emerging variant or mutation of covid.

With most covid testing and contact tracing ending in April 2022, and pandemic-response activity declining, the service is now looking to learn lessons from the pandemic in order to better prepare for the future. In particular, we are developing processes to protect more vulnerable populations such as those in care homes, to minimise barriers for the wider community accessing services and advice, and to effectively respond to other emerging high consequence infectious diseases and pandemics.

### **Covid-19 impact on Environmental Health**

The provision of Environmental Health services continued to operate throughout the pandemic, with some activities paused/reduced and resources redirected to the pandemic efforts including the support of contact tracing until its conclusion in April 2022.

An area of work that was paused due to the pandemic was food law activities, these recommenced in September 2021, taking cognisance of guidance issued by Food Standards Scotland. Since the recommencement of routine food law activities Officers have found that not all premises maintained their standards during the pandemic and several premises have required intensive intervention and/or enforcement action due to the findings on inspection.

### **Measles**

In 2024 NHS Fife have been notified of several cases of measles, this reflects a notable increase in measles across the UK. All measles cases identified this year were discussed and risk assessed by an incident management team. Risk management measures included exclusion of individuals from work/school and health care settings, and offers of immunisation and immunoglobulin. Relevant risk communications went to a number of settings including universities, schools and health professionals.

Raising immunisation rates is still the best intervention we have to prevent individual cases and subsequent outbreaks. Most of the 2024 Fife cases were either travel related or unvaccinated contacts of a travel related case. However, we have seen cases of non-travel related measles in Fife this year and Public Health have liaised with GPs and other health professionals to raise awareness of measles symptoms, promote vaccination, and to encourage early notification. None of the cases developed into an outbreak beyond the case's own family.

### **Mossmorran flaring**

There continues to be significant improvements at the Mossmorran complex since the flaring events in 2019 and 2020. This is clearly demonstrated in the 2023 general report for Mossmorran and Braefoot Bay. 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 2023.

The updated Constitution and Terms of Reference of the Safety Committee and Expert Advisory Groups 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.

Fife Council has a dedicated web page covering Mossmorran and Braefoot Bay, containing links to reports and relevant websites ([Mossmorran and Braefoot Bay | Fife Council](#))

### **Avian influenza**

On the 4<sup>th</sup> of July 2023 the Avian Influenza Prevention Zone which covered the whole of Scotland was lifted by Scottish Ministers following the carrying out of a risk assessment.

Whilst there have been no recent outbreaks of Avian Influenza in Fife, and the risk to human health is considered low, there are international concerns and potential for a significant incident to occur which could impact on public health. As such Fife Council, and partner agencies, continue to monitor and be vigilant in relation to Avian Influenza and its potential impacts.

### **Tuberculosis**

Tuberculosis cases have increased sharply over recent years, with cases among those arriving from abroad and among groups who have lived in Fife for a long time. Cases often require extensive support to complete treatment and to understand transmission pathways in order to offer screening to others at risk.

### **Refugee Resettlement**

The health protection team continue to be part of the multidisciplinary response to support refugee and asylum seeker health. This includes health screening, input to support childhood immunisations, support to access health services, and emergency dental care.

### **Housing Emergency**

In line with some other Scottish Local Authorities, Fife Council declared a Housing Emergency in March 2024 which requires the production of a Housing Emergency Action Plan.

A Housing Emergency Action Plan Programme Board has been created and meets on a fortnightly basis to develop the Action Plan and encourage partners to participate. The Board has focused on 3 themes:

1. Maintaining Affordable Housing
2. Making the best use of existing properties

### 3. Enhancing housing access and prevention of homelessness

There are uncertainties around resources and finances in relation the Action Plan, and work is ongoing to better understand these, to assess options and to plan and prepare for future actions.

From a Public Health perspective, access to safe and affordable housing is essential and poor standards of accommodation can directly impact on a person's health and wellbeing.

## 1.7 Risks and challenges

NHS Fife and Fife Council in conjunction with other partner agencies regularly review and highlight specific high-risk facilities, events, and scenarios in Fife. Based upon these reviews a local community risk register (CRR) is produced and is used to inform local contingency planning. The local community risk register is available for the public to view on the Scottish Fire and Rescue Service website.

### **Pandemic preparedness**

Whilst there are important differences, the influenza pandemic framework was used as the basis for drafting a Fife strategic framework applied during the Covid-19 pandemic. If further additional specific covid responses are required, or other infections become established with comparable impact, the lessons from the covid response will be valuable to preparedness and response. Work is ongoing to collate and implement lessons, including from the Scottish and UK covid inquiries.

### **EU Exit and Imported/Exported Food Control**

Food imported into Scotland or elsewhere in the UK from outside of the UK is now covered by domestic and/or assimilated EU regulation. Fife Council's Environmental Health is responsible for enforcing the relevant legislation in relation to food stuffs imported from out with the UK (3rd country).

Imported Products of Animal Origin (PAOA) (meat, eggs, milk, fish, honey, etc) and live animals present a high level of risk as they can transmit serious human and animal diseases. They can only enter the UK at a designated Border Control Point (BCP) and are subject to pre-notification, document audit and physical checks. For products entering the UK from the EU and following several delays, this system of import checks is gradually coming into force in 2024. The Border Target Operating Model (BTOM) outlines the 3 key implementation dates through 2024, which leads to a full regime of documentary and physical checks with Export Health Certification by 31 October 2024.

At this time no ports in Fife have applied for BCP status for food POAO or High-Risk Food Not of Animal Origin (HRFNAO). Rosyth is a BCP for animal feed stuffs (not of animal origin; not temperature controlled) and responsibility for this sits with Food Standards Scotland/ Fife Council Trading Standards. There are however now BCPs in Scotland or ports with applications pending for POAO and / or HRFNAO.

Currently Environmental Health continues with responsibilities for imported food as an inland authority in terms of monitoring food sampling and actions related to intelligence and incidents. Environmental Health also continues to closely monitor guidance and the situation regarding the creation and resourcing of BCPs throughout Scotland.

Exported foodstuffs of animal origin destined for the EU and other 3<sup>rd</sup> Countries require to have an Export Health Certificate. The requirements relating to Export Health Certificates are set by the importing country.

EU Exit necessitated the registration and inspection of all fishing vessels whose catch (or part of) is destined for the EU to enable Export Health Certificates to be issued. These vessels are now part of the food law inspection programme for the Authority and continue to receive food law interventions as per their risk rating and determined frequency.

Environmental Health Certifying Officers regularly inspect consignments and issue Export Health Certificates for commodities which fall within the remit of Local Authority Certifying Officers. This includes regular issuing of Export Health Certificates for fish/shellfish, alcohol, which enable local businesses to export their products. In addition, Support Attestations are issued to enable other Local Authority Certifying Officers or Official Veterinarians to issue Export Health Certificates where the products are manufactured in Fife but are being exported from a location out with Fife and/or out with the remit of Local Authority Certifying Officers.

### **East Region Health Protection Service**

NHS Fife and nearby Health Boards (NHS Borders, NHS Forth Valley, NHS Lothian) in the East of Scotland have joined as the East Region Health Protection Service as of December 2023. This will improve resilience and availability of specialist expertise, increase career development opportunities, and support sharing of training and development.

### **Environmental Health resourcing**

Fife Council Environmental Health like many others across Scotland have faced continued difficulty in recruiting qualified officers such as Environmental Health Officers. Consequently, this has required a shift away from traditional thinking around Service Delivery in terms regulatory activities. The traditional model relied heavily on all activities being undertaken by Environmental Health Officers, and



Environmental Health Officers & Food Safety Officers in terms of food law. It should be noted that the current Food Law Code of Practice requires food law activities to be undertaken by qualified Environmental Health Officers and Food Safety Officers.

Protective Services, which incorporates Environmental Health, is currently looking at a review of staff development to support a grow your own initiative. A Service policy related to Continued Professional Development (CPD) has been created to help drive this forward; this was launched on 6 March 2024. It is hoped this will help utilise the alternative pathways to qualifying as an Environmental Health Officer or Food Safety Officer that have been recently created by the professional body, the Royal Environmental Health Institute of Scotland (REHIS). To date there has been significant interest across the Service.

Fife Council Protective Services also supports the introduction of the Modern Apprenticeship in Regulatory Services that is currently under development. Once created this will lead to an additional entry pathway to a career within the field of Environmental Health.

The Environmental Health (Food & Workplace Safety) Team has previously been restructured due to the difficulty in recruiting Environmental Health Officers, and in 2021 introduced the roles of Environmental Health Technician and Technical Support Officer, along with reintroducing a Trainee position back on to establishment. 2023 again saw difficulty in recruiting Environmental Health Officers, however a recruitment campaign for Environmental Health Technicians in November 2023 was very successful. As a result, four rather than two Environmental Health Technicians were recruited, along with making a temporary Enforcement Officer permanent. This was achieved by utilising the existing team staffing budget. This presented an opportunity to develop and trial an alternative delivery model, to help ensure service delivery of regulatory activities while making the best use of available resources, that enables authorised Environmental Health Officers and Food Safety Officers to focus on higher risk activities.

### **Outbreaks of communicable disease in care homes**

Outbreaks of communicable diseases in care homes are of particular concern because of the vulnerability of residents to more severe illness than the wider population. These outbreaks often require close management from Health Protection to ensure Care Homes have access to expert advice and can implement appropriate control measures. Support is also offered by the Care Home infection Prevention and Control Team and Care Home Liaison Team both to reduce the risk of infection but also during times of outbreaks.

### **Immunisation delivery**

Immunisation is essential in protecting our communities against vaccine preventable diseases. Delivery of the national routine vaccination schedule for children & adults is through the Fife Community Immunisation Service. In addition,

clinical specialities such as maternity services, paediatrics and sexual health services support the delivery of the selective immunisation programmes.

NHS Fife and Fife HSCP have worked collaboratively to review our Immunisation Strategic 2021-2024 framework and update it for 2024-2027. Achievements over the previous framework were the creation of an integrated vaccination workforce; establishment of a community pharmacy-based travel health service; a strategic review of the delivery of childhood vaccinations in Fife; and provision of a rapid response to emerging disease threats such as mpox and measles. The vision remains for '*A Fife where everyone, everywhere, has confidence in and equitable access to high-quality, safe, sustainable immunisation services throughout their life course*', and the four high-level priorities for action have been retained but with a refreshed focus.

A key activity for 2024/25 is the roll-out of the new RSV (Respiratory Syncytial Virus) vaccine programme to protect newborns and older adults. In 2025/26 we are expecting significant changes to the vaccination schedule including the introduction of an 18-month childhood visit. The Community Immunisation Service are transitioning to a locality-based service delivery model and quality improvement and community engagement work will be further embedded into the work of the team. Improvements to national vaccination reporting (for example, provision of vaccine coverage data by ethnicity) will enhance our monitoring of vaccination uptake among the Fife population. We will also continue our vaccine preventable disease surveillance activity and evaluate our response to outbreaks when these occur. A Scottish 5-year vaccination and immunisation strategy will be published in late autumn 2024 and will inform our local action planning over the coming years.

## 2. Health Protection: national and local priorities

### 2.1 National priorities

The Scottish Government set national public health priorities with SOLACE and COSLA, and these direct public health improvement across the whole of Scotland.<sup>10</sup> These priorities are also described in Public Health Scotland's national strategic plan<sup>11</sup> and NHS Fife's Director of Public Health Report 2020-2021.<sup>12</sup>

#### Public Health Priorities

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<sup>10</sup> Our context – public health in Scotland [Public health reform - Our context - public health in Scotland - Our organisation - Public Health Scotland](#)

<sup>11</sup> A Scotland where everybody thrives: Public health Scotland's strategic plan 2020-2023 [A Scotland where everybody thrives: Public Health Scotland's Strategic Plan 2020 to 2023 - Our organisation - Public Health Scotland](#)

<sup>12</sup> Director of Public Health Annual Report, Health and Wellbeing in Fife 2020-2021 [nhs-fife-director-of-public-health-report-2020-and-2021-220220616.pdf \(nhsfife.org\)](#)

- 1: We live in a vibrant, healthy and safe places and communities
- 2: We flourish in our early years
- 3: We have good mental wellbeing
- 4: We reduce the risk of harm from alcohol, tobacco and drugs
- 5: We have a sustainable inclusive economy with equality of outcomes for all
- 6: We eat well, have a healthy weight and are physically active

Health Protection contributes to all of these priorities. NHS Fife and Fife Council have pledged to support these National public health priorities by focusing on initiatives to:

- Improving health in early years
- Ensuring the effective implementation of the Sexual Health and Blood Borne Virus Framework; the Scottish TB Framework; and the VTEC Action Plan
- Enhancing the prevention and management of life threatening or lifelong conditions (as is already occurring with HPV vaccine (to prevent cervical cancer))
- Improving food, water and environmental safety
- Protecting vulnerable groups, especially older people in health and social care, against exposure to hazards and their adverse effects.

Public Health and Environmental Health are additionally looking to support informed choices when eating out, including more information on menus about portion sizes and calories.

## 2.2 Local priorities

Health Protection is a core part of the services delivered by NHS Fife, Fife Council and Fife Health & Social Care Partnership, particularly through Protective Services remits (environmental health, trading standards, animal health & welfare and building standards & public safety). This is facilitated through various forums. This plan recognises that work is undertaken on a daily basis relating to areas of responsibility and service delivery:

- Preventing the spread of communicable diseases in the community
- Improving standards of food safety
- Ensuring safe and potable drinking water supplies
- Improving health and safety standards in the workplace, including the promotion of mental wellbeing
- Ensuring adequate plans are in place to respond to incidents and emergencies
- Improving standards within the built environment
- Improving air quality and addressing historical contamination of land

In addition, several local health protection priorities requiring joint action have been identified through a variety of mechanisms including regular review of surveillance data, joint meetings, workshops, and stakeholder events.

The local priorities (which inform the actions now detailed in Appendix 1) will be incorporated within the operational service plans of NHS Fife, Fife Council and/or partner agencies. Where they are shared priorities, they will be delivered through effective joint working and partnership arrangements between the agencies.

To assist with statutory compliance, and as part of the national priority of promoting Good Work for All, the Workplace Team in the Health Promotion Service, Fife Health & Social Care Partnership will also help workplaces take a preventative approach in relation to mental health, specifically to:

- Promote general awareness of creating mentally healthy workplaces
- Provide support to help employers create mentally healthy workplaces
- Raise awareness of specialist support for when people become unwell and promote the employment of people with a history of mental health issues

## **Climate Emergency**

Climate change is now recognised as the greatest global threat to health. The increased frequency of extreme weather events can reasonably be attributed to climate change. Climate change in Scotland and worldwide is now inevitable. Scotland is unlikely to be able to insulate itself against the international impact of mass human migration, global hostility and unrest caused by climate change.

During 2022/2023, an Air Quality and Climate Change co-benefits study was undertaken by Fife Council. The provisional findings of the study concluded that many of the measures being considered by Fife Council to reduce greenhouse gas emissions and reduce climate impacts will have a positive impact on emissions of air quality pollutants across the local authority area.

Indoor air quality issues will also be addressed within the Fife Council Local Heat & Energy Efficiency Strategy (LHEES) and delivery plan.

## **3. Health Protection: resources and operational arrangements**

Staff numbers with specialist health protection skills in ERHPS and Fife Council are limited. Appendix 3 lists the resources, operational arrangements, and numbers of designated competent persons in terms of the Act current at the time of publication.

ERHPS and Fife Council's Environmental Health Team keep up to date records of their designated competent persons.

### 3.1 Information, Communication and Technology

Video conferencing and teleconferencing, primarily via Microsoft Teams, is widely used for communication across health boards and local authorities. ERHPS is responsible for disease surveillance. Information collected is entered onto HPZone, our clinical management system. Routinely collected surveillance data and reports are provided to Fife Council Environmental health team.

Adequate arrangements are in place for the reporting and recording of work electronically within Fife Council. However, these systems, are currently not compatible with the NHS systems.

### 3.2 Emergency planning and service continuity

The Fife Local Resilience Partnership (LRP) continues to develop and now includes the Fife Health and Social Care Partnership as one of its members. The chair of the LRP is shared between NHS Fife, Fife Council, Scottish Fire and Rescue, and Police Scotland.

Scottish Government employ a number of Regional Resilience Co-ordinators, who provide a consistency of approach across the resilience community in Scotland.

### 3.3 Inter-organisational collaboration

Communication required for routine activities includes face-to-face, telephone and electronic communications. Where needed to manage a situation effectively, a problem assessment group (PAG) or incident management meeting (IMT) is held.

Following the Covid-19 pandemic the opportunity was taken to review the liaison arrangements between Fife Council Environmental Health and NHS Fife Health Protection colleagues. This resulted in the Joint Environmental Health Liaison Group which meets four times per year, in line with its agreed terms of reference. Core membership includes Lead Consultant in Public Health (Health Protection) and Lead Health Protection Nurse Specialist from NHS Fife, along with the two Service Managers for Environmental Health for Fife Council. This can be supported by a wider affiliate membership of partners as required.

The Joint Environmental Health Liaison Group provides a strategic and operational forum to discuss environmental health related matters including for example foodborne infections and environmental hazards in Fife, enabling support to the multidisciplinary partnership to address relevant both responsive and preventative aspects of environmental health and public health.

### 3.4 Maintenance of competencies for Health Protection staff

#### **ERHPS**

NHS staff undergo an annual appraisal to ensure that their knowledge and skills remain up to date. Staff are encouraged to identify their own learning needs and attend external conferences and meetings as part of continuing professional development activities. Nursing staff meet the requirements of the Knowledge and Skills Framework and revalidation requirements for NMC registration.

#### **Fife Council**

Fife Council staff are encouraged to identify their own learning needs and attend external conferences and meetings as part of continuing professional development activities and record on Fife Council's systems. Officers involved in food law enforcement activities are required to undertake CPD activities in line with the Food Law Code of Practice.

Both ERHPS and Fife Council undertake internal training events, and where appropriate cross invite staff to attend. Regionalisation will support greater sharing of training opportunities.

## 4. Capacity and Resilience

Fife Council will utilise staff from other teams within Protective Services. However, it should be noted that Environmental Health staff and technical support is already challenged to respond in times of major demands around incidents, outbreaks, and accidents in areas they enforce within current resources. Review of capacity and resilience is on-going, particularly in response to the current pressure on all services.

Regional Health Protection workforce provide resilience to respond to a large incident, and if needed staff from the wider public health workforce will be utilised in the first instance. For more prolonged and severe incidents, staff from other teams and departments in NHS Fife will be drawn on. Regional arrangements for sharing of expertise will further improve resilience.

### 4.1 Mutual aid

Formal arrangements for mutual aid with other health boards in Scotland are recorded and reviewed through Resilience procedures. Regional working will complement this as processes are aligned between nearby boards, and working relationships are developed.

## 4.2 Out-of-hours arrangements

### **NHS Fife**

A senior member of public health staff is available 24 hours a day, 7 days a week. Outside of office hours, this service is provided by health board competent persons who are public health consultants, and supervised training grade Public Health specialty registrars and health protection nurse specialists. The service can be accessed through Victoria Hospital switchboard on 01592 643355.

Fife Area Laboratory provides a microbiology service out of hours. Urgent sample requests can be performed for some diseases following discussion with the on-call microbiology team. National Reference laboratories are able to perform analysis of urgent specimens.

It is expected that a regional out-of-hours service will be established in 2025. This will provide the same level of local service as currently, and also be better able to respond to any major incidents. Updates and contact details for any new service will be shared with partner organisations.

### **Fife Council**

From 5pm each weekday and 24 hours at weekends and public holidays (1st Monday in May, 3rd Monday in July, 3 days at Christmas and 3 days at New Year) a weekly standby rota operates for food and waterborne incidents, with contact made via Fife Council's Emergencies Helpline on 03451 550099.

## 5. Public feedback

### **NHS Fife and ERHPS**

Information is provided to the public through local media and the NHS Fife website, along with written information where required. NHS Fife has a complaints and feedback system managed by the [Patient Experience Team](#).

### **Fife Council**

Information is provided to the public through local media and the Fife Council website, along with written information where required. Fife Council has enquiries, comments & compliments e-form on its website [Feedback | Fife Council](#).



## Appendix 1: Action overview

Ref	Source	Outcome	Activity descriptor	Agencies involved
1	National priority	Reduce Vaccine Preventable Diseases	<ol style="list-style-type: none"> <li>1. Work towards improving uptake rates across Scotland for all vaccinations.</li> <li>2. Enhanced surveillance to monitor the effectiveness of current and new vaccination programmes to detect any changes in epidemiology.</li> <li>3. The Vaccine Transformation Programme continues to develop, and immunisation services are moving away from GP delivery to Health Boards.</li> <li>4. Eliminate Measles and Rubella in the UK by <ul style="list-style-type: none"> <li>• Achieving and sustaining <math>\geq 95\%</math> coverage with two doses of MMR vaccine in the routine childhood programme (&lt;5 years old)</li> <li>• Achieving <math>\geq 95\%</math> coverage with two doses of MMR vaccine in older age cohorts through opportunistic and targeted catch-up (&gt;5 years old)</li> <li>• Strengthening measles and rubella surveillance through rigorous case investigation and testing <math>\geq 80\%</math> of all suspected cases with an Oral Fluid Test (OFT)</li> <li>• Ensuring easy access to high-quality, evidence-based information for health professionals and the public</li> </ul> </li> </ol>	NHSF HSCP
2	National priority	Minimise the risk to the public from Gastrointestinal infections	<ol style="list-style-type: none"> <li>1. Ensure that public health interventions are taken for any failing drinking water supply, whether public or private, as necessary for E. coli failures.</li> <li>2. Promotion of safe practices and procedures where there is contact with livestock at animal parks and farms.</li> <li>3. Monitoring of bathing water quality (designated beaches/lochs).</li> </ol>	FC ERHPS SEPA Scottish Water

3	National priority	Monitoring and Improving drinking water quality	<ol style="list-style-type: none"> <li>1. Collaboration between agencies and Scottish Water in the monitoring and improvement of public and private water supplies.</li> <li>2. The Water Intended for Human Consumption (Private Supplies) (Scotland) Regulations 2017- Protective Services will ensure that the requirements of these regulations as they relate to enforcement, risk assessment and sampling are appropriately applied to supplies to ensure human health is protected from the adverse effects of any contamination of water intended for human consumption by ensuring the water meets water quality standards.</li> <li>3. The Private Water Supplies (Scotland) Regulations 2006 - Protective Services will ensure that the requirements of these regulations are appropriately applied to ensure human health is protected from any adverse effects of any contamination of private water supplies. Protective Services will continue to provide a service, on request, to those with small or non-commercial private water supplies.</li> <li>4. Private water supply improvement grants continue to be regulated under The Private Water Supply (Grants) (Scotland) Regulations 2006.</li> </ol>	ERHPS FC Scottish Water
5	National Priority	Air Quality	<ol style="list-style-type: none"> <li>1. FC will update its Air Quality Strategy for 2025-2030 to ensure consistency with the updated Scottish Government's Cleaner Air For Scotland Strategy (CAFS 2)</li> <li>2. FC have installed PM 2.5 air monitors at key locations and work is ongoing to develop a nation-wide network to monitor small particulate matter (PM2.5)</li> <li>3. Fife Council and NHS Fife will continue to work with partners in public and private sector and with communities to improve air quality.</li> <li>4. Fife Council and NHS Fife will continue to work together to respond to enquiries from the public.</li> </ol>	FC SEPA NHSF
6	Local Priority	Contaminated Land	<ol style="list-style-type: none"> <li>1. FC is required to inspect its area for evidence of contaminated land.</li> <li>2. To date FC has inspected almost 1700 sites representing 80% of high and medium priority sites</li> </ol>	FC NHSF SEPA

			<ol style="list-style-type: none"> <li>3. The FC Land &amp; Air Quality Team is working on its eighteenth voluntary remedial project in eighteen years. Our achievement is believed to be unique in the UK.</li> <li>4. FC's in-house contaminated land investigation programme has saved tens of thousands of pounds of public money and won prestige for Fife Council</li> <li>5. FC works with NHS Fife on risk communications with sites with contaminated land uses</li> <li>6. FC will update its Contaminated Land Inspection Strategy in 2024.</li> </ol>	
7	Local priority	Control environmental exposures which have an adverse impact on health	<ol style="list-style-type: none"> <li>1. Tackle the effects of antisocial or excessive noise in the communities.</li> <li>2. Report on local air quality within local authority area.</li> <li>3. Review approach to swimming pools and spas to ensure appropriate controls are in place regarding infection control.</li> <li>4. Blue-green algae - Promotion of safe usage of recreational waters where there is a risk of BGA and responding to incidents.</li> <li>5. Progress contaminated land strategies.</li> <li>6. Sharing of information and working in partnership to reduce and control environmental exposures that may have an adverse impact on health.</li> </ol>	FC NHSF
8	Local priority	Resilience to respond to a Pandemic through effective multi-agency response	<ol style="list-style-type: none"> <li>1. Continual cycle of revision and review of business continuity, Public Health incident plans and pandemic frameworks via relevant governance committees.</li> <li>2. Multi-agency pandemic exercise led by Local Resilience Partnership.</li> </ol>	NHSF FC
9	Local priority	Effective port health plans to provide adequate disease control measures	<ol style="list-style-type: none"> <li>1. Fife has seven seaports authorised (in accordance with International Health Regulations) for the inspection and issuance of ship sanitation certificates, which are used to help identify and record all areas of ship-borne public health risks.</li> <li>2. A small number of cruise ships dock at Rosyth Port, and procedures are in place for dealing with cases of suspected infectious disease on board vessels in line with current guidance.</li> <li>3. Ongoing review of Fife ports status in line assimilated EU 2017/625 specifically with regards to Border Control Post status.</li> </ol>	ERHPS FC

10	Local priority	Reducing the impact of tobacco, alcohol and other harmful substances on public health	<ol style="list-style-type: none"> <li>1. Continue work with licensed trade in respect of responsible drinking and challenge 25, or similar, scheme.</li> <li>2. Continue regulatory work on Age-related sales activity of cigarettes (including e-cigarettes) and other products.</li> <li>3. Continue monitoring the display ban for all retail premises in respect of tobacco.</li> <li>4. Promotional campaign targeted at reducing the under-age sale of tobacco to children and young adults.</li> <li>5. Continue the regulation of e-cigarettes, including single use vapes, to ensure product compliance.</li> <li>6. Continue regulatory efforts to combat illicit and counterfeit tobacco.</li> <li>7. Continue regulation of the smoking ban in enclosed and public places.</li> <li>8. Monitor the implementation of the legislation on no-smoking areas outside hospital buildings.</li> <li>9. Continue the regulation of e-cigarettes, including single use vapes, to ensure product compliance.</li> </ol>	NHSF FC
11	Local priority	Food safety priorities	<ol style="list-style-type: none"> <li>1. Undertake statutory duties of the Food Authority in enforcing and promoting food safety in line with the Food Law Code of Practice and Fife Council's Service Delivery Plan.</li> <li>2. Work in partnership with other regulatory agencies to identify, investigate and tackle illegal / fraudulent food activities.</li> </ol>	NHSF FC
12	Local priority	Health and safety at work initiatives	Fife Council Environmental Health, HSE and Workplace Team, and Health Promotion Service work in partnership to promote health, safety, and wellbeing initiatives, to assist workplaces comply with relevant statutory provisions and promote good work for all.	NHSF FC
13	Local priority	Minimise the adverse impact of climate change	Sustainability and protection from climate change features within the Director of Public Report 2020-21, and Fife Council and NHS Fife will jointly develop climate change plans.	NHSF FC
14	Local priority	Housing Emergency	Fife Council declared a Housing emergency and will create an Action Plan	FC
<p>Key</p> <p>ERHPS – East Region Health Protection Service</p> <p>FC – Fife Council</p> <p>HSCP – Fife Health &amp; Social Care Partnership</p> <p>NHSF – NHS Fife</p> <p>SEPA – Scottish Environmental Protection Agency</p>				

## Appendix 2: Local NHS and council plans

	<b>Plan Title</b>
1	NHS Fife Incident Management Framework (including public health incidents)
2	NHS Fife Hospital Lockdown procedure
3	NHS Fife Severe Weather Framework
4	NHS Fife Bomb threat/Suspect Item response
5	Evacuation plans for forensic sites (in development)
6	Pandemic framework plans (NHS Fife, Fife Council (Communicable Human Disease Plan), and Local Resilience Partnership) (in development)
7	Blue Green Algae Plan
8	NHS Fife Immunisation Strategic Plan
9	NHS Fife and Fife Council Business Continuity Plans
10	Fife Council Incident Management Plan
11	Notifiable Animal Diseases Plan
12	Communicable Human Diseases Plan
13	Environmental Health (Food and Workplace Safety) Service Delivery Plan
14	Air Quality Strategy
15	Contaminated Land Strategy
16	Pollution Contingency Plan
17	Fife External Emergency Plan
18	Resilience Partnership Plans (various)
19	Local Housing Strategy
20	Scheme of Assistance
21	BTS (Below Tolerable Standards) Strategy

22	Private Sector Housing Enforcement Approach
23	Scottish Waterborne Hazard Plan
24	Scottish Water Wastewater Pollution Incidents Plan
25	Delivering Differently - Workforce Wellbeing Action Plan for Fife
26	Fife Sustainable Energy and Climate Action Plan 2020-2030

## Appendix 3: Resources and operational arrangements for Health Protection

### NHS Fife and its contribution to the East Region Health Protection Service

Job Title	Role and Responsibility	FTE at 1/8/2024
Director of Public Health	Strategic Lead for Public Health activities in NHS Fife.	1
Public Health Consultant (primarily focused on Health Protection)	Provide leadership and strategic oversight for health protection development and implementation. To co-ordinate the provision of an effective service for the control of communicable disease, and environmental health hazards.	2.9
Health Protection Nurse	Contribute to the delivery activities surrounding the prevention, investigation and control of communicable disease and immunisation programmes.	4.64
Public Health Scientists	Responsible for disease surveillance records and reports.	1
Head of Resilience	Provide leadership and strategic oversight for Resilience and Emergency Planning within NHS Fife.	1
Emergency Planning Officer	Ensuring NHS Fife is prepared for a major incident.	1
Administration	Provision of administrative support to ERHPS	2

### Fife Council - Protective Services – Environmental Health Teams

Job Title	Role and Responsibility	FTE at 01/06/2024
Head of Protective Services	Strategic and Operational Lead for Regulatory activities including public health in Fife Council. The Head of Protective Services is a qualified EHO.	1
Service Manager Environmental Health	To lead and manage a team and co-ordinate the activities and functions of the team to ensure the delivery of a consistent, high quality and focussed service Each of the 2 Environmental Health Teams Food & Workplace Safety and Public Protection are managed by a Service Manager who is a qualified EHO	2
Lead Officers (Environmental Health, Private Housing)	To support and assist the Service Manager in ensuring the effective organisation and delivery of the statutory and non-statutory, technical, professional, and operational standards to achieve the requirements of the Team. To lead on identified work areas of the Team on a day-to-day basis. The Lead Officers are qualified EHO/FSO	6
Environmental Health Officers	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions	7.6
Food Safety Officers	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions	2

Technical Officers	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions.	13
Environmental Health Technician / Environmental Health Technician (Food & Workplace Safety)	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions.	6
Animal Health Officers	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions.	2
Licensing Standards Officers	To enforce the provisions of various statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions.	4
Enforcement Officers (Environmental Health)	To enforce the provisions of waste statutes in assisting the Service Manager and Lead Officer in the discharge of Environmental Health functions	3
Technical Support Officer	To provide Advanced Technical Support to facilitate and improve Service Delivery of the regulatory functions of Environmental Health including but not limited to food safety, health & safety, port health, waste duty of care and public health.	1
Trainee Environmental Health Officer	Enable the post holder to undertake training in the practical aspects of Environmental Health sufficient to enable progression towards taking the Royal Environmental Health Institute of Scotland Diploma in Environmental Health. (Can be Student or Graduate posts)	1
Environmental Health Student Placement	To enable the post holder to experience all aspects of Environmental Health with a view to them joining an accredited Environmental Health degree course and training to become an Environmental Health Officer.	1
Modern Apprentice Regulatory Services	To enable the post holder to train and develop to achieve the SCQF level 7 Modern Apprenticeship in Regulatory Services.	0



## Appendix 4: Numbers of Designated Competent Persons

Under the Public Health etc. (Scotland) Act 2008, the following numbers of Competent Persons work with NHS Fife and Fife Council

### **NHS Fife** (at 01/08/2024)

10 Consultants in Public Health  
2 Health Protection Nurse Specialists

### **Fife Council** (at 01/06/2024)

14 Environmental Health Officers

The Council policy is that professional staff are authorised by the Head of Protective Services according to competency, and experience. In addition, we have several Technical Staff as detailed in Appendix 3.

21 January 2025

Agenda Item No. 6

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## **Contaminated Land Inspection Strategy 2025-2030**

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**Report by: Nigel Kerr, Head of Protective Services**

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**Wards Affected: All**

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### **Purpose**

To advise Members that Fife Council's Contaminated Land Inspection Strategy has been updated for 2025-2030, outlining the Council's continued determination to bring damaged land back into beneficial use through a diverse set of innovative interventions.

### **Recommendation(s)**

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Members are asked to:

- note the contents of Fife's Contaminated Land Inspection Strategy 2025-2030 (available at <https://www.fife.gov.uk/contaminated-land-strategy-2025-30>) and support the Land & Air Quality Team's commitment to protecting public health through collaborative working and proactive intervention.

### **Resource Implications**

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The team's officers are responsible for managing an annual inspection revenue budget of £90k as well as a total capital plan allocation of £2.3m for the period 2025 -2030. To ensure expenditure is focused on the highest priorities council-wide, the team works proactively with Development Management, Building Standards, Economic Regeneration and Transportation Services among others. With one quarter of Scotland's population living with 500 m of a vacant or derelict site, the team's primary goal of protecting public health is enhanced by collaborating with colleagues in the Vacant & Derelict Land team, combining resources to deliver public realm improvements for the citizens of Fife.

### **Legal & Risk Implications**

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The statutory obligation to inspect for land contamination was introduced by Part IIA of the Environmental Protection Act 1990, inserted by Section 57 of the Environment Act 1995 and enforced in Scotland by the Contaminated Land (Scotland) Regulations 2005.

### **Impact Assessment**

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The formal preparatory work for the Council's Contaminated Land Inspection Strategy predates the coming into force of Section 5 of the Environmental Assessment (Scotland) Act 2005 and so it is not a qualifying plan or programme under the provisions of that Act.

### **Consultation**

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In accordance with the Scottish Executive Environment Group's advice, neighbouring local authorities, the Scottish Government, Scottish Environment Protection Agency and other agencies and organisations were consulted, with NHS Fife, Scottish Enterprise and Financial Services providing feedback that was incorporated into the final draft Strategy.

# 1.0 Background

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## Fife's Contaminated Land Inspection Strategy 2025-2030

- 1.1 **Sustainability** has always been at the core of our work, but with the implementation of our 2025-2030 strategy we are now in a stronger position to quantify the many facets of sustainable practice that are embodied in our projects.
- 1.2 Applying the principles of **Placemaking** to our work – considering the ‘problem’ site in the context of its immediate neighbourhood – helps us work towards a triple-win for health, equity and environmental sustainability when designing interventions.
- 1.3 Considering the co-benefits of remedying damaged land and mitigating against climate change, **Renewable Energy** is routinely considered as a driver when considering the options for a parcel of land, working with the Climate Change & Zero Waste team.
- 1.4 Because of a change in perspectives and priorities caused, in part, by the Covid-19 pandemic, the value of **Natural Capital** has been pushed up the agenda with opportunities for providing green and blue space or even just temporary greening of sites.
- 1.5 The four priorities outlined above represent a shift, away from the traditional approach to managing land contamination problems (our previous strategy was dated 2019), towards viewing such sites as an opportunity and an asset. This reasoning informed the new direction of our updated inspection strategy.
- 1.6 Our approach will:
  - continue to prioritise sites within Fife for inspection and assessment from time to time as required by the statutory guidance
  - continue to intervene where the preliminary risk assessment suggests unacceptable risk to public health or the wider environment
  - focus on providing interventions at sites where the greatest benefits to the local community can be demonstrated, and
  - diversify into collaborative working on the provision of recreational open space, renewable energy options and imaginative placemaking in a sustainable manner.
- 1.7 Our current projects include (a) continuing to negotiate an inclusive solution for a prominent town-centre gap site, (b) investigating a former landfill site in the heart of a local community to ensure no significant risk remains to residents and (c) improving the provision of active travel at a location affected by localised pollution.
- 1.8 In recognition of its unique approach to land management, Fife Council was awarded a prestigious national industry award by Environment Analyst UK. We also merited specific mention in the Scottish Government's inaugural keynote speech at the Brownfield Regeneration Network 2024.

## 2.0 Issues and Options

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- 2.1 Fife's Contaminated Land Inspection Strategy 2025-2030 is reliant on continued revenue income which allows the team to act decisively when necessary but also broker agreements of mutual benefit with other council departments.

By careful stewardship of our annual budget, we are able to assign portions to ten or twelve projects each year, including the maintenance of specialist equipment which we can use to save on consultancy fees and ensure sustainable working.

- 2.2 Our decision-making is guided by proprietary risk-prioritisation software, which is fully integrated into our mapping system, maximising the power of spatial data to deliver solutions in a rational, ordered and efficient manner (as demanded by both the statutory guidance and common sense). Maintenance of the spatial mapping system is time-consuming and expensive, but delivers immeasurable benefits, clearly demonstrating objectivity and impartiality.

## 3.0 Conclusions

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- 3.1 Fife Council's Land & Air Quality Team – in the routine pursuit of its statutory inspection strategy – is now able to deliver wins for biodiversity, contribute to the energy transition, enhance twenty-minute neighbourhoods and maximise environmental benefits.

## List of Appendices

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- Equality Impact Assessment Summary

## Background Papers

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

**Fife's Contaminated Land Inspection Strategy 2025-2030**

<https://www.fife.gov.uk/contaminated-land-strategy-2025-30>

**Part IIA Contaminated Land Statutory Guidance Edition 2 Paper SE/2006/44**

[www.gov.scot/publications/environmental-protection-act-1990-part-ii-a-contaminated-land-statutory-guidance/](http://www.gov.scot/publications/environmental-protection-act-1990-part-ii-a-contaminated-land-statutory-guidance/)

**Fife Council Local Place Plans**

[www.fife.gov.uk/kb/docs/articles/have-your-say2/community-planning/local-place-plans](http://www.fife.gov.uk/kb/docs/articles/have-your-say2/community-planning/local-place-plans)

**Fife Council Local Energy Strategy**

[www.fife.gov.uk/kb/docs/articles/environment2/local-heat-and-energy-efficiency-strategy-lhees-and-delivery-plan](http://www.fife.gov.uk/kb/docs/articles/environment2/local-heat-and-energy-efficiency-strategy-lhees-and-delivery-plan)

**Fife Council Greenspaces**

[www.fife.gov.uk/kb/docs/articles/community-life2/parks,-allotments,-core-paths](http://www.fife.gov.uk/kb/docs/articles/community-life2/parks,-allotments,-core-paths)

**The Leven Programme**

[www.theleven.org](http://www.theleven.org)

## Report author

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## Appendix Equality Impact Assessment Summary

(to be attached as an Appendix to the committee report)

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

Environment, Transportation and Climate Change Scrutiny Committee (Tuesday 21 January 2025): Fife's Contaminated Land Inspection Strategy 2025-2030.

**What are the main impacts on equality?**

None.

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

None.

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

The protection of public health acts independently of individual people. The actions outlined in this inspection strategy should protect and enhance health and wellbeing for all.

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

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PROTECTIVE SERVICES  
Contaminated Land  
Inspection Strategy  
– 2025 to 2030 –



## Fife Council Contaminated Land Inspection Strategy 2025 to 2030

The format of this strategy is prescribed by government guidance\*. However, the achievements of Fife Council **Land & Air Quality Team** are influenced by developments in scientific understanding, environmental regulation and corporate & community ambition. By applying our resources in an effective manner, we now contribute our efforts to a **wider portfolio of projects** than ever before.

New themes include...



natural capital



renewable energy



placemaking



sustainability

These are examples of additional drivers that help *'bring damaged land back into beneficial use'* ... the last seven words being a direct quote from the Scottish Government's Statutory Guidance†.

As our strategy has matured, we no longer need to go looking for problem sites. Using objective prioritisation methods, we believe we have inspected most high- and medium-priority properties. We can now focus our attention on regeneration projects which directly benefit our communities.

Where our risk assessments recommend further investigation, we act by having samples taken and analysed. We **upskilled** to investigate sites ourselves using our award-winning shared-services agreement to access equipment and expertise that lies beyond the scope of most local authorities.

Where we uncover *'harm or ... the possibility of harm'* (another quote), we seek funding from the government or council committee to voluntarily remedy the situation. In Fife – despite tightening finances – we continue to champion the protection of **human health** and **the wider environment**.

We won our second national industry award in 2022 for helping to unlock derelict land, and we featured in the Scottish Government's keynote speech at Brownfield Regeneration Network 2024.



\* Scottish Executive, 2001, "Contaminated Land Inspection Strategies: Advice for Scottish Local Authorities"

† Scottish Executive, 2006, "EPA 1990 Part IIA Contaminated Land Statutory Guidance Edition 2 Paper SE/2006/44"

## 1. About Fife

Occupying a promontory on the East Coast of Scotland, Fife has existed as an historical entity since at least the twelfth century. Now Scotland's third-largest local authority, the region has a legacy of industrial exploitation that requires a proactive team to safeguard public health in perpetuity.

### – Geology and hydrology

The geology of Fife might not have changed much since the date of our last strategy, but environmental priorities have. Abandoned coal mines, once considered a liability, now stand to play their part in the energy transition: Fife has two of the largest mine-water district-heating opportunities in Scotland. Understanding the hydrogeology of the coal measures is going to be key to success.

### – Population and land use

More than 370,000 people live in Fife, making us Scotland's third most populous local authority. The sites of traditional land-intensive industries continue to be redeveloped for housing, highlighting the importance of the Land & Air Quality Team's advice to both the **planning department** and **building standards**: effective regulation is the best way to counteract future contaminated land.

### – Protected areas

Although only considered to be at risk if they actually coincide with potentially contaminated land, Fife's many statutorily protected areas are an important antidote to its industrial heritage. And, ironically, many sites designated with SSSI status are former industrial sites, where a unique set of ground conditions might provide a niche for unusual flora and fauna: nature has a way of winning.

### – Industrial heritage

Mapped out at the beginning of the new millennium, Fife's list of potentially contaminated sites has been made public so that environmental consultants can check for themselves which, if any, of the many industries operated within their area of interest. This spatial geodatabase is available on our website, and it also includes sites that were once the subject of a waste management licence.

## 2. Aims and priorities

Our strategy continues to evolve to meet the demands of environmental sustainability.

### – Corporate goals

Fife Council declared a Climate Emergency in September 2019. This team can act to reduce carbon emissions in two ways: by designing sustainability into our own work, and by applying common sense to the regulation of development activities. Both of these actions help to raise awareness of the council's proclaimed goals for • **better health and wellbeing**, and • **cleaner and greener places**.

Alignment with council strategies is important to the team. This includes considering the aims of the Recovery and Renewal update to the Plan for Fife 2017-2027 as well as working to support the goals of Fife Council's Economic Strategy 2023-2030. Working with **Economic Regeneration, Building Services, Facilities Management, Development Management, Property Services** and **Transportation Services** is, of course, something we have been doing routinely for many years.



### – Team objectives

Although the inspection of potentially contaminated sites is central to our work, within the overarching structure of the council, the team's function also continues to support the ambitions of our new Place Directorate, with place-based investment to help revitalise and re-purpose Fife's key town and city centres whilst exploring opportunities around energy transition and renewables.

### – Inspection priorities

Demands for investigative and remedial work take many guises, so the team has become adept at **understanding the requirements** and **designing the solutions**. A large proportion of investigative work is completed in-house, deferring only to consultants where specialist knowledge is needed. When undertaking large remedial projects, complex interactions between risks and issues must be managed effectively, so we took it upon ourselves to obtain qualifications in project management.

## 3. Timescales

An informal expectation that local authorities should have inspected all high- and medium-priority sites within 25 years of the act coming into force in 2000 has been met by the team at Fife Council.

Now we can put our experience to positive use on good-news projects, whilst continuing to keep up momentum on our inspection strategy and providing timely advice to the planning department.

The team remains an active partner in the Leven Programme. We contribute to **placemaking** with practical support in the promotion of **new greenspace** and **active travel** in the Levenmouth area.



Our own participation in this programme has led not only to **six-figure inward investment** from the Scottish Government's Vacant & Derelict Land fund, but also to commencement of the team's **twentieth voluntary remedial project** using capital obtained by application to Council Committee.

In this way, Fife's Land & Air Quality Team can demonstrate it is directing its resources towards *"the most pressing and serious problems first"* (which is another quote from statutory guidance).

## 4. Arrangements and Procedures

The statutory guidance is supported by technical reports, the science behind which is constantly evolving. The most recent significant change was the introduction by DEFRA in June 2019 of the Land Condition Risk Management (**LCRM**) guidance replacing CLR 11. Fife Council is one of a small number providing practical support to the Scottish Government on adoption of this new guidance.

In the implementation of this Inspection Strategy, the following procedures will be followed:

- i. Whilst we do not actively prioritise **council-owned land** over private land, there is a strong case for spending capital money on public spaces, and remedial work can proceed without the need for negotiation with private landowners. This way, the Council will be seen to be keeping its own affairs in order before expecting others to do the same.
- ii. Working in an Environmental Health department, we see the benefit of interventions that protect human health; however, pollution of **the water environment** also has the potential to affect people's wellbeing, as well as that of their livestock and pets. Water environment problems can be expensive to investigate, so a balance is sometimes necessary.
- iii. In fact, contaminated land can affect residents and site users, surface- and ground-water (collectively known as the Water Environment in Scotland), ecological receptors (considered to be statutorily protected areas on-site) and property. These five **statutory receptors** have been at the core of our inspection strategy priorities from the beginning.
- iv. Sources of information on **existing contaminants** include scanned maps from the Landmark Information Group (Ordnance Survey) and town plans from National Library (John Wood and Bartholomew) plus records kept by the former District Councils (waste management licenses) and Trading Standards (derelict underground storage tanks).
- v. Our key **external consultation** sources are Scottish Environment Protection Agency for the water environment, and NatureScot and Historic Environment Scotland in relation to natural and built heritage designations. We routinely consult other external organisations including British Geological Survey, the Coal Authority and the HSE.
- vi. Fife Council's Land & Air Quality Team pursues a policy of seeking voluntary remedial action in preference to formal determination. Identifying the original polluter can be expensive, time consuming and unproductive, and **private homeowners** might not be able to afford the cost of clean-up. We would publish any entries in our official Contaminated Land Register.
- vii. When **managing requests**, we respond to enquiries from three sources:
  - consultations from the planning department and building standards in relation to new development proposals
  - enquiries from individuals, consultants or agents acting on their behalf, in relation to properties for sale, and
  - requests that do not fall into any particular category, but require expert advice from a member of the team.
- viii. Our priorities in relation to **inspection planning** have been described above, but in summary, targets for quantity have largely been replaced with an ambition for quality, delivering lasting interventions on sites that are considered a high priority.
- ix. **Detailed inspections** follow recognised procedures based on established risk management principles, as re-affirmed in the new LCRM guidance. The phased approach begins with a desk study to determine what future actions may be required, such as designing investigative work and recommending suitable remedial action followed by verification reporting.

- x. Our inspection strategy includes **review procedures**, because the regulatory landscape is constantly evolving. A new strategy is published every three to five years, thus ensuring the team's work remains focussed on contemporary priorities.
- xi. Spatial data is the *only* type of **information management** suitable for land-based activities. Our spatial geo-database includes fully interrogatable GIS layers of three types:
  - o information that is freely available in the public domain such as historical maps,
  - o data that are held or stored by the Council under licence such as geology, and
  - o records digitised from former District Council archives including waste management licences and the register of derelict underground storage tanks.
 Proprietary site prioritisation and case management software is used to ensure we deal with land in a '*rational, ordered and efficient manner*' (a final quote from the statutory guidance).

## 5. Added value

There are many grey areas in the regulation of the land management industry. Where possible, Fife Council's Land & Air Quality Team aspires to promote consistency of regulation across these sectors:



Whilst SEPA is the primary regulator for the radioactive substances register, this team holds waste management records and outlines of former military land to inform our risk assessments. We also host a permanent **environmental radiation monitoring** station.



Radon is considered under a different regulatory regime from landfill or mine gases but many of the principles are the same. Fife Council's Land & Air Quality Team works hard to raise **awareness of radon gas**, believed to be the cause of one-in-ten lung cancers.



We defer to specialist searches where unexploded ordnance might be a risk. However, we do request advice from Fife Council Archaeology Service that helps us to understand the likelihood of **encountering explosive materials** during our own site investigations.



Mine-water is specifically excluded from the regulations, but we have previously had to deal with ochre-related problems in the interest of public safety. Now we're working with colleagues in Climate Change & Zero Waste on the **harnessing of mine-water heat**.



Following an incident in Scotland where people were hospitalised after inhaling mine gas in their homes, we contributed to the Building Standards Division's research into the prevalence of the problem and **how best to prevent recurrence** anywhere in future.



In Scotland we still send over a million tonnes of clean soil to landfill each year. Soil is an irreplaceable resource and an essential component of carbon accounting. When we design our remedial work, we strive to employ **sustainable solutions** wherever possible.

For more information about our contaminated land inspection work, including previous strategies, and for [advice on redeveloping land affected by contamination](https://fife.gov.uk/contaminatedland), visit [fife.gov.uk/contaminatedland](https://fife.gov.uk/contaminatedland).

Fife Council's Protective Services is now part of the **Place Directorate**.

21 January 2025

Agenda Item No. 7

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## **Fife's Air Quality Strategy 2021-2025 – Annual Progress Report 2024**

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**Report by: Nigel Kerr, Head of Protective Services**

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**Wards Affected: All**

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### **Purpose**

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To advise Members of the Fife Council Air Quality Annual Progress Report 2024 which allows Committee members to scrutinise the progress made in delivering the aims and objectives of Fife's Air Quality Strategy 2021-2025

### **Recommendation(s)**

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Members are asked to:

Note the positive outcomes detailed in Fife's Air Quality Annual Progress Report 2024 and support an ongoing commitment to improving and maintaining good air quality across Fife.

### **Resource Implications**

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The Council's Land & Air Quality Team is responsible for implementing Fife's Air Quality Strategy and producing an Air Quality Annual Progress Report each calendar year. Delivery of the aims and objectives of the Strategy is achieved through existing staffing levels and is subject to the provision of Scottish Government air quality grant funding (currently the subject of a competitive bidding process by local authorities for each financial year). Grant funding allocated for 2024-2025 was £97,728.71.

### **Legal & Risk Implications**

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The Council is required by the Environment Act 1995 to produce, and implement, an Air Quality Strategy and work towards achieving air quality objectives for prescribed pollutants.

### **Impact Assessment**

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An Equality Impact Assessment (EqIA) is not necessary as the report does not propose a change to existing policies.

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

The Scottish Government and Scottish Environment Protection Agency (SEPA) were consulted on our Air Quality Annual Progress Report 2024 and noted the thorough approach by Fife Council in tackling air quality issues.

The Heads of both Legal and Finance have also been consulted in the preparation of this report.

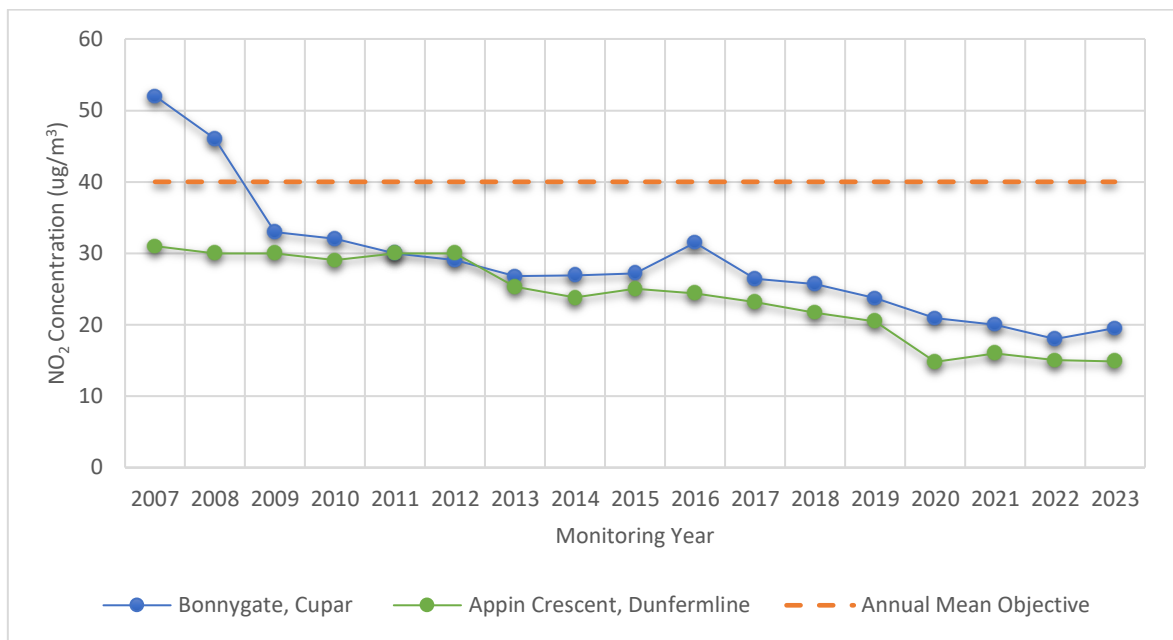
## 1.0 Background

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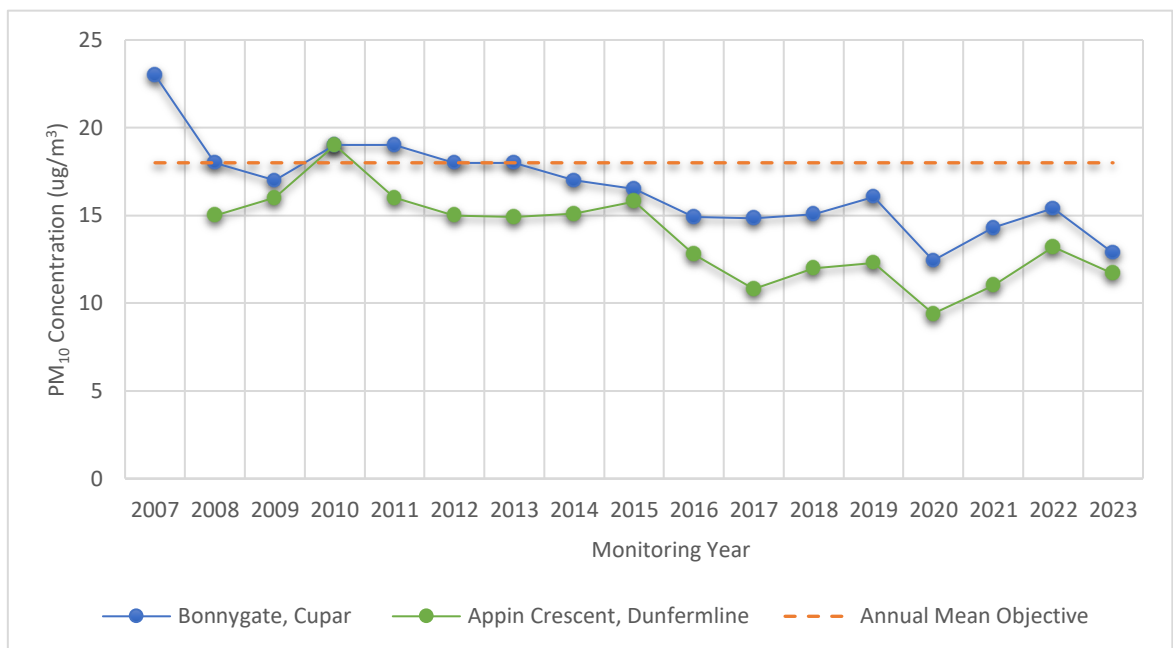
- 1.1 Fife Council is required by environmental legislation to periodically review and assess air quality in relation to statutory objectives. Protective Services undertakes extensive automatic and diffusion tube air quality monitoring throughout Fife. Pollution from road vehicle emissions is the key air quality issue in Fife, with Nitrogen Dioxide (NO<sub>2</sub>) and Particulate Matter (PM<sub>10</sub> & PM<sub>2.5</sub>) being the pollutants of concern. Particulate Matter (PM<sub>10</sub> and PM<sub>2.5</sub>) are respirable fractions of particles less than 10 and 2.5 microns in diameter, respectively.
- 1.2 Where exceedances of air pollutant objectives are identified or considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place to achieve the objectives. Air Quality Action Plans have been prepared and updated as appropriate for the Bonnygate, Cupar and Appin Crescent, Dunfermline Air Quality Management Areas.
- 1.3 Both the Appin Crescent and Bonnygate Air Quality Action Plans have been successful in improving air quality in these Air Quality Management Areas. This has included fully revoking the official Air Quality Management Area Orders in 2023 because of the significant decline in concentrations of relevant pollutants (NO<sub>2</sub> and PM<sub>10</sub>) resulting from the successful implementation of action plan measures in both areas.

The overall decline in pollutant concentrations (NO<sub>2</sub>, PM<sub>10</sub> & PM<sub>2.5</sub>) in Appin Crescent, Dunfermline and Bonnygate, Cupar are presented in Figures 1 to 3 below:

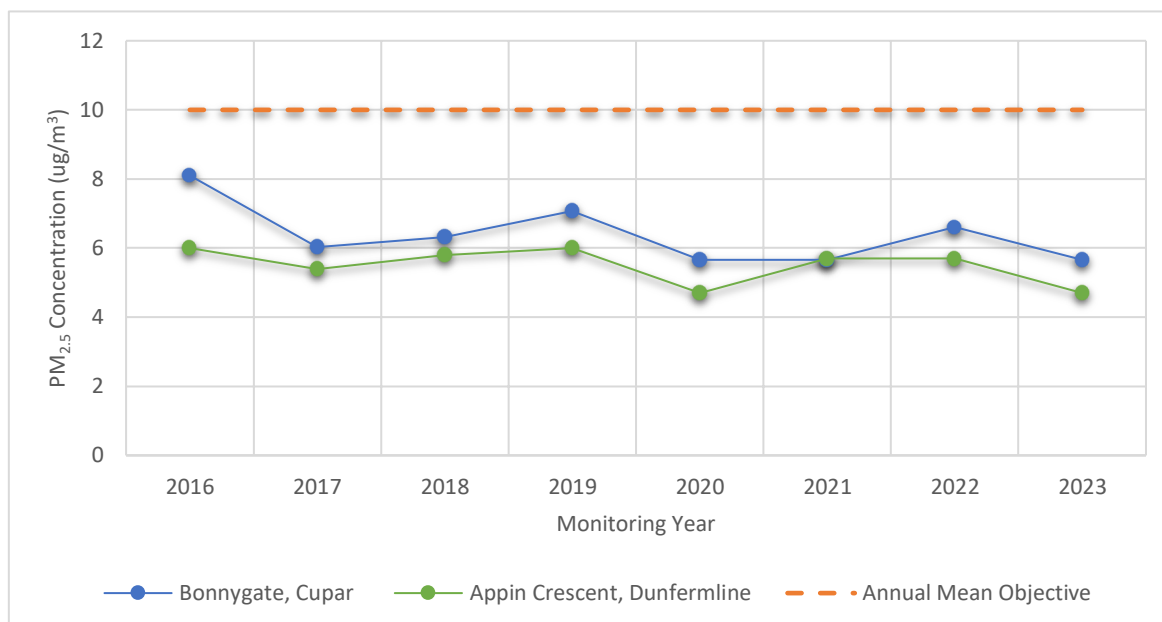
### Figure 1 – NO<sub>2</sub> automatic monitoring results



**Figure 2 – PM<sub>10</sub> automatic monitoring results**



**Figure 3 – PM<sub>2.5</sub> automatic monitoring results**



- 1.4** Further to our report 'Fife's Air Quality Strategy 2021-2025-Annual Progress Report 2023' brought before this Committee on 28<sup>th</sup> November 2023 ([https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0023/531842/Agenda-Pack-for-Environment,-Transportation-and-Climate-Change-Scrutiny-Committee-28th-November-2023.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0023/531842/Agenda-Pack-for-Environment,-Transportation-and-Climate-Change-Scrutiny-Committee-28th-November-2023.pdf)) , this Annual Progress Report for 2024 provides the latest progress towards achieving the aims and objectives of Fife's Air Quality Strategy 2021-2025.

## 2.0 Issues and Options

### Fife Air Quality Annual Progress Report 2024

#### 2.1 General

The Air Quality Annual Progress Report 2024 assesses the data collected in 2023 and discusses the implications for air quality management in Fife. The Executive Summary is attached in Appendix 1 - the full progress report is available at <https://www.fife.gov.uk/air-quality-progress-2024>

#### 2.2 Nitrogen Dioxide (NO<sub>2</sub>)

Fife Council carry out monitoring of nitrogen dioxide (NO<sub>2</sub>) at four automatic stations in Cupar, Dunfermline, Kirkcaldy and Rosyth. Non-automatic monitoring of NO<sub>2</sub> was carried out using diffusion tubes at 44 sites (total of 52 tubes). All NO<sub>2</sub> concentrations measured during 2023 were below the annual mean objective of 40 micrograms per cubic metre (µg.m<sup>-3</sup>).

#### 2.3 Particulate Matter (PM<sub>10</sub> & PM<sub>2.5</sub>)

PM<sub>10</sub> and PM<sub>2.5</sub> is measured at the four automatic sites within Fife at Cupar, Dunfermline, Kirkcaldy and Rosyth. During 2023 all concentrations were below the annual mean objective of 18 µg m<sup>-3</sup> for PM<sub>10</sub> and 10 µg m<sup>-3</sup> for PM<sub>2.5</sub>.

#### 2.4 Carbon Monoxide, Sulphur Dioxide, 1,3-Butadiene and Benzene



The review of all available data relating to carbon monoxide (CO), sulphur dioxide (SO<sub>2</sub>) and benzene monitoring during 2023 indicates that it is unlikely that any air quality objectives relating to these pollutants were exceeded.

The 2022 Mossmorran & Braefoot Bay Independent Air Quality Monitoring Review Group Annual Report has now been published (delays due to COVID) and new Expert Advisory Groups (including Air Quality) have been set up. Overall, the Review Group concluded that, based on the available data reviewed in 2022, 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. The full 2022 Annual Report can be viewed at:

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0023/550265/Mossmorran-AQ-EAG-2022-V5-Final.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0023/550265/Mossmorran-AQ-EAG-2022-V5-Final.pdf)

At the time of writing, the 2023 Mossmorran & Braefoot Bay Independent Air Quality Monitoring Review Group Annual Report had not yet been published (delays due to knock on effects of COVID and whilst new Expert Advisory Groups (including Air Quality) were set up). The report is expected to be produced before the end of calendar year 2024. A summary of the findings will be provided in future updates.

## **2.5 Progress during 2023/24**

Measures outlined in the Air Quality Action Plans for Bonnygate, Cupar and Appin Crescent, Dunfermline have been implemented throughout 2023 and include:

- Increased membership of Fife ECO Stars scheme (funded by Scottish Government air quality grant.). This is a free, voluntary scheme which provides recognition, guidance, and advice on operational best practice to fleet operators. To date there are 305 commercial fleet members (operating 10,758 vehicles) and 171 taxi and private hire members (operating 682 vehicles).
- Although no grant funding was provided in 2023/24 Fife Council Fleet Services were able to obtain alternative funding to allow for 15 new electric vans to be purchased. These vehicles are being used for the Councils Meals on Wheels (MoW) service. The whole of the MoW fleet (24 vans in total) is now electric and meets service needs from three depots across Fife (Kirkcaldy, Dunfermline and Leven). As of January 2024, Fife Council had 72 full electric vehicles and 19 hybrid vehicles in service (either leased or purchased). As of January 2024, the size of the Fife Council fleet decreased significantly from the 2023 figure of 1,497 vehicles and now stands at 1,414 vehicles. The amount of diesel used by the Council Fleet increased in 2022/23 and 2023/24 to 3,953,929 and 4,075,792 litres respectively indicative of a return to normal working practices after the initial impact of COVID-19
- Recent charger changes in Fife include another 150kW charging station at the principal Fife Council depot (Bankhead Central) with the installation and commissioning in progress as of February 2024. In addition, several new 7kW twin chargers have been installed at Council based facilities including Meals on Wheels bases and a new 22kW public charger has been installed in Kirkcaldy. In 2023, EV Charging points in Dunfermline (ChargePlace Scotland sites only) had 14,699 public charging sessions using 369,258kW of electricity. This is up on the 2022 figure when there were 7,852 public charging sessions which used 174,663kw of electricity. Interestingly the number of charging sessions recorded in 2023 is roughly twice of those recorded in 2020 (7,448 public charging sessions) when the amount of electricity used was significantly lower at 121,048kW indicating that vehicles with larger battery packs, and



therefore higher ranges, are now more common and being used regularly within Fife.

- Fife Council Fleet Services have been working to improve emissions/efficiency of Council refuse collection vehicles (RCVs) through the installation/upgrade of FuelSense 2.00 software within the transmissions of the Fleet of Mercedes Bens RCVs. The initial trial on two vehicles over a six-month period showed an average 8.85% fuel saving and 30 of the RCVs currently have the upgraded software installed. Another 13 RCVs in the Fleet were replaced towards the end of 2022 with new vehicles that also have the FuelSense 2.00 software installed. It is anticipated that this will bring about substantial savings in terms of fuel costs whilst also reducing emissions from the RCV fleet.



**Figure 4 - Example of new Nissan Townstar electric van brought in by Fife Council to fully electrify the MoWs fleet**

- There were six portable compact monitors (called AQMesh sensors) in 2023 located at Appin Crescent, Dunfermline; Bonnygate, Cupar; St Clair Street, Kirkcaldy and City Road, St Andrews. 2023 AQMesh data indicated that there were no exceedances of both annual and 1-hour mean objectives during 2023.
- Scottish Government grant funding has been obtained for 2024/25 to allow for an additional two air quality sensors to be obtained that will be used (in conjunction with one of the existing units) for monitoring near three primary schools in Fife (Masterton Dunfermline; Crossgates and Lumphinnans). This is in accordance with recent recommendations by the Royal College of Physicians (RCP) to monitor near primary schools. Fife Council is also currently liaising with the RCP on a grant proposal for undertaking air quality monitoring near further schools that are the closest to prescribed statutory air quality objectives. It is our understanding that Fife Council is the first local authority in Scotland to implement such a monitoring regime.

- Scottish Government grant funding was used in 2023 with Clean Air Day bite size presentations provided to four Primary Schools across Fife along with Citizen Science Packs to allow the children to undertake their own air quality monitoring.
- Following the anti-idling campaign initially undertaken at several primary schools in 2022 the winning designs for posters and a banner have been manufactured and distributed. The banner has now been installed at the winning school (Mountfleurie, Leven) in order to raise awareness and change behaviour. Copies of the posters have also been provided to the winning schools (Dunnikier, Kirkcaldy and Lynburn, Dunfermline) for them to install in and around the school grounds. Extra copies of the posters have been installed at locations where complaints of idling vehicles have been received by Fife Councils Environmental Health team and at key sensitive receptors such as hospitals (Queen Margaret Hospital, Dunfermline and Victoria Hospital, Kirkcaldy) through our close working relationship with NHS Fife.
- Fife Council Transportation continues to support schools in updating and developing School specific travel plans. They continue to actively promote sustainable travel to school, including initiatives such as Bikeability and WOW (Walk Once a Week). They also continue the implementation of Fife Council's Travel Plan. During 2023/24, Fife Council trialled its own new travel tracker (Fresh Air Frankie Travel Tracker) at several schools with data collected daily on how pupils travel to school. It is hoped that this will be rolled out to all Fife primary schools in the next academic year (2024/25). Fife Council maintains one of the UKs comprehensive cycle networks with 350 miles of signed cycle routes.



**Figure 5 - “Fresh Air Frankie” Travel Tracker Logo for Schools**

## **2.6 Priorities for 2023/24**

- Continuing to monitor nitrogen dioxide and relevant particulate matter concentrations throughout Fife (including within the two former AQMAs) to ensure progress made thus far is maintained. Protective Services will publish an Annual Progress Report in 2025 detailing the findings of monitoring undertaken during the 2024 calendar year.
- Continuing to implement existing Action Plan measures for the two former AQMAs at Appin Crescent, Dunfermline and Bonnygate, Cupar whilst we update our Air Quality Strategy. Such measures are described in the Annual Progress Report 2024 and the updated Air Quality Action Plans for Appin Crescent, Dunfermline and Bonnygate, Cupar (both published in 2021). Monitoring of both Nitrogen Dioxide and fine Particulate Matter will continue at the two former AQMA locations to assess the effectiveness of current action plan measures.
- Continued implementation of Fife Council's Travel Plan, encouraging walking and cycling infrastructure and initiatives. Fife Council's Travel Plan encourages employees to consider alternatives to car use for personal and business travel. Periodic employee surveys are carried out to gauge employee views and travel choices.
- Continuation of the ECO Stars fleet recognition schemes as to promote 'clean fleet operations.
- Educational events to highlight Clean Air Day were delivered at five schools in the St Andrew Area in conjunction with Transition University of St Andrews as part of Clean Air Day on the 20th of June 2024. This follows on from the successful delivery of similar educational packages as part of Clean Air Day in the last three years. The events included bite size air quality presentations as well as air quality monitoring (using portable hand held sensors) and Bikeability events and followed on from the successful implementation of the anti-idling campaign carried out in 2022/23.

## **2.7 Revocation of Bonnygate, Cupar and Appin Crescent, Dunfermline AQMAs.**

- Following statutory guidance and recommendations issued in 2023 by the Scottish Government and SEPA, Fife Council compiled the required evidence base to support the revocation of the Bonnygate, Cupar and Appin Crescent, Dunfermline AQMAs. This evidence base has been formally reviewed and accepted by the Scottish Government and SEPA.
- This was presented at the Fife Council Cabinet Committee on 30<sup>th</sup> November 2023, and it was agreed that the two AQMAs should be revoked.  
[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0020/532532/Agenda-Pack-for-Cabinet-Committee-30th-November-2023.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0020/532532/Agenda-Pack-for-Cabinet-Committee-30th-November-2023.pdf)
- Fife Council has continued implementing the existing action plan measures after the revocations took place to ensure that air quality improvements are sustained. The 2025 Air Quality Strategy update (also presented at this Committee meeting) will include the relevant amendments in order to take into consideration the potential effects the revocations may have with regards air quality policy and the various AQAP measures that will continue to be implemented.

## 3.0 Conclusions

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- 3.1 Fife Council is demonstrating its ongoing commitment to improving air quality through the production and update of its Air Quality Strategy. This is particularly evidenced through the revocation of the Bonnygate, Cupar and Appin Crescent AQMAs.
- 3.2 It has been confirmed that air quality has improved in Fife's two AQMA because of completed and ongoing Air Quality Action Plan measures.
- 3.3 Fife Council has been commended for its efforts by the Scottish Government, SEPA, Environmental Standards Scotland and Defra and cited as demonstrating "best practice" in this field of work.

### List of Appendices

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(1) Executive Summary: Fife Air Quality Annual Progress Report 2024

### Background Papers

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

- Fife's Air Quality Strategy 2021-2025

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0033/252996/Fife-AQS\\_200721-Final-Issue-Alt-Text-2.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0033/252996/Fife-AQS_200721-Final-Issue-Alt-Text-2.pdf)

- Fife Air Quality Annual Progress Report 2024

<https://www.fife.gov.uk/air-quality-progress-2024>

- Updated Appin Crescent, Dunfermline Air Quality Action Plan 2021-2025

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0027/252864/AQAP\\_Appin-Crescent\\_200721.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0027/252864/AQAP_Appin-Crescent_200721.pdf)

- Updated Bonnygate, Cupar Air Quality Action Plan 2021-2025

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0028/252865/AQAP\\_Bonnygate\\_2021-2025\\_200721.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0028/252865/AQAP_Bonnygate_2021-2025_200721.pdf)

- Cleaner Air For Scotland 2 "Towards a Better Place for Everyone" (July 2021)

<https://www.gov.scot/publications/cleaner-air-scotland-2-towards-better-place-everyone/>

### Scottish Government Local Air Quality Management - New Policy Guidance PG(S) (23)

[https://www.scottishairquality.scot/sites/default/files/publications/2023-04/Air-Quality-Cleaner-Air-for-Scotland-2-LAQM-PG%28S%29-23-revision-final-22-March-23\\_0.pdf](https://www.scottishairquality.scot/sites/default/files/publications/2023-04/Air-Quality-Cleaner-Air-for-Scotland-2-LAQM-PG%28S%29-23-revision-final-22-March-23_0.pdf)

### Local Air Quality Management - New Technical Guidance TG(22)

[https://www.scottishairquality.scot/sites/default/files/publications/2023-04/LAQM-TG22-August-22-v1.0\\_0.pdf](https://www.scottishairquality.scot/sites/default/files/publications/2023-04/LAQM-TG22-August-22-v1.0_0.pdf)

**Environmental Standards Scotland. “Air Quality Investigation Improvement Report” (September 2022)**

[20220929-ESS-AIR-QUALITY-INVESTIGATION-REPORT-IESS.21.013.pdf \(environmentalstandards.scot\)](#)

**Fife Council. Climate Fife: Sustainable Energy and Climate Action Plan 2020-2030**

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0017/193121/ClimateActionPlan2020\\_summary.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0017/193121/ClimateActionPlan2020_summary.pdf)

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# Appendix 1

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## Executive Summary: Air Quality in Our Area

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### Air Quality in Fife

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Air quality is generally good in most parts of Fife, however there are a few specific areas of concern where pollution may still be an issue and sustained action is required. The main pollutants of concern are nitrogen dioxide (NO<sub>2</sub>) and fine particulate matter (PM<sub>10</sub> and PM<sub>2.5</sub>) mainly sourced from road vehicle emissions. This Annual Progress Report has been undertaken to fulfil Fife Council's duty to annually review and assess air quality. The report provides the latest monitoring results and discusses the implications for air quality management in the Fife area.

The Annual Progress Report utilises monitoring data collected throughout 2023. Fife Council (Fife) carry out monitoring of nitrogen dioxide (NO<sub>2</sub>) at four automatic stations in Cupar, Dunfermline, Kirkcaldy and Rosyth. Non-automatic monitoring of NO<sub>2</sub> was carried out using diffusion tubes at 44 sites (total of 52 tubes). All NO<sub>2</sub> concentrations measured during 2023 were below the annual mean objective of 40 µg m<sup>-3</sup>.

PM<sub>10</sub> and PM<sub>2.5</sub> is measured at the four automatic sites within Fife at Cupar, Dunfermline, Kirkcaldy and Rosyth. During 2023 all concentrations were below the annual mean objective of 18 µg m<sup>-3</sup> for PM<sub>10</sub> and 10 µg m<sup>-3</sup> for PM<sub>2.5</sub>.

The review of all available data relating to carbon monoxide (CO), sulphur dioxide (SO<sub>2</sub>) and benzene monitoring during 2023 indicates that it is unlikely that any air quality objectives relating to these pollutants were exceeded during 2023.

The review of all other local developments has not identified any locations where there may be a risk of the air quality objectives being exceeded and so no additional air quality assessment is recommended at this time.

The Air Quality Action Plans (AQAPs) for both Bonnygate, Cupar and Appin Crescent Dunfermline AQMAs (both last updated in 2021), have been successful in reducing both NO<sub>2</sub> and PM<sub>10</sub> concentrations for several years now. During 2023 monitoring within the AQMAs showed that concentrations were below all objectives level for NO<sub>2</sub> and PM<sub>10</sub>.

Fife's Air Quality Management Areas (AQMAs) at Bonnygate, Cupar and Appin Crescent, Dunfermline Air Quality Management Areas (AQMAs) are now both fully revoked. The NO<sub>2</sub> element was revoked in September 2021 and the PM<sub>10</sub> element was revoked in December 2023.

In November 2017, Fife Council began a sensor monitoring study to gain a better understanding of air pollution concentrations in the Bonnygate, Cupar and Appin Crescent, Dunfermline Air Quality Management Areas (AQMAs) using three AQMesh sensors. During June 2022, August 2022 and April 2023 Fife Council enhanced their sensor network by installing an additional three sensors at areas of concern to further assess air pollution in these areas. These were St Clair Street, Kirkcaldy, City Road, St Andrews and Bonnygate North, Cupar. With the addition of the Bonnygate North site, it should be noted that the site "Bonnygate" referenced in previous reports will henceforth be referred to as "Bonnygate South". The 2023 data obtained from all six AQMesh units showed no exceedances of any of the NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub> Air Quality Objectives.

The Air Quality Strategy for Fife (2021–2025), published in August 2021, was developed from the guidance of the Scottish Government and aims not only to raise awareness of air quality issues but also to promote some of the existing best practice work that the Council has undertaken within existing AQMAs to other parts of Fife. It recognises that no one single authority or Council service can have all the solutions and consequently a

collaborative approach with key partners and stakeholders is considered essential in order to bring about improvements in air quality. An Air Quality Steering Group (including various Council services, SEPA, NHS Fife and representatives of local communities) aims to meet regularly to ensure that the aims and objectives of Fife's Air Quality Strategy and Air Quality Action Plans are being progressed. Progress in implementing the aims and objectives of Fife's Air Quality Strategy was acknowledged by Environmental Standards Scotland (ESS) and was identified in ESS's Improvement Report as showing good practice in relation to Air Quality Management Areas (AQMA) and Air Quality Action Plans (AQAPs).

Following the review of all available data it is recommended that Fife carry out the following actions:

- Produce an Annual Progress Report in 2025, reporting concentrations measured during 2024.
- Continue to implement the ongoing measures outlined in the action plans for Appin Crescent, Dunfermline and Bonnygate, Cupar.
- Continue to monitor NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub> concentrations throughout Fife including previous AQMA.
- Continue to review the NO<sub>2</sub> diffusion tube monitoring programme and seek to relocate any tubes where deemed appropriate.
- Update the Fife Air Quality Strategy to take into consideration revoked AQMA and cover 5 more years.

Fife received grant funding for 2023/24 for local air quality management and AQAP measures. A summary of each measure is provided throughout the report as shown in Table 1 below.

Table 1 Grant funding summary 2023/24

Measure	Summary
Provision of three new NO <sub>x</sub> analysers to replace ageing equipment at Cupar, Dunfermline and Kirkcaldy and new air conditioning unit in Kirkcaldy	Details in Appendix D
Continuation of TRL Fleet and Taxi Eco Stars schemes within Fife	Details in Section 2.3.3
AQMesh data management and reporting for existing pods	Details in Section 3.3
Clean Air Day 2023	Further information is provided in Section 2.2.6
Blue Green Network	Further information is provided in Section 3.4.2

## Actions to Improve Air Quality

Measures outlined in the AQAPs for Bonnygate, Cupar and Appin Crescent, Dunfermline have been implemented throughout 2023. This includes the ongoing implementation of the Fife ECO Stars scheme which is a free, voluntary scheme that provides recognition, guidance and advice on operational best practice to operators of goods vehicles, buses

and coaches, taxis and private hire vehicles. It is being rolled out in Fife to help fleet operators improve efficiency, reduce fuel consumption and reduce emissions – all helping to improve local air quality whilst at the same time, making cost savings.

Public engagement is one of the main actions taken by Fife throughout 2023. This has included the continued implementation of the Anti-Idling Campaign and also Clean Air Day educational events at several schools across Fife.

## Local Priorities and Challenges

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Fife has been awarded its grant funding from the Scottish Government for 2024-25. The funding will be used in conjunction with existing resources to carry out the following air quality initiatives and studies, which aim to work towards and further enhance the measures set out in the action plans for Bonnygate, Cupar and Appin Crescent, Dunfermline. Fife will continue to implement the ongoing measures set out in the Bonnygate and Appin Crescent AQAPs during 2024 following the recent AQMA revocations. The priorities within the areas over the forthcoming year include:

- Continue the implementation of Fife Council's travel plan including encouraging walking and cycling infrastructure and associated initiatives.
- Fife ECO Stars schemes for Fleet and Taxis operators will continue to encourage and promote 'clean fleet operations'.
- Continue with the interrogation of monitoring data from the existing AQMesh units within Bonnygate, Cupar and Appin Crescent, Dunfermline to further understand pollutant concentrations and trends.

In addition to the above, educational events to highlight Clean Air Day are due to be delivered at several schools throughout Fife as part of Clean Air Day on and around the 20<sup>th</sup> of June 2024. This follows on from the successful delivery of similar educational packages as part of Clean Air Day over recent years. The events will include bite size air quality presentations as well as air quality monitoring in the vicinity of the selected schools and will follow on from the successful implementation of the anti-idling campaign carried out in 2022/23.

## How to Get Involved

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Members of the public can find information related to air quality on the Fife Council website. Actions that members of the public can take to help reduce air pollution include:

- Car sharing
- Reducing car journeys by choosing to walk, cycle or take public transport instead
- Maintain and look after your vehicle properly
- Consider switching to an electric vehicle
- Get involved in the anti-idling campaign – [Switch your engine off and show you care about cleaner air! | Fife Council](#)

Further information is available on the dedicated Fife Council air quality web pages at [www.fife.gov.uk/airquality](http://www.fife.gov.uk/airquality) and on the what can I do about air pollution page on the Scottish Air Quality website [What can I do about air pollution? \(scottishairquality.scot\)](http://What can I do about air pollution? (scottishairquality.scot)).



21 January 2025

Agenda Item No. 8

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## **Fife's Air Quality Strategy 2025-2030**

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**Report by: Nigel Kerr, Head of Protective Services**

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**Wards Affected: All**

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### **Purpose**

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To advise Members of the latest Fife Council Air Quality Strategy 2025-2030 which outlines the Council's continued intention to maintain and improve air quality in Fife in accordance with legislation and associated statutory guidance.

### **Recommendation(s)**

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Members are asked to:

- note the contents of Fife's Air Quality Strategy 2025-2030 (available at <https://www.fife.gov.uk/air-quality-strategy-2025-30>) and support an ongoing commitment to improving and maintaining good air quality across Fife.

### **Resource Implications**

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The Council's Land & Air Quality Team is responsible for implementing Fife's Air Quality Strategy and producing an Air Quality Annual Progress Report each calendar year. Delivery of the aims and objectives of the Strategy is achieved through existing staffing levels and is subject to the provision of Scottish Government air quality grant funding (currently the subject of a competitive bidding process by local authorities for each financial year). Grant funding allocated for 2024-2025 was £97,728.71.

### **Legal & Risk Implications**

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The Council is required by the Environment Act 1995 to produce, and implement, an Air Quality Strategy and work towards achieving air quality objectives for prescribed pollutants.

### **Impact Assessment**

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An Equality Impact Assessment (EqIA) is not necessary as the report does not propose a change to existing policies.

The Fife Environmental Assessment Tool (FEAT) has also been undertaken on Fife's Air Quality Strategy 2025-2030 and no negative impacts identified.

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

### **Consultation**

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The Fife Core Air Quality Core Steering Group was consulted in the preparation of the Air Quality Strategy 2025-2030.

The Scottish Government and Scottish Environment Protection Agency (SEPA) were also consulted on our Air Quality Strategy 2025-2030 and noted the thorough approach by Fife Council in tackling air quality issues.

The Chief Executive and the Executive Directors have also been consulted on the updated Strategy.

## 1.0 Background

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### Fife's Air Quality Strategy 2025-2030

- 1.1 Good air quality is fundamental to the quality of our environment. Although air quality has improved over recent years, action is still required to address current and emerging challenges.
- 1.2 Minimising air pollution levels will bring lasting benefits, with positive effects on public health, climate change, economic development, and population wellbeing. This Air Quality Strategy seeks to contribute to Fife becoming a healthier, more sustainable, prosperous and desirable place to live, work and visit.
- 1.3 The Council has had an Air Quality Strategy in place since 2015<sup>1</sup>, outlining the steps taken to achieve significant improvements to air quality in the Fife area. The Strategy is updated every five years, as a minimum, with an update published in 2020<sup>2</sup>. This Strategy builds on previous actions and sets out how we will tackle emerging issues.
- 1.4 Our work in reducing road traffic pollution has resulted in achieving compliance with the air quality objectives, enabling the council to revoke both Air Quality Management Areas (AQMAs).
- 1.5 Our vision for clean air aligns with the Scottish Government's national Cleaner Air for Scotland 2 (CAFS 2)<sup>3</sup> as we understand that a cohesive comprehensive approach to tackling air pollution at a regional, national and international level is required.
- 1.6 For over 20 years Fife Council have been successfully tackling the issue of air pollution in the region through its proactive commitment to the Local Air Quality Management (LAQM) regime. This Strategy is a commitment to seeking further improvements through a holistic approach. We will continue to review and develop the strategy to ensure alignment with the latest national strategy and understanding of air quality issues.
- 1.7 Fife Council will focus on the education of primary school-aged children on the importance of good air quality so that the resulting good behavioural changes are second nature in later life.
- 1.8 Our approach will:
  - maintain pollutant concentrations below Scottish Air Quality Standard (AQS) objective levels;

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<sup>1</sup> Fife Council (2015), *An Air Quality Strategy for Fife 2015-2020*, accessible at:

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0018/160164/Fifes-Air-Quality-Strategy-2015-2020.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0018/160164/Fifes-Air-Quality-Strategy-2015-2020.pdf)

<sup>2</sup> Fife Council (2020), *Air Quality Strategy for Fife 2021-2025*, accessible at:

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0033/252996/Fife-AQS\\_200721-Final-Issue-Alt-Text-2.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0033/252996/Fife-AQS_200721-Final-Issue-Alt-Text-2.pdf)

<sup>3</sup> Scottish Government (2021), *Cleaner Air For Scotland 2: Towards a Better Place for Everyone*, accessible at: <https://www.gov.scot/publications/cleaner-air-scotland-2-towards-better-place-everyone/>

- integrate air quality into our strategies and policies, particularly in areas such as transport, planning, climate change and public health;
  - focus on behaviour changing initiatives; and
  - improve collaboration with neighbouring authorities to address the management of regional air pollution sources.
- 1.9 Our vision for Fife is to have the best air quality that can be achieved, to protect and enhance the health of our residents and visitors and to let the environment around us thrive.

## 2.0 Issues and Options

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- 2.1 Fife's Air Quality Strategy 2025-2030 document communicates the reasoning and ideas behind the strategic outcomes it is intended to achieve, focussing on nine key areas in alignment with the Cleaner Air for Scotland 2 (CAFS 2) as follows:
- **Policy Context** – International, national and local legislation and how Fife Council fulfil statutory obligations for local air quality management and assist the Scottish Government in achieving the Air Quality Limit Values.
  - **Air Quality** – An introduction to air quality, it's importance and what our air quality monitoring tells us.
  - **Local Success Stories** – How the Council lead by example and how collaboration leads to successful initiatives within Fife.
  - **Health** – How we address local issues and encourage initiatives to reduce the impact of poor air quality on the health and wellbeing of residents, workers and visitors to Fife and on Fife's natural heritage.
  - **Integrated Policy** – How we encourage a collaborative approach with key partners and stakeholders being asked to outline their commitment to supporting Fife Council's intentions of adopting a holistic approach to improving air quality within the Kingdom of Fife.
  - **Placemaking** – Management of the development and use of land across Fife in a way that tackles air pollution and improves quality of life for all.
  - **Data** – Air Quality data collected by Fife, how it is used and how it can be improved.
  - **Public Engagement & Behaviour Change** – How Fife Council leads by example and where possible reduces emissions (including greenhouse gases) from Fife Council's own buildings and vehicle fleets. Emphasise public awareness and understanding of local air quality issues within Fife, and how the public can help contribute to improving the situation.
  - **Industrial** – How Fife Council continue to work with SEPA to manage industrial emissions.
  - **Non-Transport** – Work with business and industry to raise awareness of non-transport emissions and support households to make fewer polluting choices.
  - **Transport** – How Fife Council promotes sustainable travel to reduce the need to travel and encourages a modal shift to minimise transport emissions.
  - **Governance** – How co-ordinated working is facilitated between Council Services and external stakeholders to improve local air quality.

## 3.0 Conclusions

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- 3.1 Fife Council is demonstrating its ongoing commitment to improving air quality through the production of its Air Quality Strategy 2025-2030.
- 3.2 Fife Council has been commended for its efforts by the Scottish Government, SEPA, Environmental Standards Scotland and Defra and cited as demonstrating “best practice” in this field of work.

## List of Appendices

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- (1) Equality Impact Assessment Summary Report
- (2) FEAT Report

## Background Papers

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

### **Fife’s Air Quality Strategy 2025-2030**

<https://www.fife.gov.uk/air-quality-strategy-2025-30>

### **Fife Air Quality Annual Progress Report 2024**

<https://www.fife.gov.uk/air-quality-progress-2024>

### **Cleaner Air For Scotland 2 “Towards a Better Place for Everyone” (July 2021)**

<https://www.gov.scot/publications/cleaner-air-scotland-2-towards-better-place-everyone/>

### **Scottish Government Local Air Quality Management - New Policy Guidance PG(S) (23)**

[https://www.scottishairquality.scot/sites/default/files/publications/2023-04/Air-Quality-Cleaner-Air-for-Scotland-2-LAQM-PG%28S%29-23-revison-final-22-March-23\\_0.pdf](https://www.scottishairquality.scot/sites/default/files/publications/2023-04/Air-Quality-Cleaner-Air-for-Scotland-2-LAQM-PG%28S%29-23-revison-final-22-March-23_0.pdf)

### **Local Air Quality Management - New Technical Guidance TG(22)**

[https://www.scottishairquality.scot/sites/default/files/publications/2023-04/LAQM-TG22-August-22-v1.0\\_0.pdf](https://www.scottishairquality.scot/sites/default/files/publications/2023-04/LAQM-TG22-August-22-v1.0_0.pdf)

### **Environmental Standards Scotland. “Air Quality Investigation Improvement Report” (September 2022)**

<https://www.environmentalstandards.scot/wp-content/uploads/2022/09/20220929-ESS-AIR-QUALITY-INVESTIGATION-REPORT-IESS.21.013.pdf>

### **Fife Council. Climate Fife: Sustainable Energy and Climate Action Plan 2020-2030**

[https://www.fife.gov.uk/\\_data/assets/pdf\\_file/0017/193121/ClimateActionPlan2020\\_summary.pdf](https://www.fife.gov.uk/_data/assets/pdf_file/0017/193121/ClimateActionPlan2020_summary.pdf)

Report Contact  
Author Name Kenny Bisset  
Author's Lead Officer Land & Air Quality Team  
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# Appendix

## Equality Impact Assessment Summary Report

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(to be attached as an Appendix to the committee report)

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

Environment, Transportation and Climate Change Scrutiny Committee Tuesday 21<sup>st</sup> January 2025

Fife's Air Quality Strategy 2025-2030

**What are the main impacts on equality?**

None.

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

None.

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

Clean air quality should be available to all. The air quality review and assessment process aims to protect and enhance health and wellbeing for all.

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

Author Name Kenny Bisset  
Author's Lead Officer Land & Air Quality Team  
Workplace Fife House Glenrothes  
Telephone: 03451 55 55 55 + VOIP Number 440461  
Email: Kenny.bisset@fife.gov.uk



# Fife Environmental Assessment Tool (FEAT)

Please complete the white cells below:

<b>Project name:</b>	Fife Council Air Quality Strategy 2025-2030	<b>Committee report title :</b>	Fife Council Air Quality Strategy 2025-2030
<b>Committee name &amp; date:</b>	Environment, Transportation & Climate Change Scrutiny January 21st 2025	<b>Have the proposals been subject to any other formal environmental assessment?</b>	No - Full SEA not required.
<b>Completed by:</b>	Kenny Bisset	<b>Completed on:</b>	23 October 2024

**Instructions:** Officers submitting a paper to Committee should complete this assessment tool to screen the proposals for environmental risks, and submit a completed copy of worksheet 1 to democratic services along with your Committee paper. **Please complete all of the white cells on the first sheet of the workbook and answer all 10 questions.** It should take less than half an hour to complete even for the most complex of projects, and less than 10 minutes for more straightforward policies and projects. Please do not edit the data validation fields on worksheet 2.

**Sign off:** Report authors and service managers should sign off the assessment on worksheet 1. Committee conveners / clerks should also sign off the assessment to show that it has been taken into account during the decision making process.

**Help:** Please refer to the guidance notes and links (columns, H, I and J of this sheet) if you are unsure how to answer. This sheet also details contacts who can help you to answer questions if you are unsure. If you require additional guidance or support please contact the Climate Change and Zero Waste team in Refsol (Fife Council's environmental ALEO) and they will help you to complete the assessment.


<b>A. Wildlife and biodiversity</b>		<b>Answer</b>	<b>Comments</b>
<b>Fife Council is committed to protecting and enhancing Fife's natural heritage.</b>		Please select an option:	Please clarify your response
1	What impact will the proposals have on wildlife (including protected sites and species)?	<b>Beneficial impact</b>	Protect wildlife from effects of air pollution
<b>B. Impacts on people</b>		<b>Answer</b>	<b>Comments</b>
<b>Fife Council is committed to protecting and enhancing the wellbeing of our people.</b>		Please select an option:	Please clarify your response
2	What impact will the proposals have on environmental nuisance? (i.e. visual impacts, traffic, noise, vibration, odour, dust, particulates, smoke)	<b>Beneficial impact</b>	Reduce environmental nuisance in terms of smoke, dusts and particulates.
3	What impact will the proposals have on human health or wellbeing?	<b>Beneficial impact</b>	Protect public health
<b>C. Pollution</b>		<b>Answer</b>	<b>Comments</b>
<b>Fife Council is committed to protecting and improving air, water and soil quality.</b>		Please select an option:	Please clarify your response
4	What impact will the proposals have on pollution (including pollution to air, water or soil)?	<b>Beneficial impact</b>	Improve air quality.
<b>D. Climate change</b>		<b>Answer</b>	<b>Comments</b>
<b>Fife Council is committed to cutting carbon emissions and making Fife more resilient.</b>		Please select an option:	Please clarify your response
5	What impact will the proposals have on greenhouse gas emissions?	<b>Beneficial impact</b>	Co benefits of air quality strategic measures will assist in reducing greenhouse gas emissions
6	What impact will the proposals have on resilience to the adverse effects of severe weather events, including flooding and landslips?	<b>No impacts / not applicable</b>	No known impacts from review of research.
7	What impact will the proposals have on flooding and sites designated as being at risk of flooding or sea level rise?	<b>No impacts / not applicable</b>	No known impacts from review of research.



E. Resources and waste		Answer	Comments
Fife Council is committed to using resources efficiently and minimising waste.		Please select an option:	Please clarify your response
8	What impact will the proposals have on how much waste is generated or how waste is managed?	No impacts / not applicable	No known impacts from review of research.
9	What impact will the proposals have on energy use and the consumption of material resources?	Beneficial impact	Reduced consumption of fossil fuels
F. Cultural heritage		Answer	Comments
Fife Council is committed to protecting Fife's cultural heritage.		Please select an option:	Please clarify your response
10	What impact will the proposals have on cultural heritage (including designated heritage / archaeology sites or listed buildings)?	Beneficial impact	Preserve historic buildings from effects of air pollution

## FEAT Score Summary

The cells below will complete automatically - do not edit

Good practice (green)	7	More than 3 green answers indicates that the environmental impacts of proposals have been well managed, that the project is appropriately sited and that opportunities to enhance the environment have been taken. It is recommended that (subject to other discussions) the policy change should be considered favourably.
Data gaps or mixed impacts (orange)	0	More than 3 orange answers indicates either that the proposals will have mixed impacts, or that the environmental impacts from the proposals are not well understood. Liabilities could arise as a result. Consistently selecting the 'don't know' option could also indicate that the assessment has not been completed with sufficient care and attention. If there are more than 3 'don't know' responses, it is recommended that the assessment is repeated with support from the Climate Change and Zero Waste team or the relevant topic help contacts listed in the guidance column, so that data gaps can be filled. It is recommended, subject to other discussions within the Committee, that the proposals are not approved until environmental impacts are better understood.
Environmental red flags (red)	0	More than 2 red answers indicates that the project could unintentionally cause wide-ranging damage to the environment and / or that negative impacts are not being appropriately mitigated, or that a policy is not in keeping with the local environment. It is recommended that the proposals are revised with guidance from the appropriate Fife Council environmental experts (i.e. Climate Change and Zero Waste team, Floods team, Biodiversity team, Environmental Services etc) so that environmental liabilities and risks can be minimised. It is recommended, subject to other discussions within the Committee, that the proposals are not approved until environmental liabilities are minimised as far as reasonably practicable. Where a policy affects an area with heritage value or at risk of flooding, some red flags are inevitable but providing that these are explained satisfactorily in the comments section of the assessment this is acceptable.
No impacts identified (grey)	3	More than 3 grey answers indicates either that the policy change has very few environmental impacts or that the assessment has not been completed properly. This may be because the policy is well designed, or does not interact with the wider environment. However it is recommended that if Committee is concerned that environmental impacts have been overlooked, that the assessment is repeated with support from the Climate Change and Zero Waste team so that a more comprehensive understanding of environmental impacts can be provided for decision making.
<b>SCORE TOTAL</b>	<b>10</b>	 <p>If the score total cell (cell D39) turns red this indicates that the assessment has not been fully completed. Please recheck the assessment and make sure you have selected an answer for all 10 questions.</p>

Now please sign-off the assessment

## FEAT Assessment Sign-off

The cells below will complete automatically - do not edit

Sign off	Name	Date
Project manager	Kenny Blisset	23 October 2024
Service manager	Rob Bowditch	13 November 2024
Committee clerk		

21 January 2025

Agenda Item No. 9

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## 2024/25 Revenue Monitoring Projected Outturn

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

Carol Connolly, Executive Director, Place

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Wards Affected: All

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### Purpose

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The purpose of this report is to give members an update on the projected outturn financial position for the 2024/25 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

### Recommendations

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

### Resource Implications

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None.

### Legal & Risk Implications

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There are no direct legal implications arising from this report.

### Impact Assessment

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

### Consultation

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None.

## 1.0 Background

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- 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 2024-25 Revenue Budget, and to highlight the major variances as at October 2024.
- 1.2 During the preparation of the 2024-25 Revenue Budget no specific savings proposals were approved. There is therefore no requirement to include a Savings Tracker as part of financial reporting for the 2024/25 financial year.

## 2.0 Issues

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### 2.1 Projected Outturn

- 2.1.1 The projected overspend for the areas falling under the scope of this committee is £3.164m. A summary of the 2024/25 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

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- 3.1 Property & Bereavement underspend of (£1.153m) – primarily due to an anticipated underspend on the Energy Management Revolving Fund (EMRF) as a result of a number of jobs meeting the key criteria not expected to materialise until 25/26.
- 3.2 Environment & Building Services overspend of £0.619m – Mostly due to Domestic Waste & Street Cleaning, which is a continuation of historical issues around transport, hires and repairs, that overspend is partly offset by various small underspends/over-recoveries in other areas of Environment & Building Services.
- 3.3 Facilities Management overspend of £1.566m - relates mostly to School Catering where there is a £0.598m shortfall of income mainly in Secondary Schools, along with an overspend on food costs of £0.050m as a result of inflationary pressures across all of School Catering. There is also a £0.125m overspend in relation to an insurance requirement for duct cleaning in school kitchens. Fife Sports and Leisure Trust cafes are projecting a trading loss of £0.108m, and within Cleaning and Janitorial there is a £0.166m overspend on Vehicle Hire as a result of increased fleet charges and spot hires. The service is trying to reduce sickness absence and thus reduce marginal replacement costs for overtime and agency staffing. The service will also consider delaying recruitment for non-essential posts to assist with mitigating the overspend.
- 3.4 Service Management & Sustainability overspend of £2.118m – relates primarily to a supplementary management fee to be paid to Fife Resource Solutions as a result of unavoidable cost pressures mainly related to inflation, changes in legislation and an increase in waste volumes due to growth in houses across Fife.

## 4.0 Conclusions

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4.1 The projected outturn position for the areas under the scope of the Environment, Transportation & Climate Change Scrutiny Committee is an overspend of £3.164m (2.72%).

### List of Appendices

1 Projected Outturn 2024/25 Summary

### Background Papers

None

### Report Contact

Ashleigh Allan

Finance Business Partner

Finance Service

Email: [Ashleigh.allan@fife.gov.uk](mailto:Ashleigh.allan@fife.gov.uk)

# BUDGET MONITORING REPORT SUMMARY

Appendix 1

## ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE

	£m	£m	£m	%	£m	£m
<b>TOTAL COST OF SERVICES</b>	<b>147.371</b>	<b>150.535</b>	<b>3.164</b>	<b>2.15%</b>	<b>3.168</b>	<b>(0.004)</b>
<b>LESS: CORPORATELY MANAGED ITEMS</b>	<b>30.889</b>	<b>30.889</b>	<b>0.000</b>	<b>0.00%</b>	<b>0.000</b>	<b>0.000</b>
<b>SERVICE MANAGED NET BUDGET</b>	<b>116.482</b>	<b>119.646</b>	<b>3.164</b>	<b>2.72%</b>	<b>3.168</b>	<b>(0.004)</b>
<b><u>ANALYSIS OF SERVICE MANAGED BUDGET</u></b>						
PROPERTY & BEREAVEMENT	3.730	2.577	(1.153)	-30.91%	(0.995)	(0.158)
ENVIRONMENT & BUILDING SERVICES	13.230	13.849	0.619	4.68%	0.385	0.234
FACILITIES MANAGEMENT SERVICE	42.881	44.447	1.566	3.65%	1.600	(0.034)
ROADS & TRANSPORTATION	35.918	35.965	0.046	0.13%	(0.142)	0.188
SERVICE MANAGEMENT & SUSTAINABILITY	17.158	19.275	2.118	12.34%	2.347	(0.229)
PROTECTIVE SERVICES	2.940	2.929	(0.011)	-0.39%	(0.014)	0.003
CLIMATE CHANGE	0.625	0.604	(0.021)	-3.39%	(0.014)	(0.008)
	<b>116.482</b>	<b>119.646</b>	<b>3.164</b>	<b>2.72%</b>	<b>3.168</b>	<b>(0.004)</b>

21 January 2025

Agenda Item No. 10

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## 2024/25 Capital Monitoring Projected Outturn

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

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Wards Affected: All

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### Purpose

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The purpose of this report is to provide an update on the Capital Investment Plan and advise on the projected financial position for the 2024/25 financial year for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

### Recommendation(s)

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

### Resource Implications

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None.

### Legal & Risk Implications

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None.

### Impact Assessment

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

### Consultation

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None.

## 1.0 Background

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- 1.1 This report summarises the projected capital outturn for the areas falling under the scope of this Committee for 2024/25. Projected expenditure is £62.475m, representing 83% of the approved capital programme for 2024/25.
- 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

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### 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 – 2024/25 Projected Outturn

- 2.3.1 Appendix 2 provides a summary of the projected outturn for each project for the financial year 2024/25. The appendix shows a projected outturn of £62.475m against a Capital Investment plan of £74.977m, a spending level of 83%.
- 2.3.2 Appendix 2 also provides a summary of the projected outturn for each project for the financial year 2024/25 for capital income. The appendix shows a projected outturn of £6.432m against a capital income budget of £14.315m.
- 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 (£1.016m) relates to Broad Street Railway Bridge through delays in outline design which is now resolved and progressing. Outline design will roll into next financial year. Slippage also relates to a projected underspend for Leven Rail Bridge, where final valuation is still to be agreed.
- 2.4.2 Sustainable Transport – Slippage of (£2.364m) relates mainly to Levenmouth Reconnected Programme (£2.137m) and is due to only three project applications to the programme receiving a grant award this financial year and a project previously approved being delayed. This slippage will also result in a delay in income of £1.295m of which £1.068m relates to Levenmouth Reconnected Programme.
- 2.4.3 Climate Change – Adaptation – Slippage of (£1.419m) relates to staff shortages and difficulties in recruiting experienced specialist staff. Returned tenders for North Queensferry design, Kinnessburn flood and feasibility study and Lady Burn flood and feasibility study presently projected under budget, any underspend from these projects will aid the next stages. Den Burn Bridge, detailed design awarded in late summer due to staff shortages.
- 2.4.4 Property Maintenance – Advancement of £0.708m relates to key projects that were not included within the original programme for 24/25, as it was anticipated resources would not be able to meet the full delivery programme. It is now expected to be advanced into 24/25. Where the opportunity has been presented, projects have been advanced to provide early delivery of improvements.
- 2.4.5 Pathway to Net Zero – Slippage of (£1.543m) due to slippage of a number of projects which were included within the original programme for 24/25. Whilst all of the original projects 36 are progressing, there continues to be a shortage of specialist contractor availability. It has become apparent that approximately 10 of the later projects, although started, will not be fully delivered until the early part of 2025/26.
- 2.4.6 Leven Connectivity – Slippage of (£6.388m) relates to the River Park Routes Project (£5.138m), and Mountfleurie Bridge (£1.250m), both due to delays in securing land from various landowners. This slippage will also result in a delay in income of £6.388m.

## **3.0 Conclusions**

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- 3.1 The total 2024/25 approved programme for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee is £74.977m. The projected level of expenditure is £62.475m, which represents 83% of the total programme, resulting in slippage of (£12.502m).
- 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

**Report Contact**

Ashleigh Allan

Finance Business Partner

Finance Service

Email: [ashleigh.allan@fife.gov.uk](mailto:ashleigh.allan@fife.gov.uk)

FIFE COUNCIL  
ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE  
PLACE DIRECTORATE  
CAPITAL INVESTMENT PLAN 2024-33  
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		14.845	14.845	-	0.00%	Preparatory Work	2026-27
Western Distributer Road (Dunfermline)	Thriving Places		9.299	9.299	-	0.00%	Future Project	2030-31
Northern Road A823 (Dunfermline)	Thriving Places		14.596	14.596	-	0.00%	Preparatory Work	2029-30
Levenmouth Reconnected	Thriving Places	2.000	8.187	8.187	-	0.00%	Current Project	2027-28
Mountfleurie Bridge	Thriving Places		8.500	8.500	-	0.00%	Preparatory Work	2025-26
River Park Routes	Thriving Places		5.566	5.566	-	0.00%	Preparatory Work	2025-26
Leven Railway Bridge & Bawbee Bridge	Maintaining our Assets	2.279	10.150	9.883	(0.267)	-2.63%	Current Project	2025-26
Broad Street Bridge Cowdenbeath	Maintaining our Assets	3.678	11.808	11.808	-	0.00%	Preparatory Work	2028-29
Lyne Burn (Dunfermline)	Maintaining our Assets	1.217	6.217	6.217	-	0.00%	Future Project	2030-31
Den Burn Bridge (Cardenden)	Maintaining our Assets	2.120	10.710	10.710	-	0.00%	Preparatory Work	2028-29
<b>Total Major Projects over £5.000m</b>		<b>11.294</b>	<b>99.878</b>	<b>99.611</b>	<b>(0.267)</b>	<b>-0.27%</b>		
Kings Road/Admiralty Road Junction	Thriving Places	1.880	2.207	2.207	-	0.00%	Preparatory Work	2025-26
Rumblingwell Junction	Thriving Places	2.800	3.294	3.294	-	0.00%	Future Project	2032-33
Sustrans-Places for Everyone	Thriving Places		3.919	3.919	-	0.00%	Current Project	2024-25
Path & Cycleway Upgrades	Thriving Places		2.014	2.014	-	0.00%	Current Project	2025-26
Active Travel Network	Thriving Places		2.850	2.850	-	0.00%	Current Project	2024-25
Woodside Underpass	Maintaining Our Assets		1.073	1.073	-	0.00%	Future Project	2027-28
Kingseat Railway Bridge	Maintaining our Assets	1.130	1.100	1.100	-	0.00%	Future Project	2026-27
Kinnessburn Flood Prevention	Maintaining our Assets		3.646	3.646	-	0.00%	Future Project	2029-30
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		1.559	1.559	-	0.00%	Current Project	2024-25
New Cell Lochhead Landfill Site	Maintaining our Assets	2.000	2.000	2.000	-	0.00%	Future Project	2025-26
New Recycling Centre Cupar	Maintaining Our Assets	3.250	3.250	3.250	-	0.00%	Future Project	2026-27
<b>Total Major Projects over £1.000m</b>		<b>12.560</b>	<b>28.412</b>	<b>28.412</b>	<b>-</b>	<b>0.00%</b>		
<b>Total Major Projects</b>		<b>23.854</b>	<b>128.290</b>	<b>128.023</b>	<b>(0.267)</b>	<b>-0.21%</b>		

Expenditure	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Contaminated Land	0.681	0.034	0.425	(0.256)	62%
<b>TOTAL PROTECTIVE SERVICES</b>	<b>0.681</b>	<b>0.034</b>	<b>0.425</b>	<b>(0.256)</b>	<b>62%</b>
Building Services Equip/Other	-	-	-	-	0%
Structures Infrastructure	3.394	0.766	2.377	(1.016)	70%
Sustainable Transport	5.415	0.752	3.051	(2.364)	56%
Public Conveniences	0.075	0.025	0.075	-	100%
Roads Infrastructure	12.239	6.681	12.239	-	100%
Traffic Management	3.795	0.198	3.795	-	100%
Streetlighting	2.661	1.670	2.661	-	100%
Purchase of Vehicles & Equipment	15.680	8.444	15.680	-	100%
Purchase of Bins	0.265	0.220	0.265	-	100%
Depots & Buildings	0.003	-	0.003	-	100%
Climate Change - Adaptation	2.782	0.462	1.362	(1.419)	49%
Landfill Sites	0.782	-	0.782	-	100%
Disabled Access - Council Buildings	-	-	-	-	0%
Property Maintenance	3.110	1.631	3.819	0.708	123%
Cafeteria Refurbishments	0.034	-	0.034	-	100%
Crematoria/Cemeteries Programme	0.144	0.046	0.143	(0.001)	99%
ATE Plant & Machinery	0.412	0.105	0.412	-	100%
Glenrothes District Heat	0.404	0.001	0.001	(0.403)	0%
Strategic Transport Intervention Programme	2.786	1.645	2.716	(0.070)	97%
Burial Provision	0.364	0.021	0.364	-	100%
Recycling Centres Plant & Equipment	0.250	0.404	0.500	0.250	200%
Fife Resource Solutions Rolling Programme	2.813	2.278	2.813	-	100%
Recycling Centres	0.500	0.003	0.500	-	100%
Pathway to Net Zero	8.171	3.249	6.628	(1.543)	81%
Leven Connectivity	8.219	0.756	1.831	(6.388)	22%
<b>TOTAL ASSET &amp; TRANSPORTATION &amp; ENVIRONMENT</b>	<b>74.296</b>	<b>29.357</b>	<b>62.050</b>	<b>(12.245)</b>	<b>84%</b>
<b>TOTAL EXPENDITURE</b>	<b>74.977</b>	<b>29.390</b>	<b>62.475</b>	<b>(12.502)</b>	<b>83%</b>

Income	Current Budget £m	Actual to Date £m	Outturn £m	Variance £m	Outturn as % of Plan
Contaminated Land	-	-	-	-	0%
<b>TOTAL ASSETS, TRANSPORTATION &amp; ENVIRONMENT</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>
Sustainable Transport	(2.693)	0.005	(1.398)	1.295	52%
Traffic Management	(0.617)	(0.000)	(0.617)	-	0%
Strategic Transport Intervention Programme	(2.786)	-	(2.586)	0.200	93%
Leven Connectivity	(8.219)	0.000	(1.831)	6.388	22%
<b>TOTAL ASSETS, TRANSPORTATION &amp; ENVIRONMENT</b>	<b>(14.315)</b>	<b>0.005</b>	<b>(6.432)</b>	<b>7.883</b>	<b>45%</b>
<b>TOTAL INCOME</b>	<b>(14.315)</b>	<b>0.005</b>	<b>(6.432)</b>	<b>7.883</b>	<b>45%</b>

21 January 2025

Agenda Item No. 11

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## Environment, Transportation and Climate Change Scrutiny Committee Forward Work Programme

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

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**Wards Affected:** All

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### Purpose

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

### Recommendation(s)

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

### Resource Implications

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

### Legal and Risk Implications

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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

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None required for this paper.

### Consultation

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

## 1.0 Background

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- 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

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- 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

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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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## Environment, Transportation and Climate Change Scrutiny Committee

Forward Work Programme as of 13/01/2025 1/4

Environment, Transportation and Climate Change Scrutiny Committee of 25 March 2025			
Title	Service(s)	Contact(s)	Comments
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme			
2024/25 Revenue Projected Outturn – December		Ashleigh Allan	
2024/25 Capital Projected Outturn – December		Ashleigh Allan	
Fife Road Casualty Statistics 2024	Roads & Transportation	Steven Sellars	
Environmental Vandalism Strategy		Nigel Kerr, John Rodigan, John Mills	TBC
Active Travel Strategy & Action Plan		Allan Maclean	

Environment, Transportation and Climate Change Scrutiny Committee of 27 May 2025			
Title	Service(s)	Contact(s)	Comments
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme			
Environmental Health (Food and Workplace Safety) Service Delivery Plan 2025-26		Lisa Mccann	
Review of Mossmorran and Braefoot Bay Community Safety Committee - Annual Report 2024		Kenny Bisset	
Fife's Road Condition Report 2024		Vicki Storrar	

## Environment, Transportation and Climate Change Scrutiny Committee

Forward Work Programme as of 13/01/2025 2/4

Environment, Transportation and Climate Change Scrutiny Committee of 2 September 2025			
Title	Service(s)	Contact(s)	Comments
Assets and Estates Annual Performance 2024/25		Michael Ogorman	
2024/25 Revenue Provisional Outturn		Ashleigh Allan, Barry Collie, Caroline Ritchie, Jay Wilson	
2024/25 Capital Provisional Outturn		Ashleigh Allan, Barry Collie, Jay Wilson, Caroline Ritchie	
2025/26 Revenue Projected Outturn - June		Ashleigh Allan, Barry Collie, Jay Wilson, Caroline Ritchie	
2025/26 Capital Projected Outturn - June		Ashleigh Allan, Barry Collie, Jay Wilson, Caroline Ritchie	
Environment and Building Services Annual Performance 2024/25		John Rodigan	
Roads Maintenance Annual Performance 2024/25		John Mitchell, Sara Wilson	
New Roads and Street Works Act Annual Performance 2023/24		John Mitchell, Sara Wilson	
Property and Bereavement Services Annual Performance 2024/25		Alan Paul, Michael Ogorman, Liz Murphy	

Environment, Transportation and Climate Change Scrutiny Committee of 18 November 2025			
Title	Service(s)	Contact(s)	Comments
Roads and Transportation Services Annual Performance 2024/25		John Mitchell	
Facilities Management Services Annual Performance 2024/25		Tariq Ditta	
Protective Services Annual Performance 2024/25		Nigel Kerr	



## Environment, Transportation and Climate Change Scrutiny Committee

Forward Work Programme as of 13/01/2025 3/4

Environment, Transportation and Climate Change Scrutiny Committee of 18 November 2025			
Title	Service(s)	Contact(s)	Comments
Climate Change Annual Performance 2024/25		Pam Ewen, Ross Spalding	
Decriminalised Parking Enforcement Annual Performance 2024/25		John Mitchell, Susan Keenlyside	
2025/26 Revenue Projected Outturn - August		Ashleigh Allan, Barry Collie, Jay Wilson, Caroline Ritchie	
2025/26 Capital Projected Outturn - August		Ashleigh Allan, Barry Collie, Caroline Ritchie, Jay Wilson	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Kinnessburn, St Andrews Flood Study Update	Roads & Transportation	Michael Anderson	TBC
Scotland's Proposed Deposit Return Scheme (Including Recycling Points Review)	Enterprise and Environment	Ross Spalding	TBC late 2025
Pedestrian Access at Fife Recycling Centres			TBC
Community Safety Partnership			TBC
Environmental impact in relation to current fleet provision used for domestic waste collection and road repairs			TBC
Fife Council Catering Facilities and increased offering of vegetarian and plant based options			TBC
New food strategy for Fife			TBC

Unallocated			
Title	Service(s)	Contact(s)	Comments
Property Flood Resilience Grant - Capital Funding	Roads & Transportation	Michael Anderson	TBC