

FIFE COUNCIL OF 8 MAY 2025

MINUTE VOLUME

If telephoning, please ask for Emma Whyte, Committee Officer,
Finance & Corporate Services (Telephone:- 03451 555555 Ext. 442303).

FIFE COUNCIL

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THE FIFE COUNCIL - WEST AND CENTRAL PLANNING COMMITTEE – BLENDED MEETING

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

26 March 2025

2.00 pm – 3.15 pm

PRESENT: Councillors David Barratt (Convener), David Alexander, Alistair Bain, John Beare, Dave Dempsey, Derek Glen, James Leslie, Carol Lindsay, Lea McLelland, Derek Noble, Gordon Pryde and Sam Steele.

ATTENDING: Mary Stewart, Service Manager, Major Business and Customer Service, Scott Simpson, Planner, Planning Services; Gemma Hardie, Solicitor and Elona Thomson, Committee Officer, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors James Calder, Ian Cameron, Altany Craik and Andrew Verrecchia.

235. DECLARATIONS OF INTEREST

Councilor Pryde declared an interest in para. no. 238 - 24/02980/FULL – Pilmuir Works, Pilmuir Street, Dunfermline and para. no. 239 - 24/01943/FULL – 73A – 73B Campbell Street, Dunfermline - as he had previously met residents onsite to discuss parking.

236. MINUTE

The committee considered the minute of the meeting of the West and Central Planning Committee of 26 February 2025.

Decision

The committee approved the minute.

237. 24/00394/FULL - LAND TO NORTH OF MANSE ROAD CROSSGATES

The committee considered a report by the Head of Planning Services relating to an application for a residential development (191 dwellings) with associated infrastructure including accesses, landscaping, drainage, SUDS and engineering works.

Members were advised of the following amendments: -

Section 2.4.3 of report of handling states “(to be updated)”, this is deleted from the report.

Plan References included in conditions 2 (Active Travel Route), 7 (Tree Protection) and 12 (windows) updated to Plan References 003E, 085B, 086B and 087B.

Strategic Transport Infrastructure contribution was shown as £434,468 in report, however this was amended to £439,468.

Decision

The committee agreed to: -

- (1) approve the application subject to the 25 conditions and reasons detailed in the report, with the following revised wording to Condition 18:-

“The sole means of vehicular access to and from the site for all construction traffic (including site staff vehicles), shall be via the proposed vehicular accesses from Main Street. FOR THE AVOIDANCE OF DOUBT; the developer shall take all reasonable steps to ensure that construction traffic associated with the approved development, shall avoid accessing the site through the existing housing development via Manse Road, except for works directly relating to the construction of any dwellings fronting Manse Road (plots 46 to 51 and 55 to 66).

Reasonable steps shall include (but not be limited to) including this requirement within contractual arrangements for sub-contractors engaged in the construction, providing temporary signage indicating the approved access routes, briefing all staff engaged in construction activities on the site and specifying the access route to be used for deliveries when ordering materials.”

- (2) the conclusion of a legal agreement to secure the necessary planning obligations, namely: -
- 5% of the total units on site be provided as affordable housing as per the definition contained within Fife Council's Affordable Housing Supplementary Guidance (2018). This would equate to 10 units out of the total 191 units;
 - £439,468 towards strategic transport intervention measures within Dunfermline Intermediate Zone as set out in Fife Council's Planning Obligation Framework;
 - £74,400 towards the Manse Road open space/play park area to the south-west.
- (3) that authority be delegated to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to negotiate and conclude the legal agreement; and
- (4) that should no agreement be reached within 6 months of the Committees decision, authority be delegated to the Head of Planning Services, in consultation with the Head of Legal and Democratic Services, to refuse the application.

Councillor Pryde left the meeting prior to consideration of the following items having earlier declared an interest.

238. 24/02980/FULL - PILMUIR WORKS PILMUIR STREET DUNFERMLINE

The committee considered a report by the Head of Planning Services relating to an application for the erection of new buildings and conversion, part demolition,

extension and refurbishment of existing buildings to form residential units and ancillary commercial floorspace (Classes 1,2 sui generis take away and sui generis licensed premises and Class 10) with associated infrastructure, parking, landscaping, and access (Section 42 application to amend Condition 21 of 20/00916/FULL relating to car parking).

Decision

The committee agreed to approve the application subject to the 11 conditions and for the reasons detailed in the report.

239. 24/01943/FULL - 73A - 73B CAMPBELL STREET, DUNFERMLINE, FIFE.

The committee considered a report by the Head of Planning Services relating to an application for the erection of a security fence, gates and bollards.

Decision

The committee agreed to approve the application subject to the condition and for the reason detailed in the report.

240. APPLICATION FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS

The committee noted the applications dealt with under delegated powers since the last meeting.

THE FIFE COUNCIL - NORTH EAST PLANNING COMMITTEE – BLENDED MEETING

JP Court Room, County Buildings, Cupar

12 March 2025

1.30 pm – 3.45 pm

PRESENT: Councillors Jonny Tepp (Convener), Al Clark, Fiona Corps, Sean Dillon, Stefan Hoggan, Gary Holt, Louise Kennedy-Dalby, Allan Knox, Robin Lawson, Jane Ann Liston, Donald Lothian, David MacDiarmid and Ann Verner.

ATTENDING: Alastair Hamilton, Service Manager Development Management, Andy Taylor, Planner, Scott McInroy, Chartered Planner and Benet Davis, Planning Assistant, Development Management; Steven Paterson, Legal Team Manager, Planning and Environment and Diane Barnett, Committee Officer, Legal and Democratic Services.

APOLOGY FOR ABSENCE: Councillor Margaret Kennedy.

221. DECLARATIONS OF INTEREST

Councillor Lawson declared an interest in the five planning applications at paragraphs 225 to 229 - South Street, St Andrews – in representing his constituents' views, he was considered to have expressed a view on the proposed developments.

Councillor Lawson also declared an interest in paragraphs 230 and 231 – Younger Hall, 89 to 99 North Street, St Andrews – as he served on the Court of the University of St Andrews; and Councillor Clark also declared an interest as he was employed by the University.

222. MINUTE

The committee considered the minute of meeting of the North East Planning Committee of 12 February 2025.

Decision

The committee approved the minute.

223. 24/02529/FULL - 3 THE PADDOCK, LETHAM FARM, THE SQUARE

The committee considered a report by the Head of Planning Services relating to an application for the erection of two dwellinghouses and associated works (demolition of existing outbuildings).

Decision

The committee approved the application subject to the nine conditions and for the reasons detailed in the report.

224. 24/02526/CAC - 3 THE PADDOCK, LETHAM FARM, THE SQUARE

The committee considered a report by the Head of Planning Services relating to an application for conservation area consent for demolition of ruinous outbuildings.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

Prior to consideration of the following reports, paragraphs 225 to 231 inclusive, having declared an interest, Councillor Lawson left the meeting.

225. 24/01948/FULL - 201 SOUTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for environmental improvements to the public realm including conversion and resurfacing of parking areas, widening footpaths and installation of associated street furniture and cycle racks.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

226. 24/01950/FULL - 183 SOUTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for environmental improvements to the public realm including conversion and resurfacing of parking areas, widening footpaths and installation of associated street furniture and cycle racks.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

227. 24/02026/FULL – 29-43 AND 34-40 SOUTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for environmental improvements to the public realm including conversion and resurfacing of parking areas, widening footpaths and installation of associated street furniture and cycle racks.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

228. 24/02027/FULL - 73-107 SOUTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for environmental improvements to the public realm including conversion and resurfacing of parking areas, widening footpaths and installation of associated street furniture, cycle racks and associated landscaping.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

229. 24/02028/FULL - 109–133 SOUTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for environmental improvements to the public realm including conversion and resurfacing of parking areas, widening footpaths and installation of associated street furniture and landscaping.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

Prior to consideration of the following two applications, having declared an interest, Councillor Clark left the meeting.

230. 24/02338/FULL - YOUNGER HALL, 89 - 99 NORTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for the installation of roof mounted solar panels.

Decision

The committee approved the application subject to the two conditions and for the reasons detailed in the report.

231. 24/02306/LBC - YOUNGER HALL, 89 - 99 NORTH STREET, ST ANDREWS, FIFE

The committee considered a report by the Head of Planning Services relating to an application for listed building consent for installation of roof mounted solar panels.

Decision

The committee approved the application subject to the four conditions and for the reasons detailed in the report.

The committee adjourned at 3.20 pm and reconvened at 3.25 pm.

Councillors Lawson and Clark re-joined the meeting prior to consideration of the following items.

232. 24/02799/FULL - FALSIDE MILL EVENTS VENUE, KENLY, BOARHILLS

The committee considered a report by the Head of Planning Services relating to an application for change of use from vacant land to form a caravan park (siting of 19 caravan pitches) and associated works.

Decision

The committee approved the application subject to the five conditions and for the reasons detailed in the report.

233. APPLICATIONS FOR PLANNING PERMISSION DEALT WITH UNDER DELEGATED POWERS.

Decision

The committee noted the list of applications dealt with under delegated powers since the previous meeting.

THE FIFE COUNCIL - CABINET COMMITTEE - BLENDED MEETING

Council Chamber, Fife House, North Street, Glenrothes

6 March 2025

10.00 am - 3.20 pm

PRESENT: Councillors David Ross (Convener), David Alexander, Lesley Backhouse (substituting for Councillor Brian Goodall), David Barratt, John Beare, James Calder, Fiona Corps, Altany Craik, Linda Erskine, Derek Glen, Peter Gulline, Judy Hamilton, Cara Hilton, Gary Holt, Allan Knox, Kathleen Leslie, Rosemary Liewald, Carol Lindsay, Mary Lockhart, Sarah Neal, David Ross, Alistair Suttie (substituting for Councillor Stefan Hoggan), Craig Walker and Jan Wincott.

ATTENDING: Ken Gourlay, Chief Executive; Elaine Muir, Head of Finance, Alison Binnie, Finance Business Partner, Helena Couperwhite, Committee Services Manager and Michelle McDermott, Committee Officer, Legal and Democratic Services and Michelle Gunn, Manager, Business Technology Solutions, Finance and Corporate Services; John Mills, Head of Housing Services and Gavin Smith, Service Manager, Housing Services; Ross Spalding, Service Manager (Climate Change and Zero Waste) and Hugh Muschamp, Lead Officer (Climate Change and Zero Waste), Planning Services; Paul Vaughan, Head of Communities and Neighbourhoods Service, Sharon Murphy, Community Investment Manager, Communities and Neighbourhoods Service; Angela Logue, Head of Education, Craig Martin, Quality Improvement Officer and Hannah MacGregor, Principal Teacher, Education Service; John Mitchell, Head of Roads and Transportation Services, Lesley Craig, Lead Consultant and Duncan Sharp, Flooding, Shoreline and Harbours, Roads and Transportation Services.

APOLOGIES FOR ABSENCE: Councillors Brian Goodall and Stefan Hoggan.

338. CHANGE OF MEMBERSHIP

The committee noted that Councillor Stefan Hoggan was a newly appointed member of the Cabinet Committee.

339. DECLARATIONS OF INTEREST

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

340. MINUTE

The committee considered the minute of the Cabinet Committee meeting of 6 February 2025.

Decision

The committee agreed to approve the minute.

341. REVENUE MONITORING 2024-25

The committee considered a report by the Executive Director (Finance and Corporate Services) which provided members with a strategic overview of Fife Council's finances and reported on the current forecast position for 2024-25.

Decision

The committee:-

- (1) noted the high level financial position as detailed in the report;
- (2) noted that there were ongoing financial impacts and pressures which continued to be managed by Services with an element of protection from financial risk being accounted for centrally;
- (3) instructed Executive Directors to continue to mitigate overspends in order to manage within overall service budgets in the current year and ensure strong financial management;
- (4) noted that detailed monitoring reports would be submitted to the relevant Scrutiny Committees; and
- (5) requested that Scrutiny Committees ensured appropriate level of support and challenge in relation to financial reports.

342. CAPITAL INVESTMENT PLAN - MONITORING 2024-25

The committee considered a report by the Executive Director (Finance and Corporate Services) which provided a strategic financial overview of the Capital Investment Plan and advised on the provisional outturn for the 2024-25 financial year.

Decision

The committee:-

- (1) noted the projected outturn position and that the level of financial risk continued to be heightened due to the impact of inflation and supply chain challenges;
- (2) instructed Services to plan projects within the approved resource within the Capital Investment Plan;
- (3) noted that more detailed capital outturn reports for 2024-25 would be submitted to relevant Scrutiny Committees of the council;
- (4) noted that budget variances would be managed by the appropriate Directorates in conjunction with the Investment Strategy Group; and
- (5) noted the updated prudential indicators provided.

343. HOUSING EMERGENCY ACTION PLAN UPDATE

The committee considered a report by the Head of Housing Services outlining the impact, to date, of actions taken in response to the development of the Housing Emergency Action Plan (HEAP) and highlighted the areas where a more strategic approach was required to deliver change.

Decision

The committee:-

- (1) reviewed the progress made to date in improving housing supply and reducing homelessness; and
- (2) noted the next steps and further reporting in 2025 as outlined in section 3 of the report.

344. LOCAL HEAT AND ENERGY EFFICIENCY STRATEGY DELIVERY PLAN

The committee considered a report by the Head of Planning Services seeking approval of Fife Council's delivery plan for the Local Heat and Energy Efficiency Strategy.

Decision

The committee approved the Local Heat and Energy Efficiency Strategy Delivery Plan and agreed that this now be published.

345. SUPPORT FOR VOLUNTARY ORGANISATIONS

The committee considered a report by the Head of Communities and Neighbourhoods Service seeking approval of grants to voluntary organisations for the period 2025-2028 for the Directorates of Communities, Education and Place.

The committee were provided with an update to the report as follows:-

Appendix 2 (Housing) - The award recommendation for 2025/26 for the following organisations had changed as follows:-

Glenrothes Y	- £816,540.35 (an additional £8,006.84)
Trust in Fife	- £643,886.37 (an additional £6,497.65)
Auchmuty and Dovecot Tenants and Residents Federation	- £6,437.15 (an additional £182.19)

It was noted that the Housing Services total was now £12,564,899.29 and the overall amount recommended for approval for all Services was £27,840,909.29.

The meeting adjourned at 11.30 am and reconvened at 11.50 am.

Decision

The committee:-

- (1) approved recurring grant funding to voluntary organisations for the period 2025-2028 from core council budgets as detailed in Appendices 1, 2, 3 and 8 to the report, noting the updates to Appendix 2 as detailed above;
- (2) approved recurring grants to voluntary organisations from other external funding as detailed in Appendices 4, 5, 6 and 7 to the report;
- (3) noted that a 3% uplift for voluntary sector organisations had been included within the council's revenue budget and included in eligible awards;

- (4) noted that Fife Council's Monitoring and Evaluation Framework would continue to be followed for the duration of these awards; and
- (5) agreed that a Working Group be established to agree the remit and principles for future scrutiny as appropriate.

346. NATIONAL BAN ON PAVEMENT PARKING

The committee considered a report by the Head of Roads and Transportation Services seeking agreement on Fife Council's approach for the implementation of the national ban on pavement parking, double parking and parking at dropped kerbs regulations.

Decision

The committee:-

- (1) noted the introduction of legislation prohibiting pavement parking, double parking and dropped kerbs parking as set out in the Transport (Scotland) Act 2019;
- (2) agreed that the formal enforcement of the ban on parking on pavements would commence from 1 September 2025;
- (3) agreed that an initial soft approach to enforcement would be adopted and an awareness raising campaign undertaken with leaflets and warning notices issued for a period of two months prior to formal enforcement; and
- (4) noted that any pavement parking ban exemptions would be progressed through existing Area Committee powers.

347. FIFE COUNCIL 20MPH STRATEGY

The committee considered a report by the Head of Roads and Transportation Services seeking agreement on the strategy for implementation of 20mph speed limits in Fife.

Decision

The committee:-

- (1) noted the extensive work that Fife Council had already undertaken since 2003 in implementing 20mph zones in almost all residential areas in Fife;
- (2) noted the Scottish Government's guidelines for the proposed implementation of 20mph roads as detailed in the report;
- (3) agreed to adopt 20mph as the recognised speed limit on appropriate roads through consultation and agreement with local communities; and
- (4) noted that Area Committees would approve any new 20mph roads through the Traffic Regulation Order process.

348. MANAGING FLOODING IN FIFE

The committee considered a report by the Head of Roads and Transportation Services providing an update on the management of flooding issues and measures in Fife (as per Motion 3 submitted to the Fife Council meeting on 16 May 2024).

Decision

The committee:-

- (1) noted the management processes and programmes in place within Roads and Transportation Services to deliver flood related services in Fife;
- (2) noted the focus on the development of digital solutions to help improve greater co-ordination and delivery of resources to locations of greatest need in line with customer needs; and
- (3) noted the pressure in recruiting specialist staff within Roads and Transportation Services to manage flood related matters and the measures in place to manage this in the short-term.

Councillor Rosemary Liewald left the meeting during consideration of the above item.

The meeting adjourned at 1.30 pm and reconvened at 2.00 p.m.

349. CABINET COMMITTEE - OUTSTANDING REMITS FROM COMMITTEES

Decision

The committee noted the list of outstanding remits from committees.

350. TRANSFORMING LEARNING FIFE: FULL BUSINESS CASE

The committee considered a joint report by the Executive Director (Education) and the Executive Director (Finance and Corporate Services) seeking approval on the implementation of Transforming Learning Fife Programme as approved as part of the council's Capital Investment Plan 2025-35 and General Fund Revenue Budget 2025-2028. As part of this, approval was sought to progress with device procurement and the deployment of 1:1 devices to all P6-S6 learners and all teaching staff, alongside the associated background work and the programme of upskilling teachers and learners to fully embed the Transforming Learning Programme in all schools.

Decision

The committee:-

- (1) noted the rationale of the Transforming Learning team's vision to Transforming Learning, Teaching and Assessment as detailed in the report and Appendix 3;
- (2) approved the communication plan as detailed in the report;
- (3) approved the deployment schedule detailed in the report and instructed officers to prepare for the deployment of almost 36,000 ipads to P6-S6 learners and teaching staff; and
- (4) noted that a separate report, to consider the business plan and financial implications, would be considered in a private, follow up report.

Councillor Judy Hamilton left the meeting during consideration of the above item.

The committee resolved, under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following item of business on the grounds that it involved the disclosure of exempt information as defined in paragraphs 8 and 9 of Part 1 of Schedule 7A of the Act.

351. TRANSFORMING LEARNING FIFE - FULL BUSINESS CASE (PRIVATE REPORT)

The committee considered a joint report by the Executive Director (Education) and the Executive Director (Finance and Corporate Services) seeking approval of the full Transforming Learning Business Case with implementation following the model outlined in Option 3. Funding for Option 3 was approved as part of the council's Capital Investment Plan 2025-2035 and General Fund Revenue Budget 2025-2028.

Decision

The committee:-

- (1) approved the full Business Case and implementation of Option 3 outlined within the Business Case;
- (2) approved the purchase model as detailed within the report; and
- (3) instructed officers to prepare for the deployment of almost 36,000 ipads to P6-S6 learners and teaching staff as detailed in the report.

Councillor Mary Lockhart left the meeting during consideration of the above item.

THE FIFE COUNCIL - PENSIONS COMMITTEE – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes.

31 March 2025

10.00 am – 1.00 pm

PRESENT: Committee - Councillors Dave Dempsey (Convener), David Alexander, James Calder, Colin Davidson, Jane Ann Liston and Gordon Pryde.

Fife Pension Board - Ross Hugh (Chair) (Employee representative – Trade Union); Councillors Tom Adams and Lynn Ballantyne-Wardlaw (Employer representatives – Fife Council); Debbie Fyfe (Substituting for Colin Paterson, Employee representative – Trade Union); Robert Graham and Thomas Templeman (Employee representatives – Trade Unions); and Vicki Wyse (Employer representative – Admitted body employer representative).

ATTENDING: Elaine Muir, Head of Finance, Laura Robertson, Pensions Services Manager, Pamela Redpath, Service Manager - Audit and Risk Management Services, John Mackie, Team Manager - Transactions Team, Helena Couperwhite, Service Manager - Committee and Members Services, Lesley Robb, Lead Officer – Committee Services and Wendy MacGregor, Committee Officer, Legal and Democratic Services, Finance and Corporate Services.

ALSO ATTENDING: Albert Chen, Portfolio Manager, Emanuel Bouquet, Chief Investment Officer, Lothian Pension Fund, Karen Jones, Director of Audit and Assurance and Adrian Kolodziej, Senior Manager, Azets and Clare Scott, Independent Professional Observer.

APOLOGIES FOR ABSENCE: Committee - Councillor Sarah Neal.

Fife Pension Board - Colin Paterson (Employee representative – Trade Union).

141. DECLARATIONS OF INTEREST

No declarations of interest were submitted.

142. MINUTE

The committee considered:-

- (1) the minute of the meeting of the Pensions Committee on 13 December 2024.

Decision

The committee approved the minute.

- (2) the minute of the pre-meeting of Fife Pension Board on 10 December 2024.

Decision

The committee noted the minute.

- (3) the minute of the post-meeting of the Fife Pension Board on 13 December 2024.

Decision

The committee noted the minute.

143. FIFE PENSION FUND - BUSINESS PLAN UPDATE AND ADMINISTRATION ACTIVITY TO 31 DECEMBER 2024

The committee considered a report by the Head of Finance providing an update on the activities undertaken by the wider pension team during the third quarter of 2024-25. The report was organised into three sections, updating on the development activities identified in the Business Plan, administration activity undertaken, concluding with more in-depth consideration of the performance of the Pensions Administration team by providing details of the agreed key performance indicators.

Decision

The committee:-

- (1) acknowledged the progress of key Business Plan activities;
- (2) noted the range of additional activities carried out by the team over the last quarter; and
- (3) acknowledged the level of quarterly performance relative to the target and to the same quarter of the previous year, detailed in Appendix 1 of the report.

144. FIFE PENSION FUND BUSINESS PLAN AND BUDGET 2025-26

The committee considered a report by the Head of Finance providing details of the Business Plan 2025-26 for Fife Pension Fund. The document was based on the format of last year's business plan with some additional contextual information.

Decision

The committee:-

- (1) noted the Business Plan; and
- (2) approved the Business Plan 2025-26 and the Indicative Budget 2025-26 detailed in Appendix 2 of the report, which was subject to change following a structure review. Any changes would require further approval by committee.

145. AZETS - ANNUAL AUDIT PLAN FIFE PENSION FUND

The committee considered a report by the Head of Finance providing the Azets External Annual Audit Plan for Fife Pension Fund for the financial year 2024-25, setting out risks highlighted, planned work, audit scope and timing.

Decision

The committee noted the content of the Azets External Annual Audit plan for 2024-25.

146. UPDATE ON 2024/25 FIFE PENSION FUND INTERNAL AUDIT PLAN AND 2024-25 ISSUED AUDIT REPORT

The committee considered a report by the Service Manager - Audit and Risk Management Services, providing an update on progress towards delivering the 2024-25 Pension Fund Internal Audit Plan and summary of findings from the Internal Audit Report finalised since the last meeting of the Pensions Committee.

Decision

The committee noted the contents of the report and the update on progress towards delivering the 2024-25 Internal Audit Plan in Appendix A and summary of findings in Appendix B of the report.

Councillor Colin Davidson left the meeting at 11.02 am and rejoined the meeting at 11.06 am

147. POST AUDIT REVIEW (PAR) REPORT

The committee considered a report by the Service Manager - Audit and Risk Management Services, providing an update on progress towards implementing internal audit recommendations previously reported to and agreed by Management.

Decision

The committee noted the contents of the report and the progress made in implementing the recommendations.

148. RISK MANAGEMENT - QUARTERLY REVIEW

The committee considered a report by the Head of Finance providing a quarterly update on the Risk Register for the Fife Pension Fund. The risks associated with the Fund had been reviewed and updated scores provided to reflect the internal controls in place.

Decision

The committee:-

- (1) reviewed and acknowledged the contents of the report; and
- (2) noted that the risks were reviewed on a regular basis and reports would be brought forward on a quarterly basis.

149. PENSIONS COMMITTEE WORKPLAN AND TRAINING PLAN

The committee considered a report by the Head of Finance providing an overview of the proposed agendas for future meetings of the Pensions Committee and the annual cycle. The report also highlighted the proposed internal training sessions designed to complement committee meetings and allow members more time to explore topics in depth.

Decision

The committee noted the agenda planning document and scheduled training dates.

150. COST TRANSPARENCY AND CEM BENCHMARKING

The committee considered a report by the Head of Finance providing an annual update in respect of Cost Transparency for Fife Pension Fund, detailing the disclosure in the Annual Report and Accounts and participation in the Cost Transparency Initiative (CTI). The report also provided details of the Fund's results from the annual CEM Benchmarking.

Decision

The committee noted the contents of the report.

The committee adjourned at 11.40am and reconvened at 11.50am.

The Committee agreed to resolve, under Section 50(a)(4) of the Local Government (Scotland) Act 1973, as amended, to exclude the public and press from the meeting for the following items of business on the grounds that it involved the likely disclosure of exempt information as defined in paragraph(s) 6 of part 1 of schedule 7a of the Act.

151. COST TRANSPARENCY AND CEM BENCHMARKING

The committee considered a report by the Head of Finance complementing the previous public report at Agenda Item No. 11 (para. 150 above). The private report provided a more detailed analysis of the Pension Fund Management Costs by providing a breakdown per manager.

Decision

The committee noted the contents of the reports.

152. ANNUAL REVIEW OF SHARED SERVICES ARRANGEMENT

The committee considered a report by the Head of Finance providing an update to the Terms of Reference for the Joint Investment Forum (JIF) and an update in relation to the shared service arrangement between the Fife Pension Fund (FPF) and the Lothian Pension Fund (LPF). Assurance of continued progress and benefits of collaboration were also outlined in the report, including the Independent Professional Observer's (IPO) observations from recent attendance at the JIF.

Decision

The committee:-

- (1) acknowledged the continuing benefits of collaborative working with Lothian and Falkirk Pension Funds;
- (2) endorsed continued collaborative working;
- (3) noted the update to the Terms of Reference; and
- (4) noted the Independent Professional Observer's observations from attendance at the JIF in December 2024 and the responses provided.

153. PENSION FUND - INVESTMENT UPDATE

The committee considered a report by the Head of Finance providing an overview of the Fund's investments at 31 December 2024. A verbal update of manager monitoring activity was also provided.

Decision

The committee:-

- (1) approved a change in frequency from quarterly to annual reporting on investment performance and activity;
- (2) noted the Fund's strategic asset allocation and current allocations relative to target;
- (3) noted that the value of the Fund's assets on 31 December 2024 after returning over the quarter;
- (4) noted the Fund's strategic policy group allocations were within the permitted allocation ranges; and
- (5) that longer term absolute returns were strong and relative returns were above the liability benchmark.

THE FIFE COUNCIL - EDUCATION SCRUTINY COMMITTEE – BLENDED MEETING

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

18 March 2025

10.05 am – 12.35 pm

PRESENT: Councillors Kathleen Leslie (Convener), Lynn Ballantyne-Wardlaw, Aude Boubaker-Calder, Ian Cameron, Rod Cavanagh, Eugene Clarke, Altany Craik, Colin Davidson, Linda Erskine, Louise Kennedy-Dalby, James Leslie, Lynn Mowatt, Alistair Suttie, Daniel Wilson, Ann Verner (substituting for Councillor Barrera), Sean Dillon (substituting for Councillor Caffrey) and Mr Ian Macaulay, Church of Scotland.

ATTENDING: Donnie MacLeod, Executive Director, Education Service, Shelagh McLean, Head of Education (Early Years and Directorate Support), Angela Logue, Head of Education (Primary Schools and Improvement Support), Maria Lloyd, Head of Education (Secondary Schools and Specialist Support), Jackie Funnell, Education Manager, Rona Weir, Education Manager, Jennifer Wilson, Headteacher and Vicky Cromar, Principal Teacher, Supporting Learners Service, Emma Clunie, Headteacher, Kirkcaldy North Primary School, Debbie Davie, Deputy Headteacher and Daryl Friel, Depute Headteacher, Levenmouth Academy, Daniel Dewar, Temporary Depute Headteacher and Claire McGovern, Administrative Assistant, Pathhead Primary School, Ashley Birrell, Project Manager and Clair Lawrence, Project Manager, Childcare Management, Titi Akinwande, Lead Performance Analyst and Stuart Booker, Quality Improvement Officer, Education Service; Alison Binnie, Finance Business Partner and Diane Barnett, Committee Officer, Finance and Corporate Services.

APOLOGIES FOR ABSENCE: Councillors Auxi Barrera, John Caffrey and Mr Alastair Crockett, Cupar Baptist Church.

120. DECLARATIONS OF INTEREST

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

121. MINUTE

The committee considered the minute of meeting of the Education Scrutiny Committee of 28 January 2025.

Decision

The committee approved the minute.

122. SUPPORTING REFUGEE, ASYLUM SEEKING AND DISPLACED YOUNG PEOPLE WITH ENGLISH AS AN ADDITIONAL LANGUAGE IN EDUCATION

The committee considered a report by the Executive Director, Education providing an update on the current support provided to refugee, asylum seeking and displaced children and young people with English as an additional language (EAL) in the education provisions that they attend.

Decision

The committee:-

- (1) scrutinised and noted the updates provided; and
- (2) requested a further update report for consideration at its meeting on 17 March 2026.

123. ATTENDANCE UPDATE REPORT MARCH 2025

The committee considered a report by the Head of Education Services providing an update on the progress of attendance of children and young people in schools across Fife as requested by this committee at its meeting on 7 May 2024, including a comparison to the national attendance data provided by the Scottish Government in March 2024.

The report shared updated national attendance data in line with what had been published at the time of writing.

The report also outlined the ongoing work being carried out centrally and by all Fife schools to work to achieve this key priority, as stated in Fife Education's Directorate Improvement Plan 2023-26.

Decision

The committee:-

- (1) scrutinised the attendance data and information provided;
- (2) expressed its support of the ongoing work both centrally and by schools in improving attendance;
- (3) requested a further progress report for consideration at its meeting on 17 March 2026; and
- (4) requested that the service arrange an elected member workshop, before the end of May, to consider in more detail issues around school attendance and how best practice and strategies for improvement could be replicated across all schools.

The committee adjourned at 11.55 am and reconvened at 12:05 pm.

124. CHILDCARE SERVICES - EARLY ADOPTER COMMUNITY WORK

The committee considered a report by the Head of Education Services providing an update on the work carried out within the Childcare Services Team as part of the Early Adopter Community work in the Levenmouth Area.

Decision

The committee:-

- (1) considered and noted the information provided and the progress made to date; and
- (2) noted the plans to expand the Early Adopter work to other communities in Fife.

125. 2024/25 REVENUE MONITORING PROJECTED OUTTURN – EDUCATION DIRECTORATE

The committee considered a joint report by the Executive Director, Education Service and the Executive Director, Finance and Corporate Services providing an update on the projected outturn financial position for the 2024-25 financial year for the Education Directorate as at 31 December 2024.

Decision

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

126. 2024/25 CAPITAL MONITORING PROGRESS REPORT – EDUCATION DIRECTORATE

The committee considered a joint report by the Executive Director, Education Services and the Executive Director, Finance and Corporate Services providing an update on the Capital Investment Plan and advising on the projected financial position for the 2024-25 financial year for the Education Directorate.

Decision

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

127. EDUCATION SCRUTINY COMMITTEE FORWARD WORK PLAN

The committee considered a report by the Executive Director, Finance and Corporate Services relating to the committee's consideration of the workplan for future meetings.

Decision

The committee:-

- (1) noted the workplan and suggestions were invited from members of the committee for future areas of scrutiny;

- (2) as outlined at Para No 122 (2) above – ‘supporting refugee, asylum seeking and displaced young people with English as an additional language in education’ – agreed that an update report be presented for consideration at its meeting on 17 March 2026;
- (3) as outlined at Para No 123 (3) above – ‘attendance update report’ - agreed that an update report would be presented for consideration at its meeting on 17 March 2026;
- (4) acknowledged that an update report on ‘swimming for children and young people’ would be presented for consideration at its meeting on 20 May 2025; and
- (5) acknowledged that an update report on ‘strategic equity fund’ would be presented for consideration at its meeting on 20 May 2025.

THE FIFE COUNCIL - PEOPLE AND COMMUNITIES SCRUTINY COMMITTEE – BLENDED MEETING

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

13 March 2025

10.00 am – 3.50 pm

PRESENT: Councillors Gary Holt (Convener) Lesley Backhouse, Patrick Browne (substituting for Alistair Cameron), Ken Caldwell, Altany Craik, Peter Gulline, Jean Hall-Muir, Alycia Hayes (substituting for Blair Allan), Donald Lothian, Lynn Mowatt, Gordon Pryde (substituting for Alex Campbell), Sam Steele, Jonny Tepp, Ann Verner, Darren Watt and Jan Wincott.

ATTENDING: Michael Enston, Executive Director, Communities, Paul Vaughan, Head of Communities and Neighbourhoods Service; John Mills, Head of Housing Services, Patricia Spacey, Housing and Safer Communities Team Manager, Paul Short, Service Manager (Housing Management Executive), Joan Lamie, Service Manager (Housing Estates and Safer Communities, Liz Watson, Partnership and Strategy Officer, Income Poverty and Private Housing Service, Ian Dawson , Business Change Manager, Housing Services; Allan Barclay, Service Manager, Building Services; Lisa Mccran, Service Manager(Strategic Development), Patricia Pattison, Lead Officer - Child Protection Committee, Criminal Justice Services; Dougie Dunlop, Independent Chair, Fife Public Protection Committees; Carol Connolly, Executive Director, Place, Gaynor Graham, HR Lead Officer, Human Resources Service; Ronan Burke, Co-ordinator - Vulnerable Adult Protection Committee, Avril Sweeney, Manager (Compliance), Health and Social Care Localities, Alan Adamson, Service Manager (Quality Assurance) and Audrey Valente, Chief Finance Officer, Health and Social Care Partnership; Helen Guthrie, Accountant and Lesley Kenworthy, Accountant, Finance and Corporate Services and Michelle Hyslop, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Chief Superintendent Derek McEwan and Police Sergeant Stuart Allan, Police Scotland, David Scott, Scottish Fire and Rescue Service and Freya Lees, North Star Consulting Research (Tenants Scrutiny Panel).

170. CHANGE OF MEMBERSHIP

The committee noted that Councillor Jean Hall-Muir had replaced Councillor Bailey-Lee Robb as a member of the committee and welcomed her to the first meeting of the committee.

The committee thanked Councillor Bailey-Lee Robb for his contribution to the work of the committee during his membership.

171. DECLARATIONS OF INTEREST

Councillor Watt provided a transparency statement relating to para 176 – Fife Community Safety Partnership as he was a member on the Fife Community Safety group.

172. MINUTE

The committee considered the minute of the People and Communities Scrutiny Committee of 16 January 2025.

Decision

The committee agreed to: -

- (1) rectify the meeting attendee list to remove Councillor Peter Guilline as an attendee at its meeting of 16 January 2025; and
- (2) otherwise approve the minute.

173. VOIDS SERVICE IMPROVEMENT

The committee considered a report by the Head of Housing Services providing an overview of the Housing Emergency Response and implementation of the Voids Service Improvement Plan. The report also incorporated a presentation and response from the Tenant and Resident Scrutiny Panel exercise that was reported in December 2024.

Decision

The committee: -

- (1) welcomed and noted the presentation by the Tenants Association;
- (2) thanked the Tenants and Residents Scrutiny Panel for undertaking the work on a sample of void properties;
- (3) considered the voids improvement and governance arrangements that were in place;
- (4) noted receipt of the Tenant and Resident Scrutiny Panel report and acknowledged that a full response would be provided following the People and Communities Scrutiny Committee;
- (5) noted the performance and standards slippage and recognised that measures were being put into place to support performance improvements; and
- (6) noted that an updated report on Voids including longer-term voids and re-let's would be brought back to a future meeting of the committee, to be determined following the workshop on 27 March 2025.

174. POLICE SCOTLAND PERFORMANCE REPORT QUARTERS 1 TO 3 - 2024/2025.

The committee considered a report by the Chief Superintendent of Police Scotland providing members with an oversight of the performance within the Fife Division of Police Scotland.

Decision

The committee noted the performance as detailed in the report.

The meeting adjourned at 12.05pm and reconvened at 12.10pm

175. FIFE COMMUNITY SAFETY PARTNERSHIP UPDATE

The committee considered a report by the Head of Housing Services updating members on the progress of the Fife Community Safety Partnership (FCSP) in implementing the current Community Safety Partnership Delivery Plan 2023-26.

Decision

The committee noted the progress to date.

Councillor Donald Lothian left the meeting during the above item.

The meeting adjourned at 12:45pm and reconvened at 1.20pm.

176. PUBLIC PROTECTION ANNUAL REPORT

The committee considered a report by the Executive Director, Communities providing an update on the work that had been undertaken within the Adult Support and Protection Committee, the Child Protection Committee and the Multi-Agency Public Protection arrangements for sex offenders.

Decision

The committee noted: -

- (1) the range of work that had been undertaken;
- (2) some of the key issues facing public protection services within Fife; and
- (3) that there were current discussions at a national level in relation to approaches on public protection.

177. CARE INSPECTORATE GRADE ASSURANCE AND MONITORING PROCESS – UPDATE

The committee considered a report by the Director of Health and Social Care Partnership providing an update on the range of inspections that had been undertaken by the Care Inspectorate and highlighted the inspection grades awarded for care services in Fife. The report detailed the inspection grades awarded and explained the processes that were in place within the Health and Social Care Partnership to effectively monitor improvement actions and support best practice across the sector.

Decision

The committee: -

- (1) noted the updated report on inspection grades awarded to care services in Fife following a request for a follow up report at the People and Communities Scrutiny committee on 27 June 2024; and
- (2) agreed that the figures on the care inspection website and the figures in the report be amended to reflect the current position for all care homes in Fife and arrange to upload a modified version of the report online.

178. FIFE COUNCIL DUTY OF CANDOUR ANNUAL REPORT 2023/24

The committee considered a report by the Head of Children and Families and Justice Social Work Services advising members of the Duty of Candor provisions in the health (Tobacco, Nicotine etc. and Care) (Scotland) Act 2016 (The Act), that came into effect on 1 April 2018. The report advised on the requirement for each organisation subject to “The Act” to produce and publish an annual report detailing when and how the duty had been applied.

Decision

The committee considered and reviewed the information detailed in the report.

179. ARMED FORCES COVENANT REPORT

The committee considered a report by the Executive Director, Place updating on the work that had been undertaken across the Council and in accordance with the Council's commitments to the Armed Forces Covenant. The report highlighted the areas of work relating to the Council's MOD's Employers Defence Recognition Accreditation Scheme.

Decision

The committee noted the content of the report.

180. PRESSURES ON THE HOUSING ADAPTATIONS BUDGET

The committee considered a report by the Head of Housing Services providing an update on the current pressures in the Housing Adaptions budget. The report outlined the future pressures on managing the housing adaptions budget.

Decision

The committee considered and noted the current and long-term pressures on the Housing Adaptions budget.

181. AFFORDABLE HOUSING PROGRAMME (AHP) DELIVERY UPDATE

The committee considered a report by the Head of Housing Services providing an update on the delivery of the Fife Affordable Housing Programme and the barriers in delivering the programme.

Motion

Councillor Holt, seconded by Councillor Watt moved to approve the report recommendations with the addition that the Head of Housing Services would look at the property acquisition figures for each local area and if there were discrepancies an updated report would be submitted to a future meeting of the People and Communities Scrutiny Committee.

Amendment

Councillor Backhouse seconded by Councillor Caldwell moved to continue the report to the next meeting of the committee.

Roll Call Vote

For the Motion – 8 votes

Councillors Browne, Pryde, Craik, Gulline, Holt, Tepp, Watt and Wincott.

For the Amendment – 7 votes

Councillors Hayes, Backhouse, Caldwell, Mowatt, Hall-Muir, Steele and Verner.

Having received a majority of the votes, the motion was carried.

Decision

The committee: -

- (1) noted the progress made towards completion of the Phase 3 and Transitional Affordable Housing Programme and the start of Phase 4; and
- (2) acknowledged the constraints on the Affordable Housing Programme delivery as detailed in the report; and
- (3) noted that the Head of Housing Services would clarify the property acquisition figures for all local areas and report back to committee should there be any discrepancies in the reported figures.

The meeting adjourned at 2.50pm – 2.55pm during the above item

182. TACKLING DAMPNESS AND MOULD IN COUNCIL HOUSES – UPDATE ON PROGRESS

The committee considered a joint report by the Head of Housing Services and the Head of Environment and Building Services providing an update on the work to date that Council Services have taken to support the Council's landlord role in managing efficiently condensation, dampness and mould. The report also acknowledged the changes that have been made in managing reported cases of dampness and mould and highlighted the improved performance in responding to tenant's enquiries.

Decision

The committee: -

- (1) noted the changes made in processing reports of dampness and condensation in council properties;
- (2) noted the benefits of using the Dynamic Resource Scheduling (DRS) system; and
- (3) considered the outcomes and performance results as detailed in the report.

Councillor Gulline left during consideration of the above item.

183. 2024-25 REVENUE MONITORING PROJECTED OUTTURN – COMMUNITIES SERVICE

The committee considered a joint report by the Executive Director (Finance and Corporate Services) and the Executive Director (Communities) providing an update on the projected outturn position for the 2024/25 financial year for the Communities and Housing Revenue Account (HRA), which is an area of scope within this committee.

Decision

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

184. 2024-25 CAPITAL PLAN PROJECTED OUTTURN – COMMUNITIES

The committee considered a joint report by the Executive Director, Finance and Corporate Services and Executive Director, Communities providing an update on the Capital Investment Plan and advised on the projected financial position for the 2024-25 financial year.

Decision

The committee noted the current performance and activity for the 2024-25 Capital Monitoring as detailed in the report.

185. 2024-25 REVENUE BUDGET PROJECTED OUT-TURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Director, Health and Social Care Partnership providing an update on the 2024-25 projected out-turn as at December 2024 and the movement from October 2024 for the Fife Council Social Care Services for Adults and Older People.

Decision

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

186. 2024-25 CAPITAL PLAN PROJECTED OUTTURN – HEALTH & SOCIAL CARE

The committee considered a joint report by the Executive Director, Finance and Corporate Services and the Director, Health and Social Care Partnership providing an update on the Health and Social Care Capital Investment Plan and advised on the projected out-turn for the 2024-25 financial year, which is an area of scope within this committee.

Decision

The committee noted the current performance and activity across the 2024-25 Financial Monitoring as detailed in the report.

187. PEOPLE AND COMMUNITIES FORWARD WORK PROGRAMME

The committee considered a report by the Executive Director, Finance and Corporate Services asking members to consider the future workplan for the People and Communities Scrutiny Committee.

Decision

The committee: -

- (1) noted the future workplan of the People and Communities Scrutiny; and
- (2) agreed that future meetings would contain no more than 10-12 items on the agenda to allow for better scrutiny at future meetings.

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

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

25 March 2025

10.00 am – 12.10 pm

PRESENT: Councillors Jane Ann Liston (Convener), Tom Adams, Aude Boubaker-Calder, Ken Caldwell, Rod Cavanagh, Al Clark, Jean Hall-Muir, Judy Hamilton, Andy Jackson, Nicola Patrick, Darren Watt and Daniel Wilson.

ATTENDING: Carol Connolly, Executive Director Place; Steven Sellars, Lead Consultant, Roads and Transportation Services; Nigel Kerry, Head of Protective Services; Dawn Jamieson, Housing and Safer Communities Team Manager, Housing Services; Alexander Anderson, Service Manager (Domestic Waste and Street Cleansing), Environment and Building Services; Caroline Ritchie, Accountant, Emma Whyte, Committee Officer and Elona Thomson, Committee Officer, Finance and Corporate Services.

**APOLOGY FOR
ABSENCE:** Councillor Gavin Ellis.

130. DECLARATIONS OF INTEREST

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

131. MINUTE

The committee considered the minute of the meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 21 January 2025.

Decision

The committee approved the minute.

132. CHANGE OF MEMBERSHIP

The committee noted that Councillor Judy Hamilton had replaced Councillor David Graham and Councillor Ken Caldwell had replaced Councillor Stefan Hoggan on this committee.

133. FIFE ROAD CASUALTY STATISTICS 2024

The committee considered a report by the Head of Roads and Transportation Services advising members on the numbers and severity of casualties on Fife's roads in 2024 and the performance against Scottish Government Road Safety Casualty Reduction targets.

Decision

The committee:-

- (1) scrutinised the 2024 road casualty statistics; and
- (2) noted the ongoing work of road safety partners aimed at reducing casualties and meeting the Scottish Government casualty reduction targets for 2030.

134. ENVIRONMENTAL VANDALISM STRATEGY

The committee considered a joint report by the Head of Protective Services, Head of Environment and Building Services and the Head of Housing Services updating members on progress since the approval of the Environmental Vandalism Strategy 2022-2024 in February 2022 and introduce a proposed refreshed approach in Fife.

Decision

The committee:-

- (1) noted the contents of the report;
- (2) provided feedback on the noted successes and challenges;
- (3) noted and provided feedback on the proposed refreshed approach to environmental issues in Fife; and
- (4) remitted to the Head of Protective Services to consider the requirement for a Citizen Charter or agree an alternative to align with the new approach.

The meeting adjourned at 11.50 am and reconvened at 11.55 am.

135. 2024/25 REVENUE PROJECTED OUTTURN – DECEMBER

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 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.

136. 2024/25 CAPITAL PROJECTED OUTTURN – DECEMBER

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 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.

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

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

Decision

The committee noted the contents of the forward work programme.



**CONFIRMED MINUTE OF THE FIFE HEALTH AND SOCIAL CARE INTEGRATION
JOINT BOARD (IJB) – WEDNESDAY 29 JANUARY 2025 AT 10.00AM**

Present:	<p>David Ross (DR) (Chair) Arlene Wood (AW) (Vice-Chair) Fife Council – David Alexander (DA), Dave Dempsey (DD), Rosemary Liewald (RLie), Mary Lockhart (ML), Lynn Mowatt (LM), Margaret Kennedy (MK) and Louise Kennedy-Dalby (LKB) NHS Fife Board Members (Non-Executive) – Alastair Grant (AG), Colin Grieve (CG), John Kemp (JK), Sinead Braiden (SB) Amanda Wong (AW), Associate Director, Allied Health Professionals Debbie Fyfe (DF), Joint Trade Union Secretary Janette Keenan (JK), Nurse Director, NHS Fife Kenny McCallum (KMcC), Staff Representative, Fife Council Lynne Parsons (LP), Employee Director, NHS Fife Morna Fleming (MF), Carer Representative Paul Dundas (PD), Independent Sector Lead Vicki Bennett (VB), Staff Representative, NHS Fife</p>	
Professional Advisers:	<p>Lynne Garvey (LG), Director of Health and Social Care/Chief Officer Audrey Valente (AV), Chief Finance Officer Lynn Barker (LB), Director of Nursing</p>	
Attending:	<p>Aylene Kelman (AK), Associate Medical Director Cara Forrester (CF), Communications Advisor Chris Conroy (CC), Head of Community Care Services Emma O'Keefe (EO), Consultant in Dental Public Health, NHS Fife Lisa Cooper (LC), Head of Primary & Preventative Care Services Roy Lawrence (RLaw), Principal Lead for Organisational Development & Culture Vanessa Salmond (VS), Head of Corporate Services Gemma Reid (GR), H&SC Co-ordinator (Minute)</p>	
	TITLE	ACTION
1	<p>CHAIRPERSON'S WELCOME / OPENING REMARKS / APOLOGIES</p> <p>David Ross, Chair of the Integration Joint Board (IJB) welcomed everyone to the meeting and extended his best wishes for the New Year.</p> <p>David welcomed Vicki Bennett, newly appointed LPF Co-Chair to her first IJB meeting.</p> <p>David advised that apologies had been received from Chris McKenna, Jackie Drummond, Jillian Torrens, Joy Tomlinson, Fiona Forrest, Helen Hellewell and James Ross, noting that Paul Dundas and Cllr David Alexander would be joining</p>	

	<p>later in the meeting and Cllr Lynn Mowatt would be leaving early due to other commitments.</p> <p>David also advised the Board that Cllr Louise Kennedy-Dalby was deputising for Cllr Sam Steele.</p> <p>Those present were reminded that they should mute their mobile phones for the duration of the meeting and mute their microphone when not talking and in an effort to keep to our timings for this meeting, all questions and responses should be as succinct as possible.</p> <p>David advised members that a recording pen was in use at the meeting to assist with Minute taking and the media have been invited to listen in to proceedings.</p> <p>David highlighted the opening of the new Morar Living facility in St Andrews with formal opening taking place on 8th February where all are welcome to attend. David advised that an invitation would be forwarded following the meeting and any queries should be directed to Paul Dundas, Independent Sector Lead.</p>	GR
2	<p>DECLARATION OF MEMBERS' INTERESTS</p> <p>There were no declarations of interest highlighted.</p>	
3	<p>MINUTES OF PREVIOUS MEETING & ACTION NOTE 4 DECEMBER 2024</p> <p>The Minute and Action Note from the meeting held on Wednesday 4 December 2024 were both approved as an accurate record.</p> <p>Arlene Wood requested that timescales were added to the action note in respect of the 3 open items.</p>	GR
4	<p>CHIEF OFFICER UPDATE</p> <p>Lynne Garvey began her update by welcoming everyone to the IJB and in response to Arlene's request confirmed that some actions would be closed and others updated.</p> <p>Lynne gave thanks to those who joined Fiona's retirement celebrations.</p> <p>Reflecting back to November when she took up post, Lynne acknowledged the immense contribution provided by Arlene Wood during her time as Chair of the IJB and expressed her delight that she will continue in the valued role of Vice-Chair. Lynne welcomed Cllr David Ross as Chair acknowledging his passion for health and social care.</p> <p>Lynne noted that the start of 2025 has been challenging, particularly around the significant impact on our teams from the prevalence of flu within our communities. Lynne also noted the additional pressures caused by Storm Eowyn, acknowledging the positive staff response and the swift implementation of Business Continuity Plans, highlighting the fantastic response from services and partners which ensured minimal disruption to service delivery. Lynne wished to formally record her gratitude to Carol Potter and Ken Gourlay for their complimentary emails which recognised the response of staff in these challenging circumstances.</p> <p>Lynne confirmed that the recruitment process for the Principal Social Work Officer has now successfully concluded, and more details would be shared in the</p>	

	<p>near future. Lynne further explained that she is in active discussion with HR regarding recruitment to the Head of Strategic Planning post and more detailed communication around this will be forthcoming when recruitment is agreed.</p> <p>Lynne highlighted the work of the King's Trust, with 7 young people having recently completed a 4-week programme on Health and Social Care. Lynne was delighted to share that these young people have all been successful in either securing employment or advancing to further education.</p> <p>Lynne noted the work being carried out to promote wellbeing within Ward 1 at Queen Margaret Hospital, with the implementation of a Therapet Programme.</p> <p>Lynne concluded by noting that 2025-26 will be the most challenging year to date due to our ongoing financial challenges, however assured members that through her leadership and support from SLT colleagues, every effort will be taken to deliver safe health and social care services to the people of Fife.</p> <p>Cllr David Ross reiterated his thanks to staff for their efforts during Storm Eowyn.</p>	
5	<p>COMMITTEE CHAIR ASSURANCE REPORTS</p> <p>David Ross welcomed Vanessa Salmond who introduced the reports and confirmed that all statements had been signed off by current Chairs.</p> <p>Vanessa Salmond advised that these reports were being presented to enhance Governance arrangements by providing assurance to the IJB on Committee Business, noting that agreement on the principles of these reports was discussed at the Quality and Communities Committee on 10 January 2025, Finance, Performance & Scrutiny Committee on 15 January 2025 and Audit & Assurance Committee on 17 January 2025.</p> <p>David Ross then invited Committee Chairs to comment in turn before opening to questions from Board members.</p> <p>Sinead Braiden, Chair of the Quality and Communities Committee noted no areas of concern and nothing to be escalated to the IJB, with committee content to remit the reports to the IJB.</p> <p>Dave Dempsey highlighted paragraph 5 on page 20, noting that committee were concerned that the audit plan cannot be executed due to lack of resources.</p> <p>Alastair Grant noted that he appreciated the efforts taken to minimise the overspend and the committee were grateful for the update.</p> <p>The Board were assured that the Governance Committees are discharging their functions and remit and escalating any issues appropriately.</p>	

6	<p>STRATEGIC PLANNING & DELIVERY</p> <p>6.1 Fife Immunisation Strategic Framework 2024-27</p> <p>This report was discussed at the Quality and Communities Committee on 10 January 2025.</p> <p>David Ross introduced Lisa Cooper who presented this report.</p> <p>Lisa presented the salient points from the report and referenced the previous report from 2021-24, highlighting that the updated paper demonstrates what has been achieved and what we continue to build on. Lisa drew members attention to the visuals within the framework detailing the aims and priorities and highlighting the integrated partnership approach. Lisa noted a continued focus on ensuring vaccine programmes are equitable and accessible, highlighting a need to continue the ongoing quality improvement approach in an effort to reduce inequality across Fife. Lisa drew members attention to Appendix 2, the draft Direction to NHS Fife.</p> <p>David Ross then invited Sinead Braiden, Chair of the Quality & Communities Committee to comment before opening to questions from Board members.</p> <p>Sinead Braiden, Chair of the Quality and Communities Committee advised that committee were assured by the report</p> <p>Arlene Wood queried where approval of the strategic framework occurred. In addition, Arlene noted that whilst the focus priority section was very good and focussed on aims for the year, there appeared to be no reference to performance framework improvements within the report.</p> <p>Lisa Cooper responded highlighting that, as detailed in the paper, we have established a Transformation Group to provide quality improvement data around how vaccines are delivered, noting that detail in relation to ongoing improvements are captured through the Integrated Performance and Quality Report (IPQR). It was identified within performance reporting that uptake of HPV is an area for improvement, and this is a focus moving forward.</p> <p>Lisa confirmed that the Strategic Framework has been presented and supported through numerous Governance Committees and was fully supported for progression to the IJB for approval of the accompanying Direction.</p> <p>Morna Fleming thanked Lisa for a comprehensive report and the opportunity for discussions following Quality and Communities Committee. Morna requested clarity on number of areas with the report. Lisa responded to the queries.</p> <p>Lisa confirmed that the decline in the uptake in Fife was noted and recognised in the Annual Immunisation Report, with the Transformation Group being convened in response to this to reduce inequalities, whilst being mindful that vaccination is a choice.</p> <p>Lisa thanked Morna for the highlights and advised the paper would be updated.</p> <p>Lisa acknowledged inconsistencies in scheduling however noted that scheduling is complex and is discussed and agreed at a national level, with the model changing yearly.</p>	LC
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	<p>Dave Dempsey noted that the drop-in clinics are suitable for many. Dave noted that on page 19, figure 7 is an image and therefore breaches accessibility guidelines.</p> <p>Dave expressed concern around the content of the Direction and intimated that he could not support the issuing of this Direction as it currently stands</p> <p>Lynne Garvey responded confirming that Lisa Cooper and Vanessa Salmond will connect separately with Dave out with the IJB to support the revision to this Direction prior to seeking IJB approval to issue.</p> <p>Louise Kennedy-Dalby highlighted the omission of delivery of vaccinations at high-risk clinics within the report. Louise also noted issues around stock levels at some clinics.</p> <p>Lisa Cooper responded taking these comments on board, noting there had been no escalations around this however provided assurance to members that we work closely with pharmacy using intelligence and projections to ensure adequate stock levels.</p> <p>John Kemp shared Dave's concern regarding Directions, however noted that increasing delivery of vaccinations is the priority.</p> <p>Recommendation</p> <p>The Board noted the refreshed Fife Immunisation Strategic Framework and outlined priorities for 2024-2027, for assurance.</p> <p>The Board discussed the Direction and agreed to await revisions as discussed.</p>	<p>LC</p> <p>LC / VS</p>
<p>7</p>	<p>INTEGRATED PERFORMANCE</p> <p>7.1 Finance Update</p> <p>This report was discussed at the Local Partnership Forum on 14 January 2025 and the Finance Performance & Scrutiny Committee on 15 January 2025.</p> <p>David Ross introduced Audrey Valente, Chief Finance Officer who presented the report.</p> <p>Audrey Valente, Chief Finance Officer provided an update on the financial position based on actuals to November 2024, confirming that we are currently projecting a £34.9m overspend, which is a worsening position from September 2024 of £7.8m.</p> <p>The key areas of overspend are detailed within the report. Audrey highlighted that weekly Progress Reporting Update meetings (PRUs) had been put in place with Service Managers to scrutinise non-delivery of savings and noted that it is unlikely that we will see delivery of these savings this year, which is therefore reflected in the latest monitoring position.</p> <p>Audrey reported that 59% of the savings approved in March 2024 will be delivered (£23m by end of current financial year) noting that whilst this is good progress it doesn't meet the gap.</p> <p>Audrey advised members that the recovery plan approved in October has proven challenging and we are unlikely to deliver significant savings due to increased</p>	

	<p>demand, however highlighted that we have increased the frequency of meetings with partners and now meet every 4 weeks to ensure increased scrutiny.</p> <p>Audrey concluded her report by assuring continual scrutiny of spend for the remainder of year to reduce the overspend, stressing that delivery of savings is a priority.</p> <p>David Ross then invited Kenny McCallum, Chair of the Local Partnership Forum and Alastair Grant, Chair of the Finance, Performance & Scrutiny Committee to comment on discussions at the Committee before opening to questions from Board members.</p> <p>Alastair Grant stated that he was grateful for the update and appreciates the work ongoing to minimise the overspend, however with 2 months remaining he sought reassurance that throughout December - January nothing has changed in the financial position since the data presented in the report.</p> <p>Audrey responded noting that early indications confirm there is a worsening position since November, and the impact of Storm Eowyn will also need to be reflected. Audrey was unable to confirm the exact position as we are awaiting information from partners.</p> <p>Kenny McCallum confirmed that the LPF continue to engage with the financial situation, highlighting more robust discussions around finances than anything else at their regular meetings. Kenny advised Trade Unions continue to seek clarity on remobilisation and noted Audrey's work with Trade Unions which is appreciated.</p> <p>Dave Dempsey highlighted that section 10 references Directions, but stated it is unclear whether a Direction is required. Audrey confirmed that we are awaiting information from NHS Fife in order to draft the Direction with a view to bring this forward to the next IJB.</p> <p>Arlene Wood thanked Audrey for the paper and whilst she recognised the challenges, she noted the savings achievement of £23m. Arlene highlighted Section 3.1 of SBAR which states that given the pressures we are facing we are unlikely to deliver on the recovery actions and questioned what would be delivered by the end of the financial year. Arlene queried the partners position on the overspend and whether any feedback had been received. Finally, Arlene sought information around the plan for the last quarter of year, questioning if there is anything else that can be paused and queried what actions are being undertaken. Arlene acknowledged the strong commitment and intent but highlighted the need to learn from the last couple of years and the challenges of delivering what we agree.</p> <p>Audrey responded noting that the recovery plan has generated £1m additional income along with other small areas, however confirmed that the large areas have not delivered significant savings. Audrey assured members that we continue to try and achieve the savings, working with Staffside and Trade Unions. Partners are meeting every 4 weeks and are aware of the current position with discussions ongoing around risk share. Audrey stressed that we are doing all we can to minimise the overspend, highlighting Lynne Garvey's email in relation to non-critical spend, stressing to the Board that we are turning every stone.</p>	
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	<p>Lynne Garvey noted her optimism for delivery into the next financial year and confirmed continual scrutiny is in place and embraced by SLT. The need to engage with the workforce further has been recognised and engagement with Trade Union and Staffside will be crucial to this. Lynne confirmed that a meeting will be scheduled with SLT along with all Trade Union and Staffside members.</p> <p>Recommendation</p> <p>The Board noted the report and were assured that steps continue to be taken by Officers to consider options and opportunities to improve the financial position during the remainder of 2024-25 as part of the Financial Recovery Plan process, as outlined in section 8 of the Finance Update Appendix 1.</p>	
	<p>7.2 Performance Report – Executive Summary</p> <p>This report was discussed at the Finance, Performance and Scrutiny Committee on 15 January 2025</p> <p>David Ross introduced Audrey Valente who presented this report.</p> <p>Audrey noted that this report comes quarterly to the IJB and was welcomed at Finance, Performance and Scrutiny. Audrey advised that the report contains updates on efforts to improve performance and new indicators will be brought forward once approved by SLT.</p> <p>Audrey drew the Boards attention to improvements in average length of stay which has improved in the last 6 months, CAMHS referral to treatment time and psychological therapies 18 weeks referral to treatment, which has improved but noted there remains a lot to do to reach the national target. Audrey highlighted that the Drugs and Alcohol 21-day referral to treatment was above the 90% target for the 2nd quarter in a row.</p> <p>Audrey noted improvements required in the areas of assessment beds average length of stay, smoking cessation and complaints.</p> <p>David Ross invited Alastair Grant, Chair of the Finance, Performance and Scrutiny Committee to comment on discussions at the Committee before opening to questions from Board members.</p> <p>Alastair Grant commended the report and noted no further comments from Committee.</p> <p>Arlene Wood welcomed the new approaches highlighted and recognised the work that had gone into the report. Arlene noted the work around indicators and queried how we link this back to strategies. Arlene highlighted the red indicators, stating the need to see planned actions for these with timescales. Arlene was surprised to see delayed discharges in red as we usually fare well in the national reports.</p> <p>Lynne Garvey responded, advising that benchmarking was looking at other Boards and local targets were ambitious, confirming that due to increasing demand the target needs to be revised. Lynne advised that the report via NHS Fife governance is reported on the Scottish average and neighbouring Boards, and we are in the bottom half of the table, highlighting that we are one of the Boards with a high level of confidence in delivery.</p>	

	<p>Sinead Braiden noted that it was positive to see improvements in data reporting and collection.</p> <p>Audrey will pick up on Arlene's comment regarding linking to strategies and confirmed conversations are ongoing with the team to build this in.</p> <p>Margaret Kennedy was assured by improvements around CAMHS, noting that GP practices are seeing an increased demand in Mental Health assistance. Margaret noted her concern that we are not engaging with families early enough and questioned if we need to improve interactions within schools.</p> <p>Lynne Garvey highlighted that psychology services have a strong emphasis on prevention. All AHPs utilise the early conversation model prior to any intervention and signpost people to necessary services, utilising third and voluntary sector organisations. Lynne noted the work ongoing with GPs around promoting prevention and early intervention, highlighting good pathways into those services.</p> <p>Lisa Cooper highlighted the whole system approach, providing an example of Health Visiting services supporting with sleep training. Lisa referred to the neuro-development pathway, first point of contact for parents who have concerns, being able to direct people to the correct service and ensuring people get the support when they need it from the right person.</p> <p>Rosemary Liewald gave thanks for the report, noting the small gains and emphasising that there needs to be greater emphasis on prevention which she is seeing across localities particularly at primary and secondary school level as evidence states they are effective. Rosemary referenced Our Minds Matter and SAMH which stem the need for services before they get to critical level, commending the staff who are working within these areas.</p> <p>Roy Lawrence noted that in 2024, 3500 people came through the Wells, with 13 Wells across 7 localities. Roy advised that the ability to link in has been improved through Sky Gateway to support with GP referrals.</p> <p>Recommendation</p> <p>The Board were assured that the full report had been discussed at the relevant Committees, the areas which require improvement are under development and are subject to continual scrutiny by Heads of Services.</p>	
8	<p>GOVERNANCE & OUTCOMES</p> <p>8.1 Mainstreaming the Equalities Duty & Equality Outcomes Progress Report</p> <p>This report was discussed at the Quality and Communities Committee on 10 January 2025 and the Finance, Performance & Scrutiny Committee on 15 January 2025. David Ross introduced Audrey Valente who presented this report.</p> <p>Audrey advised that the report was being submitted for decision and following approval it will be published on HSCP website, in line with the requirements of the Equality Act 2010. Fife HSCP last published report was in 2023 when it set out new equality outcomes as part of the strategic plan for 2023-26. This report provides a progress update on the 5 equality outcomes. Audrey highlighted the action plan at appendix 2 (page 134) and noted that progress with actions is</p>	

	<p>highlighted in the graph within the SBAR on page 95. Audrey highlighted that the Equality and Human Rights Commission (EHRC) Scotland Team are due to audit all IJBs in 2025.</p> <p>David Ross invited Sinead Braiden, Chair of Quality & Communities Committee and Alastair Grant, Chair of Finance, Performance & Scrutiny Committee to comment on discussions at the Committees before opening to questions from Board members.</p> <p>Sinead Braiden advised that members were assured by the report, and that positive progress is being made on the identified outcomes and therefore committee were content to remit the report to the IJB for formal approval.</p> <p>Alastair Grant confirmed that committee were content with remitting the report to the IJB with no further comments to make.</p> <p>Morna Fleming commended the report and was glad to see points around refreshing the carers strategy and additional support for unpaid carers. Morna queried whether the training for staff to promote safe eating and drinking for those with learning difficulties is available to unpaid carers. Morna welcomed equalities training and questioned whether other training on Oracle is mandatory for staff and queried what records are kept around mandatory training completion and compliance.</p> <p>Lisa Cooper was unable to confirm if this training is available to unpaid carers but took an action around this to speak with the professional Head of Service for Dietetics.</p> <p>Lynne Garvey confirmed Equality, Diversity and Inclusion is part of the core training package and is regularly monitored through performance reporting, with any areas of concern given improvement targets to encourage uptake.</p> <p>Arlene Wood suggested that a Development Session would be welcomed around outcomes and how these are quantified, noting that the performance framework referenced on page 113 is useful, but it would be helpful to understand this and how well we are performing against indicators. Arlene queried how adverse events are captured when a breach of protected characteristics occurs and how IJB gets assurance around the specific duties of the Equality Act which are related to the Health and Social Care workforce.</p> <p>Audrey responded to Arlene's queries around a Development Session and performance metrics, confirming she would discuss this with Lynne Garvey and Vanessa Salmond. In terms of metrics, Audrey will take action on how we report back on these.</p> <p>Janette Keenan confirmed adverse events and incidents are reported via the Datix system however we are aware that less serious incidents are not always reported. Janette assured the Board that reports are taken to the Staff Governance Committee for assurance but can also be shared with IJB Committees if required in order to provide assurance that we are addressing these issues.</p> <p>Lynne confirmed that the Local Partnership Forum is instrumental in reporting this work through and if escalation is required it would come forward to the IJB.</p>	<p>LC</p> <p>AV</p>
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	<p>Kenny McCallum commented on the recruitment of Care at Home staff, highlighting a recruitment fayre held in November in Dunfermline. Kenny commended the work of both the Care at Home and Residential Care Home teams who he noted were young teams and promoted the roles well. Kenny has provided feedback to the relevant service managers.</p> <p>Recommendation</p> <p>The Board were content that the Partnership is meeting its requirements within the Equality Act 2010.</p>	
9	<p>LEGISLATIVE REQUIREMENTS & ANNUAL REPORTS</p> <p>9.1 Chief Social Work Officer Report</p> <p>This report was discussed at the Finance, Performance & Scrutiny Committee for noting only on 15 January 2025.</p> <p>David advised that James Ross had sent his apologies for the meeting and therefore any queries on the content of this report should be directed to James via email (james.ross-fc-d1@fife.gov.uk)</p> <p>Recommendation</p> <p>The Board noted the role and range of functions covered by the Chief Social Work Officer including social work and social care services provided by both the authority and by the Health and Social Care Partnership.</p>	
	<p>9.2 Fife Dental & Oral Health Improvement Annual Report</p> <p>This report was discussed at the discussed at the Quality and Communities Committee on 10 January 2025.</p> <p>David Ross introduced Lisa Cooper and Emma O'Keefe who presented this report.</p> <p>Lisa advised the Board that this was the annual report for 2024 is being brought forward for information and is attached as appendix 1, with a focus on the delegated services which are managed by the IJB. Lisa handed over to Emma O'Keefe, Consultant in Dental Public Health to talk through the salient points of the report.</p> <p>Emma shared the highlights of the annual report, which is a collaborative piece of work with both NHS and Fife HSCP. Emma noted that dental workforce continues to be a challenge, with these concerns impacting on patient access. Emma highlighted the work ongoing around communication and trying to get the message out that for any urgent needs patients should call the dental advice line where they will be seen within national standard timescales. This is a UK wide issue around workforce, with ongoing conversations with Scottish Government, the Minister for Public Health and the Chief Dental Officer. Areas which are in our control such as the public dental service are picking up a lot of work with patients who have been de-registered from NHS dental care.</p> <p>Emma stressed the importance of self-care and prevention in oral hygiene with the Annual National Dental Inspection report showing Fife as having the worst</p>	

dental health in 5-year-olds. There is an ongoing focus on children's oral health, further strengthened by links with midwifery services.

The report highlights the collaborative work of improvement programs, such as the Childsmile programme, work within Care Homes and within the Fife Alcohol Support Service. Dental services are a complex landscape, and we need to be mindful of what is in our control. Emma noted that there is no legislative duty to ensure the whole population is registered with a dentist, however we will see all those needing emergency care at some point. Emma stressed that the focus must be on prevention and communication to ensure the right messages are being sent out.

David Ross then invited Sinead Braiden, Chair of the Quality and Communities Committee to comment on discussions at the Committee before opening to questions from Board members.

Sinead confirmed that the Committee were assured by the annual report.

Rosemary Liewald noted that she was fully aware of challenges within this service however wished to highlight work ongoing within nurseries, where immediately after meals children are encouraged to brush their teeth. Literature has been produced, with a book aimed at pre-school and primary one level. Rosemary noted that whilst recognising the challenges we must commend the staff carrying out early work on the preventative aspect of oral health.

Morna Fleming noted the inability of adults to be registered with an NHS dentist with those practices who are accepting referrals limiting these to children under 16. Morna highlighted an issue with communication with the public unaware that this is a national shortage. Morna requested that Fife HSCP communicate that this issue is not specific to Fife as dental services are at risk of abuse from patients who are unaware of current situation.

Arlene questioned the plans for 2025-26 which are within the Partnership's control. Arlene highlighted the improvement priorities and queried how these will be measured around reducing inequalities across Fife and asked if there was a specific measures framework in place.

John Kemp noted that he was happy to take level of assurance, but his opinion is that the system is fundamentally not working, and we are failing on prevention in adults through check-ups and dealing with issues before they escalate. John noted that private dentists are available and prefer to treat privately than work with NHS.

Lisa Cooper responded to Morna's comment re communication, noting that work is ongoing with national colleagues to ensure a consistent message. The public dental service is very active in engaging with communities. Lisa acknowledged that the current focus is on younger adults however confirmed that we are able to offer emergency care to those who are not registered with a dentist.

In response to Arlene's question, Lisa highlighted a Dental Improvement Group which was convened to take forward improvement actions and work on prevention. Oral Health Improvement plans have been recovered and remobilised such as Childsmile. Lisa recognised the challenges around registration highlighting the Scottish Dental Access Initiative which is being utilised to encourage practices and support more uptake in Fife.

	<p>Emma O’Keefe agreed that we need to look at other ways of getting the message out, noting that elected member briefings are being utilised. Regarding check-ups, Emma advised that we are awaiting management information and looking at national reporting frameworks.</p> <p>David Alexander questioned if there are barriers to international recruitment with Emma confirming that Brexit resulted in overseas dentists leaving Scotland. Emma advised that the dental regulator is looking at ways to make the process easier for dentists to come to work in UK with lots of work taking place but some of this requires legislative change at UK level. Emma noted the budget which is looking at ways to increase the dental workforce, but this will take time. Emma concluded by highlighting that the workforce issues are a challenge across Scotland, with the bigger cities also struggling to recruit.</p> <p>Recommendation</p> <p>The Board noted the content of the report and agreed a moderate level of assurance that the senior management and professional leadership team ensure oversight and management in regard to quality of dental care and access, in line with the powers available to them in accordance with dental regulations.</p>	
10	<p>MINUTES OF GOVERNANCE COMMITTEES / LOCAL PARTNERSHIP FORUM / STRATEGIC PLANNING GROUP</p> <p>The minutes of the following Governance Committees were provided for information:</p> <ul style="list-style-type: none"> • Strategic Planning Group (unconfirmed) – 7 November 2024 • Quality & Communities Committee – 8 November 2024 • Finance, Performance & Scrutiny – 12 November 2024 • Local Partnership Forum – 12 November 2024 • Audit and Assurance Committee – 15 November 2024 <p>David Ross requested that any queries on the above were directed to the Committee Chair due to timescales.</p>	
12	<p>AOCB</p> <p>As the Chair had not been alerted prior to the meeting of any other business to be raised under this item the meeting was closed by the Chair confirming the dates of the next meetings.</p>	
13	<p>DATE OF NEXT MEETINGS</p> <p>IJB DEVELOPMENT SESSION – WEDNESDAY 26 FEBRUARY 2025 (09:30-12:30, Town House, Kirkcaldy)</p> <p>INTEGRATION JOINT BOARD – WEDNESDAY 26 MARCH 2025</p>	