

Due to Scottish Government guidance relating to Covid-19, this meeting will be held remotely.

Thursday, 25 November, 2021 - 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 of the Committee are asked to declare any 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 Economy, Tourism, Strategic Planning and Transportation Sub-Committee of 9 September 2021 3 - 10
4. **CESSATION OF SESPLAN JOINT COMMITTEE AND BUDGET** – Report by the Head of Planning 11 - 14
5. **NEW ROADS & STREET WORKS ACT ANNUAL PERFORMANCE REPORT 2020-21** – Report by the Head of Assets, Transportation and Environment 15 - 19
6. **A RISK BASED APPROACH TO ROADS MAINTENANCE – UPDATE ON PROGRESS** – Report by the Head of Assets, Transportation and Environment 20 - 31
7. **FIFE'S ROAD CONDITION REPORT 2021** – Report by the Head of Assets, Transportation and Environment 32 - 37
8. **BUSINESS GATEWAY FIFE ANNUAL PERFORMANCE 2020-21** – Report by the Head of Business and Employability 38 - 47
9. **2021-22 REVENUE MONITORING PROJECTED OUTTURN** – Joint Report by the Executive Director - Finance & Corporate Services and Executive Director – Enterprise and Environment 48 - 53
10. **2021-22 CAPITAL MONITORING PROJECTED OUTTURN ENTERPRISE AND ENVIRONMENT DIRECTORATE** – Joint Report by the Executive Director - Finance & Corporate Services and Executive Director – Enterprise and Environment 54 - 59
11. **ECONOMY TOURISM STRATEGIC PLANNING AND TRANSPORTATION FORWARD WORK PROGRAMME** 60 - 61

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

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18 November, 2021

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**THE FIFE COUNCIL - ECONOMY TOURISM STRATEGIC PLANNING AND
TRANSPORTATION SUB-COMMITTEE – REMOTE MEETING**

9th September, 2021

10.00 am – 12.40 pm

PRESENT: Councillors Altany Craik (Convener), John Beare, Ian Cameron, Dave Coleman, Colin Davidson, Sharon Green-Wilson, Jean Hall Muir, Jane Ann Liston, Mino Manekshaw, Ross Paterson, David J Ross, Alistair Suttie, Ann Verner and Jan Wincott.

ATTENDING: Keith Winter, Executive Director - Enterprise and Environment; Gordon Mole, Head of Business and Employability, Pam Ewen, Head of Planning, Morag Millar, Strategic Growth & City Deals Programme Manager, Peter Corbett, Lead Officer Economy, Economy, Planning & Employability Services; Derek Crowe, Senior Manager (Roads & Transportation Services), Bill Liddle, Service Manager (Roads Maintenance), Phil Clarke, Lead Consultant, Traffic Management (South Fife), Assets, Roads and Transportation Services; Jackie Johnstone, Accountant and Lesley Robb, Lead Officer (Committee Services), Finance and Corporate Services.

174. DECLARATIONS OF INTEREST

No declarations were submitted in terms of Standing Order 7.1.

175. MINUTE

The Sub-Committee considered the minute of the meeting of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee of 10 June, 2021.

Decision

The Sub-Committee agreed to approve the minute.

176. TRANSPORT (SCOTLAND) ACT 2019: UPDATE ON PROPOSED PAVEMENT PARKING BAN

The Sub-Committee considered a report by the Head of Assets, Transportation and Environment updating Members on the progress towards implementation of the pavement parking ban proposal, that would be introduced as part of the Transport (Scotland) Act 2019.

Decision/

Decision

The Sub-Committee noted the contents of the report and considered the potential implications and impacts of this legislative proposal for Fife.

177. WINTER GRITTING AND SNOW CLEARING SERVICES REVIEW AND UPDATE

The Sub-Committee considered a report by the Head of Assets, Transportation and Environment advising of the updated Winter Gritting and Snow Clearing Services - Policy Statement 2021-22, following a sub-group review of the policy and operational practices required to deliver Fife's winter services, in line with future budgets.

Decision

The Sub-Committee:

- (1) agreed that the report resolved Motion 4, agreed at Fife Council on 25 February 2021 (previous Minute Reference - paragraph 217 of 2021 FC 253 - Fife Council meeting of 25 February 2021 - refers) that a Winter Review be completed in the usual manner and the outcome reported to the Economy, Tourism, Strategic Planning and Transportation Sub-Committee; and
- (2) considered the findings of the review and endorsed the Winter Gritting and Snow Clearing Services - Policy Statement 2021-22, as detailed in appendix 1 of the report.

178. LEADING ECONOMIC RECOVERY (LER) ACTION PLAN: PROGRESS UPDATE JUNE 2021

The Sub-Committee considered a report by the Head of Business and Employability providing Members with an update on the progress against actions identified in the Leading Economic Recovery Action Plan, agreed by Policy and Coordination Committee on 4 March 2021 (previous minute reference paragraph 272 of 2021 PC 137 - Policy and Coordination Committee of 4 March 2021 - refers).

Decision

The Sub-Committee:

- (1) reviewed progress in relation to actions identified within the Leading Economic Recovery Action Plan;
- (2) recognised continuing uncertainties in terms of the economic impact of the Covid-19 pandemic, consequences of the EU exit, and associated government responses to both; and
- (3) noted that the outcomes of the Leading Economic Recovery workstream (which formed part of the Council's wider Reform and Recovery programme) have fed into the current refresh of the Plan4Fife, and that it remained/

- (4) remained the intention to undertake a more detailed review of the Fife Economic Strategy in 2022.

Councillor Coleman joined the meeting during consideration of the above item.

The meeting adjourned at 11.20 am and re-convened at 11:30 am, with all members present.

179. FINAL UPDATE ON THE EXTENDED BUILD (APRIL 2018 - MARCH 2020) OF THE DIGITAL SCOTLAND SUPERFAST BROADBAND (DSSB) REST OF SCOTLAND (ROS) PROGRAMME

The Sub-Committee considered a report by the Head of Business and Employability presenting the results of the extended build for Digital Scotland Superfast Broadband (DSSB) Rest of Scotland (RoS) programme to March 2020.

Motion

Councillor Manekshaw, seconded by Councillor Ross moved as follows:

“This Sub-Committee accepts the recommendations in the report.

While Sub-Committee applauds the significant progress that has been made in broadening the availability of Fibre to the Cabinet (FTTC) and Fibre to the Premise (FTTP) access throughout Fife, it is concerned that on current projections, at least 3% of domestic/business premises, which by definition are 'hard to reach', will have no such benefit without the availability of alternative solutions that are deliverable, affordable and sustainable.

As such alternative solutions must be fully compliant with the regulations that surround State Aid/Subsidy, it is important that all parties understand the boundaries.

The Sub-Committee therefore requests that Officers bring forward a report that describes the pertinent regulations with particular emphasis on how the funding provided to Angus Council, for a Community Network through Tay Cities Funding, does not trigger a challenge under these regulations.”

Amendment

Councillor Craik, seconded by Councillor Beare moved an amendment to the motion as follows:

“This Sub-Committee accepts the recommendations in the report

While Sub-Committee applauds the significant progress that has been made in broadening the availability of Fibre to the Cabinet (FTTC) and Fibre to the Premise (FTTP) access throughout Fife, it is concerned that on current projections, at least 3% of domestic/business premises, which by definition are 'hard to reach', will have no such benefit without the availability of alternative solutions that are deliverable, affordable and sustainable and notes that the rolling out of the Scottish Government's £600m Reaching 100% (R100) programme will build/

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build on the success of the DSSB programme.

As such alternative solutions must be fully compliant with the regulations that surround State Aid/Subsidy, it is important that all parties understand the boundaries.

The Sub-Committee therefore requests that a Members briefing be circulated to Members of the Sub-Committee that describes the pertinent regulations with particular emphasis on how the funding provided to Angus Council, for a Community Network through Tay Cities Funding, does not trigger a challenge under these regulations.”

Following discussion, Councillors Manekshaw and Ross agreed to accept the amendment proposed by Councillors Craik and Beare. The Sub-Committee unanimously agreed the amendment.

Decision

The Sub-Committee:

- (1) endorsed the report, Delivering on Our Commitment in Fife (Final) Report, dated June 2021;
- (2) noted that as a result of the DSSB programme 99.3% of homes and businesses in Fife have access to fibre enabled broadband and 97% have superfast access (greater than or equal to 24Mbps);
- (3) applauded the significant progress that had been made in broadening the availability of FTTC and FTTP access throughout Fife, but was concerned that on current projections, at least 3% of domestic/business premises, which by definition are ‘hard to reach’ would have no such benefit without the availability of alternative solutions that were deliverable, affordable and sustainable;
- (4) noted that the rolling out of the Scottish Government’s £600m Reaching 100% (R100) programme would build on the success of the DSSB programme;
- (5) noted that as such alternative solutions must be fully compliant with the regulations that surround State Aid//Subsidy, it was important that all parties understood the boundaries; and
- (6) requested a Members Briefing be circulated to Members of the Sub-Committee that described the pertinent regulations with particular emphasis on how the funding provided to Angus Council, for a Community Network through Tay Cities Funding, would not trigger a challenge under the regulations.

180. CONNECTIVITY UPDATE

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The Sub-Committee considered a report by the Head of Business and Employability presenting an update on activities by the Scottish and UK Governments to improve connectivity and proposed to investigate the options for the Council to ensure no one is left behind by these activities.

Motion

Councillor Manekshaw, seconded by Councillor Ross moved as follows:

The Sub-Committee:

- (1) notes the connectivity activity taking place because of investment by the Governments of Scotland and the United Kingdom;
- (2) is aware of the achievements of “Cupar Now” which is the UK and Scotland’s first and only Digital Improvement District;
- (3) understands that at Officer request, a business case has been presented to Fife Council that seeks funding for a two year pilot to deliver a ‘community benefit network’. Such a network deployed wirelessly across the five electoral wards of North East Fife and two wards covering Levenmouth – will enable essential and transformational support to be delivered as part of a fully monitored and evaluated pilot project; and
- (4) requests that Officers conduct a full and objective analysis of the Destination Digital business case/proposal, such report to be presented at the next meeting of this sub-committee.

Amendment

Councillor Craik, seconded by Councillor Beare moved an amendment to the motion as follows:

The Sub-Committee:

- (1) notes the connectivity activity taking place because of investment by the Governments of Scotland and the United Kingdom;
- (2) is aware of the achievements of “Cupar Now” which is the UK and Scotland’s first and only Digital Improvement District;
- (3) understands that at Officer request, a business case has been presented to Fife Council that seeks funding for a two year pilot to deliver a ‘community benefit network’; and
- (4) requests that Officers conduct a full and objective analysis of the Destination Digital business case/proposal and presents this analysis in a report to a future meeting of this sub-committee.

Following discussion, Councillors Manekshaw and Ross agreed to accept the amendment/

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amendment proposed by Councillors Craik and Beare. The Sub-Committee unanimously agreed the amendment.

Decision

The Sub-Committee:

- (1) noted the connectivity activity taking place because of investment by Governments of Scotland and the United Kingdom;
- (2) was aware of the achievements of “Cupar Now”, which was the UK and Scotland’s first and only Digital Improvement District;
- (3) understood that at Officer request, a business case had been presented to Fife Council that sought funding for a two year pilot to deliver a ‘community benefit network’; and
- (4) requested Officers conduct a full and objective analysis of the Destination Digital business case/proposal and presented the analysis in a report to a future meeting of the Sub-Committee.

181. ENTERPRISE AND ENVIRONMENT DIRECTORATE SECTION/SERVICE PERFORMANCE REPORTS

The Sub-Committee considered a report by the Executive Director, Enterprise and Environment presenting the performance scorecard for Planning, Business and Employability and Roads and Transportation Services for 2020-2021.

Decision

The Sub-Committee:

- (1) considered the Planning, Business and Employability and Roads and Transportation Services performance information presented as appendix 1, 2 and 3 to the report;
- (2) considered if any further review work or scrutiny is required and the scope of that review;
- (3) noted the arrangements set out to fulfil the Council's obligation to comply with Audit Scotland's 2018 SPI Direction; and
- (4) noted the information regarding the workforce profile, presented as appendix 4 to the report.

Councillor Davidson left the meeting during consideration of the above item.

182. 2020-21 REVENUE MONITORING PROVISIONAL OUTTURN

The Sub-Committee considered a joint report by the Executive Director, Finance and/

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and Corporate Services and the Executive Director, Enterprise and Environment providing Members with an update on the provisional outturn financial position for the 2020-21 financial year, for the areas in the scope of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee.

Decision

The Sub-Committee considered and noted the current financial performance and activity, as detailed in the report.

Councillor Hall-Muir left the meeting during consideration of the above item.

183. 2020-21 CAPITAL MONITORING PROVISIONAL OUTTURN - ENTERPRISE AND ENVIRONMENT DIRECTORATE

The Sub-Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing Members with an update on the Capital Investment Plan and advising on the provisional outturn for the 2020-21 financial year, for the areas in the scope of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee.

Decision

The Sub-Committee considered and noted the current performance and activity across the 2020-21 financial monitoring period, as detailed in the report.

184. 2021/22 REVENUE MONITORING PROJECTED OUTTURN

The Sub-Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing Members with an update on the projected outturn financial provision for the 2021-22 financial year, for the areas in the scope of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee.

Decision

The Sub-Committee considered and noted the current financial performance and activity as detailed in the report.

185. 2021-22 CAPITAL MONITORING PROJECTED OUTTURN - ENTERPRISE AND ENVIRONMENT DIRECTORATE

The Sub-Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing Members with an update on the Capital Investment Plan and advising on the provisional outturn for the 2021-22 financial year, for the areas in the scope of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee.

Decision/

Decision

The Sub-Committee considered and noted the current performance and activity across the 2021-22 financial monitoring period, as detailed in the report.

**186. ECONOMY, TOURISM, STRATEGIC PLANNING AND TRANSPORTATION
SUB COMMITTEE FORWARD WORK PROGRAMME**

Decision

The Sub-Committee noted the contents of the Economy, Tourism, Strategic Planning and Transportation Sub-Committee forward work programme.

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Agenda Item No. 4

Cessation of SESplan Joint Committee and Budget

Report by: Pam Ewen (Head of Planning)

Wards Affected: All Wards covered by SESplan: 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,21,22

Purpose

This report seeks the cessation of SESplan Strategic Development Planning Authority Joint Committee and budget through ratification of a SESplan Joint Committee decision on the 4th October 2021. This follows changes through the Planning (Scotland) Act 2019.

Recommendations

It is recommended that Sub Committee ratifies the SESplan Joint Committee decisions to:

1. amend the SESplan Constitution so the SESplan Joint Committee is not required to meet twice a year;
2. close the SESplan accounts;
3. redistribute the remaining SESplan budget equally back to the six SESplan authorities;
4. transfer £11,000, (£66,000 across all the six SESplan Local Authorities) to the South East Scotland City Region Deal Joint Committee with the City of Edinburgh Council as the budget holder on behalf of the City Region Deal Joint Committee; and

Notes that:

5. following agreement by each of the partner authorities, Regional Spatial Planning responsibilities have transferred from the SESplan Joint Committee to the City Region Deal Elected Member Oversight Committee; and
6. the existing SESPlan Project Board will be renamed the Strategic Planning Advisory Group [or similar] with the chair of that group becoming a member of the City Region Deal Directors Group.

Resource Implications

Financial – there are no additional costs associated with the proposals as the Council will receive 1/6th of the remaining SESplan budget and contributions back to the City Region Deal Joint Committee will be returned from these funds.

Personnel - Planning Services is engaged in city region planning work and will continue to contribute towards this work. Strategic Planning input will continue to be provided by the renamed SESplan Board. The Board is chaired on a rotational basis and the responsibility currently sits with Midlothian Council until 31 December 2021 (thereafter it will pass to East Lothian Council).

The role of SESplan Manager will continue until the adoption of National Planning Framework (NPF4). This role will continue to be provided by East Lothian Council.

The proposal to fund a strategic planner post (part-time) for three years, as set out above, will be covered from the funds (£66k) returned to the Councils from the SESplan budget and the post will be hosted by City of Edinburgh Council.

Legal & Risk Implications

SESplan remains a legal entity until National Planning Framework 4 comes into force and the provisions of the Planning etc. (Scotland) Act 2006, insofar as they relate to strategic development planning, remain in force. However, SESplan's legal advisors identify that there is no longer any decision-making function for the committee to perform (for the reasons set out elsewhere in this report) and therefore no need for the committee to exist. There are, however, two caveats:

- The committee would have to agree a final account, including disbursement of the remaining funds; and
- The Joint Committee's own constitution which requires it to meet twice a year would have to be extinguished. It is open to the Joint Committee to change its constitution however this requires each local authority to take a report to its Council seeking agreement that these requirements are removed.

Impact Assessment

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

An environmental assessment is not applicable for this report because it does not directly impact the environment.

Consultation

Consultation with The Council's Head of Finance and Head of Legal & Democratic Services.

No substantive changes to this report were proposed by either Heads of Service.

1.0 Background

- 1.1 The Planning (Scotland) Act 2019 removes the need for the preparation of Strategic Development Plans for Scotland's city regions with the National Planning Framework now becoming part of the Development Plan.

- 1.2 In response to this changing legislative requirement the six constituent local authorities in the Edinburgh City Region agreed in September 2019 that strategic planning roles and responsibilities should be amalgamated within the framework of the Edinburgh and South East Scotland City Region Deal.
- 1.3 While each of the six partner authorities agreed to this approach going forward there was some concern about the 'watering down' of the strategic planning function. Given these discussions it was agreed that an Elected Member Oversight Committee (EMOC) sub-committee' sitting under the Edinburgh and South East Scotland City Region Deal Joint Committee (ESESCRDJC) should be established to consider strategic planning matters in the context of the City Region Deal. The first meeting of the Oversight Committee was held 15 January 2021.
- 1.4 With the establishment of the EMOC, there is no longer a role for the SESplan Joint Committee in spatial planning matters or in commenting on or approving responses to Government consultations. In the circumstances, the fundamental reason for holding meetings of the SESplan Joint Committee no longer exists. Cllrs Craik and Beare continue to be members on the South East Scotland City Region Elected Member Oversight Committee, with Cllr Craik as current chair which will pass to Midlothian Council.
- 1.5 For the avoidance of doubt, appointment of a plan manager will remain a legislative requirement in the short term. This requirement is expected to be removed when the secondary legislation regarding the cessation of strategic planning authorities comes into effect. This could be addressed by the continuation of current arrangement (but removing the reference to SESplan in any job titles or signatures – this responsibility currently sits with East Lothian). This position will be reviewed by officers once the secondary legislation has been published.

2.0 Discussion

Closure and redistribution of SESplan budget

- 2.1 Based on the ratification of the decision to stop meetings of the SESplan Joint Committee then the remaining action will be to close the SESplan accounts and redistribute the remaining balances.
- 2.2 The balances held at 31st March 2021 reported to the Committee in June 2021 as part of the unaudited accounts were £111,694. The only additional payments made in 2020/21, and still due to be settled, relate to IT support for SESplan website and emails, and amounted to £10,894 which leaves a remaining balance of £100,800.
- 2.3 It is recommended that this closing balance is returned to the six SESplan Local Authorities and the SESplan account closed. Although the responsibilities for regional planning have been moved into the Edinburgh and South East Scotland Region City Region Deal structure, there will still require to be a resource to be the focus for moving work forward. Therefore, it is proposed that a planning officer is appointed for a temporary period to perform this role. The Joint Committee have agreed that each of the SESplan authorities pay £11,000 (£66,000 across all the authorities) to the City Region Deal Joint Committee via City of Edinburgh Council, as budget holder, to fund this post. This would leave a remainder of £5,800 per authority. This report seeks ratification of this decision.

- 2.4 This funding would allow the appointment of a Strategic Planner, on a part time basis, for approximately three years which should be sufficient time to complete all the likely tasks identified.
- 2.5 The need for the post beyond the three-year period could be reviewed at the time but recognising that any extension would have to be funded at that stage. The post will be incorporated within the Programme Management Office structure and will report to the Programme Manager. Subject to agreement a job description for the post would have to be established and the post graded by the employing authority (City of Edinburgh Council).
- 2.6 An equivalent report is being considered by constituent Councils for ratification.

3.0 Conclusions

- 3.1 The decision to disband the SESplan Joint Committee and redistribute the SESplan budget due to the removal of the statutory requirement for the provision of strategic development plans by Planning Authorities requires ratification by the Economy, Tourism, Strategic Planning and Transportation Sub Committee.
- 3.2 The consideration of this change has been the subject of discussion with the SESplan Joint Committee for some time and was welcomed by the SESplan Joint Committee in taking the decision on 4th October 2021.

List of Appendices

None.

Background Papers

- Report to SESplan Joint Committee 4th October 2021 Item 6 – Transfer of Regional Spatial Planning Responsibilities and Cessation of SESplan.
- Report to SESplan Joint Committee – 4th October 2021, Item 7 – Final Accounts, Audit Report and Closing Financial Statement.

Report Contact

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25 November 2021

Agenda Item No. 5

New Roads and Street Works Act Annual Performance Report - 2020/2021

Report by: Ken Gourlay, Head of Assets, Transportation and Environment

Wards Affected: All

Purpose

The New Roads & Street Works Act 1991 (NRSWA) recommends that local authorities publish annual Statutory Undertaker (SU) performance reports. The purpose of this report is therefore to provide a summary of SU performance and Fife Council's own performance relating to NRSWA activities in Fife in 2020/21.

Recommendation(s)

The sub-committee is asked to scrutinise the current NRSWA performance and activity as detailed in this report.

Resource Implications

All NRSWA monitoring and enforcement activity is managed within existing Roads & Transportation Services resources.

Legal & Risk Implications

Should SUs fail to reinstate their road openings correctly, the costs of repairs outside the warranty period could become a burden to roads authorities. It is therefore important that the quality of SU works is diligently monitored through inspections and coring programmes.

Impact Assessment

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

Consultation

Quarterly meetings are held with the SUs working in Fife. Regional and national quarterly meetings also take place attended by Roads Authorities (RAs) and SUs at which performance is regularly reviewed. In addition, meetings are held locally with individual SUs on matters of specific concern.

1.0 Background

- 1.1 The previous report presented to the Economy, Tourism, Strategic Planning & Transportation Sub-Committee on 10 December 2020 (2020.E.T.S.P&T.62 para.150 refers) detailed the 2019/20 annual performance.
- 1.2 As a requirement of NRSWA, RAs have a duty to maintain their road network whilst SUs are permitted to work on the road network in order to install and maintain their apparatus. RAs have responsibility for the co-ordination of all works on the road network.
- 1.3 This report provides an update on the main areas of SU performance namely road works signing and guarding, reinstatements and coring and also provides some information on the performance of Fife Council as Roads Authority as highlighted by the Office of The Scottish Road Works Commissioner (OSRWC) in their annual performance report.

2.0 Sample Inspections

- 2.1 The Council carries out inspections of a 30% sample of SU works randomly selected from the Scottish Road Works Register, which provides a performance measurement for: (i) signing, lighting and guarding during the progress of the works, (ii) the performance of the reinstatement within the 6 months following completion, and (iii) the performance of the reinstatement within the 3 months preceding the end of the two-year guarantee period.
- 2.2 Sample inspection performance has been monitored since the early 1990's, initially on an annual basis changing to quarterly since 2004/05. A summary of the performance of each of the major SUs operating within Fife during 2020/2021 is shown in Appendix 1. Annual totals for each SU for 2019/20 are shown in the table for comparison.
- 2.3 Four of the five major SUs operating in Fife during 2020/21 achieved the nationally recommended minimum standard of performance (90%) for signing, lighting and guarding. Virgin Media at 84% was below this performance target, however, this is an improvement from the 56% achieved in 2019/20. Virgin Media will continue to be monitored and encouraged to improve.
- 2.4 All five major SUs operating in Fife during 2020/21 achieved the nationally recommended minimum standard of performance (90%) for reinstatements. All SU's will continue to be monitored and encouraged to improve on performance.

3.0 Coring of Reinstatements

- 3.1 Sample inspections alone do not necessarily indicate the quality of the reinstatement under the ground in terms of compliance with the specification for materials, layer depths or compaction levels. This is best determined by taking

cores from the final reinstatement and analysing the material properties in a laboratory.

- 3.2 A summary of the coring results from the previous six national coring programmes is shown in the table below. Ideally these should take place at 2-yearly intervals but have slipped on occasion resulting in some sample volumes being increased to compensate for missed years. While no new coring programmes have taken place since last year’s report. Coring information previously reported has been included again for context.

	Year	2005/06	2008/09	2010/11	2012/13	2015/16	2019/20
Scotland	Cores taken	1340	1566	1349	1534	1535	1666
	Pass	60%	64%	74%	83%	82%	88%
	Fail	40%	36%	26%	17%	18%	12%
Fife	Cores taken	50	66	84	96	76	87
	Pass	30%	62%	65%	83%	83%	90%
	Fail	70%	38%	35%	17%	17%	10%

- 3.3 There is continuous improvement nationally and the performance target of 90% was achieved in Fife for the first time in 2019/20. This is an encouraging improvement and a healthy position from which to base further improvements. SUs failing to meet the target continue to be monitored and encouraged to improve at individual and quarterly liaison meetings. The next national coring programme will take place during 2022/23.

4.0 OSRWC Fife Council Performance Review

- 4.1 The OSRWC monitors roadworks in Scotland undertaken by both RAs and SUs.
- 4.2 Since 1 April 2008, the OSRWC has been the keeper of the Scottish Road Works Register (SRWR) and is responsible for ensuring that the SRWR is used effectively to plan and coordinate road works throughout Scotland.
- 4.3 In June 2021, the OSRWC issued a performance review for the period 1 April 2020 to 31 March 2021, which in summary stated, “In general terms, the management of road works by Fife Council throughout this past year is rated as well managed and a continuation of your current practices will provide a platform for compliance for this reporting year.”

5.0 Conclusions

- 5.1 Sample inspection performance has improved steadily since the inception of performance monitoring in the early 1990’s. SUs who fall below the 90% target pass rate will be encouraged to improve both by Fife Council and the OSRWC.
- 5.2 Attention will continue to be given to monitoring and improving Fife Council’s performance particularly in the areas of activity highlighted in the improvement plan previously agreed with the OSRWC in 2019.

List of Appendices

Appendix 1 - SU Sample Inspection Performance 2020/21

Background Papers

- Technical guidance on NRSWA Performance Measurement is available on FISH using the following link

<http://fish.fife/fish/orgs/index.cfm?fuseaction=orgView&orgaction=publications&orgID=C4A47598-F761-BA46-34EE3A1881EB759E> (copy and paste link).

- The Scottish Road Work Commissioner Annual Report for period April 2019 – March 2020

<https://roadworks.scot/publications/annual-reports> (copy and paste link).

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SU Sample Inspection Performance
(for the main SUs working in Fife)

STATUTORY UNDERTAKER	QUARTER	SIGNING & GUARDING			REINSTATEMENTS		
		Number Passed	Number Carried Out	Pass Rate (%)	Number Passed	Number Carried Out	Pass Rate (%)
Scottish Power Energy Networks	2020/2021 Q1	26	26	100%	33	34	97%
	2020/2021 Q2	6	7	86%	14	14	100%
	2020/2021 Q3	10	11	91%	38	38	100%
	2020/2021 Q4	23	25	92%	53	54	98%
	2020/2021 Total	65	69	94%	138	140	99%
	2019/2020 Total	67	69	97%	105	107	98%
Scottish Water	2020/2021 Q1	33	35	94%	63	67	94%
	2020/2021 Q2	8	11	73%	25	25	100%
	2020/2021 Q3	16	16	100%	78	82	95%
	2020/2021 Q4	72	74	97%	98	98	100%
	2020/2021 Total	129	136	95%	264	272	97%
	2019/2020 Total	151	154	98%	286	311	92%
Scotland Gas Networks	2020/2021 Q1	22	22	100%	32	34	94%
	2020/2021 Q2	12	12	100%	22	22	100%
	2020/2021 Q3	8	9	89%	47	47	100%
	2020/2021 Q4	32	32	100%	45	45	100%
	2020/2021 Total	74	75	99%	146	148	99%
	2019/2020 Total	75	76	99%	149	158	94%
BT Openreach	2020/2021 Q1	21	22	96%	37	41	90%
	2020/2021 Q2	8	8	100%	17	17	100%
	2020/2021 Q3	8	8	100%	49	51	96%
	2020/2021 Q4	45	46	98%	58	59	98%
	2020/2021 Total	82	84	98%	161	168	96%
	2019/2020 Total	76	78	97%	144	161	89%
Virgin Media	2020/2021 Q1	23	27	85%	47	60	78%
	2020/2021 Q2	8	10	80%	9	9	100%
	2020/2021 Q3	0	0	0	84	85	99%
	2020/2021 Q4	5	6	83%	125	127	98%
	2020/2021 Total	36	43	84%	265	281	94%
	2019/2020 Total	59	106	56%	158	207	76%

25 November 2021
Agenda Item No. 6

A Risk-Based Approach to Road Maintenance – Update on Progress

Report by: Ken Gourlay, Head of Assets, Transportation & Environment

Wards Affected: All

Purpose

The purpose of this report is to provide the sub-committee with a progress update on the implementation of Fife's 'Road Asset Condition Inspections – Policy & Standards', as aligned with the national guidance, 'Well-Managed Highway Infrastructure - A Code of Practice' (October 2016) and approved for implementation from April 2020 (2019 ETSP 45 para. 105 refers).

Recommendation(s)

Committee is asked to scrutinise progress of the implementation of the Policy & Standards approved by the Economy, Tourism, Strategic Planning & Transportation Committee on 24 October 2019.

Resource Implications

This report will not result in additional demand on resources involved in the inspection and maintenance of the road network.

Legal & Risk Implications

The systematic inspection of road assets to identify defects and commission their repair is essential for the Council to demonstrate it has met its duties under the Roads (Scotland) Act 1984 and to defend against civil liability claims brought against the Council.

Impact Assessment

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

Consultation

No further consultation has taken place in the preparation of this report.

1.0 Background

- 1.1 'Road Asset Condition Inspections - Policy and Standards' (RACIPS 2020) was approved by the Economy, Tourism, Strategic Planning & Transportation Committee on 24 October 2019 for implementation from April 2020 (2019 ETSP 45 para.105 refers).
- 1.2 This new policy is aligned with 'Well-Managed Highway Infrastructure - A Code of Practice (October 2016)', published by the UK Roads Liaison Group, which recommends a 'risk-based approach' (RBA) towards managing all aspects of the road network, including routine inspections and repair programmes.
- 1.3 Road condition inspections are needed to identify and repair defects and record the Council's actions. Collectively, this is an important and highly visible demonstration of the Council's commitment towards public and road users' safety and the delivery of its statutory obligations under the Roads (Scotland) Act 1984.
- 1.4 The introduction of Scottish Councils' policies for managing road condition inspections based on the Code of Practice, is supported by guidance provided by the Society of Chief Officers for Transportation in Scotland (SCOTS). This guidance has been reviewed and informed by the main local authority insurers, Zurich and Gallagher Basset, and legal firm Clyde and Co and is supported by a SCOTS training toolkit.
- 1.5 The risk presented by road defects ranges from those that require immediate attention, to those where their location and their nature allow longer response times to be tolerated.
- 1.6 Whilst investment in road repairs is improving in Fife, the Council like other local authorities has finite resources for managing and maintaining its road network. To meet its primary purpose, which is to safeguard road users, a risk-based approach appropriately categorises defects according to the risk that they present and prescribes corresponding responses. Importantly, this frees up resources from the reactive repair of low-risk defects thus allowing a shift in the volume of repairs towards more programmed work and enabling a higher proportion of all repairs to be of higher quality.
- 1.7 Having a process, based on prioritising response according to risk, is therefore crucial. As well as being more cost effective, this policy is expected to have a positive impact on network condition moving forward, assuming current levels of investment are retained.
- 1.8 Specific road user types, for example cyclists, also benefit from the introduction of a risk assessment process, as it takes account of the risks presented to each road user type rather than intervention being triggered by a defect's physical proportions alone.

2.0 Implementation Update

- 2.1 In response to the pandemic, Scottish Government lockdowns meant that only essential workers could attend work. In relation to roads maintenance this meant that, like all other Scottish Authorities, for several months Fife Council only carried out a skeleton road inspection and repair service to deal with critical and high priority road and lighting defects. Other factors have hampered (but not halted) progress with the introduction of the new inspection and repair regimes, including: the transition to an improved workflow IT system; the effect on road pavements of a prolonged winter this year; staff turnover and absences; and adapting to remote working.
- 2.2 It was intended to report outcomes to the sub-committee this summer after a full year of applying the policy. However, due to the challenges referred to in 2.1 delaying progress, this will not now be practical until summer 2022. In the interim, the following paragraphs

report progress to date and outline planned work in the key areas needed to fully complete implementation.

Routine Inspections

- 2.3 As they share very similar hierarchical priorities, monthly inspection routes were revised to be closely aligned with the 21 winter maintenance gritting routes, covering 56% of the road network including all classified roads and bus routes. This helped a considerably reduced cohort of Technical Inspectors (after Service restructuring) to efficiently carry out the inspection of these higher priority roads from the outset of lockdown last March. For the remainder of the network, the heavy reliance on the receipt of ad hoc defect reports for many months has now been replaced by routine quarterly and annual inspections. The resilience of the team with regards to delivering the entire suite of routine inspections, along with ad hoc responses, will not be fully tested until winter, when we reach the annual peak in the formation of surface defects.
- 2.4 The introduction of 'Alloy', a replacement asset and workflow management system, has improved the recording of defects (and asset inventory collection) and provided a paperless workflow system between the Technical Inspectors and the repair teams.

Technical Inspector Training

- 2.5 Four engineering staff members underwent SCOTS training in 2019, prior to the introduction of RACIPS, so they could in turn deliver SCOTS accredited training to Technical Inspectors. All but two Inspectors have completed the SCOTS Risk Based Approach to Safety Inspections Training. While this level of competency is mandatory and will be reviewed every three years, it has been found beneficial to review risk assessment decisions dynamically at weekly Inspectors' meetings to ensure consistent thinking and decision making.
- 2.6 In addition, the Inspection Team will have completed The Institute of Highway Engineers – Safety Inspectors' Modular Training by the end of this year, and most are expected to have also achieved an SVQ3 in Site Inspections.

Repair Quality

- 2.7 As a benchmark, it was reported to Fife Council in May 2019 that of the 23,654 pothole repairs carried out in 2018/2019 only 35% were completed to a high-quality repair standard. This was predominantly due to operational capacity being exceeded to attend to the high volume of reactive repairs generated for defects identified using prescribed (i.e. depth) intervention levels, rather than in response to the level of risk they presented.
- 2.8 Since the introduction of RACIPS, specifications for surface defect repairs have been updated and new construction methods adopted by the Roads Maintenance Team. A good standard of workmanship, particularly when forming edge joints, coupled with the use of hotboxes to keep the material usable throughout the day, has resulted in high quality '*Complete*' repairs being made more frequently. There is however, still a need to adopt lower-quality '*Make-Safe*' type repairs in the following circumstances:
- Where a critical risk repair needs immediate attention to make safe.
 - Where the number of defects at a point in time far exceeds the level of resources available to carry out complete repairs; often the case around March each year.
 - Where the location would make it unsafe to stop for the time needed to carry out a complete repair without significantly adding to temporary traffic management measures.
 - Where the defect sits within a larger area of unsound pavement, preventing a competent joint to be formed between the repair and the existing pavement.

- 2.9 The re-categorisation of defects according to risk has helped to address the latter point, as under the RBA, where a critical or high-risk defect will be made safe within a short timescale, the lower risk defect surrounding and including it is also scheduled for a complete repair later. In time, regularly repairing these lower risk defects when they are found will result in fewer potholes forming.
- 2.10 Table 1 shows the current position with repair quality. There has been an encouraging rise in the overall percentage of complete (formerly referred to as high-quality) repairs (62%) when compared with the benchmark stated in Para 2.7.

Table 1 Surface Defect Repairs by Type 5/4/21 – 15/10/21

Priority (Appendix 1)	Repair Specification Type		Total (No.)	Repairs to 'Complete' Specification (%)
	'Make-safe' repair (No.)	'Complete' repair (No.)		
P1	77		77	0
P2	2,657	1,166	3,823	30
P3		3,104	3,104	100
P4		132	132	100
Total	2,734	4,402	7,136	62

Response Targets

- 2.11 After a prolonged period of poor weather at the beginning of 2021, the backlog of repairs of high-risk defects took until August this year to clear. Focus has shifted towards attending to outstanding medium and low-risk defect repairs. These repairs are generally larger in area and are all required to be 'complete' (permanent) repairs. Both these factors affect progress but in the longer term, the investment made in this approach is expected to pay off with fewer high-risk defects developing on the network, enabling a more planned response to become the norm.
- 2.12 Table 2 indicates the current position in relation to repair times. The low percentage of P3 repairs within timescale is partly due to resources being devoted to clearing the post-winter backlog. It was also expected that lower-risk defects would be of a significant volume at the outset of the RBA and this will take several months of inspections to settle to a steady state with appropriate resources. Up to 8 in-house teams are working on all types of repairs, with 2 additional sub-contracted teams recently engaged to assist on larger P3 repairs.

Table 2 Repair Response Times* 5/4/21 – 15/10/21

Priority (Appendix 1)	Total Defects (No.)	Repaired Within Timescale (No.)	Repaired Within Timescale (%)
P1	77	77	100
P2	3822	2932	77
P3	3104	1063	34
P4	76	76	100

* See Appendix 1

- 2.13 The change to risk-based intervention levels renders response time indicators previously reported in the Directorate Section/Service Performance Reports to be superseded. The key business delivery indicators relating to response times will be aligned to the RBA policy and realistic targets set (expected to be at a level $\geq 90\%$) for the new categories. It is expected that these reports will be available for the current financial year.
- 2.14 In addition to the reporting of Key Performance Indicators, the Network Condition team is currently working with colleagues in Business Technology Systems to construct reports to document Policy compliance (quality assurance) audits

Communications

- 2.15 It was always intended to accompany the introduction of the RBA with explanatory information for the public. Focus on work associated with the operational introduction of the Policy along with the transition to Alloy has resulted in this area of work being delayed. To address this, in the weeks ahead, it is intended to produce web pages to explain the Risk Based Approach and a 'FAQs' page that will be regularly updated to help increase understanding of the RBA and improve public opinion.
- 2.16 The development of online reporting is advancing at pace. The online form for road defect reports now has more accurate location selection, even if the reporter chooses not to use the map interface. Work is also ongoing to develop real-time mapping of previously reported defects, and their status, so that this information can be shared with potential defect-reporters and so reduce duplicate reporting. Once this work is complete arrangements will be made to provide a demonstration of this important public interface for Members.

3.0 Conclusions

- 3.1 Despite the challenges presented since the introduction of RACIPS, considerable progress has been made and it is expected to achieve complete implementation of all the key Policy areas by the end of this current financial year.
- 3.2 The identification of lower risk defects is resulting in more extensive repairs being carried out that capture areas of road pavement where potholes are likely to form. As this is a new approach, it is not surprising that a large volume of such defects has been identified at the outset, making it challenging at present to carry out repairs within the target timescales. However, this is expected to normalise over time to a point where the capability to repair lower-risk defects matches the rate they are identified.
- 3.3 Furthermore, the adoption of this approach is also expected to reduce the number of defects forming presenting critical or high risk and so improve the safety of Fife's road network.

List of Appendices

Appendix 1 – Extract from 'Road Asset Condition Inspections - Policy and Standards' (2020)

Background Papers'

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

Road Asset Condition Inspections – Policy & Standards. Fife Council, April 2020

'Well-Managed Highway Infrastructure: A Code of Practice', UKRLG, October 2016

<http://www.ukroadsliaisongroup.org/en/utilities/document-summary.cfm?docid=4F93BA10-D3B0-4222-827A8C48401B26AC>

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4.0 Risk Management Process

Inspectors undertaking inspections or responding to reported incidents require to use judgement in determining likelihood of, and degree of, consequences of observed or reported defects. This approach is consistent with the 'Well-Managed Highway Infrastructure: A *Code of Practice*' recommendation that roads authorities adopt a system of defect risk assessment for determining level of response. This represents a step change in the way that defects are assessed. Taking a *Risk Based Approach*, means that there are **NO** prescriptive investigation or intervention levels to apply. The rationale for removing these is that the same defect will represent a different level of risk in a different context. In the past this has led to inappropriate and often unnecessary, costly, temporary repairs. Instead, by using a *Risk Based Approach*, roads authorities can reduce such blanket reactive interventions and target more of their scarce resources towards programmed work, which in the longer term will lead to an overall improvement of road condition.

While not providing any minimum or default standards, the *Code of Practice* does support the development of local levels of service in accordance with local needs, priorities and affordability. Operational guidance for reference and training to support Fife Council's inspectors will be subject to regular review and update.

4.1 Establishing Context

Establishing context requires the inspector to utilise experience and knowledge during the inspections to assess the road characteristics, such as giving consideration to environment (speed limit, width, rural / urban, road hierarchy, visibility, bend, gradient, road camber, etc.); road user types (pedestrians, cyclists, horse riders, cars, LGV's, PSV's, etc.), traffic volumes; maintenance history; historical incidents / claims / complaints (e.g. experience / knowledge of similar hazards being a contributory factor to incidents / claims within the authority or a neighbouring authority); demographics and key local amenities (proximity to doctor's surgery, hospitals, shopping areas, schools, etc.).

Taking all the context into consideration, the risk assessment process follows these steps:

- i) **Hazard Identification** – The inspector identifies a defect associated to a road asset that may pose a hazard to road users.

- ii) **Risk Assessment** – Risk is evaluated by assessing the **likelihood** of encountering the hazard and the **most probable** (not worst possible) **consequence** should this occur.

The procedure is designed to mitigate ‘worst case scenario’ thinking and ensure an objective assessment is carried out to determine the appropriate level of risk and corresponding priority response.

4.2 Likelihood

The likelihood of encountering a hazard, within the established context it exists, will be quantified on a scale of ‘Remote’ to ‘Almost Certain’ as follows:

Table 8 – Likelihood

Likelihood	Description	One Might Expect to Encounter for example ...?
Highly Likely	Will undoubtedly happen	In any one day
Likely	Will probably happen, but not a persistent issue	Monthly
Possible	May happen occasionally	Annually
Unlikely	Not expected to happen, but it is possible	Once in 10 years
Remote	Improbable	Once in 20 years

4.3 Consequence

Consequence is assessed by considering the most probable (**NOT** always the worst possible) outcome should the hazard be encountered and will be quantified on a scale of Negligible to Catastrophic as follows:

Table 9 – Consequence (Impact / Severity) Categories

Consequence	Description of Impact / Severity			
	Service	Financial	People	Reputation
Severe	Unable to function, inability to fulfil obligations	Severe financial loss	Death	Highly damaging, sever loss of public confidence
Major	Significant impact on services provision	Major financial loss	Extensive injury, major permanent harm	Major adverse publicity, major loss of confidence
Moderate	Service objectives partially achievable	Significant financial loss	Medical treatment required, semi-permanent harm up to 1 year	Some adverse publicity, legal implications
Minor	Minor impact on service objectives	Moderate financial loss	First aid treatment, non-permanent harm up to 1 month	Some public embarrassment, no damage to reputation
Negligible	Minimal impact, no service disruption	Minimal financial loss	No obvious harm/injury	No interest to the press, internal only

4.4 Risk Assessment

The risk factor for a defect is the product of ‘likelihood’ and ‘consequence’. It is this factor that identifies the overall seriousness of the risk and consequently therefore the appropriateness of response to remedy the defect. Accordingly, the priority of response for dealing with a defect can be determined by direct correlation with the risk factor as shown in the risk matrix, table 10:

Table 10 Risk Matrix

Consequence	Negligible	Minor	Moderate	Major	Severe
Likelihood					
Remote	Negligible	Negligible	Negligible	Negligible	Medium
Unlikely	Negligible	Negligible	Low	Low	Medium
Possible	Negligible	Low	Low	Medium	High
Likely	Negligible	Low	Medium	High	Critical
Highly Likely	Negligible	Medium	High	Critical	Critical

4.5 Intersections and Multiple Road-user Types

Inspectors should consider the different impacts and consequences for each road user type (e.g. pedestrians, cyclists, vehicle drivers, etc.) and at intersections, consider the hierarchy of each route. Inspectors must therefore assess the likelihood and consequence for each road user type and/or route hierarchy. The priority of the response is based on the highest risk determined from the risk matrix (Table 10).

5.0 Risk Response

RACIPS methodology allows Fife Council to demonstrate that legal responsibilities regarding the inspection and maintenance of adopted roads are fulfilled.

The appropriate control of a risk is in the form of risk response. Maximum response times to each risk category have been developed following guidance by SCOTS and the recommendations of the *Code of Practice*. This provides consistency with neighbouring Authorities if they are also compliant with the *Code of Practice*.

5.1 Priority Response Levels

Having established the risk factor, the appropriate response is identified (Table 11).

Table 11 Response Types

Risk	Priority	Response Type	Repair Target (from date of risk assessment)
Critical	1	Immediate	Within 24 hours (Make safe)
High	2	Rapid	Within 5 Working Days
Medium	3	Include in Cyclic Works Programme	Within 3 Months
Low	4	Include in Area or Route Works Programme	Within a Rolling 12 Months
Negligible	5	Routine Monitoring	Per Inspection Frequency

5.2 Response Types Defined

Priority 1: Immediate

Where there is a critical risk to road users the defect should be corrected or made safe at the time of inspection, if reasonably practicable. In this context, making safe may constitute displaying warning signs and / or coning off to protect the public from the defect. Where reasonably practicable, defects of this Priority should not be left unattended until made safe or, a temporary or permanent repair has been carried out.

Once a P1 defect has been made safe, the risk should be reassessed, and the appropriate response type assigned.

Priority 2: Rapid

This allows a more proactive approach to be adopted, enabling the complete repair of defects that represent a high risk to road users or because there is a risk of short-term structural deterioration (i.e. before next scheduled inspection).

Priority 3: Include in Cyclic Works Programme

While P3 defects require attention, they represent a risk assessed to be at a level that allows a more efficient programmed approach to be taken.

Priority 4: Include in Area or Route Works Programme

The defect is not classed as unsafe but needs to be included in a local works programme e.g. programmed patching or via the Area Roads Programme.

Priority 5: Routine Monitoring

The defect is considered to be of negligible risk, no intervention is required, and monitoring will continue as per the routine inspections regime.

5.3 Meeting Target Response Times

It may not be possible, particularly at certain times of year, to meet target response times, due to pressure on resources. This could, but not exclusively, be due to the high number of defects that can arise in a short period of time after periods of adverse weather, such as prolonged spells of heavy rain or snow, or freeze / thaw conditions. Prolonged periods of adverse weather may also prevent remedial measures being carried out. In such circumstances normal response times will resume as soon as is reasonably practicable.

5.4 Service Requests

Fife Council receives reports of road asset defects from several sources, such as the police, general public, public utilities and other agencies. These Service Requests are recorded within Fife Council's Customer service system to ensure that they are investigated, resolved within defined service standards and that the outcome is communicated to the customers. Screening questions shall be asked to identify a provisional level of risk to classify the urgency of ad-hoc inspection.

25 November 2021
Agenda Item No. 7

Fife's Road Condition Report 2021

Report by: Ken Gourlay, Head of Assets, Transportation and Environment

Wards Affected: All

Purpose

The purpose of this report is to advise Committee of the results of the 2019-21 Scottish Road Maintenance Condition Survey (SRMCS) and advise on the methodology for roads capital budget allocations.

Recommendation(s)

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

Resource Implications

Participation in the annual SRMCS survey is managed within existing budgets. The information gleaned from the annual survey is used to target approved roads maintenance budgets in future years and to support the case for sustained long term investment in Fife's road asset.

Legal & Risk Implications

There is a direct relationship between road maintenance funding and road condition, and it is important that enough funding is available to maintain roads in adequate and safe condition and there is sufficient investment to avoid the development of an unsustainable backlog of repairs.

Impact Assessment

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

Consultation

Annual results from the SRMCS are reviewed by Society of Chief Officers of Transportation in Scotland (SCOTS) and are reported to Audit Scotland, who monitor road condition performance across Scotland and who undertake audit visits to selected roads authorities periodically and issue audit reports to the Scottish Government and for public release.

1.0 Background

Context

- 1.1 The report presented on 1st October 2020 to the Economy, Tourism, Strategic Planning & Transportation Sub-Committee (2020.ETSPT 59 para. 136 refers) advised of the 2018-20 SRMCS results. Following a period of sustained investment in road maintenance from 2009-10, Fife's road condition had been steadily improving.

Road Condition Indicator (RCI)

- 1.2 From 2004, a carriageway condition Statutory Performance Indicator was introduced across Scotland. This indicator is: *The percentage of the road network that should be considered for maintenance treatment.*
- 1.3 The RCI is produced from the annual Scottish Road Maintenance Condition Survey (SRMCS). The SRMCS survey information is collected and processed centrally by an independent contractor engaged by Society of Chief Officer of Transportation in Scotland (SCOTS). Surveys are undertaken by means of machine-based measurement on a specified sample of each council's road network.
- 1.4 The RCI is calculated over a two-year rolling period for A, B and C class roads and a four-year rolling period for unclassified roads. The annual survey covers the network as follows:
- > A class - 100% in one direction
 - > B&C Class - 50% in one direction
 - > Unclassified - 10% random sample selected by contractor and excluding short sections
- 1.5 In relation to the RCI, 'considered for maintenance treatment' means there is likely to be some defect in the condition of the road, but roads authorities will need to carry out more detailed investigations and prioritisation of need in the development of their future road maintenance programmes.

Carriageway Maintenance Backlog

- 1.6 In 2004, WDM Ltd, were commissioned by SCOTS to create a financial model quantifying the road maintenance backlog on the Scottish local authority road network. The model uses data from the SRMCS, uses rates supplied by roads authorities and uses different treatment types according to the nature of the defects.

2.0 Road Condition Results

Road Condition Indicator

2.1 The RCI results from 2009-11 to 2019-21 are shown in Table 1 below

YEAR	Network	A Class	B Class	C Class	Unclassified
2009-11	37.5%	36.9%	36.7%	31.6%	39.3%
2010-12	36.4%	35.6%	33.6%	31.0%	38.6%
2011-13	34.1%	33.9%	31.3%	28.8%	35.2%
2012-14	33.0%	31.3%	33.6%	28.7%	34.4%
2013-15	33.8%	29.6%	37.3%	31.3%	34.6%
2014-16	32.6%	26.8%	33.6%	29.9%	34.4%
2015-17	32.6%	27.4%	33.1%	28.7%	34.7%
2016-18	31.8%	29.9%	33.8%	28.3%	32.6%
2017-19	31.9%	30.7%	34.8%	31.3%	31.6%
2018-20	32.3%	31.7%	34.1%	32.8%	31.9%
2019-21	32.5%	30.6%	33.4%	31.9%	32.8%

Note: A reducing percentage indicates road condition is improving.

Table 1 – Road Condition Indicator Results

2.2 Compared to the results for 2018-20, the 2019-21 results show an improvement in the condition of A, B and C class roads and a deterioration in the condition of Unclassified roads and the overall road network.

2.3 A degree of caution and engineering judgement is required when analysing the results for urban unclassified roads. Due to the lower speeds on these roads, it is generally pothole defects and cracking rather than sub-standard surface profile and texture defects which are the main issues when considering maintenance of urban unclassified roads.

2.4 Structural carriageway maintenance projects are delivered through the seven Area Roads Programmes which are formally approved by the Area Committees. Collectively this provides Fife's annual carriageway maintenance programme.

2.5 Treated lengths of road type over the last three years are as follows:

Class	Length (km)	%ge.	2018-19		2019-20		2020-21	
			Length resurfaced (km)	%ge.	Length resurfaced (km)	%ge.	Length resurfaced (km)	%ge.
A	330.2	13.4	9.7	30.4	10.3	26.7	6.2	23.0
B	334.6	13.6	5.4	16.7	7.3	19.0	3.1	11.5
C	352.3	14.3	4.2	13.0	4.8	12.4	6.7	24.9
U	1449.1	58.7	12.8	39.9	16.1	42.0	10.9	40.6
Total	2466.2	100	32.1	100	38.5	100	26.9	100

Table 2 – Treated Road Lengths and Class Type 2018-19 to 2020-21

2.6 Looking at Table 2 above, with a decrease in overall resurfaced road length between 2019-20 and 2020-21 it would have been expected that the condition of the overall road network would deteriorate. This was borne out by the results shown in Table 1 for Network RCI which increased from 32.3 to 32.5

Future Impact on Fife’s Road Condition Indicator

- 2.7 Due to the timing of the SRMCS annual surveys and the related reporting timetable, there is effectively a two-year lag effect before the impact of any increase or decrease in investment shows in the RCI outcome.
- 2.8 As shown in Figure 1 below, the sustained investment in carriageways structural maintenance from 2009-10 has resulted in a generally improving trend for Fife’s road network condition.

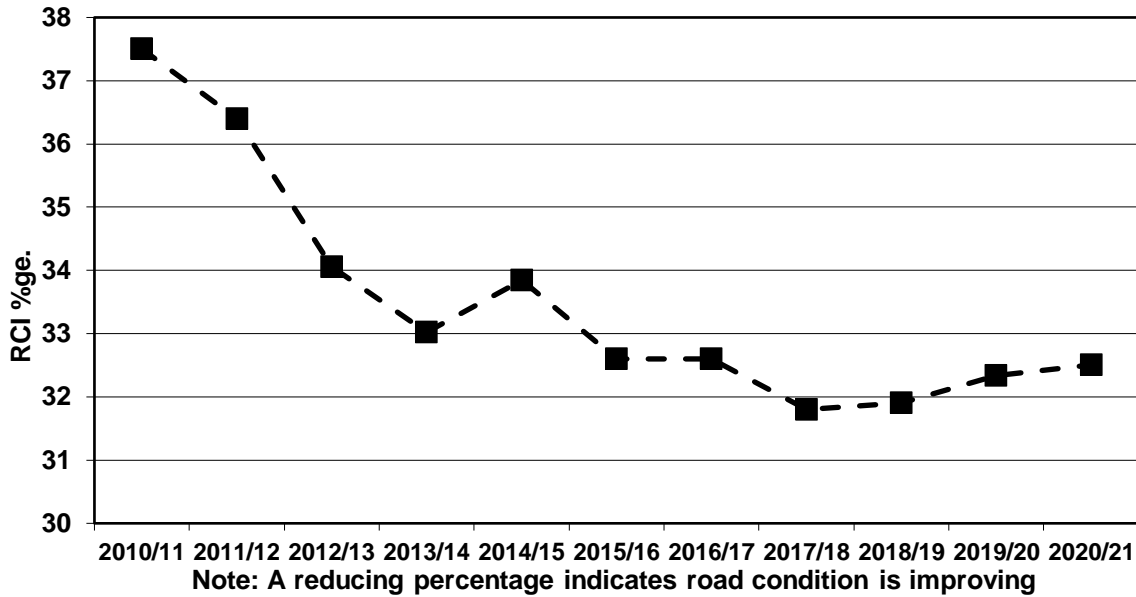


Figure 1 – Historic Road Condition Index

- 2.9 Table 3 below shows that from 2023-24 there will be a drop in the annual budget to £5m. This is significantly lower than both the average annual investment of £7m over the period 2016-17 to 2020-21 and the anticipated average annual budget of £9.55 over the period 2021-22 to 2022-23.

16-17	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26
£7.22m	£8.34m	£6.64m	£7.45m	£5.39m	£9.49m	£9.60m	£5.00m	£5.00m	£5.00m
Total 5 Year Investment £35.04m					Total 5 Year Budget £34.09m				
Average Annual Investment £7.0m					Average Annual Budget £6.82m				

Table 3 – Capital Budget for Carriageway Maintenance (Area Roads Programme)

- 2.10 Whilst the spend remained broadly at average from 2016-17 to 2019-20, it reduced significantly in 2020-21 as result of the COVID-19 Pandemic shortened year. The Service received additional investment over two years of £4m for the Area Roads Programme (split 80% carriageways and 20% footways) and £5m for planned patching to help improve the condition of the road network across Fife. However, as things stand, from 2023-24 the annual investment will substantially reduce to below average levels in previous years.

- 2.11 Given the linkage between funding and RCI, the Fife road network condition is likely to improve over the next 2-3 years before deteriorating in the medium to long term. This prediction is based on the current budget scenario but there remains an opportunity to review the capital plan on a 2-yearly cycle.
- 2.12 While difficult to quantify at this time, a positive contribution to the RCI may also result from the repair of routine surface defects being scheduled on the basis of the risk they present, as reported separately to this sub-committee. This will continue to open up the opportunity for a more programmed response, resulting in higher quality and lasting repairs. If we don't invest in planned resurfacing works, potholes are more likely to develop.

Maintenance Backlog Results

- 2.13 In 2004, WDM Ltd, were commissioned by SCOTS to create a financial model quantifying the road maintenance backlog on the Scottish local authority road network. The model uses data from the SRMCS, uses rates supplied by roads authorities and uses different treatment types according to the nature of the defects.
- 2.14 The model developed to assess the backlog has been reviewed to achieve closer alignment with actual treatments used by roads authorities, particularly the extensive use of thin surfacing.
- 2.15 The following table shows a comparison of both the total backlog and annual steady state figures from the 2017 and 2019 backlog model calculations.

Year	2017 (based on 2019 Rates)	2019
Fife Backlog	£80.2m	£77.6m
Scotland Backlog	£1,919m	£1,888m
Fife as %ge of Scotland	4.18%	4.11%
Fife Predicted Steady State	£12.372m	£12.056m

Table 5 – Road Maintenance Backlog

- 2.16 In summary, the 2019 result showed a nominal decrease in the Fife road network backlog from 2017. To achieve steady state in Fife's road condition, a budget of circa £12m is required annually.

3.0 Methodology for Roads Capital Budget Allocations

- 3.1 The report approved on 9th May 2019 by the Economy, Tourism, Strategic Planning & Transportation Committee (2019.E.T.S.P&T.39 para. 88 refers) approved the principles, methodology and distribution of available roads related capital resources for the Fife-wide and Area Roads Programme allocations.
- 3.2 The key principles of allocation are detailed below:
- Bridge Strengthening – Fife-wide (subject to separate report to committee)
 - Path & Cycleway Upgrades – Fife-wide – mostly external grant funding
 - Carriageway Maintenance – Area allocations based on RCI %

- Footway Maintenance – Area allocations based on % share of urban mileage
- Route Accident Reduction Plans / Traffic Signals / Disabled Bays – Fife-wide based on need
- Road Safety / Traffic Management – Area allocations based on population %
- Street Lighting Column Replacement – Fife wide based on need

3.3 This methodology has operated successfully over the last few years and is considered sufficiently robust for it to continue going forward. In future years, as capital resources reduce further, we may need to review the allocation model again to safeguard key aspects of Fife’s road infrastructure.

4.0 Conclusions

4.1 At 32.5%, Fife’s overall road network RCI, shows a slight deterioration from last year. However, due to the investment in carriageway maintenance, the network RCI has improved from 37.5% in 2009-11 to the current level.

4.2 The Fife network backlog has reduced between 2017 and 2019. It is anticipated that in 2022 SCOTS will commission a new backlog calculation.

Background Papers

- Technical guidance on the assessment of road condition is available on FISH using the following links:-

<http://fish.fife/fish/orgs/index.cfm?fuseaction=orgView&orgaction=publications&orgID=C4A47598-F761-BA46-34EE3A1881EB759E> (Copy link and paste).

- Audit Scotland Report: Maintaining Scotland’s Roads: a follow-up report 2016

<http://www.audit-scotland.gov.uk/report/maintaining-scotlands-roads-a-follow-up-report-0> (Copy link and paste).

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25 November 2021

Agenda Item No. 8

BUSINESS GATEWAY FIFE ANNUAL PERFORMANCE 2020/21

Report by: Gordon Mole, Head of Business & Employability

Wards Affected: All

Purpose

The purpose of this report is to provide an annual overview of the performance of Business Gateway Fife Ltd in delivering services during the period April 2020 to March 2021, including Fife Council's financial assistance to businesses scheme. The report provides information on performance and highlights areas of service adjustments that took place during this period to support businesses across Fife due to unprecedented COVID impact.

Recommendations

It is recommended that the Committee agrees to:

1. Consider the performance, expenditure and activity information on Business Gateway Fife for 2020/21, as detailed in this report; and
2. Note the delivery focus repositioned to support Fife businesses during this period, due to COVID impact.

Resource Implications

Business Gateway is a national programme funded by the Scottish Government to provide a consistent business advice and support service for stimulating pre-start, new start-up and engaging with existing businesses in a consistent manner throughout the country. Since 2008, delivery of this service has been devolved to local government. The budget allocated to deliver Business Gateway contract services for 2020/21 was £811,728. In addition, £145,000 of funds was allocated to deliver repayable investments for small to medium sized businesses through the Fife Investment Fund (FiF).

Financial Year	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22
Business Gateway Fife Revenue Budget	£895,000	£895,000	£842,000	£811,728	£811,728	£811,728
Fife Investment Fund	£245,000	£160,000	£145,000	£145,000	£145,000	£145,000

Legal & Risk Implications

The Service Manager, Economic Development is responsible for the strategic oversight of Business Gateway Fife Ltd, an arms-length external organisation wholly owned by Fife Council. The Council is represented on the Board by a Councillor nominee appointed by the Economy, Tourism, Strategic Planning & Transportation Committee, along with the Head of Business & Employability. Economic Development Officers, lead on operational delivery and compliance with robust monthly monitoring carried out on performance, including contractual income drawdown analysis.

Ongoing uncertainties of the post-EU funding environment following EU Exit remains a risk, potentially leading to a reduction in external funding, EU funding currently represents circa 33% of total funding. Fife Council is engaged with both UK and Scottish Governments on the development and launch of the UK Shared Prosperity Fund, which will replace EU Funding during 2022. The current European funding programme concludes in March 2023, implications for business continuity and exit of current programmes is being monitored accordingly.

Repositioning of staff roles during the various phases of the COVID pandemic (April 2020 – March 2021) enabled support to the business base across Fife, in the main, to respond to exceptional volumes of telephone and email enquiries as well as to administer and appraise a variety of funding grants. Council officers along with Business Gateway colleagues, continue to engage in supporting the retrospective audit process required by Scottish Government for these grants.

Impact Assessment

An EqIA Checklist is not required because the report does not propose a change or revision to existing policies and practices.

The Fairer Scotland Duty, which came into force on 1 April 2018, requires the Council to consider how it can reduce inequalities of outcome caused by socio-economic disadvantage when making strategic decisions. Both the Plan for Fife and Fife's Economic Strategy align with this Duty in their commitment to working towards achieving inclusive economic growth, which is shared by all. The proposed action plan strengthens or will activate additional workstreams that contribute to the delivery of the Fife Economic Strategy and its aims to deliver further economic growth across Fife.

Consultation

The Head of Legal and Democratic Services and Head of Finance were consulted on this report.

1.0 Background

- 1.1 Business Gateway Fife Ltd is an arms-length company, wholly owned by Fife Council (limited by guarantee) which was established, originally as a joint venture with Scottish Enterprise Fife, to deliver Business Gateway services throughout Fife. Fife Council is the sole member of the company, however, the company is governed by a business led board. The Council is represented on the board by a Councillor nominee appointed by the Economy, Tourism, Strategic Planning & Transportation Subcommittee, along with the Head of Business & Employability.
- 1.2 Business Gateway offers information, advice and guidance to people thinking about starting up in business or growing their existing business. It is a national service with built in local flexibilities providing business solutions on a one-to-one basis for businesses with growth potential. It is supported by a national Enquiry Service and a national website with local microsites. Business Gateway services are managed by 18 Lead Local Authorities across Scotland. The Service Manager, Economic Development represents Fife on the Scottish Local Authorities Economic Development Strategic Group (SLAED) and Officers are engaged in national Business Gateway Forums.
- 1.3 Fife Council ensures that the services provided through Business Gateway are meeting the needs of the Fife business community and responds to market demand. The successful delivery of Business Gateway services is vital to achieving the Council's strategic economic and business development objectives. In this regard, Fife Council seeks to continuously develop and deliver services aligned to its business users, to develop genuine business engagement and achieve more local accountability for the services it delivers.
- 1.4 The Council's Business and Employability service also works to integrate with other local authority services such as Corporate Procurement, Property Services, Planning, Trading Standards and Revenues teams. Furthermore, Business Gateway services are dovetailing more effectively with national enterprise agencies and intermediaries to improve alignment and coverage. The provision of a 'one door approach' for the delivery of business development services and partnership working is fundamental to maintaining and improving Fife's business customer experience and contributes to growing local business success.
- 1.5 The policy rationale for Business Gateway Fife is that it addresses two key objectives of Fife's Economic Strategy 2017-2027:
 - To ensure that small to medium sized businesses seeking to start-up and grow have access to high quality advice, local information and support; including how to access business finance; and
 - To improve Scotland's and Fife's historic low business birth-rate and the slow rate of growth and productivity of indigenous businesses.
- 1.6 In addition to continuing to implement these strategic aims, Business Gateway Fife continues to support the actions set out within the Leading Economic Recovery Action Plan approved by Policy & Co-ordination Committee and developed through the Council's reform and recovery process. Specifically, Business Gateway Fife services have assisted in the delivery of four of the six priority action areas:

- Provide signposting, advice, guidance & support to local businesses
- Stimulate economic demand / support access and mobility
- Protect local employment
- Support and deliver investment-led economic growth

1.7 Fife Council promotes an enterprising and entrepreneurial culture at grassroots level through enterprise in education collaboration and stimulating awareness of, and demand for, business support services (both public and private sector) among Fife's business base. The Council was successful in being awarded the Most Enterprising Place in Britain at the Enterprising Britain UK Awards in October 2018.

2.0 Issues and Performance

2.1 Business Gateway Fife was at the start of a new performance year when the COVID pandemic and lockdown was initiated. From the outset, the delivery of operations had to adapt timeously, staff were required to work from home, whilst still being available to businesses. IT systems were reviewed, to allow all office telephone lines to be diverted to mobile devices to ensure businesses were able to access their advisers, including customer engagement via the main enquiry telephone lines. All staff were able to access their network files via laptops provided for home working.

2.2 Once the initial Scottish Government package of support for businesses was launched in April 2020, through a business support fund, the Business & Employability service took the decision to deploy 90% of the economic development team, who alongside Revenue and Customer and Online services colleagues administered and appraised many thousands of grant applications. At that time, the Business Gateway Fife team were being deployed to respond to high levels of telephone enquiries, supporting companies with guidance on COVID business support packages.

2.3 Throughout April and May 2020, the service focused on adapting the Business Gateway workshop and training programme and repurposed into a digital online delivery model. This proved very effective and online webinars were well attended. In particular, demand for online trading and e-commerce digital solutions that assisted many small businesses trade throughout COVID and adapt their own business models. Business Gateway has continued to deliver all training programmes online throughout this period.

2.4 Business Gateway Fife Advisory Services was also reviewed and adapted, to provide online 1-2-1 meetings for businesses to meet with the start-up and growth advisers. It was evident at that time, that demand was still great for advisory support to assist businesses cope with COVID challenges, or in some cases, identified business opportunities. The Advisory Service continues to focus delivery on 1-2-1 digital solutions, with face to face meetings being reintroduced where required. All necessary risk assessments are carried out accordingly.

2.5 Due to COVID, performance impacts did occur for the *Expert Help* programme, which provides access to a range of specialist expert consultants in areas such as finance, business strategy, market development, digital solutions and innovation. Although a fundamental element to our service offerings, it proved challenging during this period to deliver an effective service. Advisors were focussed on supporting "the here and now" challenges with businesses and referral to expertise in some of these specialist fields was limited.

That said, experts with the specialisms of digital technology and web solutions were still required, to help those businesses who were adapting their online trading. Moving forward this programme will be reviewed to ensure service provision remains fit for purpose and to identify any gaps in specialist skills required by businesses – particularly in climate sustainability themes.

2.6 Additional COVID business support schemes were launched by the UK and Scottish Governments early in May 2020 and continued to be delivered through to April 2021, with UK Government funding including the Coronavirus Job Retention Scheme in place until September 2021. Fife Council was integral in supporting the national roll out of these funds across the local authority networks. Fife Council Economic Development and Business Gateway Fife colleagues administered and appraised all grant applications during this period. Online application systems were designed and real-time data capture was initiated to support the audit trail of the funds. Grant support was provided to some 7,116 businesses across Fife, equating to circa £73M funding value for grants such as the Strategic Framework for hospitality and retail sectors, as well as discretionary funding support to some 1600 businesses, who were not eligible for government COVID grant support.

2.7 The Economic Development team also repurposed the quarterly Fife Business Matters publication into a fortnightly online e-zine to showcase the fantastic work of Fife businesses supporting the COVID response and their resilience in adapting their business models. This proved very successful during this period with informative updates on case studies from businesses supporting the COVID impact too by repurposing their product offerings, such as thermostat components for temperature machines, PPE equipment, fixtures for the Louisa Jordan temporary hospitals and various forms of hand sanitiser production. The publication has been adapted to a monthly issue, due to ongoing demand from firms for business features.

2.8 *Business Start Up*

2.8.1 519 start-ups were supported in 2020/21 against a target of 600 (down by 96 on previous year), which was to be expected. It is anticipated that these start-ups will support the creation of 676 jobs (down 137 on previous year). Start-ups by Women were **48%** of total start-ups, which is well above the national average and down by 1% on previous year. Young People start-ups equated to **28%** (up 3% on previous year) of overall delivery, which is encouraging performance and linked to the introduction of a small grant to assist young people.

2.8.2 As set out in Fife's Economic Strategy 2017-2027, Fife Council continues to prioritise start-up services to support enterprise and employment opportunities within Fife and across communities. That said, it is fundamental for the strategy to remain focussed on services that will support the early growth start-up market and using more digital and online solutions to support the volume of life-style businesses. This allows the service delivery to focus on much needed resources to support the growth of start-up businesses more effectively.

2.9 *Business Growth*

2.9.1 BG's activity during 2020/21 showed increased levels online engagement with businesses during this period and 1269 individuals attended 200 adapted surgeries and training workshops.

Through wider economic development provision, tailored solutions were delivered to some client groups (such as female/young people/olderpreneurs) as well as business industry sectors (such as manufacturing, tourism including food/drink production) to assist with increased trade development, innovation and digital solutions.

2.9.2 Increased levels of local advisory support resulted in a positive achievement against start up services. Existing business advisory services saw much needed online assistance to 1257 indigenous businesses. Support for COVID as well as other resilience and sustainability needs.

2.9.3 Through Business Gateway operational delivery, Fife Council continues to support an enhanced European Business Competitive Programme for Small and Medium-sized Enterprises (SMEs) across Fife. During 2020/21, 85 businesses received more intensive Expert Help assistance from 26 specialist advisors (analysis set out in Appendix One to this report). This is obviously down on previous years due to impact in the first quarter period of COVID.

This programme continues to complement existing Fife business services, with a menu of assistance accessible at key stages of the business's development including building growth capacity and dedicated HR Employability Advisory Services.

Key 2020/21 headline performance indicators are outlined in Table 1, below – more detailed information is available on Appendix Two attached.

BG Target Performance Table 1

<i>Measure</i>	<i>Target 18/19</i>	<i>Actual 18/19</i>	<i>Target 19/20</i>	<i>Actual 19/20</i>	<i>Target 20/21</i>	<i>Actual 20/21</i>	<i>Target 2021/22</i>
BG Start Up Services							
Business Skills Workshops	60	71	70	65	50	60	50
Business Skills Attendees	480	526	560	520	520	304	400
Total Start Ups	600	552	600	615	600	519	600
-Starts By Women		305		299		250	
No of job created from Total Starts		720		813		676	
BG Business Growth Services							
Business Skills Workshops	100	136	90	132	70	108	70
Business Skills Attendees	800	965	720	864	560	793	560
Business Advisory Services		867		1173		1257	
Expert Help Assists	110	137	125	98	125	85	125

2.10 Financial Assistance to Business

2.10.1 Fife Council provides funding to allow Business Gateway Fife to administer Fife Council's Financial Assistance scheme to support small/medium sized businesses. Assistance may be provided for a range of property, product, process improvements, innovation and market assistance. Up to a value of £10,000 of repayable grant, non interest-bearing.

2.10.2 During 2020/21 whilst the teams were administering COVID grants, some 36 local funding applications were approved across a variety of industry sectors, this investment is forecast to create 113 jobs over 3 years. These performance levels continue to demonstrate the successful delivery of the fund and highlights the benefits that even low levels of financial support can provide for small to medium businesses across Fife.

2.10.3 As part of the Council's European SME Competitiveness Programme for Businesses, local grants were made available to support Workforce Development Upskilling and Trade/Market Development, up to a value of £2k. 39 applications were approved for support during 2020/21.

2.10.4 Fife Council continues to be a key part of delivery of the pan-Scotland local authority loan fund – Business Loans Scotland (BLS). The financial delivery is now 100% provision ERDF funding by the Scottish Government. During 2020/21, four Fife commercial loans were approved to the value of £279,000.

2.10.5 The ongoing development of financial systems has improved real-time data and compliance processes. Business projects can experience lengthy delays and be scaled back due to economic conditions at any given time. This functionality allows immediate write-backs to the fund balance to release previously committed grants, allowing approval of further applications that could not otherwise have been supported. Furthermore, an additional element to the system was introduced during 2020/21 to assist with the robust administration of COVID government grants and audit of same – these costs were met by Fife Council (circa £28K).

A number of 2020/21 headline performance indicators are outlined below:

BG Financial Performance Table 2

Measure	Actuals 17/18	Actual 18/19	Actual 19/20	Actual 20/21
Fife Investment Fund				
Number of Applications Approved	50	22	33	36
Value of Applications Approved for Payment	£152,866.48	£73,627.42	£198,167.63**	£81,182
Jobs created/safeguarded	345.5	131	154.5	165

** overspend is due to rolling commitment from previous year

3.0 Conclusions

- 3.1 In conclusion, 2020/21 has seen Fife Council and Business Gateway Fife continue to provide a wide range of advice and support to businesses during what can only be described as unprecedented times. This report outlines the agility and flexibility the council has applied during this period, utilising government funding and readapting local funding mechanisms timeously to assist businesses.
- 3.2 ERDF support has helped extend some of these services across the full spectrum of Fife's business base during this period, although it is still unclear at this stage, the Scottish position on replacement UK Prosperity Funds and impact to Fife. Fife Council continues to identify opportunities to improve the services delivered by Business Gateway Fife and associated linkages with stakeholders and partners to increase leverage through external funding.
- 3.3 The provision of a 'one door approach' for the delivery of business development services and partnership working continues to be fundamental to maintaining and improving Fife's business customer experience and contributes to growing local business success and community wealth building. With ongoing aspirations to make it easier for businesses to do business. Business & Employability, through its InvestFife proposition, continues to play a pivotal role in bringing services together to support inward investment and indigenous investment for Fife.
- 3.4 Wider business development programmes such as the successful Culture of Enterprise Programme, Supplier Development Programme (SDP) and Trade Development Programme, (analysis shown in Appendix Two) are delivered directly by Fife Council officers, working closely with Business Gateway advisory services to increase coverage and engagement to businesses.
- 3.5 For the operational year of 2021/22, with emerging economic consequences arising from EU Exit, in addition to COVID impacts, Fife Council seek to prioritise and explore how our business services remain fit for purpose and responsive to the business support environment. With the change in approach to relationship management and operating delivery model by the enterprise agencies, the Business Gateway Services require to provide flexible and agile support to businesses across Fife. There is a need for the coverage and approach to be expanded, ensuring business sustainability remains a key priority for Fife Council and addresses economic transformational change.

Background Papers

Appendix One – Expert Help Key Achievements 2020/21

Appendix Two – BG Key Achievements 2020/21

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99 Approvals

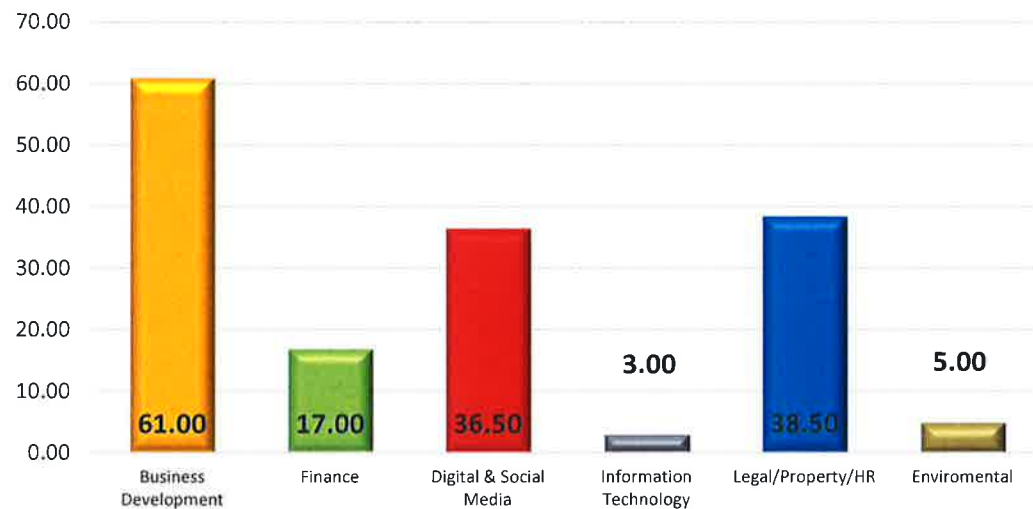
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£73,125 Support Value

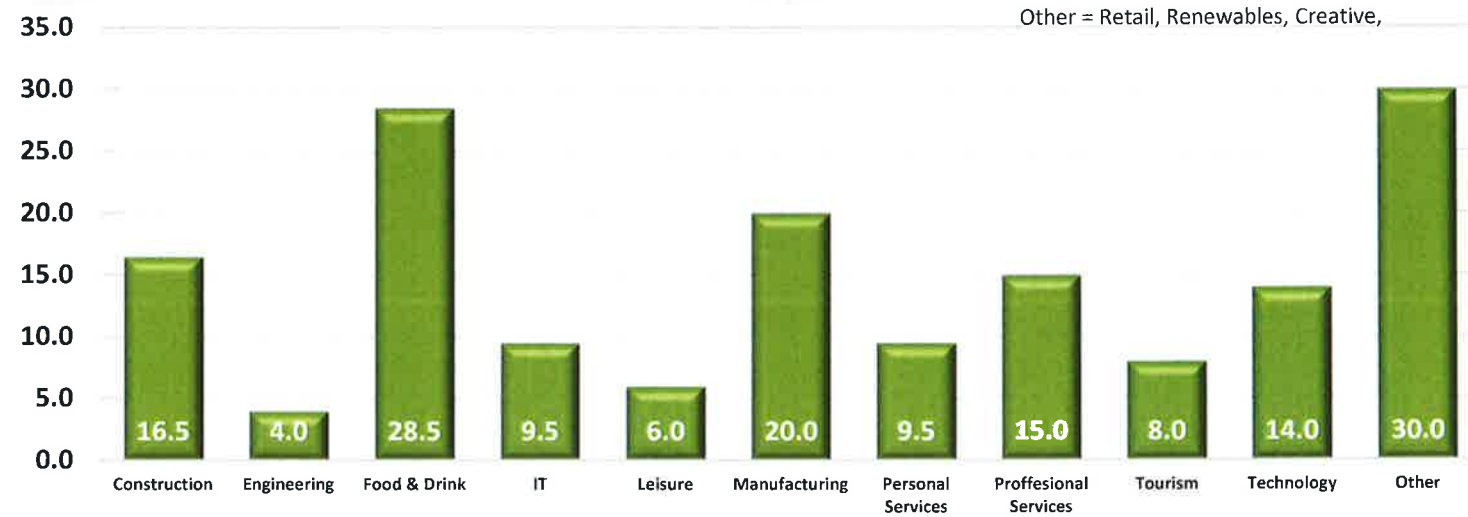
24 Experts used

Over 650 Existing Jobs Supported, with estimated **245** Jobs created (within 86 Companies)

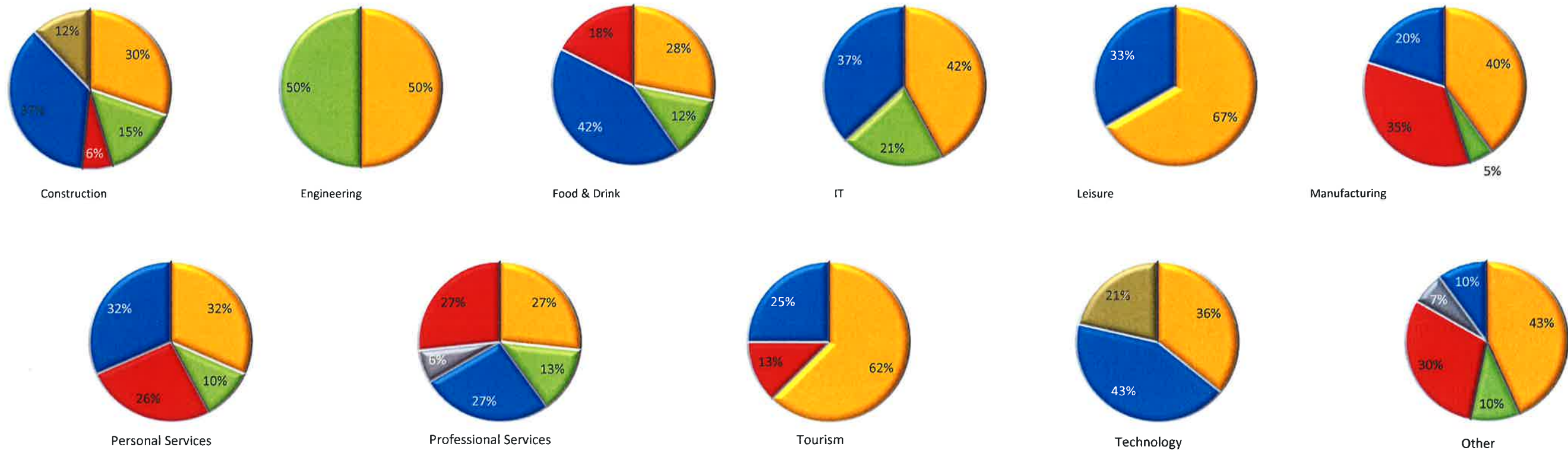
Support by Lot Type



Support by Sector



Sector by Lot Type (Shown as a %)



(Stats shown as days supported)

KEY ACHIEVEMENTS 2020/21



BUSINESS START UPS SUPPORTED BY BUSINESS GATEWAY FIFE

519

NEW BUSINESS START UPS SUPPORTED

CREATING
676

NEW JOBS

WITH A
£19.9M

PROJECTED
TURNOVER

SUPPLIER DEVELOPMENT PROGRAMME

444

BUSINESSES SUPPORTED TO IMPROVE THEIR TENDERING SKILLS

37.91%

OF FIFE COUNCIL CONTRACTS AWARDED TO LOCAL BUSINESSES



SUPPORTING EXISTING & GROWING BUSINESS



1,257

BUSINESS ASSISTED

85

RECEIVING EXPERT HELP TO KICK START PROJECTS

305

RECEIVING HR EMPLOYABILITY ADVICE

DIGITAL BOOST

DIGITAL BOOST
power up your business

89

BUSINESS RECEIVED 1-2-1 SUPPORT

FINANCIAL SUPPORT CREATED AN ADDITIONAL

113

JOBS



GATEWAY EVENTS



200

WORKSHOPS DELIVERED ONLINE

1269

ATTENDEES

80%

CUSTOMER SATISFACTION SCORE

COVID-19

7,116

COVID GRANT APPLICATIONS RECEIVED

£72.2M

ADMINISTERED BY BUSINESS GATEWAY FIFE AND FIFE COUNCIL ECONOMIC DEVELOPMENT



TRADE DEVELOPMENT

3

TRADE SHOWS ATTENDED ONLINE

162

BUSINESSES SUPPORTED



CULTURE OF ENTERPRISE

237

ONLINE SCHOOL EVENTS

17,864

PUPILS SUPPORTED TO DEVELOP ENTREPRENEURIAL SKILLS

358

BUSINESSES SUPPORTING C O E ACTIVITY

25 November 2021

Agenda Item No. 9

2021/22 Revenue Monitoring Projected Outturn

Report by: Eileen Rowand, Executive Director, Finance and Corporate Services
Keith Winter, Executive Director, Enterprise & Environment

Wards Affected: All

Purpose

The purpose of this report is to give members an update on the projected outturn financial position for the 2021/22 financial year for the areas in scope of the Economy, Tourism, Strategic Planning & Transportation Sub-Committee.

Recommendations

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

Resource Implications

None.

Legal & Risk Implications

There are no direct legal implications arising from this report.

Impact Assessment

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

Consultation

None.

1.0 Background

1.1 The report summarises the projected outturn position for 2021/22, taking into account the actual expenditure incurred, and provides an explanation of the main budget variances at section 3.

1.2 Section 4 of the report summarises the progress on delivery of approved budget savings and provides an explanation of any variances to the delivery of savings target.

1.3 Variances occur for a number of reasons and variances in budget are not always correlated to delivery of savings targets.

2.0 Issues

2.1 Projected Outturn

2.1.1 The projected overspend for the areas falling under the scope of this committee is £0.304m. A summary of the 2021/22 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 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.

2.1.2 This report includes the projected ongoing cost of COVID-19 in relation to areas falling under the scope of the Economy, Tourism, Strategic Planning and Transportation Committee, and the mitigation available to the Enterprise and Environment Directorate to absorb some of these costs. The continuing financial implications of COVID-19 in 2021-22 and the funding available, including carry forward of grant funding from 2020-21, to meet these costs will be assessed corporately and reported to the Policy & Co-ordination Committee throughout the financial year.

3.0 Major Variances

3.1 Planning Underspend (£0.197m) and movement of (£0.285m)

This underspend and movement are a result of increased Planning fee income in recent months. The increase in planning fee income reflects the economic bounce back effect as the development industry continues to catch up and submit previously delayed projects through the planning process; particularly as a consequence of the buoyant housing market and the increasing number of applications received for renewable energy generation and storage projects.

3.2 Car and Lorry Parking Overspend £0.967m, movement of (£0.077m)

There is a projected net under recovery of income of £0.967m within Car Parking. This is due to an ongoing reduced level of demand as a result of the COVID-19 pandemic although there has been a slight improvement over the summer months.

3.3 Public and Accessible Transport Underspend (£0.250m), movement of £0.109m

The projected underspend and movement in Public & Accessible Transport is due to several factors relating to the pandemic recovery in public transport use. Primarily the reduced level of rail concession trips has continued into this financial year. The financial support to bus operators through the Scottish Government's Covid Support grant has continued to negate the need for additional subsidised services. Further, although the Fife Bus Operations (DRT) are increasing they are still below pre pandemic levels providing a saving on transport costs and permitting a managed delay in filling some vacancies.

4.0 Progress on Budget Savings

4.1 Appendix 2 provides details of revenue budget savings for the areas falling under the scope of the Economy, Tourism, Strategic Planning and Transportation Committee, detailing achievement against the current year approved budget savings as at Quarter 2. The appendix details:

- the 3 year budget period for which the savings were approved
- the title of each saving
- the savings target relevant to the current financial year
- the value of saving forecast as deliverable for the financial year
- a Red/Amber/Green Status for each saving
- details of any substitute savings

4.2 All savings have been categorised using a Red/Amber/Green status and these are described as follows:

Green – No issues and saving is on track to be delivered

Amber – There are minor issues or minor reduction in the value of saving, or delivery of the saving is delayed

Red – Major issues should be addressed before any saving can be realised

4.3 Where a saving is no longer deliverable in the current year it is expected that substitute savings are identified to ensure that costs remain within budget overall. Where this is the case, the original saving will be categorised red or amber and a substitute saving will be identified. The substitute saving will be categorised as green and identified in the tracker as a substitute.

4.4 The saving to be delivered in this financial year is £0.120m and the delivery is forecast in full at £0.120m.

- 4.5 The full year saving amount is detailed along with annual forecast information detailed in appendix 2. There are no variations at Service level (+/-£0.250m) between the Service savings target and the projected saving being delivered within the current financial year.

5.0 Conclusions

- 5.1 The projected outturn position for the areas under the scope of the Economy, Tourism, Strategic Planning & Transportation Services Committee is a net overspend of £0.304m (0.84%).

List of Appendices

- 1 Projected Outturn 2021/22 Summary
- 2 Approved 2021/22 Saving

Background Papers

None

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BUDGET MONITORING REPORT SUMMARY					Appendix 1	
2021-22						
ECONOMY, TOURISM, STRATEGIC PLANNING & TRANSPORTATION						
SUB-COMMITTEE						
SERVICE	CURRENT	FORECAST	FORECAST	FORECAST	PREVIOUS	MOVEMENT
	BUDGET	FORECAST	VARIANCE	VARIANCE		
	2021-22	2021-22	VARIANCE	VARIANCE	VARIANCE	PREVIOUS
	£m	£m	£m	%	£m	REPORTED
						£m
TOTAL COST OF SERVICE	58.231	58.536	0.304	0.52%	0.640	(0.336)
LESS: CORPORATELY MANAGED ITEMS	21.984	21.984	0.000	0.00%	0.000	0.000
SERVICE MANAGED NET BUDGET	36.248	36.552	0.304	0.84%	0.640	(0.336)
ANALYSIS OF SERVICE MANAGED BUDGET						
EPES ADMIN & RESOURCES	0.507	0.554	0.047	9.26%	0.042	0.005
BUSINESS & EMPLOYABILITY	5.613	5.384	(0.229)	-4.09%	(0.212)	(0.017)
PLANNING	1.409	1.211	(0.197)	-14.00%	0.088	(0.285)
ROADS ADMINISTRATION	0.453	0.405	(0.047)	-10.44%	(0.004)	(0.043)
BUS STATION MANAGEMENT	(0.229)	(0.180)	0.049	-21.58%	0.122	(0.073)
CAR & LORRY PARKING	(1.242)	(0.276)	0.967	-77.82%	1.044	(0.077)
PUBLIC & ACCESSIBLE TRANSPORT	8.657	8.407	(0.250)	-2.88%	(0.359)	0.109
SUSTAINABLE TRAVEL	1.075	1.111	0.036	3.36%	0.036	0.000
BRIDGES & STRUCTURES, HARBOURS, COASTS AND FLOODS	2.604	2.543	(0.062)	-2.36%	(0.095)	0.033
NETWORK AND TRAFFIC MANAGEMENT	1.726	1.728	0.002	0.13%	0.056	(0.054)
ROUTINE MAINTENANCE	2.786	2.786	0.000	0.00%	0.011	(0.011)
ROADS STRUCTURAL MAINTENANCE	7.037	7.037	0.000	0.00%	0.000	0.000
WINTER MAINTENANCE	3.137	3.137	0.000	0.00%	0.000	0.000
ROADS OPERATIONS	(1.982)	(1.984)	(0.002)	0.08%	0.000	(0.002)
LIGHTING, TRAFFIC LIGHTS AND LIT SIGNS	4.080	4.080	0.000	0.00%	0.000	0.000
EE EXECUTIVE DIRECTOR	0.618	0.608	(0.010)	-1.66%	(0.089)	0.078
TOTAL	36.248	36.552	0.304	0.84%	0.640	(0.336)

FIFE COUNCIL
TRACKING APPROVED 2021-22 SAVINGS
ECONOMY, TOURISM, STRATEGIC PLANNING & TRANSPORTATION SUB-COMMITTEE
SEPTEMBER 2021

Area	Approved Budget Year	Title of Savings Proposal	Savings Target £m	Forecast £m	(Under)/Over £m	Rag Status
Assets, Transportation & Environment - Roads and Transportation Service	2021-24	Implementation of Risk Based Approach to Road Inspections	0.120	0.120	0.000	Green
Grand Total			0.120	0.120	0.000	

Rag Status Key:-

Green - No issues and saving is on track to be delivered

Amber - There are minor issues or minor reduction in the value of saving, or delivery of the saving is delayed

Red - Major issues should be addressed before any saving can be realised

Summary			
Rag Status	Savings Target £m	Overall Forecast £m	(Under)/Over £m
Green	0.120	0.120	0.000
Amber	0.000	0.000	0.000
Red	0.000	0.000	0.000
Total	0.120	0.120	0.000

25 November 2021

Agenda Item No. 10

2021/22 Capital Monitoring Projected Outturn - Enterprise and Environment Directorate

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

Keith Winter, Executive Director, Enterprise & Environment

Wards Affected: All

Purpose

The purpose of this report is to provide an update on the Capital Investment Plan and advise on the projected outturn for the 2021/22 financial year for areas in scope of the Economy, Tourism, Strategic Planning and Transportation Committee.

Recommendation(s)

Committee is asked to consider the current performance and activity across the 2021/22 Financial Monitoring as detailed in this report.

Resource Implications

None.

Legal & Risk Implications

None.

Impact Assessment

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

Consultation

None.

1.0 Background

- 1.1 Based on current information, this report summarises the projected capital outturn for the areas falling under the scope of this Committee for 2021/22. At this stage projected expenditure is £25.660m, representing 91% of the approved capital programme for 2021/22.
- 1.2 Appendix 1 shows an analysis of specific projects in the current capital investment plan which have a budget greater than £1.000m and analyses total project cost rather than only in year spend.
- 1.3 Appendix 2 details the projected expenditure against budget for each project.

2.0 Issues, Achievements & Financial Performance

2.1 Key Issues / Risks

- 2.1.1 Appendix 1 details the total cost forecast position for all capital projects within the areas under the scope of the Committee with an overall value of £1.000m and over. The key risks associated with the major projects are noted below.

2.2 Major Projects – Potential Risks and Actions

- 2.2.1 During 2020-21 Covid-19, on site construction work was on hold for a significant part of the year and also impacted on project costs and extended project delivery dates as contractors were required to make adjustments to working arrangements to accommodate the additional requirements, such as social distancing. The ongoing impact of Covid-19 on the delivery of capital projects was considered when setting the capital investment budgets for 2021-22. However it is likely that the overall scale of any additional costs or impact on availability of material will not be fully known until the financial year progresses. It is also currently unknown if tighter restrictions will be imposed in the winter months of 2021-22 which could have a significant impact on project delivery in year.

2.3 Financial Performance – 2021/22 Projected Outturn

- 2.3.1 Appendix 2 provides a summary of the projected outturn for each project for the financial year 2021/22. The appendix shows a projected outturn of £25.660m against a Capital Investment plan of £28.160m, a spending level of 91%.
- 2.3.2 There is a capital income budget for 2021/22 of £4.818m and projected outturn is £5.416m, representing 112% of the budgeted income.
- 2.3.3 The reasons for significant variances (+/-£0.500m) are detailed in paragraph 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 Roads Infrastructure - £0.500m advancement

The service received an additional £5m budget over two financial years to improve the road network across Fife. A road condition assessment has been undertaken and has identified several high value surfacing schemes on our main strategic routes that will greatly improve road conditions on these busy routes.

2.4.2 Traffic Management - £0.500m slippage

The projected underspend is a result of programme delays relating to the pandemic. There is a backlog of 2020/21 schemes which have yet to be delivered, and this has impacted on the delivery of the 2021/22 programme.

2.4.3 Town Centres - £0.833m slippage

The Dunfermline Gap Site is a new project to be developed following additional investment approved as part of the council budget in March 2021. It has taken a substantial amount of time to get the initial site investigations and professional support and there is £0.175m slippage as a result. Another new project from these funds is the Kirkcaldy Volunteers Green project and this project is delayed due to global supply chain issues resulting in slippage of £0.300m. Tenders for the works have been issued.

Other slippage of £0.297m relates to the Scottish Government funded project at Inner Court, Cupar. Design works are at an advanced stage, delays have been due to third party negotiations for land and property which are nearing completion.

2.4.4 Industrial Innovation Investment Programme £0.735m over recovery

As previously reported, this variance is mainly due to accelerated grant income on projects funded by Edinburgh and South East Scotland City Region Deal. An increased grant offer was received to take advantage of slippage in other authorities' programmes within the City Region Deal. This has allowed the council to draw down 100% grant on construction expenditure in the financial year.

3.0 Conclusions

3.1 The total 2021/22 approved programme for the areas in scope of the Economy, Tourism, Strategic Planning and Transportation Committee is £28.160m. The projected level of expenditure is £25.660m, which represents 91% of the total programme, resulting in a variance of £2.5m.

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 by Service

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FIFE COUNCIL
ECONOMY, TOURISM, STRATEGIC PLANNING AND TRANSPORTATION SUB COMMITTEE
CAPITAL INVESTMENT PLAN 2021-31
TOTAL COST MONITOR - MAJOR CAPITAL PROJECTS

Appendix 1

Project	Theme	Original Approved Budget £m	Current Project Budget £m	Total Projected Outturn £m	Variance £m	Variance %	Current Project Status	Expected Project Completion Date
Fife Interchange Business Units - Phase 1 & 2	Inclusive Growth and Jobs	8.130	11.027	11.027	-	0.00%	Current Project	2024-25
John Smith Business Park Business Units	Inclusive Growth and Jobs	3.644	5.517	5.517	-	0.00%	Future Project	2026-27
Northern Road Link East End	Thriving Places		10.950	10.950	-	0.00%	Preparatory Work	2026-27
Western Distributer Road	Thriving Places		10.326	10.326	-	0.00%	Future Project	2028-29
Northern Link Road A823	Thriving Places		8.568	8.568	-	0.00%	Preparatory Work	2025-26
Total Major Projects over £5.000m		11.774	46.388	46.388	-	0.00%		
Broad Street Bridge Cowdenbeath	Maintaining our Assets	3.678	3.808	3.808	-	0.00%	Preparatory Work	2023-24
Leven Railway Bridge & Bawbee Bridge	Maintaining our Assets	2.279	2.536	2.536	-	0.00%	Preparatory Work	2023-24
Lyne Burn	Maintaining our Assets	1.217	1.217	1.217	-	0.00%	Future Project	2024-25
Den Burn Bridge	Maintaining our Assets	2.120	2.120	2.120	-	0.00%	Preparatory Work	2025-26
Levenmouth Rail Link	Thriving Places	2.000	4.600	4.600	-	0.00%	Current Project	2025-26
Kings Road/Admiralty Road Junction	Thriving Places	1.880	1.880	1.880	-	0.00%	Future Project	2027-28
Rumblingwell Junction	Thriving Places	2.800	2.800	2.800	-	0.00%	Future Project	2030-31
William Street Upgrade	Thriving Places	3.187	3.187	3.187	-	0.00%	Future Project	2030-31
Kirkcaldy Waterfront	Thriving Places	1.000	1.000	1.000	-	0.00%	Future Project	2022-23
Levenmouth Business Units - Phase 1	Inclusive Growth and Jobs	1.602	1.736	1.736	-	0.00%	Current Project	2022-23
Queensway Development Site	Inclusive Growth and Jobs	2.113	3.356	3.373	0.017	0.50%	Current Project	2021-22
Dunnikier Business Units	Inclusive Growth and Jobs	2.140	2.362	2.317	(0.045)	-1.91%	Current Project	2021-22
Queensway Refurbishment	Inclusive Growth and Jobs	1.380	1.380	1.380	-	0.00%	Future Project	2022-23
Fife Interchange North Site Servicing	Inclusive Growth and Jobs	3.046	1.490	1.490	-	0.00%	Current Project	2022-23
Levenmouth Business Units - Phase 2	Inclusive Growth and Jobs	2.898	4.310	4.310	-	0.00%	Current Project	2024-25
Dalgety Bay Business Units - Phase 2	Inclusive Growth and Jobs	2.853	4.384	4.384	-	0.00%	Current Project	2023-24
Kirkcaldy Innovation Hub	Inclusive Growth and Jobs	1.620	1.686	1.686	-	0.00%	Future Project	2028-29
Total Major Projects over £1.000m		49.587	90.239	90.211	(0.028)	-0.03%		
Total Major Projects		61.361	136.627	136.599	(0.028)	-0.02%		

Expenditure	Current Budget £m	Actual to Date £m	Projected Outturn £m	Projected Variance £m	Projected Outturn as % of Plan
STRUCTURES INFRASTRUCTURE	2.533	(0.031)	2.635	0.102	104%
SUSTAINABLE TRANSPORT	0.703	0.767	0.319	(0.385)	45%
ROADS INFRASTRUCTURE	11.094	4.516	11.594	0.500	105%
TRAFFIC MANAGEMENT	1.478	0.042	0.978	(0.500)	66%
STREETLIGHTING	1.559	0.503	1.359	(0.200)	87%
STRATEGIC TRANSPORT INTERVENTION PROGRAMME	0.607	0.001	0.362	(0.246)	60%
TOTAL ASSETS, TRANSPORTATION & ENVIRONMENT	17.974	5.799	17.246	(0.728)	96%
REGENERATION - TOWN CENTRES	3.321	1.743	2.488	(0.833)	75%
BUSINESS PREMISES REFURBISHMENT PROGRAMME	0.359	-	0.119	(0.239)	33%
GROWING THE ECONOMY	0.518	0.003	0.137	(0.381)	26%
PLACE BASED INVESTMENT PROGRAMME	0.100	-	0.090	(0.010)	90%
VACANT/DERELICT LAND	0.486	0.012	0.486	-	100%
INDUSTRIAL INVESTMENT PROGRAMME	5.403	1.416	5.093	(0.309)	94%
TOTAL ECONOMY, PLANNING & EMPLOYABILITY SERVICES	10.186	3.174	8.414	(1.772)	83%
TOTAL EXPENDITURE	28.160	8.974	25.660	(2.500)	91%

Income	Current Budget £m	Actual to Date £m	Projected Outturn £m	Projected Variance £m	Projected Outturn as % of Plan
SUSTAINABLE TRANSPORT	(0.197)	0.015	(0.198)	(0.001)	100%
ROADS INFRASTRUCTURE	(0.038)	-	-	0.038	0%
TRAFFIC MANAGEMENT	(0.030)	0.032	-	0.030	0%
STRATEGIC TRANSPORT INTERVENTION PROGRAMME	(0.732)	-	(0.362)	0.371	49%
TOTAL ASSETS, TRANSPORTATION & ENVIRONMENT	(0.998)	0.047	(0.560)	0.438	56%
REGENERATION - TOWN CENTRES	(0.072)	(0.541)	(0.372)	(0.300)	517%
INDUSTRIAL INVESTMENT PROGRAMME	(3.748)	(0.423)	(4.484)	(0.735)	120%
TOTAL ECONOMY, PLANNING & EMPLOYABILITY SERVICES	(3.820)	(0.964)	(4.856)	(1.035)	127%
TOTAL INCOME	(4.818)	(0.917)	(5.416)	(0.597)	112%

Economy Tourism Strategic Planning and Transportation Sub-Committee
25 November 2021
Agenda Item No. 11

Economy Tourism Strategic Planning and Transportation of 17 March 2022			
Title	Service(s)	Contact(s)	Comments
Fife Council Public Electric Vehicle Charging Network	Assets, Transportation and Environment	Jane Findlay, John Mitchell	
Funding for VisitScotland Project Agreement	Business and Employability	Sandra Montador-Stewart	
Support for Voluntary Organisations	Business and Employability	Gordon Mole	
Spaces For People Programme Update	Assets, Transportation and Environment	John Mitchell	
Revenue Monitoring Projected Outturn 2021-22	Finance and Corporate Services	Jackie Johnstone	
Capital Monitoring Projected Outturn 2021-22	Finance and Corporate Services	Jackie Johnstone	
Planning Performance Framework 10 Update	Planning	Pam Ewen	
National Planning Framework 4 Update	Planning	Pam Ewen	

Unallocated			
Title	Service(s)	Contact(s)	Comments
Forth Bridges Area Tourism Strategy 2019-2029	Business and Employability	Sandra Montador-Stewart, Karen Stewart-ep	
Connectivity Update Report	Business and Employability	Morag Millar, Gordon Mole	
Enterprise and Environment Directorate Service Performance Report	Enterprise and Environment	Anne-Marie Fleming	
Revenue Monitoring Provisional Outturn 2021-22	Finance and Corporate Services	Jackie Johnstone	

Economy Tourism Strategic Planning and Transportation Sub-Committee
25 November 2021
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Unallocated			
Title	Service(s)	Contact(s)	Comments
Capital Monitoring Provisional Outturn 2021-22	Finance and Corporate Services	Jackie Johnstone	