Environment, Transportation and Climate Change Scrutiny Committee

Committee Room 2 (FHM05.002), 5th Floor, Fife House, North Street, Glenrothes (*Blended Meeting*)

Tuesday, 18 April, 2023 - 10.00 a.m.

AGENDA

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

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

Fife House
North Street
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Fife, KY7 5LT

11 April, 2023

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Agendas and papers for all Committee meetings can be accessed on
www.fife.gov.uk/committees

BLENDED MEETING NOTICE

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

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

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

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

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

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

Members joining remotely are reminded to mute microphones and switch cameras off when not speaking. This includes during any scheduled breaks or adjournments.

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

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

31 January 2023   **10.00 a.m. – 11.30 a.m.**

PRESENT:	Councillors Jane Ann Liston (Convener), Tom Adams, Naz Anis-Miah, Aude Boubaker-Calder, Rod Cavanagh, Al Clark, Graeme Downie, Gavin Ellis, Stefan Hoggan-Radu, Andy Jackson, Nicola Patrick, Sam Steele (substituting for Councillor Jean Hall-Muir), Darren Watt and Daniel Wilson.
ATTENDING:	Ken Gourlay, Executive Director, Enterprise and Environment; Nigel Kerr, Senior Manager - Protective Services; Michael O'Gorman, Service Manager, Estates; Lisa McCann, Service Manager; Lorna Starkey, Lead Officer, Environmental Health (Food and Workplace Safety); Lyndsey Radke, Lead Trading Standards Officer, Trading Standards; Caroline Ritchie, Accountant; Jay Wilson, Accountant; and Diane Barnet, Committee Officer, Legal & Democratic Services, Finance & Corporate Services.
ALSO ATTENDING:	Dr. Duncan Fortescue-Webb, Consultant in Public Health Medicine, NHS Fife.
APOLOGIES FOR ABSENCE:	Councillors David Graham, Jean Hall-Muir and Derek Noble.

26.   **DECLARATIONS OF INTEREST**

No declarations of interest were submitted in terms of Standing Order No. 7.1.

27.   **MINUTE**

The Committee considered the minute of meeting of the Environment, Transportation and Climate Change Scrutiny Committee of 29 November 2022.

Decision

The Committee agreed to approve the minute.

28.   **2022/23 REVENUE MONITORING PROJECTED OUTTURN**

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment providing an update on the projected outturn financial position for the 2022/23 financial year, as at October 2022, for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

Decision/

Decision

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

29. **2022/23 CAPITAL MONITORING PROJECTED OUTTURN**

The Committee considered a joint report by the Executive Director, Finance and Corporate Services and the Executive Director, Enterprise and Environment, providing an update on the Capital Investment Plan and advising on the projected financial position for the 2022/23 financial year, as at October 2022, for the areas in scope of the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

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

30. **JOINT HEALTH PROTECTION PLAN 2022-24**

The Committee considered a report by the Head of Protective Services providing an overview of the Joint Health Protection Plan 2022-24 which Health Boards and Local Authorities were required to produce every two years.

Decision

The Committee noted the report.

31. **TRADING STANDARDS AND ITS IMPACT ON THE COST-OF-LIVING CRISIS**

The Committee considered a report by the Head of Protective Services providing an overview of how the cost-of-living crisis was impacting on residents, communities and businesses in Fife, and the action Trading Standards was taking to help reduce the impact.

Decision

The Committee:-

(1)   noted the information provided in the report; and

(2)   agreed to continue to support the significant work undertaken by Trading Standards to protect consumers and ensure businesses were compliant with legislation.

32. **VACANT PROPERTY SECURITY ARRANGEMENTS**

The Committee considered a report by the Head of Property Services providing an update on the arrangements relating to the security of vacant property, since a report considered by the Assets and Corporate Services Sub-Committee at its meeting on 22 April 2021.

Decision/

Decision

The Committee:-

(1)   noted the information provided in the report; and

(2)   agreed to consider, at a future meeting, a report on the findings and improvement actions arising from an internal audit of the management of vacant buildings.

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

The Committee considered a report by the Head of Legal and Democratic Services relating to the Forward Work Programme for the Environment, Transportation and Climate Change Scrutiny Committee.

Decision

The Committee noted the Environment, Transportation and Climate Change Scrutiny Committee Forward Work Programme which would be updated as necessary to also include:-

(1)   a performance report on road maintenance detailing: current policy; pothole repairs; claims for damage to public vehicles, for example, due to potholes and access to online information, forms, etc. to facilitate submitting a claim; staff and financial resources and staff training – for consideration at the next meeting on 18th April, 2023; and

(2)   as detailed at Para. 32. (2) above - a report on the findings and improvement actions arising from an internal audit of the management of vacant buildings to a future meeting of this Committee, on a date to be advised.

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18 April 2023

Agenda Item No. 4

2022/23 Revenue Monitoring Projected Outturn

Report by: Eileen Rowand, Executive Director, Finance and Corporate Services
Ken Gourlay, 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 2022/23 financial year as at December, for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Recommendations

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

Resource Implications

None.

Legal & Risk Implications

There are no direct legal implications arising from this report.

Impact Assessment

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

Consultation

None.

1.0 Background

1.1 The report summarises the projected outturn position for 2022/23, 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 £0.413m. A summary of the 2022/23 projected out-turn for the areas under the scope of this committee is detailed in Appendix 1. This shows projected expenditure against budget across the Service/Business Unit headings within the Directorate. It should be noted that the balances are extracted from the ledger system and are shown as rounded thousands. This may mean that there are some rounding differences contained within the appendices, but these are immaterial values that do not impact on the overall financial position. The following paragraphs provide a brief explanation of the main areas where there are significant variances (+/-£0.250m) to budgets.

3.0 Major Variances

3.1 Environment & Building Services overspend of £0.418m - This mostly relates to a projected overspend of £0.517m in Domestic Waste & Street Cleaning due to increased transportation costs relating to fuel and vehicle repairs.

3.2 Facilities Management trading deficit of £0.558m – this is primarily within secondary school catering but also in staff canteens and commercial establishments. The three main factors are a reduction in meal sales, low value transactions (reduction in income) and exceptionally high inflation (approximately 11%) on food costs.

3.3 Roads and Transportation overspend of £1.054m – this is primarily related to Structural Maintenance to reduce the backlog of pothole patching and winter maintenance.

3.4 Protective Services underspend of (£0.909m) and movement of (£0.153m) – The variance is mainly over recovery of Building Warrant statutory fees (£0.648m) due to an increased volume of applications as a result of the recovery from the COVID pandemic. Other underspend is mainly due to part year vacancies (£0.460m), recruitment has been challenging and filling of vacancies is progressing where possible. The underspends are offset by £0.050m dangerous buildings response, £0.060m cost of replacement of Trading Standards database system and other miscellaneous supplies and services costs.

3.5 Service Management & Sustainability underspend of (£0.761m) – The variance relates primarily to a one-off windfall of £0.698m following an adjusted provision for Landfill Aftercare. The provision is calculated on the interpretation of SEPA guidance by external consultants and following an adjustment to the calculation rates within SEPA guidance in 2022, consultants reviewed the provision and deemed it too high.

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 Environment, Transportation & Climate Change Scrutiny Committee, detailing achievements 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 areas in scope for the committee have a significant level of savings to manage within the financial year 2022/23. Overall, the savings to be delivered are £0.175m and the projected delivery is £0.127m. Whilst the delivery of savings is becoming more challenging, the relevant areas are looking to minimise the financial impact of any amber or red savings by determining mitigating actions as soon as possible. Across all areas, there are £0.150m savings identified as being Amber status, however this is partly offset by over-recovery of £0.102m on those savings identified as green.

4.5   The full year saving amounts are detailed along with annual forecast information detailed in appendix 2. There are no savings 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 Environment, Transportation & Climate Change Scrutiny Committee is a net overspend of £0.413m (0.40%).

List of Appendices

1   Projected Outturn 2022/23 Summary
2   Approved 2022/23 Savings

Background Papers
None

Report Contact
Ashleigh Allan, Finance Business Partner, Finance Service
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BUDGET MONITORING REPORT SUMMARY   **Appendix 1**
2022-23
ENVIRONMENT, TRANSPORTATION & CLIMATE CHANGE

	CURRENT BUDGET 2022-23 £m	FORECAST 2022-23 £m	FORECAST VARIANCE £m	FORECAST VARIANCE %	PREVIOUS REPORTED VARIANCE £m	MOVEMENT FROM PREVIOUS REPORTED VARIANCE £m
TOTAL COST OF SERVICES	**125.819**	**126.233**	**0.413**	**0.33%**	**1.247**	**(0.833)**
LESS: CORPORATELY MANAGED ITEMS	**23.670**	**23.670**	**0.000**	**0.00%**	**0.000**	**0.000**
SERVICE MANAGED NET BUDGET	**102.149**	**102.563**	**0.413**	**0.40%**	**1.247**	**(0.833)**
<u>**ANALYSIS OF SERVICE MANAGED BUDGET**</u>						
PROPERTY & BEREAVEMENT	0.653	0.719	0.066	10.06%	(0.002)	0.068
ENVIRONMENT & BUILDING SERVICES	12.342	12.761	0.418	3.39%	0.064	0.354
FACILITIES MANAGEMENT SERVICE	39.418	39.976	0.558	1.42%	0.725	(0.167)
ROADS & TRANSPORTATION	30.195	31.249	1.054	3.49%	1.299	(0.246)
SERVICE MANAGEMENT & SUSTAINABILITY	15.875	15.114	(0.761)	-4.79%	(0.071)	(0.690)
PROTECTIVE SERVICES	3.276	2.367	(0.909)	-27.75%	(0.756)	(0.153)
CLIMATE CHANGE	0.391	0.378	(0.013)	-3.39%	(0.013)	(0.000)
	102.150	**102.563**	**0.413**	**0.40%**	**1.246**	**(0.834)**

FIFE COUNCIL
TRACKING APPROVED 2022-23 SAVINGS
ENTERPRISE & ENVIROMENT
DECEMBER 2022

Area	Approved Budget Year	Savings Reference	Title of Savings Proposal	Savings Target £m	Forecast £m	(Under)/ Over £m	Rag Status
Assets, Transportation & Environment - ATE - Management	2020-23	2021-EE-06	Procurement savings anticipated as a result of the Procurement Programme	0.150	0.000	(0.150)	**Amber**
Assets, Transportation & Environment - ATE - Management		Substitution	Substitution - Corporate Buildings Income (Partial substitution for 2021-EE-06)	0.000	0.102	0.102	**Green**
Assets, Transportation & Environment - ATE - Management	2020-23	2021-EE-07	Fleet – grey mileage	0.025	0.025	0.000	**Green**
Grand Total				**0.175**	**0.127**	**(0.048)**	

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**	**Forecast £m**	**(Under)/ Over £m**
Green	0.025	0.127	0.102
Amber	0.150	0.000	(0.150)
Red	0.000	0.000	0.000
Total	0.175	0.127	(0.048)

18th April 2023

Agenda Item No. 5

2022/23 Capital Monitoring Projected Outturn

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

Ken Gourlay, 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 financial position for the 2022/23 financial year as at December, for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee.

Recommendation(s)

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

Resource Implications

None.

Legal & Risk Implications

None.

Impact Assessment

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

Consultation

None.

1.0 Background

1.1   Based on current information, this report summarises the projected capital outturn for the areas falling under the scope of this Committee for 2022/23. At this stage projected expenditure is £28.642m, representing 82% of the approved capital programme for 2022/23.

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 forecast expenditure against budget for each project, along with any associated income.

2.0 Issues, Achievements & Financial Performance

2.1   Key Issues / Risks

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

2.1.2   There is a risk across the Capital Investment Plan that both the timing and the costs of projects continue to be adversely affected as a result of the current economic climate following the response to COVID-19, EU-Exit and current geopolitical risks in Europe. Throughout the programme issues are continuing to be identified in relation to the supply of construction materials which are resulting in delays to projects, which in turn could lead to increased slippage and increased costs. However, the overall future impact of this is difficult to predict with any degree of certainty and the projected outturn in this report for 2022-23 relate to projects that are currently in progress with contracts that are already agreed. That said, monitoring of the impact of any additional costs, impact on timescales and associated risks is ongoing. The known impact on timing of delivery of projects has been built in to the rephased plan and the overall scale of any additional costs or further delays will be kept under review in future reports and also through the upcoming review of the Capital Investment Plan.

2.1.3   COVID-19 restrictions have eased, however, there remains a risk that new variants emerge which could impact on project delivery in future years. These potential risks cover all aspects of the capital plan including both General Fund and the HRA.

2.2   Major Projects – Potential Risks and Actions

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

2.3   Financial Performance – 2022/23 Projected Outturn

2.3.1   Appendix 2 provides a summary of the provisional outturn for each project for the financial year 2022/23. The appendix shows a projected outturn of £28.642m against a Capital Investment plan of £34.883m, a spending level of 82%.

2.3.2   Appendix 2 also provides a summary of the provisional outturn for each project for the financial year 2022/23 for capital income. The appendix shows a projected outturn of £1.376m against a capital income budget of £1.809m.

2.3.3 Slippage is the term used to describe projects that are expected to spend less than the budget allocation in a particular year due to a delay in timing on the delivery of the project. This is not uncommon in the capital programme and the reasons for this can be wide and varied. Advancement is the term used to describe projects that are expected to spend more than the budget allocation in a particular year due to an acceleration of the budget from future years.

2.4   Significant Variances

2.4.1   Structures Infrastructure - (£4.530m)

The slippage primarily relates to Leven Railway Bridge (£3.500m). The council is in the process of commissioning Network Rail and their Contractors to construct the bridge and to do so requires a formal Implementation Agreement to be signed with Network Rail, which was concluded in February 2023. Additional investment which has since been approved, was required before the agreement could be signed to allow the works to commence. The remaining slippage in the programme relates to utility work delays.

2.4.2   Sustainable Transport - (£1.013m)

Slippage primarily relates to the Levenmouth Reconnected Programme of (£0.801m). The projected spend for the financial year is £0.519m however, 50% of this will be claimed against the Transport Scotland Grant. Further grant applications are being assessed and prioritised for approval. The remaining slippage relates to Path & Cycleways due to maximising the increased Cycling, Walking Safer Routes grant award for this year, and this will be used next financial year to leverage 70% match funding from Sustrans for future projects.

2.4.3   Purchase of Vehicles & Equipment - £1.216m.

Advancement is due to budget being rephased at the start of the financial year to reflect information from suppliers at the time of delays to the supply chain, however as the year has progressed these delays have not been as severe as anticipated and suppliers presented opportunities to purchase vehicles in line with original programme plan, it was decided to utilise this opportunity.

2.4.4   Climate Change – Adaptation - (£0.895m)

The slippage relates to delays across Riggs Place Retaining Wall (£0.134m), Kinnessburn Flood Prevention Scheme (£0.030m), Haugh Park Flood scheme (£0.049m), Pittenweem Fish Market Chiller (£0.071m), Aberdour Footbridge (£0.254m) and Flood Alleviation Measures (£0.197m). The projects have slipped due to programme delays for alternative design solutions, environmental surveys/investigations and extended consultations.

2.4.5   Strategic Transport Intervention Programme - (£0.628m)
A slower build out of housing developments compared to that forecast in the Housing Land Audit has impacted on the expected timing of the programme and has resulted in slippage this year. The slippage primarily relates to the Northern Link Road East End (£0.267m) - an external consultant has been appointed to progress with the detailed design which is due for completion in Winter 2023 and Bothwell Gardens Roundabout Signals (£0.321m) where an in-house design resource has been allocated with the detailed design programmed for completion in Autumn 2023.

2.4.6 Landfill Sites - (£0.600m)

Slippage relates to Contractor Delays and Supply Chain issues for Reception Hall work at the Anaerobic Digestion Plant within Landfill Sites. Other activities, such as capping works at Lochhead are being prioritised for the remainder of the financial year over the Reception hall work which is also attributing to the slippage.

2.4.7 Fife Resource Solutions Rolling Programme - £0.550m
Advancement relates to prioritising of Rolling Programme work within 2022/23 financial year, in particular, capping works at Lochhead are being prioritised over other capital work.

3.0 Conclusions

3.1 The total 2022/23 approved programme for the areas in scope of the Environment, Transportation & Climate Change Scrutiny Committee is £34.883m. The projected level of expenditure is £28.642, which represents 82% of the total programme, resulting in slippage of (£6.241m).

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
ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE
ENTERPRISE AND ENVIRONMENT
CAPITAL INVESTMENT PLAN 2021-31
TOTAL COST MONITOR - MAJOR CAPITAL PROJECTS

Project	Theme	Original Approved Budget £m	Current Project Budget £m	Total Projected Outturn £m	Variance £m	Variance %	Current Project Status	Expected Project Completion Date
Northern Road Link East End	Thriving Places		11.171	11.171	-	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
Glenrothes District Heat	Thriving Places	10.32	9.449	9.449	-	0.00%	Current Project	2020-21
West Fife Depot	Maintaining Our Assets	4.525	8.428	8.041	-	0.00%	Current Project	2019-20
Leven Railway Bridge & Bawbee Bridge	Maintaining our Assets	2.279	8.247	8.247	-	0.00%	Preparatory Work	2023-24
Total Major Projects over £5.000m		**17.124**	**56.189**	**55.802**	**-**	**0.00%**		
Broad Street Bridge Cowdenbeath	Maintaining our Assets	3.678	3.808	3.808	-	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	2.055	2.055	-	0.00%	Preparatory Work	2025-26
Levenmouth Rail Link	Thriving Places	2.000	4.604	4.604	-	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	3.178	3.178	-	0.00%	Future Project	2030-31
Reception Hall Anaerobic Digestion Plant	Maintaining our Assets		1.582	1.582	-	0.00%	Current Project	2023-24
Kinnessburn Flood Prevention	Maintaining our Assets		1.319	1.319	-	0.00%	Future Project	
Dunfermline Cremator Replacement	Maintaining Our Assets		1.001	1.001	-	0.00%	Current Project	2021-22
Total Major Projects over £1.000m		**16.882**	**23.443**	**23.443**	**-**	**0.00%**		
Total Major Projects		**34.006**	**79.631**	**79.245**	**-**	**0.00%**		

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FIFE COUNCIL
ENVIRONMENT, TRANSPORTATION AND CLIMATE CHANGE SCRUTINY COMMITTEE
ENTERPRISE AND ENVIRONMENT
CAPITAL INVESTMENT PLAN 2021-31
MONITORING REPORT 2022-23

Expenditure	Current Budget £m	Actual to Date £m	Projected Outturn £m	Projected Variance £m	Projected Outturn as % of Plan
Contaminated Land	0.278	-	-	(0.278)	0%
TOTAL PROTECTIVE SERVICES	**0.278**	**-**	**-**	**(0.278)**	**0%**
Structures Infrastructure	7.575	1.795	3.044	(4.530)	40%
Sustainable Transport	1.541	0.871	0.528	(1.013)	34%
Public Conveniences	0.196	0.146	0.196	-	100%
Roads Infrastructure	11.172	8.651	11.172	-	100%
Traffis Management	0.810	0.224	0.700	(0.110)	86%
Streetlighting	1.017	1.075	1.017	-	100%
Purchase of Vehicles & Equipment	2.000	2.391	3.216	1.216	161%
Purchase of Bins	0.205	0.265	0.300	0.095	146%
Depots & Buildings	0.008	0.005	0.008	-	100%
Climate Change - Adaptation	1.855	0.024	0.960	(0.895)	52%
Landfill Sites	1.500	1.221	0.900	(0.600)	60%
Disabled Access - Council Buildings	0.054	0.002	0.054	-	100%
Depot Rationalisation Programme	0.007	0.007	0.007	-	100%
Property Maintenance	2.300	1.264	2.072	(0.228)	90%
Cafeteria Refurbishments	0.060	0.013	0.023	(0.037)	38%
Crematoria/Cemetries Programme	0.314	-	0.106	(0.208)	34%
ATE Plant & Machinery	0.187	0.365	0.607	0.420	325%
Strategic Transport Intervention Programme	1.105	0.168	0.478	(0.628)	0%
Recycling Centres Plant & Equipment	0.150	0.103	0.150	-	100%
Fife Resource Solutions Rolling Programme	2.550	1.795	3.100	0.550	122%
TOTAL ASSET & TRANSPORTATION & ENVIRONMENT	**34.606**	**20.390**	**28.642**	**(5.964)**	**83%**
TOTAL EXPENDITURE	**34.883**	**20.390**	**28.642**	**(6.241)**	**82%**

Income	Current Budget £m	Actual to Date £m	Projected Outturn £m	Projected Variance £m	Projected Outturn as % of Plan
Sustainable Transport	(0.012)	0.000	0.000	0.012	0%
Roads Infrastructure	(0.038)	-	-	0.038	0%
Traffis Management	0.002	0.000	-	(0.002)	0%
Landfill Sites	-	0.002	-	-	0%
Depot Rationalisation Programme	(0.898)	0.002	(0.898)	-	100%
Strategic Transport Intervention Programme	(0.863)	-	(0.478)	0.386	55%
TOTAL ASSETS, TRANSPORTATION & ENVIRONMENT	**(1.809)**	**(0.013)**	**(1.376)**	**0.434**	**76%**
TOTAL INCOME	**(1.809)**	**(0.013)**	**(1.376)**	**0.434**	**76%**

Environmental Health (Food and Workplace Safety) Service Delivery Plan 2023-24

Report by: Nigel Kerr, Head of Protective Services

Wards Affected: All Wards

Purpose

The purpose of this report is to address the statutory requirements of:

- The National Local Authority Enforcement Code England, Scotland & Wales and the Health and Safety at Work Etc. Act 1974, along with the Statement of commitment between Local Authority and HSE Regulatory Services.
- The Food Law Code of Practices (Scotland) and retained Regulation (EC) No 2017/625.

It also informs the Committee of the primary areas of regulatory activity undertaken and pressures faced by the Environmental Health (Food and Workplace Safety) Team.

Recommendation(s)

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

Resource Implications

There are no direct resource implications arising from this report.

Legal & Risk Implications

The Environmental Health (Food & Workplace Safety) Team has a vacancy rate of approximately 20 percent for its current establishment. An analysis of FTE posts required to fulfil all statutory functions within the Environmental Health (Food & Workplace Safety) Team has identified a potential modelling gap of 8.32 posts (unfunded) beyond the current establishment of 26.83.

It is anticipated a failure to appropriately resource and recruit may result in an inability of core staff to meet their Environmental Health statutory functions, this will be detrimental to the wider public health of Fife.

Policy & Impact Assessment

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

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

Consultation

The Heads of Finance, Legal and Head of Communities and Corporate Development Services have been consulted and the report shared with the Head of Human Resources in the preparation of this report.

1.0 Background

1.1   The Environmental Health (Food and Workplace Safety) Team activities cover a wide range of regulatory activities including:

- Food Law (Food Standards and Food hygiene)
- Health & Safety
- Port Health
- Waste Duty of Care
- Miscellaneous Licences & Events (including Inspections/Visits for)
- Investigation and Control of Communicable Disease

1.2   The appropriate use of enforcement powers, is an important means of securing compliance with the law and promotion and protection of public health. Specifically, in terms of health and safety and food safety:

- Health & Safety
  The service aims are to protect the health, safety, and welfare of people at work and to safeguard others, principally members of the public who may be exposed to risks from the way that work is carried out or a service is provided.

- Food Law
  Food law enforcement powers ensure that information and advice on food hygiene and standards, nutrition and labelling is independent, consistent, evidence-based, and consumer-focused. The Service's primary concern is to make sure that food is safe to eat.

1.3   The objectives of the team include:

- To maximise and target resources to achieve the greatest impact.
- To advise and educate businesses, employers, employees and other service users on food law, health and safety, public health, waste duty of care, port health and miscellaneous licensing & events. This includes proactively assisting businesses to comply with their legal obligations.
- To investigate complaints, concerns, alerts and reportable injuries, diseases, and dangerous occurrences. To issue advice and information on prevention.
- To support cross-agency working through sharing intelligence and enforcement roles at local, regional and national level with partner agencies such as:
  - o Food Standards Scotland
  - o Health and Safety Executive
  - o National Health Service
  - o Other Local Authorities
  - o Police Scotland.
- To provide a coherent approach to interventions which is consistent between Local Authorities and relevant partner agencies.

2.0 Issues and Options

2.1   The Environmental Health (Food & Workplace Safety) Service Delivery Plan for 2023-24 has updated the previous Service Plan and covers the various regulatory areas of activity undertaken by the Environmental Health (Food & Workplace Safety) Team.

2.2   As part of the preparation for the restart of the inspections and interventions programme following the temporary hiatus due to the Covid19 pandemic, Food Standards Scotland required that Local Authorities determine the resources required to undertake their food law inspection and intervention programme. As the Environmental Health (Food & Workplace Safety) Team activities cover more than food law, the resource review included all areas of the Team's statutory activities.

2.3   The review found that for the Environmental Health (Food & Workplace Safety) Team to effectively carry out all their activities that a staff resource of 35.15 posts was required. This compared to a current establishment of 26.83 posts, made up of 25.33 permanently established posts and temporary (until end of December 2023/March 2024) 1.5 posts.

2.4   Therefore, the review, updated for April 2023 identified a potential gap using this assessment model of 8.32 posts (unfunded) in relation to the current structure of 26.83 posts which includes temporary posts. In addition, there are currently 5.65 vacant posts, bringing the potential modelling-based resource gap within the Environmental Health (Food & Workplace Safety) Team to 13.97 posts. This compares to 10.2 vacant posts and the potential modelling-based resource gap of 17.52 post in February 2022.

2.5   An additional temporary Trainee Environmental Health Officer post was created and following recruitment will be filled by the current Environmental Health Student who is expected to graduate by summer 2023. Both current Trainee Environmental Health Officers are due to sit their professional exams in autumn 2023. Two vacant Environmental Health Officer posts have been held vacant with recruitment planned in line with the 2023 Environmental Health professional examinations; it is anticipated that the current two Trainee Environmental Health Officers will be eligible to apply for these posts at this time. The holding of these vacant posts has enabled the funding of the aforementioned additional Trainee Environmental Health Officer Post.

2.6   Recruitment activities will be undertaken during 2023/24 for the remaining vacant posts. If recruitment for Environmental Health Officer and/or Food Safety Officer is initially not successful, the Environmental Health (Food & Workplace Safety) Team will explore alternative options including utilising the recently published guidance from the Royal Environmental Health Institute of Scotland on routes into Environmental Health.

3.0 Conclusion

3.1   This report satisfies the requirement to review annually the Delivery Plans for Food Safety and Health & Safety.

3.2   The report highlights the resource difficulties faced by Environmental Health (Food & workplace Safety) Team and the current and planned recruitment activities, which includes an additional trainee position.

List of Appendices

Appendix 1 - Environmental Health (Food and Workplace Safety) Service Delivery Plan 2022-24

Report Contact

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Protective Services

Environmental Health (Food and Workplace Safety) Team Service Delivery Plan 2023-2024

Environmental Health (Food and Workplace Safety) Team

Table of Contents

1.   SERVICE AIMS AND OBJECTIVES

1.1   Introduction

This Service Delivery Plan has been drawn up in accordance with: -

- National Local Authority Enforcement Code England, Scotland & Wales, the Health, and Safety at Work etc. Act 1974 and the Statement of Commitment between Local Authority and HSE Regulatory Services.
- The Food Law Code of Practices (Scotland) and retained Regulation (EC) No 2017/625.

1.2   Aims

The Environmental Health (Food and Workplace Safety) Team cover a wide range of topics and disciplines. The areas that the team covers include:-

- Health & Safety
- Food Law (Food Standards and Food Hygiene)
- Port Health
- Waste Duty of Care
- Miscellaneous Licences
- Investigation and Control of Communicable Disease

The appropriate use of enforcement powers, including submission of reports to the Crown Office and Procurator Fiscal service is an important means of securing compliance with the law and promote and protect public health. Specifically in terms of health and safety and food safety:

Health & Safety

Environmental Health aims are to protect the health, safety and welfare of people at work and to safeguard others, principally members of the public who may be exposed to risks from the way that work is carried out or a service is provided.

Food Law

Food law enforcement powers ensure that information and advice on food hygiene and standards, nutrition and labelling is independent, consistent, evidence-based and consumer-

focused. The Service's primary concern is to make sure that food is safe to eat, ensuring consumers know what they are eating and to help improve nutrition.

To achieve these aims the Environmental Health (Food and Workplace Safety) Team will ensure the consistent and effective enforcement of relevant Environmental Health legislation within Fife. A complementary framework for both proactive and reactive interventions will be utilised.

These duties will be carried out with due attention to the requirements of Statute, Codes of Practice and Guidance issued by Food Standards Scotland, the Health and Safety Executive, Central Government Departments, and associated agencies. All enforcement activities will be guided by the terms of the Protective Services Enforcement Policy and the widely recognised **4E** approach:

- Engage
- Educate
- Encourage
- Enforce.

1.3 Objectives

To maximise and target resources to achieve the greatest impact.

- To advise and educate businesses, employers, employees and other service users on food law, health and safety, public health, waste duty of care, port health and miscellaneous licencing. This includes proactively assisting businesses to comply with their legal obligations.
- To investigate complaints, concerns, alerts and reportable injuries, diseases, and dangerous occurrences.
- To issue advice and information on prevention.
- To support cross-agency working through co-operation and collaboration at local, regional, and national level with partner agencies such as: -

  - Food Standards Scotland (FSS),
  - Health and Safety Executive (HSE),
  - Public Health Scotland (PHS)
  - National Health Service (NHS)
  - Other Local Authorities,
  - Police Scotland.

- To provide a coherent approach to interventions which is consistent between Local Authorities and relevant partner agencies.
- To support the Plan for Fife
- To protect public health and assist businesses with provision of advice with recovery from the Covid-19 Pandemic and current economic conditions.

2   BACKGROUND

2.1   Profile of the Local Authority

Fife has a population of approximately 375,000 and a land area of 132,256 hectares. Fife is bounded to the North by the Firth of Tay and the Firth of Forth to the South. To the West, Fife adjoins the Council areas of Perth & Kinross, Falkirk and Clackmannanshire. Major towns in Fife are Cupar, Glenrothes, Kirkcaldy, St. Andrews and the city of Dunfermline.

The geographical features of Fife are considerable, particularly in differentiation between the urbanised communities in Central and West Fife and the primarily farming communities in the East. The Central and West areas have seen the demise of the Coal Mining industry and the downsizing and modernisation of linoleum manufacturing. Between Kirkcaldy and Dunfermline, the petrochemical industry has developed at Mossmorran and Braefoot Bay. The privatisation of the former Royal Naval Base and Royal Dockyard at Rosyth has also affected the land use in this area with the development of Rosyth as a commercial port as well as handling ocean liners and merchant shipping.

The East of Fife has retained its farming and some of its fishing industries. The ports of Anstruther, Crail and Pittenweem retain a fraction of their fishing fleets. The East Neuk, running between St Monans and St Andrews, has developed as a tourist attraction with major new tourist facilities and hotels having been erected near St Andrews.

In terms of businesses subject to enforcement by Fife Council section 2.2 details Fife businesses/premises that come under the remit of Environmental Health activities. These range from small/micro businesses up to large internationally respected hotels and manufacturers.

2.2   Premises Summary

No of Premises liable for inspection on 16/02/2023

- Health and Safety 5871
- Food Law 5452
- Food premises Approved in terms of Food Law 31

2.3   Organisation and Structure

Fife Council presently operates with 5 Strategic Directorates.

The Enterprise and Environment Directorate contains 7 services:

- Business and Employability Service
- Environment & Building Services
- Facilities Management
- Planning Service
- Property Services
- Protective Services

- Roads & Transportation

Protective Services consists of the following teams

- Building Standards and Public Safety
- Environmental Health (Food and Workplace Safety)
- Environmental Health (Public Protection)
- Trading Standards

Each Team has a Service Manager reporting to a Head of Service and an Executive Director.

Protective Services and the Environmental Health (Food and Workplace Safety) where required report to the Environment, Transportation & Climate Change Scrutiny Committee. Further information on Fife Council structure can be found below and at the following link Committees | Fife Council

Fife Council Structure
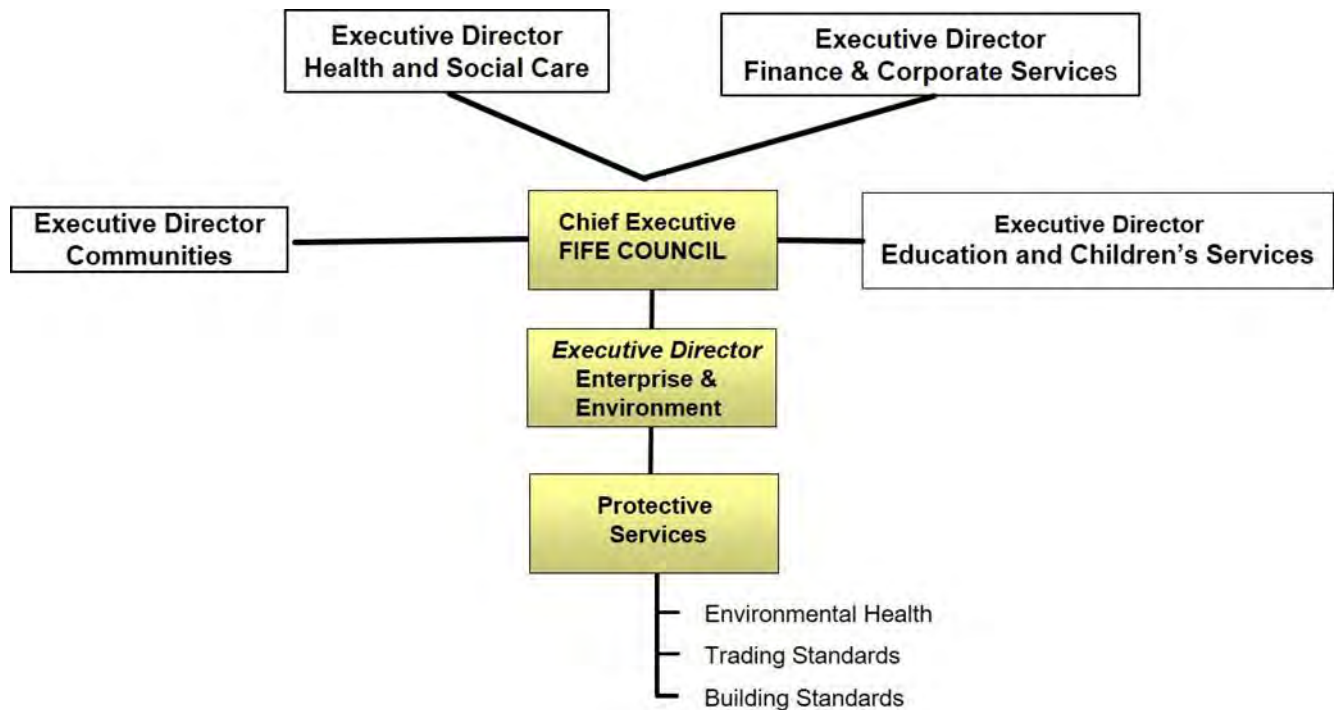
Protective Services Structure
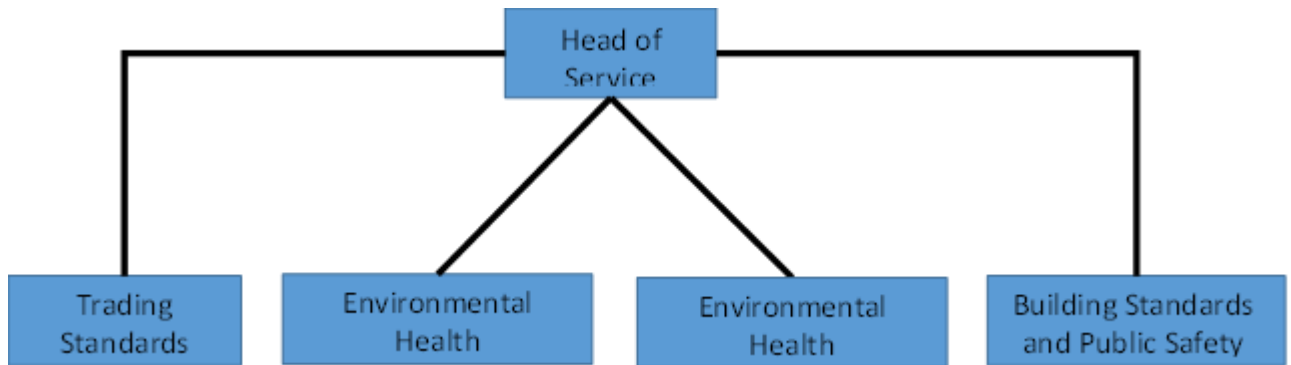
The Food and Workplace Safety organisational structure on 01 APRIL 2023
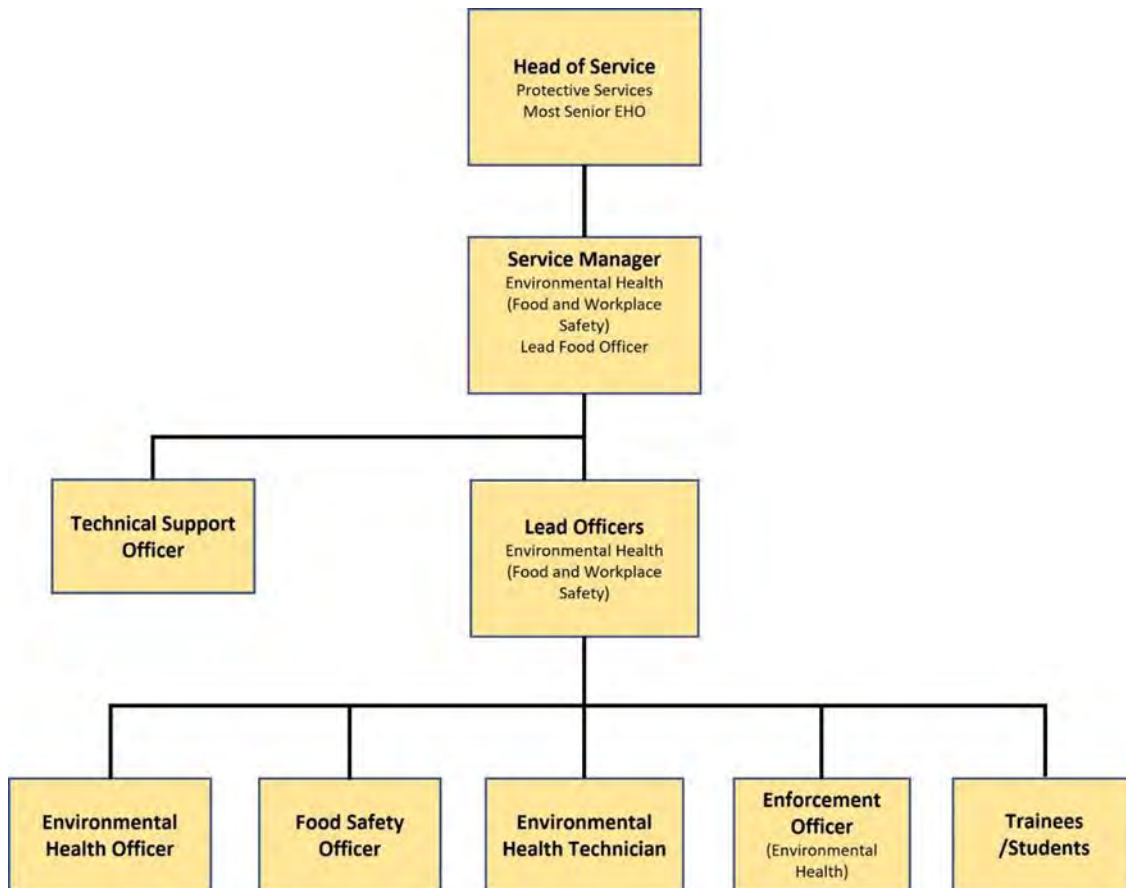
Protective Service currently operates from a single location in Glenrothes, with Teams undertaking a blended workstyle approach, with a mix of home, office, and onsite working.

2.4 Environmental Health (Food and Workplace Safety) Team Remit

Fife Council's Environmental Health (Food and Workplace Safety) Team main functions include:

2.4.1 Food Law

Food Safety inspections and interventions covering food law (including food hygiene and food standards) within food retailers, caterers, suppliers, manufacturers, and events etc.

Approval of Establishments handling food of animal origin.

Investigation of food complaints and complaints against food businesses and practices.

2.4.2 Health and Safety

Health & Safety inspections and interventions in a range of workplaces, public places, and events.

Investigation of workplace accidents to employees and the public, and complaints against premises and practices, whose work activities fall within local authority jurisdiction.

2.4.3 Licensing

Inspection for licensing of businesses (i.e., Street Traders, Late Hours Catering, Public Entertainment, Tattooing & Piercing, Cinema and issuing of Section 50 Food Hygiene Certificates etc.).

2.4.4 Port Health

Inspection of Ships and the issuing of Ship Sanitation Certificates.

2.4.5 Communicable Diseases

In association with the National Health Service Fife, the Council co-ordinate and undertake the investigation and control of communicable disease.

2.4.6 Commercial Waste Duty of Care

Inspections and interventions of businesses and investigations of concerns in relation to waste duty of care.

2.4.7 Business Advice

Provision of advice to new and existing business to help compliance with environmental health regulations.

Presentations/workshops to community groups on environmental health topics.

2.5   Demands on the Service

Normal service is provided between 9am and 5pm Monday to Friday.

From 5pm on weekdays, 24 hours at weekends and public holidays (1st Monday in May 3rd Monday in July, 3 days at Christmas and 3 days at New Year) a weekly standby rota operates for food and waterborne incidents reported to Fife Council by partner agencies such as NHS Fife and Scottish Water.

Arrangements are in place to deal with serious workplace accidents, incidents or fatalities out with normal working hours.

Fife has a significant number of premises, predominately in the retail and catering sector, which are run by persons whose first language is not English. The Service has access to translation and interpretation services and utilise them when necessary.

2022/23 has continued to see the Environmental Health (Food & Workplace Safety) Team experience a varied range of additional demands on resources, while endeavouring to effectively discharge its wide statutory remit. These additional demands included: dealing with various events held within Fife, in 2022 this included the 150th Open, as well as unfortunately having to investigate two workplace fatalities in partnership with Police Scotland and the Crown Office and Procurator Fiscal Service. These investigations are ongoing.

Following the managing change exercise undertaken during 2021, the Environmental Health (Food & Workplace Safety) Team were able to recruit and fill the following vacant posts during 2022/23 on a fulltime basis: two Lead Officer positions filled by experienced Environmental Health Officers; an Environmental Health Officer; a Food Safety Officer; two Environmental Health Technician, and one Enforcement Officer (Environmental Health). The latter was possible to fill as a fulltime position due to matched funding from Cireco.

An additional temporary Trainee Environmental Health Officer post was created and following recruitment will be filled by the current Environmental Health Student who is expected to graduate by summer 2023. Both current Trainee Environmental Health Officers are due to sit their professional exams in autumn 2023.

The remaining two vacant Environmental Health Officer posts have been held vacant with recruitment planned in line with the 2023 Environmental Health professional examinations; it is anticipated that the current two Trainee Environmental Health Officers will be eligible to apply for these posts at this time. The holding of these vacant posts has enabled the funding of the aforementioned additional Trainee Environmental Health Officer Post.

Early 2023/24 will see the further vacancies within the Environmental Health (Food & Workplace Safety) Team, due retirement and in one case to take up a career progression opportunity at another Local Authority. The additional vacant positions are two Environmental Health Officers and one Environmental Health Technician. Recruitment activities will be undertaken at the earliest opportunity. However, there is concern as Fife Council has experienced difficulties in recruiting Environmental Health Officers on several occasions over the past several years.

3 Enforcement Policy

3.1 Protective Services Enforcement Policy

The Protective Services Enforcement Policy remains the basis for a consistent approach to inspection and enforcement across Fife. All enforcement actions are in line with the regulators strategic code, based on the principles of consistency, transparency, and proportionality. This offers business owners and duty holders the opportunity to carry out corrective actions in the majority of instances.

Any enforcement action by Officers of the Environmental Health (Food and Workplace Safety) Team should be discussed with their Lead Officer/Service Manager prior to being undertaken unless the situation is immediately dangerous or poses a significant threat to public health. This does not affect the Service of Notices during inspection by the Officer but acts to provide confirmation that the action taken is correct and in line with the Enforcement Policy.

The Service of Statutory Notices is restricted to Environmental Health Officers, Food Safety Officers, and Enforcement Officers, in line with standing professional qualifications.

The Enforcement Policy will be comprehensively reviewed every three to five years. It was last reviewed in 2020.

Legislation requires regulators to apply a commitment to the five principles of better regulation in their policies and practice. These must be applied to any regulatory function:

- Transparent
- Accountable
- Consistent
- Proportionate and
- Targeting (but only where needed).

Protective Services and the Environmental Health (Food and Workplace Safety) Team also follow the widely recognised **4E** principle in respect of graduated enforcement – Engage, Educate, Encourage and Enforce.

4 Financial Allocation

4.1.1 Team Budget

The Environmental Health (Food and Workplace Safety) serviced managed budget for 2023-24 for its various regulatory activities, which includes providing support to business amounts to approximately £1.134 million.

The main areas of spend relate to Food and Workplace Safety activities. The budget includes travel, equipment, training, post and printing, vehicles (two vans), mobile devices, mobile phones, lone working software rental and other consumable expenses.

The Environmental Health (Food and Workplace Safety) utilise the Idox Uniform database system which is shared with the rest of the Service. This allows for the allocation, monitoring and recording of inspections, visits, and activities.

Equipment is provided for all inspecting officers and consists of adequate protective clothing, thermometers, cameras etc. Provision is made annually in the Service budget for this.

5 Service Delivery

5.1 HEALTH AND SAFETY

5.1.1 Health and Safety Workplace Safety Premises Inspections

External Standards

In 2013 the Health and Safety Executive (HSE) published the National Local Authority Enforcement Code (the Code). The Code is designed to ensure that Local Authority health and safety regulators take a more consistent and proportionate approach to their regulatory interventions. It sets out the Government expectations of a risk-based approach to targeting and provides Local Authorities with a principles based framework that focuses regulatory resources on the basis of risk. It supports Local Authorities to develop their health and safety priorities and target their interventions to consistently comply with the Code.

A joint Statement of Commitment between Local Authority and HSE Regulatory Services was published in 2019. It was agreed to by Local Authority representative Bodies in March 2019. It sets out the shared vision for an ongoing local authority and HSE co-regulatory partnership, ensuring Local Authorities and HSE work together as effective, modern and professional regulators - delivering the positive benefits of efficient, world leading workplace health and safety, to achieve:

- Sustainable arrangements for the enforcement of work-related health and safety.
- Established joint working arrangements resulting in effective engagement, consultation and communication.
- Consistency of high-quality regulation across HSE and LA enforced businesses.

The Statement of Commitment between: Local Authority and HSE Regulatory Services can read in full at https://www.hse.gov.uk/lau/statement.htm

The Local Authority (LA) Circular (LAC 67/2) is guidance under the Code of Practice. This guidance is reviewed annually by the Health and Safety Executive (HSE).

As part of the Code, the HSE monitor, report and direct the approach of Local Authority regulatory interventions. This guidance supports the HSE by requiring Local Authorities to consider how they target their inspections, interventions and investigations in a manner that is:

- Reactive – typically investigative actions undertaken in response to a specific incident or complaint or visits in response to requests for assistance, or
- Proactive – inspections that are not triggered in response to a single specific incident or complaint but result from a wider consideration of local intelligence or national trends that identify poor performers.

A risk-based scoring system is employed to aid local intelligence and information held. This helps to ensure that work plans are risk based.

5.1.2 Health and Safety Internal Standards

Performance standards have been set with respect to the conduct and follow up procedures for all inspections/interventions as follows

- Inspection/intervention outcomes are monitored to ensure the quality and consistency of inspections.
- Post inspection/intervention correspondence are issued in line with the Service enforcement guidelines where they exist.
- Premises database is updated with all inspection/intervention details, including outcomes and enforcement particulars in line with Service Standards.
- Follow up procedures are completed within the predetermined timescales in line with the Council enforcement policy.

5.1.3 Health & Safety Interventions

All Environmental Health Officers within the Environmental Health (Food & Workplace Safety) Team, along with Lead Officers and Service Manager who are qualified Environmental Health Officers are appointed as Inspectors under the Health and Safety at Work etc. Act 1974. As of 16 February 2023, 11 Officers where appointed, however none undertake health and safety activities on a fulltime basis given the wide remit of the Team.

Health and Safety activity during 2022/23 was largely reactive and/or combined with other areas of work such as food law inspections and events, due to the demand on available resources. The below table provides a summary of health & safety related activities for the 2022 calendar year.

Health & Safety Activities

Health Safety Activity	Number during 2022
Inspections & Interventions	273
Requests for Service	194
RIDDOR* Notifications	140

*Reporting of Injuries, Diseases and Dangerous Occurrences Regulations

5.1.3.1 Investigations into work related deaths notified to Environmental Health (Food & Workplace Safety) Team

As of March 2023, considerable resources continue to be directed to the two investigations into work related deaths notified to Environmental Health (Food & Workplace Safety) Team in July 2022 and January 2023. These investigations are ongoing and in partnership with Police Scotland and the Crown Office and Procurator Fiscal Service. Where required for aspects of an investigation that are complex and/or specialist in nature, the Environmental Health (Food & Workplace Safety) Team can engage the services of experts to support the investigation. It should be noted this generally requires to be funded from within the Team's own budget.

5.1.3.2 Planned health & safety activities

For 2023/24 the planned health & safety activities will involve the continuation and completion of current work-related death investigations. Where appropriate health and safety interventions will continue to be undertaken with other activities such as food law and events. The Environmental Health (Food & Workplace Safety) Team will continue to respond to requests for service (e.g., concerns regarding workplaces, requests for advice etc.) and RIDDOR (Reporting of Incidents Diseases and Dangerous occurrences Regulations) notifications. The latter are triaged in line with national guidance to assess if further information or an investigation is required.

Where resources allow intelligence led project work on a sector basis will be undertaken.

5.2 FOOD SAFETY

5.2.1 Background

Food Standards Scotland was created in April 2015 by the Food (Scotland) Act 2015. Food Standards Scotland took over the responsibility from the Food Standards Agency Scotland. Food Standards Scotland is responsible for food safety, food standards, nutrition, food labelling and meat inspection in Scotland.

5.2.2 External Standards

Fife Council is a designated competent authority as defined within Schedule 5 of the Official Feed and Food Control (Scotland) Regulations 2009 as amended and it is required to comply with retained Regulation (EC) No 2017/625.

Fife Council is required to comply with the aims and objectives in line with the Scottish Regulators' Strategic Code of Practice, created by powers under the Regulatory Reform (Scotland) Act 2014.

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In relation to food safety the aim of the Environmental Health (Food and Workplace Safety) Team is to improve the food law standards (including hygiene and safety) of food businesses by achieving a year-on-year increase in the number of compliant premises.

These are achieved by meeting the following objectives

- Food safety standards of food businesses are verified/improved through a blend of education and enforcement. This involves supporting businesses and thus improving food quality via a positive programme of inspections/interventions and provision of advice.
- Post inspection/intervention correspondence are issued in line with Service standards.
- The Environmental Health (Food and Workplace Safety) Team work with Food Standards Scotland to promote high standards of food hygiene and quality, along with the prevention of food crime and fraudulent activities.
- Follow up procedures are completed within the predetermined timescales in line with the Service enforcement policy.
- The Environmental Health (Food and Workplace Safety) Team aim to complete 100% of all programmed highest risk food safety inspections within the targeted timescales.
- Food safety inspections and interventions of food businesses are monitored to ensure the quality and consistency of approach.
- Responding to food law incidents appropriately and in line with code of practice and guidance.

Food Standards Scotland began reviewing the Food Law Code of Practice (Scotland) prior to the global Covid-19 pandemic and issued a full new Code at the start of 2019. This was followed in July 2019 by the Interventions Food Law Code of Practice (Scotland). The Interventions Code combined food hygiene and food standards inspections for all premises except approved establishments and primary production premises. Further Food Law Code of Practices are expected to be published in due course

5.2.3 Food Law Interventions

The Environmental Health (Food & Workplace Safety) Team recommenced routine food law activities in September 2021 following the Covid-19 pandemic, taking cognisance of guidance issued by Food Standards Scotland. Environmental Health Officers and Food Safety Officers are authorised to undertake food law regulatory activities and are supported by other members of the Environmental Health (Food & Workplace Safety) Team, who undertake a range of activities including sampling, issuing of documents related to the movement of shellfish etc. The below table details food law activities carried out during 2022.

5.2.3.1 Food Law Activities

Food Law Activity	Number during 2022
Inspections	827
Requests for Service	688
Food Monitoring Samples	258

Since the recommencement of routine food law activities Officers have found that not all premises maintained their standards during the pandemic and several premises have required intensive intervention and/or enforcement action due to the findings on inspection.

The Environmental Health (Food & Workplace Safety) Team have been involved in several food safety incidents that have been of local, national, and international concerns. Work for food incidents includes liaison with Food Standards Scotland and working with businesses to make sure that they are aware of product recalls for foodstuffs that they may stock. From time to time, it can involve working with local businesses where an issue has been identified with their product(s) to ensure that they are removed from the food supply chain where necessary, and remedial actions are taken to help prevent a recurrence.

EU Exit continues to have an impact, especially on businesses that trade with the EU. The Environmental Health (Food & Workplace Safety) Team can provide Export Health Certificates for certain commodities to allow business to export foodstuffs to third countries, including the EU. The provision of Export Health Certificates is not a statutory function, it is therefore a charged service.

For 2023/24 the planned food law activity will include continuation of food law inspections and interventions. The Environmental Health (Food & Workplace Safety) Team will continue to respond to requests for service (e.g., concerns regarding food business or foodstuffs, requests for advice etc.) and notifications of food incidents. There is however concern regarding ability to meet the increasing demands due to the anticipated upcoming vacances within the Environmental Health (Food & Workplace Safety) Team.

The Environmental Health (Food & Workplace Safety) Team, as like most Environmental Health Services across Scotland, recognise that there is concern over the number of qualified and experienced Environmental Health Officers and Food Safety Officers currently able to undertake food law activities. In addition, the profession has an ageing profile. Food Standards Scotland also recognise this is an area of concern and have proposed Scottish Authorities Food Enforcement Rebuild (SAFER), a collaborative approach to help address concerns related to food law delivery and help ensure the protection of public health. Further information regarding SAFER will be provided by Food Standards Scotland during 2023.

5.3 PORT HEALTH

5.3.1 Background

The primary legislation covering port health functions is contained within the International Health Regulations (IHR) 2005 with enforcement under the Public Health (Ships) (Scotland) Regulations 1971 and the Public Health (Ships) (Scotland) Amendment Regulations 2007.

This involves closely working with the NHS Fife Consultant in Public Health Medicine.

Objectives

- Protect public and environmental health as well as the health and welfare of seafarer's onboard vessels arriving at Fife Ports.
- Prevent and control infestations of rodents and insects.
- Maintain and improve the standards of hygiene on ships arriving at Fife Ports.
- Prevent and control infectious disease and food-borne infections.

- Prevent and control pollution within the port environment.
- Carry out the following: ship sanitation inspections, monitoring and enforcing infectious disease controls on-board, ensure that ships comply with internationally agreed public health sanitation standards and monitoring ships for the importation of food from 3rd countries.

5.3.2 Ship Sanitation Inspections

Under the International Health Regulations 2005, all ships undertaking international voyages must hold a valid ship sanitation certificate to prevent the spread of serious infections across state boundaries. Ships must be inspected every six months to ensure that a valid certificate is held. Fife Council has a legal obligation to carry out sanitation inspections and issue or extend the relevant certificates upon request of the master of the Vessel. During 2022, 21 Ship Sanitation Exemption Certificates and 1 Extensions were issued by Environmental Health Officers at Fife ports.

5.3.3 Ship Sanitation Inspection Charges

In accordance with the International Health Regulations, fees are charged for issuing Ship Sanitation Certificates. The fees are set UK wide by the Association of Port Health Authorities. The level of fees depends on the size of the vessel, time and duration of inspection and samples taken. Extra charges may be added for exceptional costs such as launch hire, lengthy journeys to port or laboratories, out of hours visits and samples taken.

Gross tonnage of vessel	2022 Fee From 1/4/2022	2023 Fee From 1/4/2023
Up to 1000	£110	£125
1001 – 3000	£150	£170
3001 – 10 000	£220	£250
10 001 – 20 000	£285	£325
20 001 – 30 000	£365	£415
Over 30 000	£425	£480
Vessels with 50 – 1 000 persons	£425	£480
Vessels with over 1 000 persons	£725	£820
Extensions	£80	£95

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5.3.4 Number of Vessel Sailings

The table below records the number of Vessel Sailings Per Port for 2010-2022

Number of Vessel Sailing

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Babcock	61	84	94	86	118	91	36	49	38	24	89	41	30
Braefoot	217	178	185	199	216	242	286	270	284	191	100	141	158
Burntisland	69	58	66	45	56	39	41	72	61	39	219	81	36
Crombie	23	13	8	15	10	10	0	2	6	10	9	13	11
Inverkeithing	67	55	64	67	69	104	82	64	60	57	49	62	48
Kirkcaldy	0	10	29	35	48	45	45	43	41	42	48	41	43
Methil	37	29	25	43	63	34	34	36	32	34	17	30	19
Methil Energy Park	19	7	12	25	22	6	2	38	18	19	8	12	2
Rosyth	281	285	276	271	255	226	249	256	135	92	100	108	112

Source adapted from www.forthports.co.uk

5.3.5 Port of Rosyth Cruise liner Visits

There were 24 cruise liners visits into Rosyth Port in 2022. Of the four cruise ship that berthed at Rosyth during the suspension of cruising during the Covid-19 pandemic, only one remains, while the other three have resumed cruising activities.

5.3.6 Infectious Disease Control

The Public Health (Ships) (Scotland) Regulations 1971 places a statutory duty on Ships' Masters to report any suspected infectious disease or mortality onboard their vessel before entering ports. Environmental Health Officers liaise with Consultants in Public Health Medicine, aboard the vessel and take action to identify the source of the infection and to control its spread. This includes inspecting the ship, interviewing crew, passengers, reviewing documentation and taking samples.

Previous outbreaks investigated

- Legionella Cluster onboard the MV Athena Cruise Liner in 2011.
- Norovirus onboard the Blackwatch Cruise Liner in 2013
- Following the Ebola outbreak in West Africa 2014/15, the risk of a vessel presenting at a Scottish port with Ebola onboard was very low, however posters were displayed at the Port of Rosyth to alert disembarking passengers of the symptoms of Ebola.

Where cases of Covid-19 on ships moored in and/or arriving at Fife Ports are notified, liaison between Fife Council, NHS Fife, and Shipping Agents is undertaken as required.

5.3.7 Imported/Exported Food Control

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

Imported products of animal origin (meat, eggs, milk, fish, honey, etc) and live animals present a high level of risk as they can transmit serious human and animal diseases. They can only enter the UK at a designated Border Control Point (BCP) and are subject to pre-notification, document audit and physical checks.

The process by which port operators and local authorities gain BCP status for products of animal origin is challenging. This includes the initial proposal of enforcement being transferred away from Local Authorities, issues around build costs and ongoing funding for facilities, and exploring the possibility of non-veterinarians doing the physical checks due to lack of capacity and additional costs.

At this time no ports in Fife have applied for BCP status for food products of animal origin. Rosyth is a BCP for animal feed stuffs (not of animal origin; not temperature controlled) and responsibility for this sits with Food Standards Scotland/ Fife Council Trading Standards.

Currently the Environmental Health (Food and Workplace Safety) Team is awaiting guidance on EU exit requirements for imported food and agreements regarding the creation and resourcing of Border Control Posts (BCPs) throughout Scotland.

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

EU Exit necessitated the registration and inspection of any fishing vessel who's catch (or part of) is destined for the EU to enable Export Health Certificates to be issued.

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

5.4 WASTE DUTY OF CARE

5.4.1 Background

The European Waste Framework Directive (2008/98/EC) came into force on the 12th of December 2010 and provides the overarching policy and legislative framework for the management of waste, including a common definition of waste.

Fife Council has duties under The Environmental Protection Act 1990 (as amended) Section 34 to enforce the correct management of waste. This involves auditing businesses (other than those regulated by Scottish Environment Protection Agency) to ensure they manage waste correctly by: storing it properly, only transferring it to the appropriate persons and ensuring that when it is transferred it is sufficiently well described to enable its safe recovery or disposal without harming the environment.

The Waste (Scotland) Regulations 2012 implement several actions in the Scottish Government's Zero Waste Plan to ensure that holders of waste, including producers, have a duty to take reasonable steps to increase the quantity and quality of recyclable materials.

5.4.2 Duty of Care

The "Duty of Care" applies to anyone who produces, keeps, imports, or manages controlled waste in Scotland. All businesses must separate and segregate waste for recycling. Enforcement Officers from the Environmental Health (Food and Workplace Safety) Team give advice, investigate complaints, and carry out inspections to enforce the waste related regulations.

The Environmental Health (Food and Workplace Safety) Team aims to meet the following objectives:

- To improve how businesses manage their waste through a combination of education and enforcement; and
- To work with partners such as the Scottish Environment Protection Agency and other Local Authorities to promote high standards of recycling, good practice and to prevent pollution.

5.4.3 Waste Duty of Care Interventions.

Waste Duty of Care activities are primarily undertaken carried out by the Enforcement Officers (Environmental Health) with the Environmental Health (Food & Workplace Safety) Team. During 2022/23 the number of Enforcement Officers (Environmental Health) increased to three following recruitment of a third officer on temporary basis due to match funding from Cireco in late 2022.

The Waste Duty of Care activities undertaken during 2022/23 included both proactive and reactive intervention, including: - litter originating from a commercial premises, waste storage/presentation, commercial waste advice, illegal dumping, rodent infestations, suspected misuse of Recycling Point by businesses and Duty of care referrals. The latter refers a business's duties under the Environmental Protection Act 1990, the Waste (Scotland) Regulations 2012 and other associated legislation. Referrals can be received from various sources such as members of the public, other services, and organisations. The below table provides a summary of 2022 activities.

5.4.4 Waste Duty of Care Activities

Waste Duty of Care Activity	Number carried out in 2022
Request for Service	270
Recycling Centre referrals	44
Projects	2

The activities relating to Waste Duty of Care play a key part in delivering improvements under Fife Council Environmental Vandalism Strategy. In Terms of the activity within the Templehall area of Kirkcaldy a range of activities were undertaken including advisory visits to businesses, recycling point checks, patrols and participation in collaborative 'Walkabouts'. The 'Walkabouts' in the area were carried out in conjunction with Safer Communities, Housing, Criminal Justice, Street Cleansing, Cireco Scotland and Community Groups.

During 2022 Environmental Health (Food & Workplace Safety) Team also undertook a project which focused on the town centre area of Cupar. Commercial premises were visited following receipt of intelligence that commercial abuse of the local recycling points may be adding to overflowing recycling point containers, litter, and pollution. The Enforcement Officers (Environmental Health) undertook 79 visits in relation to this issue between January 2022 and December 2022, involving both checks of local recycling points and audits of local businesses to assess their waste duty of care compliance. 44 of the 79 visits found businesses to be compliant on first visit, the remaining businesses became compliant following provision of advice. Only one instance of commercial waste misuse of the local recycling points was identified during the project, this business was visited and now have suitable waste arrangements in place.

A new enforcement protocol was agreed with Cireco in April 2022 to ensure the robust investigation of any allegations of commercial waste operators using the council's recycling centres throughout Fife. As of 6 March 2023, there have been 44 referrals from Cireco since the protocol was implemented.

For 2023/24, waste duty of care activities will continue to be undertaken on both a proactive and reactive basis, this will include the provision of advice and guidance via Fife Council commercial waste advice web pages. In addition, The Environmental Health (Food & Workplace Safety) Team will continue to support the Environmental Vandalism Strategy, and the proposed 2nd pilot project within the Glenrothes area.

5.5 COMMUNICABLE DISEASES

5.5.1 Background

The Public Health etc. (Scotland) Act 2008 provides a statutory framework for public health action to protect the people of Scotland from infectious disease, contamination and other such hazards.

It provides supporting guidance to registered medical practitioners, directors of diagnostic laboratories and health boards on their duties under the Act with regard to the notification of infectious diseases, organisms and health risk states.

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5.5.2 Investigation

The Environmental Health (Food and Workplace Safety) Team work in conjunction with Public Health Scotland and NHS Fife to investigate incidents of communicable disease particularly if there is a possible link to food or water. Environmental Health Officers and Food Safety Officers carry out investigations after being notified by NHS Fife when a patient has become ill from a communicable disease. Where possible these investigations are carried out within one working day. During 2022 the Environmental Health (Food and Workplace Safety) Team followed up 102 notifications received from NHS Fife.

The officers

- Provide advice to the person infected on how to minimise the spread of infection
- Investigate the patient's food history to determine if a food business is linked to the infection
- Carry out inspections of any premises that maybe linked to the food or any potentially contaminated water sources
- Take enforcement action if necessary

5.5.3 Joint Health Protection Plan

The Environmental Health (Food and Workplace Safety) Team undertakes the principle role of liaising with the Public Health Team of NHS Fife in regards to the Joint Health Protection Plan.

Part 1 of the Public Health etc. (Scotland) Act 2008 requires each Health Board and Local Authority/Authorities to develop a Joint Health Protection Plan to provide an overview of health protection (Communicable Disease and Environmental Health) priorities, provision, and preparedness. There is national guidance on the plan contents which include:

- Providing information on the population served
- Setting out national and local priorities
- Reporting on significant outbreaks
- Describing the capacity and capability of the specialist health protection function

The Joint Health Protection Plan is reviewed and updated every 2 years. The April 2022 – March 2024 was approved by an appropriate Board and Committee of NHS Fife and Fife Council respectively.

From April 2023 NHS Health Protection the four East Region Health Boards (NHS Fife, NHS Borders, NHS Lothian and NHS Forth Valley) will provide a single Health Protection Service, with a proposed implementation date of 3 April 2023. Protective Service provided feedback to stakeholder survey in February 2023, and as of March 2023 await further information on the new regional Health Protection Service.

5.6   LICENSING and EVENTS

5.6.1   Background

Fife Council's Licensing Team issue licenses to businesses for a range of activities i.e. Street Traders, Late Hours Catering, Public Entertainment, Market Operator, Tattooing & Piercing, and Cinema etc. The Licensing Team also issue premises licenses and occasional licenses authorising the sale of alcohol.

The Environmental Health (Food and Workplace Safety) Team carries out inspections to confirm suitability of premises and compliance with the legislation. The Team also provides information to the licensing team about licensed premises when required.

Fife Council's Event Team undertake a coordinating role in relation to events that are held within Fife, this includes liaison with Fife Council Services, Partner Agencies and Event Organisers. The Environmental Health (Food and Workplace Safety) Team provide support to the work undertaken by the Events Team, to help ensure that event organisers are aware of their responsibility to operate a safe event.

The below Table provides a summary of the licensing and event activities undertaken by Environmental Health (Food and Workplace Safety) Team during 2022.

Licence /Event Activity

Licence /Event Activity	Number dealt with during 2022
Tattoo Licence	55
S50 Food Safety Certificates	24
Street Traders incl. Certificates of Compliances	115
Late Hours Catering Licence	26
Market Operators Licence	99
Public Entertainment Licence / Events applications	907
Venison Licence	1
Total Licence/Event Applications	1227

5.6.2   Civic Government (Scotland) Act 1982

This legislation makes provision for local authorities to license a wide range of activities. This includes street traders, market operators, public entertainment and indoor sports entertainment.

The Environmental Health (Food and Workplace Safety) Team carries out checks of premises applying for a license to confirm that they have complied with the appropriate legislation.

5.6.3   Licensing (Scotland) Act 2005

This legislation governs the sale or provision of alcohol. Licence holders and all persons involved in the control, management, operation or running of licensed premises and others involved in regulation of such premises have obligations under the legislation.

The legislation provides that there are five Licensing Objectives, namely:

- Preventing crime and disorder
- Securing public safety
- Preventing public nuisance
- Protecting and improving public health; and
- Protecting children and young persons from harm

5.6.4 Licensing (Scotland) Act 2005 Section 50

A premises license application must be accompanied by a planning certificate, a building standards certificate, and a food hygiene certificate if food is to be supplied on the premises.

The Environmental Health (Food and Workplace Safety) Team carry out food hygiene inspections of premises applying for a license to confirm that they have complied with the appropriate legislation.

5.6.5 Events

Fife Council's Events Team help to ensure that events held in Fife are run in a safe and enjoyable way. The Events Team act as point of contact for event organisers, along with providing links to information on holding events, including regulatory requirements that are considered by various Council Teams & Services and Partner Agencies. It should be noted some events also require applying for a licence such as public entertainment and market operators.

The Environmental Health (Food and Workplace Safety) Team supports the work of the Events Team through attendance at multi-agency meetings and providing feedback and advice on event applications, to help ensure that event organisers are aware of the regulatory responsibilities in relation to food law, health and safety, waste duty of care and public health. The Environmental Health (Food and Workplace Safety) Team can where resources allow visit events and undertake checks of food outlets and attractions.

During 2023/24 the Environmental Health (Food and Workplace Safety) Team plan to undertake a review of environmental health event information currently utilised by the Events Team.

5.7 Ways of Working

5.7.1 Service Requests & Complaints

All service requests, complaints or other reported incidents are investigated as appropriate by Officers from the Environmental Health (Food and Workplace Safety) Team. Details are kept on a database.

5.7.1.1 Advice to Businesses

Environmental Health work with businesses to provide advice on all food, health and safety and waste duty of care related issues. This involvement with business may be instigated through programmed inspections, targeted initiatives or by referral via the relevant enforcement officer and/or partner agencies.

Advice is currently available to businesses electronically from

- The Health and Safety Executive website: www.hse.gov.uk
- Food Standards Scotland website: www.foodstandards.gov.scot
- Public Health Scotland website: www.publichealthscotland.scot
- Scottish Environment Protection Agency: www.sepa.org.uk
- Zero Waste Scotland: www.zerowastescotland.org.uk

5.7.2 Liaison with other Authorities

The Service Manager is currently the Lead for Food Safety and Health & Safety issues.

The Environmental Health (Food and Workplace Safety) Team represents the Council on the following:

- Central, Fife and Tayside Health and Safety Liaison Group which feeds into HASCOG (Health and Safety Coordinating Group) for Scotland. Which in turn links into the GB Health and Safety Practitioners Forum and HELA (the national Strategic Liaison Committee) between the Health and Safety Executive and Local Authorities.
- East of Scotland Food Liaison group, which feeds into the Scottish Food Enforcement Liaison Committee and its sub groups.
- Scottish Port Liaison Network which in turn feeds into the Association of Port Health Authorities.
- Environmental Health & Trading Standards Expert Group for COVID-19 and related forums. During the pandemic Environmental Health & Trading Standards to liaise with the Scottish Government and other partners in matters relating to the COVID-19. The Group has been retained and now acts as a forum for liaison and discussion on current issues.

The Environmental Health (Food and Workplace Safety) Team is a corporate member of both the Royal Environmental Health Institute of Scotland and the Association of Port Health Authorities.

The Head of Protective Services and the Service Managers of both the Environmental Health (Food & Workplace Safety) and Environmental Health (Public Protection) Teams are members of the Society of Chief Officers of Environmental Health of Scotland.

All officers in the Service have access to the Internet and an email address. This provides easy access to a wide range of information sources including Health and Safety Executive, HELA, HELEX Extranet, Clue, Clio, Primary Authority database, KHub etc.

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5.7.3 Options for Going Forward - Digitalisation

The Environmental Health (Food & Workplace Safety) Team are currently investigating what options are available for enhancing accessibility to guidance e.g., what information and support can be offered online to enable businesses to access key information more easily. This is an area that will be explored during 2023/24.

6 RESOURCES

6.1 Staffing Resources (Food, Health and Safety & other) at 01/04/2023

Staffing Resources

Role	Status	Total FTE
Head of Service -Protective Services	Remit includes all Protective Services	1
Service Manager		1
Lead Officer (3)		3
Environmental Health Officer (10)	0.4 FTE Reduced Hours 2.0 Vacant, recruitment planned in line with 2023 professional examinations 2.0 vacant from April 2023, recruitment planned	10
Food Safety Officer (3.83)	0.25 Reduced Hours	3.83
Environmental Health Technician (3)	1 FTE vacant from May 2023, recruitment planned	3
Technical Support Officer		1
Enforcement Officer (Environmental Health (2.5)	0.5 FTE temp match funding from Cireco to give 3.0 FTE, with 1.0 FTE post temp until 31/03/2024	3
Trainee Post (Environmental Health Officer) (2)	Note 2nd temporary post funded from vacant EHO posts	2
		26.83*

* Excluding Head of Protective Services

6.2 Resources Review for Inspection/Interventions

As part the return to inspections and interventions programme following the temporary hiatus due to the Covid-19 pandemic, Food Standards Scotland required that Local Authorities determine the resources required to undertake their food law inspection and intervention programme. As the Environmental Health (Food & Workplace Safety) Team activities cover more than food law, the resource review included all areas of the Team's statutory activities.

The resource review adapted a tool previously circulated by Scottish Food Enforcement Liaison Committee (SFELC) to cover all the Environmental Health (Food & Workplace Safety) Team's activities. The tool utilised the number of each activity per year combined with the average time taken to give an overall resource required. Food Standards Scotland via a restart workshop used Fife Council's methodology as an example that Local Authorities could consider using to determine their resource requirements.

The review found that for the Environmental Health (Food & Workplace Safety) Team to effectively carry out all their activities that a staff resource of 35.15 posts was required. This compared to a current establishment of 26.83 posts, made up of 25.33 permanently established posts and temporary 1.5 posts, as of April 2023.

Therefore, the review identified a potential gap using this assessment model of 8.32 posts (unfunded) in relation to the current structure of 26.83 posts which includes temporary posts. In addition, there are currently 5.65 vacant posts (including known upcoming departures as of April 2023), bringing the potential modelling-based resource gap within the Environmental Health (Food & Workplace Safety) Team to 13.97 posts. This compares to 10.2 vacant posts and the potential modelling-based resource gap of 17.52 post in February 2022.

A further review will be carried out once potential impacts of Food Standards Scotland Safer programme are known.

Recruitment activities will be undertaken during 2023/24 for the vacant posts. If recruitment for Environmental Health Officer and/or Food Safety Officer is initially not successful, the Environmental Health (Food & Workplace Safety) Team will explore alternative options including utilising the recently published guidance from the Royal Environmental Health Institute of Scotland on routes into Environmental Health.

6.3   Staff Development Plan

The Council has a staff development scheme known as Talking Points. This has been progressively rolled out to all staff and involves regular meetings between staff and their line manager to assess and agree their respective development needs and targeted workload. All staff qualifications are checked at recruitment.

Continuing Professional Development and other training records are updated by the individual and held on the Oracle human resources system and within SharePoint.

All members of staff have access to relevant reference material.

In line with the Food Law Code of Practice all Environmental Health Officers and Food Safety Officers should obtain 10 hours food related Continuing Professional Development every year.

The service aims to provide all officers involved in health and safety interventions with a minimum of 5 hours health and safety related Continuing Professional Development per annum.

Periodic refresher training for all relevant staff is carried out as required about Port Health, Waste Duty of Care, Licencing, and Infectious/communicable diseases.

7   QUALITY ASSESSMENT

7.1   Health and Safety Enforcement Monitoring

Monitoring of the quality of health and safety enforcement inspections is in place. Officers can be accompanied on inspections in order to highlight any deviation from agreed protocols and practices.

The (National Code) Service Delivery Planning Guidance contained in the Health and Safety Executive 'Section 18 Standard on Enforcement' requires that Local Authorities make adequate arrangements for enforcement. Part of this Standard involves having in place a quality assurance system in the form of self-assessment, peer review and action plans.

This approach mirrors the methodology developed by Local Government Regulation and adopted by the Department for Business, Energy and Industrial Strategy.

7.2   Food Safety and Food Standards Enforcement Monitoring

Food Standards Scotland carry out audits of Fife Council regarding their capacity and capability to deliver food enforcement under relevant sections of retained Regulation (EC) No 2017/625 on official controls performed to ensure the verification of compliance with feed or food law.

Food Standards Scotland have the power to set standards, monitor and audit Local Authority food law enforcement services by Sections 3 and 25 of the Food (Scotland) Act 2015 and The Official Feed and Food Controls (Scotland) Regulations 2009 as amended.

Internal monitoring is carried out and can include Officers being accompanied on inspections to highlight any deviation from agreed protocols and practices.

8   Policy Matters

Significant and major policy issues (such as the enforcement policies) are referred to the Head of Protective Services, and where appropriate reported to Committee and / or Elected Members are briefed.

8.1   Review

8.1.1   Periodic Review against the Service Plan

This plan will be reviewed periodically and/or in light of any significant unforeseen impacts (e.g., sustained extreme weather events, civil contingency response etc.) against the previous plan and performance.

8.1.2 Identification of Variations from Service Plan

Performance is reviewed at regular Environmental Health (Food and Workplace Safety) Leadership group and Team meetings and work activities adjusted accordingly. This group reports via the Service Manager to the Head of Protective Services.

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Draft Local Transport Strategy for Fife

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

Wards Affected:	All

Purpose

The purpose of this report is to present the draft Local Transport Strategy for Fife 2023-2033 for review by Committee.

Recommendation(s)

It is recommended that Committee:

1. Note the contents of the draft Local Transport Strategy for Fife 2023-2033, which has been developed based on extensive formal consultation with the community, Elected Members, stakeholders, Council Services, and the Fife Partnership; and

2. Provide any final comments on the draft strategy in writing to Matthew Roberts (matthew.roberts@fife.gov.uk) by Tuesday 25 April 2023.

Resource Implications

Delivery of the strategy will require commitment of resources by Fife Council as well as support from partners and stakeholders. The actions identified within the Strategy require capital and revenue funding.

Legal & Risk Implications

There are no legal or risk implications based on this report. The Local Transport Strategy is a non-statutory document; however, it will support Fife Council in carrying out its statutory duties, including those related to the Climate Change (Emissions Reductions Targets) (Scotland) Act 2019 Act and the Transport (Scotland) Act 2019.

Impact Assessment

A Strategic Environmental Assessment has been undertaken to assess the environmental effects of the proposed strategy. This is summarised in the Fife Environmental Assessment Tool (Appendix 3).

An Equality Impact Assessment and summary form is complete and detailed in Appendix 4.

Consultation

The strategy has been developed over a two year period through extensive consultation with communities, Elected Members, stakeholders, Council Services, and the Fife Partnership. The key stages have included:

- **November 2021 – January 2022**: Consultation to develop key aspects of the Main Issues Report

- **September 2022**: Councillor workshops to agree the emerging policies within the document

- **September 2022 – February 2023**: Extensive consultation and input from Services across Fife Council

- **February to April 2023**: Input from widespread public consultation on the draft strategy, comprising of a survey, pop-up community events and workshops with a range of groups including Local Area teams, High School pupils and Fife Centre for Equalities

Fife Council Finance and Legal Services have been consulted on this Committee report.

1.0 Background

1.1 In April 2021, the Economy, Tourism Strategic Planning & Transportation Sub Committee agreed that Fife Council should update the Local Transport Strategy for Fife (2021 ETSPT 70 para 164 refers) to ensure that it remains relevant and up to date.

1.2 The Local Transport Strategy sets Fife Council's vision and priorities for transport over the next ten years. It helps guide the management and development of the transport system, including active travel, public transport and the road network, ensuring that external funding and development opportunities are fully maximised.

1.3 The draft strategy has been developed through:

- An appraisal in line with the Scottish Transport Appraisal Guidance (STAG)

- Extensive Consultation

- Analysis of transport data and modelling

2.0 Issues and Options

2.1 The vision of the draft strategy is that by 2033, the transport system in Fife will support communities with affordable, seamless and sustainable access for all aspects of their daily lives.

2.2 The vision is supported by four priorities:

- Fair access to daily activities

- Safe and secure travel for all

- Just transition to net zero

- Transport network resilience

2.3 The full detail of priorities, policies and actions are outlined in the draft strategy (Appendices 1 and 2).

2.4   The current consultation on the draft strategy has highlighted the following key aspects:

- Support for the vision and priorities

- The need for a more succinct list of practical actions

- Suggestions for further policies and actions

2.5   On completion of the current consultation, feedback from members of the public and Committee Members will be reviewed and if amendments to the strategy are deemed necessary, these will be shared with Committee Members.

2.6   It is programmed to present the final strategy document and action plan to Cabinet Committee in Summer 2023.

3.0 Conclusions

3.1   The draft Local Transport Strategy for Fife 2023-2033 has been developed based on extensive consultation. It sets a transport vision for fair, sustainable access for all over the next ten years.

3.2   This final phase of consultation on the development of the Local Transport Strategy provides members with the opportunity to review the document and if required offer any final comments to help shape the finalised document.

List of Appendices

1. Local Transport Strategy for Fife 2023-2033 (draft for consultation)

2. Proposed Actions

3. Fife Environmental Assessment Tool

4. Equality Impact Assessment Summary Report

Background Papers

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

Not applicable

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Fife COUNCIL

Local Transport Strategy for Fife 2023-33

Fair, sustainable access for all

(Draft for consultation)

Foreword

I am delighted to introduce Fife Council's proposed new Local Transport Strategy, which sets out our vision for fair, sustainable access for all in Fife. I have worked with Councillors, officers and stakeholders to build consensus, and now we want to hear your views.

You know Fife's transport system best, and I invite you to attend our consultation events and complete our survey to help shape the final strategy.

This strategy sets out how we will tackle some big challenges. The transport system must support Fifers to get to work, education and health appointments despite rising costs of living. And we must transition to net zero emissions and protect our network to tackle the Climate Emergency.

By delivering our ambitious objectives and actions, we will show the value of investing in Fife and empowering our community.

We want to reduce the need for you to travel and make it easier to walk, cycle, wheel and take the bus and train. Everyone has a part to play in delivering the strategy, so we look forward to hearing your suggestions.

Cllr. Altany Craik

Spokesperson – Finance, Economy & Strategic Planning, Fife Council

Contents

1 Introduction

1.1 Purpose

This draft Local Transport Strategy for Fife sets out Fife Council's proposed vision and action plan for transport for the next ten years, until 2033.

The strategy will help us prioritise our operations and investments to tackle the most important issues. This will ensure we can make the most of future opportunities, for example technology and government funding.

This document outlines the vision, objectives and policies. Detailed actions are provided in Appendix A.

1.2 Methodology

1.2.1 Strategy development

The strategy has been developed by Fife Council, with reference to the Scottish Transport Appraisal Guidance. It is based on evidence from transport modelling and analysis, publicly available data, previous consultations and the Main Issues consultation.

In early 2022 we consulted on the Main Issues, where we asked Fifers what their transport challenges were and what ideas they had to improve transport in the future. We undertook 17 stakeholder workshops and received 1336 responses to our survey.

We have assessed the effects of the proposed strategy on the environment and on all Fifers in our Strategic Environmental Assessment (Appendix B) and Equality Impact Assessment (Appendix C).

1.2.2 Future scenarios

The world is changing fast. We have assessed the strategy to see how it performs in three plausible alternative future scenarios (Table 1).

Table 1. Alternative future scenarios

Scenario	Description
1. Traffic growth	Falling cost of electric vehicles; more face-to-face work and shopping
2. Traffic reduction	High living costs; more remote working and online shopping
3. Climate and supply disruption	Increased extreme weather due to climate change and more supply chain and price shocks due to political, social and economic instability

1

2 Context

2.1 Fife's transport system

Transport gives us access to our daily activities. In Scotland, people make on average 2.7 trips per day[1] to socialise, commute to work or education, go shopping or attend healthcare appointments. Access to activities supports our social wellbeing, physical and mental health and our economy. It also enables tourism in Fife.

We can access many of our daily activities online, or by living close by. This can reduce the need for us to physically travel.

Fife Council provides a range of transport services and support others by working with partners, including Transport Scotland, Regional Transport Partnerships, Network Rail and bus and rail operators (Figure 1).
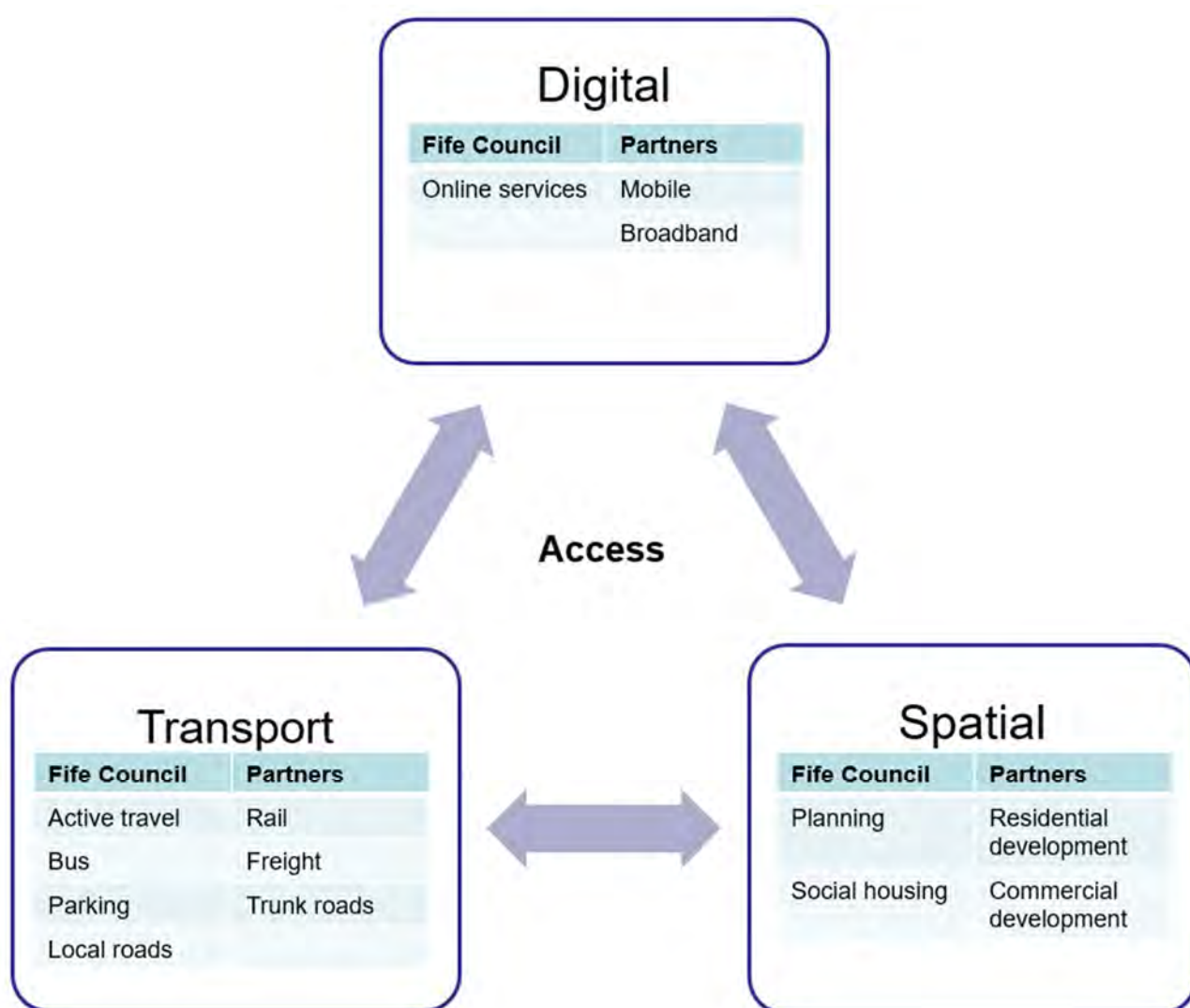

Figure 1. Fife Council's main roles in providing access to daily activities

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[1] Transport Scotland (2020) Covid-19 Weekly Transport Trends. Available at: https://www.transport.gov.scot/news/transport-secretary-comments-on-weekly-transport-trends/ (Accessed: 07 February 2023).

2

This strategy focusses on the transport services that Fife Council directly provides as well as how we will work in partnership.

2.2 Progress since 2006

Many of the proposals set out in the previous Local Transport Strategy for Fife 2006-2026 have been delivered, including:

- Halbeath Park and Ride
- The commitment to open the Leven Rail Link in 2024
- New active travel routes, including links to new schools and between Kirkcaldy and Thornton
- Ongoing delivery of the Strategic Development Areas, including the Dunfermline Strategic Intervention Measures

The Queensferry Crossing has also been constructed by Transport Scotland, safeguarding a vital strategic route.

However, most journeys are still made by car. Before the COVID-19 pandemic, there had been a decline in bus use and only a minor increase in walking (Table 2).

Table 2. Mode of travel in Fife (2019)[2]

Method of travel	Journeys in Fife (2019)
Car	70%
Walking, cycling and wheeling	20%
Public transport	10%

During the pandemic, walking, cycling and wheeling doubled and public transport passengers decreased by approximately 90%. Walking, cycling and wheeling has largely returned to pre-pandemic rates, but public transport figures remain lower.

2.3 Policy context

The strategy will help deliver the outcomes outlined in the priorities of the Plan for Fife and National Transport Strategy 2 (Table 3).

Table 3. Strategy outcomes

Outcome	How this strategy supports the outcome
Fife Partnership: Plan for Fife (2017-2027) Fife's community plan	
Opportunities for all	Improves access to opportunities to support a fulfilling and decent life
Thriving places	Supports places that promote wellbeing, where people have access to the services they need

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[2] Transport Scotland (2020) Transport and Travel in Scotland 2019. Local Authority Table. Available at: Transport and Travel in Scotland 2019: Results from the Scottish Household Survey | Transport Scotland (Accessed 24 November 2022)

3

Inclusive growth and jobs	Contributes to economic growth; supports the focus on Mid-Fife
Community-led services	Puts communities and service users at its heart
Transport Scotland: National Transport Strategy 2 (2020) Sets a vision for Scotland's transport system for the next 20 years	
Reduces inequalities	Provides fair access and improves ease and affordability
Takes climate action	Supports the just transition to net zero and prioritises climate adaptation
Helps deliver inclusive economic growth	Supports a reliable, efficient and innovative transport system
Improves our health and wellbeing	Improves safety, security and supports healthy travel choices

The strategy is consistent with the Strategy Objectives and Regional Mobility Themes of the draft SEStran 2035 Regional Transport Strategy. At the time of writing, the Regional Transport Strategy is awaiting approval from Scottish Ministers.

The strategy is also closely aligned with other recent and emerging policy (Table 4).

Table 4. Related recent and emerging policy

Document	Purpose
Transport Scotland: Strategic Transport Projects Review 2	Informs strategic transport system investment in Scotland for the next 20 years
Scottish Government Update to the Climate Change Plan 2018-2032	Sets out the pathway to targets set by the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019
Fife's Economic Strategy 2017-27	Sets out how to improve Fife's economy
Climate Fife: Sustainable Energy and Climate Action Plan 2020-2030	Fife's response to the climate emergency
Fife Council: Local Development Plan 2	Sets out planning policies and proposals for the development and use of land across Fife
Tactran (Tayside and Central Regional Transport Partnership) Regional Transport Strategy	Provides a strategic framework for transport management and investment in the region

4

3   Our vision: Fair, sustainable access for all

> Fife's transport system supports our communities with affordable, seamless and sustainable access to all aspects of our daily lives.

3.1   Priorities

Our vision is supported by four priorities.

3.1.1   Fair access to daily activities

Access to work, education, healthcare and leisure is crucial for our wellbeing and our economy. We will provide opportunities for all by focussing on walking, cycling, wheeling and public transport; supporting town centres; and integrating transport with the built environment.

Outcomes: Opportunities for all; inclusive growth and jobs; reduces inequalities; helps deliver inclusive growth; improves our health and wellbeing

3.1.2   Safe and secure travel for all

Our transport network should be accessible and safe for all members of the community. We will focus on improving safety, security and access for all protected characteristics, especially disabled people and all genders.

Outcomes: Opportunities for all; community-led services; reduces inequalities; improves our health and wellbeing

3.1.3   Just transition to net zero

Fife Council declared a climate emergency in September 2019 and has committed to a just transition to net zero by 2045. We will provide leadership in working with others to decarbonise the transport sector by encouraging sustainable travel and facilitating the roll-out of zero emission vehicles.

Outcomes: Thriving places; takes climate action

3.1.4   Transport network resilience

Safe and effective operation of our transport network is crucial to keeping Fife moving. We will focus on proactive maintenance and resilience in the face of supply chain disruption and extreme weather caused by climate change.

Outcomes: Inclusive growth and jobs; takes climate action; helps deliver inclusive economic growth

3.2 Our vision in practice

The Levenmouth Reconnected Programme is an example of how we will achieve our vision. Fife Council are working in partnership to provide a step change in sustainable transport infrastructure. Figure 2 illustrates our vision in practice.

1. Levenmouth Rail Link: Reopening Leven and Cameron Bridge stations, with direct rail services to Edinburgh
2. Levenmouth Connectivity Project: Connecting the communities of Levenmouth with a walking, cycling and wheeling network that is accessible to all
3. Levenmouth Bus Service Action Plan: Improving bus network integration between the communities of Levenmouth and the new rail link
4. Levenmouth Reconnected Programme: Maximising the social and economic opportunities of the new rail link
5. Supporting community groups to deliver the areas of focus of the Plan 4 Levenmouth Area Local Community Plan

Figure 2. Our vision in practice

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4 Fair access to daily activities

Access to work, education, health services and leisure activities is crucial for our wellbeing and our economy.

Fife's combination of urban and rural means that many rely on their car to get about. However, cars are expensive. In Fife's most deprived areas, only 60% of households have access to a car, compared to 90% in the least deprived (Figure 3).[3],[4]
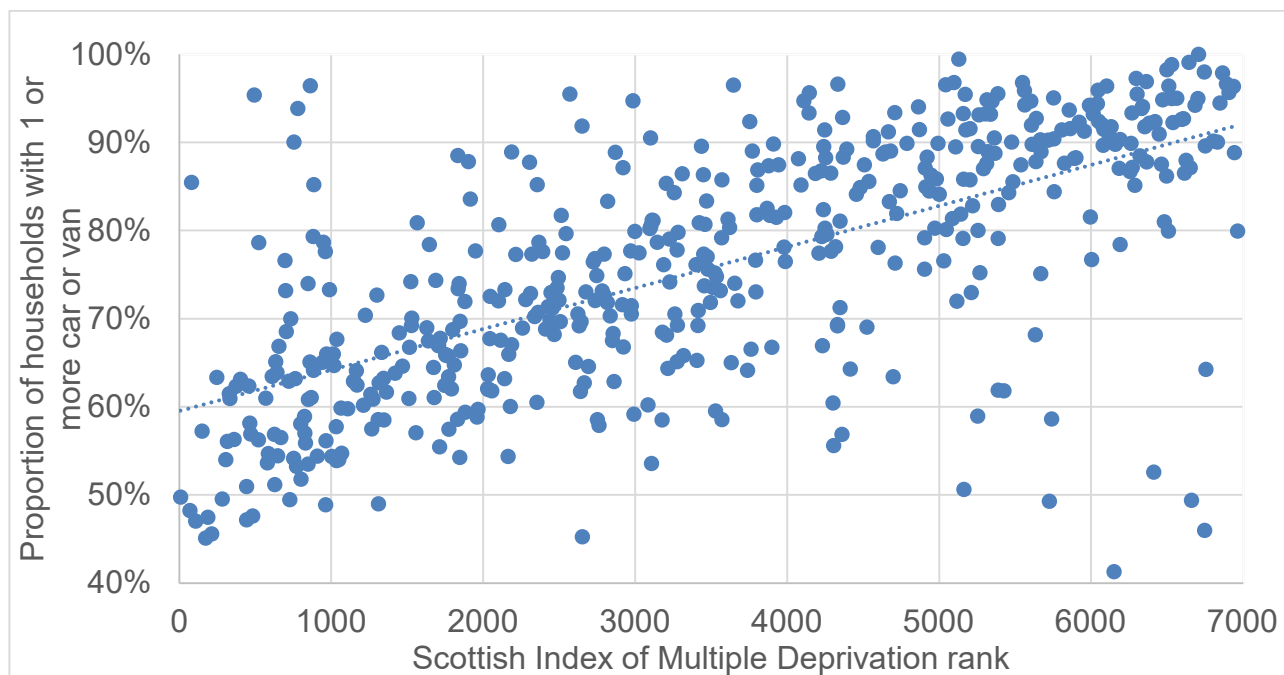
Figure 3. Comparison of deprivation and car ownership for Fife datazones

Before the COVID-19 pandemic, households in Scotland spent approximately 15% of their total household expenditure on transport and vehicles.[5] The increased rate of inflation and cost of fuel due to the current Cost of Living Crisis both limits people and businesses' budget for travelling and increases the cost of travelling, making it harder for many people to get about.

51% of Main Issues consultation survey responses indicated support for walking, cycling and wheeling and public transport, while 17% supported cars and road maintenance. Cars will always play an important role in Fife, but we must focus on levelling up access by other modes of transport.

> **Sustainable Travel Hierarchy**
> National Transport Strategy 2 prioritises sustainable travel:
>   1. Walking and wheeling

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[3] Scotland's Census (2011) Scotland's Census 2011 Results. Available at: https://www.scotlandscensus.gov.uk (Accessed 16 December 2022)
[4] Scottish Government (2020) Scottish Index of Multiple Deprivation 2020. Available at: https://www.gov.scot/collections/scottish-index-of-multiple-deprivation-2020/ (Accessed 16 December 2022)
[5] Transport Scotland (2022) Scottish Transport Statistics 2021. Chapter 10 – Finance. Available at: https://www.transport.gov.scot/publication/scottish-transport-statistics-2021/chapter-10-finance/ (Accessed 10 January 2023)

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2. Cycling
3. Public transport
4. Taxis and shared transport
5. Private cars

Policy 1: Embed the Sustainable Travel Hierarchy on all Fife Council projects.

This approach supports the Plan for Fife and National Transport Strategy 2 outcomes 'opportunities for all' and 'reduces inequalities'.

4.1 Access by walking, cycling and wheeling

Half of journeys in Fife are under 3km,[6] short enough to be walked, cycled or wheeled within 15 minutes. However, 31% of Fifers are classified as obese,[7] in part due to a sedentary lifestyle.

Levels of walking, cycling and wheeling dramatically increased during the COVID-19 pandemic, with cycling peaking at 250% of pre-pandemic rates. There is an opportunity to lock in these sustainable habits, improving our wellbeing and reducing carbon emissions.

Objective 1: Increase the proportion of trips that are walked, cycled or wheeled to 30% by 2033, from a baseline of 23% in 2019.

Fife has 330km of traffic-free walking, cycling and wheeling routes. 70% of survey respondents find it easy to walk, cycle or wheel for short trips. However, respondents also told us that the network is disjointed; feels unsafe; and lacks cycle parking and wayfinding.

Significant Scottish Government funding is currently available to construct new walking, cycling and wheeling infrastructure. Our whole system approach, including segregated routes, parking, wayfinding, bike provision and education, will be developed in greater detail in our upcoming Active Travel Strategy.

Policy 2: Support community groups from all areas to build capacity and deliver community-led active travel projects.

Policy 3: Promote cycle recycling and maintenance.

Policy 4: Support the adoption of new modes of personal mobility where they are legal and safe.

On many roads across Fife, footways are narrower than modern standards and carriageways are wider.

Policy 5: Take a strategic approach to allocating road space in line with our priorities.

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[6] Transport Scotland (2022) Transport and Travel in Scotland 2021. Travel Diary Tables. Available at: Transport and Travel in Scotland 2020: Results from the Scottish Household Survey - PDF version | Transport Scotland (Accessed 24 November 2022)
[7] Scottish Government (2019) Scottish Health Survey. Available at: https://scotland.shinyapps.io/sg-scottish-health-survey/ (Accessed: 11 June 2021).

8

4.2 Access by public transport

Fife is served by an extensive rail, bus and demand responsive transport network. Buses in Fife carried 33.8 million passengers in 2018/19 and annual rail passengers doubled to 6.1 million in between 1998 and 2018.[8]

Most bus services in Fife are provided on a commercial basis. However, Fife Council subsidises around 10% of the network deemed to be socially necessary (mainly in the evening/weekends but also in many rural areas). These routes carried 2.3 million passengers in 2019.

Public transport is expensive to operate, and access is constrained, particularly in rural areas, by the following factors:

- Timetable and ticket integration between competing commercial public transport operators
- Fare costs, which are rising at twice the rate of motoring costs[9]
- Journey time and frequency, which can be up to four times as long as driving
- Provision of early, late and weekend services

85% of survey respondents said it is easy to travel by car, versus 39% for public transport.

Many areas of Fife have excellent access to public transport, especially in the main towns and around the Forth Bridgehead. However, some areas are poorly served, in particular North East Fife and the West Fife villages (Figure 4).

[8] Office of Rail and Road (2022) Estimates of station usage. Available at: https://dataportal.orr.gov.uk/statistics/usage/estimates-of-station-usage (Accessed: 12 August 2022).
[9] Department for Transport (2020) Transport expenditure. Available at: https://www.gov.uk/government/statistical-data-sets/transport-expenditure-tsgb13 (Accessed: 14 June 2021).

9
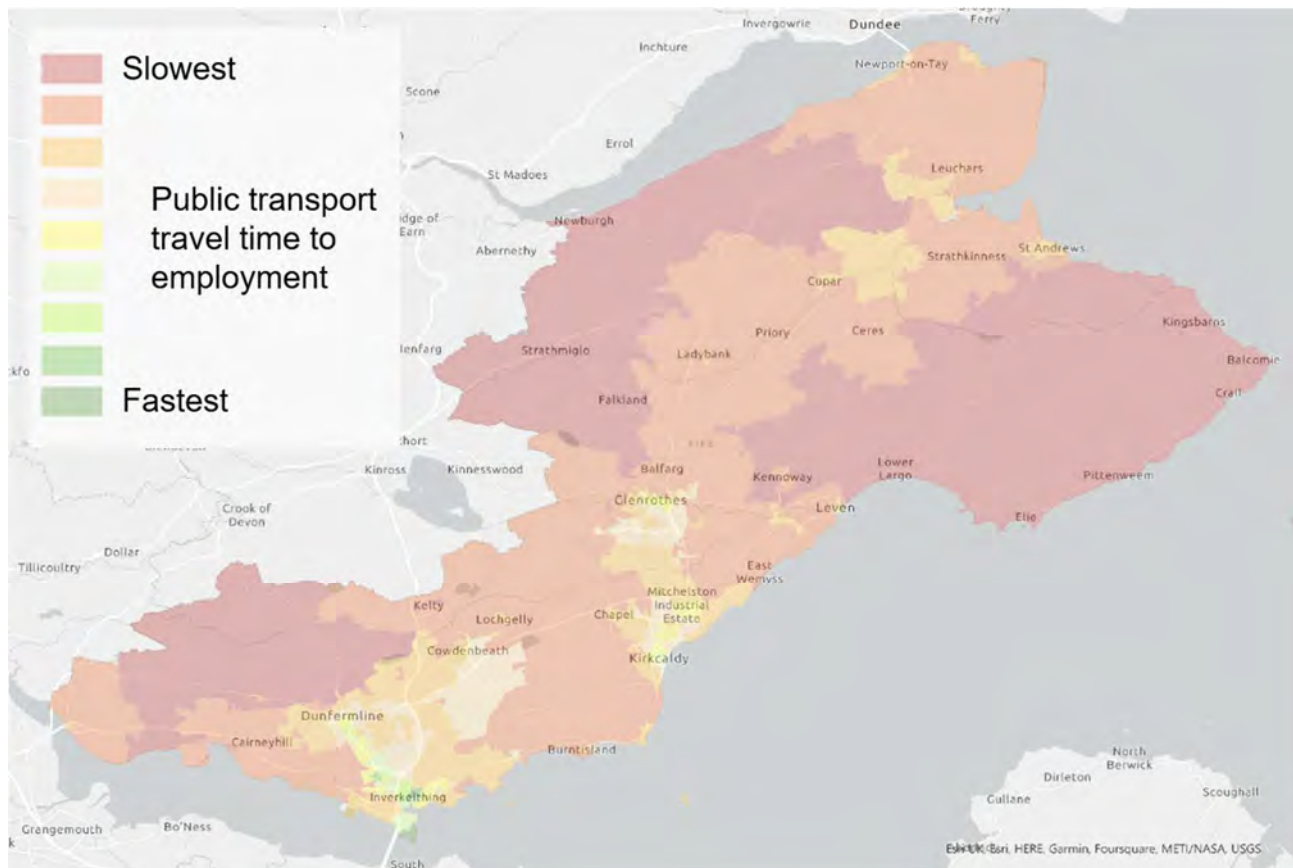
Figure 4. Levels of access to work by public transport across Fife

> Objective 2: Work with partners to increase the proportion of Fife communities with access to key daily activities within one hour by public transport by 20% by 2033.

> **Fife Bus Partnership**
> In 2021, Fife Council were awarded £1.8 million from Transport Scotland's Bus Partnership Fund to explore ambitious schemes that incorporate bus priority measures to improve journey times and reliability. We are currently developing options along five corridors.

The COVID-19 pandemic had a significant impact on passenger numbers across the country and bus operators had to be financially supported through government assistance. Passenger numbers have now largely recovered, however commuting patterns remain uncertain and travel amongst the elderly has not yet reached pre-pandemic levels. Recent cuts in bus services, following the removal of government financial support, indicate some rebalancing of commercial bus networks. We will work with bus operators through Bus Service Improvement Partnerships to improve bus services within our remit. We will also explore the benefits of using the new Transport (Scotland) Act 2019 bus power to improve bus services within Fife.

Demand responsive transport
Go-Flexi and Fife Bus provide on-demand bus services for some rural areas and for people who are not able to access mainstream passenger transport. Fife Council will continue to support SEStran in their work delivering the outcomes of the Demand Responsive Transport (DRT) Strategic Study.

New transport technology
New technology offers huge potential to improve our transport system.

Autonomous vehicles	Fully autonomous vehicles are likely to be available to some users by the late 2020s, improving safety and allowing those who cannot drive access to a private car.
Battery electric vehicles	Vehicles powered by electrical energy stored in batteries and charged at charging points, with zero tailpipe emissions. Increasing ranges of light commercial vehicles and buses are becoming available.
Hydrogen propulsion	Vehicles powered by hydrogen fuel cells, refuelled at dedicated fuelling stations, with zero tailpipe emissions. These are likely to be rolled out especially for heavy, long-distance vehicles by the late 2020s.
Micromobility	Motorised personal transport devices, such as e-scooters and e-bikes, are being increasingly trialled and adopted.
Mobility as a service	Integrated ticketing and subscription-based transport services, currently being trialled by SEStran.
Internet of things	Connection of infrastructure and vehicles to the internet, allowing remote monitoring and control, is already widely available.

Fife Council continues to play a key role in the delivery of the Scottish Government's Under 22 and Over 60 free bus travel schemes. Fife Council also funds its own rail concession scheme for the over 60's which allows travel between Fife stations for £1.

Objective 3: Work with partners to increase the proportion of trips by bus to 10% by 2033, from a baseline of 6% in 2019.

Policy 6: Support:

- Improved integration between transport modes, including ticketing and timetables
- Fair rail fares across Scotland
- Free bus travel for those who need it most.

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Public transport is critical for regional journeys. Fife has excellent links to Edinburgh and connectivity to Levenmouth will improve when the Leven Rail Link is opened in 2024. However, journeys between West Fife and the Forth Valley and between Fife and Perth take approximately twice as long as by car. There is also no direct rail access from north-east Fife and Dundee to St Andrews.

> **Objective 4:** Work with partners to reduce public transport travel times between Dunfermline and Stirling and between Glenrothes and Perth by 30% by 2033.

> **Objective 5:** Work with partners to reduce actual and perceived public transport journey times between St Andrews and Scotland's major towns and cities.

The increase in rail usage before the COVID-19 pandemic indicates the potential of rail for regional, centre to centre trips, complementing a local bus network. However, further growth is constrained by rail corridor capacity, and many off-peak services are poorly utilised. Fife Council will work with partners to support new rail links and stations in Fife, as well as enhancement of existing corridors. We will also focus on improving access to the rail network via walking, cycling and wheeling, bus and car parking.

4.3 Access to town centres

Our town centres are evolving, with a decline in retail and a new focus on diversification to include residential, leisure, community and other uses that generate a significant footfall. Transport can support current FIFEplan policy for 'town centres first', where towns should be designed to attract a large number of users but also a mix of uses.

Every town centre is different. In line with the Plan for Fife outcomes 'thriving places' and 'community-led services', we will take a place-led approach.

> **Objective 6:** Provide travel choices for town centre access to contribute towards an increase in footfall by 10% by 2033.

Evidence shows that pedestrians spend more money in town centres than people arriving by car.[10]

Policy 7: Support place-led public realm improvements and re-design of town centre streets to favour people, maintaining appropriate access for disabled people, emergency services and deliveries.

Parking management, along with sustainable travel options, is a key measure to encourage sustainable transport. We will continue to manage parking supply in major towns and cities to balance access and sustainable travel priorities.

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[10] Living Streets (2018) *The Pedestrian Pound.* Available at: pedestrian-pound-2018.pdf (livingstreets.org.uk) (Accessed 29 August 2022).

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4.4 Access to developments

The provision of services near people's homes improves access and allows us to reduce how much we travel. Land use development close to existing sustainable transport links, or with new infrastructure built in, can encourage sustainable travel habits. Currently, commercial incentives for developers combined with the planning system means many new developments continue to be car-focussed.

Fife Council is currently developing a new Local Development Plan, which will set out the planning policies and proposals for the development and use of land across Fife.

> Objective 7: All newly approved developments within settlements, with greater than five dwellings or employees, are accessible by quality active travel and public transport by 2030.

Policy 8: Support policies that contribute towards the objectives of the Local Transport Strategy in Fife Council's new Local Development Plan 2.

The following policy recommendations would support the Local Transport Strategy:

- New developments should be located to reduce the need to travel and minimise the use of unsustainable modes, by the application of Transit-Oriented Development, 20-minute neighbourhoods and shared mobility concepts.
- All new developments (with greater than five dwellings or employees) must provide sustainable transport in line with the Sustainable Travel Hierarchy, including high quality active travel and public transport (and consideration of first- and last-mile trips).
- Developer contributions should be used to fund sustainable transport interventions in accordance with the Sustainable Travel Hierarchy.
- Where there is no existing service, developers must subsidise public transport services in new developments until passenger numbers reach commercial viability.
- Reduce the maximum parking allowed in some types of new development and support low/no parking developments.

Fife Council are currently investigating where in Fife it is possible for residents to meet the majority of daily needs within a reasonable distance of their homes (known as 20-minute neighbourhoods or local living).

> Objective 8: Contribute to an increase in the proportion of 20-minute neighbourhoods in Fife by 10% by 2033.

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4.5 Digital access

In autumn 2022, 38% of the UK workforce worked from home at least some of the time[11]. 30% of all retail sales are now online. Digital technology can improve access and reduce the need to physically travel.

Policy 9: Support partners in the roll-out of superfast broadband, 4G and 5G to improve digital connectivity.

Policy 10: Support hybrid working and the provision of digital services, with appropriate in-person services for those who need them.

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[11] ONS (2022) Public opinions and social trends, Great Britain: working arrangements. Available at: https://www.ons.gov.uk/peoplepopulationandcommunity/wellbeing/datasets/publicopinionsandsocialtrendsgreatbritainworkingarrangements (Accessed 17 November 2022).

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5 Safe and secure travel for all

Our transport network must be accessible and safe for all members of the community.

Much of Fife's transport system, including all of Fife's bus stations, is currently fully accessible, however there are many barriers to access in our public transport system, town centres and active travel routes. These lead to social isolation for many people or encourage private car use.

Health and demographics
10% of Fifers have health problems which limit activities 'a lot'. 20% are over the age of 65, and this is forecast to increase to 28% by 2038.[12]

Fife Equality Collective feedback
In March 2022, Fife Council heard feedback on the challenges of disabled people at the Fife Centre for Equalities Equality Collective event 'Let's Plan Transport':

- "I took the bus in, I always travel by public transport as I had to give up my car/driving due to disability."
- "I get a lift, I have been using the same private taxi now for 20 years as I am disabled (thrombosis) and use crutches to get around. I stopped using the bus as there's big drops and not everyone lowers the access. [Because of this] I fell twice, on the way to college and then work and was covered in mud waist down but still had to work in the café."
- "In our village [East Wemyss] we really value the 13 bus, it is small and accessible and is good for buggies, wheelchairs etc. The conductor waits as you get on, it's really made a difference. You just could not get up the steps that were so high they are nearly your height spiralling up, when you have difficulty even with small steps."
- "From my experience of dealing with mental health and still trying to be active, travelling, going to appointments and so on is so very difficult as there a lot of information but it's not clear, there's no clear help to get to where you need to go with all the changes"

Objective 9: Increase the proportion of bus infrastructure, active travel infrastructure and town centres that are compliant with the Equality Act 2010 by 20% by 2033.

The Plan for Fife outcome 'opportunities for all' is aligned with Fife Council's duty to advance equality of opportunity between people who share a protected characteristic and those who do not, under the Equality Act 2010.

Policy 11: Undertake and implement the recommendations of proportionate equality impact assessments on all Roads & Transportation projects.

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[12] Fife Partnership (2020) *Fife Strategic Assessment*. Available at: https://know.fife.scot/__data/assets/pdf_file/0009/301311/Fife-Strategic-Assessment-2020.pdf (Accessed 29 August 2022).

Activities to improve accessibility include the introduction and enforcement of the Transport (Scotland) Act 2019 footway parking ban and a programme of bus stop and active travel accessibility audits and improvements.

5.1 Safety and security

Despite investment in road safety leading to significant improvements over the past decades, in 2021, 74 people were seriously injured and 2 people tragically died in road accidents in Fife.

Fife Council share the Scottish Government's vision and interim targets for road safety.

Objective 10: Work with partners to reduce road deaths and serious injuries by 50% by 2030, and by 60% for children, with a view to achieving Vision Zero, a long-term aim for no road casualties, by 2050.

We will continue to work on infrastructure and behaviour change improvements and will update the Fife Council policy on speed limits, balancing the need to travel with the need to improve the quality of life and taking into account the emerging National Strategy for 20mph.

In addition to the real safety risk, a perceived lack of safety discourages people from walking, cycling, wheeling and taking public transport. 52% of survey respondents do not feel safe when walking, cycling or wheeling. 27% of respondents identifying as female and 33% another gender do not feel safe on public transport, compared with 22% of those identifying as male.

Objective 11: Increase the proportion of people who feel safe when walking, cycling and wheeling and on public transport by 20% by 2033.

Across the country, the transport system has traditionally been designed to serve commuters travelling to main centres and is less well suited to radial trips. This tends to favour predominantly male travel patterns. 51% of survey respondents identifying as female and 50% another gender find it easy to get to their work, education, health or leisure activities, compared with 60% of those identifying as male. Focussing on the Sustainable Travel Hierarchy and all trip types will support gender equality on our transport system.

Policy 12: Prioritise new street lighting based on the Sustainable Travel Hierarchy, especially walking, cycling and wheeling routes.

Policy 13: Fife Council believes everyone has the right to travel safely and any aggressive, bullying or harassing behaviour will not be tolerated on public transport.

6 Just transition to net zero

In 2019, Fife Council declared a Climate Emergency for Fife and agreed to provide leadership in working with others to address the urgent challenges. We acknowledge the Scottish Parliament target and seek to be carbon neutral by 2045. In our 'Climate Fife: Sustainable Energy and Climate Action Plan (2020-2030) we outlined our vision for a Fife that is:

- Climate friendly
- Climate ready
- Climate just

72% of survey respondents are concerned about sea level rise, extreme weather and flooding; 41% consider their carbon emissions when planning a journey; and 63% would consider more sustainable travel.

> Objective 12: Provide leadership in working with others to reduce Fife's transport emissions by 56% by 2030, compared to a 1990 baseline.

Our current forecasts indicate transport emissions in Fife are on course to drop by 30% by 2035 (Figure 5).
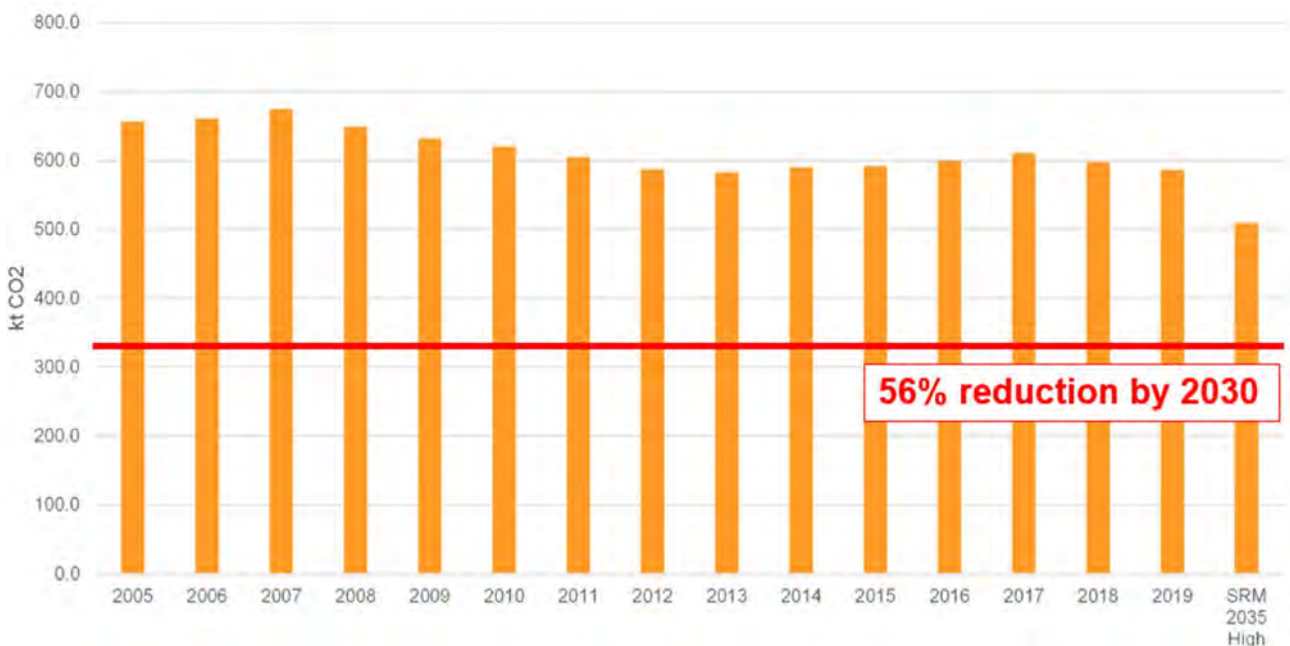
Figure 5. Historic and forecast carbon emissions from Fife's transport system

We recognise the importance and ambition of our target. We must reduce how much we travel; switch to walking, cycling, wheeling and public transport; and transition to zero emissions vehicles.

Our actions to support walking, cycling, wheeling and public transport outlined across our other priorities will play a significant role in delivering the just transition to net zero.

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6.1 Traffic reduction

Analysis by the Scottish Government has indicated that a reduction in vehicle kilometres is required to meet decarbonisation targets.[13]

> Objective 13: Support a reduction in vehicle kilometres travelled by 20% by 2030, compared with a 2019 baseline.

Traffic volumes have remained largely constant in Fife over recent years, with a drop in 2020 due to COVID-19.

This trend must be changed through:

- A reduction in trips
- A switch to walking, cycling, wheeling and public transport

Many measures which will lead to a reduction in traffic also support the other priorities in this strategy, for example improving digital services also improves fair access to daily activities.

Building new road capacity encourages new trips, which in turn leads to more congestion[14]. We must strike a balance between improving fair access and decarbonisation.

Policy 14: Do not support new road capacity unless:

- Other strategic priorities will be significantly disadvantaged or links to new developments are required; and
- Active travel and public transport are prioritised in line with the Sustainable Travel Hierarchy; and
- No traffic growth is generated.

6.2 Transition to electric vehicles

Fife Council currently provides 141 charging points throughout Fife[15].

> **Electric vehicle uptake**
> There are currently 1500 electric vehicles registered in Fife.[16] The number is forecast to increase to between 20,000 and 100,000 by 2030,[17] (up to half of all vehicles).

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[13] Transport Scotland (2021) *Decarbonising the Scottish transport sector*. Available at: Decarbonising the Scottish transport sector | Transport Scotland (Accessed: 21 November 2022).
[14] Department for Transport (2018) *Latest evidence on induced travel demand: an evidence review*. Available at: https://www.gov.uk/government/publications/induced-travel-demand-an-evidence-review (Accessed: 21 December 2022).
[15] As of 21 December 2022.
[16] Department for Transport and Driver and Vehicle Licensing Agency (2022) Licensed vehicles. Available at: https://www.gov.uk/government/statistical-data-sets/all-vehicles-veh01 (Accessed: 11 August 2022).
[17] Scottish Power Energy Networks (2021) SP Distribution Future Energy Scenarios: May 2021. Available at: https://www.spenergynetworks.co.uk/userfiles/file/SPD_DFES_-_Main_report_-_May21.pdf (Accessed: 17 September 2021)

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Fife Council supports the Scottish Government's target to phase out the need for new petrol and diesel vehicles by 2030.

Electric vehicle charging is constrained by the following:

- A lack of off-street parking near to housing
- A lack of grid capacity.

> Objective 14: Enable the fair roll-out of electric vehicle charging to provide appropriate numbers of chargers and levels of reliability as demand increases.

The roll-out of electric vehicles must be a just transition. We will support equitable access, especially until the cost of electric vehicles falls to that of petrol and diesel vehicles.

Policy 15: Work in partnership to provide public electric vehicle charging in locations where not commercially viable, scaled to meet demand, based on a new Public EV Charging Strategy & Expansion Plan (in development).

Policy 16: Support the decarbonisation of Fife's rail network, bus network and taxi sector.

Policy 17: Support the provision of residential electric vehicle charging solutions, where they are safe, fully accessible and do not reduce active travel provision.

6.3 Freight

The efficient movement of goods is essential to supporting Fife's economy. Many of Scotland's strategic freight facilities are in Fife, including major distribution centres and ports.

Most of the freight in Scotland is carried by road, with 2% of tonnage carried by rail and 35% carried by sea in 2020[18]. We support the decarbonisation of the freight sector, including the improved integration of rail and road and the decarbonisation of heavy goods vehicles.

An increase in online shopping led to an increase in van emissions of 25% between 2012 and 2019.[19] Survey respondents noted the high volumes of freight vehicles, especially in rural villages.

> Objective 15: Support partners to reduce truck tonne kilometres by 15% by 2030, compared with a 2019 baseline, while maintaining effective movement of goods.

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[18] Scottish Transport Statistics (2020) Scottish Transport Statistics 2021. Dataset for Chapter 3, 7, and 9. Available at: Scottish Transport Statistics 2021 | Transport Scotland (Accessed: 24 November 2022)
[19] ClimateXChange (2021) Last mile delivery in Scotland. Available at: https://www.climatexchange.org.uk/research/projects/last-mile-delivery-in-scotland/ (Accessed: 7 September 2021)

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6.4 Fife Council's services

Fife Council monitors and reports its carbon emissions as part of our climate duties. We support national targets to reduce our own carbon emissions, however funding and support is urgently required.

> **Objective 16:** Support the Scottish Government target to purchase no new petrol or diesel light commercial fleet vehicles by the end of 2025.

> **Objective 17:** Reduce transport carbon emissions across Fife Council's services, including Roads & Transportation Services, Fleet Services and employee travel, by 75% by 2030, compared to a 1990 baseline, with a view to achieve net zero emissions by 2045.

7 Transport network resilience

Fife's transport network provides essential connectivity for our daily activities. The walking, cycling, wheeling, bus, rail and road networks must continue to support our daily journeys.

> **Transport network maintained by Fife Council**
> Total length of traffic free walking, cycling and wheeling routes: 330km
> Total length of roads: 2466km

7.1 Climate change

Fife Council is committed to being 'climate ready', as set out in our Sustainable Energy and Climate Action Plan. Fife's coastlines and rural areas are particularly susceptible to the effects of climate change, and ageing infrastructure, including railways, are not designed to cope with extremes of temperature and water.

> **Climate change predictions**
> - Peak rainfall intensity will increase by 39% by 2080.
> - The sea level in the Forth will rise by 0.86m by 2100.
> - Peak river flows will rise by 53 – 56% by 2100.[20]

> **Recent flooding events**
> On 12 August 2020, the main routes into Kinghorn (Kinghorn Loch Road and the A921 both directions) were all closed due to flooding and land slips.

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[20] SEPA (2022) *Climate change allowances for flood risk assessment in land use planning – LUPS-CC1-v2*. Available at: https://www.sepa.org.uk/media/594168/climate-change-guidance.pdf (Accessed 10 January 2023).

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Figure 6. Flooding on Kinghorn Loch Road, August 2020

The effects of climate change are already being felt. In addition to the heatwaves of 2022, 56% of survey respondents have experienced flooding in Fife. The increase in extreme weather will lead to increased flooding and closures. This will reduce access for all modes of transport, as well as a greater maintenance burden.

We will work with partners to plan for the current and future effects of climate change, defining and maintaining acceptable levels of risk. This includes partnership working actions outlined in Local Flood Risk Management Plans.

7.2 Road condition

In 2021/22 Fife Council resurfaced 3% of the road network. At present, approximately 34% of Fife's road network currently needs to be considered for maintenance, which is approximately average for Scotland.

Current geopolitical events are leading to supply chain disruption and dramatic cost variations, which affects how much work can be completed under existing budgets.

Objective 18: Retain current transport network transport network condition and availability.

Road defects artificial intelligence
Fife Council is trialling a new system to support our prioritisation of road maintenance (Figure 7). It is best used to complement existing road inspections.
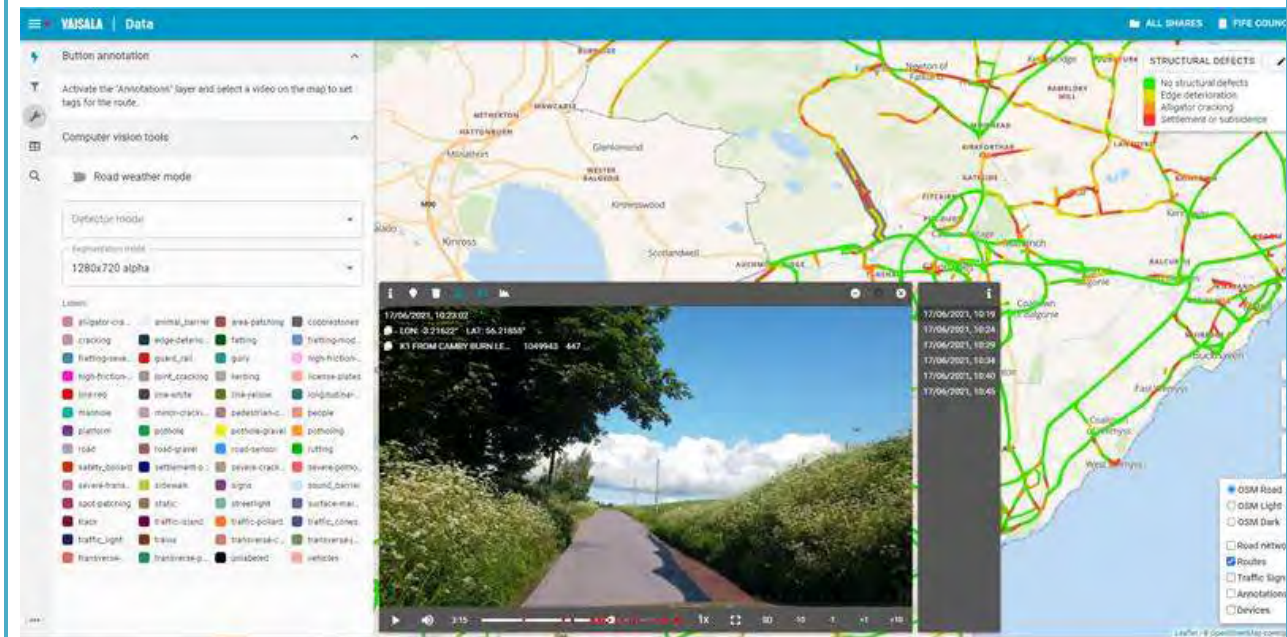
Figure 7. Road defect artificial intelligence user interface

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5% of bridges are restricted by weight, width or height.

> Objective 19: Reduce the number of weight, width or height restricted bridges from 5% to 3% by 2033.

We must also ensure that our maintenance regime reflects our strategic priorities.

Policy 18: Implement a regime of active travel asset management.

Policy 19: Continue to proactively prioritise and review asset and winter maintenance in accordance with the objectives of the Local Transport Strategy.

Policy 20: Deliver biodiversity net gain in all Fife Council transport projects through reduction in unnecessary road space and increased planting.

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8 Delivering the strategy

8.1 Principles

This strategy sets out an ambitious vision and action plan for the future of transport in Fife. This section sets out how we will deliver on our vision.

8.1.1 Focus on outcomes

Without pre-conceived ideas of solutions, we can focus on those that provide best value to the community.

> **Sustainable Investment Hierarchy**
> National Transport Strategy 2 prioritises the most cost-effective, sustainable investments over more expensive, time-consuming ones:
> 1. Reducing the need to travel unsustainably
> 2. Maintaining and safely operating existing assets
> 3. Making better use of existing capacity
> 4. Targeted infrastructure improvements

Policy 21**:** Consider the Sustainable Investment Hierarchy in all transport projects.

Supporting sustainable travel behaviour is the most effective way to meet our priorities and is integral to the delivery of this strategy.

Adopting new technology can improve how we deliver on all levels of the Sustainable Investment Hierarchy and can lead to co-benefits, including inward investment and new revenue streams. However, innovation can lead to risks and can be challenging to integrate into working practises.

Policy 22: Support the trialling and adoption of innovative technologies, techniques and services.

8.1.2 Community-led services

The Plan for Fife outcome 'community-led services' puts people and place at the heart of decision-making.

Policy 23: Empower all of Fife's communities, including Fife Council Local Area Committees and community groups, to deliver actions from the Local Transport Strategy.

Fife Council will also work in partnership to deliver actions from the strategy.

8.1.3 Funding

Delivery of the strategy will require extensive funding and resourcing.

Fife Council will rely on funding from the Scottish and UK Governments, as well as from other sources, to deliver this strategy.

Grant funds often require delivery within a single year, with little time to plan in advance. Furthermore, our limited revenue budgets restrict how many new assets we can adopt. Therefore, it is difficult to commit to a pipeline of projects.

Fife Council will lobby the Scottish and UK Governments for a pipeline of capital funding and for increased revenue funding, to allow effective planning and resourcing of projects.

8.2 Next steps

Following consultation, we will update the strategy based on your feedback and we will develop an action plan for 2023-25. We are aiming to publish the final strategy and action plan in summer 2023.

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Appendix A. Proposed actions

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 1	Develop an Active Travel Strategy and a Fife-wide active travel network, including the SEStran Strategic Network, Active Freeways, Interurban Active Travel Routes, Connected Neighbourhoods 20-minute neighbourhood improvements, Cycle Parking Hubs and wayfinding, to deliver effectively on Scottish Government funding commitments.	Year 1
Fair access to daily activities	Action 2	Embed the Sustainable Travel Hierarchy on all Fife Council projects.	Year 2-4
Fair access to daily activities	Action 3	Develop a strategic road space allocation framework to help us allocate road space in line with our priorities.	Year 2-4
Fair access to daily activities	Action 4	Deliver the Levenmouth Connectivity Project Active Travel Network and support partners in the delivery of the River Park Routes.	Year 2-4
Fair access to daily activities	Action 5	Deliver a public ebike share scheme pilot at Levenmouth and support bike and ebike share schemes by public or private operators.	Year 1
Fair access to daily activities	Action 6	Work with partners to deliver Bikeability cycling education to wider groups, including places of education and workplaces.	Year 1
Fair access to daily activities	Action 7	Implement a Low Traffic Neighbourhood pilot within the Levenmouth Connectivity Project to the ascertain the benefits and impacts of their wider delivery in Fife.	Year 5-10
Fair access to daily activities	Action 8	Pilot a town Circulation Plan, where direct vehicle routes are closed to improve safety and air quality and to encourage walking, cycling and wheeling.	Year 5-10

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 9	Develop a clear process to support community groups from all areas to build capacity and deliver community-led active travel projects.	Year 2-4
Fair access to daily activities	Action 10	Partner with the cycle charity support sector to support initiatives such as cycle recycling and maintenance.	Year 1
Fair access to daily activities	Action 11	Support the adoption of new modes of personal mobility where they are legal and safe.	Year 5-10
Fair access to daily activities	Action 12	Support the roll-out of superfast broadband, 4G and 5G to improve digital connectivity.	Year 1
Fair access to daily activities	Action 13	Explore the benefits of using the new Transport (Scotland) Act 2019 bus power to improve bus services within Fife.	Year 5-10
Fair access to daily activities	Action 14	Review Fife Council subsidised bus services and identify funding to optimise supported bus services, including frequency and operating hours.	Year 2-4
Fair access to daily activities	Action 15	Work with Bus Service Improvement Partnerships to identify and prioritise improvements to timetables and vehicles.	Year 5-10
Fair access to daily activities	Action 16	Work with the Fife Bus Partnership and Tayside Bus Alliance to deliver strategic bus priority measures (including the Tay Bridge Park and Ride).	Year 2-4
Fair access to daily activities	Action 17	Explore the potential of Fife Council's current Go-Flexi Demand Responsive Transport services to compliment and enhance wider public transport services within the region, particularly in rural areas.	Year 2-4
Fair access to daily activities	Action 18	Support community-led bus services to compliment and support Demand Responsive Transport.	Year 2-4

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 19	Work with partners, including SEStran, to roll out a Mobility as a Service transport subscription booking app.	Year 5-10
Fair access to daily activities	Action 20	Lobby for improved integration between transport modes, including timetables, and support the National Smart Ticketing Advisory Board to improve integrated ticketing.	Year 2-4
Fair access to daily activities	Action 21	Work with partners, including SEStran, to pilot a mobility hub at Leven Station and develop a business case for the delivery, operation and funding of mobility hubs at transport interchanges and key trip generators.	Year 1
Fair access to daily activities	Action 22	Support partners to establish car clubs at key transport interchanges and trip generators.	Year 2-4
Fair access to daily activities	Action 23	Partner with the Edinburgh and South East Scotland City Region Deal Workforce Mobility project and with businesses to trial specific public transport services and/or Mobility as a Service interventions to improve sustainable mode share to work. Partner with Fife's major employers to support the development and delivery of employer travel plans.	Year 2-4
Fair access to daily activities	Action 24	In partnership with SEStran, launch a refreshed Fife lift share scheme.	Year 1
Fair access to daily activities	Action 25	Support partners to undertake the Edinburgh/Glasgow-Perth/Dundee Rail Corridor Enhancements as recommended in the draft Strategic Transport Projects Review 2, to improve journey times and freight capacity.	Year 5-10
Fair access to daily activities	Action 26	Improve access to bus and rail services across the Forth by delivering the recommendations of the Cross-Forth Transport Appraisal.	Year 2-4

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 27	Deliver a park and ride at Rosyth railway station.	Year 2-4
Fair access to daily activities	Action 28	Support the community-led appraisal to improve transport connectivity in Newburgh, including consideration of the reopening of Newburgh railway station.	Year 2-4
Fair access to daily activities	Action 29	Support partners to undertake an appraisal to improve transport connectivity in Wormit, including consideration of the reopening of Wormit railway station.	Year 5-10
Fair access to daily activities	Action 30	Support partners to open a railway station at Halbeath Park and Ride.	Year 2-4
Fair access to daily activities	Action 31	Support partners in the extension of the Edinburgh & South East Scotland Mass Transit network to Dunfermline.	Year 5-10
Fair access to daily activities	Action 32	Support the investigation of a Cross-Forth passenger ferry service (Kirkcaldy or Burntisland to Leith, possible extension to Leven or East Neuk) through the development of a business case and identification of revenue funding.	Year 5-10
Fair access to daily activities	Action 33	Work with partners to deliver the Fife A92 Action Plan Priority Action List, especially those aligned with the Local Transport Strategy and Strategic Transport Projects Review 2.	Year 2-4
Fair access to daily activities	Action 34	Support a future bypass of Rosyth, linking the A823 (M) with the A925 west of Dunfermline.	Year 5-10
Fair access to daily activities	Action 35	Explore opportunities to re-time and coordinate traffic signals to increase sustainable travel priority and improve traffic flows. Technology will be piloted as part of the ongoing strategic bus priority measures project.	Year 2-4
Fair access to daily activities	Action 36	Work with partners to support targeted concessionary schemes for bus users.	Year 2-4

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 37	Support lower public transport fares in Fife as part of the Transport Scotland Fair Fares Review. Continue to support the Fife rail concession and explore options to improve the platform.	Year 2-4
Fair access to daily activities	Action 38	Support partners in the development of an appraisal and business case to consider the reopening of the West Fife Rail Link between Dunfermline and Alloa.	Year 2-4
Fair access to daily activities	Action 39	Support consideration of an improved rail corridor between Dunfermline and Perth in the Strategic Transport Projects Review 2 Edinburgh/Glasgow-Perth/Dundee Rail Corridor Enhancements.	Year 5-10
Fair access to daily activities	Action 40	Consider kickstart funding for express bus routes between Dunfermline and Stirling and Glenrothes and Perth.	Year 2-4
Fair access to daily activities	Action 41	Support the reintroduction of a ferry service between Rosyth and Europe.	Year 2-4
Fair access to daily activities	Action 42	Support partners to deliver the recommendations of the St Andrews Transport Study, which will include improved public transport infrastructure and services.	Year 5-10
Fair access to daily activities	Action 43	Review the Fife Parking Strategy to provide a vision and action plan for parking in Fife.	Year 1
Fair access to daily activities	Action 44	Continue to manage parking supply in major towns and cities to balance access and sustainable travel priorities.	Year 1
Fair access to daily activities	Action 45	Support place-led public realm improvements and re-design of town centre streets to favour people, maintaining appropriate access for disabled people, emergency services and deliveries.	Year 1

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 46	Provide parking on town centre peripheries with sustainable transport options to access town centres.	Year 5-10
Fair access to daily activities	Action 47	Support policies that contribute towards the objectives of the Local Transport Strategy in Fife Council's new Local Development Plan 2.	Year 2-4
Fair access to daily activities	Action 48	Include a policy in the new Local Development Plan 2: New developments should be located to reduce the need to travel and minimise the use of unsustainable modes, by the application of Transit-Oriented Development, 20-minute neighbourhoods and shared mobility concepts.	Year 2-4
Fair access to daily activities	Action 49	Include a policy in the new Local Development Plan 2: All new developments (with greater than five dwellings or employees) must provide sustainable transport in line with the Sustainable Travel Hierarchy, including high quality active travel and public transport (and consideration of first- and last-mile trips).	Year 2-4
Fair access to daily activities	Action 50	Include a policy in the new Local Development Plan 2: Developer contributions should be used to fund sustainable transport interventions in accordance with the Sustainable Travel Hierarchy.	Year 2-4
Fair access to daily activities	Action 51	Include a policy in the new Local Development Plan 2: Where there is no existing service, developers must subsidise public transport services in new developments until passenger numbers reach commercial viability.	Year 2-4

Priority	Reference	Proposed action	Timescale
Fair access to daily activities	Action 52	Deliver the Dunfermline Strategic Transport Intervention Measures, embedding active travel and public transport infrastructure in line with the Sustainable Travel Hierarchy.	Year 2-4
Fair access to daily activities	Action 53	Review the suitability of the proposed Strategic Development Area transport infrastructure as part of the development of Local Development Plan 2.	Year 2-4
Safe and secure travel for all	Action 54	Enforce the Transport (Scotland) Act 2019 footway parking ban, with agreed exceptions and within agreed timeframes, based on upcoming Transport Scotland guidance.	Year 1
Safe and secure travel for all	Action 55	Carry out prioritised accessibility and security audits of bus stops across Fife and undertake a programme of improvements, with a clear methodology to prioritise requests.	Year 2-4
Safe and secure travel for all	Action 56	Carry out prioritised accessibility and security audits of active travel routes across Fife and undertake a programme of improvements.	Year 2-4
Safe and secure travel for all	Action 57	Lobby partners to improve bus and rail service accessibility.	Year 2-4
Safe and secure travel for all	Action 58	Undertake equality impact assessments on all Roads & Transportation projects, proportionate to their scale and complexity, and implement their recommendations, balancing the needs of users.	Year 2-4
Safe and secure travel for all	Action 59	In partnership with the Road Casualty Reduction Group, develop a new Road Safety Action Plan to identify and prioritise actions to improve road safety in Fife.	Year 1
Safe and secure travel for all	Action 60	Continue to deliver infrastructure safety improvements through Route Accident Reduction Plans on key corridors.	Year 1

Priority	Reference	Proposed action	Timescale
Safe and secure travel for all	Action 61	Update the Fife Council policy on speed limits, taking into consideration Transport Scotland's emerging National Strategy for 20mph and Scotland's Road Safety Framework to 2030. Evaluate the outcome of the Crail A917 20mph speed limit trial and consider rolling out across other A-class village through-roads in Fife.	Year 1
Safe and secure travel for all	Action 62	Support enforcement and behaviour change through the Road Casualty Reduction Group.	Year 2-4
Safe and secure travel for all	Action 63	Review the trial of three School Streets and support schools to roll out across Fife.	Year 1
Safe and secure travel for all	Action 64	Support partners in the introduction and development of autonomous vehicles through trials, including Project CAVForth, where safe and legal.	Year 2-4
Safe and secure travel for all	Action 65	Update the street lighting policy to embed the Sustainable Travel Hierarchy, with clarity over off-road walking, cycling and wheeling routes.	Year 2-4
Safe and secure travel for all	Action 66	Continue to improve passenger safety at transport hubs, by providing more staff, CCTV and alarms, especially in the evening. Identify revenue streams to support these interventions.	Year 2-4
Safe and secure travel for all	Action 67	Work with Bus Partnerships to improve personal safety on public transport. Pledge support to the Hate Crime Charter.	Year 2-4

Priority	Reference	Proposed action	Timescale
Just transition to net zero	Action 68	Do not support new road capacity unless: - Other strategic priorities will be significantly disadvantaged or links to new developments are required; and - Active travel and public transport are prioritised in line with the Sustainable Travel Hierarchy; and - No traffic growth is generated.	Year 1
Just transition to net zero	Action 69	Continue to support hybrid working and the provision of digital services, with appropriate in-person services for those who need them.	Year 1
Just transition to net zero	Action 70	Undertake a behaviour change campaign to encourage a reduction in private vehicle travel, using the Transport Scotland 20% Traffic Reduction Toolkit.	Year 2-4
Just transition to net zero	Action 71	Include a policy in the new Local Development Plan 2: Reduce the maximum parking allowed in some types of new development, and support low/no parking developments.	Year 2-4
Just transition to net zero	Action 72	Deliver an anti-engine idling campaign.	Year 1
Just transition to net zero	Action 73	Support the private sector and community groups to install and operate public electric vehicle charging, by developing clear processes for adoption and operation.	Year 1
Just transition to net zero	Action 74	Work in partnership with Scottish Futures Trust to develop a Public EV Charging Strategy & Expansion Plan, and develop a further strategy to consider private on and off-street charging. Work with partners to model electric vehicle demand and grid supply to determine optimum roll-out.	Year 1

Priority	Reference	Proposed action	Timescale
Just transition to net zero	Action 75	Set prices for Fife Council electric vehicle charging services in line with commercial rates.	Year 2-4
Just transition to net zero	Action 76	Trial on-street residential electric vehicle charging solutions, where they are safe, fully accessible and do not reduce active travel provision.	Year 1
Just transition to net zero	Action 77	Support Transport Scotland and partners in the decarbonisation of Scotland's passenger rail services by 2035, including the Fife Circle. This includes modification of existing bridges.	Year 5-10
Just transition to net zero	Action 78	Support Bus Partnerships, as well as local manufacturers, to decarbonise bus services, including provision of electric bus charging.	Year 2-4
Just transition to net zero	Action 79	Explore funding, incentives and charging infrastructure to promote the uptake of low emissions taxis.	Year 5-10
Just transition to net zero	Action 80	Support partners to trial hydrogen vehicle propulsion in Fife, for example through the Tayside Hydrogen Project.	Year 2-4
Just transition to net zero	Action 81	Support partners to develop an inter-modal freight consolidation centre on the M90 or A92 corridor. This could include rail freight, hydrogen refuelling, electric vehicle charging and driver refuge.	Year 5-10
Just transition to net zero	Action 82	Support partners to develop sustainable, integrated freight infrastructure to enable the development of ports on the Forth estuary (including the proposed Forth Green Freeport), including rail access to Rosyth, the Charlestown Rail Chord and electrification.	Year 2-4

Priority	Reference	Proposed action	Timescale
Just transition to net zero	Action 83	Utilise the Fife Employment Land Strategy Review and SEStran Freight Study to map concentrations of freight activity and enable the development of partnerships to consolidate freight movements.	Year 2-4
Just transition to net zero	Action 84	Support commercial suppliers to develop heavy goods vehicle electric charging on key freight routes, including the development of digital forecourts.	Year 2-4
Just transition to net zero	Action 85	Support trials of innovative delivery techniques, for example drones or box bikes.	Year 2-4
Just transition to net zero	Action 86	Continue the rapid decarbonisation of the Fife Council vehicle fleet, including the purchase of new fleet vehicles and installation of chargers. Lobby the Scottish Government for increased funding to support for the renewal and decarbonisation of fleet vehicles.	Year 1
Just transition to net zero	Action 87	Identify high carbon activities and implement sustainable procurement practices, including assessment criteria, to reduce embodied carbon of infrastructure projects.	Year 2-4
Just transition to net zero	Action 88	Review the remainder of the Light Fife Green energy efficient lighting programme and prioritise in accordance with the updated street lighting policy.	Year 5-10
Just transition to net zero	Action 89	Continue to recycle the majority of excavated road materials and trial the use of recycled materials on more infrastructure projects.	Year 1
Transport network resilience	Action 90	Provide funding for pro-active maintenance programmes to retain the current network condition, reducing maintenance burden in the long term.	Year 2-4

Priority	Reference	Proposed action	Timescale
Transport network resilience	Action 91	Commence a programme of flood risk reduction for the Fife Council transport network, prioritised based on current best practice, including upstream measures, nature-based solutions and a proactive drainage maintenance regime.	Year 2-4
Transport network resilience	Action 92	Undertake a pilot to use technology to monitor transport network assets and understand real-time resilience risks, such as blocked drainage, slope stability and system exceedance. Technology could include Internet of Things or Earth Observation Data.	Year 2-4
Transport network resilience	Action 93	Work with partners to undertake a study on the effects of climate change and other disruption on the transport network and develop the means to mitigate. Disruption includes extreme weather and hydrological events; and transport demand due to changing land-use patterns. Mitigation could include level of service management and network alternatives; and opportunities for transport infrastructure to aid resilience, for example through flood water storage.	Year 2-4
Transport network resilience	Action 94	Continue to proactively prioritise and review asset and winter maintenance in accordance with the objectives of the Local Transport Strategy. Develop criteria to prioritise active travel maintenance.	Year 5-10
Transport network resilience	Action 95	Develop an active travel asset management inventory, commence an inspection regime and undertake active travel maintenance in accordance with the Sustainable Travel Hierarchy.	Year 1

Priority	Reference	Proposed action	Timescale
Transport network resilience	Action 96	Lobby Transport Scotland for revenue funding for all active travel infrastructure projects. Apply for maintenance funding as part of active travel capital funding applications.	Year 2-4
Transport network resilience	Action 97	Deliver biodiversity net gain in all Fife Council transport projects through increased planting of low-maintenance vegetation that allows safe operation of the road network. Take opportunities to reduce asset liability by reducing road width to that required by forecast traffic volumes.	Year 5-10
Transport network resilience	Action 98	Undertake a programme of targeted bridge improvements.	Year 5-10
Delivering the strategy	Action 99	Adopt the Sustainable Investment Hierarchy in all service provision.	Year 1
Delivering the strategy	Action 100	Support the trialling and adoption of innovative technologies, techniques and services.	Year 2-4
Delivering the strategy	Action 101	Develop community-led local area transport strategies.	Year 1

Appendix 3 - Fife Environmental Impact Assessment

Project name:	Local Transport Strategy for Fife 2023-2033 (draft for consultation)	**Committee report title:**	Draft Local Transport Strategy for Fife
Committee name & date:	Environment, Transportation and Climate Change Scrutiny Committee, 18 April 2023	**Have the proposals been subject to any other formal environmental assessment?**	Strategic Environmental Assessment
Completed by:	Mark Murphy, Principal Consultant, Sweco	**Completed on:**	45008

A. Wildlife and biodiversity		Answer	Comments
Fife Council is committed to protecting and enhancing Fife's natural heritage.			
1	What impact will the proposals have on wildlife (including protected sites and species)?	**A mixed impact (good and bad)**	**In general, no policy or option specifically impacts protected sites and species. However, it is likely that future road projects would have an adverse effect on wildlife through habitat fragmentation and potential vehicle strikes on species. The LTS includes a policy that will not support new road capacity unless certain criteria are met.** **The scale, location and the way road projects are implemented largely dictates the potential adverse effect.** **How strategic priorities are defined will significantly influence the effect of this policy.** **A policy that prioritises the sustainable travel hierarchy over new road schemes is likely to reduce the number of new roads being built over the course of the local transport strategy, when compared to a future baseline that does not incorporate this approach, and likely have a beneficial net gain in biodiversity where habitats are not disturbed or fragmented.** **Policy to include biodiversity net gain in transport projects and reduction in unnecessary road space and increased planting is likely to have a positive impact on wildlife in Fife.**
B. Impacts on people		Answer	Comments
Fife Council is committed to protecting and enhancing the wellbeing of our people.			

2	What impact will the proposals have on environmental nuisance? (i.e. visual impacts, traffic, noise, vibration, odour, dust, particulates, smoke)	**Beneficial impact**	**Interventions to support low emission vehicle and Low Traffic Neighbourhoods.** **Improvements to public transport access such as: bus stop improvement programme, improvements to bus and rail service accessibility, rail corridor enhancements and Cross-Forth Transport Appraisal improvements to cross-Forth public transport services.** **Lowering of speed limits and roll-out of 20mph speed limits is likely to improve noise environment for receptors in proximity to the affected road network. The World Health Organisation reported that speed management initiatives help reduce levels of emissions and traffic noise, making streets more liveable.** **No specific policy or option regarding impact on landscape and visual is currently included in the Fife LTS.**
3	What impact will the proposals have on human health or wellbeing?	**Beneficial impact**	**Prioritisation of Fife-wide active travel network to include "Connected Neighbourhoods 20-minute neighbourhood improvements".** **Traffic reduction measures around Fife.**

C. Pollution	Soil and geology	Answer	Comments
Fife Council is committed to protecting and improving air, water and soil quality.			
4	What impact will the proposals have on pollution (including pollution to air, water or soil)?	**Beneficial impact**	**Interventions to support low emission vehicles and Low Traffic Neighbourhoods.** **Lowering of speed limits and roll-out of 20mph speed limits is likely to improve noise environment for receptors in proximity to the affected road network. The World Health Organisation reported that speed management initiatives help reduce levels of emissions and traffic noise, making streets more liveable.**

D. Climate change	Answer	Comments
Fife Council is committed to cutting carbon emissions and making Fife more resilient.		

5	What impact will the proposals have on greenhouse gas emissions?	**Negative / harmful impact**	**The construction of new transport infrastructure such as roads and railway stations will likely lead to increased carbon and greenhouse gas emissions.** **The construction and improvement of road infrastructure for private vehicles is likely to increase overall use and increase tailpipe emissions.** **Improving access to active travel, public transport and adoption of the sustainability hierarchy is likely to reduce emissions but it is not possible, at this stage, to conclude that the proposed policies and options are sufficient to make the significant and urgent changes to be compatible with the budgeted UK's 1.5°C trajectory in terms of rate of emissions reduction. Should the LTS achieve a net increase in emissions below the budgeted 1.5°C scenario, this would be considered minor adverse effect.**
6	What impact will the proposals have on resilience to the adverse effects of severe weather events, including flooding and landslips?	**Beneficial impact**	**Climate resilience asset monitoring programme to monitor transport network assets and understand real-time resilience risks, and network resilience plan to undertake a study on the effects of climate change and disruption on the transport network will likely improve resilience.** **No specific policy or option regarding nature-based solutions is currently included in the Fife LTS.**
7	What impact will the proposals have on flooding and sites designated as being at risk of flooding or sea level rise?	**Don't know**	**Flood risk protection programme to look at flood risk reduction would likely have a beneficial impact.** **There are some options with indicative geographic locations which may potentially adversely impact flood risk depending on final design and approach to mitigation and enhancement specific to that project.**
E. Resources and waste		**Answer**	**Comments**
Fife Council is committed to using resources efficiently and			Please clarify your response
8	What impact will the proposals have on how much waste is generated or how waste is managed?	**Beneficial impact**	**Incorporation of "use recycled materials on infrastructure projects" and sustainable procurement practices to target embodied carbon of infrastructure projects is likely to have a positive impact.**

9	What impact will the proposals have on energy use and the consumption of material resources?	**Beneficial impact**	**The LTS includes a policy that will not support new road capacity unless certain criteria are met.** **How strategic priorities are defined will significantly influence the effect of this policy.** **A policy that prioritises the sustainable travel hierarchy over new road schemes is likely to reduce the number of new roads being built (and associated materials required) over the course of a local transport strategy, when compared to a future baseline that does not incorporate this approach, and likely have a positive impact.** **Improving access to active travel, public transport and adoption of the sustainability hierarchy is likely to reduce energy consumption.**
F. Cultural heritage		**Answer**	**Comments**
Fife Council is committed to protect		Please select an option:	Please clarify your response
10	What impact will the proposals have on cultural heritage (including designated heritage / archaeology sites or listed buildings)?	**No impacts / not applicable**	**No specific policy or option regarding cultural heritage is currently included in the Fife LTS.**

Good practice	**6**
Data gaps or mixed impacts	**2**
Environmental red flags	**1**
No impacts identified	**1**

Appendix 4. Equality Impact Assessment Summary Report

Which Committee report does this IA relate to (specify meeting date)?
Environment, Transportation and Climate Change Scrutiny Committee, 18 April 2023

What are the main impacts on equality?
Transport is crucial for all Fifers to access their daily activities. Two of the four priorities particularly support equality:
• Fair access to daily activities, which tackles socio-economic disadvantage by focussing on those who do not have access to a car
• Safe and secure travel for all, which tackles issues of accessibility, road safety and personal security, which disproportionately affect some protected characteristics, for example disabled people

What are the main recommendations to enhance or mitigate the impacts identified?
The strategy recommends supporting accessible walking, cycling and wheeling infrastructure and public transport. Key actions include:
- Beginning to undertake Equality Impact Assessments on all major infrastructure projects
- Setting up a transport/equality working group to review the delivery of the strategy
- Monitoring key equality data as part of the Local Transport Strategy monitoring plan

If there are no equality impacts on any of the protected characteristics, please explain.
Not applicable

Further information is available from: Name / position / contact details:
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18 April 2023

Agenda Item No. 8

Fife Road Casualty Statistics 2022

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

Wards Affected: All

Purpose

This report is to advise the Committee of the numbers and severity of casualties on Fife's roads in 2022 and the performance against the Scottish Government Road Safety Casualty Reduction targets.

Recommendation(s)

It is recommended that Committee:

1. consider the 2022 road casualty statistics; and
2. note the ongoing work of road safety partners aimed at reducing casualties and meeting the Scottish Government casualty reduction targets for 2030.

Resource Implications

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

Legal & Risk Implications

No Legal or Risk Implications.

Impact Assessment

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

Consultation

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

1.0 Background - Road Safety Strategies

1.1 The latest Scottish *Road Safety Framework* was published by the Scottish Government in 2021. It describes a road safety vision for Scotland, with aims and commitments, and provides targets for reducing road deaths and serious injuries by 2030, with intermediate outcome targets for specific high risk road user groups.

1.2 The *Plan for Fife 2017-2027* sets out a vision for Fife for the ten-year period including a theme of *Thriving Places* which are safe, well designed and maintained places that promote wellbeing, where people are proud to be, and where they have access to the services and facilities they need at different stages of their lives. Improving Road Safety is an important element of work to deliver this. The Plan for Fife includes many of the elements previously considered in the *Fife Community Safety Strategy 2015-20*.

1.3 To assist with the delivery of the Fife Community Safety Partnership *Safer Communities Vision - Unintentional Harm* theme, the Road Casualty Reduction Group brings together officers of the organisations delivering road safety initiatives to develop joint working opportunities and share data. The latest Scottish Road Safety Framework encourages formation of these local partnership groups throughout Scotland based on the success in Fife and the other areas where these groups have been in existence. The Road Casualty Reduction Group has a regularly updated Action Plan/Task List encompassing the partners areas of work relating to Engineering, Encouragement and Enforcement.

1.4 Roads and Transportation Services produce a *Road Safety Engineering Action Plan* that sets out the engineering activities and partnership working that are identified to help reduce road casualties. This Plan is being updated to reflect the targets contained in the latest Scottish Road Safety Framework.

2.0 Casualty Figures & Reduction Targets

2.1 2022 Casualty Figures

2.1.1 The data on crashes and casualties is collected by Police Scotland and supplied to each Council for their area. The figures for 2022 continue to show a long-term decline in the overall number of casualties albeit at a slightly higher level than the record low figures recorded in 2021.

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

2.1.3   A summary of the overall Fife casualty statistics for the period 2014-2022 is detailed in Appendix 1, along with an indication of Fife's performance in respect of the national targets for reducing fatal and serious injuries. Table 1 below summarises the 2022 figures by severity of casualty:

Severity	Number of Casualties
Fatal (Killed)	8
Serious (Seriously Injured)	90
Slight (Slightly Injured)	258
Total	**356**

Table 1: Fife Casualties 2022 by Number and Severity Type

The number of casualties increased in all classes when comparing 2022 to 2021. In 2022, the number of Fatal casualties increased (8 up from 2), Serious (90 up from 74) and slight (258 up from 185) compared to the previous year. A brief summary of the crashes resulting in fatalities is shown in Appendix 5.

2.1.4   A summary of the Fife child casualty statistics for the period 2014 - 2022 is detailed in Appendix 2, with the figures for 2022 shown in table 2 below:

Fife Child Casualties 2022	
Severity	**Number of Casualties**
Fatal (Killed)	1
Serious (Seriously Injured)	8
Slight (Slightly Injured)	27
Total	**36**

Table 2: Fife Child Casualties 2022 by Number and Severity Type

The number of child casualties increased in all classes when comparing 2022 to 2021 but remains below the level of recent previous years. In 2022, the number of Fatal casualties increased (1 up from 0), Serious (8 up from 7) and slight (27 up from 17) compared to the previous year.

2.2 National Casualty Reduction Targets

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

Targets to 2030 which are focused on mode and age-specific user groups. They are listed in table 4 below:

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

Table 3: National Casualty Reduction Targets

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

Table 4: National Intermediate Outcome Casualty Reduction Targets

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

2.2.2 The targets are challenging, with very small numbers in the majority of categories. Although good progress has been made in recent years continued investment will be needed to further reduce casualties. Appendices 1 and 2 together with the graphs in Appendix 4 illustrate the scale of reduction required to meet the targets.

2.2.3 The Intermediate Outcome Casualty Reduction Targets focus on known high risk road user groups, again with very small numbers in the majority of categories. Appendix 3 provides details on the numbers recorded in each category over recent years.

3.0 Monitoring and Evaluation

3.1   Appendix 4 of this report depicts Fife's performance against the national targets for 2030 set by the Scottish Government. The charts show the number of casualties for each target category for the period 2014-2022 together with the decreasing Scottish target line.

3.2   The data for 2022 shows good progress in reducing casualty numbers over the longer term but illustrates the point that the small numbers involved mean a minor change can have a significant impact on the results over a year. Continued work will be required to meet the challenge of further reductions with the aim of achieving future targets.

3.3   The number of casualties is a result of the number of crashes which occur each year, these numbers are different as several people can be injured in one crash. During 2022 the number of crashes that resulted in an injury was 232, a slight increase from the 189 which occurred in 2021 but again lower than previous years, as shown in table 5 below:

Severity of Crash	Year				
	2018	2019	2020	2021	2022
Fatal	9	14	11	2	8
Serious	80	108	94	66	76
Slight	238	184	136	121	148
Annual Total	**327**	**306**	**241**	**189**	**232**

Table 5: *Fife Crashes 2018 to 2022 by Number and Severity Type*

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

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

Cost of crashes in Fife in 2022			
Severity of Crashes	Cost per Crash (£) ^	2022 Reported Crashes	Total Cost (£)
Fatal crashes each cost	2,342,203	8	18,737,624
Serious crashes each cost	270,421	76	20,551,996
Slight crashes each cost	27,320	148	4,043,360
Total cost of reported crashes in Fife for 2021			**43,332,980**

Table 6: *Cost of Crashes in Fife 2022*

^ *Based on 2020 values for Great Britain from Reported Road Casualties Scotland 2021 Table 9b, p 103*

3.5 In comparison, the total cost of reported crashes in Fife for 2021 was £20,027,224.

3.6 Police Scotland collect up to six Contributory Factors for each crash. The ten most common are shown in table 7 below, with the percentage of crashes in which they are identified as a cause:

Contributory Factor	% of crashes
Driver Failed to look properly	26%
Careless, Reckless	14%
Failed to judge other person's path or speed	13%
Loss of control	9%
Poor turn or manoeuvre	7%
Weather conditions	6%
Casualty Failed to look	5%
Dazzling Sun	4%
Impaired by Drugs	4%
Travelling too fast for conditions	4%

Table 7: Ten most common contributory factors identified in 2022

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

3.8 The initiatives currently being undertaken by the road safety partners, both individually and collectively through the Road Casualty Reduction Group, will continue to be developed and expanded where funding allows.

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

4.0 Conclusions

4.1   The number of road crashes and casualties continues to decline over the longer term but were higher when comparing 2022 to 2021.

4.2   There is a need to continue the work to meet the challenge to reduce casualties further and working towards achieving the Scottish Government casualty reduction targets for 2030.

List of Appendices

Appendix 1 – Fife Casualty Statistics 2014 – 2022.

Appendix 2 – Fife Child Casualty Statistics 2014 – 2022.

Appendix 3 – Fife Intermediate Outcome Category Statistics 2014 to 2022.

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

Appendix 5 – Summary of the crashes resulting in fatalities.

Background Papers

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

- Plan for Fife 2017 - 2027 - Plan4Fife

- Scotland's Road Safety Framework to 2030 - Transport Scotland Road Safety Framework

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Appendix 1

Fife Casualty Statistics 2014 to 2022 & Reduction Targets

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

People Killed reduction target for 2030

- 50% reduction in people killed

  2014 to 2018 average = 10 per annum

  Year 2030 Target maximum = 5

People Seriously Injured reduction target for 2030

- 50% reduction in people seriously injured

  2014 to 2018 average = 84 per annum

  Year 2030 Target maximum = 42

Appendix 2

Fife Child Casualty Statistics 2014 to 2022 & Reduction Targets

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

Children Killed reduction target for 2030

- 60% reduction in children (aged <16) killed

  2014 to 2018 average = 1 per annum

  Year 2030 Target maximum = 0

Children Seriously Injured reduction target for 2030

- 60% reduction in children (aged <16) seriously injured

  2014 to 2018 average = 9 per annum

  Year 2030 Target maximum = 4

Appendix 3

Fife Intermediate Outcome Category Statistics 2014 to 2022

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

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

Reduction targets to 2030 based on above

40% reduction in Pedestrians killed or seriously injured

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

20% reduction in Cyclists killed or seriously injured

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

30% reduction in Motorcyclists killed or seriously injured

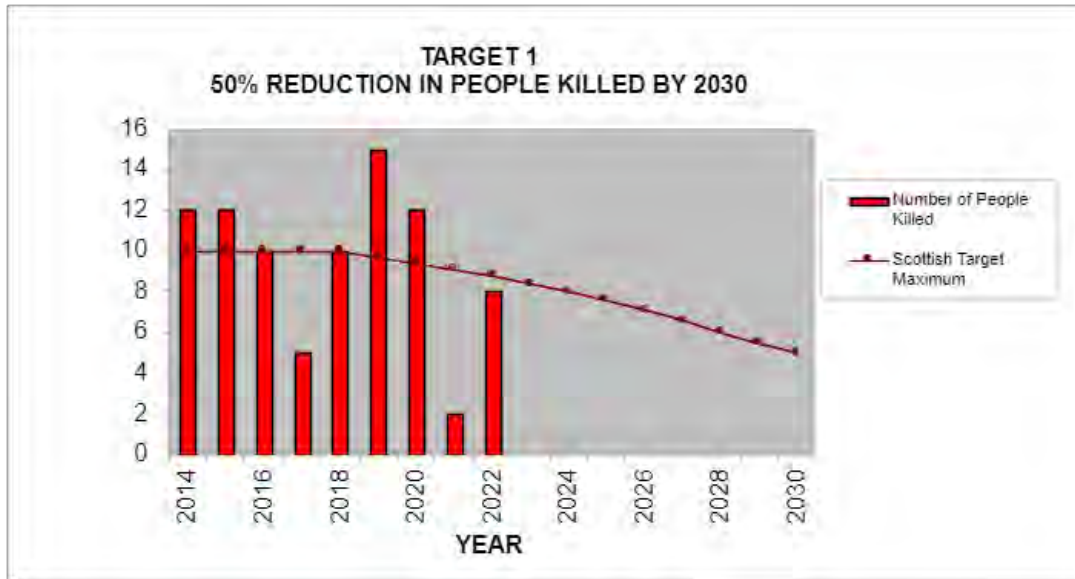2014 to 2018 average = 19 per annum. Year 2030 Target maximum = 13

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

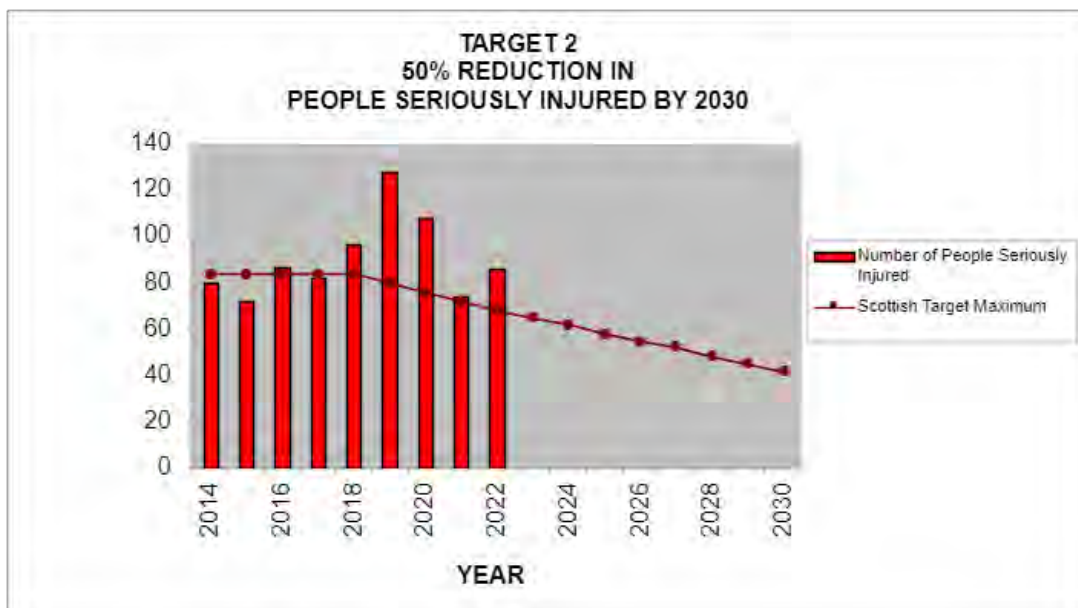2014 to 2018 average = 11 per annum. Year 2030 Target maximum = 9

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

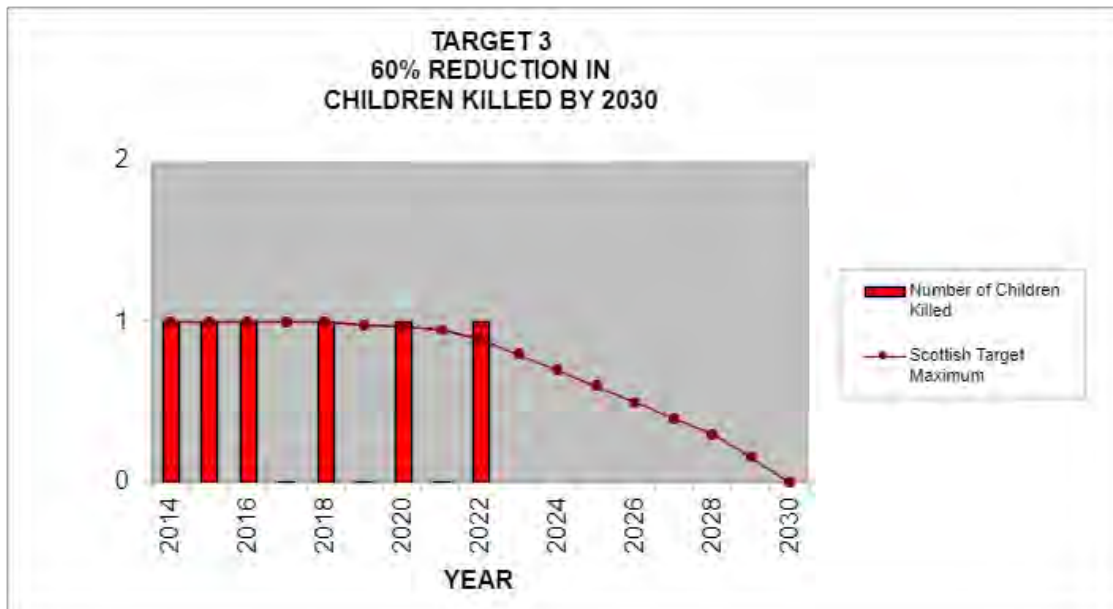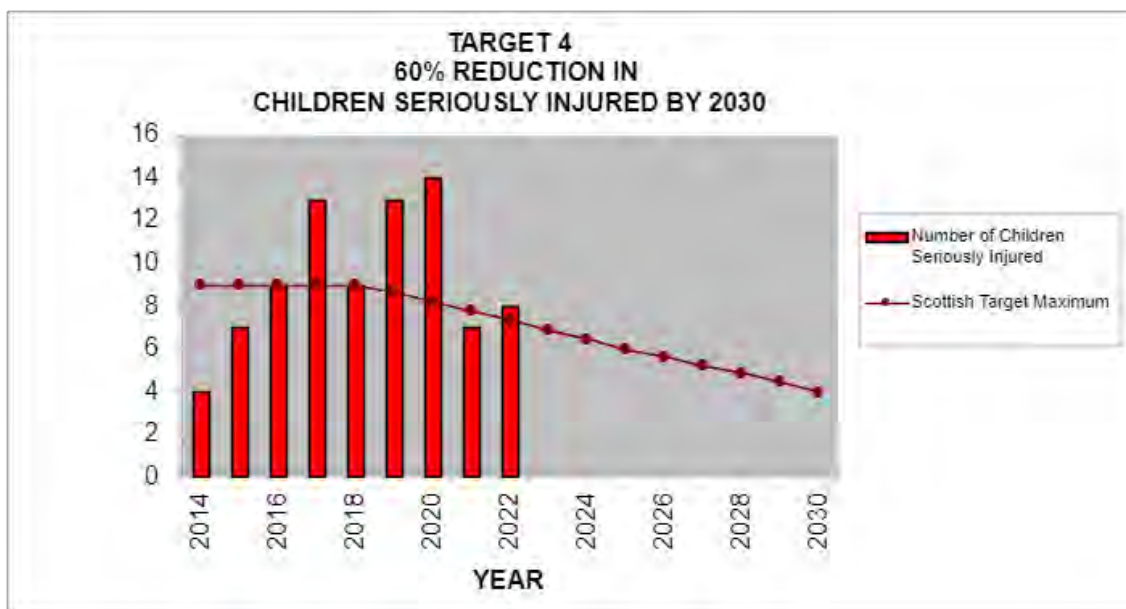2014 to 2018 average = 17 per annum. Year 2030 Target maximum = 5

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

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

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

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

Appendix 5

Summary of the crashes resulting in fatalities

Fatal Casualty Crash Details			
Date	Urban or Rural area	Location	Fatal Casualty
27/01/22	Urban	Main Street, Guardbridge	Male Driver age 48 years
05/03/22	Rural	A985 between Cairneyhill rbt and High Valleyfield (Trunk Road)	Male Pedestrian age 15 years
14/05/22	Rural	B914 between Kelty and Saline at junction with the B915	Male Driver age 22 years
26/06/22	Rural	A92 near the junction with the A913 (Trunk Road)	Female Driver age 67 years
26/09/2022	Rural	A914 at Pickletillum	Female Driver age 26 years
04/10/22	Rural	A917 between Drumeldrie and Elie	Male Rider age 28 years
28/11/2022	Rural	Q67 between Kettlebridge and Kennoway	Male Rider age 29 years
08/12/2022	Rural	A91 between Guardbridge and St Andrews	Male Pedestrian age 42 years

18 April 2023

Agenda Item No. 9

Environment, Transportation & Climate Change Scrutiny Committee Workplan

Report by:	Eileen Rowand, Executive Director Finance & Corporate Services
Wards Affected:	All

Purpose

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

Recommendation(s)

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

Resource Implications

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

Legal & Risk Implications

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

Impact Assessment

None required for this paper.

Consultation

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

1.0 Background

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

2.0 Conclusions

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

List of Appendices

1.   Workplan

Background Papers

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

None

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Agenda Item No. 9

Environment, Transportation and Climate Change Scrutiny Committee

Environment, Transportation and Climate Change Scrutiny Committee of 20 June 2023			
Title	**Service(s)**	**Contact(s)**	**Comments**
Road Maintenance Performance Report	Roads & Transportation	John Mitchell	
Mossmorran & Braefoot Bay Community and Safety Committee - Annual Report	Protective Services	Nigel Kerr	
Unlicensed Dog Breeding	Protective Services	Don Taylor	
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	
Winter Maintenance/Gulley Cleaning	Assets, Transportation and Environment	John Mitchell, Bill Liddle	

Environment, Transportation and Climate Change Scrutiny Committee of 12 September 2023			
Title	**Service(s)**	**Contact(s)**	**Comments**
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

Environment, Transportation and Climate Change Scrutiny Committee of 28 November 2023			
Title	**Service(s)**	**Contact(s)**	**Comments**
Fife Council Biodiversity Duty Report 2021-2023	Communities	John Ford	
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

Agenda Item No. 9

Environment, Transportation and Climate Change Scrutiny Committee

Environment, Transportation and Climate Change Scrutiny Committee of 23 January 2024			
Title	**Service(s)**	**Contact(s)**	**Comments**
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

Environment, Transportation and Climate Change Scrutiny Committee of 19 March 2024			
Title	**Service(s)**	**Contact(s)**	**Comments**
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

Environment, Transportation and Climate Change Scrutiny Committee of 28 May 2024			
Title	**Service(s)**	**Contact(s)**	**Comments**
Minute	Democratic Services	Elizabeth Mair	
Environment, Transportation & Climate Change Scrutiny Committee Forward Work Programme	Democratic Services	Elizabeth Mair	

Unallocated			
Title	**Service(s)**	**Contact(s)**	**Comments**
Kinnessburn, St Andrews Flood Study Update	Roads & Transportation	Michael Anderson, Rick Haynes	
Scotland's Proposed Deposit Return Scheme (Inc. Recycling Points Review)	Enterprise and Environment	Ross Spalding	
Workshop on Community Asset Transfers/Assessment	Communities and Neighbourhoods Service	Paul Vaughan	
Management of Vacant Buildings - Report on Internal Audit Findings/Improvement Actions	Enterprise and Environment	Michael O'Gorman	