

Fife Partnership Board

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Tuesday 4 February 2025 - 10.00 am

AGENDA

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8. DATE OF NEXT MEETING – 6 May 2025	

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

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28 January, 2025

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THE FIFE COUNCIL - FIFE PARTNERSHIP BOARD – REMOTE MEETING

6 November, 2024

10.00 am – 11.10am

PRESENT: Councillors David Ross (Convener), Linda Erskine and Craig Walker, Ken Gourlay, Chief Executive, Fife Council, Carol Potter, Chief Executive, Joy Tomlinson, Director of Public Health and Alistair Morris, Acting Chair of NHS Fife Board NHS Fife; Lorna Rogvie, DWP Customer Service Leader and Irene Henderson, Department of Work & Pensions; Chief Superintendent Derek McEwan, Police Scotland; Alison Taylor, Place Director, Scottish Government; Lee Turnock, Area Commander, Scottish Fire & Rescue Service; Kenny Murphy, Chief Executive, Fife Voluntary Action, Jim Metcalfe, Principal and Chief Executive, Fife College and Beth Harley-Jepson, Project Officer, SESTran.

ATTENDING: Morag Millar, Service Manager - Place Programmes & Policies, Pamela Stevenson, Service Manager - Economic Development, Business and Employability Services; Alan Paul, Head of Property Services, Property Services; Sinead O'Donnell, Policy and Delivery Manager, Communities and Neighbourhoods Service and Michelle Hyslop, Committee Officer, Committee Services, Legal and Democratic Services.

ALSO ATTENDING: Lindsey Alexander, Head of Public Affairs and Niall Scott, Vice-Principal Communications, St Andrews University.

APOLOGIES FOR ABSENCE: Lesley Caldwell, Senior Community Engagement and Social Responsibility Manager, St-Andrews University and Patricia Kilpatrick, Chair of NHS Fife Board, NHS Fife.

65. MINUTE

The Board considered the minute of the Fife Partnership Board Meeting of 6 August 2024.

Decision

The Board agreed to approve the minute.

66. FIFE ECONOMIC STRATEGY 2023-2030 & LEADING ECONOMIC RECOVERY UPDATE

The Board considered a report by the Executive Director - Place asking partners to consider and approve the Plan4Fife priority of Leading Economic Recovery and the report provided an update on the progress in delivering Fife's Economic Strategy 2023-2030.

Decision

The Board: -

- (1) considered the update on the Leading Economic Recovery and agreed to approve the Fife Economic Strategy 2023-2030;
- (2) agreed that a short life working group would be set up to look at progressing discussions on leading economic recovery; and
- (3) agreed that an update report on the progress of the working group would be brought back for consideration in approximately 6 months' time.

67. PLAN FOR FIFE – ANNUAL REVIEW OF PRIORITIES AND AMBITIONS 2023/24

The Board considered a report by the Executive Director – Communities, providing partners with a high-level review of progress against the Plan for Fife priorities and ambitions for the 2023/2024 reporting period.

Decision

The Board: -

- (1) considered the progress and challenges detailed in the final report which covered the 2021-2024 Recovery and Renewal Plan;
- (2) noted that the extension of reporting would include online case studies to help demonstrate partnership progress and action; and
- (3) considered the issues arising from this assessment and noted that the Board may want to explore this further in 2025.

68. COMMUNITY PLANNING IMPROVEMENT BOARD

The Board considered a report by the Executive Director - Communities providing partners with information on the national Community Planning Improvement Board (CPIB).

Decision

The Board: -

- (1) considered further engagement with the Community Planning Improvement Board;
- (2) noted that communications from the Community Planning Improvement Board would be routinely shared with Fife Partnership Board members; and
- (3) endorsed the aspirations and principles set out in the report guidance on Fair Funding for the Voluntary Sector.

69. DATE OF NEXT MEETING

Decision

The next Fife Partnership Board meeting would take place on 4 February 2025.

Fife Partnership Board

www.fife.gov.uk/committee/fifepartnership

4 February 2025

Agenda Item No. 3

Community Wealth Building: Deep Dive 2025

Report by: Carol Connolly, Executive Director – Place, Fife Council

Purpose

The purpose of this report is to take a deeper dive into Fife’s response to the Plan for Fife 2024-2029 priority of Community Wealth Building (CWB) and to support partnership discussion on key issues and opportunities for collaboration and scaling successful projects across anchor organisations to deliver our CWB ambition.

Recommendations

That Fife Partnership Board:

1. Note and comment on progress and the key issues identified in embedding CWB policy and practice across the partnership organisations.
2. Discuss opportunities to support implementation, partner collaboration, and scaling of successful projects. Prompts for discussion are as follows:
 - **Discussion Point 1:** What impact could we have if the number of Life Chances placements increased from 60 to 600, or if each anchor partner committed to deliver 100 placements each year over the next three years? What would an ambitious target for Life Chances look like for Fife?
 - **Discussion Point 2:** What upcoming capital projects are there across the partnership and is there an opportunity to learn from the Dunfermline Learning Campus approach to community benefits? How can Fife Partnership collectively maximise community benefits?
 - **Discussion Point 3:** How do we, together as a partnership, make the best use of our land and assets for CWB and climate? What might a coordinated, partnership approach to land and assets look like in Fife? What are the implications for Fife’s Place Plan?
 - **Discussion Point 4:** What more can we do locally to raise awareness across partners to support active implementation of CWB in Fife?



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The Promise
in Fife**

Resource Implications

There are no direct resource implications arising from this progress report. However, further resources will be required to lead and support implementation, collaborate and scale to embed the Community Wealth Building model across Fife. Resource requirements will be worked up in relation to each collaborative project.

Consultation

The Plan for Fife Leadership Group has agreed to continue the ‘deep dive’ approach to provide an annual update to Fife Partnership Board on delivery and the development of a collaborative programme. The Economy & Community Wealth Building Board has been consulted on the content of this report, and to encourage more integration across priority themes, the leads for Tackling Poverty, Climate and Economy have also been consulted in the preparation of this report.

1.0 Background

- 1.1 This report on Community Wealth Building (CWB) follows a previous ‘deeper dive’ presented to Fife Partnership Board (FPB) in February 2024. The purpose of the ‘deeper dive’ is to provide a sharper focus on agreed priorities, identify key issues, prompt debate, provide challenge and identify opportunities for collaboration and scaling.
- 1.2 The latest Fife Strategic Assessment found that although some areas have shown improvements, inequalities in Fife persist and are widening. The current environment calls for new thinking and an openness to change. Fife Partnership is committed to deploying a CWB approach to reframe Fife’s local economy to improve communities and their wellbeing. Fife Partnership has positioned CWB as the unifying approach to deliver the Plan for Fife’s priorities to tackle poverty, promote social justice and opportunities for all as part of a wellbeing economy, and address the climate emergency. Fife now needs to implement CWB at a faster pace and greater scale.
- 1.3 FPB has agreed to focus on a collaborative programme of work to support strategic change and leadership commitments and to develop a whole systems approach that establishes wider partner involvement and ownership of delivery. There are three elements required to ensure adoption and delivery of CWB: policy and legislation, tried-and-tested practice, and networks and movement building. This report will address all three elements.

2.0 Policy and Legislation

- 2.1 One way to achieve strategic change is for CWB to be integrated in key Fife strategies and action plans. Below are some examples of where this is happening.
 - [Fife’s Economic Strategy 2023-2030](#) is underpinned by a CWB approach, seeking to grow a stronger, greener and fairer economy and ensuring that more wealth is generated, circulated and retained in Fife and its communities for the benefit of all.

- [Climate Fife](#)'s Big Community Move sets CWB as a fundamental part of supporting community climate action and a Just Transition.
- NHS Fife's [Population Health & Wellbeing Strategy 2023-2028](#) sets out NHS Fife as an anchor institution, as a key area of transformation to support the population of Fife and its healthcare needs. It sets out three of the CWB pillars as strategies for supporting communities and influencing health and wellbeing.
- Fife Health & Social Care Partnership's [Strategic Plan 2023-2026](#) describes adopting a CWB approach within its commissioning strategy to increase the choice and availability of, and develop sustainable, social care services.
- Fife College's new [strategy and action plan for 2024-2029](#) sets out building wealth in Fife's communities as one of its five ambitions by directly and measurably contributing to sustainable economic growth and as a partner of choice for businesses and key community stakeholders.
- The [Fife Tourism Strategy 2023-2030](#) is prioritising Sustainable Tourism and sets out CWB as the model for working with communities and localities to develop their own tourism offerings, and to develop community run facilities that give Fife a competitive edge.
- Fife Council's new [Corporate Procurement Strategy 2025-2030](#) recognises CWB as one of its four Strategic Drivers, incorporating Sustainable Procurement alongside it.

2.2 Integrating CWB within local strategies is key to taking a joined-up approach. Our recent interest in building the next Plan for Fife on the social determinants of health using the Marmot approach reflects the focus of the Scottish Government, which has similarly been exploring diverse frameworks to tackle systemic inequalities; integrating health, wealth, and wellbeing through the Marmot approach, CWB model, and Wellbeing Economy.

2.3 In Fife, we have shared priorities across partners and a policy intent to implement a CWB approach. We now need concrete action with measurable targets to deliver and implement this priority. The next two sections of this report will explore what is already underway and the next steps for collaborative delivery. To provide assurance that what we say we are doing is happening and working, we also need to measure success and impact.

2.4 Appendix 1 highlights potential indicators that take an integrated approach to health, wealth and wellbeing. Table 1 (Appendix 1) shows the latest Local Wellbeing Economy Monitor for Fife (a dataset published by Scottish Government). The Monitor provides a high-level picture of a local authority area's relative wellbeing across social, environmental and economic dimensions. Fife's monitor shows eight indicators where outcomes are within the ten weakest outcomes for Scotland. This tracks across communities, education, health, the environment and culture. By taking a more integrated approach, Fife policymakers can ensure local public investment is better equipped to address Fife's strategic ambitions.

3.0 A Year of Progress

Maximising Life Chances through recruitment

- 3.1 Since last year's deep dive, Life Chances has been implemented as an alternative to mainstream recruitment in Fife Council; securing ring-fenced/guaranteed jobs for successful participants. The Fife Council pilot has been adopted, having proven that it can successfully target people with barriers to the labour market and is a solution for hard-to-fill and entry level vacancies. As a marker of its success, Life Chances won the employability award at the recent Fife Business Diversity Awards 2024.
- 3.2 The current phase of Life Chances is focused on expanding across anchor partners, having demonstrated significant impact and added value for people and organisations. The Life Chances model is not only helping Fife Partnership implement CWB, but also aids in addressing Fife's stubbornly high poverty levels. One of the most effective interventions in tackling poverty and inequality is employment and a Life Chances placement is opening doors to sustainable work and leading to new career pathways and in-work progression. Eight Life Chances alumni have now progressed into temporary or permanent positions in the Council, four have had their placements extended, and one has gone onto further education.
- 3.3 The scaling and expansion of Life Chances across the partnership also involves the scoping of what a "Life Chances Plus" approach will look like as an area of partnership and cross-Board collaboration. Life Chances Plus will explore progressive recruitment further by embedding in-work progression and skills and qualifications in the model, establishing a volunteer offer that could be linked to how other public services are run (e.g. Café Inc), and targeting priority groups in localities. As an example, CLES (Centre for Local Economic Strategies) have been successful in securing funding from the Robertson Trust and have approached Fife to be part of a project that identifies roles that may be suitable for progression opportunities, targeted at a select cohort of employees to understand skills gaps and design and provide personalised support.
- 3.4 In 2024/25, the Life Chances Working Group set an initial target of 60 placements. This target is about to be surpassed with 46 filled placements and 19 planned starts. Placements are being hosted/planned in various Fife Council Services, NHS Fife, Fife Sports & Leisure Trust, and within third sector organisations - Fife International Forum, Fife Gingerbread and Rural Skills Scotland.

Discussion Point 1: What impact could we have if the number of placements increased from 60 to 600, or if each anchor partner committed to deliver 100 placements each year over the next three years?

The Birmingham & Solihull Integrated Care System employability programme set a target to deliver a minimum of 100 entry level job opportunities each year for three years for unemployed and young people. What would a more ambitious target look like for Fife?

Accelerating Community Wealth Building benefits through procurement

- 3.5 During the build process of the Dunfermline Learning Campus (DLC), Fife Council and Fife College worked with contractors, BAM and Balfour Beatty, respectively, to

deliver new state of the art facilities and drive net zero outcomes for new buildings. In addition to the contract, the partners delivered community benefits to ensure a positive legacy for pupils, students and the local community following construction. Benefits included employment opportunities for local people, work experience placements, work for local supply chains and support for community projects (i.e. volunteer hours, expert hours and charitable donations). In recognition of this work, Fife Council's Property Service won several awards at the GO Awards Scotland 2024, winning the Collaborative Procurement Initiative Award, Social Value Award - Local and Central Government, and Go Excellence Award (overall winner).

- 3.6 The DLC provides a tried and tested approach to maximising community benefits in large scale infrastructure projects. Learning from the approach can be shared with anchor organisations across Fife Partnership and future projects of this nature, like the new secondary school in Rosyth, will allow replication and improvements to the model to ensure Community Benefits is integrated in projects from the start.

Discussion Point 2: What upcoming capital projects are there across the partnership and is there an opportunity to learn from the DLC? How can Fife Partnership collectively maximise community benefits?

- 3.7 To match community priorities with benefit opportunities, several projects underway, such as Fife Council's Community Benefit "Request Form", FVA's Fife Benefits Portal that is being piloted by NHS Fife, and the ESES Communities Portal. These projects are providing valuable learning for administering community benefits from procurement. This is taking shape through a Community Benefits Framework for anchor partners that will support them to deliver a joined-up approach to community benefit decision making. This takes us a step closer to our shared ambition for a joint Community Benefits Portal for Fife anchor organisations.

Supporting climate action

- 3.8 In the previous deep dive, an opportunity to progress a Joint Asset Register was set out. This mapped all Fife Council, NHS Fife and Fife College assets. There is now an opportunity to link climate and CWB aspirations to empower community ownership and deliver better economic, social and environmental outcomes for communities across Fife from our land and assets. This could involve empowering communities through the asset transfer process by design, including adding information in the asset register on what assets are categorised as a transfer opportunity, as well as linking up to other strategies such as the LHEES. Learning from the Community Climate Grants scheme (funded through the UK Shared Prosperity Fund in 2023/24 and 2024/25) will also be used to support improvements to processes and procedures for community-run, council-owned assets.
- 3.9 Community energy is another exciting area of collaboration that the Addressing the Climate Emergency Board is supporting. A feasibility study for community solar on vacant and derelict land sites is being led by FCCAN (Fife Communities Climate Action Network) and aims to enable community benefits through community ownership of renewable energy generation. This could result in a community energy company that would democratise energy ownership and maximise climate-related, community benefits. In addition, expanding the Joint Asset Register to consider partners' land use could also lead to opportunities for joint renewable energy generation.

Discussion Point 3: How do we, together as a partnership, make the best use of our land and assets for CWB and climate? What might a coordinated, partnership approach to land and assets look like in Fife? What are the implications for Fife's Place Plan?

4.0 Collaboration moving forward

- 4.1 A stocktake of partner priorities for CWB was undertaken in 2024 to understand how partners want to engage and collaborate moving forward. Partners were brought together for a workshop in December 2024 to form a new Economy and Community Wealth Building Board (following changes to governance agreed by FPB in August), agree the Terms of Reference and identify collaboration priorities for 2025.
- 4.2 The rationale for bringing this new Board together has been to more strongly connect similar policy objectives and develop a collaborative work plan that will help us transform our policy commitments into more impactful practice and movement building. The change to governance has resulted in refreshed membership and will provide new opportunities for implementing Fife's Economic Strategy and driving CWB with academia through Fife College and the University of St Andrews and with industry. More effective engagement with businesses will be progressed in 2025 that will focus on the economic strategy and on increasing awareness of CWB and the important role local businesses play in supporting and sharing best practice.
- 4.3 It was agreed at the workshop that the Board would focus on a few key collaboration projects and develop a balance scorecard. The balance scorecard will involve measures for success and impact (developing on what is set out in Appendix 1) and will aim to give assurance on the impact of this work. There are a number of opportunities for collaborative improvement work, some are more developed than others and will require scoping and development. The opportunities highlighted by the Board for progression are as follows.
 - **Scale the Life Chances model across the partnership and scope and develop a "Life Chances Plus" approach.**
 - **Investigate how anchor partners can best support inclusive and democratic business models.** This will initially focus on the current landscape of Plural Ownership in Fife; defining, baselining and identifying opportunities. By increasing the scale and size of ownership stakes in the economy and increasing engagement, productivity can grow, and more people have a say in how wealth is generated and circulated.
 - **Investigate the reasons for economic inactivity in Fife and determine next steps.** Preliminary work is required for a piece of research to understand the picture of economic inactivity in Fife, what is driving it, and what interventions are successful in supporting those who can work, back into employment. There might be an opportunity to link this to Life Chances Plus.
- 4.4. These areas of focus will support the implementation of CWB and will provide further opportunities to collaborate on addressing issues in Fife's economy and tackling poverty. Opportunities for collaboration with the Tackling Poverty & Preventing Crisis and Addressing the Climate Emergency Boards are being explored. A priority for 2025 will be developing this collaborative programme including shared purpose,

strategy, and resource, alongside scale and delivery that delivers across priorities and CWB pillars

- 4.5 Regarding the CWB movement, there has been an upsurge in national engagement on supporting CWB and sharing best practice. EDAS (Economic Development Association Scotland) has recently launched a CWB Centre for Excellence, supported by the Scottish Government, to help grow CWB across Scotland. Fife is to be featured in a CWB video, commissioned by EDAS, that will showcase Fife's journey of implementing CWB.

Discussion Point 4: What more can we do locally to raise awareness across partners to support active implementation of CWB in Fife?

- 4.6 CWB doesn't exist in isolation and other areas of opportunity include Fife's Place Plan, which is being created over a similar timeframe as the new community plan. This allows Fife to align its policy and land use more deliberately to better support community wealth building and other priorities. Connecting CWB to other strategies ensures we deliver maximum impact while contributing to wider goals. This more holistic approach to policy integration could have a bigger impact, which is what we aim to achieve with the collaborative programme.

5.0 Conclusion

- 5.1 Much has progressed in the year since the previous deep dive report. This has included practical implementation of new approaches, setting new governance arrangements and identifying areas for collaboration. This is setting CWB in a new direction focused on ensuring shared purpose across partners with collaborative action.
- 5.2 The discussion points highlighted throughout this report are intended to prompt debate and further thinking on how partners collaborate moving forward. The collaborative programme aims to bolster partnership working across priorities and lead to greater impact and scale. A concerted effort on leadership, behaviour and culture is needed to embed CWB in mainstream thinking and practice, backed up with measurements for success.

Appendices

- Appendix 1: Metrics for Success

Background papers

- [CWB Progress Report](#) (4 October 2024), Fife Council Cabinet Committee
- [Community Wealth Building – Deep Dive](#) (13 February 2024), Fife Partnership Board
- [Recovery and Renewal Leadership Group Report: Plan for Fife 2024-2027](#) (6 August 2024), Fife Partnership Board

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Appendix 1. Metrics for Success

Table 1. Local Wellbeing Economy Monitor – Fife, source: Scottish Government (published February 2024)

Outcome	Indicator	Fife	Scotland
Economy	Greenhouse gas emissions per capita tCO ₂ e (2021) - source	8.7	7.4
Poverty	Deprivation - % of data zones in 20% most deprived in Scotland (2020) – source	19.6	20.0
	Housing satisfaction % (2022) – source	96.9	90.7
	Fuel poverty % (2017-2019) - source	24.1	24.4
Communities	Social enterprises per 10,000 of the population (2021) – source	7	11
	Lonely “some, most, almost all or all of the time” % (2022) - source	36.3	23.1
	Live within a 5-minute walk of their local green or blue space % (2022) - source	76.6	69.6
Children	Children in relative low-income families (p) % 2022 – source	23.2	20.8
Education	Young people's participation % (2023) - source	92.9	94.3
	Low or no qualifications % (2022) - source	10.9	9.9
Fair Work & Business	Gender pay gap % (2023) - source	-2.5	8.7
	Employees earning below the real living wage % (2023) - source	11.7	10.1
Health	Female healthy life expectancy (2019-2021) - source	54.5	61.1
	Male healthy life expectancy (2019-2021) - source	58.6	60.4
Environment	Household waste per person tonnes (2022) - source	0.46	0.43
Culture	Attendance at cultural events or places of culture % (2022) - source	67.40	73.50
	Participation in a cultural activity % (2022) - source	76.60	74.80
Human Rights	Influence over local decisions % (2022) - source	25.50	17.80

Red denotes that Fife sits within the ten weakest outcomes for this indicator compared to all Scottish local authorities

Yellow denotes that Fife is neither in the top ten or bottom ten for this indicator

Green denotes that Fife sits within the ten strongest outcomes for this indicator compared to all Scottish local authorities

Measuring Success: An Integrated Approach

An integrated framework that merges economic policy with health and wellbeing objectives. By combining the Marmot health equity approach, CWB principles, and a wellbeing economy lens, policymakers can ensure that public investments address both economic and health disparities.

Economic Metrics (CWB):

- Percentage of public spending retained locally.
- Number of jobs created in deprived areas.
- Growth in community-owned enterprises.

Health Metrics (Marmot):

- Reduction in health inequalities (e.g., life expectancy and healthy life years).
- Improvements in access to social determinants like housing, education, and transport.

Wellbeing Metrics:

- Increases in life satisfaction and quality-adjusted life years.
- Reductions in well-being disparities across socioeconomic groups.
- Community-level indicators, such as mental health outcomes and social cohesion.

Excerpt from: <https://www.linkedin.com/pulse/bizarre-venn-triangle-george-eckton-02xqe/?trackingId=AzoxQl6NSmiMfiNoyuuUVA%3D%3D>

Fife Partnership Board

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4th February 2025

Agenda Item No. 4

Opportunities Fife Partnership Employability Pathway Provision 2025-26

Report by: Carol Connolly, Executive Director Place, Fife Council

Purpose

The purpose of this report is to present the Fife Partnership Board with an update on Opportunities Fife Partnership Employability Pathway Provision 2025-26, for the Board's consideration and endorsement.

Recommendations

That Fife Partnership Board:

Consider and endorse the updated Opportunities Fife Partnership Employability Pathway Provision 2025-26 as set out in Appendix 1.

Resource Implications

An indicative allocation of £6,037m for No One Left Behind was confirmed by Scottish Government in December 2024 for the period 2025-26. This comprises five ringfenced components. It is subject to approval of the Scottish Budget by the Scottish Parliament in 2025. There is also an allocation of £1,605m from UK Shared Prosperity Funding and a potential £0.600m from Fife Council to fund Pathway activities and its infrastructure.

The proposed budgets have been allocated (subject to approval) to delivery partners after a strategic and operational review in Quarter 3 2024-25, as set out in Appendix 1. The human resources required to deliver the Employability Pathway activities are allocated from Council Services, from partners and subcontractors, from existing resources where possible.

Consultation

The Opportunities Fife Partnership, as the local employability partnership and oversight body for No One Left Behind and UK Shared Prosperity Fund, People and Skills Interventions.

The Opportunities Fife Partnership agreed the recommendations for 2023-25 activity at its Executive Meeting on 23 May 2023 and for 2025-26 on 28 January 2025.

1.0 Background

1.1 Funding from No One Left Behind and Opportunities Fife Partnership budgets has been indicatively allocated for 2025-26 by the Scottish Government and Fife Council. This is as an extension to the activity commissioned in 2023-25. UKSPF Funding for People & Skills activities is subject to a report to Cabinet Committee and Fife Partnership on 4th and 6th February. The UK Government funding is for a transitional Year 4 with longer term for local growth in terms of plans as consulted on through [Invest 2035 UK Modern Industrial Strategy](#) and [Get Britain working white paper](#). The Scottish Government provisional allocation is based on the [no-one-left-behind-employability-strategic-plan-2024-2027](#) jointly developed with COSLA.

1.2 The Scottish Government’s indicative allocation by component is detailed in Table 1 below.

Table 1: Fife’s Indicative No One Left Behind Allocations 2025-2026

Initiative NO ONE LEFT BEHIND 2025-26 (Inc. Child Poverty Co-ordinator)	£6.037m
No One Left Behind All-Age	£2.569m
Parental Employability Support Fund	£3.000m
Specialist Employability Services	£0.349m
Total Indicative Allocation for Employability Pathway Provision	£5.918m
Child Poverty Co-ordinator	£0.119m

1.3 The Opportunities Fife Partnership Delivery and Oversight Group in November 2024 and the Opportunities Fife Partnership Board in December 2024 considered the strategic policy drivers that would inform the direction of the Employability Pathway for 2025-26. Consideration was given to:

- UK Shared Prosperity Fund existing priorities and new identified Key Missions
- The ambitions within the Plan 4 Fife 2021-24
- The Fife Economic Strategy 2023-30
- Refreshed Opportunities Fife Partnership Strategy 2024-30.
- The No One Left Behind Employability Strategic Plan 2024-27.

1.4 An options appraisal was carried out by the Opportunities Fife Partnership Programme Management Team, considering the performance of each of the delivery partners against the following criteria:

- Performance against Key Performance Indicators (KPIs).
- Client Experience.
- Compliance.
- Evidence of Need; and
- Link to Strategic Priorities.

1.5 The options appraisal highlighted that all providers on the Employability Pathway have delivered high quality support for clients with significant challenges. The options appraisal monitored degrees of success and continued relevance for the Employability Pathway going forward.

2.0 Opportunities Fife Partnership Employability Pathway Provision 2025-26

2.1. There are three sources of funding for the Employability Pathway in 2025-26: - UK Shared Prosperity Funding for the People & Skills Investment Priority; the Council's Core Funding and Scottish Government's No One Left Behind Funding.

2.2. UK Government has now published the UKSPF allocations for 2025 -26 at a reduced rate of 62% of 2024-25 allocations. However, the 2024 – 25 allocation was 58% of the total award. Technical Guidance for the investment of the UKSP funding in Year 4 has also been published. There will be no carry over of funding not invested in 2024-25 and funding cannot be transferred between Investment Priorities including from Multiply.

2.3. Table 2 sets out the recommended allocation of UKSPF Funding for the People & Skills Investment Priority in 2025-26. This is subject to a separate report to Fife Council's Cabinet Committee and to the Fife Partnership.

Table 2: UK Shared Prosperity Fund – Projected People and Skills Allocation

Projected People and Skills Allocation 2025-26:	£1.605m
Regional Collaboration Contribution (10%)	£0.160m
Administration Costs Contribution (4%)	£0.064m
Multiply Provision (6%)	£0.106m
Available Allocation for Employability Pathway Provision:	£1.274m

2.3 The UKSPF funding stream includes contributions to regional collaborative projects such as the Net Zero Accelerator work being developed through the Edinburgh and South East Scotland's Regional Prosperity Framework. This links to the UK Government's Mission to make Britain a Clean Energy Superpower. It also includes an allocation to support the continuation of certain Multiply projects, to support clients to complete qualifications in the final year, as approved by the Opportunities Fife Partnership Board in December 2024.

2.4 There is an Opportunities Fife Partnership core funding stream provided by the Council. These costs are discussed and approved by the Opportunities Fife Partnership Executive in March each year. The table below outlines the projected

Core costs for the Opportunities Fife Partnership for 2025-26, but will be subject to change, until presented to the Opportunities Fife Partnership Executive. This allocation has historically been used to support the Opportunities Fife Partnership to provide infrastructure and capacity within the Partnership, provide match funding where required and to support pilot activity.

Table 3: Opportunities Fife Partnership Core Budget

Total Opportunities Fife Partnership Core Budget	£0.600m
Staff Costs (Opportunities Fife Partnership Project Officer; Third Sector Employability Co-ordination; Lived Experience Team Co-ordination)	‑£0.105m
Contribution to FORT Information Management System	‑£0.015m
Event & training costs (Know Your Network; Jobs Fairs and Employability Events; Fife Business Diversity Awards)	‑£0.053m
Available Allocation for Employability Pathway Provision	£0.427m

- 2.5 Table 1 above sets out the provisional No One Left Behind allocations by component (including Parental Employability Support Fund, and Specialist Employability Services) which have still to be finalised. These allocations are indicative at this time and are subject to change until receipt of a Grant Offer Letter in Quarter 1 2025-26.
- 2.6 After consultation with each of the delivery partners, Appendix 1 outlines the indicative allocation for each project in 2025-26. As outlined, these will only be finalised once the Grant Offer Letter from Scottish Government for No One Left Behind is received, therefore may be subject to change.
- 2.7 Previously the Opportunities Fife Partnership has supported projects within a single intervention theme/funding source, where possible. However, to retain an appropriate range of provision on the Pathway in 2025-26, while adapting to the reduction in UKSPF allocation, certain projects will now be funded through a range of funding sources.
- 2.8 It should be noted that there are additional costs to support the Opportunities Fife Partnership and the wider Employability Network that are not included in the commissioned elements of the Employability Pathway, and therefore not included in Appendix 1. These will be funded through the No One Left Behind and Opportunities Fife Partnership core funding streams. Costs associated with the delivery of UKSPF such as the contribution to regional Net Zero Accelerator, contribution to administration costs and the continuation of selected Multiply activity have also not been included in Appendix 1.
- 2.9 As in previous years, where there are underspends or unallocated funds, these will be re-directed throughout the year to enhance provision where there is increased or unforeseen demand for specific services; or allocated to Fife Council’s Fife Jobs Contract Team, to support additional jobs for Pathway clients.
- 2.10 Also included is an allocation for a pilot project “Turnaround”, specifically for those being liberated from prison, or those who have an offending background and returned to Fife after liberation. The pilot has been developed by Fife Council’s

Supported Employment Team, in partnership with HMP Perth, Perth Council and a range of third sector partners. The pilot will trial a way of working and provide essential client information which will help shape a bid for larger scale provision through future commissioning. Due to the complexities regarding the reporting of these clients, this pilot will be funded through Opportunities Fife Partnership core budget.

3.0 Risks & Issues Conclusions

- 3.1 Throughout the planning process for the Opportunities Fife Partnership Pathway in 2025-26 several scenarios have been considered by the Opportunities Fife Partnership Delivery and Oversight Group and the Opportunities Fife Partnership Board, essentially modelling a significant reduction in delivery, based on the projected reduction of UKSPF And No One Left Behind. Although some projects will come to an end in March 2025, the Opportunities Fife Partnership has been able to limit the impact to that Pathway overall, by revising delivery and working with partners to evolve the activity.
- 3.2 This has resulted in the retention of essential projects that are supporting key client groups such as:
 - Economically Inactive
 - Unemployed Adults
 - Young People in danger of becoming or already NEET (Not In Education, Employment or Training),
 - Those with health or disability issues (with a particular focus on supporting those whose mental health is a barrier to employment)
 - Lone Parent, low income and workless families.
- 3.3 Projects delivered by Third Sector delivery partners will reduce from £5.00m to £4.690m, about an 6% reduction, but this still accounts for significant investment in local, community-based organisations. The Opportunities Fife Partnership Manager will work with the delivery partners to bid for other sources of funding.
- 3.4 There will also be a reduction in the number of new clients being supported this year, which is to be expected in the final year of activity. Delivery partners will focus on clients currently receiving support to ensure that they achieve positive outcomes and access jobs by March 2026, rather than concentrating on registering as many new clients as possible. Once allocations are finalised, the Opportunities Fife Partnership Manager will work with the delivery partners to establish relevant output and outcome targets for 2025-26, for consideration by the Opportunities Fife Partnership Executive in March 2025.

4.0 Conclusions

- 4.1 The proposed allocations for the Opportunities Fife Partnership Employability Pathway Provision 2025-26 balance performance and strategic alignment with the new UK and Scottish Government priorities for People and Skills and Employability. There is limited impact on the Council, third party delivery organisations or clients while still helping deliver the Plan for Fife Recovery and Renewal challenges and opportunities, and the strategic ambitions of Inclusive Growth and Jobs and Thriving

Places. Renewal challenges and opportunities, and the strategic ambitions of Inclusive Growth and Jobs and Thriving Places.

List of Appendices

Appendix 1: Recommendations for the Opportunities Fife Partnership Employability Pathway Provision 2025-26

Report Contacts:

Morag Millar, Service Manager, Place, Programmes & Policies, Place Directorate Fife Council, morag.millar@fife.gov.uk

Background Information:

- [Agenda and Papers for Cabinet Committee 29-June-2023.pdf](#) Opportunities Fife Partnership Employability Pathway 2022-25 Commissioning, Page 106

Appendix 1: Recommendations for the Opportunities Fife Partnership Employability Pathway Provision 2025-26

OFP Employability Pathway	Award 2024/25 £m	UKSPF £m	NO ONE LEFT BEHIND Core £m	PESF £m	Specialist ES £m	OFP Core £m	Total £m
Provision:							
Brag - Brighter Futures	0.659		0.659				0.659
Brag - Fife ETC	0.710	0.225	0.285	0.200			0.710
Brag - Square Start	0.487			0.487			0.487
FEAT - IPS	0.089	0.142					0.142
Fife Council - Education - 16+	0.202	0.095					0.095
Fife Council - Employability - Fife Jobs Contract	0.095	0.120	0.100	0.300		0.100	0.620
Fife Council - SES - Easy P	0.650	0.090	0.570				0.660
Fife Council - SES - Positive Pathways	0.691			0.060	0.241		0.301
Fife Council - SES - Turnaround (Pilot)	0.300					0.300	0.300
Fife Gingerbread - Making it Work for Families	£0			0.768			0.768
Fife International Forum - Building Bridges	0.768		0.524				0.524
Fife Voluntary Action - Volunteering into Work	0.655		0.065				0.065
Kingdom Works - Working For You	0.081	0.431		0.143			0.574
Link Living - Step On	0.574	0.040	0.162				0.202
Rural Skills Scotland - Grounds for Growth	0.202	0.130		0.043			0.173
SAMH - Specialist IPS for Addictions	0.173				0.099		0.099
Triage - Connected Parents	0.119			0.149			0.149
Venture Trust - Inspiring Futures	0.047		0.141				0.141
TOTAL	6.828	1.273	2.506	2.150	0.340	0.400	6.670



Fife Partnership Board

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4th February 2025

Agenda Item No. 5

Fife's UK Shared Prosperity Investment Plan

Report by: Carol Connolly, Executive Director Place, Fife Council

Purpose

The purpose of this report is to present the Fife Partnership Board with an update on Fife's UK Shared Prosperity Investment Plan for 2022-25, for the Board's consideration and endorsement.

Recommendations

That Fife Partnership Board:

1. Consider and endorse the updated Fife's UK Shared Prosperity Investment Plan for the transition Year 4 2025-26 and the proposed interventions for 2025-26 set out in Appendix 2.

Resource Implications

There have been no significant changes to the original Investment Plan 2022-25. UK Shared Prosperity Funding (UKSPF) is for mainly revenue expenditure. However, there is a requirement for a minimum amount of capital spend each year. In 2025/26 this is 28% of the total allocation. The human resources required to deliver the UKSPF Interventions are allocated from Council Services, from partners and subcontractors, and from existing resources where possible.

Consultation

Extensive consultation took place across Council Services, with Community Managers, and with partners to develop the UKSPF Investment Plan and its Interventions. Further consultation has been undertaken in respect of the funding allocation for Year 4.

1.0 Background

- 1.1 The UKSPF is designed to succeed EU structural Funding. However, it is not a direct replacement, as it focuses on UK Government priorities. The overarching aim of UKSPF was “building pride in place and increasing life chances” through three core investment priorities: communities and place, supporting local business and people and skills. For 2025-26, the UK Government has mapped existing interventions into Mission-led themes across the three priority areas: Communities and Place; Support for Local Business; and People and Skills. The Funding now aims to ensure places Kickstart Economic Growth in advance of wider local growth plans as consulted on through [Invest 2035 UK Modern Industrial Strategy](#) and [Get Britain working white paper](#)
- 1.2 Fife Partnership in August 2022 endorsed the 3-year Investment Plan (2022-2025) and its governance approach. A Subgroup of the Fife Partnership has been providing advisory oversight since approval of the Investment plan in 2022. The allocation for Fife’s UKSPF is detailed in Table 1 below.

Table 1: Fife’s UKSPF Allocations 2022-2026

Allocations	Year 1 2022-23 £m	Year 2 2023-24 £m	Year 3 2024-25 £m	Year 4 2025-26 £m	Total £m
UKSPF Allocation excluding Multiply	£1.348	£2.696	£7.064	£4.403	£15.512
Multiply Allocation	£0.701	£0.809	£0.809	£0	£2.319
Total UKSPF Allocation	£2.049	£3.505	£7.873	£4.403	£17.831

- 1.3 The agreed allocation of funding between the Investment Priorities is detailed in Table 2 below. The proposed allocation for 2025-26 is the subject of this report.

Table 2: Allocation by Investment Priority

Investment Priority	2022-23	2023-24	2024-25	2025-26	Total
Excluding Multiply	Value £m	Value £m	Value £m	Value £m	Value £m
Communities & Place	£0.458 34%	£0.674 25%	£2.331 33%	£1.399 31%	£4.862 31%
Supporting Local Businesses	£0.216 16%	£0.674 25%	£2.331 33%	£1.399 31%	£4.62 30%
People & Skills	£0.674 50%	£1.348 50%	£2.402 34%	£1.605 38%	£6.029 29%
Total	£1.348	£2.696	£7.064	£4.403	£15.511

1.4 Fife’s UKSPF investment Plan also includes an output and outcome for each intervention selected from a menu set by the UK Government. The Council and its partners through the governance for Fife’s UKSPF Investment Plan approved in August 2022, determined the activities to deliver these based on the Plan for Fife 2017-27 priorities. The Fife approach prioritised the interventions historically funded by EU funding to continue that activity, before including additional interventions. The Plan for Fife commitments to tackle the Climate Emergency and Transition to Net Zero were the additional priorities. The summary of the interventions included in the Fife’s UKSPF Investment Plan 2022-25 is detailed in Table 3 below.

Table 3: Summary of Fife’s UKSPF Investment Plan 2022-25 Interventions

Investment Priority	Interventions 2022-25
Communities & Place	<p>Develop the visitor economy (e.g. Forth Bridges Partnership, Fife Tourism Partnership)</p> <p>Town Centre improvement and animation</p> <p>Develop and deliver Natural capital improvements</p> <p>Strengthen Climate Resilience for communities and their assets*</p> <p>Increase volunteering in Communities (Note: this will be delivered through the Opportunities Fife Partnership for alignment with the Employability Pathway)*</p>
Support for Local Businesses	<p>Business support Services, specialist advice, for start-ups and existing businesses</p> <p>Business grant scheme for property improvements</p> <p>Energy and condition improvements to the Council’s Business Property portfolio</p> <p>Innovation support (advice and grants) for businesses</p> <p>Funding support to Town Centre and Tourism businesses to innovate</p>
People & Skills	<p>Adult skills and specialist employability support</p> <p>Services for young people</p> <p>Multiply Numeracy programme (ring fenced funding)</p> <p>Volunteering to encourage participation</p>

2.0 UKSPF Investment Plan 2025-26

2.1 The UK Government has now published the allocations for 2025 -26 at a reduced rate of 62% of 2024-25 allocations. However Support for Local Businesses and People & Skills Investment Priorities will be able to sustain activities at a level historically supported by EU Funding. The 2024 – 25 allocation was 58% of the total award. Technical Guidance for the investment of the UKSP funding in Year 4 has also been published. There will be no carry over of funding not invested in 2024-25 and funding cannot be transferred between Investment Priorities including from Multiply.

2.2 Appendix 1 sets out the Forecast Outturn Fife’s UKSPF Investment Plan 2024-25. This is the framework for financial and performance management by Intervention.

The majority of the defined outputs and outcomes are expected to be achieved with more than 20% having already exceeded the original targets. Approximately £0.102m of the funding ringfenced for Multiply activities may not be drawn down. This is mainly due to an inability to recruit tutors/ participants, timescale limitations and the narrowness of eligibility criteria. The summary of the forecast outturn for 2024-25 is detailed in Table 4 below.

Table 4: Funding drawdown summary and forecast outturn for 2024/25

UKSPF Funding drawdown	2022-23 Actual Drawdown	2023-24 Actual Drawdown	2024-25 Forecast Drawdown	Total
UKSPF Spend excluding Multiply	£838,387	£3,062,165	£7,608,401	£11,508,953
Multiply Spend	£167,271	£713,760	£935,830	£1,816,861
Total UKSPF Spend	£1,005,658	£3,775,925	£8,544,231	£13,325,814

- 2.3 The role of lead local authorities remains the same for 2025-26 and there is no need to change the existing governance arrangements. For Year 4 the UK Government has simplified the UKSPF interventions to make the fund easier to manage, with less reporting to do. There are now 5 UK-wide themes and twelve sub-themes that are focused explicitly on delivering the UK Government’s Missions. The sub-themes for 2025-26 have been mapped to the previous interventions to ensure activities can continue for this transition year. There is no requirement for lead local authorities to submit a revised investment plan, the update for 2025-26 will be submitted within the reporting for 2024-25.
- 2.4 Diagram 1 below sets out the alignment of the UKSPF interventions in Year 4 with the UK Government's missions. The mission, Kickstart Economic Growth is now the primary purpose of the funding. The People & Skills Priority now includes support for young people who are or at risk of becoming NEET (Not in employment, education, training) and essential skills including numeracy. The climate mission is to Make Britain a Clean Energy Superpower.

Diagram 1: UKSPF Investment Priorities 2025 -26

UKSPF investment priorities and the government's missions

Missions Key:

£ Kickstart Economic Growth	 Make Britain a Clean Energy Superpower	 Take Back Our Streets	 Break Down Barriers to Opportunity	 Build an NHS fit for the future
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Priority

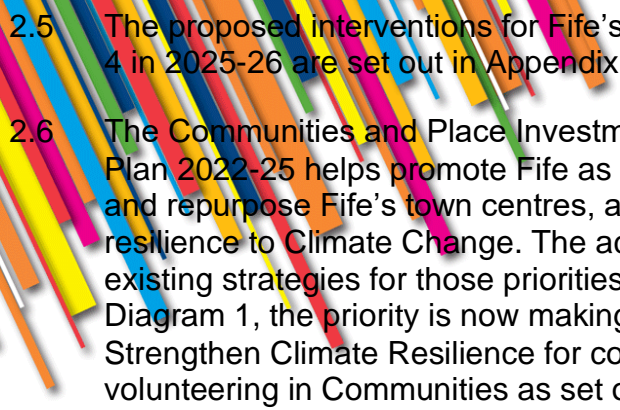
Communities and Place	Supporting Local Business	People and Skills
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Theme

 <p>Healthy, Safe and Inclusive Communities</p>	<p>£ Thriving Places</p>	 <p>Support For Business</p>	 <p>Employability</p>	 <p>Skills</p>
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Sub-Theme

<p>Healthy: Improve health and wellbeing</p> 	<p>Safe: Reduce crime and the fear of crime</p> 	<p>Inclusive: Bringing communities together, tackling homelessness</p> 	<p>£ Development of the visitor economy</p>	<p>£ High streets and town centres improvements</p>	<p>£ Advice and support to business</p> 	<p>£ Enterprise culture and start up support</p> 	<p>£ Business sites and premises</p> 	<p>£ Supporting people to progress towards and into employment</p> 	<p>£ Support for young people who are or at risk of being NEET</p> 	<p>£ Essential skills (including numeracy, literacy, ESOL and digital)</p> 	<p>£ Employment related skills</p> 
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- 2.5 The proposed interventions for Fife’s UKSPF Investment Plan for the transition Year 4 in 2025-26 are set out in Appendix 2.
- 2.6 The Communities and Place Investment Priority activities in Fife’s UKSP Investment Plan 2022-25 helps promote Fife as a sustainable visitor destination, to regenerate and repurpose Fife’s town centres, and to deliver a Just Transition to Net Zero and resilience to Climate Change. The activities are in line with the Plan for Fife and existing strategies for those priorities. However, for climate activities, in terms of Diagram 1, the priority is now making Britain a Clean Energy Superpower rather than Strengthen Climate Resilience for communities and their assets or Increase volunteering in Communities as set out in Table 3.
- 2.7 For the Support for Local Businesses Investment Priority, the delivery of the interventions is either through Business Gateway Fife’s Service Agreement or directly by Fife Council’s Economic Development team. This also aligns with Scottish Government priorities to support business growth and start-ups. There is no change required to the interventions to meet the UK Government Mission to Kickstart Economic Growth. Fife’s Economic Strategy will continue to set the local priorities for these activities.
- 2.8 The People and Skills Investment Priority activities funded by UKSPF are commissioned as part of the Opportunities Fife Partnership (OFP) Employability Pathway 2022-25 Commissioning, approved by Fife Council in June 2023. This ensures alignment and additionality with Scottish Government funding for No One Left Behind activity. The proposed commissioning approach for No One Left Behind activity in 2025-26 is also reported to Cabinet Committee. Some reprioritisation of activity funded by UKSPF is required to align with the UK Government priorities as set out in Diagram 1. This will include ongoing Multiply activities to support existing clients complete their numeracy qualifications.
- 2.9 There are regional activities included in Fife’s UKSPF Investment Plan. They support delivery of Edinburgh & South East Scotland’s Regional Prosperity Framework or the Tay Cities Regional Economic Strategy. In Edinburgh & South East Scotland City Region, activities are related to the Visitor Economy and Climate Change and Adaptation where a regional approach is required e.g., a “Climate Ready” Forth, a regional energy approach and for Green Skills development and delivery. These activities are still relevant to deliver the Mission, Make Britain a Clean Energy Superpower for Fife’s UKSPF to continue to fund activities in 2025/26.

3.0 Conclusions

- 3.1 The UKSPF has provided an opportunity to deliver an Investment Plan for Fife which has retained and expanded services to help deliver Plan for Fife Recovery and Renewal challenges and opportunities, and the strategic ambitions of Inclusive Growth and Jobs and Thriving Places.
- 3.2 Appendix 2 sets out the recommendations for the Investment Plan in 2025-26 to align with the revised UK Missions and priorities and the Plan for Fife.

List of Appendices

Appendix 1: Forecast Outturn Fife's UKSPF Investment Plan 2024-25

Appendix 2: Recommendations for Fife's UKSPF Investment Plan 2025-26

Report Contacts:

Morag Millar, Service Manager, Business & Employability Place, Programmes & Policies, Fife Council, morag.millar@fife.gov.uk

Background Information:

Agenda and Papers for the Fife Partnership Board August 2022 [Fife Partnership Board-
Public-Agenda-Pack-2022-08-23](#)

APPENDIX 1: FORECAST OUTTURN FIFE's UKSPF INVESTMENT PLAN 2022-25

Communities & Place Interventions	Total Investment 2022-2025 £m	Investment planned 2024-25 £m	Proportion of 2024-25 invested by 31/12/24	Progress on Outputs and Outcomes
S1: Place based investments, regen & town centre improvements.	£0.660	£0.325	27%	Exceeded original targets
S2: Support /improve community assets & infrastructure projects	£0.372	£0.327	29%	Estimated tonnes of CO2e reductions will require annual monitoring
S3: Improvements to the natural environment, green & open space	£0.259	£0.259	0%	On track
S7: Campaigns to encourage visiting & exploring the local area	£0.522	£0.337	55%	Exceeded original targets
S8: Impactful volunteering and/or social action projects	£0.082	£0.060	40%	On track
S9: Investment in capacity building & resilience for local groups	£0.970	£0.852	19%	Exceeded original targets
S11: Relevant feasibility studies	£0.376	£0.142	35%	On track
S12: Digital infrastructure for local community facilities	£0.158	£0.158	100%	On track
Total	£3.399	£2.462	31%	

Supporting Local Business Interventions	Total Investment 2022-2025 £m	Investment planned 2024-25 £m	Proportion of 2024-25 invested by 31/12/24	Progress on Outputs and Outcomes
S14: Development & promotion of the visitor economy	£0	£0	0%	Investment transferred to S15
S15: SME development grants & support.	£1.490	£1.234	44%	On track. Outputs and Outcomes increased to respond to increased investment.
S18: Investing in enterprise infrastructure, site development projects	£0.615	£0.593	0%	Original project closed and replaced. On track
S19: Strengthening local entrepreneurial ecosystems	£0.529	£0.290	64%	On track
S20: Expert business advice & support programmes, local & regional	£0.349	£0.233	58%	Exceeded original targets
S22: Growing the local social economy.	£0.000	£0	N/A	Investment transferred to S27
S27: Support relevant feasibility studies	£0.159	£0.035	89%	On track
S28: Business resilience & Covid-19 recovery	£0	£0	N/A	Investment transferred to S15
Total	£3.141	£2.385	38%	

People & Skills including Multiply Interventions	Total Investment 2022-2025 £m	Investment planned 2024-25 £m	Proportion of 2024-25 invested by 31/12/24	Progress on Outputs and Outcomes
S31: Employment support for economically inactive people	£1.566	£0.785	65%	Exceeded original targets
S33: Enrichment & volunteering activities	£0.721	£0.342	49%	On track
S36: Local areas to fund local skills needs	£0.929	£0.599	82%	On track
S37: Green skills courses	£0.607	£0.432	55%	On track
S39: Education & skills targeting the vulnerable leaving school	£0.909	£0.495	62%	On track
Total People & Skills	4.732	2.654	65%	
S42: Courses designed to increase confidence with numbers	£0.748	£0.209	164%	On track
S43: Courses for parents wanting to increase numeracy skills	£0.160	£0.100	47%	On track
S45: Courses aimed at encouraging people to upskill to access jobs/ careers	£0.384	£0.244	82%	On track
S47: Innovative programmes delivered with employers	£0.386	£0.242	60%	On track
S51 Activities, courses or provision developed in partnership with community organisations and other partners aimed at engaging the hardest to reach learners	£0.242	£0.242	0%	On track
Total Multiply	£1.919	£0.795	93%	
Total Admin across all priorities	£0.237	£0.108	65%	

APPENDIX 2: FIFE'S UKSPF INVESTMENT PLAN 2025-26

Fife has an allocation of £4.403m which is a reduced overall allocation of 62%. However Support for Local Businesses and People & Skills Investment Priorities will be able to sustain activities at a level historically supported by EU Funding. The allocation is sufficient to fund staff roles administering the UKSPF investment plan. A minimum of £1.249m (28%) must be capital spend. The capital spend is projected at £1.492m (34%) to include contingency.

The Communities & Place Investment Priority will focus on the Mission to Make Britain a Clean Energy Superpower and Thriving Places to Kickstart Economic growth by development of the visitor economy and High Street & Town Centre Improvements. Within the Communities & Place Investment priority, capital investment is prioritised to improve assets with dual purpose and use by resident's but also by visitors. This investment aims to improve assets to become a stronger reason to visit and to improve signage to help visitors to move around Fife to visit a wider range of destinations to help deliver Fife's Tourism Strategy. Funding has been allocated to City Square Dunfermline to deliver additional components including additional seating, interpretation/wayfinding to complement existing infrastructure.

The Supporting Local Business Investment Priority will continue to focus on advice & support to businesses, enterprise culture & start up support, business sites & premises. It will continue to invest in local growth using [Fife Economic Strategy 2023-30](#) as the local growth Plan, in advance of wider local growth funding reforms ([Invest 2035 UK Modern Industrial Strategy](#)).

The People & Skills Investment Priority will focus on supporting people to progress towards and into employment, support for young people who are at risk of being NEET(Not in Employment, Education and Training), essential skills (including numeracy, literacy, ESOL & digital), and employment related skills (including Green Skills). Delivery partners will focus more on clients currently receiving support to ensure they achieve positive outcomes and accessing jobs by March 2026, rather than new client registrations in this final year. Interventions and activities have been reviewed to align with the UKG missions and requirements, and the Delivery Partner's performance in 2022/25.

There will be continued investment into supported employment activities in line with the new Scottish Government COSLA partnership approach i.e. Positive Pathways/ Fife Job Contract. There is ongoing funding for Multiply to focus on achieving the outcomes (qualifications) for participants engaged during 2022/25. Investigations continues into the requirements for other basic skills such as Digital.

Regional activity is projected at 7% of the total allocation for 2025/26 to continue activities to help deliver the Mission: Making Britain a Clean Energy Superpower and develop the regional Visitor Economy.

The interventions for Year 4, 2025-26 are summarised in the Tables below by Intervention Priority.

Communities & Place Interventions	Proportion invested	Investment planned in 2025-26 £m	Additional Outputs and Outcomes for 2025-26
S1: Place based investments, regen & town centre improvements	25%	£0.350	3,500 (M2) of public realm created or improved (Dunfermline City Square) 30,000 People Increased footfall
S3: Improvements to the natural environment, green & open space	20%	£0.287 – includes regional activity	4 Neighbourhood improvements undertaken 75 People with improved perception of facilities/ amenities
S7: Campaigns to encourage visiting & exploring the local area	48%	£0.670 – includes regional activity	100 Organisations receiving non-financial support 100,000 People Increased visitor numbers
S11: Relevant feasibility studies	4%	£0.050	2 Feasibility studies supported 2 Projects arising from funded feasibility studies
Admin	3%	£0.042	
Total	100%	£1.399	£0.900m capital spend

Activities starting – City Square, Dunfermline (Capital), Lochore Meadows (Capital) – installation of an automatic irrigation system, a family destination Himalayan putting venue, tourism signage for the Fife Coastal Path and the Pilgrim Way.

Activities continuing – Regional Energy masterplan support, clean energy related feasibility studies; development of the regional visitor economy including World Heritage partnership, Climate Place, Climate Risks and Opportunities.

Activities to cease – climate adaptation grants to community groups, support for volunteering.

Supporting Local Business Interventions	Proportion invested	Investment planned in 2025-26 £m	Additional Outputs and Outcomes for 2025/26
S15: SME development grants & support	30%	£0.414	60 Businesses receiving grants 15 Businesses adopting new to the firm technologies or processes
S18: Investing in enterprise infrastructure, site development projects	42%	£0.592	1,119 (M2) of commercial buildings developed or improved 240 Jobs safeguarded
S19: Strengthening local entrepreneurial ecosystems	16%	£0.225	150 Businesses receiving grants 60 Jobs created
S20: Expert business advice & support programmes, local & regional	8%	£0.117	60 Businesses receiving grants 60 Jobs created
Admin	4%	£0.051	
Total	100%	£1.399	£0.592m capital spend

Activities continuing – SME (Small, Medium Enterprises) grant scheme, culture of innovation support, start-up grant scheme, contracted/ specialist business advisers.

Activities starting – tourism business grants, trade development training programme, Kirkcaldy and Inverkeithing business premises improvements, business site development to increase availability of marketable employment land.

Activities to cease – business efficiency grants.

People & Skills Interventions	Proportion invested	Investment planned in 2025-26 £m	Additional Outputs and Outcomes for 2025/26
S31: Employment support for economically inactive people	30%	£0.487	215 socially excluded people supported 37 people in employment, including self-employment, following support
S36: Local areas to fund local skills needs includes numeracy	34%	£0.538	185 people supported to gain a qualification or complete a course 46 people in employment, including self-employment, following support
S37: Green skills courses	18%	£0.290 – includes regional activity	73 people supported to gain a qualification or complete a course 43 people in employment, including self-employment, following support
S39: Education & skills targeting the vulnerable leaving school	14%	£0.226	59 people receiving support to gain employment 39 people in employment, including self-employment, following support
Admin	4%	£0.064	
Total	100%	£1.605	£0m capital spend

Activities continuing – Adult Basic Education numeracy programme, third sector challenge fund (numeracy), employability support for inactive adults, individual place and support service for those with addictions/ mental health issues, green skills training, specialist qualifications for support into work, support for school leavers. An additional allocation will be made to the Fife Job Contract for supported employability services jobs.

Activities starting – The requirements for other Basic Skills are still being investigated and may be funded by UKSPF in 2025-26.

Activities to cease – Multiply funded courses excluding Adult Basic Education and a small Challenge Fund for existing participants to complete their qualification, Enrichment & volunteering activities. Some activities e.g. Volunteering will be included in the No One Left Behind funding allocations. This significant investment in local, community-based, provision delivered by a range of third sector partners aligns with the new Scottish Government/COSLA Strategic Employability Plan 2024-26.

Fife Partnership Board

www.fife.gov.uk/committee/fifepartnership

4 February 2025

Agenda Item No. 6

Fife's Place Plan – Place Matters

Report by: Pam Ewen, Chief Planning Officer, Fife Council

Purpose

To advise the Partnership Board on progress with the Local Development Plan (LDP2) review, to be known as *Fife's Place Plan*, and highlight the importance of this land-use plan as the spatial expression of the Plan4Fife. The report seeks a decision in respect of the Fife Partnership Board's role through the preparation of the new plan and its spatial strategy.

Recommendations

That Fife Partnership Board:

1. Notes the progress in the preparation of the Fife Local Development Plan, *Fife's Place Plan*, and its evidence base; and
2. Considers how it can contribute to the development and implementation of the Local Development Plan and its spatial strategy on a community planning partnership basis.

Resource Implications

There are no additional resource implications beyond those already committed to preparing the Local Development Plan in liaison with other Council Services and Community Planning partners. There is likely to be a need to consider the timing of related activity to align strategy development and involvement in the plan's preparation.



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This report has been informed by discussions at Council and Fife partners' leadership groups and the LDP2 Delivery Group which has Community Planning Partnership representation.

1.0 Background

- 1.1 LDP2 will be known as *Fife's Place Plan* to reflect its role as a corporate document acting as the spatial expression of the Plan4Fife. A report to this Board on 23 August 2022 highlighted the importance of the land-use plan as the spatial expression of the Plan4Fife and sought a decision in respect of the Board's statutory processes. The Board: considered the statutory process that would be required as part of the local development plan review; noted the role of partners in promoting any land and property assets where land use change would be sought; and agreed that a report would be presented to the Board once the review had gone through the key statutory stages.¹
- 1.2 The Plan for Fife Leadership Board considered a report on this matter and noted this report is being presented to the Fife Partnership Board

2.0 Context

- 2.1 *Fife's Place Plan* will replace the current Local Development Plan *FIFEplan* (adopted 2017) to provide a 10-year strategy for development and growth in Fife in accord with the Town and Country Planning (Scotland) Act 1997 (as amended). It forms part of the new Fife Development Plan along with National Planning Framework 4 (NPF4).
- 2.2 Development planning is a statutory function to manage the development and use of land in the long-term public interest. It does this by setting out how places will change into the future, including where development should and should not happen. Development plans consider where new homes and workplaces will be built, where and when land use proposals for services and facilities will be provided, identify infrastructure needs, and the places and environmental assets valued for protection.
- 2.3 *Fife's Place Plan* is one of many plans and strategies informing how decisions are taken across Fife and, of all these, the Plan4Fife is the overarching plan setting the framework for the new LDP. There are over 100 plans and strategies with land use or spatial content affecting Fife spanning national to community levels. This is a busy landscape for professionals dealing with their implementation and will be bewildering to the communities on whose behalf they are prepared. The current arrangements do not lend themselves to an effective co-ordination of effort and resources. Achieving that will take time but there is an opportunity now to start that journey.

¹ [Minute-of-Meeting-of-Fife-Partnership-Board-of-23-August-2022-subject-to-approval-at-the-next-meeting.pdf](#)

Evidence Report, Gate Check, and Timescale

- 2.4 The Scottish Government’s [Transforming Planning](#) programme introduced changes to the planning system which flows from legislative reform, including a new development planning system which introduced evidence reports. Fife’s LDP Evidence Report adopted an approach whereby the new plan tells a place-based story which reflects the issues to be addressed and identifies opportunities within each of the Council’s seven localities. The Evidence Report was the first step in telling that story and was Scotland’s first to be submitted for Gate Check in April 2024. The Evidence Report was returned to the Council for further work and will be resubmitted early in 2025.
- 2.5 The anticipated milestone dates for *Fife’s Place Plan* between now and adoption are given below and are revised from the timescale published in 2023. These changes come from a review of the LDP project plan and take account of the extended Gate Check stage.

Figure 1 – Fife’s Place Plan milestone dates

Stage	Expected date DPS14 (2024)
Evidence Report submission to Gate Check	1Q 2024/25 (submission) 4Q 2024/25 (January 2025) (re-submission)
Gate Check close	1Q 2025/26 June 2025
Proposed LDP2 and consultation	1Q 2026/27 (June 2026)
Submit Proposed Plan to Scottish Ministers	2Q 2027/28 (September 2027)
Examination report	4Q 2028/29 (September 2028)
Adoption	1Q 2028/29 (May 2028)

- 2.6 *Fife’s Place Plan’s* has a role as the spatial expression of the Plan4Fife and will include a spatial strategy. The strategy will take account of, among other things, Fife’s principal physical, cultural, economic, social, environmental characteristics; Fife’s housing needs including the housing emergency, and the health and educational needs of the population and the likely effects of development and use of land on those health and education needs. Community planning interests must, therefore, form part of preparing the LDP, including taking account of strategic assessments. The proposed – or draft – LDP will continue to tell the story of Fife’s future sustainable places and should express the aspiration, ambition, and possibilities for Fife over the next 10 years from 2028.

Plan for Fife and development planning alignment

- 2.7 The LDP2 Evidence report includes an evaluation of whether the extant LDP – FIFEplan (2017) has delivered on its outcomes and allocations, identify any lessons learned for the preparation of the new plan, and consider the appropriateness of the previous spatial strategy. This proved to be inconclusive because the extent to which the 2017 objectives have been met and can be attributed to the FIFEplan policies and proposals cannot readily be established and because changes over time introduced some complexities in comparing the Council Plan 2017 objectives with those in the Plan4Fife.

2.8 FIFEplan was prepared in the context of the Council Plan objectives and corporate goals at that time. Council objectives changed in during the life of FIFEplan and are now in the Plan4Fife 2017-17². Nevertheless, creating the new community plan and *Fife's Place Plan* over a similar timeframe allows the Council, and its partners to work towards setting related objectives which can be monitored for their effectiveness and outcomes in delivering shared objectives across the shared themes – or golden threads – running through related plans (Figure 2). This opens a new opportunity to align policy, assets, and land use more deliberately to better support community wealth building and priority objectives.

Figure 2 - Common themes (golden threads) across policy frameworks

National Planning Framework 4			
	Sustainable Places	Liveable Places	Productive Places
Plan for Fife 2017-27	Thriving Places	Opportunities for All	Inclusive Growth and Jobs Community Led Services
Recovery and Renewal Plan for Fife 2021-24 Update	Addressing the Climate Emergency	Tackling Poverty and Preventing Crisis	Leading Economic Recovery

Engagement and *Place Matters*

- 2.9 Community views on their area and environment informed the LDP2 Evidence Report and are reflected in the Strategic Assessment. Other recent consultations such as Local Community Plans, Local Transport Strategy, and Local Heat & Energy Efficiency Strategy have added to the knowledge available to the Partnership. *Fife's Place Plan* will be published for consultation in 2026 and those asked to engage in that process should expect to see previous representations and views have been considered in preparing the Proposed Plan.
- 2.10 Communities in Fife have also been invited to prepare Local Place Plans. Local Place Plans were introduced by the Planning (Scotland) Act 2019. They are community-led plans setting out proposals for the development and use of land. A Local Place Plan can set out a community's aspirations for its future development.
- 2.11 In November 2024, Planning Services launched *Place Matters*, the 'call for sites and ideas' stage for Fife's places. This is running for 14 weeks, until 24th February 2025. This stage is open to all individuals and bodies who want a proposal or policy idea considered for inclusion in *Fife's Place Plan*. Referring to one of the decisions of the Fife Partnership Board in August 2022, there is a role for partners in promoting land and property assets where land use change would be sought.

² Opportunities for All, Thriving Places, Inclusive Growth and Jobs, and Community-Led Services.

Role of Fife Partnership members in *Fife's Place Plan*

- 2.12 Members of the Fife Partnership have a key role in the preparation of LDP2. This will be important in helping LDP2 to address and meet the needs of Fife and its residents. As the plan progresses and a draft of LDP2 (the proposed plan) and its draft Delivery Programme are developed, there will be need for collaboration on the future of surplus assets, community services and facilities, energy infrastructure, and potential site allocation - all while addressing the climate emergency and considering development growth and potential implications for organisations and Fife.

3.0 Conclusion

- 3.1 The place-based model adopted for the Fife LDP Evidence Report and the LDP itself sits well with the people and places operating model and will help to better align the Local Outcome Improvement Plan, when it is reviewed so the local development plan is established the spatial expression of the Plan4Fife.
- 3.2 Although the LDP is the spatial expression of the Local Outcome Improvement Plan, the link between each plan's set of objectives has been weakened because of the transition from the Council Plan 2017 to the Local Outcome Improvement Plan in its current form; however, the respective timetables for these plans offers an opportunity to align place-based policy and strategy across planning, climate change, housing, economy, and transportation through greater collaboration and alignment of plans and strategies. In this respect, *Fife's Place Plan* is a key statutory document with ownership spanning all Fife Council Directorates and the Fife Partnership.

Appendices

None.

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10 January 2025

Fife Partnership Board

www.fife.gov.uk/committee/fifepartnership

4 February 2025

Agenda Item No. 7

NHS Fife and Fife Council Joint Health Protection Plan 2024-2026

Report by: Fife Council Environmental Health and East Region Health Protection Service

Purpose

The Joint Health Protection Plan 2024-26 (JHPP) is brought to FPB to highlight the benefits of close cooperation between NHS and Council, recognising that issues relating to the health of the population require both actions to address needs of people and the places where they will come into contact with infectious diseases and environmental hazards.

The JHPP also sets out recent organisational changes to how the health protection is delivered, and current priorities and challenges.

Recommendations

That Fife Partnership Board:

1. Consider if there are other partners who would see benefit in contributing to these plans.
2. Consider if there are other opportunities for joint working beyond the core requirements.

Resource Implications

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



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Consultation

Consultation was undertaken through the established liaison arrangements between Fife Council Protective Services (including Environmental Health), and the East Region Health Protection Service (covering NHS Fife). The JHPP has been endorsed by *NHS Fife Board* on 6th November 2024, and *Fife Council Environment, Transportation and Climate Change Scrutiny Committee* on 21st January 2025.

1.0 Background

1.1 Health Boards and Local Authorities are required to produce these plans every two years. This eighth Fife JHPP provides an overview of health protection (communicable disease and environmental health) priorities, provision and preparedness. There is national guidance on its contents which includes:

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

The JHPP supports ambitions set out elsewhere, including national public health priorities set out by Scottish Government, and the Plan for Fife (Local Outcome Improvement Plan) 2017-2027.

2.0 Context

2.1 NHS Fife Health Protection Team joined in December 2023 with Borders, Forth Valley and Lothian health board Health Protection Teams to form the *East Region Health Protection Service (ERHPS)*. This is expected to provide greater resilience and access to specialism across the region.

Within Fife Council, as nationally, recruitment of qualified Environmental Health Officers remains difficult, and internal training and development pathways are being enhanced.

Following disruption of the pandemic, the landscape for health protection is returning to a more normal pattern. However, new threats and challenges continue to cause concern and pressures, particularly among more vulnerable populations, including from less-familiar infectious diseases such as mpox, and those with pandemic potential such as avian influenza; and from familiar diseases such as E.coli, influenza and tuberculosis. Healthcare capacity challenges, lower immunisation uptake, and aging populations are likely to increase vulnerability to these. Social challenges also leave our population more vulnerable, such as the Housing Emergency (declared by Fife Council in March 2024), refugee resettlement, and increasing costs of food and energy. The EU Exit affects food law and safety of imported goods.

Particular upcoming challenges and priorities include increasingly severe weather and climate change; improving food, water and environmental safety, (including

indoor and outdoor air quality); and improving early years health, sexual health and blood-borne viruses.

3.0 Conclusion

- 3.1 Fife continues to apply well-established ways of working to protect the health of the population. However, there are many ongoing and emerging risks which will require innovation and increasingly close collaboration with a wide set of partners.

Appendices

Appendix 1: NHS Fife and Fife Council Joint Health Protection Plan 2024-2026

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

2024-2026

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Introduction

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

This plan covers the period 1st April 2024 to 31st March 2026.

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

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

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

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

Signed

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

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

1. Overview

1.1 Fife Joint Health Protection Plan

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

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

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

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

The purposes of the plan are:

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

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

1.2 Review of previous Joint Health Protection Plan 2022-2024

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

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

1.3 Health protection planning infrastructure

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

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

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

1.4 Overview of NHS board and local authority population

Population

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

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

estimate that by mid-2028, the population of Fife will be a similar size with a 0.1% decrease in the total population compared to 2018.²

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

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

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

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

Births

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

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

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

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

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

2,939 babies were born in Fife in 2023, a 2% reduction in the number of babies born in Fife compared to in 2022.⁵ This continues the trend of falling numbers of births in Fife in the last ten years and is the lowest annual number of births since 1991. Fertility rates in Fife fell below those of Scotland in 2022 and remain lower at 44.2 per 1000 women aged 15-44 years compared with a national rate of 44.8 in 2023.

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

Deaths

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

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

Heart disease was the next most common cause of death (14%) followed by dementia and Alzheimer's disease (11%) and cerebrovascular diseases (6%). There were 106 deaths recorded in Fife in 2023 where confirmed or suspected Covid-19 was mentioned on the death certificate, a reduction from 214 in 2022.⁹

⁵ NRS List of data tables 2023. Sections 3: Births. Available: [List of Data Tables | National Records of Scotland \(nrscotland.gov.uk\)](https://www.nrscotland.gov.uk/data-tables)

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

⁷ NRS (2024) Vital Events - Deaths. Available: [Vital Events - Deaths | National Records of Scotland \(nrscotland.gov.uk\)](https://www.nrscotland.gov.uk/data-tables)

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

⁹ NRS (2024) Vital Events - Deaths. Available: [Vital Events - Deaths | National Records of Scotland \(nrscotland.gov.uk\)](https://www.nrscotland.gov.uk/data-tables)

1.5 Overview of communicable diseases for 2021-23

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

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

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

1.6 Significant health protection incidents

Covid-19 impact on Health Protection

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

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

Covid-19 impact on Environmental Health

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

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

Measles

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

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

Mossmorran flaring

There continues to be significant improvements at the Mossmorran complex since the flaring events in 2019 and 2020. This is clearly demonstrated in the 2023 general report for Mossmorran and Braefoot Bay. Investment in new technology together with improved monitoring and communication networks has reduced the number of overall complaints from over 1600 in 2020 to less than 50 in 2023.

The updated Constitution and Terms of Reference of the Safety Committee and Expert Advisory Groups provide a robust framework for oversight and scrutiny for Mossmorran and Braefoot Bay going forward (includes provision of general annual reports) and a solid foundation for alleviating any concerns local residents may have.

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

Avian influenza

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

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

Tuberculosis

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

Refugee Resettlement

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

Housing Emergency

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

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

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

3. Enhancing housing access and prevention of homelessness

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

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

1.7 Risks and challenges

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

Pandemic preparedness

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

EU Exit and Imported/Exported Food Control

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

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

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

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

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

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

East Region Health Protection Service

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

Environmental Health resourcing

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

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

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

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

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

Outbreaks of communicable disease in care homes

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

Immunisation delivery

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

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

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

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

2. Health Protection: national and local priorities

2.1 National priorities

The Scottish Government set national public health priorities with SOLACE and COSLA, and these direct public health improvement across the whole of Scotland.¹⁰ These priorities are also described in Public Health Scotland's national strategic plan¹¹ and NHS Fife's Director of Public Health Report 2020-2021.¹²

Public Health Priorities

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

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

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

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

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

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

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

2.2 Local priorities

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

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

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

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

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

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

Climate Emergency

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

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

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

3. Health Protection: resources and operational arrangements

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

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

3.1 Information, Communication and Technology

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

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

3.2 Emergency planning and service continuity

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

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

3.3 Inter-organisational collaboration

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

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

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

3.4 Maintenance of competencies for Health Protection staff

ERHPS

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

Fife Council

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

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

4. Capacity and Resilience

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

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

4.1 Mutual aid

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

4.2 Out-of-hours arrangements

NHS Fife

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

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

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

Fife Council

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

5. Public feedback

NHS Fife and ERHPS

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

Fife Council

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

Appendix 1: Action overview

Ref	Source	Outcome	Activity descriptor	Agencies involved
1	National priority	Reduce Vaccine Preventable Diseases	<ol style="list-style-type: none"> 1. Work towards improving uptake rates across Scotland for all vaccinations. 2. Enhanced surveillance to monitor the effectiveness of current and new vaccination programmes to detect any changes in epidemiology. 3. The Vaccine Transformation Programme continues to develop, and immunisation services are moving away from GP delivery to Health Boards. 4. Eliminate Measles and Rubella in the UK by <ul style="list-style-type: none"> • Achieving and sustaining \geq 95% coverage with two doses of MMR vaccine in the routine childhood programme (<5 years old) • Achieving \geq 95% coverage with two doses of MMR vaccine in older age cohorts through opportunistic and targeted catch-up (>5 years old) • Strengthening measles and rubella surveillance through rigorous case investigation and testing \geq80% of all suspected cases with an Oral Fluid Test (OFT) • Ensuring easy access to high-quality, evidence-based information for health professionals and the public 	NHSF HSCP
2	National priority	Minimise the risk to the public from Gastrointestinal infections	<ol style="list-style-type: none"> 1. Ensure that public health interventions are taken for any failing drinking water supply, whether public or private, as necessary for E. coli failures. 2. Promotion of safe practices and procedures where there is contact with livestock at animal parks and farms. 3. Monitoring of bathing water quality (designated beaches/lochs). 	FC ERHPS SEPA Scottish Water

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

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

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

Appendix 2: Local NHS and council plans

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

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

Appendix 3: Resources and operational arrangements for Health Protection

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

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

Fife Council - Protective Services – Environmental Health Teams

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

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

Appendix 4: Numbers of Designated Competent Persons

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

NHS Fife (at 01/08/2024)

10 Consultants in Public Health
2 Health Protection Nurse Specialists

Fife Council (at 01/06/2024)

14 Environmental Health Officers

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