

Fife Council COVID-19 Route Map



Fife Council COVID-19 Route Map



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This document sets out the approach Fife Council will take as the region recovers from the Covid-19 pandemic and related restrictions.

It is a high-level route map, which outlines our approach to resuming local services - against the phases defined by the Scottish Government. We're working on detailed plans as national guidance continues to develop.

We will keep the public up to date with new information about our services as plans are finalised. The latest information will always be on www.fife.gov.uk and key messages will be shared on the council's social media channels.

Like everything in our daily lives, council services will not return to 'normal'. When some services become available they may operate differently to the way they did before - any changes will be widely promoted.

No facilities will re-open, or services resume, until we are confident that all practical logistics and health and safety requirements are in place.

And, as we move through recovery, we will be considering what support is most vital for communities, because we know that the social and economic impacts of this pandemic will have long-term effects.

Like many households and businesses, the council is now facing a huge financial challenge in the wake of Covid-19. We will have to look carefully at the most effective ways of providing the services and the help that our communities need.

For all of these reasons, services won't necessarily resume at the point the Scottish Government announces a new recovery phase. And they might change over time, or stop running, as we all adapt to different ways of doing things.




We want to build on relationships that have been forged during this period and the excellent work that has happened within individual communities. And we thank all the formal and informal volunteers who have supported the people of Fife through the pandemic.

We will keep working with partner organisations, the voluntary sector, businesses, community groups and individuals to build a fairer Fife where everyone is safe, happy and healthy.

Steve Grimmond
Chief Executive, Fife Council






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Corporate

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Facilities Management/Infrastructure	Continued identified staff undertaking essential activity only in key offices and other buildings.	Some indoor non-office based activity resumes.	Return of identified staff undertaking non-essential activity that cannot be undertaken from home.			Key offices and other buildings open for all activity.
 Digital	Remote working Prioritise response to Council business and service needs for digital solutions Work with Services to tackle any challenges arising from the increase in public digital uptake for Services.	Remote working Prioritise response to Council business and service needs for digital solutions Work with Services to tackle any challenges arising from the increase in public digital uptake for Services.	Remote working Prioritise response to Council business and service needs for digital solutions Work with Services to tackle any challenges arising from the increase in public digital uptake for Services.	Remote working Prioritise response to Council business and service needs for digital solutions Work with Services to tackle any challenges arising from the increase in public digital uptake for Services.	Remote working Prioritise response to Council business and service needs for digital solutions Work with Services to tackle any challenges arising from the increase in public digital uptake for Services.	Embed and continue to develop new ways of working Transform and re-design public service provision.
 Workforce	Workforce health and safety assurance Employee inductions for those returning to workplace under this phase.	Workforce health and safety assurance Employee inductions for those returning to workplace under this phase.	Workforce health and safety assurance Employee inductions for those returning to workplace under this phase.	Workforce health and safety assurance Employee inductions for those returning to workplace under this phase Considerations for those who will be working from home longer-term.	Workforce health and safety assurance Employee inductions for those returning to workplace under this phase.	



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Housing Service and Safer Communities

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Housing Access and Homelessness	<p>Allocations coordinated through central allocations team. Homelessness assessments and reviews delivered through telephone contact.</p>	<p>Property turnover is enhanced through transfers and increased flow of voids. Management of voids is through a centralised team.</p>	<p>Housing Support returns to some face to face services with enhanced approach to digital delivery.</p>	<p>Scatter flat 'flipping' programme is restarted to address the backlog of homelessness needs.</p>	<p>Furnished tenancy scheme introduced and up to two hostels repurposed for supported accommodation.</p>	<p>Integrated Housing Access Team delivering accredited housing advice, homelessness prevention and allocations.</p>
 Housing Operations	<p>Council houses are allocated to homeless households and accommodation support / advice continues to be delivered to tenants using mobile technologies. Private landlord regulation progresses with workarounds due to lack of physical inspections.</p>		<p>Allocations are widened to include mainstream tenants. Accommodation is managed and support / advice is given to tenants using safe distancing and mobile technologies. Some inspections are carried out in empty properties.</p>		<p>Selective staff allowed to access office bases for business critical activities.</p>	
 Safer Communities	<p>Business critical functions continue - anti-social behaviour and fly tipping, joint patrols with Police Scotland regarding social distancing.</p>	<p>Broader functions are reintroduced including environmental enforcement and actions to address dirty gardens.</p>	<p>Home visits are increased where people are not shielding.</p>			
 Rent	<p>No evictions for rent arrears and support for eligible Council tenants provided through £2m UC and Covid-19 rent support funds.</p>				<p>Sensitive and supporting approach to rent arrears management continues.</p>	<p>Actions for rent arrears management are resumed and support for eligible Council tenants provided through £2m UC and Covid-19 rent support funds .</p>
 Housing Condition & Supply	<p>Social distancing working arrangements are established with partners to allow emergency projects and major works to progress. Gas safety activities are progressed focusing on annual servicing and repairs.</p>	<p>Social distancing working arrangements continue.</p>	<p>Social distancing working arrangements continue.</p>	<p>Social distancing working arrangements continue and projects are reprioritised to focus on delivery of the Energy Efficiency Standard for Social Housing.</p>	<p>Increased delivery of projects and major works under social distancing arrangements. Resume affordable housing construction.</p>	





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Customer and On-line Services

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Customer Contact and On-line Services	<p>Revenues collections and assessment continues as 'business as usual'. Contact Centre and repairs - urgent and emergencies mainly. Homeless, Social Work lines open. Increased usage of Web Chat. Social Welfare Fund - all staff processing at home supported by staff from other services.</p>	<p>Commence Business Rates Annual Billing. Trialing working from home contact centre telephony. Work with services to phase re-opening of phonelines.</p>	<p>Pay School Clothing grants in preparation for children returning to school. Pilot ChatBot for Environment Line. Increase expected in Social Welfare Fund application volumes as restrictions ease.</p>	<p>Possible first recovery run for Council Tax. Potential to re-open all relevant phonelines depending on office capacity and homeworking capability. Open main Customer Service Centres with limited face to face appointments only. Continued use of chat.</p>	<p>Customer Service Centres begin to re-open. Re-introduce face to face debt recovery when appropriate. Re-open Long Term Care Financial Assessment and Business Rates helplines.</p>	
 Registration	<p>Remote death registration only.</p>	<p>Remote birth registration and planning for resumption of births/ marriages and civil partnerships. Work ongoing to potentially move towards a process for remote registration of births. Registration offices to open for high priority tasks, as well as marriages and civil partnerships with a limited number of attendees. Continue to operate from 4 closed buildings meantime.</p>		<p>Limited face to face appointments only.</p>		




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Communities & Neighbourhoods

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Active Communities - (Active Fife Team)	<p>Support non - contact outdoor sports clubs governing body guidance Solution focused approach to Active travel. Work with communities to address social distancing for cycling - RA for organised cycle sessions in children's hubs - Create new remote resources for cycling - Active Travel advice consistent messaging across FC.</p>	<p>Support outdoor sports clubs who can resume activity . Support Care Home, Day Centres and Older Adult Communities remotely.</p>	<p>Support outdoor sports clubs who can resume activity / increased outdoor sports / phase 3 indoor sports following guidance.</p>	<p>Support outdoor sports clubs who can resume activity following governing body guidance Government phase 2 increased outdoor sports / phase 3 indoor sports following guidance.</p>	<p>SportsSTARS participation sessions resume following guidance Training to resume -blended learning practical assessments following improved public health advice</p>	<p>SportsSTARS participation sessions resume following sports specific guidance.</p>
 Community Based Adult Learning	<p>Plan support for increasing capacity for adults to support YP Blended Learning and strategies for +ve mental health.</p>	<p>Plan support for increasing capacity for adults to support YP Blended Learning and strategies for +ve mental health.</p>	<p>Re-establish learning to support basic digital skills and remote working. Further enhance opportunities for +ve mental health and forging community support.</p>	<p>Online Adult Learning with some outdoor activities.</p>	<p>Blended approach (face to face with limited numbers and online.</p>	<p>Approach in line with government guidance.</p>
 Allotments and Play Parks	<p>Allotments-Operational with restrictions in place.</p>	<p>Develop risk register and commence re-opening of play parks in line with guidance.</p>			<p>Allotments-Operational.</p>	<p>Re-open play parks in line with guidance.</p>
 Community Use Schools	<p>Closed Some in use for Facility Support CAH, Immunisation NHS requirements and Off Campus Education Develop on-line tuition approaches.</p>	<p>Closed As phase 1 plus Potential access to outdoor facilities Test and Protect.</p>	<p>Limited access to indoor facilities as Phases 1&2.</p>	<p>Enhanced access to indoor facilities - learning & leisure to resume.</p>	<p>Reduced capacity for all bookings & delivered activities to support social distancing & cleaning Working within the blended Education provision model - Potential decanting to allow service provision with current guidelines.</p>	<p>Resumption of all activity including large events.</p>

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Communities & Neighbourhoods

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Employability/ 16+ No-one Left Behind	16+ Activity Agreement regular calls and online engagement with young people; gauging ICT needs.	16+ Activity Agreement; continue engagement re young people's ICT needs; Programme developed.	16+ Activity Agreement phone and online with some outdoor contact.	16+ Activity Agreement phone and online with some outdoor contact.	Blended approach (face to face with limited numbers and online).	Service delivery in keeping with NOLB contract/Bid process and associated outcomes.
 Fife Sports & Leisure Trust & Fife Cultural Trust	Developing operational and business continuity scenarios for phased opening's.		Limited re-opening of key sites and services to be prioritised in first phase of opening.			
 Youth Work	Virtual Youth work programme has been developed for twice weekly delivery online from the 9th June 2020 . Staff will Contribute to the Hubs and any other requests from the multi disciplinary team.	Staff will Contribute to the Hubs and any other requests from the multi disciplinary team.	Continue as outlined in Phase 1 and 2.	Respond to any emerging needs for higher levels of mental health issues and re-engage detached team as appropriate to needs of NEF.	Re-establish youth work offer in partnership with the voluntary community centre network. Embed support re mental health and anxiety.	Review/Assess need and redesign offer to meet young persons agenda and community need. Focus on increased on-line offer autumn/winter.

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Education & Childrens Services



Education Service

Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
Plans developed to allow school staff to return to schools. Continued operation of the Children's Activity Centres and continued expansion of support for vulnerable families. FSM payments continue.	School holiday childcare for keyworker and vulnerable children being finalised, based on need data. FSM payments continue.	School holiday childcare for keyworker and vulnerable children operating. FSM payments continue.	Children return to school under a blended model of part-time in-school teaching and part-time at-home learning - expected 11th August. Free School Meal provision reinstated.	School and childcare provision operating with any necessary precautions.	School and childcare provision operating with any necessary precautions.
Readiness of buildings/sites to re-open: initial preparations with Property Services – 2-week lead in time.	Public Health measures in place.	Public Health measures in place and appropriate PPE in place across all buildings.	Public Health measures (including physical distancing) and appropriate PPE in place across all buildings.	Relevant Public Health measures in place.	Relevant Public Health measures in place.
Public Health measures in place across all settings, in time for transition activities. Risk assessments completed for all buildings, to determine safe working for staff returning and for transition.	Room Layouts – establish principles & cascade to schools. Co-ordinate directional plan and signage (across the sites).	Room Layouts – arrangements finalised for each building for August.	All childcare providers reopen subject to public health measures with available capacity prioritised to support keyworker children, ELC entitlement and children in need.		
Set out standards/staffing/timing with Facilities Management (schools to fine tune locally) as follows: Cleaning (key areas and toilets), Catering offering and dining arrangements, Janitorial arrangements, Security (for traffic flow in the building) etc.	Set out standards/staffing/timing with Facilities Management (schools to fine tune locally) as follows: Cleaning (key areas and toilets), Catering offering and dining arrangements, Janitorial arrangements, Security (for traffic flow in the building) etc. for August.	Ensure readiness of buildings/sites to re-open again in August.			

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Education & Childrens Services



Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
Transportation arrangements for P7 - S1 transition activities determined.	Finalise models for safely bringing all children back into schools in August, focussed on maximising the opportunities for children to be in schools, but also how teachers continue to support children in the learning that will continue to take place at home.	Transportation arrangements for August finalised.			
Establish sufficiency of Handwashing/ sanitising facilities (including conversion of outside taps to handwashing stations)	Determine options for primary and early years, to deliver blended models of learning. National guidance states that it is not appropriate or possible for the youngest of children to follow models of physical distancing that would be suitable for older children. Instead, alternative age appropriate public health measures such as smaller groupings, minimising contacts between groups and enhanced hygiene will be determined to keep everyone safe.				

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Education & Childrens Services



Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
<p>Prepare and implement mandatory Induction outlining safe system of work and purpose of return for all staff.</p>	<p>For secondary, finalise the delivery model for a full-time education equivalent for young people, using a blend of online and face to face learning that will evolve as pupil-teacher contact increases. Establish common criteria for each stage in order to provide consistency in the way schools move from one stage to the next across Fife. Provide a recovery framework that allows schools to flexibly develop their own learning practice, elective curriculum offer, and family engagement appropriate to each school context.</p>				
<p>Regular engagement and communication with parents and pupils.</p>	<p>Finalise frameworks of pupil-teacher contact for all stages and services that can be upscaled or downscaled rapidly and flexibly once the required capacity and applicable protocols are satisfied.</p>				

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Education & Childrens Services

 Children & Families Social Work and Criminal Justice

Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
Social Work teams deliver the level and type of contact required for supporting those children and young people who have been categorised as priority 1, 2 or 3, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.	Social Work teams deliver the level and type of contact required for supporting those children and young people who have been categorised as priority 1, 2 or 3, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.	Social Work teams deliver the level and type of contact required for supporting those children and young people who have been categorised as priority 1, 2 or 3, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.	Social Work teams deliver the level and type of contact required for supporting those children and young people who have been categorised as priority 1, 2 or 3, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.	Social Work teams deliver the level and type of contact required for supporting children and young people, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.	Social Work teams deliver the level and type of contact required for supporting children and young people, with acknowledgement that as need and risk changes so will the categorisation of children's circumstances.
Children and young people whose names are on the child protection register, or whose home/ care situation is fragile, are seen at least once per week. More regular contact is supported through telephone and online platforms. All children who have an allocated social worker continue to receive either a home visit or telephone calls regularly and these contacts focus on wellbeing.	As legislative and judicial processes are reinstated, C&FSW recover arrangements to ensure full implementation.				
As legislative and judicial processes are reinstated, C&FSW recover arrangements to ensure full implementation.	Appropriate arrangements for support for vulnerable children, over the school summer holiday period, finalised and implemented.				







Fife Council COVID-19 Route Map

Enterprise and Environment

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Building Services client works (Social Work, Housing, Education, FSLT, new build, component replacement, repairs,	Undertake critical works/ projects only.	Recommence non essential jobs with limited risk.	Resume all projects.		Gradually improve capacity to estimated 60% by end of 2020.	Business as usual
 Building Services Commercial Support Functions	Supply to critical activities only.	Supply to critical and some non essential activities.	Supply to all activities.		Gradually improve capacity to 100% by end of 2020.	Business as usual
 Building Standards	Continued verification process with alternative evidence of compliance being accepted.	Limited site inspection activity begins to align with planning for recommencement of construction work.	Increased site inspections to align with phases for recommencement of construction work.	Full verification process resumes although move towards remote digital verification processes.		
 Care Homes	Enhanced cleaning regime continues.					Review of requirement for enhanced cleaning regime.
 Construction - non business critical (Property Services)	Preparation activity commences in advance of phased return of works.		Phased return commences.	Full resumption of construction activity.		
 Construction - approved business critical activity only (Building Services & Property Services)	Continued construction activity in relation to Woodmill HS and Housing Voids.					










Fife Council COVID-19 Route Map

Enterprise and Environment

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Covid 19 Inspections and Compliance	Provision in accordance with Phase 1 of Scottish Government routemap.	Provision in accordance with Phase 2 of Scottish Government routemap.	Provision in accordance with Phase 3 of Scottish Government routemap.	Provision in accordance with Phase 4 of Scottish Government routemap.	In accordance with requirements of routemap on an ongoing basis.	
 Demand Responsive Transport (DRT)	DRT services remain suspended.		Prepare for return of limited DRT services.	Re-start limited DRT services.		
 Economic Development	<p>Scale down involvement in payments to businesses and immediate response actions and commence preparation on recovery activity.</p> <p>Business Gateway will continue response activity (e.g. newly self employed hardship fund) until end July.</p>	Prepare for office restart.	Split team returns to office subject to capacity.			
 Economy, Tourism & Town Centres		Prepare for office restart.	Business critical teams able to return on shift pattern at 10% max capacity, subject to other calls on space within Fife House.	Return of some non-essential staff to office on shift pattern and where they cannot work from home by default.		
 Employability		Prepare for office restart.	Online contact remains the default position for client contact, exceptions fully risk assessed and agreed with senior management where individuals' wellbeing is at demonstrated risk.		Limited numbers of staff accessing schools and other learning environments in joint approach agreed with Education and partner services to maintain limited contact with school learners. Risk assessed client contact recommence.s	
 Environmental Health Licensing	Licensing applications and inspections on hold. Existing licences reviewed and options discussed with businesses.	Review of options for extending licences where possible until Phase 4.	Look to recommence visits to assess license applications.	Move towards full inspection and compliance visits.	Potential back log of inspections to recover.	









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Enterprise and Environment

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Environmental Protection	Triage of complaints and visits only where deemed critical.	Triage process amended to allow visits in limited situations.	Increased visits to sites to allow investigation of complaints.	Move towards full inspection and compliance visits.	Potential back log of inspections to recover.	
 Food Hygiene	Programmed visits suspended as per FSS advice - inspections by exception			Increased inspections of higher risk premises.	Identify and implement new inspection programme in consultation with FSS.	
 Funeral services (Bereavement Services)	Continued restriction to funeral attendance to immediate family only.		Commence relaxation of restrictions to funeral attendance.			Return to full attendance at funerals.
 Harbours	Reopen Harbours for Leisure Use.					
 Matrix Fife	Prepare to re-open Matrix Fife for critical contracts (e.g. NHS/Care support functions).	Reopen for essential contracts only.		Full reopen for external and internal customer work.		
 Meals on Wheels	Continued increase in recipients.				Anticipated reduction in demand.	Anticipated return to normal demand levels.
 Midfield (Skills Development & Conference Centre)	Prepare for reopening.	Core staff return to prepare building for reopening and implementing changes to layout of spaces.		Recommence limited essential outdoor training and CSCS provision.	Reintroduce other training activity with reduced cohorts. Recommence risk assessed client visits - preferred option remaining online contact.	Employability hub available for limited numbers of staff.
 Passenger Transport	Work with Transport Operators to expand levels of public transport services.	Provide School Transport for S1 only.		Provide full school transport services to new Covid requirements.		
 Planning Service	Prepare for re-start of essential site visits.	Commence site visits for major applications, condition compliance and RCC certification.	Commence site visits for local applications, drone, local review, critical enforcement and other critical applications.	Enforcement, householder applications, policy and all other work that requires a physical site visit.	Working at 100% capacity on site visits.	Business as usual.




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Enterprise and Environment

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Private Sector Housing Conditons Activity inc. HMO's.	Triage and visits only where deemed essential.	Inspections prioritised for vacant properties.	Increased site inspections on a prioritised basis.	Move towards full inspection and compliance visits.	Potential back log of inspections to recover.	
 Public Conveniences (Fifewide - multi-service)		Consider and review Scottish Government Guidance and reintroduce on a phased basis to some locations as resources/legislation allows.				
 Recycling Centres	Some recycling centres re-open - limited categories accepted.		Review and extension of provision as appropriate.			
 Roads Maintenance	Recommence essential maintenance activities to ensure the critical transport infrastructure remains safe and open.	Prepare Roads Designs, NRSWA notices and contract documents for start of roads construction works.	Re-design and consultation of Area Roads programmes to provide Covid risk assessed programmes.	Recommence roads construction works.		
 School Catering	Continued provision of meals to Childrens Activity Centres only.		Commence provision of meals to Nurture Centres.		Commence limited Early Years meal provision.	Resume full service.
 Sustainable Transport & Parking	Continued suspension of parking charges.	Review requirement for continuation of parking charges suspension.				
 Transport Transition Plan	Work with Transport Scotland and SEStran councils to develop framework for regional collaboration on transport transition plans and integrated working to mitigate regional and local transport impacts.	Develop draft Fife Transport Transition Plan for internal approval and feeding into regional transport transition plan.	Implement transport mitigations such as active travel improvements, carbon neutral and digital - remote working options and integrated public transport systems.	Further local transport transition plan mitigation factors being implemented and working with regional partners and Transport Scotland.		
 Weighbridge Testing - Markinch	Recommence limited testing.	Expansion of testing to cover Police Scotland requirements.	Expansion of testing to cover key customer requirements including member local authorities.	Completion of new timetable for meeting customer requirements for testing and begin roll-out of program.	Full resumption of weighbridge testing capabilities.	



Fife Council COVID-19 Route Map

Finance and Corporate Services

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 Legal & Democratic				Socially Distanced/ Blended Committee Meetings restart using Council Chamber	Survey work to resume within the Assessor Service	
			Courts and Tribunals restart for routine business - format unknown at this time		Guidelines to be prepared and any necessary kit allocated	
 Assessors					Remote VAC hearing to be made available if possible	
					Electoral Canvass - possibly including door to door visits	
 Revenue & Commercial Services	Procurement - Contract Variations (Supplier Relief)	Procurement - Supplier impact/Supply-Chain Resilience and recovery	Procurement - Supplier impact/Supply-Chain Resilience and recovery	Assess Business Support requirements to support services as the organisation moves to the new normal way of working and service re-start.		
 HR - Training	Requirement for essential face to face moving and handling training with all necessary physical distancing/hygiene measures in place. Other training delivered online/remotely. Engagement with operational services to revisit plans for 2020/21. Engagement with external providers to offer new ways of delivering learning.	Revamped L&D plans in place. Requirement for essential face to face moving and handling training with all necessary physical distancing/hygiene measures in place. Other training delivered online/remotely. External providers offering new ways of delivering learning.	Blended learning delivery focussed on online approaches. Requirement for essential face to face moving and handling training with all necessary physical distancing/hygiene measures in place.	Blended learning delivery focussed on online approaches. Face to face training (with physical distancing/hygiene measures in place) only where there is an essential requirement such as moving and handling training.	Training delivered online/remotely is the default approach.	Focus on online/remote training to alleviate pressures such as suitable venues, staff time away from workplace etc.





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Finance and Corporate Services

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 HR - Employee Relations - including managing change, hearings, meetings and appeals	<p>Case management support provided remotely with hearings/ investigations being held online (subject to assessment of risks involved/employee agreement).</p>		<p>Activity will be assessed and if deemed essential will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Activity will be assessed and if deemed essential will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Activity will be assessed and if deemed essential will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Appeals sub committee hearings will recommence after agreement with Legal & Democratic Services. Backlog will need scheduled</p>
 HR - Recruitment	<p>Limited to business critical posts and only after all other options have been exhausted such as internal movement of existing FC employees / Team Fife Volunteers. Interviews will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Limited to business critical posts and only after all other options have been exhausted such as internal movement of existing FC employees / Team Fife Volunteers. Interviews will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Limited to business critical posts and only after all other options have been exhausted such as internal movement of existing FC employees / Team Fife Volunteers. Interviews will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>Limited to business critical posts and only after all other options have been exhausted such as internal movement of existing FC employees / Team Fife Volunteers. Interviews will be conducted via video conferencing. Face to face will be limited to those exceptional circumstances where video conferencing has been assessed as either unsuitable or not possible.</p>	<p>New processes will need to be created and agreed to support the move towards a more flexible workforce where deployment across areas of need is the norm (ref employee expectations). Chief Officer recruitment requires consideration.</p>	

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Finance and Corporate Services

	Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
 HR - Health & Safety Assurance	<p>1. Make sure the basic building blocks are in place and up to date</p> <p>2. Consider the additional or extended safety control measures</p> <p>3. Confirm supervisor responsibilities and how they monitor these</p> <p>4. Communication with the Trade Unions - include the formal mechanisms for reviewing the effectiveness of safety measures.</p>	<p>1. Make sure the basic building blocks are in place and up to date</p> <p>2. Consider the additional or extended safety control measures</p> <p>3. Confirm supervisor responsibilities and how they monitor these</p> <p>4. Communication with the Trade Unions - include the formal mechanisms for reviewing the effectiveness of safety measures.</p>	<p>1. Make sure the basic building blocks are in place and up to date</p> <p>2. Consider the additional or extended safety control measures</p> <p>3. Confirm supervisor responsibilities and how they monitor these</p> <p>4. Communication with the Trade Unions - include the formal mechanisms for reviewing the effectiveness of safety measures</p>	<p>1. Make sure the basic building blocks are in place and up to date</p> <p>2. Consider the additional or extended safety control measures</p> <p>3. Confirm supervisor responsibilities and how they monitor these</p> <p>4. Communication with the Trade Unions - include the formal mechanisms for reviewing the effectiveness of safety measures</p>	<p>1. Make sure the basic building blocks are in place and up to date</p> <p>2. Consider the additional or extended safety control measures</p> <p>3. Confirm supervisor responsibilities and how they monitor these</p> <p>4. Communication with the Trade Unions - include the formal mechanisms for reviewing the effectiveness of safety measures</p>	
 Oracle Cloud Project		<p>Finance & Procurement modules go live 1st July, planned go live was postponed due to Covid, decision based on business readiness.</p>			<p>Go live HR/Payroll/ Learn/Talent. Delay based on organisation readiness for change.</p>	
 Finance		<p>Enhanced Financial Management to be promoted and supported across the organisation.</p>		<p>Gearing up for Committee restarting and organising operations around any new Committee meeting formats.</p>		
 Risk Management		<p>Stepping back up audit and corporate fraud work, but with a view to availability of resources across the organisation.</p>		<p>Reviewing risk management processes in light of recovery across the organisation and any potential realignment of operations.</p>		

Fife Council COVID-19 Route Map

Health and Social Care Partnership



Health and Social Care Partnership

Phase 1	Phase 2	Phase 3	Phase 4	Medium Term until end of 2020	Longer Term 2021 onwards
<p>The majority of social work/social care services have continued to meet the needs of the most vulnerable individuals (critical eligibility criteria) Contacts have been maintained by phone where appropriate, assessment visits undertaken face to face where indicated and service delivery has continued to be commissioned and provided. Proactive contact has been made with those on the shielding lists. 11586 contacts made as at 5/6/20 out of 11,586.</p>	<p>Planning to begin regarding restarting services which had been stopped end March 2020 (planned respite and day services). Priority to look at external provision first inc any cost implications. Internal staff still required for mobilisation to support care homes. Continue to deal with new shielding lists; 11 lists received to date.</p>	<p>Further develop plans to restart planned respite, day services. Possible different models/costs. Continue to monitor use of staff to mobilise to support care homes and test and protect potentially.</p>	<p>Social Work/social care teams deliver the level and type of contact required to support adults and older people, based on risk assessment, with acknowledgement that as need and risk changes so will the level and type of contact.</p>	<p>Review use of technology and business critical roles/responsibilities to inform future building use to fulfil critical sw/social care functions. Anticipated increase in service demand linked to mental health.</p>	

