



Linlithgow Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

1 June 2017

A meeting of the **Linlithgow Local Area Committee** of West Lothian Council will be held within the **Education Room, Burgh Halls, Linlithgow** on **Tuesday 6 June 2017** at **8:00am**.

For Chief Executive

BUSINESS

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business

Public Session

4. Confirm Draft Minute of Meeting of Linlithgow Local Area Committee held on Tuesday 07 February 2017 (herewith).
5. Pedal for Scotland Cycling Event 2017
 - (a) Report by Head of Operational Services (herewith).
 - (b) Information from Pedal for Scotland (herewith).
6. Police Report - Report by Police Inspector Robertson (herewith).
7. Linlithgow Multi-Member Ward Performance - Report by Scottish Fire and Rescue Service (herewith).

8. Housing Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith).
9. Service Update - NETs, Land & Countryside - Report by Head of Operational Services (herewith).
10. Update on Linlithgow Loch Improvements - joint report by Head of Planning, Economic Development & Regeneration and Head of Operational Services (herewith).
11. Braehead Trees - report by Head of Operational Services (herewith).
12. Report on Progress of Regeneration Planning - Report by Head of Planning, Economic Development and Regeneration (herewith).
13. West Lothian Villages Improvement Fund Application - Report by Head of Planning, Economic Development and Regeneration (herewith).
14. Workplan (herewith).

NOTE **For further information please contact Lorraine McGrorty on 01506 281609 or email lorraine.mcgrorty@westlothian.gov.uk**

MINUTE of MEETING of the LINLITHGOW LOCAL AREA COMMITTEE of WEST Lothian Council held within LOW PORT CENTRE, 1 BLACKNESS ROAD, LINLITHGOW, on 7 FEBRUARY 2017.

Present – Councillors Tom Conn (Chair), Tom Kerr and David Tait

In Attendance –

Graeme Struthers, Lead Officer, West Lothian Council
Dougie Grierson, Community Regeneration Officer, West Lothian Council
Inspector Scott Robertson, Police Scotland
Tony Fleming, Locality Manager, West Lothian Council
Phyllis McFadden, Customer Services Manager, West Lothian Council
Maria Throp, 1st Step Café, Linlithgow
Gerry Dougan, 1st Step Café, Linlithgow

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. MINUTE

The committee approved the draft Minute of its Meeting held on 15 November 2016. The Minute was thereafter signed by the Chair.

3. PRESENTATION – 1ST STEP CAFÉ, LINLITHGOW

The committee welcomed Maria Throp and Gerry Dougan from the 1st Step Café in Linlithgow to the meeting. Maria and Gerry delivered a very informative presentation on the achievements of the café since its establishment in April 2015.

The key objectives of the café were to (a) promote recovery from substance misuse in Linlithgow and surrounding towns, (b) provide recovery orientated activities in Linlithgow and encourage involvement from surrounding communities and (c) build understanding and stronger relationships with the wider community.

The café was aligned to the key principles of the Scottish Government's Drug Policy: Road to Recovery 2008 (updated in 2016) to ensure it promoted recovery and built stronger and more cohesive communities. Maria spoke of the richness of human assets within Linlithgow which benefitted users of the café recovering from addiction and supported the families and friends affected by addiction. The group also aligned its aims with priorities and outcomes of the West Lothian Community Planning Partnership's Single Outcome Agreement.

The presentation provided members with an overview of the various initiatives that were delivered by the café which provided meaningful

activities and enabled people to make healthier social and lifestyle choices and improved connections with the wider community.

Two of the key projects delivered by the café were baking classes and a bike enterprise project. Maria extended thanks to the ward councillors for donations from their disbursement fund which had enabled 8 users of the café to obtain a Health & Hygiene Certificate through joint working with West Lothian College. It was hoped that a food enterprise could be delivered in the future to make best use of the new skills.

The bike project was currently being delivered from garages at the rear of Linlithgow Police Station. Maria extended the groups thanks to Inspector Robertson for obtaining agreement from Police Scotland for the group to make use of the vacant space since June 2016. The bike project lasted 6 weeks and without any promotion, they already had a waiting list. They had also had to stop accepting bikes donated for refurbishment in the meantime due to the volume of bikes that had already been gifted to the group and in light of current storage limitations.

Maria explained that as Linlithgow Police Station was to be sold, the group would have to find new premises for their bike project by the end of March 2017 and invited suggestions from the committee. Members would contact Maria if they thought of alternatives and Maria would contact the 2 BIDS for the town to see if they could assist with identifying suitable premises.

The committee noted that the café was currently supported by 35 volunteers. In a typical week, 14 volunteers actively worked an average of 6 hours. There was considerable scope to extend the café and build on the skills and team. The positive experience of a café user and the thoughts of the local MSP following a visit to the café were covered by the presentation.

The presentation concluded with a list of the café's priorities for the next six months which included the urgent identification of a base for the bike enterprise, continued partnership approach and co-production and the development of applications for substantial funding streams to ensure sustainability

On behalf of the committee, the Chair thanked Maria and Gerry for their valuable presentation.

Decision

To note the terms of the presentation with interest.

4. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Inspector Robertson, Police Scotland, which summarised police activity in the ward for the period to 31st January 2017 together with comparator figures for the previous year.

The report provided information on national priorities, West Lothian priorities and the specific community engagement priorities for the ward.

The report also provided information on issues of note including violence, disorder and anti-social behaviour; road safety; dishonesty; and drug dealing and misuse. It concluded with information on the successful target of Linlithgow residents who had outstanding warrants or fines by the local police ward officers.

The committee was invited to note the contents of the report.

Arising from the discussion regarding promoting the actions of local police in the ward, i.e. the issue of 24 tickets issued to speeding motorists on Mains Road, Inspector Robertson agreed he would continue to raise the matter of making better use of local advertising platforms and social media to spread word about the positive actions of Police Scotland to act as a deterrent to others.

Decision

To note the contents of the report.

5. LINLITHGOW MULTI-MEMBER WARD QUARTERLY PERFORMANCE REPORT

The committee considered a report (copies of which had been circulated) by Station Manager Hall providing an update on Fire and Rescue Service activity within the Linlithgow Multi-Member Ward for the period to 31 December 2016.

The quarterly reports were produced to ensure delivery of the Local Fire and Rescue Service Plan for West Lothian for 2014-2017 which was a requirement of the Police and Fire Reform (Scotland) Act 2012, Section 41E. A list of the seven key priorities for the ward, against which performance had been monitored, was listed within the report.

Attached to the report, at Appendix 1, was a summary report that provided a series of graphs showing details of accidental dwelling fires, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergencies and unwanted fire alarm signals for Scotland, West Lothian and the ward.

The report recommended that the local area committee note and provide comment on the Linlithgow Multi-member Ward Quarterly Performance report.

Decision

To note the contents of the report.

6. HOUSING, CUSTOMER AND BUILDING SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of housing performance for the period 1 October – 31 December 2016.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report. Committee noted that for the period October to December 2016, a total of 8 properties had been let for mainstream tenancies and 1 let for a temporary tenancy. There were 8 policy voids in the ward for issues such as structural, electrical, asbestos removal and upgrading.

A graph within the report demonstrated the position for rent arrears in the ward against the previous financial year. The current arrears balance for the ward was £80,304, a decrease of £13,318 on last year's position of £93,622. The overall West Lothian arrears had decreased by £245,116 from last year and at the end of week 38 was £1,562,678.

A table within the report provided a visual overview of arrears levels by banding and the number of tenants in arrears in the ward by band at the end of week 38 in the current financial year. Despite 17 serious arrears cases with tenants owing £1000+, the committee noted that 66% of cases fell into the lower bands with arrears of £300 or less. The report then provided members with a list of the key areas which the rent strategy for 2016/17 would continue to focus on.

The report also contained information on the following:-

- Linlithgow Area Team Activity;
- Capital Programme and New Build Council Housing;
- Tenant Participation Update; and
- Safer Neighbourhood Team.

The report recommended that members note the content of the Housing, Customer and Building Services activity report.

In response to questions, the Housing Manager agreed to include a breakdown of policy voids in future reports to committee.

Decision

To note the contents of the report.

7. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update on the recent activity of the NETS, Land and Countryside teams for the period 1 November 2016 to 31 January 2017 and highlighting future works planned

for the locality.

The report provided an overview of the works that had been carried out on grounds maintenance and street cleansing routine operations. It also provided a summary of the enquiries dealt with and enforcement taken by the environmental wardens.

The report then gave members an insight into the variety of improvements that were underway at Beecraigs Country Park and a list of the enquiries dealt with during the reporting period. It concluded with information on the open space and cemeteries works that had been carried out in the ward.

The committee was invited to note the content of the report.

In response to a suggestion regarding the plans to exclude a bike track from the improvements to Bridgend South Park, officers agreed to explore ways in which the remaining village improvement funding for Bridgend could be used to allow the bike track to be provided, with appropriate community support.

Decision

To note the terms of the report.

8. WEST LOTHIAN VILLAGES IMPROVEMENT FUND

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development & Regeneration detailing an application that had been received for funding from the West Lothian Villages Improvement Fund.

The report recalled that in 2012 the Council Executive agreed the eligibility criteria for a West Lothian Villages Improvement Fund. Funding of £1.65m was made available to support eligible schemes with funding phased over five years.

Four villages in the ward were eligible under the scheme as follows:-

- Bridgend - £55,000 (£30,394 remaining)
- Philpstoun - £20,000 (£0 remaining)
- Newton/Woodend - £20,000 (£0 remaining)
- Threemiletown - £20,000 (£15,000 remaining)

The report provided the committee with full details on the following application which had been received:-

- Ecclesmachan & Threemiletown Village Hall Management Association – To fund the costs of purchasing and installing new radiators; anti-tamper valves for radiators; loft insulation and roof repairs to support the upgrading of the village hall. Whilst the hall

was in Ecclesmachan, it was used by the Threemiletown community.

The application was eligible to apply to the Village Improvement Fund and met the criteria for funding.

Decision

To note the terms of the report and recommend that the Head of Planning, Economic Development and Regeneration should make an offer of funding as set out in the report.

9. WORKPLAN

The committee noted the workplan (copies of which had been circulated) for the period to November 2017.



LINLITHGOW LOCAL AREA COMMITTEE

PEDAL FOR SCOTLAND CYCLING EVENT 2017

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to give the Local Area Committee (LAC) an update on community engagement undertaken in relation to the 2017 Pedal for Scotland event and to allow an opportunity to discuss this directly with the organiser, Cycling Scotland.

B. RECOMMENDATION

It is recommended that the committee notes the contents of this report.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable;
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Policy: None Legal: None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	None
VI	Resources - (Financial, Staffing and Property)	None
VII	Consideration at PDSP	None
VIII	Other consultations	None

D. TERMS OF REPORT

At its meeting on 15 November 2016, the Linlithgow LAC considered a report providing feedback on the 2016 Pedal for Scotland Event. The meeting was addressed by Keith Irving, Chief Executive of Cycling Scotland to allow members the opportunity to discuss the event directly with the organisers.

As a result of discussions, Mr Irving agreed to meet with community groups in order to discuss and identify improvements for the 2017 event, due to take place on Sunday 10 September 2017. In addition, he undertook to address concerns about appropriate access for emergency situations arising in properties landlocked by the event.

Since the LAC meeting in November, the organisers attended a community meeting hosted by Linlithgow and Linlithgow Bridge Community Council in March 2017. Following this, the organisers have made some changes and are introducing additional measures to mitigate the impact of the event. These are summarised as follows:

- **Blackness Roundabout** - Residents will be able to access Linlithgow from the A803 on the Blackness Rd to the high street. They will also be able to leave the town from High Port turning right at the Blackness roundabout and onto the Blackness Rd.
- **Increased Motorbike Escort (Moto) Presence** - To provide better access for residents the organisers will be increasing the moto provision along the B9080. Five motos will operate on two dedicated loops to help improve the ability to offer access plans to residents (this is more than double the provision in place in 2016).

On 24 April, officers gave approval to the 2017 route subject to there being ongoing discussion with communities regarding mitigation measures to give them as much access to their houses as possible.

The organisers intend to contact key businesses, churches, care homes and community contacts in June to highlight the event. The organisers have also asked West Lothian Council to provide any further key contacts in the local area, especially for social care. A letter drop is planned in June to anyone (residents or businesses) on the event route or landlocked by the event. This would be 2 months earlier than the equivalent letter in 2015 and 2016.

The organisers have now submitted a formal application for the road closure orders to be promoted.

E. CONCLUSION

The Pedal for Scotland event will take place on Sunday 10 September 2017. The organisers have engaged with the community and made some changes to mitigate the impact of the event. The organisers have planned further engagement to take place in June.

F. BACKGROUND REFERENCES

Pedal for Scotland 2017 - West Lothian and Linlithgow – TM, Access, Maps, and Moto Arrangements Report dated 9 May 2017.

Appendices/Attachments: None

Contact Person: Kenneth Brown, Engineer, Roads and Transportation, Whitehill House, Bathgate,
Tel: 01506 776776, e-mail: kenneth.brown@westlothian.gov.uk

Jim Jack, Head of Operational Services

Date of meeting: 6 June 2017



Classic Challenge 2017

**West Lothian and
Linlithgow –
TM, Access, Maps,
and Moto
Arrangements**

10th September 2017

9 May 2017

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List of Appendices

Ref	Document Title	Issue	Issue Date	Author
01	Linlithgow Local Access Map	-	09.05.17	WMP
02	B9080 Local Access Moto Service	-	09.05.17	WMP
03	Linlithgow Diversion Map	-	09.05.17	WMP
04	West Lothian Local Access Map	-	09.05.17	WMP

Introduction

Following on from consultations with the local community we were asked to explore ways to reduce the impact the road closures have on access in the area for residents of West Lothian and Linlithgow. We have spoken to councils, Police Scotland, traffic management experts and considered several options for 2017. This document will outline the 2017 event route as well as the additional and improved provisions put in place to help access. Local resident maps are also included to visualise the options. The aim will be to open the roads again as soon as possible in the afternoon.

The Route

The 2017 Pedal for Scotland route travels through West Lothian along the same route as 2016, entering Linlithgow from the west and following the high street through town. It exits the town on the B9080 in an eastbound direction towards Winchburgh (see appendix 1). Roads are closed for a pre-agreed period to allow for the necessary safety infrastructure to be laid on the route and safety stewards and route teams to be deployed along sections of the route ahead of the participants. Roads will be re-opened as soon as it is safe to do so once the last participant has passed through and all obstructions in the road are removed. Pedal for Scotland is Scotland's largest mass participation Cycling event with nearly 10,000 people taking part across three different challenges. These challenges are open to all ages and abilities from as young as five years old. To deliver the event safely for this number of participants it is important that we provide a safe traffic free route.

Improvements for 2017

There are several improvements and changes to the traffic management specifics which will help improve access for Linlithgow residents.

Blackness Roundabout

Residents will be able to access Linlithgow from the A803 on the Blackness Rd to the high street. They will also be able to leave the town from High Port turning right at the Blackness roundabout and onto the Blackness Rd. See appendix 1.

Increased Moto Presence

To provide better access for residents we will be increasing the moto provision along the B9080. 5 motos will operate on two dedicated loops (appendix 2) to help improve the ability to offer access plans to residents (this is more than double the provision in place in 2016).

The B9080 will be closed for the duration of the event. Specific managed access plans will be offered to residents needing to leave at certain times and residents will be allowed to enter the route under moto guidance in an eastbound direction. Residents will be accompanied by motos to turn North on The Park Bistro and the Philipstoun turnings or turn South before Kingscavil or down to Bridgend. These moto

pickups will not need to be pre-booked but residents will have to wait until one of the dedicated moto team picks them up before being allowed onto the route. This will be managed between the stewarding company and the motos. Winchburgh residents will also be offered managed access plans through a moto service.

Other Changes Considered

In the process of finalising and agreeing the route for 2017 several alternative arrangements were considered in detail. The considerations are outlined below to help provide context as to the reasoning behind the 2017 route.

Linlithgow Bridge

Allowing two-way traffic along Linlithgow Bridge was explored. This option would allow cars to enter and leave the town from the A803. To achieve this a 3-phase light set up would be needed.

To test the viability of this layout some traffic light timing was modelled to anticipate the wait times for riders and motorists. The various timings of this set up are detailed below. For each phase the largest “All Red” time must be used. The delay for cyclist and traffic can be calculated as follows:

If a cyclist is just stopped at a red light at the end of the B825 they would have to wait 85 seconds on red while the cyclist who got through on the green light were safely inside the closure on Main St. Then they’d wait for 90 seconds’ green and 30 Seconds red for Phase 2 and then 90 seconds’ green and 30 seconds’ red for Phase 3 = 325 seconds = 5 minutes 25 seconds.

The delays for vehicles would be greater by 30 seconds (5 minutes 55 seconds) due to the additional green time allowed for the (slower moving) cyclists.

Early in the morning before traffic volumes increase it may be possible to use minimum green times which would give a delay of 4 minutes 5 seconds, however conversely latter in the day when traffic volumes increase it may be necessary to increase the green times to the maximum resulting in potential delays of 6 minutes 25 seconds.

As the timings above demonstrate allowing access and egress to vehicles along the A803 in the west end of Linlithgow could cause increased traffic congestion in the town.

B9080 One-Way Closure

One option considered for residents living along the B9080 was a one-way closure. The specifics and challenges of this are detailed below:

- Road to remain fully closed for the duration of the Wee Jaunt Edinburgh start
- After Wee Jaunt Edinburgh riders have cleared the B9080 up to the Park Bistro turn then the road

- to be re-opened in an eastbound direction up to the Park Bistro.
- Riders and vehicles separated by a cone line down the middle of the road with temporary speed limits also imposed on traffic.
- Riders to use the westbound side of the road but travelling eastbound.
- Residents on the North side of the B9080 able to turn left towards Winchburgh and then left off the route at the Park Bistro turning.

To implement a one-way closure along the B9080 there would be a significant increase in the length of time before the road was fully re-opened due to the additional traffic management infrastructure put in place. The one-way closure would also not improve access for residents on the south side of the route, as they would still require managed access should they need to travel on the day.

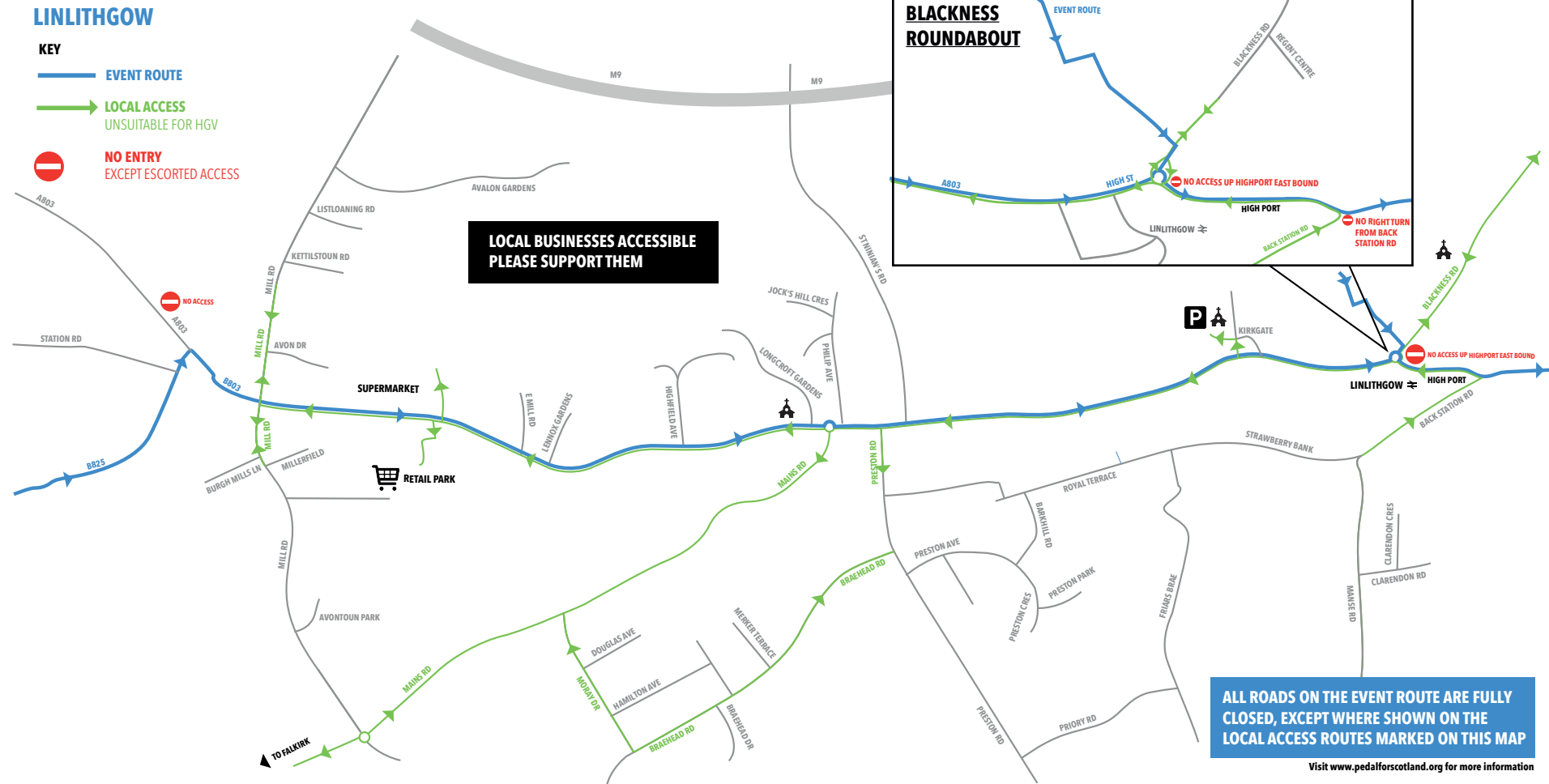
Communications

A focus for 2017 is providing clearer and simpler information for residents this includes detailed diversion maps, local access maps. These are included as an appendix to this document.

We would encourage anyone with priority needs, especially care visits, to get in touch with Pedal for Scotland as soon as possible to allow a managed access plan to be developed.

Appendix

Linlithgow Local Access Map



B9080 Local Access Moto Service

B9080 MOTO ACCESS LOOPS

KEY

EVENT ROUTE

→ **LOCAL ACCESS**

➡ MOTO ACCESS ROUTES FOR B9080 RESIDENTS

Visit www.pedalforscotland.org for more information

ALL ROADS ON THE EVENT ROUTE ARE FULLY CLOSED, EXCEPT WHERE SHOWN ON THE LOCAL ACCESS ROUTES MARKED ON THIS MAP

**ROADS EXCEPT EVENT ROUTE
OPEN AS USUAL**


OLD PHILPSTOUN

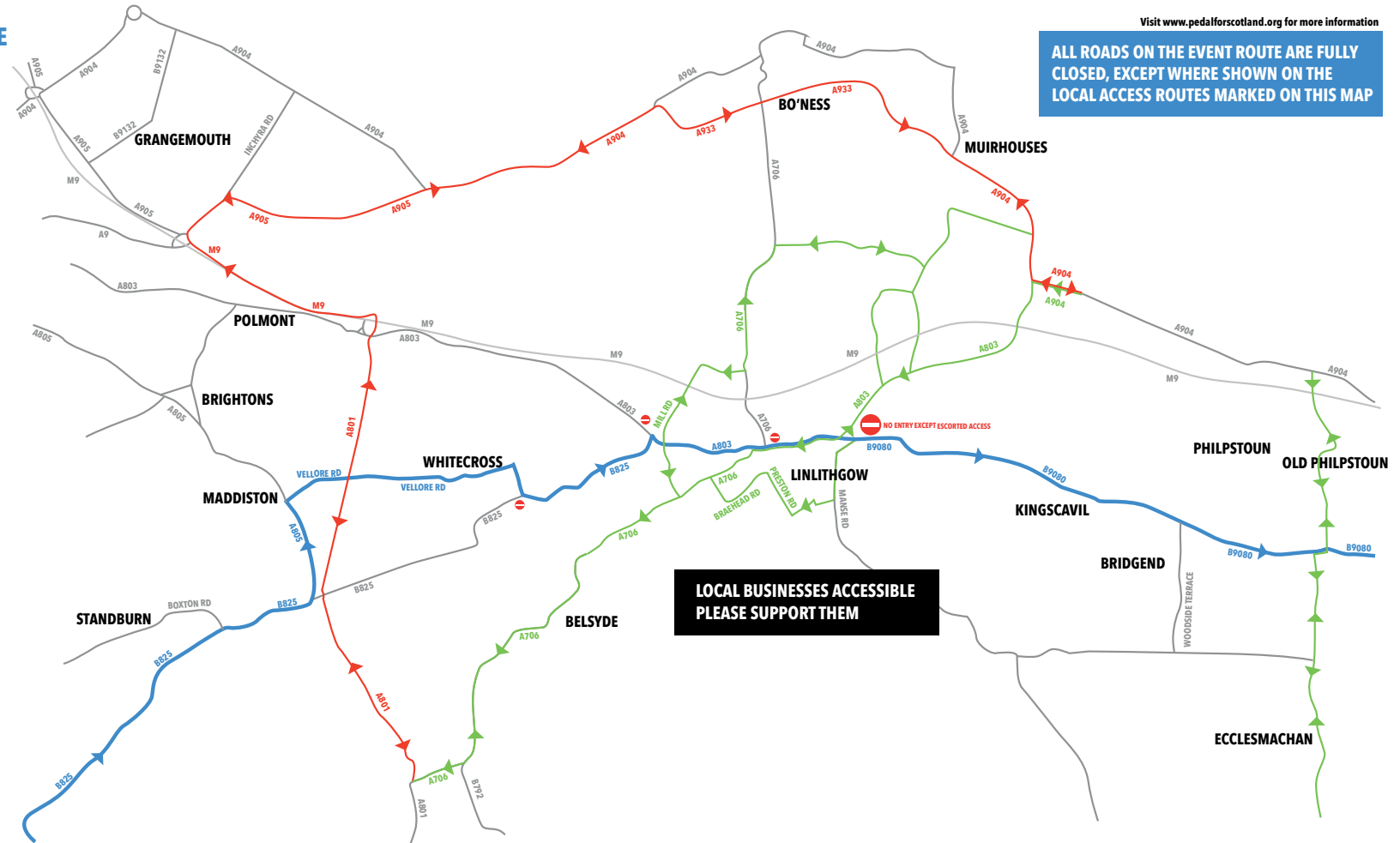
2 WAY

Linlithgow Diversion Map

LINLITHGOW VEHICLE DIVERSIONS

KEY

- **THE ROUTE**
- **LOCAL ACCESS**
UNSUITABLE FOR HGV
- **LINLITHGOW BYPASS**
ANY VEHICLE
-  **NO ENTRY**



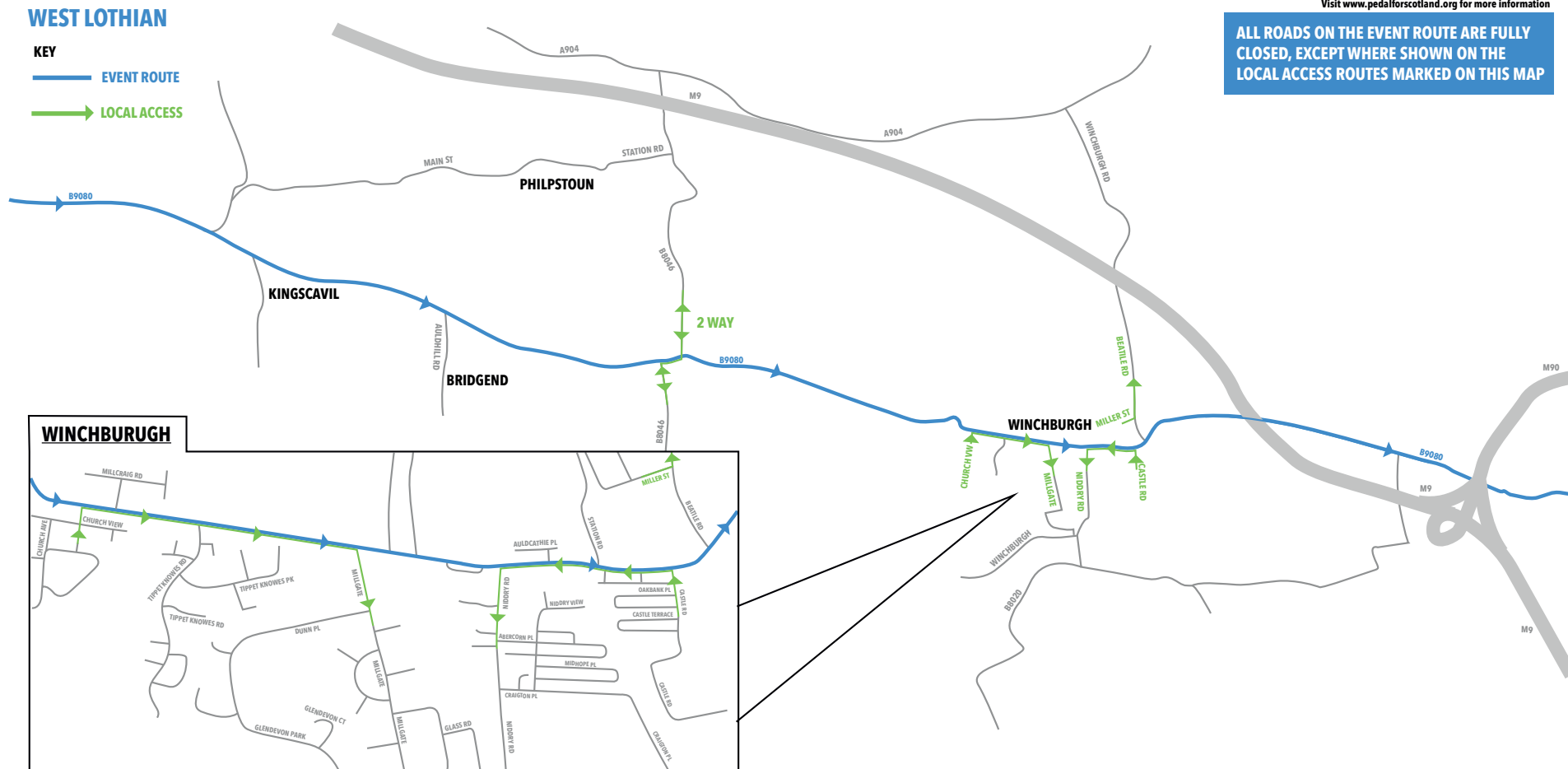
Visit www.pedalforscotland.org for more information

ALL ROADS ON THE EVENT ROUTE ARE FULLY CLOSED, EXCEPT WHERE SHOWN ON THE LOCAL ACCESS ROUTES MARKED ON THIS MAP

West Lothian Local Access Map

Visit www.pedalforscotland.org for more information

ALL ROADS ON THE EVENT ROUTE ARE FULLY CLOSED, EXCEPT WHERE SHOWN ON THE LOCAL ACCESS ROUTES MARKED ON THIS MAP



DATA LABEL: PUBLIC



LINLITHGOW , LOCAL AREA COMMITTEE

REPORT BY PI Scott Robertson

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 30th April 2017.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes the content of the report.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance relative to the Year Average; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

NATIONAL PRIORITIES – DELIVERED LOCALLY

Based on our assessment of national priorities, the following have been identified for tailored action for the communities of West Lothian:

- Violence
- Public protection
- Terrorism
- Serious and organised crime groups
- Antisocial behaviour
- Drug and alcohol misuse

WEST LOTHIAN PRIORITIES

The community priorities identified for West Lothian through our Community Planning Partnership are:

- Reducing community and social harm caused by drug and alcohol misuse
- Protecting vulnerable groups
- Reducing antisocial behaviour within our communities
- Reducing casualty rates from fires and road traffic collisions

COMMUNITY ENGAGEMENT PRIORITIES

Linlithgow

- Violence, Disorder and Antisocial Behaviour
- Substance Misuse
- Dishonesty
- Road Safety

1 Community Safety Unit – ASB Data

West Lothian (Up to and Including 30.04.17)						
Month	Apr-17	Apr-16	% Change	TYTD	LYTD	% Change
Youth Calls	313	250	25%	313	250	25%
All ASB Calls	1032	982	5%	1032	982	5%
Hate Crime	22	18	22%	22	18	22%
Vandalism & Reckless Conduct	136	129	5%	136	129	5%
Fire-raising	10	4	150%	10	4	150%
Public Space Assaults	57	69	-17%	57	69	-17%

Linlithgow Ward						
Month	Feb-17	Feb-16	% Change	TYTD	LYTD	% Change
Youth Calls	19	3	533%	114	112	2%
All ASB Calls	28	28	0%	441	393	12%
Hate Crime	0	0	0%	1	3	-67%
Vandalism & Reckless Conduct	2	2	0%	53	48	10%
Fire-raising	0	1	-100%	1	5	-80%
Public Space Assaults	0	1	-100%	22	18	22%

Linlithgow Ward						
Month	Mar-17	Mar-16	% Change	TYTD	LYTD	% Change
Youth Calls	21	11	91%	135	123	10%
All ASB Calls	53	37	43%	494	430	15%
Hate Crime	0	0	0%	1	3	-67%
Vandalism & Reckless Conduct	5	4	25%	58	52	12%
Fire-raising	0	0	0%	1	5	-80%
Public Space Assaults	0	5	-100%	22	23	-4%

Linlithgow Ward						
Month	Apr-17	Apr-16	% Change	TYTD	LYTD	% Change
Youth Calls	16	4	300%	16	4	300%
All ASB Calls	60	33	82%	60	33	82%
Hate Crime	0	0	0%	0	0	0%
Vandalism & Reckless Conduct	3	7	-57%	3	7	-57%
Fire-raising	0	0	0%	0	0	0%
Public Space Assaults	1	2	-50%	1	2	-50%

2 Local Priorities

2.1 Violence, Disorder and Antisocial Behaviour

Ward Officers continue to target areas where ASB is being experienced in the Linlithgow ward.

Ward Officers have been continuing to carry out “street surgeries” to interact with the community which have been highlighted through digital media and have been well received.

A recently revamped West Lothian wide Night-time economy plan was introduced to help curb violence surrounding Licensed Premises and has included increased visits in the ward to Licensed premises during peak times

2.2 Road Safety

Officers continue to carry out enforcement activity relating to speeding motorists and continue to patrol in prominent locations whilst trying to positively influence driver behaviour.

An increase in Anti Social Behaviour by drivers and there manner of driving in cars at Mill Road Industrial Estate has led to regular patrols by local officers and also by roads policing department. Local officers are also working closely with the Linlithgow Mill BID to identify offenders.

2.3 Dishonesty

No patterns have developed during this period.

2.4 Drug Dealing and Misuse

Operation Borah continues to target Cannabis cultivations and is ongoing within the MMW.

2 warrants have been executed in the Ward area during this period, one of which was positive for class A drugs.

3. Other

“Operation Fearless” is a bespoke reporting tool for 11-16 year olds to anonymously pass information on crime that is affecting them. It is supported by a website with information/online reporting tools and a variety of social media. This has recently been introduced at Linlithgow Academy and is being delivered by peers. It is supported by Crimestoppers and Police Scotland.

4. Contacts

Details of your Community Policing can be found at:

<http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/west-lothian/linlithgow/>

Email: LinlithgowCPT@Scotland.pnn.police.uk

You can also follow us on Twitter: @WestLothPolice

Tel: 101



LINLITHGOW LOCAL AREA COMMITTEE

LINLITHGOW MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Linlithgow Local Area Committee on the activity within Linlithgow Multi-Member Ward for the period up to 31st March 2017.

B. RECOMMENDATION

That Committee Members are invited to note and provide comment on the Linlithgow Multi-member Ward Performance Report.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• Being honest, open and accountable• Focusing on our customers' needs• Making best use of our resources• Working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Quarterly reports on the Multi-member Ward Operational Plans are being produced to ensure delivery of the Local Fire and Rescue Plan, which is a statutory requirement of the Police and Fire Reform (Scotland) Act 2012.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	WL CPP SOA Performance indicators.
V Relevance to Single Outcome Agreement	SOA1304_13 Number of deliberate fires per 100,000 population SOA1304_14 Number of accidental dwelling fires per 100,000 population.
VI Resources - (Financial, Staffing and Property)	The council contributes to directly and in partnership to the delivery of the Ward Plan
VII Consideration at PDSP	None
VIII Consultations	West Lothian Citizen's Panel Survey, July 2014.

D. TERMS OF REPORT

D.1 Background

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

D.2 Scottish Fire and Rescue Service (SFRS) Linlithgow Multi-member Ward Quarterly Report

Following the publication of the Linlithgow Multi-member Ward Operational Plan, the Local Senior Officer for Falkirk and West Lothian has produced a Performance Report detailing activity against the key priorities.

The seven key priorities within the Linlithgow Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Unwanted Fire Alarm Signals

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies.

E. CONCLUSION

The Linlithgow Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, the West Lothian Strategic Assessment of Community Safety and continues with the excellent partnership working on Community Safety, which is evident in West Lothian.

F. BACKGROUND REFERENCES

None.

Ritchie Hall

Station Manager, Scottish Fire and Rescue Service

6th June 2017

Appendix 1 - Linlithgow Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Year to Date January to March 2017

Linlithgow

DISCLAIMER

The figures included in this report are provisional and subject to change as a result of quality assurance and review. The statistics quoted are internal management information published in the interests of transparency and openness.

The Scottish government publishes Official Statistics each year which allow for comparisons to be made over longer periods of time.

Please ensure any external partners in receipt of these reports are aware of this.

Introduction

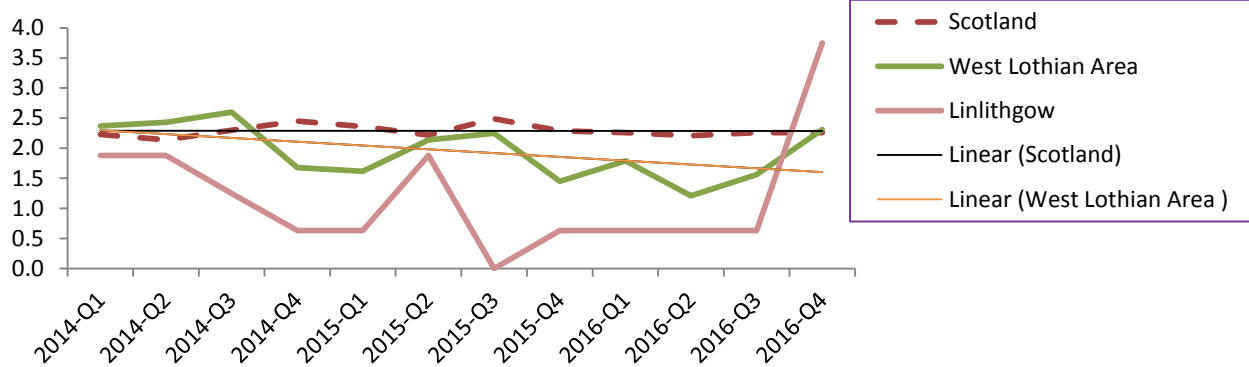
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per head of population.

Whilst using historic statistical benchmarking data, consideration must be taken of the somewhat random nature of fire related incidents and events, and how this can pose difficulties in interpreting emerging patterns and trends. This is of specific relevance where ward level data is analysed due to the relatively small number of actual incidents/events that occur in ward areas.

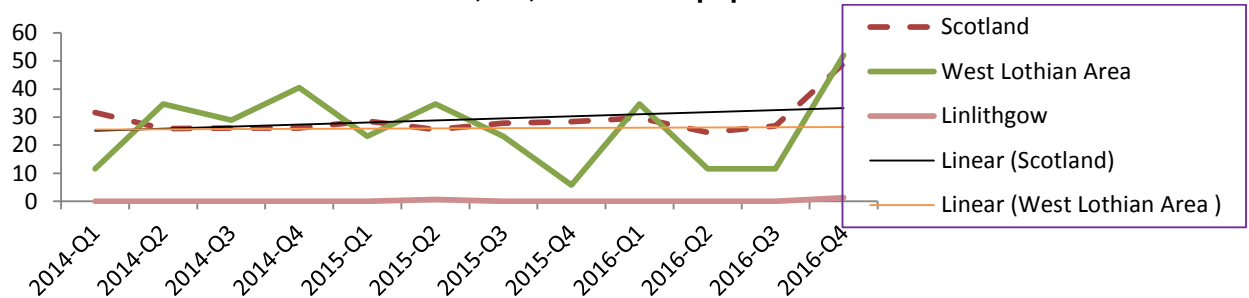
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



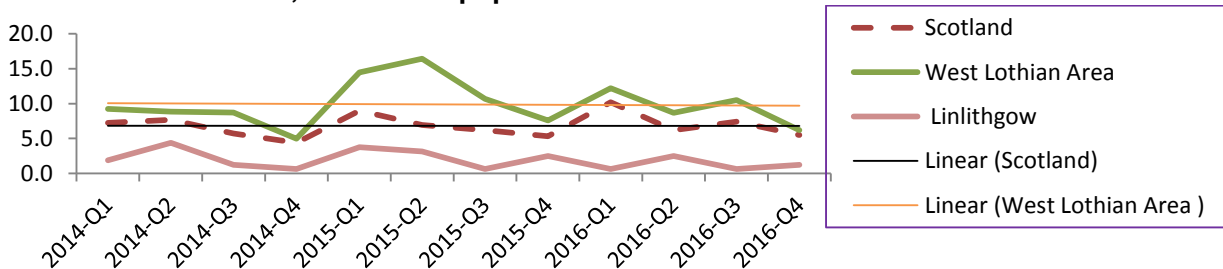
During the 2016-17 year to date reporting period SFRS have dealt with 6 accidental dwelling fire in comparison to 2 during 2015-16 year to date reporting period.

Fire Casualties and Fatalities Per 1,000,000 head of population



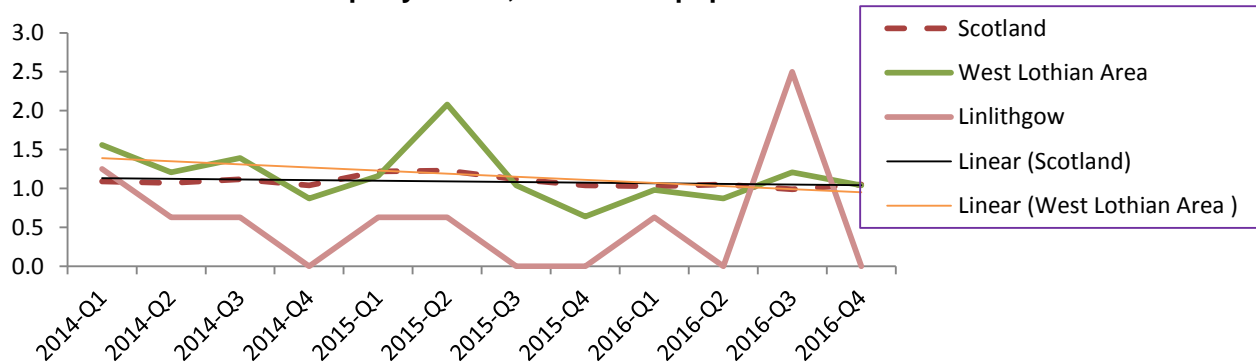
During the 2016-17 year to date reporting period SFRS have dealt with 2 casualties due to fire in comparison to 0 during 2015-16 year to date reporting period.

Deliberate Fires Per 10,000 head of population



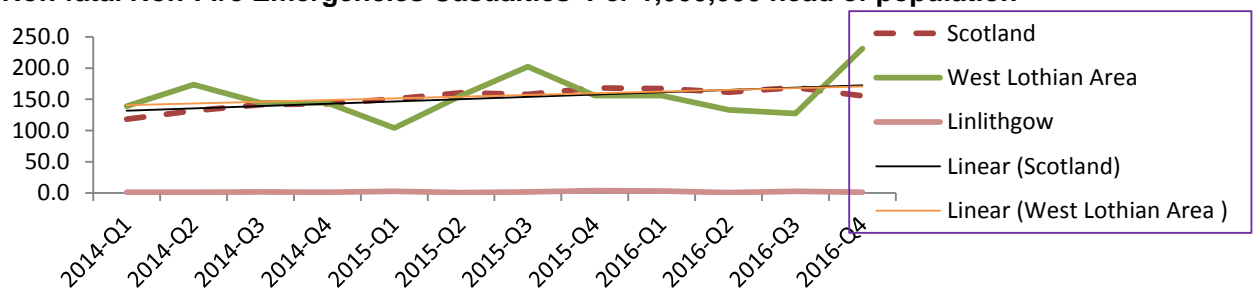
SFRS have dealt with 2 deliberate fires incidents during 2016-17 year to date reporting period in comparison to 4 during 2015-16 year to date reporting period.

Fires In Non Domestic Property Per 10,000 head of population



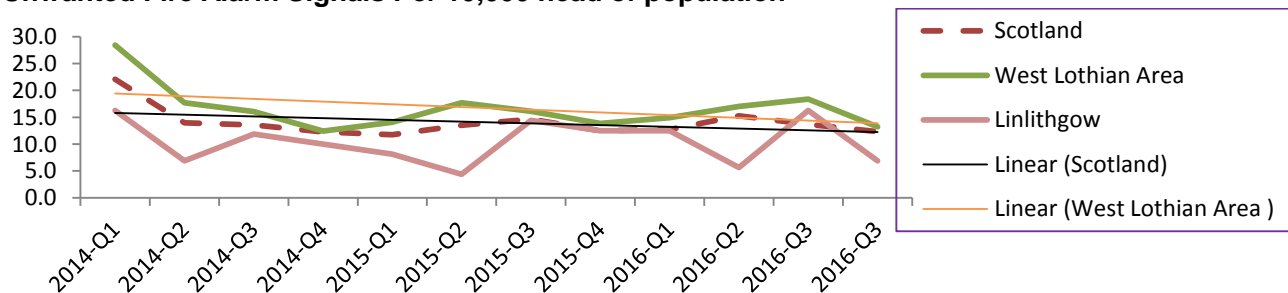
SFRS have dealt with 0 non domestic fires incident during 2016-17 year to date reporting period in comparison to 0 during 2015-16 year to date reporting period.

Non-fatal Non-Fire Emergencies Casualties Per 1,000,000 head of population



SFRS have dealt with 2 casualties from non-fire emergencies during 2016-17 year to date reporting period in comparison to 6 during 2015-16 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 11 UFAS incidents during 2016-17 year to date reporting period in comparison to 21 during 2015-16 year to date reporting period.

Additional Comments

SFRS is committed to 'Working Together for a Safer Scotland' and to engage with business partners to reduce demand from Unwanted Fire Alarm Signals (UFAS).



LINLITHGOW LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

To provide the Local Area Committee with an overview of the service activities within the Linlithgow ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1st January to 31st March 2017.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	There is no impact
V Relevance to Single Outcome Agreement	There are positive impact on the following SOA indicators: SOA4 – we live in resilient, cohesive and safe communities SOA8 – we make the most effective use of resources by minimising our impact on the built and natural environment
VI Resources - (Financial, Staffing and Property)	None
VII Consideration at PDSP	Yes
VIII Other consultations	N/a

D. TERMS OF REPORT

Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Linlithgow ward for the last quarter of 2016/2017

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jan 2017	%	Feb 2017	%	Mar 2017	%	WL Target %
0-2 weeks	3	50%	22	91.6%	3	25%	55%
2-4 weeks	1	16.7%	1	4.2%	5	41.7%	30%
4+ weeks	2	33.3%	1	4.2%	4	33.3%	15%
Total Lets	6	100%	24	100%	12	100%	100%

Property Void & Let Performance: Temporary Tenancies

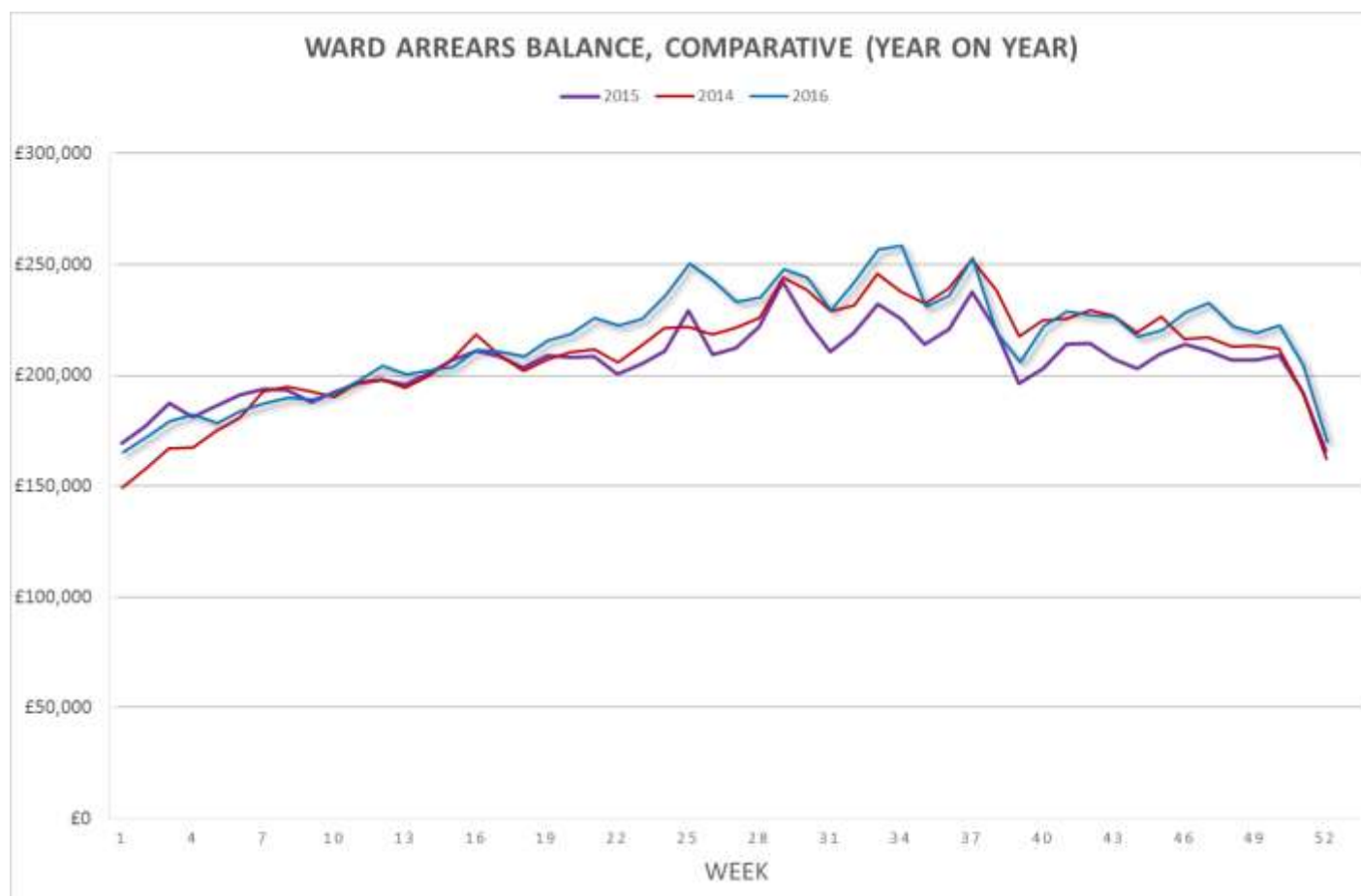
Void Period	Jan 2017	%	Feb 2017	%	Mar 2017	%	WL Target %
0-2 weeks	2	100%	0	0%	0	0%	55%
2-4 weeks	0	0%	1	50%	0	0%	30%
4+ weeks	0	0%	1	50%	0	0%	15%
Total Lets	2	100%	2	100%	0	100%	100%

Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement.

There were 12 policy voids in the ward for this period and 3 properties were let.

Void period	Number of properties	PV reasons
<4 weeks	2	Electrical & upgrading ie K & B
4 – 12 weeks	10	Decant, upgrading, asbestos removal & electrical
13 – 16 weeks	0	
26+ weeks	0	

Arrears



	2015/16 (WK52)		2016/17 (WK52)	
Arrears Banding	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£6,929	193	£7,409	148
£100.00 to £299.99	£22,162	119	£19,374	104
£300.00 to £499.99	£23,318	60	£21,647	56
£500.00 to £749.99	£18,725	30	£19,786	63
£750.00 to £999.99	£15,976	19	£27,041	31
£1000.00 to £1999.99	£41,455	32	£47,382	35
£2000+	£37,457	11	£27,582	10
Total	£166,022	464	£170,221	447

The Ward position for Q4 of 2016/17 is £170,221. This is an increase of £4,198 on last year's position. The West Lothian overall position has decreased by £26,707 from last year and at week 52 was £1,217,512

While there are 45 serious arrears cases (£1,000+) it should be noted 56% of cases are in the lower bands (£300 or less)

Although overall the position remains positive and we are tracking below last year we will continue focusing on the following:

- Arrangements to pay - increase the visibility of tenants with arrangements within the performance model to identify trends in missed payments for follow up action

- Making best use of resources by considering communicating more with customers through email and telephone
- Increase Direct Debit Take Up by targeted work for example tenants who currently pay by Standing Order
- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.

Local Area Team Activity

Officers in the team have a number of tenancies under supervision for issues such as child & adult protection, anti-social behaviour and poor tenancy conditions. Our officers' work with a range of services and agencies to ensure tenants and residents are fully supported, tenancies are maintained and sustained as far as possible and appropriate action taken where necessary.

Rent arrears activity continues to be a weekly priority task for the team and will continue to work with all our tenants in offering the support, advice and assistance. Such assistance includes, referrals for money, energy and debt advice, benefit health checks, completion of income and expenditure to help set up a sustainable payment plan and where appropriate, assist with applications for Discretionary Housing Payments.

Capital Programme and New Build Council Housing **Ward 1 – Linlithgow**

Ward 1 Linlithgow	Site	Number of Units	Site Start	No of houses handed over	Site completion
	Auldhill Bridgend	5	Nov-15	5	June 2016
	Mill Road, Linlithgow	15	Mar-16	15	February 2017
	Philpstoun Bowling Green	5	Apr-16	5	February 2017

The development at Mill Road has been nominated as a finalist in the small affordable housing development of the year in the Homes for Scotland Awards 2017. The awards will be held in June.

Local Capital Upgrades

Linlithgow	Linlithgow	8-24 The Vennel	1. Repairs to common deck above shops includes: 1.1. Cleaning out all water outlets; 1.2 Camera investigation of pipes and drainage routes; 1.3 Power washing of slabbed deck area; 1.4	100%	Complete
				100%	Complete no issues found
				100%	Complete

			<p>Investigate and rectify ponding issues on asphalted walkway.</p> <p>2. Window survey of council properties with reported issues with original Crittal windows and replacements</p> <p>3. Survey of buildings</p> <p>3.1. Overall condition</p> <p>3.2. Any underlying issues</p> <p>3.3. Reasons for surface staining</p> <p>4. Entrance doors.</p>	100%	<p>Work to be carried out</p> <p>Complete no major issues found. Window replacement to be discussed following Building condition survey report.</p> <p>Work has been delayed due to scaffold issues. Decision was made to delay scaffold until after Marches and the Gala day.</p> <p>Roof repairs to number 15 and 16 will be repaired as soon as the scaffold goes up which should be around 19th June</p> <p>The work to replace the communal doors at 24-27 The Vennel commenced 15th May and will take three weeks to complete.</p>
Linlithgow	Linlithgow	Linlithgow Loch	Repairs and upgrades to Loch footpath in conjunction with Historic Scotland	Housing Work -100% Historic Scotland Work -100%	<p>Complete</p> <p>There has been a recent report of a fall over tree roots at the Loch side. Work ongoing to determine responsibility to repair.</p>

Tenant Participation Update

Tenants Participation Annual Report

A tenant participation annual report has been developed. The purpose of the report is to document the substantial development work which has taken place during 2016/17 to promote tenant participation, find new interested tenants and new ways to enable them to participate. The report will be published on the intranet and council website.

Tenant Led Inspections

In January, tenants were invited via email and text to participate in a training session to learn about our inspection process. This attracted several interested tenants who will join our bank of inspectors for future inspections.

- **Asbestos in Void Properties**

An action plan was developed from the recent Tenant Led Inspection into Asbestos in Void Properties and fed back to the inspectors on 17th Feb. The action plan will address each of the recommendations the inspector's made and will be followed up in due course. The TP team have continued to offer direct support to the TLI process throughout.

- **Anti-Social Behaviour**

A second TLI into Anti- social behaviour commenced in February with 5 inspectors. The final report will be presented to Head of Service and senior managers and an action plan developed to meet their recommendations.

Tenants Visit New Build

In January, members of the Tenants Panel visited the new build houses at School Road in Broxburn. They were very impressed with the renovation of the old school building and the additional new houses on the site. They felt that the workmanship was finished to a very high standard and the surrounding landscape had rejuvenated the area.

Tenants News

The spring edition of Tenants News was published and sent out to all tenants in West Lothian. This is a very effective method of communicating with tenants. The TP Team are always interested in hearing from staff on any ideas or topics they would like to address by emailing TP@westlothian.gov.uk

Q Buster Sessions

Staff have been out and about talking to customers about the new online Tenants Self-Serve which allow tenants to report repairs and check rent balances as well as offering the opportunity to pay from the comfort of their home.

Safer Neighbourhood Council Officer Ward Information

The Safer Neighbourhood Teams (SNT's) across the nine multi member ward areas are an integral part of the Community Safety Unit and are a key feature of partnership working. In all the wards, partnership working involves the local housing team, youth worker, council officer with the SNT and officers from Police Scotland and the Scottish Fire and Rescue Service all working together to tackle antisocial behaviour in the wards. When necessary, the Community Safety partners will liaise with others from the voluntary organisations including Mental Health advisory workers and private landlords in order to reduce antisocial behaviour.

The officers and other Community Safety Partners continue to provide early intervention to prevent crimes and antisocial behaviour from occurring and the further escalation of incidents. The number of new antisocial behaviour cases varies across West Lothian with some wards having more cases than others. Linlithgow ward has had 2 new cases this month. This reflects antisocial behaviour reported to the Police and West Lothian Council in each community. There is no definitive reason for the level of numbers being reported from ward to ward and demographic variations and house type can all contribute to the way in which behaviour from others is tolerated or becomes intolerable to others.

ASBOs are deemed as a last resort to all other methods of curtailing antisocial behaviour within communities. It is only when particular individuals refuse to heed warnings issued, that the Antisocial Behaviour Order is requested through the legal process. There has been 1 tenant evicted in the ward due to the tenant breaching the Antisocial Behaviour Order, this eviction occurred in March 2017.

E. CONCLUSION

To note the contents of the report.

BACKGROUND REFERENCES

F. None

Appendices/Attachments: None

Contact Person: Phyllis McFadyen, Housing Manager, Housing, Building and Customer Services

Email; phyllis.mcfadyen@westlothian.gov.uk

Tel: 01506 775512

Date: 6th June 2017



LINLITHGOW LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1st February – 30th April 2017.

B. RECOMMENDATION

Members are requested to:

1. Note the work carried out to date and future planned work.
2. Advise of any areas that require further investigation or inclusion in future work plans.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	Relates to items 9 - We live our lives free from crime, disorder and danger & 12 – We value and enjoy our built environment and protect it and enhance it for future generations
VI	Resources - (Financial, Staffing and Property)	In line with available revenue and capital budgets
VII	Consideration at PDSP	None
VIII	Other consultations	None

D1 Terms of Report

Report on activity for period 1st February – 30th April 2017.

D2 Grounds Maintenance Routine Works

The first herbicide visit to shrub beds has been completed, without the use of Glyphosate. Spraying of grass channels has also been completed using a mix of Glyphosate and Flazasulfuron. Weed control on hard standing areas is ongoing and consists of Glyphosate alone.

Trials of alternative weed control methods have started and will continue throughout the summer. The European Chemicals Agency has concluded that the available scientific evidence does not meet the criteria to classify Glyphosate as a carcinogen.

The first grass cutting cycle started on the 10th April and was completed on schedule.

Grounds Maintenance Enquiries

In total 3 ground maintenance related enquiries were received and dealt with during this period

Grass Cutting Enquiries – 1
Shrub Bed Overhanging Path – 2

D3 Garden Maintenance Routine Works

The Garden Maintenance Scheme started on 10 April 2017. Staff are dealing with additional work requests from Housing for individual properties as they arrive.

Garden Maintenance Enquiries

In total 8 garden maintenance related enquiries were received and dealt with during this period

Garden Maintenance General Enquiries – 5
Garden Maintenance Grass Not Cut – 1
Garden Maintenance Scheme Charges – 1
Garden Maintenance Standard of Cut - 1

D4 Cleaner Communities Routine Works

Cleaner Communities staff are continuing to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward.

Cleaner Communities Enquiries

In total 15 cleaner communities enquiries were received and dealt with during this period

Dead Animals – 1
Dog Fouled Grass Open Space – 1
Dog Fouling on Paths Roads – 3
Glass on Path or Open Spaces – 1
Graffiti Racist or Offensive – 1
Illegal Fly Tipping Dumping – 1
Litter Bin Burnt Damages – 1

Litter Bin New Request for Bin – 2
Litter on Paths Roads Verges – 1
Street Sweeping Enquiries – 1
Vehicle Abandoned - 2

All enquiries regarding fly-tipping if suitable evidence is found are investigated and pursued by Enforcement Officers. Dog fouling patrols are also carried out in an effort to identify anyone failing to clean up after their dog.

Environmental Community Involvement

During this period officers issued 1 fixed penalty notice for a littering offence during the period.

Enforcement Officers are continuing to support colleagues from Public Transport and Social Policy by carrying out school transport checks on buses and taxis. Officers are also assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme.

Education & Engagement Officers have attended several residents and community group meetings and are in the process of organising various initiatives over the coming months.

Officers have also engaged in partnership working with various agencies such as Police Scotland, Scottish Canals, WLC Housing and Woodlands Trust Scotland.

D5 Parks and Woodland

Beecraigs Country Park

Solar PV is now fully operational. Electricity generated goes towards supply for the Visitor Centre, Caravan & Camping Site and Balvornie toilets, before excess being fed back to the grid. Protective fencing is currently being installed.

Remedial path works nearing completion on new crossing point between Beecraigs Visitor Centre and Hillhouse Woodland area

Beecraigs Animal Attraction

The next section of hedge restoration work in the 5year SRDP funded project is underway with assistance from SRUC Oatridge students.

The majority of the Hebridean lambs are out and about in the fields at Beecraigs. Lambing is a busy time in the farming world and the ewes need a peaceful environment. The viewing shed re-opened on Saturday 29th April.

The Cattle have also been busy calving and many of their new born calves can also be seen from the Sutherland Way.

Last year Red Deer calves and hinds from the Pole Barn are out on the fresh grass now. This is in preparation of Red Deer calving starting around May / June time so there will be lots of activity will continue on the Animal Attraction over the next few months.

Ranger Service

The Ranger Service has been busy working with various school and community groups, including Springfield and Linlithgow Primary Schools.

This year's Ranger Events Booklet is now available on line or to pick up from one of the Visitor Centres, with a variety of exciting family events available to book for the rest of the year.

The Rangers have also attended a cycle patrol training course, so watch out for them pedalling around Beecraigs on patrol this summer. This will save the service time and cut down on fuel usage.

Work is ongoing to reinstate the permanent orienteering course at Beecraigs. Local orienteering group FVO have been updating the maps and we hope to have the courses up and running for the summer.

Beecraigs Tree and Woodland

The replanting of the felled areas has been completed with over 50,000 trees planted over the past year. In addition small areas of amenity tree planting have been carried out around the new Visitor Centre.

Tree and Woodland Routine Work

Braehead Road - project now suspended. No further work will be carried out until additional community engagement over the long-term strategy for the trees as part of the wider streetscape has been completed.

Rosemount Park – Diseased Beech tree has now been removed.

Parks and Woodland Enquiries (23)

Country Park General Enquiries – 1
Tree Advice or Consultations – 1
Tree Branches Overhanging – 6
Tree Enquiries General – 13
Tree Woodland Enquiries - 2

Open Space and Cemeteries

Learmonth Gardens, Linlithgow

Works to resolve outstanding issues with original park upgrade are largely complete.

The north fence line is to be relocated by Network Rail due to safety concerns. All features to be reinstated. The main park sign will be revised before July to reflect the maintenance input from Burgh Beautiful.

Linlithgow Loch Park, Linlithgow

The proposal to improve Lady Park and add a circuit of fitness equipment around the loch has been revised. The tenant farmer has refused permission for the fence-line to be moved and it was felt fitness equipment and additional furniture around the loch was not be in keeping with the natural feel of the site. As such we will now await a feasibility study (Historic Environment Scotland) to determine the possibility of stabilising the existing path on the west shore in its current location.

Bridgend South Park, Bridgend

This project to improve the pitch drainage has been awarded. The project is projected for completion by early July.

Capital Programme

Millerfield Play Area is scheduled for refurbishment in the 17/18 Capital programme. Contract has been awarded and community consultation is underway.

Open Space Enquiries (1)

Public Park Enquiries – 1

Cemeteries Routine Works

Spring maintenance and grass cutting now underway across the cemetery estate.

Cemeteries Enquires (7)

Cemeteries General Enquires – 4

Lair Enquiries – 2

Lair Sunken or Uneven – 1

E CONCLUSION

Routine works are currently progressing as scheduled. The weed control trials will be assessed on a regular basis with the outcomes reported at the end of the season.

The Garden Maintenance Scheme started 10 April.

We have received and dealt with a number of customer enquires relating to various service areas throughout the period. We will aim to maintain our strong performance dealing with enquiries within our target timescales

A proposal to develop Linlithgow Rose Garden into a Peace Garden is in the early stages with design concept being developed.

Improvements to Learmonth Gardens are now complete.

F. BACKGROUND REFERENCES

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Tony Fleming, Waverley Street Depot, 01506 776437,
tony.fleming@westlothian.gov.uk

Jim Jack

Head of Operational Services

6th June 2017



LINLITHGOW LOCAL AREA COMMITTEE

UPDATE ON LINLITHGOW LOCH IMPROVEMENTS

JOINT REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION & HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee about the various improvements proposed for Linlithgow Loch and its surrounding area.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes the content of the report; and
2. offers any comments about further improvements to the Loch and its surrounding area.

C. SUMMARY OF IMPLICATIONS

I Council Values

- Focusing on our customers' needs;
- being honest, open and accountable;
- making best use of our resources; and
- working in partnership.

II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)

The Water Environment & Water Services Act 2003 requires local authorities to carry out their statutory functions and duties in a way, which adheres to the principles of the European Water Framework Directive.

The Flood Risk Management (Scotland) Act 2009 requires local authorities to exercise their powers with a view to reducing overall flood risk.

The Nature Conservation (Scotland) Act 2004 places a duty on officials and public bodies to further biodiversity. The Scottish Biodiversity Strategy identifies the role of local authorities in meeting national species and habitat priorities.

Policy ENV4 of the West Lothian Local Plan (2009) supports the protection of Linlithgow Loch, as it is a Site of Special Scientific Interest (SSSI).

		<p>The Local Biodiversity Action Plan is a supporting document of the West Lothian Local Plan.</p> <p>There are no equality issues. Health and risk assessment would be managed as projects are implemented.</p>
III	Implications for scheme of delegation	None.
IV	Impact on performance and performance indicators	None.
V	Relevance to Single Outcome Agreement	<p>SOA 3 - Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business;</p> <p>SOA 4 - We live in resilient, cohesive safe communities;</p> <p>SOA 5 - People most at risk are protected and supported to achieve improved life chances;</p> <p>SOA 7 - We live longer, healthier lives and have reduced health inequalities;</p> <p>SOA 8 - We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</p> <p>SOA 10 - We live in well-designed, sustainable places where we are able to access the services we need.</p>
VI	Resources - (Financial, Staffing and Property)	£87k for a district park around the Peel has been confirmed in NETs 2017/18 Open Space budget. Other schemes to be funded by Historic Environment Scotland or subject to successful grant applications.
VII	Consultations at PDSP	The matter has previously been considered by the Environment PDSP in June 2011, March 2013, June 2015, February 2016, & April 2017.
VIII	Other consultations	None.

D. TERMS OF REPORT

D1 Background

Linlithgow Loch is one of only two remaining natural lowland lochs in the Lothians. It provides the setting for Linlithgow Palace and Peel. The loch is integral to the town's tourist appeal and provides various land and water-based recreational opportunities as well as being the focal point for naturalists and outdoor education activities.

The loch is owned and managed by Historic Environment Scotland (HES) and designated a Site of Special Scientific Interest (SSSI) for its botanical and ornithological interests. It was originally notified as the only example of a lowland mesotrophic loch in West Lothian. Site condition monitoring in 2004 concluded that the loch was in an unfavourable condition due to nutrient enrichment largely associated with land use in the catchment. Evidence now suggests that the loch is currently eutrophic (nutrient rich and at times lacking oxygen), trending towards hyper-eutrophic.

One of the negative effects of the increase in nutrient levels within the water body is the appearance of an extended seasonal bloom of blue-green algae which breaks down, releasing toxins into the water. This leads to a further decline in water quality and low oxygen levels and represents a potential risk to public health.

In April 2013, following almost a decade of investigation and data collection, Council Executive confirmed its support for the Linlithgow Loch Catchment Management Plan (CMP). The plan included thirteen management recommendations to reduce the effects of contaminated run-off into the loch. However, algal bloom issues continued over extended periods in 2014 and 2015. The 2016 season did not see as aggressive a bloom as previous years. This can be the result of temperature, wind conditions and light levels.

D2 Review of Projects

The following projects were listed on a map attached to earlier reports to the panel on the Linlithgow Loch. The projects were grouped into those specifically related to the Loch (Blue circles/numbers) and those related to issues surrounding the Loch (Red circles/numbers). These references are used for the update below. (See Appendix One).

Issue 1: Bonnytown Farm surface water management

While a scheme was drawn up to address run-off into the Hatchery Burn, which enters the north east corner of the Loch and initially discussed with the farmer, there has been a change of owner and there is currently no identifiable source for funding for the project.

Issues 2a, 2b & 7: Small linear car park and overflow car & coach provision

While there remains scope for a small linear car park on the west side of Bonnytown Road there is currently no identified budget to advance a design and cost. However, it has been concluded there was no scope to provide a coach park or overflow car park in the vicinity of either Fiddlers Croft (owned by HES) or Low Port.

Issue 3: Timber Walkway west of Fiddlers Croft

The proposal would create an elevated timber walkway to provide the missing link in the core path around Linlithgow Loch. This project was identified in the Linlithgow Civic Trust Plan for the town. Initial discussion has taken place with Scottish Natural Heritage about the potential impact on wildlife at this sensitive part of the loch and HES on archaeological issues.

A number of additional Peel-related issues were recently identified and raised with Historic Environment Scotland (HES). The issues and HES response are outlined below:

Issue - replacement of chain-link fence along Peel / St Michael's RC Church boundary (if not church responsibility).

HES acknowledge that this chain link fence is their responsibility to replace, however it is not seen as a priority and will be replaced when considered necessary or have funds to do so.

Issue - repointing / structural integrity of Low Port Primary School wall.

HES confirm that this wall is its responsibility and will inspect the wall and if works are required, HES will programme these into its forward works programme.

Issue - leaning trees in embankment alongside Low Port Primary School.

HES have recently undertaken a new tree survey covering the entire circumference of the Peel and Loch. This survey will inform and prioritise any necessary tree work.

Issue 4: low quality of new timber gate at The Peel entrance from Chapel Path, in comparison to other metal gates around the Peel.

HES has now decided to remove the low-quality gate entirely as it is infrequently used to prevent access and this entrance can be managed during events through other temporary means.

Issue 8: Removal of concrete stage to south of Rose Garden (although previously it was a low-priority).

HES acknowledge that this concrete plinth is in its ownership, however it is not seen as a high-priority to remove, nor does it have funds to do so.

Issues 9 & 10: confirm with HES about future of Peel timber bothies / sheds and Market Lane entrance bothy.

HES acknowledge that whilst not ideal, the timber sheds continue to provide a function for Peel staff. Currently HES has no intention of carrying out any major upgrade or replacement of these existing structures.

Issue 11: Replacement of Harbour timber bothy with seasonal café / events platform

HES are reviewing the use of this facility which is in use, but identifying a suitable budget would be an issue to progress any new-build structure.

Issue 12: The Vennel Gardens Project (area now included within Draft Planning Brief)

While some work was progressed by NETs in 2016, the Vennel draft planning guidelines for the area were considered by the Development & Transport PDSP on 3 April 2017. The draft guidelines are to be the subject of public consultation. NETs have recently removed extensive litter identified by HES beneath the car park wall.

Issue 13: clarify when Town Bay loch side path embankment coping stone replacement, initially started by the council and due to be finished by HES.

HES indicate that the pre-cast concrete edging arrived in early March and work was completed by end March 2017.

Issues 14/15/16: see below.

Issue 17: New Sluice at Mill Burn

HES have undertaken some dredging work/vegetation removal on the Mill Burn and are in discussion with the adjacent owner about potential impact on the property boundary.

Issue 18: St Ninian's Road Culvert improvement

A number of low-cost interim actions have been recently agreed with HES which will help reduce the risk of flooding from the loch, provide precise data regarding actual loch levels and alert relevant personnel to rising water levels allowing the sluice to be opened in response. Work is already underway and costs are being shared with HES.

St Ninian's Road culvert is the responsibility of the Council but it is only one of a number of controls on flows from the loch and the case for its improvement is not currently compelling and the work is not currently funded.

Issue 19: Review interpretation panels around the Loch

There has been no start to this project as it was viewed as a low priority and the existing panels continue to be relevant and not significantly out of date.

D3 West Lothian Open Space Strategy budget - Linlithgow Loch & Peel District Park

Linlithgow Loch and the surrounding Peel, whilst in the ownership of HES, are considered to function as a district park for the town. Consequently, £87k is allocated in NETs 2017/18 Open Space Strategy budget towards this site. Discussions have taken place with HES about what form improvements might take and these are likely to be focused on Lady Park (Issues 15 & 16) and on around the Lochside path.

D4 Potential new Peace Garden in Rose Garden south of St Michaels Kirk Yard

A broad based community working group first convened in February to investigate the re-provisioning of the current peace gardens from St Michael's hospital to the Rose Garden to the south of St Michael's kirk yard. Since the Burgh Halls regeneration there has been more use of the Rose Garden and patio areas outside for weddings and visitors. Limited access and large self-seeded trees are two constraints currently being studied. The council gained ownership of the upper gardens when the Burgh Halls were renewed, but the lower rose garden and access via Market Lane remain under the control of HES with whom the group has initiated liaison.

D5 Management Structure

Since the Linlithgow Loch Summit convened by HES in November 2015, one of the major actions resulted in the formation of a Strategic Management Group comprised of senior officers from stakeholder organisations. The groups have met three times to consider how to bring more investment to the Loch. A number of subsidiary working groups have continued to operate on an ad-hoc basis. See Appendix 2 for a timeline.

HES have continued its commitment to the Loch by funding the Nutrient Source Apportionment Study, (Issue 14) which got underway in Spring 2017. This is a major piece of work which will take time to complete and will determine future actions to improve water quality in the Loch. Results will be reported to a further meeting of the panel.

It must be remembered that tackling loch pollution is a long-term issue. The similar, albeit larger, Loch Leven in Fife took more twenty years to begin to realise water quality improvements and included significant public and a private sector investment.

D6 UK& Ireland Lakes Network (UK&ILN) – 2017 Conference in Linlithgow

The UK & Ireland Lakes Network chose Linlithgow as a venue for its annual conference due to the issues and ongoing work associated with the Loch. It was held for two days in mid-April and saw c 50-60 delegates attend. They were given a tour of the Loch and Palace by HES and the full day of the conference “*explored the value and sustainable management of urban lochs, lakes, loughs, tarns and llyns – past, present and future*” with a wide range of Scottish and other speakers.

E. CONCLUSION

Linlithgow Loch remains an important asset for the town and for West Lothian. However, it remains in a long-term deteriorating condition due to pollution from surrounding land use within what is a complex catchment.

Once the results of the Nutrient Source Apportionment study are available this will allow the Strategic Management Group and associated working groups to develop the actions detailed in the Catchment Management Plan.

F. BACKGROUND REFERENCES

Linlithgow Loch Catchment Management Plan (April 2013)

Public Body Reporting on the Scottish Biodiversity Duty: 2011-2014 – Report by Head of Planning & Economic Development to the Council Executive – 16 December 2014

Linlithgow Loch Catchment Management Action Plan - Report by Planning Services Manager & Head of Operational Services to the Environment Policy Development and Scrutiny Panel - 2 June 2011, 28 March 2013, 4 June 2015 and February 2016

Linlithgow Loch Catchment Management Action Plan - Report by Head of Planning & Economic Development & Head of Operational Services to Council Executive 28 June 2011 & 23 April 2013

Linlithgow Loch Catchment Management Action Plan - Report by Head of Planning & Economic Development & Head of Operational Services to the Linlithgow Local Area Committee - 27 September 2011

UK& Ireland Lakes Network 2017 Conference Programme in Linlithgow:

<https://www.ukandirelandlakes.org/working-together/ukiln-2017-conference-linlithgow-loch-exploring-the-values-and-management-of-our-urban-waters-past-present-and-future/>

Appendices / Attachments - two

Appendix One: Map of Linlithgow Loch showing location of projects

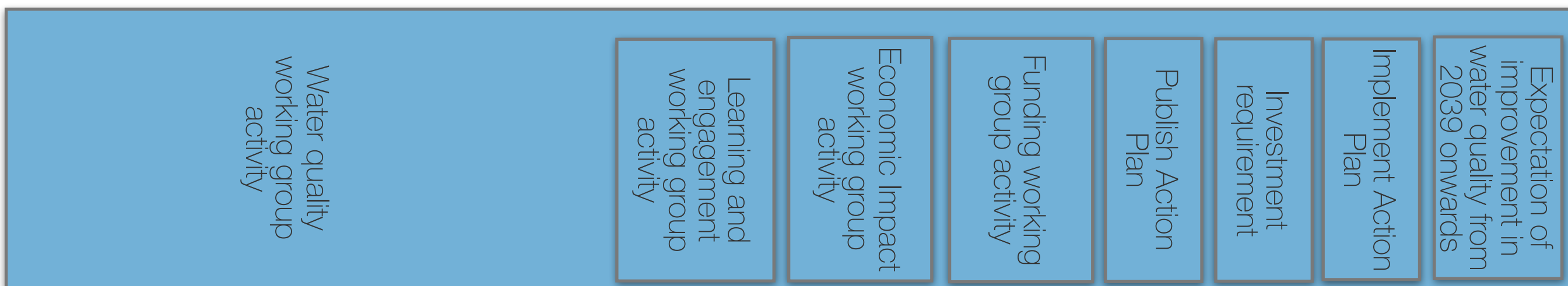
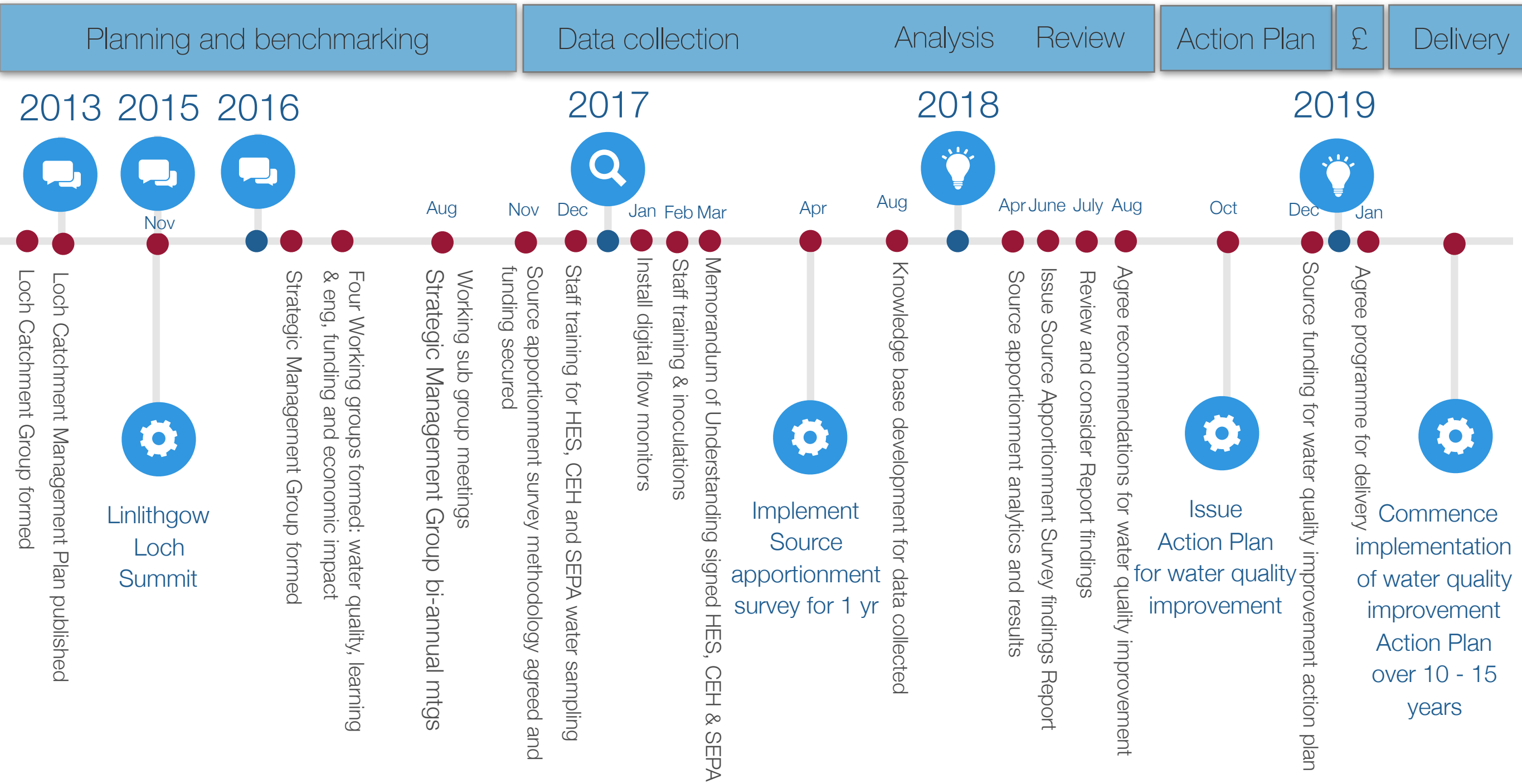
Appendix Two: Strategic Management Group timeline for Linlithgow Loch water quality improvement

Contact Person: Chris Alcorn, Principal Planner; 01506-282428.
E-mail: chris.alcorn@westlothian.gov.uk

Graeme Hedger, Senior Professional Officer, Flood Risk Management; 01506-776924
graeme.hedger@westlothian.gov.uk

Craig McCorriston, Head of Planning, Economic Development & Regeneration
Jim Jack, Head of Operational Services

6 June 2017



Linlithgow Loch water quality improvement timeline



LINLITHGOW LOCAL AREA COMMITTEE

BRAEHEAD TREES, LINLITHGOW

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To update members on the proposed course of actions to be taken to progress the long term management of the avenue of trees, mainly cherry, along Braehead Road, Linlithgow.

B. RECOMMENDATION

Members are requested to note the trees making up the streetscape within Braehead Road, Linlithgow are to be resurveyed in accordance with the recently approved Tree and Woodland Management Plan and, a more comprehensive public consultation is undertaken to reach a consensus on the best approach for the future management of the streetscape.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	Relates to items 9 - We live our lives free from crime, disorder and danger & 12 – We value and enjoy our built environment and protect it and enhance it for future generations
VI	Resources - (Financial, Staffing and Property)	In line with available revenue and capital budgets
VII	Consideration at PDSP	None
VIII	Other consultations	None

D Terms of Report

D.1 Background

The matter of the Cherry Blossom trees along Braehead Road, Linlithgow was initially brought to the attention of the council's Parks and Woodland Team in February 2016. Residents had raised concerns about the amount of leaf litter being generated by the trees and also with the quantity of bird droppings within the street.

A council officer inspected the trees and concluded that as the trees were reaching the end of their natural life; and that proactive management was required to remove the trees and replace them with a more suitable variety of tree.

D.2 Resident Consultation

A limited consultation was undertaken in March 2016 with the residents directly affected by the trees (those on the same side of the road). The consultation gave the residents two options:

1. Remove 50% of the trees and replant new trees during the planting season 2016/17, followed by the removal of the remaining 50% of trees during the 2017/18 reducing the total number of trees by 50%
2. Remove 50% of the trees and replant new trees during the planting season 2016/17, followed by the removal of the remaining 50% of trees during 2017/18 and replant new trees maintaining existing tree numbers.

The preferred option from the residents was option 1, to reduce the tree numbers by 50% and this action was agreed with officers.

Regular project updates had been presented to the Linlithgow Local Area Committee (LAC) as part of the NETs, Land and Countryside Service update reports. At the meeting in May 2016 it was requested that officers carry out further consultation with all of the residents in Braehead (those on both sides of Braehead Road) prior to determining a final course of action.

Following a review of the agreed action in January 2017, officers amended the decision to remove 100% of the Cherry Blossom trees and replace with the more suitable variety of street tree, Paperbark Birch (*Betula papyrifera*). This change of was not communicated to residents.

Work to remove the existing Cherry Blossom commenced in early April 2017. As a result of the poor communication, the council received a significant number of complaints from residents. As a direct result of the public's concerns, the decision was taken to suspend the work immediately.

D.3 Service Review

A review of existing tree management processes and procedures is currently being undertaken within the service to consider how this situation developed. The findings will be used to develop and implement a specific procedure and protocols for future streetscape works of this nature. When completed, the new procedures will be used to develop options for a future streetscape at Braehead Road.

D.4 Future Proposals

Since receiving the initial enquiry for Braehead Road in February 2016, the Council Executive has approved the council's Tree Management and Safety Policy in June 2016; and to deliver the aims and objectives of the policy, NETs, Land and Countryside introduced a Tree and Woodland Management Plan in February 2017. The management plan was presented to the Environment Policy Development and Scrutiny Panel for scrutiny in April 2017.

The Cherry Blossom trees in Braehead Road are to be resurveyed during June/July 2017 in accordance with the management plan using the agreed inspection template.

The resulting survey information will then be used to develop a list of options for the streetscape to allow a more comprehensive consultation to be carried out with all the residents of Braehead Road, Linlithgow during the late summer period of 2017.

Thereafter, the outcomes from the consultation will be used by officers to reach a consensus on the best approach for managing the streetscape within Braehead Road and this will be fully communicated to elected members and residents during Autumn 2017 before any further work is undertaken.

E CONCLUSION

The tree management works along Braehead Road, Linlithgow were poorly planned and consulted on by council officers. This work has now been suspended.

The trees making up the streetscape within Braehead Road, Linlithgow are resurveyed in accordance with the Tree and Woodland Management Plan and a more comprehensive public consultation is undertaken to reach a consensus on the best approach for the future management of the streetscape.

F. BACKGROUND REFERENCES

Tree Management and Safety Policy in June 2016
(<http://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=31226>)

Tree and Woodland Management Plan February 2017
(<http://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=34538>)

Appendices/Attachments: None

Contact Person: Andy Johnston, NETS, Land and Countryside Manager 01506 776675
andy.johnston@westlothian.gov.uk

Jim Jack
Head of Operational Services
6 June 2017



LINLITHGOW LOCAL AREA COMMITTEE

REPORT ON PROGRESS OF REGENERATION PLANNING

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of progress towards developing regeneration plans within the ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes progress to date.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Community regeneration reinforces the council's commitment to community planning at a local level.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Performance indicators relating to the activity within the plans are captured within the set of Regeneration key performance indicators.
V Relevance to Single Outcome Agreement	<ul style="list-style-type: none">- We are better educated and have access to increased and better quality learning and employment opportunities.- We live in resilient, cohesive and safe communities.- We live longer, healthier lives and have reduced health inequalities.- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
VI Resources - (Financial,	Activities will be funded from existing budgets or

	Staffing and Property)	external sources.
VII	Consideration at PDSP	Annual updates on regeneration plans will be presented to Partnership and Resources PDSP.
VIII	Other consultations	None.

D. TERMS OF REPORT

D1 Background

A report was provided to the Local Area Committee in 2016 outlining the background to developing regeneration plans, including the processes, structures, and timescales involved.

The Regeneration Framework, which was approved by Council Executive in February 2014, contains a commitment to develop regeneration plans in key areas of deprivation in West Lothian. Eight regeneration areas have been identified, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. At present, this process has started in five of the eight regeneration areas, including Bridgend in the Linlithgow Ward.

D2 Progress

Since November the Bridgend Regeneration Partners Group has met on four occasions. Membership has grown with representation from Bridgend Primary School Parent Council, Carers of West Lothian and West Lothian Council's Library/CIS service now added to the existing group.

Through engagement with groups, young people and parents, at the parents evening, some initial priorities and actions have been identified. Some suggestions around park improvements have been taken forward through village improvement applications. Other ideas will help shape the plan going forward.

NETS and Land Services have also started work on upgrading the football pitch next to Bridgend Primary which was in the capital programme.

Bridgend Primary School's Attainment Challenge funding remains a big focus on service activities in the village with several partners working closely with the school to deliver activities targeting the pupils and parents through specific programmes and activities. Parental engagement being a particular focus.

LYPP are building on their successful football project and has received a second allocation of funding from the West Lothian Community Regeneration Fund to develop a new youth club night building on a strong foundation.

The forthcoming community council elections in October 2017 offer another opportunity to get a community council established again.

Over the summer the work to draft the local Regeneration Plan will start. This will be the local Community Planning plan. It is also important the plan complements other plans locally. Key to this will be aligning the Plan with Bridgend Primary School's Attainment Challenge plans, the Community Learning Plan for the Linlithgow Academy Cluster and the Community Planning Local Outcome Improvement Plan.

E. CONCLUSION

The process for developing regeneration plan is underway within Bridgend. A local

action group have been established and have begun the process of evidence gathering and statistical analysis. The drafting of plans will start over the summer with a view of the Plan being in place for October. The Regeneration Plan will also be one of West Lothian's eight locality plans required under the Community Empowerment Act 2015.

F. BACKGROUND REFERENCES

West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None

Contact Person:

Douglas Grierson, Community Regeneration Officer, 01506 281088

douglas.grierson@westlothian.gov.uk

Craig McCorriston

Head of Planning, Economic Development and Regeneration

6 June 2017



LINLITHGOW LOCAL AREA COMMITTEE

WEST LOTHIAN VILLAGES IMPROVEMENT FUND APPLICATION

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to advise the Local Area Committee of the applications received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF).

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that two application have been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for Bridgend playpark project, the Mosaic Madness and the outdoor learning project; and
4. agrees that the Head of Planning, Economic Development & Regeneration should make an offer of funding as per the details set out in this report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; Making best use of our resources; Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The project meets the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the project does not raise any equality or health issue.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business. We live in resilient, cohesive and safe

	communities.
VI Resources - (Financial, Staffing and Property)	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
VII Consideration at PDSP	This project has not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
VIII Other consultations	Area Services.

D TERMS OF THE REPORT

D1 Background

In 2012 the Council Executive agreed the eligibility criteria for a West Lothian Villages Improvement Fund (WLVIF). Funding of £1.65m is available to support eligible schemes with the funding phased over five years. The fund has the following two work streams:

1) A shop frontage/shop improvement scheme, to which local independent retailers can apply. This operates in a similar way to the shop frontage improvement schemes for traditional town centres i.e. a grant of up to £750 and no more than 50% of the cost of the shop front improvement.

2) Small scale village improvements and initiatives, this can include a number of types of investment, including both physical improvements to the streetscape and investment in community provision:

- Provision of street furniture such as seating, cycle stands and direction signs.
- Improved village gateways (e.g.; through planting, landscaping and/or signage).
- Improved sense of place in village centres through hard landscaping, planting and soft landscape improvements.
- Tidying and landscaping of gap sites within villages.
- Access improvements in and around villages.
- Investment in projects that engage and support young people.
- Investment in other local community facilities.

Three villages within the Linlithgow ward are eligible under the scheme.

Distribution of funding is based on village size. In April 2014 Council Executive agreed to full allocations to each village to add to the monies already announced for 2013-14 the following represent the full money allocated to each of the eligible villages in the ward and the amount remaining:

- Bridgend £55,000 (£30,394 remaining)
- Philipstoun £20,000 (£0 remaining)
- Newton/Woodend £20,000 (£0 remaining)
- Threemiletown £20,000 (£11,158 remaining)

D2 Applications

The following application has been received for this round of funding:

Bridgend Regeneration Partners Group – Additional pre school play equipment in Bridgend Play Park (£15,000): Bridgend Regeneration Partners Group has identified a need for additional play equipment for pre-school age children. This was identified initially by Bridgend Primary School Parent Council and supported by other partners and parents. WLC NETS and Land Services have advised that they can provide the additional equipment for £15,000 and can deliver the project. If the funding is allocated the community will have an opportunity to agree the specific layout with in the allocated budget.

Linlithgow Young Peoples Project (LYPP) – Mosaic Madness and Outdoor learning area (£12,110): Through the Bridgend Regeneration Partners Group LYPP, partners and community input have identified a mosaic project to enhance the outside façade of the Community Centre. The funding of £6,110 is requested to deliver this part of the application. The project will work with the community to designs and deliver a finished community mosaic and install on the building.

The Partners Group also identified a need for an outdoor learning zone the primary school and wider community could utilise and which would further develop the upper park, currently in the process of the football pitch being refurbished. £6,000 is requested to deliver this work which will be developed though working with WLC's NETS and Land Services once the layout of the land is clearer following the work.

If supported this would leave £3,284 available for further projects. However, it is recommend that officers are given authority to use this to support any overspend in the above projects should these be required.

E. CONCLUSION

Four villages within the Linlithgow ward are eligible to apply to the Villages Improvement Fund. Both applications are eligible under the scheme and the Local Area Committee is asked to support the application.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013) and Linlithgow Local Area Committee (September 2013).

Appendices/Attachments: Appendix 1: Bridgend Village Improvement Fund Applications

Contact Person:

Douglas Grierson, Community Regeneration Officer, Tel. 01506 281088,

douglas.grierson@westlothian.gov.uk

Alice Mitchell, Economic Development and Regeneration Manager, Tel. 01506 283079,

alice.mitchell@westlothian.gov.uk

Craig McCorriston

Head of Planning, Economic Development and Regeneration

6 June 2017

Appendix 1

West Lothian Villages Improvement Fund

Application form

- Please refer to the guidance notes when completing this form
- Please complete in **BLOCK CAPITAL LETTERS** and use **black ink**
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	Bridgend Regeneration Planning Group
Project title	Bridgend Playpark Improvements
Contact person	Douglas Grierson
Position	Community Regeneration Officer
Address	West Lothian Civic Centre Howden Road South Livingston
Telephone number	01506 281088
Email Address	douglas.grierson@westlothian.gov.uk
Type of organisation	Council Officer on behalf of Partners Group
What date was your organisation formed?	1996
Are you a charity, please quote your number	N/A
What are the main activities of your organisation? (please answer in no more than 100 words)	West Lothian Council is a local authority but is lead applicant for this application on behalf of a multi-agency Partnership group based in the village which includes a number of community based groups/bodies and services working in the community.

Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

Are you applying for other funding, if so, please detail:	Approved	Anticipated
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2. Project details

Council Ward	Linlithgow
Project location	Bridgend Play Park
Project start date	Summer 2017
Project finish date	Autumn 2017
Estimated Outcome	Play park facilities provided for pre-school/toddler age group in Bridgend Paly Park

Project description

Describe fully the project for which grant is being sought (background and context of the project, description of works).

New play equipment aimed at the toddler pre-school age group was identified by the Bridgend Primary School Parent Teachers Group and supported by parents in the villages in discussion at Parent Evening and Community Centre as well as the Bridgend Regeneration Partners Group which includes agencies working in the village but also community groups like Bridgend Bulletin and the parents Council.

Parents felt that the existing equipment was better suited for slightly older children and that the park could use additional equipment that toddlers and pre-school ages could play on that suited their size better.

In discussion with WLC's NETS and Land Services NETS have identified potential ideas and will work with the community on a final design based on an indicative budget of £15k. This is based on experience of similar works elsewhere in the county. A final agreed design within the budget will be signed off with the community and thereafter installed.

Partners involved (other local organisations you are working with)	Bridgend Partners Group <ul style="list-style-type: none"> • Bridgend Primary School • Bridgend PS Parent Council • Bridgend Bulletin • Churches • Housing • Youth Services • LYPP • Community Regeneration • Facilities Management • WL Credit Union • others
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Evidence of need

What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of support, or local survey.

New play equipment aimed at the toddler pre-school age group was identified by the Bridgend Primary School Parent Teachers Group and supported by parents in the villages in discussion at Parent Evening and Community Centre as well as the Bridgend Regeneration Partners Group which includes agencies working in the village but also community groups like Bridgend Bulletin and the parents Council.

Parents felt that the existing equipment was better suited for slightly older children and that the park could use additional equipment that toddlers and pre-school ages could play on that suited their size better.

Outcomes

Describe what your project will deliver.

Village Improvements; e.g Number of sites improved
Area of landscaping

Bridgend Play Park will be enhanced and improved by catering for the pre-school/toddler age group as identified by parents

Community Facilities: e.g number of facilities improved
-Projected usage

One – Improved Play Park

3.Project Costs

Amount of funding requested	£15,000
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Item of expenditure	Cost
Additional pre school play/toddler equipment and installation work	£15,000

Project management

Describe how your project will be managed and administered including details of any:

- Design / plans
- Implementation arrangements e.g contract tenders
- Planning Approval

The Project will be managed and delivered by WLCs NETS and Land Services. Designs will be provided and community agreement on the final layout agreed and then installed.

This will be an extension to the equipment currently provided in the park and inspected and maintained as part of the parks general monitoring.

4. Declaration

We wish to apply for a Village Improvement Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn, if all the conditions are not adhered to. We are willing to co-operate in the monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.

Name	Douglas Grierson
Position	Community Regeneration Officer
Organisation	West Lothian Council (on behalf of Bridgend Regeneration Partners Group)
Date	19 May 2017

Please send your completed forms to:

Community Regeneration Officer for your area in the first instance (see guidance notes for contact details)

Or

Hazel Hay
Town Centre Manager
Economic Development
West Lothian Council
1st Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283098

E-mail: Hazel.Hay@westlothian.gov.uk

Attachment checklist - as applicable

Please

	Indicate (x)
Constitution or Articles and Memorandum	N/A
Committee Members or Directors List	N/A
Bank Statements - three statements	N/A
Annual accounts	N/A

West Lothian Villages Improvement Fund

Application form

- Please refer to the guidance notes when completing this form
- Please complete in **BLOCK CAPITAL LETTERS** and use **black ink**
- No project should start or commit expenditure before receiving the approval of grant

3. Applicant Organisation Details

Organisation Name	Linlithgow Young People's Project
Project title	Mosaic Madness
Contact person	Elaine Kinloch
Position	Project Manager
Address	29 The Vennel Linlithgow EH49 7EX
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	Voluntary Youth Organisation
What date was your organisation formed?	1990
Are you a charity, please quote your number	SCO19826
What are the main activities of your organisation? (please answer in no more than 100 words)	LYPP is a voluntary youth organisation that was planted in the heart of the community more than 25 years ago. It's fundamental purpose is to support the young people of Linlithgow and surrounding areas in all aspects of their development. This is done by engaging them in a range of activities to enable them to express themselves and by creating opportunities for them to learn about themselves to develop new skills

Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

Are you applying for other funding, if so, please detail	Approved	Anticipated

4. Project details

Council Ward	Linlithgow
Project location	Bridgend Community Centre and Bridgend Upper park
Project start date	August 2017
Project finish date	April 2018
Estimated Outcome	A community mosaic on the side of the community centre and a community learning space by the primary school

Project description

Describe fully the project for which grant is being sought (background and context of the project, description of works).

Project 1

Mosaic Madness will deliver a community based project that will promote volunteering, art, local heritage and improve the quality of the local area and environment of Bridgend Community Centre and Bridgend Primary School.

The community will create a substantial piece of mosaic art to be displayed on the outside wall near the entrance to Bridgend Community Centre.

By coming together to make a very original important and permanent contribution to the community the mosaic art will become a focal point and a lasting legacy.

Mosaic Madness project details are as follows;

1. Mosaic competition – A family learning competition to design a mosaic mural that depicts Bridgend and it's vibrant history. This will be open to Bridgend residents working together with a member of

their family or relative to design a picture that will become the mosaic on Bridgend Community Centre.

2. Mosaic workshops – A series of weekly workshops to learn the craft of mosaic and to design small mosaic art for everyone
3. Mosaic Work – working with a mosaic artist, the design will be made and the mosaic artwork created.
4. Installation – the mosaic placed on the community centre and grand community opening ceremony.

Project 2

In Partnership with Bridgend Primary School pupils they will also design and develop an outside learning space.

This will be a fun learning environment that will include;

- Seating area, including seats and learning benches.
- Small learning tables
- Storytelling chair
- planter

By creating this outside space where pupils can sit and relax and engage in social interaction with others, it will also improve the look of the area, whilst being functional.

This will enhance an underused area beside the school and be a fun learning environment, with multiple uses. It will also be able to be utilised outwith school hours by the community.

WLC NETS and Land Services are about to start work on fixing drainage and resurfacing the football pitch in the upper park. Once completed, and the space available is clearer, partners will work with NETS and Land Services to deliver the project which will be designed and delivered by NETS and Land Services in consultation with the partners and community.

Partners involved (other local organisations you are working with)

LYPP
West Lothian Council – Work With Young People Team
West Lothian Council – Adult learning Team
Bridgend Primary
Bridgend Shale Group
Bridgend Newsletter Group
Bridgend transition group
Bridgend football group
WLC NETS and Land Services

Evidence of need

What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of

support, or local survey.

This has developed from the Bridgend regeneration partners group, where a small sub group met to look at what would enhance the village.

The project is fully inclusive and fun for all ages. It will improve the local environment and encourage community cohesion, with everyone developing skills and a sense of wellbeing and ownership.

Engagement in the project and developing an outside learning environment will change the local image increasing a sense of connection and expand social networks.

By providing an outdoor learning space it will make the most of what is on the doorstep and will encourage pupils to be outdoors while improving curriculum experience and improve their health and wellbeing. It will also be designed so that the community can make wider use of the site.

Outcomes

Describe what your project will deliver.

Village Improvements; e.g Number of sites improved
Area of landscaping

Visual Improvement of Bridgend community centre and Primary school – long lasting focal point for the community to enjoy

Inclusive – Any age and ability can take part from design to completion and will feel proud and inspired.

Raising attainment - links to curriculum of excellence, family learning and transition ages.

Learn new Skills – communication , improve self esteem, empowerment, ownership and satisfaction.

Legacy – the wider community can see the results, difficult to vandalise and have a long lifespan, becoming part of Bridgend's history.

Community Facilities: e.g number of facilities improved
-Projected usage

Bridgend Community Centre – large mosaic art piece to enhance the building and provide a focal point for the community and visitors.

The centre currently has a mixture of lettings including – family cooking, football, craft group and transition groups.

It is used for meetings such as the Bridgend partnership group. Parties and functions.

Bridgend Primary School – Primary has 75 pupils and as well as class time offers after school activities. There is both an active parent and pupil council. The new head teacher is keen to promote community links and to encourage family learning opportunities.

3. Project Costs

Amount of funding requested	£12,110
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Item of expenditure	Cost
Specialist Mosaic Materials	3,500
Mosaics	1,500
Boarding	400
Installation of Mosaic	500
Planning Application for mosaic	210
Outdoor Learning Space inc. Installation	6,000
Tutors (funded secured separately)	
Hall for free	

Project management

Describe how your project will be managed and administered including details of any:

- Design / plans
- Implementation arrangements e.g contract tenders
- Planning Approval

There will be a small steering group formed and they will lead the project to completion.

The design and installation of the mosaic will be done by the community and steering group.

The outdoor learning area will be designed and delivered by WLC NETS

and Land Services in consultation with the partners and community.

5. Declaration

We wish to apply for a Village Improvement Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn, if all the conditions are not adhered to. We are willing to co-operate in the monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.

Name	Elaine Kinloch
Position	Project Manager
Organisation	Linlithgow Young People's Project
Date	19/5/17

Please send your completed forms to:

Community Regeneration Officer for your area in the first instance (see guidance notes for contact details)

Or

Hazel Hay
Town Centre Manager
Economic Development
West Lothian Council
1st Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283098

E-mail: Hazel.Hay@westlothian.gov.uk

Attachment checklist - as applicable	Please Indicate (x)
Constitution or Articles and Memorandum	X
Committee Members or Directors List	X

Bank Statements - three statements	X
Annual accounts	X

LINLITHGOW LOCAL AREA COMMITTEE – May 2017

ISSUE		LEAD OFFICER	MEETING DATE
Standing Reports			
1	Police Ward Report	Insp Scott Robertson	All meetings
2	Fire Scotland Report	Scott Williamson	All meetings
3	Housing, Construction and Building Services	Phyllis McFadden	All meetings
4	Nets and Land Services Update	Tony Fleming	All meetings
5	Regeneration Plan Update	Douglas Grierson	Alternate meetings
Annual Items			
1	Pensioners Christmas Treat Allocation	Graham Whitelaw	November 2017