



West Lothian
Council

East Livingston and East Calder Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

8 September 2017

A meeting of **East Livingston and East Calder Local Area Committee** of West Lothian Council will be held within **Council Chambers, West Lothian Civic Centre** on **Thursday 14 September 2017** at **10:00 a.m.**

For Chief Executive

BUSINESS

Public Session

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
4. Confirm Draft Minutes of Meeting of East Livingston and East Calder Local Area Committee held on Thursday 22 June 2017 (herewith).
5. St Margarets Academy - Presentation by Headteacher Mrs Siobhan McGarty (herewith)
6. Kirknewton Community Development Trust - Presentation by Tony Foster (herewith)
7. Police Ward Report - Report by Police Inspector Adam Smith (herewith)

DATA LABEL: Public

8. Fire Service Performance Report - Report by Scottish Fire and Rescue Service (herewith)
9. Housing, Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith)
10. Service Update - NET's, Land & Countryside - Report by Head of Operational Services (herewith)
11. Report on Progress of Regeneration Planning - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. West Lothian Villages Improvement Fund - Applications - Report by Head of Planning, Economic Development and Regeneration (herewith)
13. Pensioners' Groups Christmas Fund Provisional Allocations 2017 - Report by Head of Planning, Economic Development and Regeneration (herewith)
14. Almond Housing Report (herewith)
15. Craigshill Health Centre Patient Newsletter - September 2017 (herewith)

NOTE **For further information please contact Elaine Dow, Tel No.01506 281594 or email elaine.dow@westlothian.gov.uk**

MINUTE of MEETING of the EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 22 JUNE 2017.

Present – Councillors Dave King (Chair), Damian Timson and Carl John

Apologies – Councillor Frank Anderson; Jonathan Bertram, Almond Housing Association

In Attendance – David Maule, Lead Officer, WLC, Inspector Ian Wells (Police Scotland), Inspector Adam Smith (Police Scotland), Scott Williamson (Scottish Fire & Rescue), David Cullen, Operational Services, WLC, Phyllis McFadyen, Housing, WLC, Deborah McAlpine, Social Policy, WLC, Laura Wilson, Community Regeneration, WLC and Lesley Keirnan, Community Regeneration, WLC

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. MINUTE

The committee confirmed the Minute of the meeting held on 23 February 2017. The Minute was thereafter signed by the Chair.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Inspector Adam Smith, Police Scotland, providing an update on performance, activities and issues across the ward for the period up to 31 May 2017.

The report provided a range of statistics for the months of February, March, April and May with comparative figures for the same period in 2016 noting that across the ward the figures were either in line with the rest of West Lothian or better.

Inspector Smith advised the committee that April had seen a spike in anti-social behaviour calls and that on closer scrutiny of the calls the increase was mainly attributable to three particular addresses in the Craigshill area. Police were working closely with colleagues at Almond Housing and at the council on the situation.

Inspector Smith also spoke about the recent East Calder Gala Day which had coincided with a Scotland football match. The situation had been dealt with in a robust manner and Police Scotland had in fact reviewed its procedures for the gala days following the recent terrorist incidents across the United Kingdom.

Information continued to be provided in relation to road safety measures in the ward including the monitoring of scrambler bike usage in the

Pumpherston area, continued monitoring of parking along Main Street, East Calder and continuing to work with parents with regards to road safety around primary schools.

The report concluded with a brief update on substance misuse and acquisitive crime.

Decision

1. To note the content of the report;
2. To note Police Scotland comments in relation to the policing of the recent East Calder Gala Day;
3. To note the increase in anti-social behaviour calls in May and the reasons for this; and
4. To seek the support of Police Scotland colleagues in promoting the introduction of 20mph limits on Main Street, East Calder, Main Street, Mid Calder and Main Street, Kirknewton.

4. FIRE SERVICE PERFORMANCE REPORT

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on the activity within the ward for the period up to 31 March 2017.

Attached to the report at Appendix 1 was a summary report that provided a series of graphs showing details of accidental fire dwellings, fire casualties and fatalities, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergency casualties and unwanted fire alarm signals.

The Fire Officer then provided an update on these graphs noting that wheelie bin fires continued to be a problem in the ward as it did in most other wards in West Lothian and that the Fire Service was reviewing its strategy on working with schools on fire raising and other fire safety matters and trying to adopt a more targeted approach.

It was also noted that there continued to be partnership working between the council and the Fire Service in terms of home safety visits and working with new council tenants.

Members welcomed the positive report and commended the Fire Service on taking a more pro-active approach to fire safety measures.

Decision

To note the contents of the report

5. ALCOHOL DIVERSIONARY ACTIVITIES

The committee considered a report (copies of which had been circulated)

by the Head of Social Policy providing details of two applications submitted to the Alcohol Diversionary Fund. Copies of the applications were attached to the report at Appendix 1.

The report recalled that a new governance process for Alcohol Diversionary Funding was approved by the Council Executive on 21 January 2014, placing the responsibility for this funding within Social Policy.

Two applications had been received by the council; one from Booze you Looze and Craigshill Offbeat and all projects for Alcohol Diversionary Funding were required to meet the outcomes in the ADP Joint Commissioning Plan.

The report recommended that local area committee agree to the release of £19,090 from the Alcohol Diversionary Fund to support the applications made by Booze you Looze and Craigshill Offbeat.

Decision

To approve the terms of the report.

6. HOUSING UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an update on the housing service activities for the ward.

The report examined Property Void and Let Performance for both mainstream and temporary properties for the period January to March 2017. It was noted that delays in re-letting could occur for a variety of reasons including additional works not visible during the initial inspection and the type and location of the property.

The Head of Housing, Customer and Building Services continued by providing details of rent arrears for the ward noting that for Quarter 4 of 2016-17 it was £39,389 which was an increase of £4,798 on last year's position. It was also reported that much work was being done in preparation of Universal Credit which was being introduced in February 2018 which would bring with it a number of challenges for both the council and its tenants.

Information continued to be provided on the capital programme and new build council housing, tenant participation including digital inclusion and the work of safer neighbourhood team.

In relation to questions raised by local members following the recent tragic tower block fire in London, the local area committee was assured by officers of the council that no council house buildings in West Lothian had the same type of outside cladding as used on the tower block and that a review of the council's historic building portfolio was also underway.

In relation to the properties belonging to Weslo and Almond Housing

Association officers undertook to ascertain the position with regards to the materials used in the construction process of their housing stock and advise local ward members in due course.

It was recommended that the local area committee was asked to note Housing, Customer and Building Services activity as detailed in the report for the period January to March 2017.

Decision

1. Noted the contents of the report;
2. Noted the update with regards to the types of materials used to clad council housing and that a review of other council buildings was being undertaken;
3. Requested that information on the types of materials being used on the housing stock belonging to Weslo and Almond Housing Association be provided to local ward members; and
4. Requested that officers ascertain if online facilities would be available in the new East Calder Partnership Centre.

7. NETS, LAND AND COUNTRYSIDE UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services appraising members of the Nets, Land Services and Countryside activities in the ward for the period 1 February to 30 April 2017.

The report provided a summary of works carried out and enquiries received in relation to Grounds Maintenance, Garden Maintenance and Cleaner Communities.

Further information was also contained in the report concerning Parks & Woodland and Open Space & Cemeteries. With regards to Almondell Cemetery members were advised that the maintenance contract for the cemetery was due to return to the council later this year however as the existing contractor had gone into administration that was now happening sooner rather than later and staff continued to work on this process..

With regards to East Calder Park approval for a 3G pitch had been now been granted following additional funds from SportScotland. Additionally a contract for an upgrade to Marrfield Park was currently out to tender with developer contributions towards the project having been approved.

In relation to the contents of the report ward members raised a number of issues that they requested officers investigate including the following :-

- 1) That the dog waste bin at Raw Holdings at the entrance to Mansfield, East Calder be replaced following damage sustain in a vehicle accident;

- 2) That a dog waste bin situated near to St Paul's Primary school also be replaced;
- 3) That the height of a dog waste bin situated at the last bus stop just before turning into the Kaims Estate, Kirknewton be lowered;
- 4) Provide members with an update on the installation of a flood monitoring system for the burn;
- 5) Ascertain if the trees hanging over the burn could be cut back as they were causing the burn to flood on occasion; and
- 6) Review the condition and maintenance of the path that ran from Mid Calder to the old primary school and as it was a walking route to school.

The Open Space and Cemeteries Manager undertook to forward the various points raised to the appropriate service area.

Decision

- 1) To note the contents of the report; and
- 2) To request that officers investigate and report back on a number of points raised by ward members and to report back on them in due course.

8. COMMUNITY REGENERATION UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an update on community regeneration activity in the East Livingston and East Calder Ward.

The report recalled that the Regeneration Framework which was approved by Council Executive in February 2014 contained a commitment to develop regeneration plans in key areas of deprivation in West Lothian. In addition to this, as part of the Community Empowerment Act there was a requirement on all Community Planning Partnerships to develop plans to improve their most disadvantaged areas.

Eight regeneration areas had been identified in West Lothian based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. To date this process had commenced in five in eight of the identified areas.

A new Community Regeneration Officer had been appointed in May 2017 to cover the East Livingston and East Calder Ward area and would begin to implement the regeneration process in Craigshill with work already underway to gather statistical information and to map local services and organisations.

The report then provided a summary of the activities currently underway in the ward and included promoting physical activity through participation in Parkrun, a further application to the Village Improvement Fund for renovations to St John's Lodge, Mid Calder and the transfer of a small strip of land at Camps Junction, Kirknewton as part of an overall package to deliver a high profile arts work funded through a Public Arts Grant.

It was recommended that the local area committee note the community regeneration activity within the ward in relation to the regeneration planning process.

Decision

To note the contents of the report.

9. WORKPLAN

A copy of the workplan had been circulated for information.

Decision

To note the contents of the workplan

ST MARGARET'S ACADEMY

Attainment and Achievements
Session
2016-2017



St Margaret's Academy

Vision and Values

Ensuring excellence through raising attainment and achieving equity for all our young people to support them reaching their potential.

- We will always value and respect each other, as we teach and learn, in the way Jesus taught us.
- We will celebrate and give thanks for each other, especially in prayer and in the Eucharist.
- We will support everyone in need of help, in the spirit of St Margaret.
- We will create a happy, peaceful and joyful school community, where all will be welcome.
- We will help each other as we journey to our full potential.

JUSTICE WISDOM INTEGRITY COMPASSION



Our Learners



S4 Attainment 2017

Year	5@ Level 4	1@ Level 5	3@ level 5	5@ Level 5
2017				53.8
2016	92	86	69	48
2015	83	78	61	41

Numeracy	Level 4	Level 5
2017		
2016	90	62
2015	84	61

Literacy	Level 4	Level 5
2017		
2016	96	80
2015	91	65

Higher Attainment 2017

Year	1+ @ level 6	3+ @ level 6	5+ @ level 6
2017	76	51	30
2016	62	44	27
2015	69	44	19
2014	60	35	19
3yr ave	68.7	46.3	25.3

Advanced Higher 2017

Year	% achieving 1+ @ level 7 Advanced Higher
2017	15
2016	16
2015	21
2014	27
3 year average	18.3

Our Senior Phase

Providing young people with the opportunity to achieve the highest possible levels of attainment through a rich blend of both academic and vocational programmes.

- Meeting the needs of all pupils
- Flexibility
- Vocational courses that carry the same weight as more 'traditional' academic courses (Skills for Work equivalent to National 5).
- School & College partnership – HNC, FMA, NC part time courses
West Lothian College
- Fife College (Science School)
- Creative and effective timetabling solutions to provide a broader range of courses with the same staffing resource eg. Care
- Awareness of labour market intelligence data to identify courses which provide young people with a skill set which is relevant to the jobs market in West Lothian.

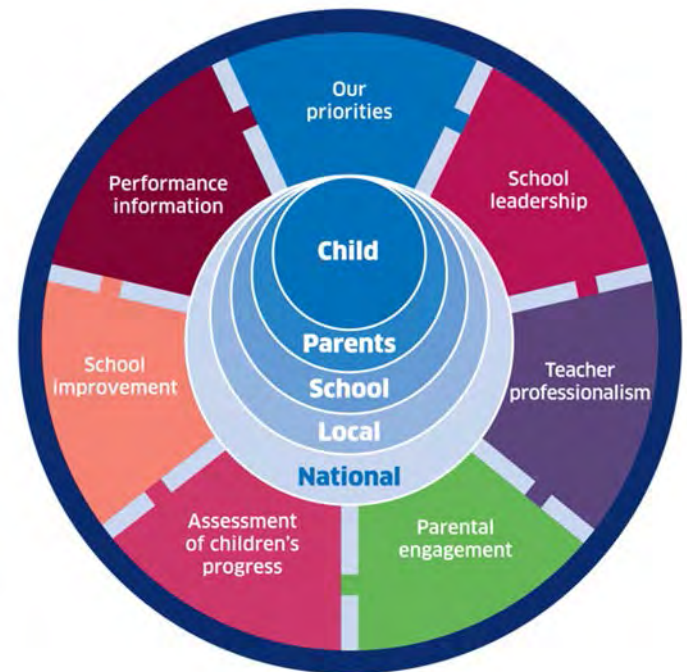
National Improvement Framework

- Improvement in attainment, particularly in literacy and numeracy.
- Closing the attainment gap between the most and least advantaged children.
- Improvement in children and young people's health and well being.
- Improvement in employability skills and sustained, positive school leaver destinations for all young people.



The NIF Key Drivers

- School leadership
- Teacher professionalism
- Parental engagement
- Assessment of children's progress
- School improvement
- Performance information



St Margaret's Academy

Areas of focus for Improvement 2016/17

Raise Attainment through Excellence and Equity

Developing people to drive forward our improvement priorities in particular, leadership at all levels and continuing to develop teacher professionalism and career long professional learning.

Engaging parents in their child's learning and developing a family learning programme to support key cross cutting areas such as literacy, numeracy and health and well-being.

Continue to develop robust and rigorous systems to support school improvement and identify key areas of focus.

Use performance information to analyse and identify strengths and areas for development, using these as a basis for developing clear action plans for improvement which are closely tracked and monitored.

To improve on and progress with thorough moderation that supports assessment of pupils' progress in the BGE leading to accurate data that informs next steps and successful pathways into the senior phase.

Achievements



S4 Celebration of Learning & S6 Graduation



School Show

Howden Park Centre



West Lothian School Sports League



St Margaret's Academy



Kirknewton Achievements

2015-2020

From the current Kirknewton Development Plan



What has been achieved?

Theme 1 – Community Development and Volunteering

- Maintained funding for the Youth and Volunteer Co-Ordinator from £150,000 lottery grant for additional 2 years – to July 2018
- Merge KCDT, KCA & Gala to pool resources & charity status
- Finance Officer & Paxtons development.
- Maintain the Volunteer Awards for 3rd Year – supported by Virgin media and lottery Celebrate grant. 75% new attendees
- Launched Firework event – over 1000 attended in 2nd year. Gala launched Pet Show & Fun Run. Christmas Fair at Stables.
- Launched Visit Kirknewton tourism programme – 20,000 copies
- Provide youth opportunities for Jass & DofE & Youth Club / STEM

What has been achieved

Theme 2 – Community facilities and services

- Land Purchased for passiv house standard housing for elderly - £60,000 grant from Scottish Land Fund, £10,000 feasibility working with Horizon/Almond for £500,000 grant
- Encourage zero energy design for park pavilion, learning from Green Room. Green Room costs nothing to heat and light.
- Increase usage of GR & VH – keyboarding, hot desk space, book bugs, music classes, employment advice, clubs for kids/adults in VH
- Promote via Kirknewton News and increased usage of our new website Kirknewton.info – low cost but high impact.
- Cyrenians Food bags, support pharmacy/shop, local business with business group, sell food waste bags

What has been achieved

Theme 3 – Local Environment and Green Space

- Improved Harperigg Car Park - £25,000 Landtrust grant
- Community Woodland Sensory Garden - £10,000 Tesco & application for Village Hall Garden - £12,000 granted
- Charles Jencks Gateway to the Village Project - £40,000+
- Improved green spaces with Primary School & Muddy Boots volunteers – support their activity. Benches installed with VIF.
- Playpark improvements – pitch drainage, flying fox, basketball hard surface – supported by staff input.
- Positive visitor destination – supporting local employment

What has been achieved

Theme 4 – Planning and Strategic Development

- Monitor results of current community consultation – next due 2019
- Looking for a source of funding
- Camilty windfarm purchased by EDF
- Fauch Hill windfarm – best investment deal in Scotland and now social economic benefit a primary concern
- CCF funding – particularly around community transport
- Airport consultation / Footbridge / increased traffic

What has been achieved

Theme 5 – Local Economy and Training

- Broadband improved via Virgin Media after national competition won by Kirknewton community
- Broadband at Harperigg area via WLDT fund
- Support new and expanding business with partners such as Business Gateway, Firstport, Visit West Lothian, WLSEN
- Increase number of training & volunteer opportunities, such as STEM workshop, IT training, First Aid, Mini Bus training - PVG
- Increase new employment opportunities
- Support increased bus service

Community Participation 2015

561 people participated – 81 online, 197 from school, 41 feedback day, rest at events, in street and door knocking

A lot more comments – and more positive comments

Proportion of comments by things people LIKE, DISLIKE & would like to see CHANGED/IMPROVED



What next

Funding ends July 2018

We are not in an area covered by MDI, but still do not have facilities and support networks available in other communities

Fauch Hill windfarm, supported by community, best deal on table

Require approx. £80,000 a year to maintain current organisation and bring in additional funds and support West Lothian groups

What will the cost be without it?



East Livingston and East Calder LOCAL AREA COMMITTEE

REPORT BY PI Adam Smith

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 31st August 2017.

B. RECOMMENDATION

It is recommended that the Local Area Committee note 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 same period in 2016; 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

East Livingston and East Calder

- Antisocial Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety

Ward Community Officers:

PC Alan Murray
 PC Ryan McCartney
 PC Bob Cochrane (Youth Community Officer)

PERFORMANCE

East Livingston and East Calder Ward						
Month	May-17	May-16	% Change	TYTD	LYTD	% Change
Youth Calls	24	27	-11%	52	54	-4%
All ASB Calls	118	113	4%	241	200	21%
Hate Crime	3	0	-	4	3	33%
Vandalism & Reckless Conduct	15	13	15%	35	27	30%
Fire-raising	1	3	-67%	1	3	-67%
Public Space Assaults	1	11	-91%	9	16	-44%

East Livingston and East Calder Ward						
Month	Jun-17	Jun-16	% Change	TYTD	LYTD	% Change
Youth Calls	20	32	-38%	72	86	-16%
All ASB Calls	126	118	7%	367	318	15%
Hate Crime	1	4	-75%	5	7	-29%
Vandalism & Reckless Conduct	16	18	-11%	51	45	13%
Fire-raising	0	0	#DIV/0!	1	3	-67%
Public Space Assaults	12	5	140%	21	21	0%

East Livingston and East Calder Ward						
Month	Jul-17	Jul-16	% Change	TYTD	LYTD	% Change
Youth Calls	17	43	-60%	89	129	-31%
All ASB Calls	101	107	-6%	468	425	10%
Hate Crime	1	1	0%	6	8	-25%
Vandalism & Reckless Conduct	6	15	-60%	57	60	-5%
Fire-raising	3	2	50%	4	5	-20%
Public Space Assaults	0	6	-100%	21	27	-22%

- Notable drop in youth calls and vandalisms moving through the summer months.
- Anti-Social Behaviour calls remain largely static across the quarter.
- 12 public space assaults occurred in June, however none were reported in July and only one in May.

Anti-Social Behaviour

June was a challenging month for local officers, in light of the many gala days, parades and other events across West Lothian. On the evening of East Calder Gala day, there were around 100 youths within Almondell Country Park. Many of these youths were intoxicated and made off from police, causing pockets of disorder and assaults in East and Mid Calder. This is reflected in the June assault statistics. Of the youths police did manage to trace, it appears many of them were from surrounding towns and villages in West Lothian and also Edinburgh. It is of note, that there were no incidents or issues of disorder during the day. Police Scotland School link officers will be carrying out assemblies at local High School to highlight the serious consequences of this behaviour. Enquiries are also ongoing to identify those involved so that suitable interventions can be made.

Concerns were raised by residents in the Kirknewton area, after a perceived increase in crime after two incidents which occurred on the evening of 4th August 2017. Firstly, a house party which resulted in two vandalisms and cruelty to an animal. One male from out with the area was apprehended by police for these crimes and the tenant of the house in question received a tenancy warning by WLC. The other incident was a serious assault which occurred on the main street, this is currently being investigated by the CID. Calls and crimes in Kirknewton have remained fairly steady throughout the year with no major increase in any one month, in fact, during July there was a slight drop in calls. Ward officers have increased foot and mobile patrols in the area, and members of the public have been asked to report all incidents of concern to the police. A community surgery/drop-in has also been arranged for Tuesday 3rd October.

Community Ward Officers continue to work closely with housing and other council partners to address incidents of ASB in communities and quell the many neighbour's disputes which account for a large percentage of ASB calls to the police.

PC McCartney and Murray make regular visits to licensed premises and endeavour to attend all Pub Watch meetings, which take place at the Black Bull Inn, Mid Calder.

Making our roads safer.

PC Murray and McCartney had a week of action during the first days of the new term and have been patrolling the many primary schools in the ward, providing a high visibility presence at drop off and pick up times, warning and educating parents and drivers regarding driving and parking standards around schools.

In addition to this Pc Murray and McCartney have been carrying out static road checks in the area.

Pc Murray has now been trained in use of radar speed detection equipment allowing for speed checks to be carried out.

Community Action Team officers have been vigilant in the area and have seized 2 vehicles for no insurance, issued Fixed Penalty tickets for mobile phone offences

and have carried out speed checks resulting in 16 drivers being warned regarding speed.

Substance misuse.

Community Action Team officers continue to make detections across the ward and have made a number of positive drug searches, including a recovery of £5000 worth of cannabis and £3000 cash after searching a vehicle.



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

EAST LIVINGSTON AND EAST CALDER MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the East Livingston and East Calder Local Area Committee on the activity within East Livingston and East Calder Multi-Member Ward for the period up to 30th June 2017.

B. RECOMMENDATION

Committee Members are invited to note and provide comment on the East Livingston and East Calder 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

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) East Livingston and East Calder Multi-member Ward Quarterly Report

Following the publication of the East Livingston and East Calder 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 East Livingston and East Calder 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 East Livingston and East Calder 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.

Stuart Watson

Station Manager, Scottish Fire and Rescue Service

30th June 2017

Appendix 1 - East Livingston and East Calder Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Year to Date April to June 2017

East Livingston and East Calder

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

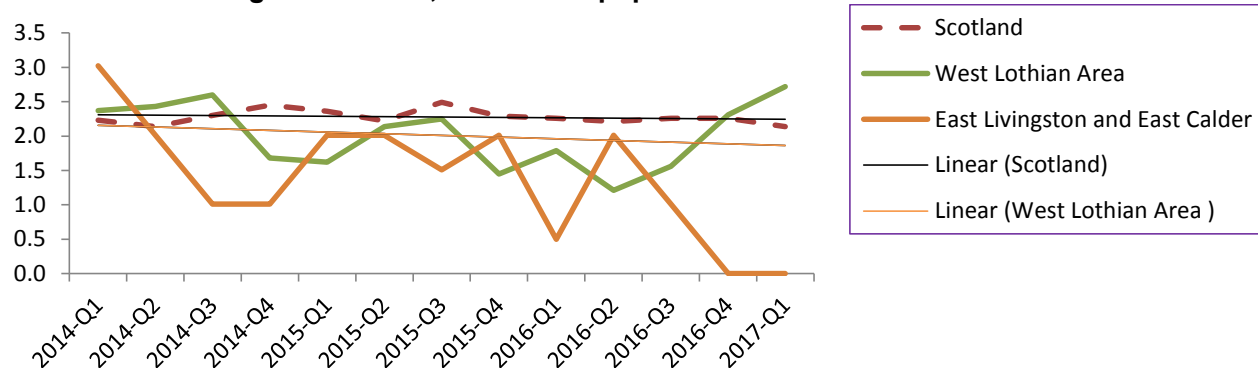
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

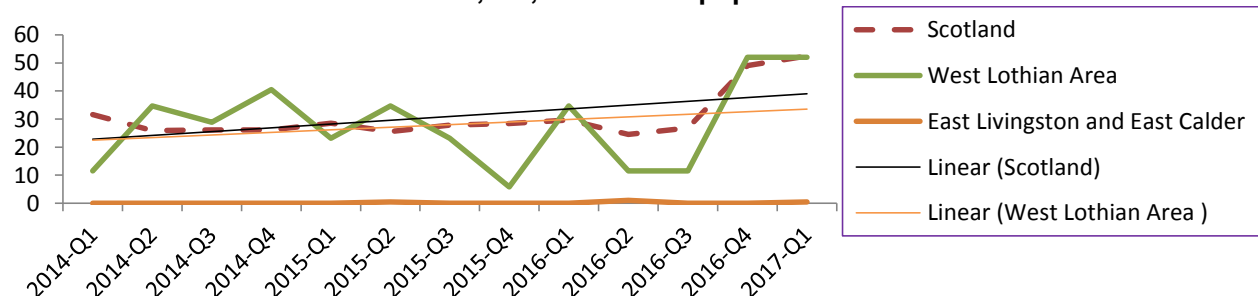
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



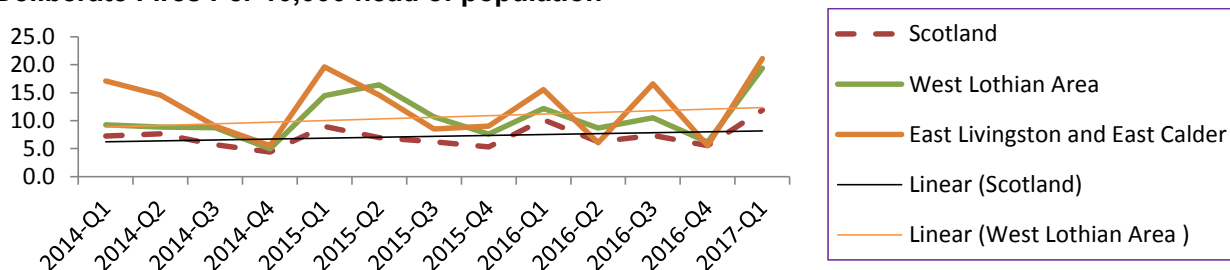
During the 2017-18 year to date reporting period SFRS have dealt with 8 accidental dwelling fire in comparison to 1 during 2016-17 year to date reporting period.

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



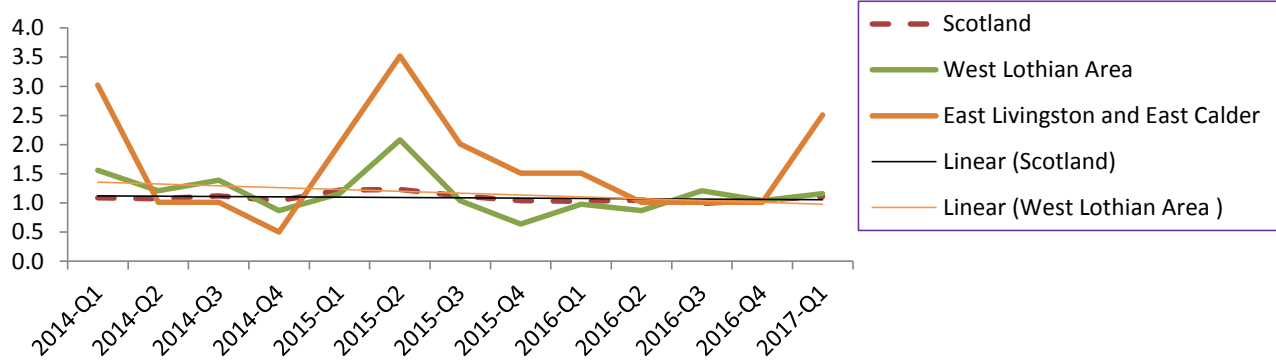
During the 2017-18 year to date reporting period SFRS have dealt with 1 casualties due to fire in comparison to 0 during 2016-17 year to date reporting period.

Deliberate Fires Per 10,000 head of population



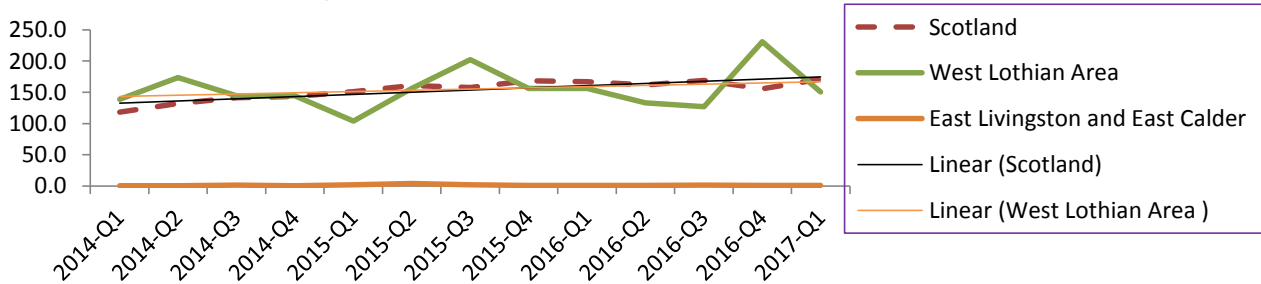
SFRS have dealt with 42 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 31 during 2016-17 year to date reporting period.

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



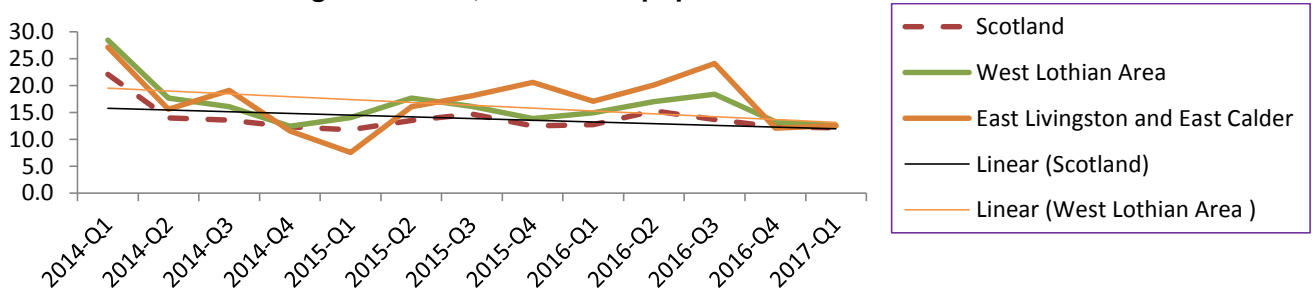
SFRS have dealt with 5 non domestic fires incident during 2017-18 year to date reporting period in comparison to 3 during 2016-17 year to date reporting period.

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



SFRS have dealt with 2 casualties from non-fire emergencies during 2017-18 year to date reporting period in comparison to 2 during 2016-17 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 25 UFAS incidents during 2017-18 year to date reporting period in comparison to 34 during 2016-17 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).



West Lothian
Council

EAST LIVINGSTON AND EAST CALDER 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 East Livingston and East Calder ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Building and Customer Service activity as detailed in the ward report for the period 1st April – 30th June 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, Building and Customer Services, specific to the East Livingston and East Calder ward.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Apr 2017	%	May 2017	%	Jun 2017	%	WL Target %
0-2 weeks	2	50%	3	60%	1	50%	55%
2-4 weeks	0	0%	1	20%	1	50%	30%
4+ weeks	2	50%	1	20%	0	0%	15%
Total Lets	2	100%	5	100%	2	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Apr 2017	%	May 2017	%	Jun 2017	%	WL Target %
0-2 weeks	0	0%	1	50%	1	100%	55%
2-4 weeks	0	0%	0	0%	0	0%	30%
4+ weeks	0	0%	1	50%	0	0%	15%
Total Lets	0	100%	2	100%	1	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 are 5 Policy Voids in the ward at present, 1 for a decant 2 at Cunnigar House for upgrading works, 1 for asbestos and 1 for upgrading which is now let.

Void period	Number of properties	PV reasons
<4 weeks	1	Asbestos
4 – 12 weeks	0	
13 – 16 weeks	3	X2 Cunnigar House X1 property for upgrading
26+ weeks	1	Decant

Arrears



Arrears Banding	2016/17 (WK13)		2017/18 (WK13)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£5,769	111	£5,868	119
£100.00 to £299.99	£10,543	57	£10,601	58
£300.00 to £499.99	£15,817	40	£11,048	29
£500.00 to £749.99	£12,078	20	£13,514	22
£750.00 to £999.99	£3,408	4	£5,213	6
£1000.00 to £1999.99	£4,021	3	£8,309	7
£2000+	£0	0	£0	0
Total	£51,636	235	£54,555	241

The Ward position for Q1 of 2017/18 is £54,555. This is an increase of £2,919 on last year's position. The West Lothian overall position has increased by £89,115 from last year and at week 13 was £1,618,870. While there are 7 serious arrears cases (£1,000+) it should be noted 72% 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.

East Livingston and East Calder 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

New build – Ward 5 East Livingston and East Calder

Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
Adelaide Street, Craigshill	6	Mar-14	6	Sept 14
Community Centre Pumpherstons	14	Mar-15	14	June 16
Drumshoreland	86	Sept -16	0	May 18 (anticipated)
Raw Holdings, East Calder	15	May-16	0	Oct 17 (anticipated)
Almondell, Calderwood	36	January-17	0	May 18 (anticipated)

Capital Programme– Ward 5 East Livingston and East Calder

Wilkieston	Orchardfield Terrace	Renew roof covering and sarking. Upgrade roughcast; Lintel & cills where required; Ventilation; PV panels	100 %	5 houses' roofs completed to a quality standard in line with the budget and to allow the fitting of PV panels.
Pumpherstons	Heaney Avenue	External Wall Insulation	100 %	These council funded works to 22 council houses are in conjunction to Scottish Government funded (HEEB:ABS) works to 31 private owners. Work is completed.

Tenant Participation Update

TP Annual Report & 2017/18 Development - The final tenant's participation annual report was published in April. 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 has been published on the intranet and website.

West Lothian Housing Network - A decision was taken earlier this year by tenants to merge the former Cairn Brock and Five Sisters Housing Networks into one new Network for West Lothian. The purpose of this was to improve efficiency for both tenants and service colleagues, as well as release TP team resources to trial and implement an

evening Network meeting, which tenants have recently requested. The AGM took place in May, with the first business meeting in June.

Tenants Panel Financial Scrutiny - A new approach to managing tenant scrutiny of the Housing Revenue Account (HRA) was implemented during May. We are also now using the information to inform and generate queries and interest from a wider pool of tenants.

TIS National Excellence Awards 2017 - The Service's suite of new initiatives to promote tenant participation in 2016/17 was shortlisted for the Tenant Information Service (TIS) Excellence Awards 2017, under the Tenant Participation Excellence category. The council was successful at the awards and announced as the winner at the prestigious ceremony which took place in Glasgow on 10th June.

Tenant Participation Strategy 2017-2021 - The draft Tenant Participation Strategy was presented to Senior Management Team during June. The Strategy has been approved by senior management team during June and will now be presented through the appropriate governance. While the key elements of the Strategy remain similar to previous, there is increasing emphasis on our widening approach to one-off consultations and discussions with tenants as well as further focus on the use and development of electronic and social media interaction.

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.

Joint visits to an unauthorised travellers encampment at Oakbank Industrial Estate took place and legal action was effected to move the travellers. SNT worked and continue to work closely with Almond Housing with regard to ASB complaints in an area of Craigshill and the situation has improved significantly. Officers are working closely with police and the fire service to resolve an concerns from a number of residents regarding flatted properties in the Pumpherston/Uphall Station area and a number of visits have taken place, an action plan put in place to address issues and concerns and the situation is being closely monitored and all complainants kept informed.

E. CONCLUSION

To note the contents of the report.

F. BACKGROUND REFERENCES

None

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Tel: 01506 775512

Date: 14th September 2017



EAST LIVINGSTON AND EAST CALDER 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 May – 31st July 2017.

B. RECOMMENDATION

The Local Area Committee is asked to:

1. Note the work carried out by the service within the local area.
2. Advise on any areas that require further information or investigation

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 May – 31st July 2017.

D2 Grounds Maintenance Routine Works

The routine grass cutting cycles continue, although the overall programme is currently behind schedule due to the wet weather during June and July.

The first application of chemical for weed control has now been completed. The second application will commence in August and will consist of only spot treating any weeds that are present when the operatives are working in specific areas.

The weed control trial that has been set up to assess other chemical and cultural methods for weed control to try and further reduce the use of Glyphosate is ongoing and is planned to be complete at the end of September. Thereafter the results of the trial will be reported to the Environmental PDSP in November 2017.

All the football pitches have now been marked out for start of the season. The lines will be burned in to keep them visible to allow teams to over mark as necessary.

The most recent Land Audit Management System, (LAMS) inspections resulted in a slight reduction in the overall score from 67 to 64. 67 is the target figure. LAMS inspections rate the quality of ground maintenance in randomly selected areas. The reduction in scoring was due to the wet weather causing grass cuttings to be drawn onto footpaths and hard surfaces by the grass cutting equipment.

Drainage works at Kirknewton and East Calder parks has been completed, although the pitches cannot be used until grass is established over the drain lines.

Grounds Maintenance Enquiries

In total 60 grounds maintenance related enquiries were received and dealt with during this reporting period.

Burns or Watercourses – 1
Fencing Enquiries - 1
Gardens Competition Enquiries – 11
Grass Area Damaged - 1
Grass Cutting Enquiries – 5
Grass Highway/Verges – 2
Hedge Cutting Enquiries – 8
Illegal Adverts/Estate Signs – 1
Manholecover Damaged In Grass – 1
Shrub Bed Enquiries - 3
Shrub Bed Overhanging Path – 13
Shrub Bed Not Maintained – 1
Weeds General Enquiries – 6
Weeds on Paths or Roads - 6

D3 Garden Maintenance Routine Works

Garden Maintenance Scheme grass cutting cycles continue to progress on schedule.

Garden Maintenance Enquiries

In total, 19 garden maintenance related enquiries were received and dealt with during this reporting period.

Garden Maintenance General Enquiries – 9
Garden Maintenance Grass Not Cut - 4
Garden Maintenance Hedge Cutting – 1
Garden Maintenance No Longer Req – 3
Garden Maintenance Standard of Cut - 2

D4 Cleaner Communities Routine Works

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

Cleaner Communities Enquiries

In total 100 cleaner communities related enquiries were received and dealt with during this reporting period.

Env. Enforcement Officers – 4
Dead Animals – 9
Dog Fouled Grass/Open Space – 4
Dog Fouling on Paths/Roads – 7
New Dog Fouling Bin Request – 3
Dog Waste Bin Overflowing - 2
Glass on Paths or Open Spaces – 6
Graffiti Offensive or Racist – 1
Illegal Fly Posting - 2
Illegal Fly Tipping/Dumping – 8
Litter Bin Burnt/Damaged – 1
Litter Bin Full/Overflowing – 1
New Litter Bin Request - 1
Litter General Enquiries – 4
Litter On Paths/Road Verges – 6
Street Sweeping Enquiries – 15
Trolleys Dumped in Livingston - 3
Vehicle Abandoned – 23

Litter Prevention Action Plans

The statistics above show that the number of enquiries relating to incidents of fly-tipping, street sweeping and abandoned vehicles is significantly higher across the ward than other enquiries. This is a trend that is increasing across West Lothian and also across the majority of other local authorities nationally.

To tackle the increasing issues of littering and fly-tipping, the service has identified a need to develop a strategy and action plans to encourage partnership and joint working in litter and fly-tipping prevention. The strategy will be aimed at preventing littering and fly-tipping, identifying a range of delivery partners who are required to influence behavior and ultimately deliver the aims of the strategy.

Litter Prevention Action Plans (LPAP) to ensure the council is complying with the Scottish Government's National Litter Strategy, "Towards a Litter free Scotland" will be developed to encourage joint-working in litter and fly-tipping prevention.

This approach will be aimed at improving the transparency of the service with our customers and stakeholders whilst improving the efficiency and effectiveness of the service through coordinated activities and encourage innovation through the sharing of knowledge and expertise.

Work has begun with partnership organisations, Zero Waste Scotland and Keep Scotland Beautiful, to develop an over-arching LPAP for the whole Local Authority Area allowing for specific plans to be developed and adopted by organisations and community groups.

A report will be presented to PDSP in November 2017 for consideration.

Enforcement Community Action

1 Fixed Penalty Notice issued for a Dog Fouling offence.

1 Dog Fouling Offender reported to Procurator Fiscal following non-payment of Fixed Penalty Notice.

Enforcement Officers dealt with enquiries in relation to various Environmental issues within area and carried out patrols.

Several Abandoned/Nuisance vehicles have been dealt with and removed from streets by gaining compliance following negotiation, verbal warnings, warning letters, Official notices served or WLC contractor removal.

Enforcement Officers carried out Audits on School Transport Buses and Taxi's on behalf of Transport Department.

Enforcement Officers carried out Audits on Taxi's on behalf of Social Policy Department.

Enforcement Officers assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme.

Enforcement Officers assisting colleagues from Licencing Department carrying out Audits and delivering urgent correspondence.

Education & Engagement Officers have attended several residents and community group meetings and followed up any concerns raised. They also have commenced a Cigarette Litter campaign and are progressing a number of other initiatives.

Officers have also engaged in partnership working with various agencies such as Police Scotland, Scottish Canals, Housing Associations, Woodlands Trust Scotland, Forestry Commission, WLC Countryside Rangers, WLC Housing and WLC Waste Services on a range of issues.

Compliance gained with a number of Enquiries with tenants, owners or landowners removing Fly Tipping following issues raised by Enforcement Officers.

D5 Parks and Woodland Routine Works

Access improvement works are underway on a section of walking road, to the east of Oakbank car park (linking Oakbank Village towards the Lammermuirs).

Almondell & Calderwood Country Park

Edinburgh Interloppers Orienteering Group hosted orienteering event in Almondell with 50+ attendees enjoying (despite the damp weather) – next event being held in Almond Park, Craigshill in May.

Friends of Almondell baking and plant sale together with craft session led by visiting artist Katrina Stewart held over busy Easter weekend.

Tree and Woodland Routine Works

Forestry Commission Scotland (FCS) is still in the process of consulting statutory agencies regarding the draft Calderwood Urban Woodland Management Plan.

FCS will also be consulting with statutory agencies on the draft Almondell Urban Woodland Management Plan (including access) within the near future.

Tree related works orders complete – 11

Parks and Woodland Enquiries (45)

Tree Blocking Light – 4
Tree Branches Overhanging – 15
Tree Broken/Damaged/Dead – 1
Tree Dangerous or Unsafe – 2
Tree General Enquires – 20
Tree Roots Causing Problems – 3
Core Paths or Right of Ways – 6
Ranger Almondell & Calderwood - 1

Cemeteries Routine Works

Summer maintenance and grass cutting ongoing across the cemetery estate.

Cemeteries Enquiries (11)

Cemeteries General Enquiries – 5
Lair Enquiries – 6

D6 Open Space Routine Works

Craigspark

Out to tender, with completion in this financial year.

East Calder Park

Approval for a 3G pitch has been given, pending a successful application for additional funds from SportScotland. A feasibility assessment is being carried out to determine the most appropriate location for the pitch. A positive park stakeholder meeting was held on 9th March to discuss park developments. As a result of this, following the feasibility for the 3G pitch, we will be working together with Central Scotland Green Network Trust to draw up a masterplan for East Calder Park.

Drumshoreland (Fraser) Park, Pumpherston

Out to tender, with completion this financial year.

Marrfield Park, Uphall

Contractor is on site. Works have been delayed due to the discovery of Great Crested newts near the site, which requires specialist ecological supervision to ensure that works do not adversely interfere with the newts or their habitat.

Works are expected to complete by Mid-September.

Capital Programme

Chestnut Grave Play Area has been upgraded and is now open for use.

Open Space Enquiries (5)

Children Play Enquiries – 2
New Play Area Problems – 1
Play Area Property Vandalised – 1
Safety Issues In Play Areas – 1
Public Park Enquiries – 4

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 Enforcement Officers been involved in a number of community projects within the ward, with the aim of raising awareness of environmental issues.

Street sweeping, fly-tipping and abandoned vehicles is becoming a major issue within the ward and across the local authority area. A strategy and LPAP are being developed to address the issue and will be presented to PDSP in November 2017.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Person: David Lees, Waverly Street Depot, 01506 776483

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Jim Jack

Head of Operational Services

14th September 2017



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

REPORT ON PROGRESS OF REGENERATION PLANNING

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND 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 East Livingston and East Calder ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes:

1. that a regeneration steering group has now been established in Craigshill;
2. that community engagement activity is underway in the area; and
3. the additional community activity in the ward which has been supported by the Regeneration Team.

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 activity 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	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, Staffing and Property)	Activities will be funded from existing budgets or external sources
VII Consideration at PDSP	Annual updates on regeneration plans will be presented to Partnership and Resource PDSP.
VIII Other consultations	None.

D. TERMS OF REPORT

D1 Background

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. In addition to this, as part of the Community Empowerment Act there is a requirement on all Community Planning Partnerships to develop plans to improve their most disadvantaged areas.

Eight regeneration areas have been identified in West Lothian, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. A report was provided to the East Livingston and East Calder Local Area Committee in September 2016 outlining the background to developing regeneration plans, including the processes, structures and timescales involved.

D2 Regeneration planning

The Craigshill launch event took place on 27 June and was attended by 29 people from a variety of local community groups; thirds sector organisations; council services and partner agencies. The new regeneration steering group are undertaking a process of engagement and mapping exercises to identify current assets and any gaps within the Craigshill community, at a service, organisation and local business level and through strategic profiling of the area around the key SIMD themes.

The group have been developing their vision and agreeing a framework for the regeneration group to work within. Early Years, Youth and Employability are being considered as sub groups to see if these are relevant and current to the aims and objectives of the process.

The Craigshill Regeneration Group are still on target to have 'a plan of a plan' in place for October in line with Scottish Government deadlines.

D4 Regeneration activity

Play Scheme

West Lothian Youth Action Project incorporated the Craigshill summer play scheme into their summer activity programme this year following the closure of the YWCA. Thanks to increased funding through WLC Summer Activity and Hungry Holiday Lunch Funds, the play scheme ran for the full seven week school holiday period, based in Riverside Primary School and Youth wing. The scheme was well attended, with

parents engaging in some of the sessions, particularly the final session, which had a fantastic turn out. The play scheme was supported by experienced workers but also provided local young people with the opportunity to gain volunteering experience.

The play scheme coincided with the YAP Music Academy, also held in Riverside Youth wing over a two week period. The joint lunch times, with hot meals provided, allowed the teenagers, younger children, workers, and at times parents, to share experiences and even have a few impromptu sing songs. Feedback from the event has been extremely positive.

A number of Craigshill teenagers also benefitted from the wider summer programme provided through the Youth Action Project. Full figures for the play scheme and YAP summer activity programme will be produced by mid-September 2017.

E. CONCLUSION

The process for developing regeneration plans is underway within the Craigshill area. A local regeneration steering group has been established and has begun the process of evidence gathering and statistical analysis. A programme of community engagement and mapping is currently underway and the information gathered from this will help to inform the plan.

A initial plan will be drafted in October 2017. A further update on progress will be brought to the next meeting of this committee.

F. BACKGROUND REFERENCES

Previous updates to the Local Area Committee.

Appendices/Attachments: None.

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Tel: 01506 281087, Email: lesley.keirnan@westlothian.gov.uk

Craig McCorriston
Head of Planning, Economic Development and Regeneration
14 September 2017



West Lothian
Council

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS

**REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND
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 (WLVIIF)

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that five applications have been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for the Mid Calder and East Calder projects and funds the three Pumpherston projects at 50% of the requested amounts;
4. agrees the two Pumpherston environmental projects with the condition that ground plans and permission to carry out the works on the land in question are forwarded to officers before the funding is released; and
5. agrees that the Head of Planning & Economic Development 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 projects meet the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single	Our economy is diverse and dynamic, and West

Outcome Agreement	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	These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
VIII Other consultations	Operational 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.

Six villages within the East Livingston and East Calder ward are eligible under the scheme.

Distribution of funding is based on village size. Total allocations per village are as follows:

East Calder	£125,000	(£67,729 remain)
MidCalder	£125,000	(£42,600 remain)
Kirknewton	£55,000	(£23,000 remain)
Pumpherstoun	£55,000	(£17,917.75 remain)
Uphall Station	£55,000	(£55,000 remain)
Wilkieston	£20,000	(£20,000 remain)

D2 Applications

The following applications have been received for this round of funding:

Mid Calder Community Council - Bank Street Car Park improvements

A Conservation Area Appraisal (CAA) was undertaken in Autumn / Winter 2016 /17, with public consultation carried out in February – April 2017. One of the aspects that arose from the CAA was the poor condition of the car park at Bank Street, Mid Calder. The car park is council owned and poorly laid out with unmarked bays. The community council are seeking to apply for funding to upgrade the car park and increase the number of parking spaces. The application is seeking £40,000.

Pumpherston Community Council – Heritage Landscaping

Developed from previous community engagement activity findings, a competition with student at Oatridge College and advice from West Lothian Council, the community council wish to apply for funding to upgrade and improve the main visual point in the village; the bus turning circle. The design features will highlight the diversity and history of the village. Raised sensory bedding areas are included for those with disabilities and paving will incorporate heritage quotes. The area is presently owned by West Lothian Council and discussions are beginning with NETS on the transfer of this land. The application is seeking funding of £13,696.

Pumpherston Community Council – Community Garden

An application has been made to provide a sensory and wildlife walkway which will incorporate wildlife homes and planting which attracts insects. The walkway will include educational facts about the area and hidden features which will be changed regularly and be promoted within the community newsletter. The application is seeking funding of £3,430.

Pumpherston Bowling club – Disabled toilets

An application has been made to install disabled/accessible toilets for the bowling club's members and the general public. The club has been advised that this is a requirement in line with new disability legislation. With the demolition of the institute hall, the bowling club say they have increased requests from the community for the use of their hall. To date letters of support have been received from present members with disabilities. The application is seeking funding of £17,917.

East Calder Community Resources Association

An application has been made to repoint the old stone boundary wall that looks onto the new partnership centre. The application is supported by East Calder Playgroup and Simply Play. The application is seeking funding of £4,000.

E. CONCLUSION

Six villages within the East Livingston and East Calder ward are eligible to apply to the Villages Improvement Fund.

The applications detailed above, meet the eligibility criteria of the Village Improvement Fund and the Local Area Committee is asked to support them, with the additional conditions attached as per the recommendations above.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013 and April 2014).

Appendices/Attachments: Five

Appendix 1: Mid Calder Community Council: Bank Street Car Park Improvements, Mid Calder

Appendix 2: Pumpherston Community Council: Heritage Landscaping

Appendix 3: Pumpherston Community Council: Community Garden

Appendix 4: Pumpherston Bowling Club: Disabled Toilets

Appendix 5: East Calder Community Resource Association

Contact Persons:

Lesley Keirnan Community Regeneration Officer, Tel. 01506 281087

lesley.keirnan@westlothian.gov.uk

Hazel Hay, Tourism Town Centre Manager, Tel. 01506 283079,

hazel.hay@westlothian.gov.uk

Craig McCorriston

Head of Planning and Economic Development

14 September 2017

APPENDIX 1

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	Mid Calder Community Council
Project title	Bank Street Car Park improvements
Contact person	[REDACTED]
Position	Secretary Community Council
Address	
Telephone number	
Email Address	[REDACTED]
Type of organisation	Community Council
What date was your organisation formed?	
Are you a charity, please quote your number	
What are the main activities of your organisation? (please answer in no more than 100 words)	Community Council

Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes / No
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	<div> Approved Anticipated </div> <div>n/a</div>
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2. Project details

Council Ward	Ward 5: East Livingston & East Calder
Project location	Bank Street Mid Calder
Project start date	c February 2018
Project finish date	c March 2018
Estimated Outcome	Improvements to existing car park within village centre

Project description

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

A Conservation Area Appraisal (CAA) was undertaken in Autumn / Winter 2016 /17 with public consultation carried out in February – April 2017. One of the aspects that arose from the CAA was the poor condition of the car park at Bank Street, Mid Calder.

The car park currently is poorly laid out with unmarked bays that do not utilise the space well. It is also poorly surfaced and not open to surveillance.

The council owns the car park and surrounding area.

During consultation with Mid Calder Community Council in February 2017 they indicated that they would like to use part of their remaining Village Improvement Funds to upgrade the car park and increase the number of parking spaces.

Partners involved (other local organisations you are working with)

n/a

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 item has been discussed at numerous Mid Calder Community Council meetings It was raised at the February 2017 meeting when WLC Planning Services attended to outline the results of the Conservation Area Appraisal of Mid Calder carried out in Autumn 2016 and which underwent public consultation in spring 2017.

Outcomes

Describe what your project will deliver.

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

The improvements at Bank Street will:

1. resurface car park and define bays;
2. removal of corner vegetation;
3. removal of boundary trees to extend car park;
4. creation of retaining embankment / wall;
5. stone repairs to gateway stone work;
6. resurfacing of pedestrian entrance;
7. re-landscaping of entrance shrub bed;
8. removal of inappropriate brick wall by bus shelter/ lowering of wall to allow surveillance of car park;
9. assess levels & creation of access to new parking area behind Lodge; and
10. assess costs for creation of additional parking spaces on council ground to rear of Lodge

However, due to costs, it may not be possible to advance items 8, 9 & 10 within the £40k budget available from the VIF and additional / separate grant funding may be required to be sought along with other proposals arising from the conservation area appraisal action plan and be considered as a future phase for expanding the car park to the west behind the Lodge.

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

As above.

3.Project Costs

Amount of funding requested	
------------------------------------	--

Item of expenditure	Cost
(On estimate provided by Transportation Services engineer including professional fees)	£40,000.00

Project management

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

- Design / plans

<ul style="list-style-type: none"> - Implementation arrangements e.g contract tenders - Planning Approval
WLC Construction Services will appoint an architect and QS, via their frameworks contract, to design, cost and oversee the implementation of the improvement scheme.

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	██████████
Position	Secretary
Organisation	Mid Calder Community Council
Date	15 August 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	X
Committee Members or Directors List	X

Bank Statements - three statements	X
Annual accounts	X

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	PUMPHERSTON COMMUNITY COUNCIL
Project title	HERITAGE LANDSCAPING
Contact person	[REDACTED]
Position	CHAIR
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	k [REDACTED]
Type of organisation	COMMUNITY COUNCIL
What date was your organisation formed?	FEB 2014
Are you a charity, please quote your number	
What are the main activities of your organisation? (please answer in no more than 100 words)	Identifying and acting on local issues. Liaising with public authorities and other agencies about local services. Represent the local people and communicate their wishes with local authorities and other agencies

Do you have an equal opportunities policy or statement? If yes please provide a copy	No
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	<div> <div>Approved</div> <div>Anticipated</div> </div>

4. Project details

Council Ward	EAST LIVINGSTON EAST CALDER
Project location	PUMPHERSTON
Project start date	OCTOBER 2017
Project finish date	MARCH 2018
Estimated Outcome	CIVIC PRIDE AND HERITAGE APPRECIATION. CIVILISE PUBLIC URBAN SPACES AND PROVIDE A CONNECTION WITH THE VILLAGE THEY RESIDE LOWER CRIME AND ENHANCED SELF-ESTEEM COMMUNITY APPEAL

<p>Project description</p> <p>Describe fully the project for which grant is being sought (background and context of the project, description of works).</p> <p>Following various community engagement surveys, interaction with various professional bodies for support, a competition with students at Oatridge College and advice from WLC over the last two years we are ready to seek funding to upgrade and improve the main visual point in the village; namely the bus turning circle opposite the 'Store Corner'</p> <p>Currently the area in question is split into various grass areas with footpaths leading to residential points and the bus stop. The footpaths would be maintained as they are fit for purpose and the grass areas would retain their shape so as not to interfere with the footpath infrastructure.</p> <p>Following a project with Oatridge College Landscaping students and children from Pumpherston & Uphall Station Primary School several designs were submitted that highlight the diversity, history and pride that residents hold for their village heritage and we would like to utilise these for the Heritage Landscape Project. We have sought guidance from the Nets team who currently manage the area and following an extensive site visit are aware of what can and cannot be built, planted or landscaped in the area due to services and public access.</p> <p>The area is owned by West Lothian Council and we would take over the maintenance (we already maintain one of these areas) with WLC retaining responsibility for grass cutting and footpaths. A seating area,</p>
--

complimentary sensory planting – using perennials and bulbs to guarantee year-on-year planting. The plants and bulbs chosen will be picked for their suitability for the area and will provide coverage, beauty and a rich environment for insects and bees

We will add raised bedding areas to provide a visual impact and provide an area for residents with disabilities to be included in the project and paving incorporating heritage quotes (similar to Helix Park, Falkirk) would be incorporated into the current site. There would be a minimum of twelve quotes (a brainstorm session on which quotes to use will be held to ensure all residents are happy with what is chosen) however, it is likely some of these would include:

"The weil of the wind as the shadows feere falling, O'oer the howl of Old Scullion on yonder clay road" a poem by William Greenhorn

"The Pumpherston Retort invented in 1894 changed the face of the Shale Industry around the world"

The paving/stonework would only be used in suitable areas and will not form any of the walkways, suitable material will be used to reduce algal build-up on the surface and the Community Council will take responsibility for cleaning and maintaining. The areas will be small and the laying method used will be 'flexible' on an unbound bed by hand – the paving will be used for visual impact

The community would have an excellent asset for their use for many years to come as the upgrade will undoubtedly increase civic pride and amenity value for the community at large.

We have sought the opinion of the community via public meetings and one of the main causes of concern for residents is about losing locally valued assets, their associated services and their identity as a village in West Lothian.

Pumpherston is steeped in history dating back to the year 1400, however visitors and some residents would be forgiven for not appreciating its heritage value in the area; more alarmingly some residents did not appreciate the role of the village and significance as the centre of the Shale Industry because aside from the village entrance sign on the Mid Calder Road no mention is made anywhere else in the village.

As a Community Council, we have taken over the gardening management of several areas in the village which has in turn provided a valuable catalyst for discussions and interest and reignited local pride. This can be demonstrated via the number of people who volunteer on a regular basis with litter pick-ups, weeding and donating expertise and their time – even those due to ill health helped at our latest gardening project by providing cups of coffee and bringing the 'workers' cakes etc

The current area while structural sound and fit for purpose does not instil any pride, is not aesthetically pleasing and attracts vandalism. By upgrading the area, including the younger generation with the design and delivery, utilising local tradespeople and the bank of volunteers available to us the community would have an excellent asset for their use for many years to come while providing a sense of pride, reducing WLC maintenance spend for the area and open a variety of opportunities and

areas for community discussions and growth. Furthermore, it would meet and address one of the main areas of concern which is loss of community identity.

We already have equipment, people and storage in place to ensure the project success

We also believe delivery of this project would attract further assistance from residents and open opportunities for other areas that could further enhance the village. Community greening and planting can help with civic participation. Residents and volunteers will gain skills in working with others and valuable social interaction and will ensure that the residents sustain the project for many years to come.

**Partners involved
(other local
organisations you
are working with)**

Pumpherstons Junior Football Club
Pumpherstons United
Local Stonemason
Oatridge College
Pumpherstons & Uphall Station Primary School

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.

We have conducted surveys and held community meetings and these in turn have highlighted the need to reignite civic pride in the area. An upgrade of this area and our plans would offer this, open other opportunities and further discussions.

Outcomes

Describe what your project will deliver.

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

A wider range of people will have engaged with their local community and their heritage.
The village will be a better place to live, work and visit
The Community Council could attract more volunteers and assistance making us more resilient
People may change their attitudes and behaviour
The area would be better managed and maintained and reduce expenditure for WLC

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

Business, visitors and residents would benefit
The Community Council could explore more village events knowing these

facilities are available.

3. Project Costs

Amount of funding requested	£13,696
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Item of expenditure	Cost
Plant Pots x 5	1600
Sandstone Boulders x 3	1320.00
Seating x 3 including install	3294
Brindle and Charcoal paving and installation 30m (various areas)	1882
Plants, bulbs and bedding	3500
Compost, mulsh and feed	900
Stonemason quotes/facts	1200

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

We will work with professionals and volunteers

Including Oatridge College; Parks; Hillier.co.uk for wholesale plant supplies and local supplier and gardener Wyndford Farm, Broxburn. Installation of street furniture will be by Marshall.co.uk

Design educational resource and engage with school children and residents on what quotes and/or areas of history that should be highlighted.

Set up a maintenance programme for year-on-year

Stone Mason Costs:

Granite Paving Slabs £518.26

Stonemason Rates £17.00 per hour x 37.5hrs £637.50

Sundries £44.24

Plants

Bulbs (Tulips, Crocus) Early Variety Range from £150 per 1000 to £170 per 1000

Mid Season (Tulips, Narcissi and Daffodils) From £130 per 100 through to £180 per 1000

6000 bulbs £960

Then a mix of younger and established planting

Eremurus £140

Perisca alba £280

Summer Flowering Heathers £230

Buddleia £140

Euonymus Fortune £220
 Exchorda £300
 Pacchysandra Terminalis £220
 Double Syringa £90
 Carex Ornithopoda £160
 Phyllostachys £100
 Achillea £90
 Astilbe Thunder and Lightning £220
 £350 sundries

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	
Position	Chair
Organisation	Pumpherston Community Council
Date	27 th July 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
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	Indicate (x)
Constitution or Articles and Memorandum	x
Committee Members or Directors List	x
Bank Statements - three statements	x
Annual accounts	x

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

5. Applicant Organisation Details

Organisation Name	PUMPHERSTON COMMUNITY COUNCIL
Project title	Community Garden
Contact person	[REDACTED]
Position	CHAIR
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	COMMUNITY COUNCIL
What date was your organisation formed?	FEB 2014
Are you a charity, please quote your number	
What are the main activities of your organisation? (please answer in no more than 100 words)	Identifying and acting on local issues. Liaising with public authorities and other agencies about local services. Represent the local people and communicate their wishes with local authorities and other agencies

Do you have an equal opportunities policy or statement? If yes please provide a copy	No
Does your organisation take account of equality issues around	Yes

age, disability, gender, race, religion or belief?	
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Are you applying for other funding, if so, please detail	Approved	Anticipated
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6. Project details

Council Ward	EAST LIVINGSTON EAST CALDER
Project location	PUMPHERSTON
Project start date	OCTOBER 2017
Project finish date	MARCH 2018
Estimated Outcome	CIVIC PRIDE APPRECIATION. CIVILISE PUBLIC URBAN SPACES AND PROVIDE A CONNECTION WITH THE VILLAGE THEY RESIDE LOWER CRIME AND ENHANCED SELF-ESTEEM COMMUNITY APPEAL

Project description
Describe fully the project for which grant is being sought (background and context of the project, description of works).
<p>Following extensive research, meetings with both residents and seeking guidance from various people at West Lothian Council since early 2015 we would like to develop a small strip of land adjacent to the current BMX track area already highlighted for upgrade.</p> <p>We are now at a stage in our committee where we have both equipment and volunteers to take on the task of developing the area and making it an enjoyable area and community asset for all.</p> <p>Initial plans were to incorporate a play area for children with seating and an outdoor classroom; however following community consultation this idea has been shelved as it may attract unwanted attention from local gangs and add to minor crime in the area.</p> <p>Therefore, the garden will be kept as and maintained as a sensory and wildlife area incorporating areas for wildlife homes (bug hotels, hedgehog homes and nesting boxes) suitable planting rich with smell, visually pleasing and insect attracting plants will be used.</p> <p>A sensory walkway will be created for children to walk to school which will incorporate hidden features (fairies, dinosaurs and educational facts about the area) which will be changed regularly and added to. The community</p>

newsletter will highlight and encourage participation and regular sessions will be held down the park utilising expertise knowledge in nature, local wildlife, environment issues, conservation and participation in educational resource while utilising and encouraging use of the Community Garden, the newly designed Fraser Park and also the Multi surface Play area which are all in the area.

The strip of land we seek to use can only be described as waste land; the area adjacent to the garages is a dumping ground for fly tippers and is an eyesore.

Volunteers would maintain the area via planting, installation of raised beds and therapeutic gardening. The project would see a physical improvement to a currently neglected area and improve and provide additional greenspace which is lacking in the village.

All the raised beds would incorporate our plants which are conservation friendly and other areas residents would be encouraged to donate plants – we would have planned days for residents to do this. Furthermore, we have established a network of residents that propagate cuttings for us in their greenhouses and Middleton Hall Residents, some of which are from the village, have also offered to help us.

Furthermore, various community activities could be launched using the garden as a catalyst. We would be keen to engage children with art projects using current landfill waste and turning these into items that could be used in the garden. For example plastic bottle flowers, animal homes made from waste wood etc. Engaging the children and their families would instil some pride in the area and hopefully reduce petty crime and vandalism which is rife in this location.

The area would also benefit all members of the community and encourage them to use the new seating areas and increase awareness of the facilities of the Proposed Fraser Park and ensure enjoyment of our only open space.

West Lothian Council currently maintain the area, however the Community Council would take over the maintenance reducing council expenditure while provide a community asset for the future

Providing this area would increase a sense of community ownership and we anticipate this would increase involvement and ownership of the surrounding area reducing some of the social concerns that surround this area, thus providing an effective community crime prevention strategy

**Partners involved
(other local
organisations you
are working with)**

Pumpherston Junior Football Club
Pumpherston United
Pumpherston & Uphall Station Primary School

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.

Extensive research and public consultation have highlighted a requirement for projects that offer inter-generational exposure, provide opportunities to meet neighbours, reduce crime and provide a safe and enjoyable walk for children going to school. We would actively encourage parents to use this route instead of driving to the school

Outcomes

Describe what your project will deliver.

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

A wider range of people will have engaged with their local community and understand engagement with others and stewardship
Improve and protect biodiversity
We could help educate environmental sustainability in a pleasant, safe hands-on environment
Provide a community asset
Reduce costs to WLC
The Community Council could attract more volunteers and assistance making us more resilient
People may change their attitudes and behaviour
Encourage safe walking routes to school
Reduce petty crime

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

Business, visitors and residents would benefit
The community council could explore holding more village events knowing these facilities are available.

3.Project Costs

Amount of funding requested	£3430
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Item of expenditure	Cost
Log Planters x 10	490.00
Plants and Bulbs	1000.00
30 softwood Railway Sleepers	684.00
Signage	1256.00

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

We will work with professionals and volunteers. Educational resources will be used for printing and designing various leaflets, fact sheets and art activities throughout the year

We have been awarded £1000 via Bank of Scotland for this project which will go towards the cost of bark chippings, grit and digger hire. The community are planning to fundraise for the cost of the signage into the garden area.

Plants

Scented Pelargoniums

Milkweed

Bergamot

Sunflowers

Marajoram

Rosemary

Marigolds

Sweet Pea

Mint

Lavender

Elderberry for raised beds

Plants with berries and wild Flowers for other areas and donated plants from residents

Our aim for this area is to attract donations, recycle items that would have gone to landfill and up cycle other items. For example we would like to build some animal homes and bird boxes using kitchen utensils for example.

Signage would attract visitors and is required at both sides of the proposed garden

Signage x 2

Entry to the park from Broxap.com

6. 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	
Position	Chair
Organisation	Pumpherstons Community Council
Date	27 th July 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	X
Committee Members or Directors List	X
Bank Statements - three statements	X
Annual accounts	X

APPENDIX 4
As attached

APPENDIX 5
As attached

West Lothian Villages Improvement Fund Application form

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

1. Applicant Organisation Details

Organisation Name	Pumpherston Bowling Club	
Project title	Disabled / Accessible Toilets	
Contact person	[REDACTED]	
Position	President	
Address	[REDACTED]	
Telephone number	[REDACTED]	
Email Address	[REDACTED]	
Type of organisation	Sports club	
What date was your organisation formed?	1887	
What is your charity number? (if applicable)		
What are the main activities of your organisation? (please answer in no more than 100 words)	Lawn Bowls	
Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes	No
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes	No

Are you applying for other funding? If so, please detail:	Approved	Anticipated <input checked="" type="checkbox"/>
Yes Disability West Lothian		

2. Project details

Council ward	E. Livingston & E. Calder
Project location	Pumphreyston
Project start date	17/04/2017
Project finish date	15/05/2017
Estimated Outcome	22/05/2017

Project description Describe fully the project for which grant is being sought (background and context of the project, description of works).
<p>The main objective is to provide and install Disabled/Accessible toilets, For our patrons and the general public.</p> <p>I Have enclosed a copy of the work that needs to be done to achieve this</p>

Partners involved (other local organisations you are working with)	West Lothian Community Council
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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.
I have been working along side Councillor Dave King and community Regeneration manager Ian Hepburn. Who have both visited the site and are both in agreement that this work needs to be done to bring us in line with Disabled Legislation.

Outcomes Describe what your project will deliver. Village Improvements; e.g Number of sites Improved Area of landscaping
Since the demolition of the institute hall, we at Pumpherston Bowling club have been overwhelmed by requests from the whole community. For the use of our facilities from OAP groups, community councils to disabled groups. The two sites to be improved are the Ladies & Gents toilets by adding disabled toilets to both. There is no landscaping needed.

Community Facilities: e.g number of facilities Improved -Projected usage
The number of facilities that will be improved is, one Ladies and one gents toilet. Projected usage- The club is used by members, guests for bowling & social events. Community & Public group meetings senior groups use it for meetings & events, charity events along with other community lead fundraising events

3. Project Costs


Amount of funding requested	£17,917.00
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Item of expenditure	Cost
Gents/Disabled Toilet	£10598.00+VAT
Ladies/Disabled Toilet	£ 9648.00+VAT

Project management Describe how your project will be managed and administered Including details of any: <ul style="list-style-type: none"> - Design / plans - Implementation arrangements e.g contract tenders - Planning Approval
The project will be managed by elected committee led by Garry Russell (smsts) Plans Program, method statements and risk assessments will be sourced prior to work starting. The club will remain open & operational during the works, where possible some day time closure restriction will apply. alternative toilets in changing rooms will be used when required. I have enclosed Plans and a quote From C+D Plumbing and Building LTD. who are proposed contractors for the work to be undertaken.

4. Declaration

We wish to apply for a Village Improvement Fund 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	
Position	President
Organisation	Pumphreston Bowling club
Date	11/03/17.

Please email your completed application form to the Community Regeneration Officer for your ward:

Linlithgow (ward 1) - Dougie Grierson - 01506 281088
douglas.grierson@westlothian.gov.uk

Broxburn (ward 2) - Dougie Grierson - 01506 281088
douglas.grierson@westlothian.gov.uk

Livingston North (ward 3) - Scott McKillop - 01506 281092
scott.mckillop@westlothian.gov.uk

Livingston South (ward 4) - Laura Wilson - 01506 281085
laura.wilson2@westlothian.gov.uk

East Livingston and East Calder (ward 5) - George Scott - 01506 281099
George.scott@westlothian.gov.uk

Fauldhouse and the Breich Valley (ward 6) - Laura Wilson - 01506 281085
laurawilson2@westlothian.gov.uk

Whitburn and Blackburn (ward 7) - Scott McKillop - 01506 281092
scott.mckillop@westlothian.gov.uk

Bathgate (ward 8) - Douglas Benson - 01506 281970
douglas.benson@westlothian.gov.uk

Armada and Blackridge (ward 9) - Douglas Benson - 01506 281970
douglas.benson@westlothian.gov.uk

For postal applications, please send to:

Community Regeneration
2nd Floor
St David House
Bathgate
EH48 1TT

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

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	EAST CALDER COMMUNITY RESOURCES ASSOCIATION (ECCRA).
Project title	REPOINTING STONE WALL ADJACENT TO NEW PARTNERSHIP CENTRE. EAST CALDER
Contact person	[REDACTED]
Position	CHAIRPERSON.
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	MANAGEMENT COMMITTEE
What date was your organisation formed?	1988
Are you a charity, please quote your number	YES (SC012943)
What are the main activities of your organisation? (please answer in no more than 100 words)	OUR COMMITTEE IS ELECTED ANNUALLY FROM THE GROUPS WHO USE THE COMMUNITY CENTRE. AND WE ENSURE THAT THE BUILDING OPERATES IN A WAY THAT IS RESPONSIVE TO LOCAL NEEDS AND INTERESTS BY OFFERING A PROGRAMME OF ACTIVITIES AND SERVICES FOR ALL THE COMMUNITY.

Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes / No
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes / No

Are you applying for other funding, if so, please detail	Approved	Anticipated
<u>No.</u>		

2. Project details

Council Ward	WARD 5 EAST LIVINGSTON AND EAST CALDER
Project location	MAIN STREET, EAST CALDER.
Project start date	NOV 2017.
Project finish date	DEC 2017.
Estimated Outcome	RE-POINTING OLD STONEMASONRY WALL (60 SQUARE METRES)

Project description Describe fully the project for which grant is being sought (background and context of the project, description of works).
TO HACK OUT OLD LIMESTONE POINTING TO 60 M ² OF STONE WALL FACING THE NEW PARTNERSHIP CENTRE AND RE-POINT WITH NEW LIMESTONE POINTING. LOOKING ONTO THE NEW REAR COURTYARD.

--

Partners involved (other local organisations you are working with)	EAST CALDER PLAYGROUP. SIMPLY PLAY AFTER-SCHOOL CLUB.
---	--

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.
THE OLD POINTING IS IN A VERY BAD STATE OF REPAIR. WE THINK THAT THE WALL IS OVER 100 YEARS OLD AND NEEDS REPOINTING.

--

Outcomes

Describe what your project will deliver.

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

THE OLD WALL WILL HAVE A NEW LEASE OF
LIFE AND WILL LAST ANOTHER 100 YEARS.
AND WILL IMPROVE THE VILLAGE AND ALL
WHO WILL SEE IT.

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

AS ABOVE.

3. Project Costs

Amount of funding requested	£ 4000.00
-----------------------------	-----------

Item of expenditure	Cost
RE PAINTING COSTS	3500.00
PURCHASE OF STONEWORK	500.00

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 WALL IS EXISTING.

QUOTATIONS BEING SOUGHT.

NO PLANNING REQUIRED.

THIS PROJECT WILL BE MANAGED BY CHAIRPERSON.

MR. E. C. C. A. (40 YEARS IN BUILDING INDUSTRY).
(RETIRED PROJECT MANAGER)

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	[REDACTED]
Position	CHAIRPERSON
Organisation	E. C. C. A.

Date	2/9/17
------	--------

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	
Committee Members or Directors List	
Bank Statements - three statements	
Annual accounts	

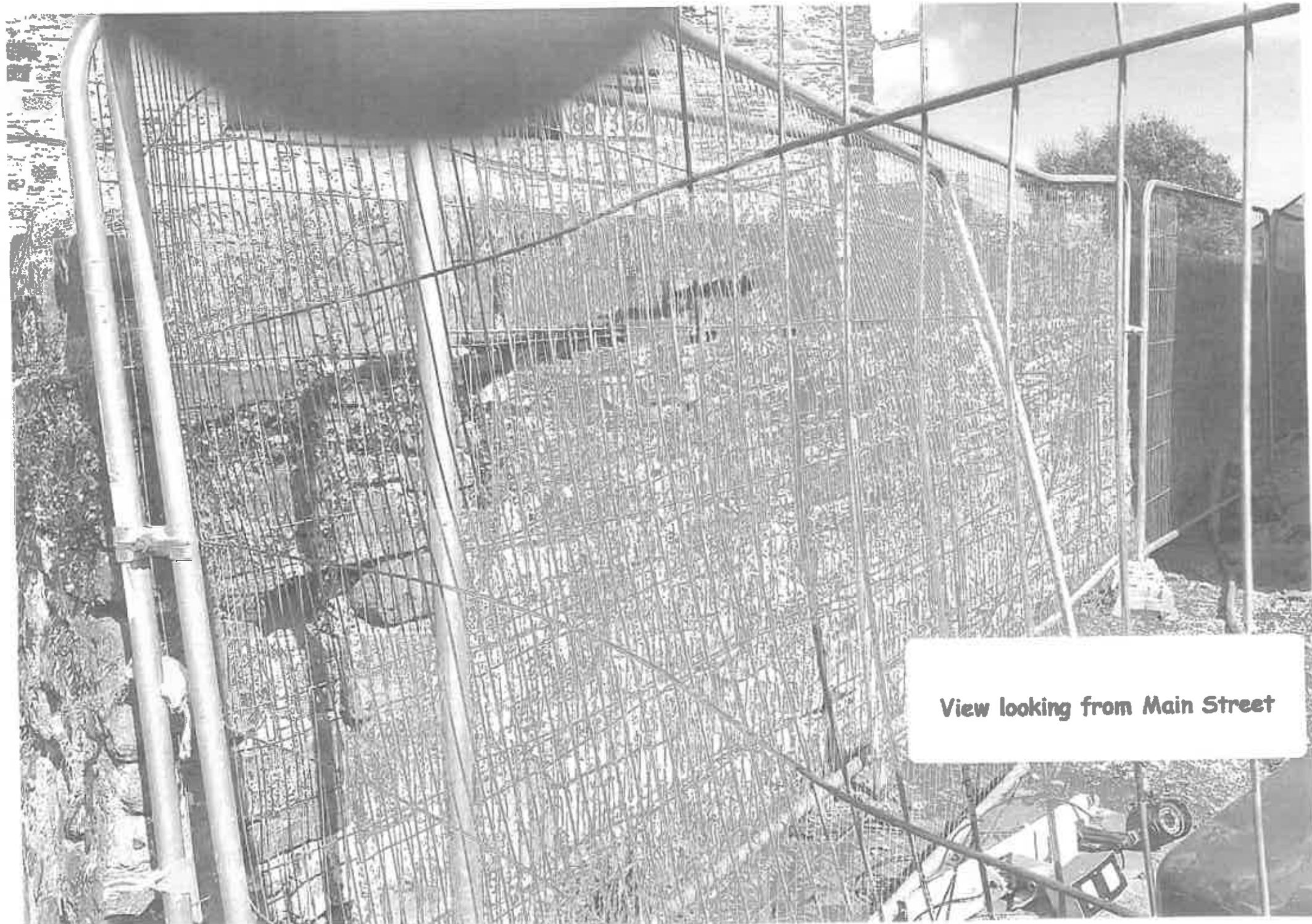
THESE DOCUMENTS
HAVE BEEN GIVEN TO
W.L.C. IN FEBRUARY
THIS YEAR.



**View looking from New Courtyard
in Partnership Centre**



**View looking from New Courtyard
in Partnership Centre**



View looking from Main Street



West Lothian
Council

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the provisional allocations made from the Pensioners' Groups Christmas Fund 2017 to groups in the East Livingston and East Calder ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that eleven groups within East Livingston and East Calder ward have applied to the fund and will be supported.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Planning Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £28,808 agreed by the council. £4,576.53 will provisionally be distributed in the East Livingston and East Calder ward.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.
VIII Other consultations	Similar reports will be prepared for the other eight Local Area Committees.

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Groups Christmas Fund each year. In 2017 the total fund amounts to £28,808 (£29,106.54 in 2016). The fund is divided by the total number of beneficiaries which, in 2017, provisionally, is 3,704 (4,659 in 2016). By using that number the provisional global unit cost for 2016 is £7.77 (£6.24 in 2016) per beneficiary (£28,808 / 3,704). In East Livingston and East Calder ward there are 589 beneficiaries and a provisional allocation of £4,576.53. These figures are provisional as a number of organisations have not yet returned an application form and these are being followed-up. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

D2 Applications 2017: East Livingston and East Calder ward

Thirteen application forms were issued to groups across East Livingston and East Calder ward, with eleven being returned to date. The intention is that these eleven groups will be supported. Two groups have not returned an application form and these are being followed up. Appendix one shows the organisations to be supported and the provisional allocation to each.

D3 Applications 2017: Livingston-wide & West Lothian-wide organisations

One application was sent to a Livingston-wide group. The application form has not been returned and this is being followed-up. Two applications were issued to West Lothian-wide groups and both have been returned. The intention is that these groups will be supported. Appendix two shows the organisations and the provisional allocation to each.

E. CONCLUSION

The report advises of the provisional allocations that are proposed to be made from the Pensioners' Groups Christmas Fund 2017 to groups in East Livingston and East Calder ward, Livingston-wide groups and West Lothian-wide groups.

A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive, and payments will be made directly to the bank accounts of groups during November via PECOS.

F. BACKGROUND REFERENCES

Voluntary Organisations Policy Development and Scrutiny Panel, Review of the Pensioners' Groups Christmas Fund Process 2011, Report By Head Of Area Services.

Appendices/Attachments:

Appendix 1: Provisional Allocations 2017 East Livingston and East Calder Ward

Appendix 2: Provisional Allocations 2017 Livingston-wide and West Lothian-wide Organisations

Contact Person: Graham Whitelaw, Policy Officer, Regeneration Tel: 01506 281101

E-mail: graham.whitelaw@westlothian.gov.uk

Craig McCorriston

Head of Planning Economic Development and Regeneration

Date: 14 September 2017

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: Provisional Allocations 2017 East Livingston and East Calder Ward

Group	Number of Beneficiaries	Amount
Craigengar Park Tenant's Association	38	£295.26
Craigshill Good Neighbour Network	70	£543.90
Cunnigar House Social Group	20	£155.40
East Calder Bowling Club (OAP Association)	65	£505.05
East Calder & District Homing Society	0	£0.00
East Calder 50+ Activity Club	40	£310.80
East Calder Old Folks Club	55	£427.35
Manse Court Coffee Morning	33	£256.41
Mid Calder Senior Citizens Club	88	£683.76
Oakbank Bowling Club	50	£388.50
Pumpherstons Senior Citizens	0	£0.00
St Vincent De Paul Society, St Andrews	50	£388.50
Uphall Station OAP Association	80	£621.60
Totals	589	£4,576.53

Note: Two groups have not returned an application form and these are being followed up

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 2: Provisional Allocations 2017: Livingston-Wide & West Lothian-Wide Organisations

Group	Number of Beneficiaries	Amount
Braid House Day Centre	0	£0.00
Total	0	£0.00

Group	Number of Beneficiaries	Amount
West Lothian Visually Impaired Club	10	£77.70
West Lothian 50+ Network	173	£1,344.21
Total	183	£1,421.91

Note: One group has not returned an application form and this is being followed up



HOUSING AND COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA

Report for East Livingston and East Calder Local Area Committee

September 2017

ALMOND REPORT ON HOUSING & COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA
FOR EAST LIVINGSTON & EAST CALDER LOCAL AREA COMMITTEE MEETING

The Association is procuring and delivering the approved 5 year Investment plan which includes the following initiatives within the Craigshill area:

Boiler Upgrades

Everwarm have been appointed and are now on site with the contract to replace a total of 204 older inefficient boilers with new efficient “A” rated boilers in the following streets:

Ash Grove	Linden Grove
Beech Place	Oak Grove
Brisbane Street	Pine Grove
Elm Grove	Poplar Grove
Ettrick Drive	Yew Grove
Fir Grove	Inglewood Street
Hazel Grove	

The first phase of the contract is due for completion by September 2017. An additional 57 boiler replacements will also be undertaken this financial year in Broom Walk, Canberra Street and Rowan Grove. It is anticipated that the contract overall will be complete by end December 2017.

As part of this contract, the majority of properties will require a new Energy Performance Certificate (EPC) which involves an independent survey to establish the new energy rating of the properties which have benefited from a new efficient boiler.

External Wall Insulation/ Roofing works

Everwarm are also the appointed contractor to carry out External Wall Insulation (EWI) and roofing works to properties of “no fines” construction in the following areas during 2017/18:

External Wall Insulation and roof renewal: Craigswood

External Wall Insulation: Tweed and Clyde Drive

Porch roof renewals: Carron Walk and Inglewood Street

The project has Building Warrant approval and has now commenced on site. The Association has been able to secure grant funding from West Lothian Council for the

private owners who are within the common stairs within the contract for 2017/18 which also contain Almond HA properties.

This is the first phase of a 3 year programme of works as part of the Association's strategy to improve the energy efficiency of our properties and help reduce heating costs to our tenants.

Partial Electrical Upgrades

Tenders have been received for a new 3 year contract and in 2017/18 the following streets within Craigshill will benefit from Partial Electrical upgrades:

Doon Walk	Melbourne Street
Etive Walk	Onslow Street
Fremantle Street	Rannoch Walk
Katherine Street	Tay Walk
Leven Walk	

It is hoped to achieve a site start in September 2017, once the successful contractor has been appointed.

External Painterwork

Phase 3 of a 5 year rolling programme with Novus Property Solutions is currently underway and involves 468 properties plus 181 Garages within the following streets:

Almondbank Drive	Ettrick Drive
Broom Walk	Forth Drive
Carlyle Court	Garry Walk
Carron Walk	Leven Walk
Clyde Drive	Morlich Walk
Corston Park	Pentland Park
Dee Drive	Ramsay Court
Don Drive	Rannoch Walk
Doon Walk	Scott Court
Eden Drive	Shiel Walk
Esk Drive	Spey Drive
Etive Walk	Tay Walk
Torridon Walk	Tweed Drive

Weather conditions and in particular, recent rain, has meant that the contract is behind programme. The contractor has increased resources and, weather permitting, aims to complete by end September 2017.

Kitchen Replacements:

Surveys have been completed for the small scale kitchen replacement in Morlich Walk, Craigshill plus 3 ad hoc properties within the Association's stock. This contract will be tendered by autumn 2017.

Handover of the New Development at Forth Court



In August, Almond HA took possession of Forth Court, a new development comprising of nine, one bedroom flats built by CCG (Scotland) Ltd in the heart of Craigshill.

Off-site manufacturing specialists CCG have been the main contractor for the project, which was delivered on time and on budget in just eight months. The flats were built in the company's factory in Cambuslang using specially designed closed panel solutions which were pre-fabricated and then constructed in-situ.

In addition to Forth Court, the Glasgow-based building business is working with Almond Housing Association in developing a 12 flat project at Foulshiels Road in Stoneyburn.

Environmental Improvements – Pine, Fir and Hazel Grove

Work is now completed to the tarmac hard standing areas have been redesigned to provide attractive soft and hard landscaped areas at Pine, Fire and Hazel Grove. This work was carried out on Almond HA's behalf by ISS.

A financial contribution has been made to WLC in respect of the environmental improvement work around Craigsfarm.

Housing First for Youth (West Lothian)

Housing First for Youth (West Lothian) is a two year pilot project delivered in partnership between the Rock Trust and Almond HA. The project aims to demonstrate the success of a Housing First for Youth model in improving tenancy sustainment and well-being outcomes for looked after young people with indicators of complex needs.

Almond HA will identify five separate one bedroom properties in Craigshill, which will be let on a secure tenancy and all support will be provided by the Rock Trust to the tenant, in the tenancy. The aim of the project is that the support will move on and the tenant will remain in their settled home following the completion of support.

Digital inclusion

We recently completed a Tenant Satisfaction Survey and took the opportunity to ask tenants about their digital capabilities and needs. Responses show of those surveyed:

- 29% do not have access to home broadband
- 33% do not have access to the internet through a mobile signal
- 17% do not own or use any IT equipment
- 29% would like to be able to do various tasks such as shop, use apps and use social media but don't know how
- 24% don't use the internet as they either don't know how or can't afford to

We are now looking at ways we can meet the needs of these tenants to assist them where possible to get online. It is disappointing that West Lothian Council has ended the post of Digital Inclusion Officer given the numbers of residents of Craigshill who do not have access to digital devices, particularly with the onset of Universal Credit Full Service in February 2018.

Foodbank Provision

In response to the level of need for emergency food parcels, Almond has been working with West Lothian Foodbank to have emergency packs available for distribution from our offices. Since November we have distributed 45 packs. By demonstrating this level of need the Foodbank have established a local distribution point at St Andrews Church which operates every Thursday between 16:00 and 18:00. It is expected that with the roll out of Universal Credit demand for this emergency provision may increase.

Homestarter Packs

Since March 2016 we have been providing homestarter packs for tenants who are moving into their first Almond tenancy and do not have the essentials needed for their

new home such as bedroom, kitchen and cleaning items. We have given out 106 packs to date and will continue to run the project over the forthcoming year.

Energy Advice

We were successful in securing funding to continue our energy advice service for tenants in partnership with Changeworks for 2016/17. This is the 3rd year for the project and it is now open to all almond tenants. Over 2015/16 the project engaged with 281 households with a total saving to tenants of £41,485.

Community Growing

We have been working with Youth Action Project over the past few years to develop community gardens in the Craigshill area. We have one garden in Hobart Street and Youth Action Project will be looking to start projects in two new areas at Shiel Walk and Forth Drive over the next few months.



Patient Newsletter – September 2017

Welcome to the first edition of our monthly newsletter

I would like to introduce myself as the new Practice Manager in Craigshill Health Centre. My previous role was as a Practice Manager in Glasgow and prior to that with other health care providers such as Dentistry and Organ Donation.

I would also like to pay tribute to my predecessor, Janet Butler who ran a very efficient practice in some challenging circumstances for a many years. Janet will be greatly missed by everyone and we wish her well in the future.

As you may be aware, there have been many challenges facing Health Centres across the UK, and here at Craigshill we are no different. The team have worked hard to make changes to help patients access the right services. I really appreciate your support and understanding during this process.

The routine of coming to the front desk for an appointment has ended and there are no plans for this to happen again. We felt that this was unfair on patients who spent long periods of time queuing for an appointment and often, not getting one.

We have made more appointments available on the day. We have a protocol to pass details through for triage if you feel that your symptoms are urgent.

Another challenge facing GPs is the treatment of patients who would have benefited from seeing another Healthcare provider. Not only will this benefit the patient, but also ensures more appointments for those who need to see the GP.

To ensure that the appointments are used appropriately, the Doctors have trained the Reception Team to signpost patients to an appropriate provider.

GPs are often referred to as 'The Gatekeepers of the NHS' as they often refer patients to further care by healthcare providers. However there are other providers who do not need a GP referral; Dentists and Opticians can help. Pharmacists also play an important role in helping patients via the Minor Ailments Services; they can help provide a wide range of treatments.

Our phone system has been an issue for a number of weeks and steps have been taken to resolve this. If anyone continues to find difficulty calling the practice, please let me know.

I am delighted to be here and look forward to meeting you all.

Ryan Addison
Practice Manager

A warm welcome to Dr Livingstone

We are delighted to welcome Dr Alison Livingstone to Craigshill Health Centre, who joins us as our Registrar for the next 12 months.

As some of you may know, our practice is a training practice involved in the training of General Practitioners.

The doctors are in 1st, 2nd or 3rd year of Specialist Training (ST1 to ST3). They are fully qualified doctors often with extensive hospital experience who are now training in the speciality of General Practice. These are the same grades of doctors you will encounter in hospitals, either in outpatient clinics, on the ward or in A & E.

ST3s work in the Practice for periods of 6 – 12 months and ST1s work in the Practice for 6 months. It is hoped that both GPs and patients benefit from the ST3 and ST1s' fresh and enthusiastic approach and preceding hospital experience. They will have a limited clinical commitment and their work will be closely monitored by the more senior doctors in the practice.

Do you have a suggestion for the practice?

If so, we'd love to hear from you...

We always aim to improve our service to patients who are the reason why we are here. Your feedback – both good and bad – is really important to us and we would encourage you to use our suggestions box in the waiting room.

Please ask at the front desk for more info if you would like to add a suggestion.



Why does the receptionist ask why I want to see a Doctor?

As a Practice Manager, this is one of the most common questions I get asked and is often the subject of complaint.

We have been listening to patient feedback. We know that you have found difficulty in getting an appointment and whilst this is a nationwide problem, we always try our best to ensure that patients are seen appropriately.

The Doctors have given the Reception Staff a guideline on how to help you when calling for an appointment. This isn't the staff being nose-y – the Doctors simply want to ensure that you are seen by the right person at the right time.

It's early days so far and we are trying our best to help our patients. I am really grateful for the support patients have shown in this new process, but I can also appreciate that telling reception staff your reasons for seeing a Doctor is not always a popular view. Rest assured this is a process done under the training and guidance of the Doctors themselves in an effort to help patients access the right healthcare provider. Confidentiality is always maintained in this process.

Thank you for your continued support.

Medication Requests

We are sometimes asked by patients to change the type of medication from tablet to capsule.

Unfortunately there is a sizable cost implication on our NHS to provide this. We carried out a recent audit on all our patients on Co-codamol as an example, and estimated the cost of switching over to capsules;

This would cost our NHS £40,000

We are committed to providing the best possible service under our NHS to patients and have a responsibility to ensure that funding is used effectively to help other areas such as Mental Health and Nursing.

Letters from the GP

Due to a high volume of unclaimed letters, we have now decided to charge in advance for a GP Letter.

Anyone who wishes for a letter from the GP can fill in a request form stating what they are looking for. This will be assessed by the GP and a fee will be paid before for the letter is done. Typically this will be around two weeks. Please ask at reception for further details.

Test Results

Test Results are normally available a week after a sample has been taken. This is due to the time taken by the laboratory.

Once the results come though, they are passed to the GP for analysis and once this is complete, the reception staff can provide the appropriate action.

If the results come back of an urgent nature, the GP will arrange for you to be contacted as soon as possible. In other cases, the GP may ask the Reception team to arrange a routine appointment weeks in advance.

You can also phone through for results between 1pm – 3pm Monday – Friday.

Flu Special

By Dr Alison Livingstone, GP Registrar

As we come into the autumn months it is the right time of year to prepare ourselves for the illnesses that occur during winter. One illness of particular concern and commonly encountered is flu. Flu (Influenza) is caused by the Influenza virus. Often other viruses can cause symptoms similar to flu and are often called 'flu-like illnesses.'

Flu symptoms can last several weeks and can come on suddenly. They can be fairly unpleasant, normally causing fever, chills, headaches and general muscle aches. Flu can sometimes cause a cough and sore throat as well.



If you are normally fit and healthy then you shouldn't need to see your GP. The best thing to do is stay at home, stay warm and ensure you are staying hydrated by drinking plenty of water. Taking paracetamol and ibuprofen can help reduce a fever and relieve your aches and pains.

Some patients can become more unwell should they catch they catch flu. These patients include:

- People over 65
- People with a serious medical condition – heart disease, lung disease, liver disease or those who have previously suffered a stroke
- Pregnant woman
- Young children

As these patients are more vulnerable they will be offered the flu vaccination. It is important to remember that each year the strain of flu changes and as a result last year's vaccine will not cover you for this year.

If you think you need the flu vaccine check with your GP, practice nurse or local pharmacy.

To find out more information on flu or the flu vaccination visit the NHS choices website

www.nhs.uk/conditions/flu/pages/introduction.aspx