



West Lothian  
Council

## ***Livingston North Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

15 September 2017

A meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Thursday 21 September 2017 at 9:00am.**

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 Minute of Meeting of Livingston North Local Area Committee held on 29 June 2017 (herewith).
5. Community Learning and Development Youth Services Report - Report by Head of Education (Learning, Policy and Resources) (herewith)
6. Ward 3 Livingston North Update - Report by Police Inspector Adam Smith (herewith)
7. Livingston North Multi-Member Ward Performance Report - Report by Scottish Fire and Rescue Service (herewith)

DATA LABEL: Public

8. Housing, Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith)
9. Service Update - Operational Services - Report by Head of Operational Services (herewith)
10. Pensioners' Groups Christmas Fund Provisional Allocations 2017 - Report by Head of Planning Economic Development and Regeneration (herewith)
11. Alcohol Diversionary Activities - Report by Head of Social Policy (herewith)
12. Update on Community Regeneration Activity - Report by Head of Planning, Economic Development and Regeneration (herewith)
13. Report on Unauthorised Encampments - Report by Head of Housing, Customer and Building Services (herewith)
14. Meeting Dates 2017/2018 (herewith)
15. Workplan (herewith)

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NOTE      **For further information contact Anne Higgins, Tel: 01506 281601 or email: [anne.higgins@westlothian.gov.uk](mailto:anne.higgins@westlothian.gov.uk)**

MINUTE of MEETING of the LIVINGSTON NORTH LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, CIVIC CENTRE, LIVINGSTON, on 29 JUNE 2017.

Present – Councillors Dom McGuire (Chair), Alison Adamson, Robert De Bold, Andrew Miller

In Attendance –

Jim Jack, Lead Officer for Livingston North LAC  
Scott McKillop, Community Regeneration Team Leader  
Phyllis McFadyen, Housing, Construction and Building Services  
Beverley Akinlami, CLD Youth Services Manager  
Scott Hughes, Finance and Property Services  
Sergeant Iain Wells, Police Scotland  
Scott Williamson, Scottish Fire and Rescue Service  
Brian Johnston, Livingston Village Community Council  
Steve Egan, Eliburn Community Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The Local Area Committee approved the minute of its meeting held on 16 March 2017 subject to a correction as undernoted.

Page 150 – Item 7, point 2 should read:- “Can a handrail be fitted on the hilly path from Aller Place to Eliburn South?”

Matters Arising:-

Winter Maintenance/Gritting Around Peel Primary School (Page 50)

The Committee noted that this matter would be raised later in the meeting.

Handrail from Aller Place to Eliburn South (Page 50)

The Committee noted that the Lead Officer would provide members with the results of an assessment carried out by officers.

Youth Shelter, Peel Park

The Committee noted that a response had been circulated by the Lead Officer following the March meeting and this would be re-issued to LAC members.

Height of Speed Bumps at Aller Place

Noted that officers had examined these for compliance. The Lead Officer undertook to ask appropriate officers to respond to LAC members on the findings of their investigation.

3. LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT

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

The report provided statistical information relation to the seven key priorities within the ward. It was noted that SFRS had dealt with 27 deliberate fires incidents during 2016/17 year to date reporting period in comparison to 6 during 2015-16 year to date reporting period.

In relation to Unwanted Fire Alarm Signals, it was reported that there had been 22 UFAS incidents during 2016-17 year to date reporting period, in comparison 29 in the same period during 2015-16.

In response to a question concerning the recall of some types of tumble dryers, it was noted that SFRS would not routinely be provided with such information from manufacturers. Scott Williamson undertook to provide LAC members with the number of incidents in West Lothian (if any) involving faulty tumble dryers and relevant information held by the service.

Decision

To note the terms of the report.

4. WARD 3 LIVINGSTON NORTH UPDATE

A report had been circulated by Police Sergeant Iain Wells providing an update on performance, activities and issues across the ward for the period up to 28 February 2017.

Sergeant Wells reported there had been an increase in the number of anti-social behaviour calls to the Livingston North area, in particular Eliburn/Peel Park, Deer Park Golf Course and Livingston Station Community Centre. Whilst engaging with these youths, it had become clear that many of them came from areas outwith Livingston and that they had arranged to meet up with each through Social Media and through their schools. This migratory behaviour was a relatively new issue as historically, youths were normally territorial in nature and stayed within their own areas. Work was ongoing to address the increase in anti-social behaviour.

The report provided an update on road safety and parking issues.

In relation to traveller's sites, it was noted the Police Scotland had been involved in developing West Lothian Council's response to traveller's site.

As part of this Environmental Visual Audits (EVAs) had been undertaken by Police and West Lothian Council to assess the sites frequently used by travellers and a report of recommendations submitted.

There followed a discussion relating to the illegal traveller encampment on Cousland Road and also issues relating to the planned development in the area.

It was agreed that a report be brought to the next meeting examining the issues raised by LAC members concerning the encampment on Cousland Road. The report should provide options for addressing the problems in the short-medium term and should examine the feasibility of blocking off part of Cousland Road, the need for conditions to be attached to planning applications and details of the council's policy on Travelling Peoples Sites.

#### Decision

1. To note the terms of the report; and
2. To agree that a report be brought to the next meeting examining the issues raised.

### 5. HOUSING CUSTOMER AND BUILDING SERVICES

The Committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of the service activities within the ward.

The report examined property void and let performance for both mainstream and temporary tenancies.

The report also provided a table showing the level of rent arrears and number of tenants in arrears at end of March 2017.

In relation to the Capital Programme and New Build Council Housing, the report provided a table showing the number of units planned on the sites at Appleton Parkway, Deans South (Phase 1) and Deans South (Phase 2).

It was noted that, at the March meeting, officers undertook to provide information about the 117 units planned for Deans South and the current strategy concerning buying back of Council Houses. Officers advised that this would be included in the Housing report to the next LAC meeting.

#### Decision

To note the terms of the report.

### 6. VACANT COMMERCIAL PREMISES IN CAMERON WAY, KNIGHTSRIDGE

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

by the Head of Finance and Property Services providing an update on the current status of three vacant council owned commercial premises in Cameron Way, Knightsridge, Livingston.

The report was presented by Scott Hughes, Group Commercial Property Surveyor. He outlined the current position in the relation to:-

- The Former Harvester Public House
- 74/75 Cameron Way, Knightsridge (Adolfo's Takeway)
- 77 Cameron Way, Knightsridge (former Knightsridge Post Office)

The Committee was informed that the council owned the land upon which the former Harvester public house stood. The company (Harvester Livingston Limited) had been liquidated in April 2015, resulting in the ground lease becoming void. The building was inherently defective and in very poor condition with extensive rot throughout the property. There was no identified council operation requirement for the property and given the condition, it was considered to be commercially unviable.

Given the revenue costs relating to this defective property, Property Management and Development were progressing demolition and the site clearance. The future use of the cleared site would be determined in accordance with the council's approved procedures for the disposal of surplus land and buildings. This would include assessing interest in the site for commercial redevelopment and private/social housing.

In relation to Adolfo's takeaway, the premises had been closed and the business had not traded for a number of months. There had been an approach to the council by the existing tenant for the transfer of the lease to a new tenant who wished to re-establish the takeaway business. An agreement in principle had been reached between the parties and work was ongoing to conclude the transaction.

The Knightsridge Post Office had been leased by the council to the appointed Post Mistress for the Knightsridge branch. Following the resignation by the Post Mistress, the Post Office corporately had been unable to identify a replacement. The branch closed and the council took possession of the vacant premises on 17 March 2017.

To date, the Post Office had been unable to make the appointment of a new Post Master/Mistress, however, council officers were actively engaging with the Post Office in an attempt to address the matter.

Finally, it was noted that when the post office closed, the local community had lost access to the cash dispensing machine located within the branch. Council officers were engaging with national providers with a view to arranging a replacement facility in the immediate vicinity at the earliest opportunity.

It was recommended that the Local Area Committee:-

1. Note the current status of the three vacant council owned

commercial premises in Cameron Way, Knightsridge, Livingston.

2. Note the work being undertaken by officers to address the future of each property.

#### Decision

To note the terms of the report.

### 7. SERVICE UPDATE - OPERATIONAL SERVICES

The Committee considered a report (copies of which had been circulated) by the Head of Operational Services appraising members of the Operational Services activities for the ward for the period 1 February 2017 – 30 April 2017.

In relation to the Open Space Capital Programme, it was noted that a team from Open Space, Planning, Flood Prevention and Parks and Woodland had been awarded £20,000 by Central Scotland Green Network Development Fund for a feasibility study into improving the 'green/blue network' between Deans, Eliburn and Livingston Village, and joining up with Almondavale Park. Consultants would be appointed to consult with all key stakeholders and to provide recommendations going forward. Issues expected to be addressed included water courses, pathwoks, safety, woodland management and biodiversity.

It was suggested that a report be brought to a future meeting on the Livingston North Blue/Green Network.

In response to a question relating to the minor footway repairs in the Eliburn area (referred to on page 5 of the report), the Lead Officer undertook to provide details of the work completed.

In response to an issue raised concerning the car parking area serving the Livingston Station Community Centre and the adjacent Mosque, officers undertook to clarify who owned the land.

#### Decision

1. To note the terms of the report; and
2. To agree that the Livingston North Blue/Green Network be added to the Workplan and a report brought to a future meeting.

### 8. COMMUNITY LEARNING AND DEVELOPMENT YOUTH SERVICES REPORT

The Committee considered a report (copies of which had been circulated) by the Head of Education (Learning Policy and Resources) providing an update on the progress made by Community Learning and Development (CLD) Youth Services, and partners, in relation to the action plan presented to Committee on 16 March 2017.

The report recalled that, following a review of CLD Youth Services in 2016, officers had identified four key actions. Developments to date were summarised as follows:-

#### Elburn and Carmondean

- CLD Youth Services and Youth Action Project staff undertook detached youth work over the period February to April 2017.
- Work commissioned through the Community Safety Unit was ongoing through the Youth Action Project.
- YAP was delivering a minimum of one session per week in Livingston North and the number of young people engaged was increasing.
- Focus groups had been organised in partnership with schools. Information collected from the young people and continued discussions with Livingston North Youth Providers Group and the Livingston United Parish Church would help inform future proposals and decisions concerning the youth learning offer and location of provision.

#### Mosswood Community Centre Management Committee and the Vennie Knightsridge Adventure Project Board

- Representatives of Mosswood Community Centre Management Committee and the Vennie Knightsridge Adventure Project Board were continuing to explore joint working opportunities.

Finally, it was noted that the service continued to participate in the Livingston North Youth Providers Group and was contributing to the developments and planning of youth provision in the ward.

It was recommended that the Committee note the content of the report.

#### Decision

1. To note the terms of the report;
2. To agree that Helen Davies, West Lothian Youth Action Project be invited to attend the next LAC meeting to provide an overview of the Project's engagement with young people in the ward.

### 9. COMMUNITY REGENERATION

The Committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing members of progress towards developing a regeneration plan within the ward, and related activities.

The Committee was informed that officers from the Community Planning



and Regeneration team were working on the basis that the first version of the Regeneration Plan would be in place for October 2017, as per Scottish Government requirements for Community Planning Partnership to implement their locality plans.

The report provided details relating to the Knightsridge regeneration group. As well as undertaking community engagement, the group meetings had also been used to document and develop ongoing activity within the area. This had helped keep services and community groups informed and was enabling the development of additional links between services. New partners including Carers of West Lothian and Almond Housing had attended the last meeting of the group to see how they could promote their services within the Knightsridge area and target residents who required their support most.

The report provided updates in relation to the undernoted local activities

The Vennie  
Community Garden  
Knightsridge-Ladywell Neighbourhood Collaboration  
X-Route Partnership: Vennie-SEStran-Young Scot  
The Community Heritage Conference 2017  
'Hopscotch' Residential Trip  
Partnership with Telugu Association of Scotland  
Carers of West Lothian  
Ogilvie School Campus  
Almond Housing Association  
Other Local Events

The Committee was also informed that, as was report to the Local Area Committee in March, Livingston United Parish Church had submitted a Stage 1 application to the council's Community Asset Transfer scheme with a view to acquiring Carmondean Community Centre (also known as Nether Bank Community Centre). Following discussion with council officers, LUPC had withdrawn this application in order for them to undertake feasibility work to help demonstrate their case. At present, Community Enterprise Limited is undertaking such work on their behalf.

It was recommended that the Local Area Committee notes:

1. That the local regeneration group in Knightsridge was continuing to meet;
2. That community engagement activity was ongoing;
3. Updates on activity of regeneration partners within Knightsridge, most notably the Vennie; and
4. A Stage 1 Community Asset Transfer application had been temporarily withdrawn from Livingston United Parish Church in relation to Carmondean Community Centre

#### Decision

To note the terms of the report.

10. WORKPLAN

A copy of the Workplan had been circulated for information.

There followed a discussion about dates, times, location and frequency for future LAC meetings.

Decision

1. To agree to add the following items to the Workplan

- Presentation by the Headteacher from one of the Livingston High Schools
- West Lothian Youth Action Project
- Winter Maintenance Programme
- Livingston North Blue/Green Network
- Knightsridge Post Office in Cameron Way Update
- Illegal Travellers Site (Cousland Road)

2. To agree:-

- that meeting times should change from 8.30 am to 9.00 and
- that the Civic Centre would remain as the venue for the meetings.
- that six meetings be scheduled per year, instead of 4 per year.
- that the Clerk bring forward two options for the LAC's consideration and approval.

Option 1 – showing 6 proposed new dates taking into account other council Committee meeting dates

Option 2 – incorporating two additional dates into the current Timetable for 2017-18.



## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **COMMUNITY LEARNING AND DEVELOPMENT YOUTH SERVICES REPORT**

#### **REPORT BY HEAD OF EDUCATION (LEARNING, POLICY AND RESOURCES)**

#### **A. PURPOSE OF REPORT**

The purpose of the report is to update the Local Area Committee on the progress made by the Youth Action Project, in relation to engagement activity with young people in Livingston North ward, in particular Carmondean and Eliburn.

#### **B. RECOMMENDATION**

It is recommended that the committee notes the content of the report.

#### **C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; and working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None.
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	The number of antisocial behaviour calls regarding young people registered with the Community Safety Unit
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	SOA 4 - We live in resilient, cohesive and safe communities.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	Activities delivered from approved budgets.
<b>VII</b>	<b>Consideration at PDSP</b>	None.
<b>VIII</b>	<b>Other consultations</b>	None.

<b>D.</b>	<b>TERMS OF REPORT</b>
<b>D.1</b>	<p><b>Background</b></p> <p>Following a review of youth provision in Livingston North, CLD Youth Services and partners have undertaken a range of activities to engage and consult with young people. The focus of this work has been to identify young people's needs and interests to inform future youth provision planning in the area. In addition, services have set out to direct young people into positive activities to reduce the potential for involvement in anti-social behaviour.</p> <p>The Youth Action Project (YAP) is a key delivery partner that offers a variety of services for young people individually and in groups. The following information is specific to the streetwork carried out by YAP during the period January to June 2017.</p>
<b>D.2</b>	<p><b>YAP Streetwork Services</b></p> <p>The streetwork service operates a varied shift pattern during Thursday, Friday and Saturday evenings (6.30 – 10 pm), and if required Friday and Saturday afternoons. The team will also collaborate with partners to deliver a service out with normal hours if initiatives require this and resources allow the flexibility.</p> <p>The work assists Community Safety Indicators – reducing crime and anti-social behaviour.</p> <p>The service also contributes to the Early and Effective Intervention (EEI), missing persons and the Tasking and Co-ordination groups (TAC). The service provides valuable knowledge on the behavioural patterns and issues relating to young people on the streets and communities of West Lothian. It is a responsive service, linked to the daily TAC meetings.</p> <p>Targeted individuals are offered support, involvement in groupwork programmes or signposted to specialist agencies.</p> <p><b>Streetwork in Livingston North - Impact and Outcomes</b></p> <p>There were 38 sessions carried out; these varied in length of time periods and days of the week, and were guided by the daily TAC document information and local knowledge.</p> <p>124 young people were engaged, ages ranged from 10 -18 years. There were 88 males and 36 females; these are approximate figures, as it is not always possible to identify every individual within large groups.</p> <p>Three sessions were of significance with numbers contacted in excess of 20 plus individuals each session; two of these sessions were in June 2017. Large groups of young people were encountered in Eliburn Park, with groups describing their gatherings as "Leaving school celebrations". The individuals engaged with were 16-18 years old. YAP liaised with police on this issue – the situation did not continue as a concern for the area for a lengthy period, however, caused understandable concern at the time for local residents and park users. YAP liaised with local elected members, residents, police, and CLD Youth Services during the month of June and provided a concentration of work around the Eliburn Park</p>

	<p>area in June 2017. The joint interventions have resulted in the number of reports relating to youth anti-social behaviour significantly reducing during July and August. This has been confirmed by the Community Safety Unit.</p> <p>The young people involved in the problems, were informed by YAP staff of personal safety matters, the risks and concerns to public and potential consequences to their actions etc. Their attitude towards staff was positive and respectful, alcohol was viewed but not in large quantities and no signs of drunken behaviour were displayed at the times of engagement. Many of the group stated - they were, and appeared to be, abstaining from alcohol use, but enjoying the fun and had nowhere else to meet in a large group.</p> <p>Other significant issues addressed in the Livingston North area from January – June 2017 occurred in the Harburn Drive and Livingston Station Community Centre. These incidents involved specific individuals, they have been identified and referred through partnership initiatives and are allocated to appropriate services such as Youth Justice and Social Work or programmes delivered by the wider YAP services.</p> <p>A number of individuals identified as creating the majority of the issues in the Livingston North area, particularly Carmondean, Deans and Eliburn, have been offered 1-1 interventions through YAP and or Youth Justice. Knightsridge Adventure Project also provides support services to young people in the Knightsridge area.</p> <p>A number of identified individuals were referred to the summer activity diversion project, delivered by YAP; these interventions have contributed, together with local Police and Safer Neighbourhood Team patrols, to the reduced level of anti-social behaviour and youth disorder in the Livingston North area.</p> <p><b>Key concerns raised by young people :</b></p> <ul style="list-style-type: none"> <li>• A lack of youth provision or place to meet in Carmondean/ Eliburn – all young people were aware of the fortnightly Friday Night Project at Deans Community High School, some attend regularly, but most felt the provision to be mostly suited to younger teens</li> <li>• Young people feel criticised for being in Eliburn Park.</li> <li>• A number of those engaged did take part in some constructive activities such as sports clubs etc. A few of those identified were known to YAP workers through our music clubs and drop in facilities in other areas.</li> </ul> <p>The young people contacted came from a number of areas, predominantly Livingston addresses, but not all Livingston North.</p>
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## E. CONCLUSION

YAP streetwork service continues to remain a presence in the Livingston North area; however, due to the increased prevalence of youth anti-social behaviour in other areas of West Lothian, the visits have been reduced to one session per week.

YAP is an active member of Livingston North Youth Providers group and continues to support collaborative approaches to improve outcomes for young people as well as communities.

## **F. BACKGROUND REFERENCES**

CLD Youth Services Review of Youth Provision 15 December 2016

CLD Youth Services Report 16 March 2017

CLD Youth Services Report 29 June 2017

Contact Person: Beverley Akinlami, CLD Youth Services Manager Tel: 01506 281093

Email: [Beverley.akinlami@westlothian.gov.uk](mailto:Beverley.akinlami@westlothian.gov.uk)

James Cameron

**Head of Education (Learning, Policy and Resources)**



West Lothian  
Council

**LIVINGSTON NORTH, LOCAL AREA COMMITTEE**

**WARD 3, LIVINGSTON North, UPDATE**

**REPORT BY POLICE INSPECTOR 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 31 July 2017.

**B. RECOMMENDATION**

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

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None.
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	Performance relative to the same period in 2013; set out in the report.
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	None.
<b>VII</b>	<b>Consideration at PDSP</b>	None.
<b>VIII</b>	<b>Other consultations</b>	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, Disorder and Antisocial Behaviour
- Protecting the Public
- Road safety and Road Crime
- Serious Organised Crime and Terrorism
- Major Events and Threats
- Benefits of Reform
- Public Confidence

## **WEST LOTHIAN PRIORTIES**

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

- Protecting People
- Reducing Antisocial Behaviour
- Reducing Violence
- Tackling Substance Misuse
- Making our Roads Safer
- Tackling Serious Organised Crime

## **COMMUNITY ENGAGEMENT PRIORTIES**

Livingston North

- Reducing antisocial behaviour
- Making our roads safer
- Tackling substance misuse



# PERFORMANCE

For full details, please use the below link to access the Police Scotland Internet site.

<http://www.scotland.police.uk/forces-welcome>

## Livingston North Ward Figures

Livingston North Ward						
Month	Jun-17	Jun-16	% Change	TYTD	LYTD	% Change
Youth Calls	23	28	-18%	112	75	49%
All ASB Calls	100	103	-3%	346	267	30%
Hate Crime	12	1	1100%	17	2	750%
Vandalism & Reckless Conduct	15	16	-6%	48	40	20%
Fire-raising	0	0	-	1	0	-
Public Space Assaults	5	10	-50%	21	24	-13%

Livingston North Ward						
Month	Jul-17	Jul-16	% Change	TYTD	LYTD	% Change
Youth Calls	20	38	-47%	132	113	17%
All ASB Calls	90	110	-18%	438	377	16%
Hate Crime	1	1	0%	18	3	500%
Vandalism & Reckless Conduct	8	14	-43%	56	54	4%
Fire-raising	1	0	-	2	0	-
Public Space Assaults	3	6	-50%	26	30	-13%

## Livingston North Community Policing Team

Adam Smith- Community Inspector

Iain Wells- Community Sergeant

PC John McLean/PC Alan McMahon- Community Officers

PC Paul Corner- Youth Community Officer

## Antisocial Behaviour

Despite the school holidays, there has been a reduction in youth calls to the Livingston North area in July compared to the same period last year.

With regard to all ASB calls, there has also been a reduction compared to the same period last year.

During June and early July the area around Eliburn Park/Reservoir continued to be an issue with various reports from members of the public in relation to youths drinking alcohol/causing annoyance. As a result of this and in conjunction with our Partners, the following actions were carried out:

- WLYAP Streetwork tasked to cover the area
- Batch tasking's highlight to RPT/ CAT/ CBO the relevant areas for additional patrols
- Dedicated CBO and CAT patrols - full shifts / cycle patrols
- Liaison with YCO's in relation to preventative messages and enquiries within schools
- Subject of daily discussion at partnership TAC
- Where suitable, identified youths either charged or subject to EEI referral
- When young persons identified liaison with relevant Youth Justice SW
- Several ASB Facebook postings on West Lothian Police page which have been well received and shared
- SNT also tasked to provide patrols in the area

These pro-active measures brought a significant reduction in the number of reported incidents. Intervention work was also carried out with a number of youths and social media posts appeared to be well received by the general public in relation to tackling ASB.

Liaison with Youth Community Officers will reconvene in the coming weeks in relation to preventative messages and enquiries within schools.

Community and CAT teams regularly target known problematic dwelling houses together with West Lothian Council Safer Neighbourhood Team officers with a number of tenancy warnings have been issued to repeat offenders resulting in a reduction in ASB.

There was an increase in hate crimes in June 2017. There is no specific trend to these incidents. Cars parked near Deans Mosque have been subject to two incidents of vandalism over the summer, coinciding with terrorist attacks in the UK and abroad. The Community Team are working closely with the Mosque committee and providing reassurance.

## **Road Safety**

Following complaints from residents near to Livingston North Station, an ongoing parking initiative continues within the train station car park and the surrounding areas with a number of tickets being issued.

There has been a significant reduction in the number of calls regarding off-road motorbikes which would appear to have been a result of the pro-active work carried out previously including liaison with garage forecourt personnel and reminding them of their responsibilities in relation to sale of small quantities of fuel.

## **Traveller's sites**

Since July 2017, there has been a significant influx of travellers to West Lothian and in particular to vacant premises in the Livingston area. At the moment, WLC with the

assistance of police, carry out site visits and Environmental Visual Audits (EVAs) at some of these sites with crime prevention recommendations provided. Some of these sites are on land owned by WLC however a significant number are on privately owned sites.

A number of notices to quit have been served by WLC on travellers on council land however, on occasions they have set up another encampment nearby.

Premises on private land have been particularly problematic and there has been an increase in thefts and associated crimes at vacant business properties nearby. As these premises are privately owned the responsibility of the security lies with the owners or management companies. In addition, it is also these owners who are responsible for the legal process in relation to removing any unwanted individuals.

Police resources have been tasked to provide regular visits to these sites, with a number of persons being charged with various crimes and vehicles used in the commission of crime seized. This pro-active approach will continue over the coming months.

### **Any other business**

There has been an increase in the number of police incidents in the area involving persons with mental health issues. On attending these incidents, concern forms are submitted by the attending officers resulting in a combined partnership approach with relevant agencies to ensure that the persons vulnerabilities and the needs of the community are being addressed.

### **West Lothian Local Police Plan 2017 to 2020**

Police Scotland are currently undertaking a consultation process regarding the local police plan for the next 3 years.





## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT**

#### **REPORT BY SCOTTISH FIRE AND RESCUE SERVICE**

##### **A. PURPOSE OF REPORT**

To update the Livingston North Local Area Committee on the activity within Livingston North Multi-Member Ward for the period up to 30<sup>th</sup> June 2017.

##### **B. RECOMMENDATION**

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

##### **C. SUMMARY OF IMPLICATIONS**

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

## **D. TERMS OF REPORT**

### **D.1 Background**

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

### **D.2 Scottish Fire and Rescue Service (SFRS) Livingston North Multi-member Ward Quarterly Report**

Following the publication of the Livingston North 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 Livingston North 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 Livingston North 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**

**30<sup>th</sup> June 2017**

Appendix 1 - Livingston North Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Year to Date April to June 2017

## Livingston North

#### **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.

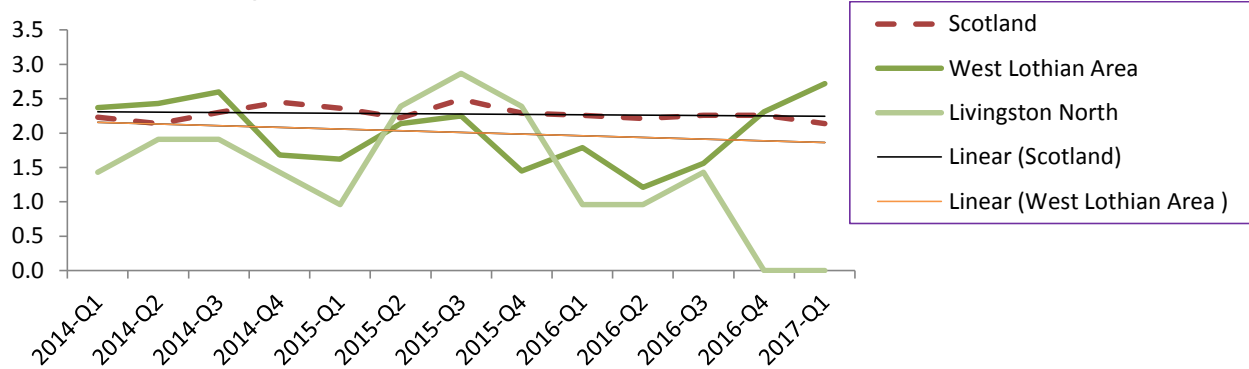
In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per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

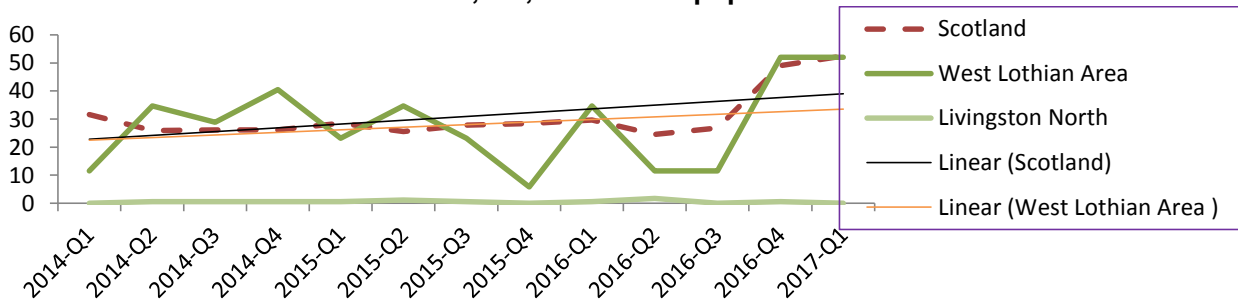


### Accidental Dwelling Fires Per 10,000 head of population



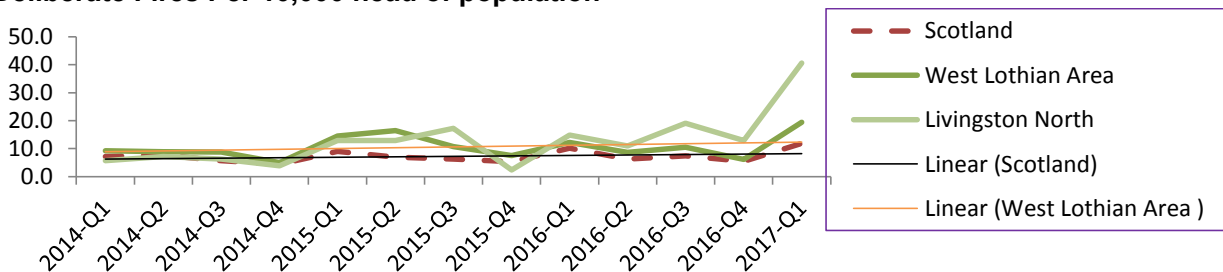
During the 2017-18 year to date reporting period SFRS have dealt with 4 accidental dwelling fire in comparison to 2 during 2016-17 year to date reporting period.

### Fire Casualties and Fatalaties Per 1,000,000 head of population



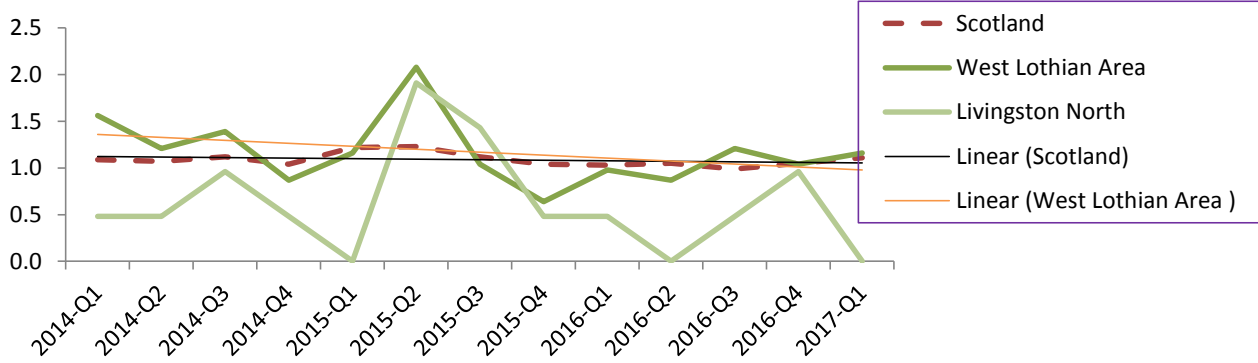
During the 2017-18 year to date reporting period SFRS have dealt with 2 casualties due to fire in comparison to 0 during 2016-17 year to date reporting period.

### Deliberate Fires Per 10,000 head of population



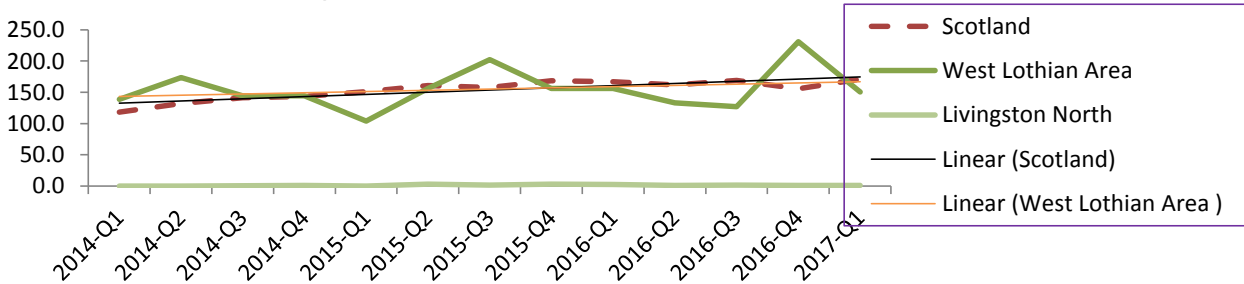
SFRS have dealt with 85 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 31 during 2016-17 year to date reporting period.

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



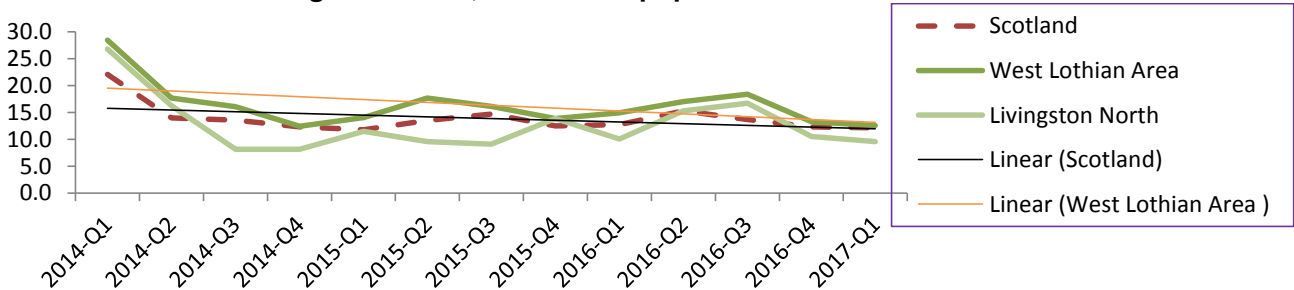
SFRS have dealt with 0 non domestic fires incident during 2017-18 year to date reporting period in comparison to 1 during 2016-17 year to date reporting period.

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



SFRS have dealt with 0 casualties from non-fire emergencies during 2017-18 year to date reporting period in comparison to 0 during 2016-17 year to date reporting period.

### Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 20 UFAS incidents during 2017-18 year to date reporting period in comparison to 21 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).



**LIVINGSTON NORTH 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 Livingston North Ward.

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1<sup>st</sup> April 2017 – 30<sup>th</sup> June 2017.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	There is no impact
<b>V Relevance to Single Outcome Agreement</b>	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
<b>VI Resources - (Financial, Staffing and Property)</b>	None
<b>VII Consideration at PDSP</b>	Yes
<b>VIII Other consultations</b>	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, Construction and Building Services, specific to the Livingston North ward.

#### Property Void & Let Performance: Mainstream Tenancies

Void Period	April		May		June		WL Target %
0-2 weeks	2	33.3%	1	33.3%	2	25%	55%
2-4 weeks	3	50%	2	66.7%	2	25%	30%
4+ weeks	1	16.7%	0	0%	4	50%	15%
<b>Total Lets</b>	<b>6</b>	<b>100%</b>	<b>3</b>	<b>100%</b>	<b>8</b>	<b>100%</b>	<b>100%</b>

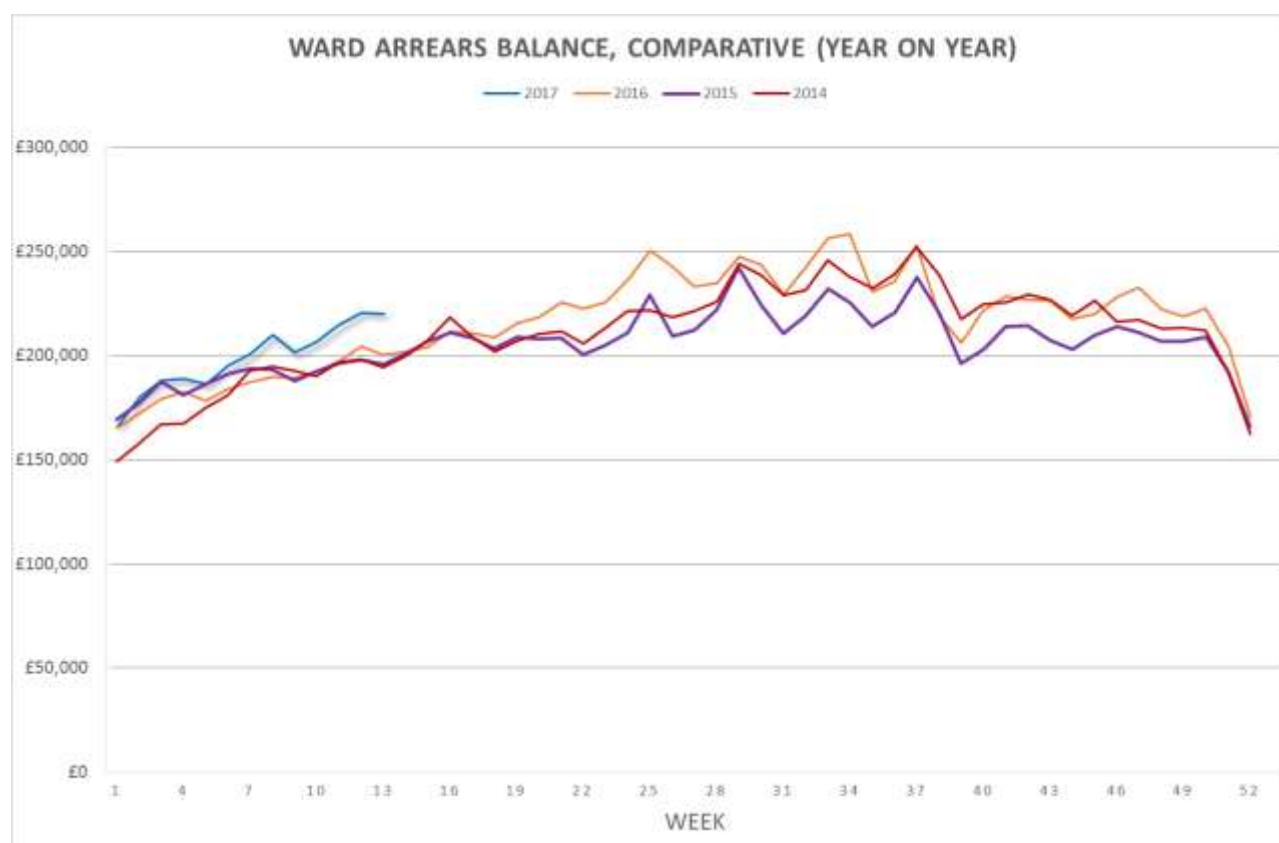
#### Property Void & Let Performance: Temporary Tenancies

Void Period	April	%	May	%	June	%	WL Target %
0-2 weeks	1	25%	3	50%	3	75%	55%
2-4 weeks	2	50%	2	33.3%	1	25%	30%
4+ weeks	1	25%	1	16.7%	0	0%	15%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>100%</b>

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 and time taken ensuring that vulnerable persons are supported through the viewing and Sign up process. 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 currently 7 policy voids in the ward.

## Rent Arrears



Arrears Banding	2016/17 (WK13)		2017/18 (WK13)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£11,694	264	£10,216	205
£100.00 to £299.99	£32,867	183	£32,213	174
£300.00 to £499.99	£26,266	68	£26,820	70
£500.00 to £749.99	£24,222	40	£30,275	50
£750.00 to £999.99	£23,418	27	£23,980	28
£1000.00 to £1999.99	£44,259	33	£60,758	45
£2000+	£37,551	13	£35,933	12
<b>Total</b>	<b>£200,277</b>	<b>628</b>	<b>£220,196</b>	<b>584</b>

The Ward position for Q1 of 2017/18 is £220,196. This is an increase of £19,918 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 57 serious arrears cases (£1,000+) it should be noted 62% 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.

### **Livingston North Team Activity**

Rent arrears activity continues to be a weekly priority task for the team and will continue to work with all our tenants in offering 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.

Officers in the team have a number of tenancies under supervision for issues such as child 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 maintained and sustained as far as possible and appropriate action taken where necessary, as well as ensuring, that where the situation arises, other members of the community affected are also supported.

### **Capital Programme and New Build Council Housing**

#### **Ward 3 Livingston North**

<b>Ward 3 Livingston North</b>	<b>Site</b>	<b>No of units</b>	<b>Site Start</b>	<b>No. of Houses Handed Over</b>	<b>Site Completion</b>
	Appleton Parkway	10	November 2016	0	September 2017
	Deans South Phase 1	54	March 2017	0	To be confirmed
	Deans South Phase 2	63	To be confirmed	0	To be confirmed

#### **Action Note from Meeting 9<sup>th</sup> June 2017 – Item 007**

McTaggart Construction will be commencing the main contract for the erection of 54 council houses at Deans South on 31 July. McTaggart are writing to all residents and owners in the area with details of their proposals week commencing 3 July. Council officers have also been keeping owners and residents updated about any disruption to services as and when that information becomes available from the utility companies. Sometimes utility companies programme their work at short notice.

There are two phases of development at Deans South which are part of the 1,000 houses programme. Phase 1 is being developed by McTaggart Construction on behalf of the council. There has been a delay in starting the main contract as it has taken longer to deal with existing services within the site. Phase 2 is to be developed by Lovell Partnership. Lovell have been carrying out various surveys which are required to inform their proposals. Due to the complexity of services in the area, there have been delays bringing the survey work to a conclusion.

The council participates in the Scottish Government's Mortgage to Rent Scheme. The council also has a policy of buying back former local authority houses which are on the open market. Details of both schemes can be found at this link.

<https://www.westlothian.gov.uk/article/9810/Policy-and-Strategies>

## **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 Team**

### **Quarter 1 April May and June 2017**

The Safer Neighbourhood Team (SNT) across the nine multi member ward areas is an integral part of the Community Safety Unit and is a key feature of partnership working. In all wards, partnership working involves the local housing team, youth worker, council officers 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 partners will liaise with partners from the voluntary organisations including Mental Health advisory workers and private landlords in order to reduce antisocial behaviour.

### **Ward 3 Livingston North**

Joint visits were carried out with Community police officers to various addresses in the area. Following these visits no further complaints have been received.

Joint Patrols of the Elburn Reservoir area were carried out with police in order to deter youths gathering and drinking in the area

In response to intelligence received that a large scale party was to take place at an address in Ladywell a joint visit was carried out to addresses with Community Officers and CAT officers. It is believed that the event did not go ahead after these visits.

Joint visits were carried out to several unauthorised encampments in Old Cousland Road, robust enforcement procedures were followed ensuring that immediate legal action to remove travellers was sought although inevitably this will take a number of days due to the court process. Clean ups of the site as required were then carried out. There were further encampments at Centrex House and Alderstone House which are on private land, however, the owners were given advice and took appropriate steps.

## **E CONCLUSION**

To note the contents of the report.

## **BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Person: [Sandy.ross@westlothian.gov.uk](mailto:Sandy.ross@westlothian.gov.uk)

Alistair Shaw, Head of Housing Customer and Building Services

Date: 30<sup>th</sup> August 2017





**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**SERVICE UPDATE – OPERATIONAL SERVICES**

**REPORT BY HEAD OF OPERATIONAL SERVICES**

**A. PURPOSE OF REPORT**

To appraise members of the Operational Services activities for Livingston North from the 1<sup>st</sup> May – 31<sup>st</sup> 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 of any areas that require further information or investigation.

**C. SUMMARY OF IMPLICATIONS**

Focusing on our customers' needs; making best use of our resources; working in partnership	
<b>I Council Values</b>	
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	None
<b>V Relevance to Single Outcome Agreement</b>	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
<b>VI Resources - (Financial, Staffing and Property)</b>	In line with available revenue and capital budgets
<b>VII Consideration at PDSP</b>	None
<b>VIII Other consultations</b>	None

## **D1 Terms of Report**

Report on activity for period 1<sup>st</sup> May – 31<sup>st</sup> July 2017.

## **D2 NETs, Land and Countryside Services**

### **Grounds Maintenance Routine Works**

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 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.

### **Grounds Maintenance Enquiries**

In total 72 ground maintenance related enquiries were received and dealt with during this reporting period.

Ball Game Enquiries – 3  
Bench or Seat Enquiries – 1  
Burns or Watercourses – 1  
Drainage Flooding Grass Area - 2  
Fencing Enquiries – 2  
Gardens Competition Enquiries - 3  
Grass Cutting Enquiries – 12  
Grass Cutting Missed/Not Cut – 4  
Grass Highway Verges - 3  
Grass Left on Paths or Roads – 1  
Ground Ownership Enquiries – 1  
Grounds Property Vandalised - 3  
Hedge Cutting Enquiries – 7  
Shrub Bed Enquiries - 2  
Shrub Bed Overhanging Path – 15  
Shrub Beds Not Maintained – 4  
Weeds General Enquiries - 6  
Weeds on Paths or Roads – 2

## **Garden Maintenance Routine Works**

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

## **Garden Maintenance Enquiries**

In total 32 garden maintenance enquiries were received and dealt with during this period.

Garden Maintenance General Enquiries – 14

Garden Maintenance Grass Not Cut – 14

Garden Maintenance No Longer Required - 2

Garden Maintenance Standard of Cut – 2

## **Cleaner Communities Routine Works**

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

## **Cleaner Communities Enquiries**

In total 137 cleaner communities enquiries were received and dealt with during this period.

Enforcement Officer Enquiries – 5

Dead Animal – 3

Dog Fouled Grass/Open Space – 1

Dog Fouling on Paths/Roads – 7

New Dog Waste Bin Request - 4

Dog Waste Bin Overflowing – 4

Glass on Paths or Open Spaces – 4

Graffiti Non Offensive - 2

Graffiti Racist or Offensive – 1

Illegal Fly Tipping/Dumping – 50

Litter Bin Full/Overflowing – 2

Litter General Enquiries – 6

Litter on Grass/Open Space - 2

Litter on Paths/Roads/Verges – 8

Street Sweeping Enquiries – 14

Trolleys Dumped - 2

Vehicles Abandoned – 22

## **Litter Prevention Action Plans**

The statistics above show that the number of enquiries relating to incidents of fly-tipping 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 Action**

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

Enforcement Officers carried out a number of patrols with regards lunch time littering. Pupils found littering reported to school and warning letters issued to parents/guardians. Education & Engagement Officers highlighting issues with littering in local community to pupils. Littering stencils put onto footpaths on problem routes.

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.

## **Parks and Woodland Enquiries (71)**

Tree Blocking Light – 1  
Tree Branches Overhanging – 31  
Tree Broken/Damaged or Dead – 5  
Tree Dangerous or Unsafe – 7  
Tree Enquiries General – 26  
Tree Leaves Causing Problems - 1

## **Open Space Capital Programme**

### **Livingston North Blue/Green Network**

A team from Open Space, Planning, Flood Prevention and Parks & Woodland have been awarded £20,000 by Central Scotland Green Network Development Fund for a feasibility study into improving the 'green/blue network' between Deans, Eliburn and Livingston Village, and joining up with Almondvale Park. Consultants will be appointed to consult with all key stakeholders and to provide recommendations going forward. Issues expected to be addressed include water courses, pathworks, safety, woodland management and biodiversity.

### **Stonebank**

Park improvements out to tender for completion in this financial year.

## **Open Space Enquiries (9)**

Public Park Enquiries – 2  
Children Play Enquiries – 5  
Glass or Litter in Play Areas – 1  
Safety Issues in Play Areas - 1

## **D3 Roads and Transportation Service**

### **Street Lighting Routine Works**

Routine maintenance and repair work is currently progressing as scheduled in Livingston North.

The following street lighting improvements have been planned for Livingston North, since the last meeting of the Local Area Committee, these are:

Kirkton North Road - The replacement of the lighting installation is now complete.

Deanswood Park & Deans North Road - The replacement of the lighting installation is currently in progress and is expected to be completed by 8<sup>th</sup> December. Work includes new columns, underground cable network and lanterns. The lanterns being installed have a "white light" source providing a better quality of light, whilst reducing energy consumption.

During the period we received and dealt with 66 customer enquiries from residents. Throughout the same period last year we received 29 enquiries from residents.

Performance in repairing street lighting faults was above 89.9%, within a 7 day period. Faults are logged in our Confirm system which measures the time taken for us to repair the fault. The figure is calculated by using the total number of faults reported and the number completed within the 7 day period.

### **Roads Maintenance and Operations**

There is a £17k budget for minor works at Deans P School which were scheduled for this financial year but will carry forward into the next tranche of works which will go ahead around the beginning of May 2017. (These works have now been allocated and are scheduled to complete within the next couple of months)

Playground re-surfacing works within Deans Primary School are now complete.

Some minor footway re-surfacing repairs of around 250 sq m in Primrose Place were also completed in the Eliburn area.

## **D4 Waste Services**

### **Customer Enquires**

During the period we received and dealt with 1803 customer enquiries from residents in Livingston North. During the same period last year we received and dealt with 1843 customer enquiries.

214 customer enquiries were received and dealt with relating to missed bin collections in the local area. During the same period last year we received and dealt with 294 customer enquiries.

309 customer enquiries were received and dealt with relating to bins for local residents. During the same period last year we received and dealt with 273 customer enquiries relating new bins.

## **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.

Littering and fly-tipping 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.

Maintenance operations are progressing as planned. Street Lighting maintenance and refurbishment programmes are on schedule as are the Roads Operations works.

There has been an increase in requests for new wheeled bins compared to same period last year, but this is to be expected due to the introduction of 140 litre bins and this has reduced from previous period as residents settle into the service.

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: NA

Contact Persons:

David Cullen, Open Space & Cemeteries Manager

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Graeme Malcolm, Roads & Transportation Service Manager

Whitehill House, 01506 776633, [Graeme.Malcolm@westlothian.gov.uk](mailto:Graeme.Malcolm@westlothian.gov.uk)

David Goodenough, Waste Services Manager

Deans Depot, 01506 777607, [David.Goodenough@westlothian.gov.uk](mailto:David.Goodenough@westlothian.gov.uk)

**Jim Jack**

**Head of Operational Services**

**21<sup>st</sup> September 2017**







**LIVINGSTON NORTH 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 Livingston North ward, Livingston-wide groups and West Lothian-wide groups.

**B. RECOMMENDATION**

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

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
<b>III Implications for Scheme of Delegations to Officers</b>	The Head of Planning, Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
<b>IV Impact on performance and performance Indicators</b>	None.
<b>V Relevance to Single Outcome Agreement</b>	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
<b>VI Resources - (Financial, Staffing and Property)</b>	Total fund of £28,808 agreed by the council. £1,414.14 will provisionally be distributed in the Livingston North ward.
<b>VII Consideration at PDSP</b>	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 2017 is £7.77 (£6.24 in 2016) per beneficiary (£28,808 /3,704). In Livingston North ward there are 182 beneficiaries and a provisional allocation of £1,414.14. 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: Livingston North ward**

Seven application forms were issued to groups across Livingston North ward, with five being returned. The intention is that the five groups will be supported. The remaining two applications 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 both 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 Livingston North 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 Livingston North Ward

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

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**Craig McCorriston**  
**Head of Planning Economic Development and Regeneration**

Date: 21 September 2017



**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017**

**REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION**

**Appendix 1: Provisional Allocations 2017 Livingston North Ward**

Group	Number of Beneficiaries	Amount
Deans Senior Citizen Club	32	£248.64
Hanover Court Residents Association.	24	£186.48
Livingston Village Community Education Association	0	£0.00
Mosswood Community Centre Management Committee	70	£543.90
Pentland View Court Social Club	30	£233.10
Restondene Social Fund	26	£202.02
Society of St Vincent De Paul St Peter's Conference, Livingston	0	£0.00
<b>Totals</b>	<b>182</b>	<b>£1,414.14</b>

**Note:** Two groups have not applied and these are being followed up



**LIVINGSTON NORTH 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
<b>Total</b>	<b>0</b>	<b>£0.00</b>

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







## **PREVENTING NEGATIVE OUTCOMES**

### **ALCOHOL DIVERSIONARY ACTIVITIES**

#### **HEAD OF SOCIAL POLICY**

##### **A. PURPOSE OF REPORT**

The purpose of this report is to provide the Livingston North Local Area Committee (LAC) with information about an application for Alcohol Diversionary Activity Funding and to reference the LAC's involvement in the new process as agreed by the Council Executive in January 2014.

##### **B. RECOMMENDATIONS**

It is recommended that the Livingston North LAC note and consider the application submitted for Alcohol Diversionary Funding against the Alcohol and Drug Partnership Joint Commissioning Plan's outcomes

- Reducing antisocial behaviour
- Delivery of 1:1 alcohol brief interventions (ABIs)
- Changing group attitudes to drinking

##### **C. SUMMARY OF IMPLICATIONS**

I.	Policy and Legal	None.
II.	Implications for Scheme of Delegations to Officers	None.
III.	Impact on performance and performance indicators	Reduction in the number of underage drinking and antisocial behaviour calls registered with the Community Safety Unit.
IV.	Relevance to Single Outcome Agreement	People most at risk are protected and supported to achieve improved life chances.  We live longer, healthier lives and have reduced health inequalities
V.	Resources (Financial, Staffing and Property)	The budget for projects is £100,000

## DATA LABEL: PUBLIC

- |      |  |      |
|------|--|------|
| VI.  | Consideration at PDSP/Executive Committee required | None |
| VII. | Details of consultations                           | None |

### D. BACKGROUND

A new governance process for the Alcohol Diversionary Funding was approved by the Council Executive on 21<sup>st</sup> January 2014.

The report submitted and approved by the Council Executive, references the LAC involvement:

“Local Area Committees will receive any applications for proposed projects and will provide an assessment panel with their recommendations. Results from the application and approval process will then be reported to the PDSP and approved by the Council Executive”.

Appendix 1 in this paper provides the timeline for this process for Livingston North LAC.

### CURRENT POSITION

One Application has been received for consideration by the Livingston North LAC.

This is:

Area	Project Name	Funding Request 2017/18
Livingston North	Friday Night Project	£6,000

### E. CONCLUSION

The new process stipulates that LACs will recommend projects for Alcohol Diversionary Funding which meet the outcomes in the ADP Joint Commissioning Plan.

The Livingston North LAC is asked to note and consider the application for funding and to make recommendations on projects proceeding through to the ADP subgroup.

### F. BACKGROUND REFERENCES

None

Appendices/Attachments:

## **DATA LABEL: PUBLIC**

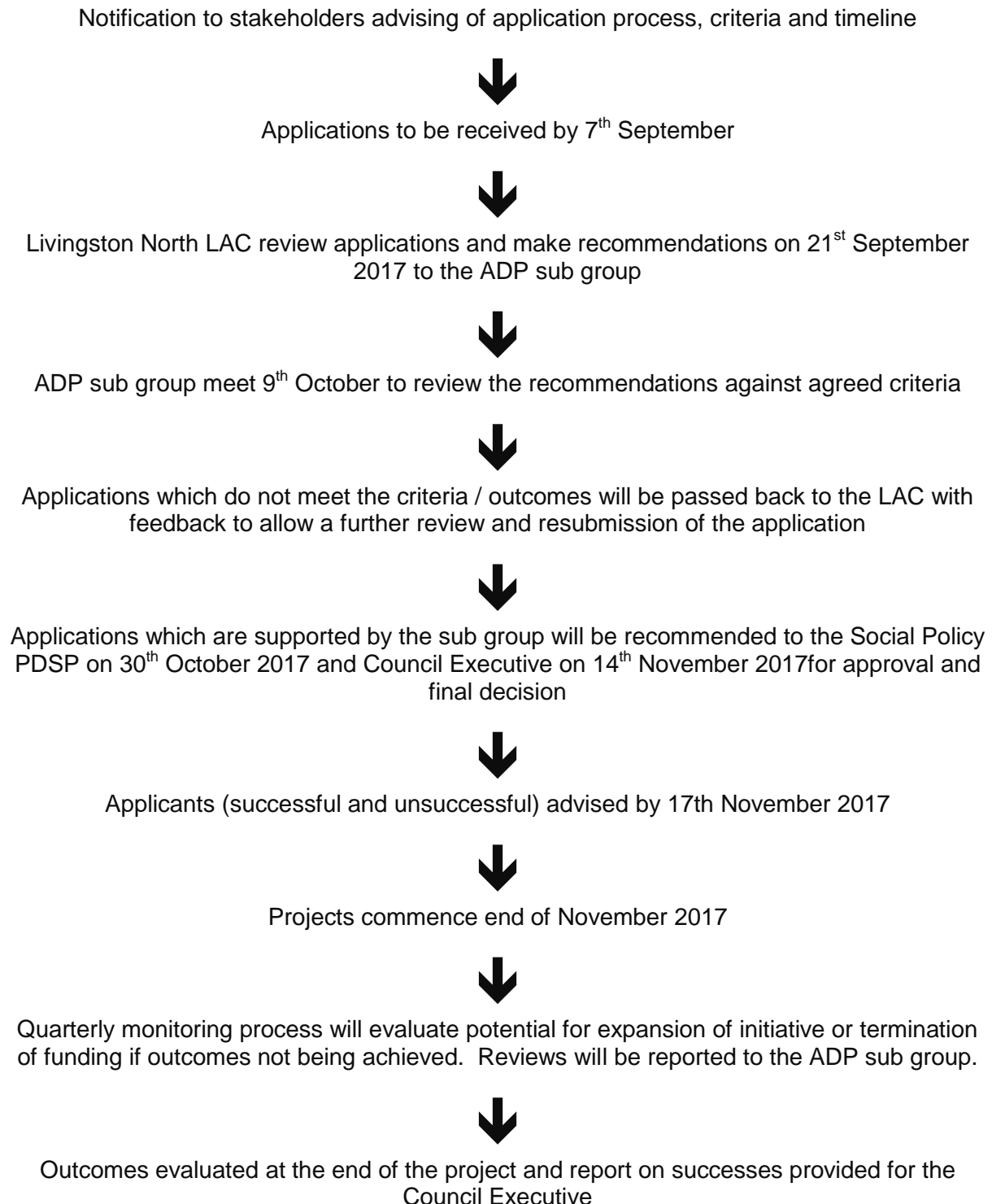
Appendix 1 - An example of the process for applications for alcohol diversionary funding for youth activities for Livingston North LAC.

Appendix 2- Deans Community High School/ Police Scotland Fund application- Friday Night Project

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Appendix 1

**EXAMPLE OF THE PROCESS FOR APPLICATIONS FOR YOUTH DIVERSIONARY FUNDING**





### Application Form

The West Lothian ADP Youth Alcohol Diversionary Fund application form is split into several sections covering different aspects of your initiative or project. Please take some time to ensure the main points are covered in the appropriate place.

Section 1 – Submission details	
ADP Partner	<b>Deans Community High School</b>
Name of Key Contact	Paul Corner - Community Police Officer for Lothian Borders David Laurie - Teacher of religious Studies, moral studies and personal development
Project Title / Name	Friday Night Project
Have you applied for funding for this same initiative before?	No
<b><i>If so, an evaluation must have been carried out AND attached before completing the following sections</i></b>	

Section 2 – The Project	
What outcome targets are set for the project?	<p>The Friday Night Project (FNP) was initiated in September 2011 by Lothian and Borders Police in partnership with the Deans Community High School in response to concerns about young people in the area engaging in under age alcohol consumption and other risk behaviours particularly on a Friday.</p> <p>The project operates at Deans Community High School on alternate Fridays 19:00 – 21:00 providing a range of activities for young people including arts, crafts and music lead by school volunteers and senior students.</p> <p>The Friday Night Project also promotes physical activity by offering a variety of sports delivered by community sport coaches, senior pupils and in partnership with local community sports clubs.</p> <p>20 X S5 students receive a personal development higher as a</p>

	<p>result of attending and leading fortnightly</p> <p>In addition, these senior students, sports coaches and staff are offered training opportunities in health &amp; well-being or governing body qualifications to enhance their own personal development by working with vulnerable students from the local community.</p>
What ward areas will the project cover?	<p>The project averages 150 participants from all areas of Livingston and includes young carers, looked after children and children classed as being vulnerable. We have had students from outside West Lothian on several occasions.</p>
Who are the intended beneficiaries of the project?	<p>The project ran very successfully in 2016-2017 attracting on average approx. 150 young people per fortnight offering a diverse programme of activities.</p> <p>Notable features of the project were successes in attracting so many young people known to be vulnerable for the Livingston North ward.</p> <p>The project relies on school and community volunteers as well as a senior school pupils to ensure sustainability in this project for the foreseeable future</p>
Which of the National Outcomes does the project cover?	<p>The Friday Night Project achieves the following outcome in the West Lothian Council Single Outcome Agreement 2013-2023</p> <ul style="list-style-type: none"> <li>• Outcome 2 2 – We are better educated and have access to increase and better quality learning and employment opportunities</li> <li>• Outcome 6 – We live longer, healthier lives and have reduced health inequalities</li> </ul> <p>The Friday Night Project achieves the following outcome in the West Lothian Education Services Management Plan 2016-2017</p> <ul style="list-style-type: none"> <li>• Priority 3 – Improving attainment and positive desintation for school children</li> <li>• Priority 7 – Delivering positive outcomes on health</li> </ul>
What local priorities/ outcomes does the project cover?	<p>The Friday Night Project achieves the following outcome in the West Lothian Education Services Management Plan 2016-2017</p> <ul style="list-style-type: none"> <li>• Priority 3 – Improving attainment and positive desintation for school children</li> <li>• Priority 7 – Delivering positive outcomes on health</li> </ul> <p>The Friday Night Project achieves the following outcome in the</p>

	<p>West Lothian Active Strategy 2</p> <ul style="list-style-type: none"> <li>• Outcome 1 – Encourage and enable the inactive to become more active</li> <li>• Outcome 4 – We improve our active infrastructure – people and places</li> <li>• Outcome 5 – We support wellbeing and resilience – people and place</li> </ul> <p>The Friday Night Project achieves the following outcome in the Curriculum for Excellence achieved through the higher</p> <p><b>Experiences and outcomes:</b></p> <p>The following are some of the experiences and outcomes relating to the <b>Friday Night Project</b>. They are taken from the <b>Health and wellbeing</b> experiences and outcomes and were identified when organising a Glow Meet with the feeder primary schools which will be conducted in March 2016, by the S5 Students from the <b>Friday night Project Personal Development</b> class on the activities and benefits of the <b>Friday Night Project</b>.</p> <p>The Glow Meet is part of Deans Community High School's policy of developing and improving the P7 to S1 transition.</p> <p><i>Through taking part in a variety of events and activities, I am learning to recognise my own skills and abilities as well as those of others.</i></p> <p><b>HWB 1-19a</b></p> <p><i>Within and beyond my place of learning I am enjoying daily opportunities to participate in physical activities and sport, making use of available indoor and outdoor space.</i></p> <p style="text-align: right;"><b>HWB 1-25a</b></p> <p><i>I recognise that each individual has a unique blend of abilities and needs. I contribute to making my school community one which values individuals equally and is a welcoming place for all.</i></p> <p><b>HWB 0-10a / HWB 1-10a / HWB 2-10a / HWB 3-10a / HWB 4-10a</b></p> <p>I understand that my feelings and reactions can change depending upon what is happening within and around me. This</p>
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	<p>helps me to understand my own behaviour and the way others behave.</p> <p><b>HWB 0-04a / HWB 1-04a / HWB 2-04a / HWB 3-04a / HWB 4-04a</b></p> <p><i>I value the opportunities I am given to make friends and be part of a group in a range of situations.</i></p> <p><b>HWB 0-14a / HWB 1-14a / HWB 2-14a / HWB 3-14a / HWB 4-14a</b></p>
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## Section 3 – The Project

<p>How does the project meet the Equalities and Diversity Agenda?</p>	<p>In 2016-2017 the Friday Night Project was delivered as a part of a partnership approach involving sessional youth workers, police officers, school staff, active schools and community &amp; leisure co-ordinators.</p> <p>20 x S5 students promoted, developed and lead the programme as part of a Higher Personal Development qualification. The diversity of activities offered ranges from drums practice, xbox competitions, creative writing workshops, drama and sport.</p> <p>Collaborative planning takes place annually</p>
<p>How does the project demonstrate positive engagement with the local community?</p>	<p>Throughout the year specialist workshops were invited such as West Lothian Drugs and Alcohol Service or Youth Action to educate and promote the issues associated with drugs and alcohol.</p> <p>Community sport club are also invited to promote local community sport to encourage young people to get active</p> <p>The project also continues to maintain close liaison with the Council Community Youth services and other youth workers to avoid duplication of effort and ensure developments are co-ordinated in partnerships.</p>
<p>How will your project be advertised/ publicised?</p>	<p>School officer Allison McCormack - Graphics Technician.</p> <p>Allison works at Deans Community High School and is responsible for all parent mail, social media, poster campaigning and the website. The high development sub-media team will work with Allison for regularly updates and promotional news.</p>
<p>Explain what is new and innovative about this project?</p>	<p>The Friday Night Project is going from strength to strength over the years and its success has been down to a number of key contributors:</p> <ul style="list-style-type: none"> <li>• Core school volunteer commitment</li> <li>• Community and school club links</li> <li>• Pupil lead</li> <li>• Utilisation of Deans CHS facilities including negotiating access to the music department classrooms</li> <li>• Evidence that consumption of alcohol has been reduced as a result of the Friday Night Project</li> <li>• Evidence that the quality of relations between the young people and school staff has improved as a result of the Friday Night Project</li> </ul>

Is this a short term or long term solution/intervention?	<p>To continue to run on a fortnightly based at Deans Community High School from 19:00 – 21:00 for the duration of the school academic year</p> <p>To continue to offer a FREE-OF-CHARGE Friday Night Project provision</p> <p>To continue to work in partnership with key agency staff within West Lothian Council</p> <p>To use Friday Night Project as a platform to engage and educate young people of the importance of keeping themselves and other safe</p> <p>The Friday Night Project promotes physical activity by offering a variety of sports delivered by community sport coaches, senior pupils and in partnership with local community sports clubs.</p>		
Please give an outline of the project that will be undertaken including how the project need was identified and its relevance to the West Lothian ADP  (maximum 500 words)	<b>Potentially a police report – stats</b>		
Project Start Date	<b>Aug 2017</b>	Project End Date	<b>June 2018</b>

Section 3 – Resources	
How much are you applying for the Fund?	£6000.00
What is the total cost of the project?	<p>Total projected costs for 2017-2018 = £8979.58</p> <p><i>Breakdown as follows FYI:</i></p> <p>1 X Lead = £1101.24</p> <p>2 X assistant = £1688.35</p> <p>4 X Specialist workshops = £1000.00</p> <p>3 X Child Protection Training for volunteers = £90.00</p> <p>3 X First Aid Training for volunteers = £90.00</p> <p>8 X national governing body qualifications = £360.00</p>

	<p>New sporting and equipment cost = 1500.00</p> <p>2 X Inflatable evenings = £2400.00</p> <p>30 X volunteer polo top uniforms = £750.00</p>
What other funding sources have you obtained, including in-kind / matched funding?	<ul style="list-style-type: none"> <li>• 6 school volunteers per fortnight X 2.5 hrs X 19 weeks = 285 hours</li> <li>• Full access to facilities at Deans Community High School</li> <li>• Lead partner agency support – Lothian Border Police X 2.5hrs X 19 weeks = 47.5 hours</li> <li>• 20 senior school pupils per fortnight X 2.5 hrs X 19 weeks = 950 hours</li> <li>• 4 other senior school pupils per fortnight X 2.5 hrs X 19 weeks = 190 hours</li> <li>• Community Sport Input</li> <li>• Specialist West Lothian council input – WLDAS, Youth Action</li> <li>• West Lothian resources such as material and equipment</li> <li>• West Lothian administration and marketing</li> </ul>
What staffing resources are required to deliver the project?	<p><b>3 Paid positions:</b></p> <p><b>West Lothian Council Band F SCP 55 (Lead X 1 person)</b></p> <p><b>West Lothian Council Band E SCP 37 (X 2 people)</b></p>
What partner organisations are involved and what will be their contribution?	<p>The Friday Night Project is well supported by school volunteers and is effective in engaging with young people.</p> <p>The new school pupil volunteers will work closely with community volunteers with a view to develop their confidence to lead sessions in the future.</p> <p>The project lead is responsible for the 20 X S5 students higher personal development certificate. The main driver for promoting, developing and leading the programme</p> <p>Throughout the year specialist workshops were delivered by West Lothian Drugs and Alcohol Service and Do More Drink Less to educate and promote the issues associated with alcohol</p> <p>A variety of sporting qualifications will be provided by Active West Lothian to enhance the leadership skills of the coaches and school volunteers</p>

Highlight how applicants will work together to reduce duplication of service and resources.	As above  Deans Community High School will work with West Lothian council services to provide the best service for young people. For example Friday Night Project are represented at the Livingston North Youth Issues quarterly meetings and provide regular updates at this forum and invite other council services users to get involved (if appropriate)
Please provide evidence of how this project demonstrates preventative spend?	No ideal

Section 4 – Monitoring and Evaluation	
How will you evaluate this project?	<ul style="list-style-type: none"> <li>• The number of young people attending on a fortnightly basis</li> <li>• Young people are more aware of risk and issues associated with alcohol and drugs misuse</li> <li>• Young people gain confidence</li> <li>• Young people increase their confidence</li> <li>• Young people join/attend community sport clubs</li> </ul>
What monitoring data will be collected for the project?	<ul style="list-style-type: none"> <li>• Registration is taking on a fortnightly basis</li> <li>• School noticeboards will be updated regularly by the school pupil volunteers</li> <li>• School volunteers will have a number of opportunities to attending training courses</li> </ul>
What outcomes will you achieve?	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• The % of young people who attend who state that they have reduced their alcohol consumption</li> <li>• The % of young people who report an increase in confidence</li> <li>• The % of young people who report an increase in the skills</li> <li>• The % of young people who state that they have enjoyed the project and are likely to take part in the future</li> </ul>
What impact will the project have?	As above

Note any possible barriers or threats.	The potential ownership of all council facilities by West Lothian Leisure.
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### Section 5 – Validation

This part of the application verifies that all partners are happy with the content and intention contained within the application. For electronic copies received without a signature, the funding panel will assume that all the relevant permissions/approvals and evidence have been sought and attached by the applicant.

#### Signed on behalf of the project

<b>Name</b>	<b>Organisation</b>	<b>Position</b>
<b>Signed</b>	<b>Date</b>	<b>Telephone number</b>

### Section 6 – Your Organisation

ADP / CPP Partner	<b>Deans Community High School</b>
Name of Key Contact	PC Paul Corner
Position in Partnership/ Organisation	Community Police Officer for Lothian Borders
Correspondence Address	<b>C/O Deans Community High School, Eastwood Park, Livingston</b>
Post Code	<b>EH54 8PS</b>
Tel Number	██████████
Email Address	████████████████████
Website	

Section 7– Evaluation (POST PROJECT)	
ADP Partner	<b>Deans Community High School</b>
Name of Key Contact	PC Paul Corner
Tel Number	██████████
Project Title / Name	Community Police Officer for Lothian Borders
Was the strategic outcome(s) met?	
How do you know you effected change ?	
What quantifiable outcomes were there?	
What evaluation method did you use?	
Was it value for money?	
What barriers did you face?	
What lessons were learned?	
Has this alleviated the problem or does this issue still exist? What will be the long term solution?	

**DATA LABEL: PUBLIC***For Office Use Only*

<i>Reference Number</i>	
<i>Date Received</i>	
<i>Form of Submission</i>	<input type="checkbox"/> <i>Email</i> <input type="checkbox"/> <i>Post</i>
<i>Checked for Completion by</i> <i>(all relevant information is included in form)</i>	
<i>Date Summary Completed</i>	
<i>LAC meeting date</i>	
<i>LAC decision</i>	<input type="checkbox"/> <i>Progress</i> <input type="checkbox"/> <i>Unsuccessful</i>
<i>Op ADP date</i>	
<i>Op ADP recommendation</i>	<input type="checkbox"/> <i>Progress</i> <input type="checkbox"/> <i>Unsuccessful</i>
<i>Final Outcome post Council Executive</i>	
<i>Date Evaluation Received (post project completion)</i>	







**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**UPDATE ON COMMUNITY REGENERATION ACTIVITY**

**REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION**

**A. PURPOSE OF REPORT**

The purpose of this report is to inform the Local Area Committee of progress towards developing a regeneration plan within the ward, and other related activities.

**B. RECOMMENDATION**

It is recommended that the Local Area Committee notes:

1. that the local regeneration group in Knightsridge is continuing to meet;
2. that community engagement activity is ongoing;
3. updates on activity of regeneration partners within Knightsridge, including developments with the local neighbourhood centre; and
4. feasibility work has undertaken by Livingston United Parish Church in relation to their proposal for a Community Asset Transfer of Carmondean Community Centre.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Community regeneration reinforces the council's commitment to community planning at a local level.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	Performance indicators relating to the activity within the plans are captured within the set of regeneration key performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	- 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.
<b>VI Resources - (Financial, Staffing and Property)</b>	Activities will be funded from existing budgets or external sources.
<b>VII Consideration at PDSP</b>	Annual updates on regeneration plans will be presented to PDSP.
<b>VIII Other consultations</b>	None.

## **D. TERMS OF REPORT**

### **Regeneration Planning**

The Regeneration Framework, which was approved by Council Executive in February 2014, contains a commitment to develop regeneration plans in key areas of deprivation in West Lothian. Eight regeneration areas have been identified, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. One of the identified areas is Livingston Central, which covers the communities of Knightsridge, Ladywell and Dedridge.

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

### **Progress**

The Livingston Central local action group was established in June 2016 and met on two occasions before the decision was taken by the members to meet at individual settlement level. The settlement groups (Knightsridge, Ladywell and Dedridge) have now each met a number of times.

The progress on the Knightsridge regeneration group is detailed below. They have been developing local partnership working as well as looking to identify priorities for moving forward to base future planning on.

The intention is to bring the three different groups together to share the findings of the local research/consultation to see if there are any opportunities for developing joint working and sharing good practice.

### **Aspiring Communities Fund**

As part of a consortium of voluntary organisations within five regeneration areas in West Lothian (from the wider West Lothian Key Community Organisations Network) the Vennie has applied for funding from the Scottish Government's Aspiring Communities fund. The consortium has been closely supported by the Economic Development and Regeneration service. This funding would allow the Vennie to employ a development worker to:

- increase its own organisational capacity;
- work with other volunteers and groups in the community to increase wider

- community capacity; and
- look to develop and implement projects/ initiatives over the next 16 months in line with regeneration planning.

As this is aligned to regeneration plans, this will also cover the other parts of the Livingston Central area (Ladywell and Dedridge) areas to support regeneration planning and work with the steering groups there. The Vennie is awaiting confirmation of the outcome of this fund from the Scottish Government which is imminent.

## **Regeneration Plan**

Officers from the Community Planning and Regeneration team are working on the basis that the first version of the Regeneration Plan will be in place for October 2017, as per Scottish Government requirements for Community Planning Partnerships to implement their locality plans.

## **Community Engagement in Knightsridge**

As has been reported previously to the Local Area Committee, the regeneration group felt that in order to identify what the priorities should be for Knightsridge they were keen to undertake community engagement.

The method for community engagement in Knightsridge, as elsewhere across the regeneration areas in West Lothian, has been to use 'H-diagrams'. This involves short interviews using open-ended questions, asking people what they like, dislike, and would like to improve about their area. This provides a starting point for services and community organisations, providing a picture of what the community perceptions are.

There have been around 100 residents involved in this so far, through various channels:

- visiting Carmondean Health Centre;
- speaking with parents outside Knightsridge Primary School gates;
- community representatives speaking with their neighbours;
- Knightsridge customers engaged with at the Council Information Service at Arrochar House on Almondvale Boulevard;
- The Vennie speaking with young people who use the facility, plus parents and volunteers;
- Members of the Ladies of Livingston; and
- Street interviews.

There has been a concerted effort to involve the views of people who do not traditionally respond to such consultation exercises, such survey based approaches which tend to attract older, female, active residents.

There has been a good spread of age ranges for this, as well as 'circumstances' of people. For instance, participants have included disabled people/people with dependents who are disabled, parents with children of different age groups (children, parents of adults living with them), service users, employed/unemployed, public transport users/car users, as well as people of different housing tenures – council/social housing, rented, owned.

By its nature, this method identifies a broad range of issues as well as positive aspects. The next stage of this is to work with local residents to help them to theme and prioritise these issues so that focussed action planning can then take place.

Anecdotally, issues raised have ranged from improving the condition and the range of shops/services at the neighbourhood centre at Cameron Way, looking at increased community activities and facilities, and addressing issues such as litter/dog fouling.

Likewise, the positives have included having friends/family nearby and sense of belonging, the availability of local facilities and groups such as the Vennie and the primary school, and local open spaces/woodland.

### **Knightsridge Neighbourhood Centre**

Following the report provided to the June meeting of the Local Area Committee, officers have continued to progress the various sites as below. These issues have been highlighted through the community engagement in Knightsridge and officers will look to continue to work with the community to find solutions.

#### **Post Office Reinstatement**

Officers have continued to liaise with the Post Office regarding efforts to reinstate the service within Knightsridge and have been considering various options for how this could be achieved. The Post Office has indicated that a stand-alone post office is unfeasible, with the only viable option being integration it into an existing business. Officers had enquired as to whether there was any scope for alternative models of delivery such as a part-time outreach service or 'pop-up shop'. The Post Office has indicated that this option is only workable in rural areas and not in urban areas therefore it is not an option for Knightsridge. They consider there to be alternative post offices within a reasonable distance.

Officers are looking to meet with Post Office representatives to fully explore these options and will report back to the LAC on the outcome of any discussions.

#### **The Harvester Site**

The process towards demolishing the site is well under way. Services are due to be disconnected in mid-September and the demolition asbestos survey is due back imminently. It is anticipated that demolition will commence mid-November, with the works being completed within 2-3 weeks thereafter.

In terms of the future use of the site, consideration will be given to whether it can be used as a new-build site for council housing. Failing that, the council will advertise the site to see what types of interest are generated (housing/commercial).

#### **Vacant chip shop at 74/75 Cameron Way**

Terms have been agreed for an assignation of the existing lease to a new operator and the lawyers anticipate concluding that transaction imminently.

### **Partnership Working in Knightsridge**

As well as undertaking community engagement, the Knightsridge regeneration group meetings have also been used to document and develop ongoing activity within the area. This has helped keep services and community groups informed and are enabling the development of additional links between services. The regeneration group also provides services not based within Knightsridge with a means to deliver services within the community. New partners, including Carers of West Lothian and Almond Housing, attended the last meeting of the group to see how they can promote their services within the Knightsridge area and target residents who require their support most.

Updates on local activity and service provision are as follows:

#### **The Community Heritage Conference 2017**

The Vennie has been invited to do a presentation on their involvement with Historic Scotland's 'Scotland's Urban Past' (SUP) at the Community Heritage Conference

2017 taking place in Glasgow 10-11 November. The CHC is Scotland's largest conference on community heritage. The partnership with SUP told the story of the successful effort of young people in Knightsbridge to develop their own skate park.

#### 'Hopscotch' Residential Trip

Ten young people and volunteers from the Vennie recently went on a 'Hopscotch' residential trip. This was held in Ardvullin in the western Highlands and deemed to be very successful, and consideration will be given to future trips. It allowed the young people to embark upon a week long activity in safe, supportive and fun surroundings which looks to build personal and social development through informal education.

#### Vennie Summer Programme/BBQ

During the summer, the Vennie held nine contact sessions per week with young people. They are currently completing the evaluation of this. The summer programme culminated in a barbeque on Friday 18 August with over 150 people attending.

#### Big Lunch Event

The Ladies of Livingston hosted a 'Big Lunch' event on Thursday 22 June in Mosswood Community Centre as part of the Big Lottery funded Eden Project's national campaign. Over 30 people attended this, including many older residents and it was deemed a very worthwhile event, although quite demanding on volunteers. It was suggested at the regeneration meeting that this type of event could be hosted by different organisations over the year to help share the burden and responsibility for it.

#### Deans Community High School

The head teacher from DCHS attended the last regeneration meeting and is looking to develop stronger links with the local community. The Pupil Equity Fund has presented opportunities to allow the school to provide resources which can help enhance these links to help improve attainment. Local services will work with the school to develop these links.

#### Mosswood Community Centre Management Committee AGM

The AGM was held in July, and new people have joined the committee. The committee stated that they intend to encourage more community use of the facility and involve more residents in the running of the facility.

### **Community Asset Transfer**

As has been reported to the Local Area Committee over previous meetings, Livingston United Parish Church (LUPC) submitted a Stage 1 application to the council's Community Asset Transfer scheme with a view to acquiring Carmondean Community Centre (also known as Nether Bank Community Centre).

Following discussion with council officers, LUPC have withdrawn this application in order for them to undertake feasibility work to help demonstrate their case. Community Enterprise was recently commissioned to undertake this feasibility work and LUPC are currently considering the findings of this before bringing it to council officers prior to any re-submission for Community Asset Transfer.

### **Livingston North Youth Providers Group**

Due to the long-term absences of a number of group members, the LNYPG has not met since April. However, the next meeting is scheduled for mid-September. The Community Learning and Development Youth Service report to this meeting of the Local Area Committee provides more detail on current activity.

## **E. CONCLUSION**

Knightsridge is part of the Livingston Central regeneration area for which a regeneration plan is being developed. An update on progress will be brought to the next meeting of the Local Area Committee.

## **F. BACKGROUND REFERENCES**

West Lothian Regeneration Framework 2014-2034

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



**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**REPORT ON UNAUTHORISED ENCAMPMENTS**

**REPORT BY HEAD OF HOUSING, CUSTOMER AND BUILDING SERVICES**

**A. PURPOSE OF REPORT**

To provide the Local Area Committee with an understanding of the issues around managing the unauthorised travellers encampment on Cousland Road as requested during its previous meeting.

**B. RECOMMENDATION**

The Local Area Committee is asked to note the content of the report.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Guidance for Local Authorities on Managing Unauthorised Camping by Gypsy/Travellers in Scotland, April 2017, Scottish Government. Roads Scotland Act and Road Traffic Regulation Act.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	There is no impact
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	There are positive impact on the following SOA indicators:  SOA4 – we live in resilient, cohesive and safe communities
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	None.
<b>VII</b>	<b>Consideration at PDSP</b>	None.
<b>VIII</b>	<b>Other consultations</b>	N/A.

## **D. TERMS OF REPORT**

### **Background**

The purpose of this report is to provide the Local Area Committee with a response to the request for further information in regard to dealing with unauthorised travellers' encampments at Old Cousland Rd and in other county- wide sites.

### **Responsibility and Legislation**

It is the remit of the council's Safer Neighbourhood Team to enforce in respect of unauthorised encampments. A multi-agency working group was established during December 2016, whose purpose was to improve/streamline processes for dealing with unauthorised sites and to ensure that we were consistent in our approach. As such, the team have significantly improved processes and are now acting swiftly and robustly when travellers are on council land (such as the Old Cousland Road site). While this may not be considered the best course of action by residents who would rather there be no encampments, it is as far as the Safer Neighbourhood Team's powers can extend in line with the Scottish Government Guidance

Scottish Government Guidance (revised April 2017 and available at <http://www.gov.scot/Resource/0051/00516357.pdf>), sets out a presumption against prosecution regarding Gypsies/Travellers setting up unauthorised camps, and this is especially relevant when there is no provision of a suitable alternative stopping place. While both the council and Police Scotland acknowledge the concerns and frustrations of local residents, previous encampments have not presented a severe road safety issue or public health hazard.

However, the Council will still act immediately to seek a court order to evict travellers who are camped illegally on any council owned-land and in the case of repeat locations such as Old Cousland, this will be expedited. The Council therefore does not tolerate unauthorised camping and will request an immediate court date to present a case for eviction. The reality of the court process may mean that this takes several days to affect. Once eviction is decreed, the council instructs sheriff officers to serve notice on any unauthorised encampments, and, should any remain following this period then sheriff officers would be in a position to seize/impound vehicles and take further action. To date this has not happened.

Police Scotland emphasise that in circumstances where a specific person commits crimes such as a breach of the peace, assault or theft, then they will progress a criminal enquiry, as they have done several times over the summer in respect of complaints in relation to other unauthorised sites.

The Safer Neighbourhood Team appreciate the concerns residents have raised with problems that encampments may bring such as anti-social behaviour, fly-tipping and dumping of waste and all efforts are made to ensure that travellers dispose of waste in an acceptable manner; bin bags are offered. The Safer Neighbourhood Team regularly monitors sites and, as soon as they become aware of a new site, aims to visit it within 24 hours. In the case of sites such as Old Cousland where residents have been subjected to repeat issues, the team, as noted, take immediate legal action to remove the travellers and maintain contact with complainers.

The Council, in following the Scottish Government Guidance, wishes to ensure travellers have access to any information they may need to assist them with any social welfare, care or educational questions or concerns. As such, the Council is currently producing a leaflet for dissemination to travellers with key contact details and



information on it. This leaflet will also highlight acceptable behaviour. Notices to quit council land issued to inform travellers emphasise that costs for removing any illegal waste/dumping, which can be evidenced, will be sought for reimbursement. Clearly however, the transient nature of many traveller sites can make this difficult to enforce, however partnership processes are continually improving.

### **Old Cousland Road Site**

Old Cousland Road is a public road over which the public have a right of passage. Access can only be legally restricted if a competent traffic regulation order is in force or if the road is legally stopped-up and taken off the list of public roads. The powers to restrict access are contained within the Road Traffic Regulation Act 1984. Powers to stop-up a road are contained in the Roads Scotland Act 1984.

The Council could not promote a traffic regulation order to prevent access since the powers contained in the Road Traffic Regulation Act only allow restrictions to be put in place for certain reasons, and access by travellers and alleged anti-social behaviour is not a competent reason. This is similar to the position on requests to close footpaths on the grounds of anti-social behaviour. In addition, it may be considered discriminatory under the Equalities Act unless access for all was restricted, which in effect would bring into question the status as a public road.

Stopping-up the road under the Roads Scotland Act is not viable as it is still required for access. The road is well used by pedestrians and cyclists and as noted below, future development will require vehicular access via this route.

It is therefore considered that there are no competent options for restricting access to this public road for the reasons of preventing illegal encampments or anti-social behaviour.

There is already legislation in place to deal with this if there are illegal encampments on the public road – Section 129 of the Roads Scotland Act 1984 makes it an offence for anyone to ‘encamp’ in a road. This is an offence which can only be enforced by Police Scotland as it is a criminal offence.

On reviewing the latest Guidance for Local Authorities on Managing Unauthorised Camping by Gypsy/Travellers in Scotland, it is now clear that unauthorised sites will not be acceptable on public roads, see paragraph 32 extract below. This is also reiterated in Appendix C of the guidance.

#### **“Unsuitable locations**

32. There are some locations where an unauthorised site will not be acceptable under any circumstances (because of traffic hazards, environmental damage, etc.). These locations should be identified by the local authority for its area, and communicated to everyone involved. These locations could include:

- a site of scientific or environmental interest;
- parks, public open spaces in regular use, sports and recreation grounds;
- a site where pollution could damage water courses/water supply;
- an area with toxic waste, serious ground pollution or other environmental hazard;
- on a public road;
- on the verge of a road (from a road safety perspective), including lay-bys;
- in proximity to a railway line where there may be a danger to individuals.

The above list is not exhaustive. We recommend that local authorities, in developing their own strategies for handling sites, identify those locations in their local authority area which are unsuitable for an unauthorised site.”

### **Development of adjacent site to Cousland Road**

Development site Kirkton North 10B (KN10B) is located immediately adjacent to Toll Roundabout and takes its sole access directly off Old Cousland Road. The site is allocated for future residential development in both the adopted West Lothian Local Plan and the draft Local Development Plan (identified as site H-LV9). The site is owned by the council and has been identified for disposal as a key element of the council's capital receipts programme. It is envisaged that the sale of this site will conclude during the 2018/19 financial year, with the purchaser developing it for new-build housing thereafter.

A planning application has been submitted by Barratt Home for site KN10B. That application is still live.

Roads & Transportation did have a holding objection on the internal layout of the site but had asked for the old A705 to be reduced to 5.5 metres in width and a three metre footway to be provided. There is also a proposal for a raised table at the Toll House to take cyclist /pedestrians across to the Greenway. The footpath is being extended from Toll Roundabout to reduce the length of dead road. Conditions associated with the planning application will be determined through the planning process.

## **E. CONCLUSION**

Positive developments in the Council's approach through the multi-agency working group should be noted, and there is now a robust partnership arrangement to effectively respond to unauthorised sites. The Council's process follows the Scottish Government guidelines.

In regard to Cousland Rd, at this time it is not feasible to restricting access to this public road for the reasons outlined in this report.

Roads & Transportation have input to ongoing considerations around the planning application process.

## **F. BACKGROUND REFERENCES**

Guidance for Local Authorities on Managing Unauthorised Camping by Gypsy/ Travellers in Scotland, April 2017, Scottish Government

Appendices/Attachments: none

Alistair Shaw, Head of Housing, Customer and Building Services.

Date: 21/09/2017

**MEETING DATES**  
**(REFER DECISION OF THE LIVINGSTON NORTH LAC ON 29 JUNE 2017)**

<b><u>Option 1</u></b> 6 Meetings per Year (avoiding other Committee meetings)
Thurs 21 September at 9.00 am
Thurs 9 November at 9.00 am
Thurs 11 January at 9.00 am
Thurs 8 March at 9.00 am
Thurs 3 May at 9.00 am
Thurs 28 June at 9.00 am

<b><u>Option 2</u></b> 4 Existing Meeting Dates (highlighted) plus two additional dates scheduled for November and February
Thurs 21 September at 9.00 am
Thurs 2 November at 9.00 am
Thurs 14 December at 9.00 am
Thurs 1 February at 9.00 am
Thursday 15 March at 9.00 am
Thurs 7 June 2018 at 9.00 am

Note: All meetings will be held in the Civic Centre, Livingston





## LIVINGSTON NORTH LOCAL AREA COMMITTEE – AS OF SEPTEMBER 2017

	Report	Purpose	Lead Officer	Date
1	Housing Report	Quarterly update on housing issues	Alison Smith	December 2017
2	Police Report	Quarterly update on police/NRT activity	Insp. Adam Smith	December 2017
3	Operational Services Report	To provide a quarterly update report on activity	Jim Jack	December 2017
4	Fire and Rescue	To provide an update on the new Operational Plan for 2015-17	Martyn Brandrick	December 2017
5	Regeneration Planning Update	To update on regeneration activity within the ward	Craig McCorriston	December 2017
6	Economic Development and Regeneration Report	To update on service activity	Craig McCorriston	December 2017
7	Presentation from the school catchment areas covering the ward.	To provide annual updates from each of the school clusters servicing the ward.	Headteachers	From December 2017
8	Livingston North Blue/Green Network	To inform members of the blue and green network within the ward	Jim Jack	To be determined
9	Knightsridge Post Office in Cameron Way Update	To update on efforts to re-establish Post Office provision within the area	Scott Hughes	To be determined
10	Winter Maintenance Programme	To inform the LAC of plans for the winter maintenance programme	Jim Jack	To be determined