



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

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

3 November 2017

A meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Conference Room 3, Ground Floor, Civic Centre** on **Thursday 9 November 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 Thursday 21 September 2017 (herewith)
5. Presentation by Pauline Allison - Deans Community High School
6. Advice Shop Service Update - Report by Head of Finance and Property Services (herewith).
7. Ward 3, Livingston North, Update - Report by Police Inspector Adam Smith (herewith).
8. Livingston North Multi-Member Ward Performance Report - Report by Scottish Fire and Rescue Service (herewith).

DATA LABEL: Public

9. Housing, Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith).
10. Service Update - Operational Services - Report by Head of Operational Services (herewith)
11. Community Learning and Development Youth Services - Report by Head of Education (Learning, Policy and Resources) (herewith).
12. Deans South Update - Report by Depute Chief Executive (herewith).
13. Pensioners' Christmas Fund Allocations 2017 - Report by Head of Planning, Economic Development and Regeneration (herewith).
14. Community Regeneration Update - Report by Head of Planning, Economic Development & Regeneration (herewith).
15. Timetable of Meetings (herewith).
16. Workplan (herewith).

-----

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, WEST LoTHIAN CIVIC CENTRE, on 21 SEPTEMBER 2017.

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

In Attendance –

Jim Jack, Lead Officer for Livingston  
Scott McKillop, Community Regeneration Team Leader  
Sandy Ross, Housing Manager  
Deborah McAlpine, Social Policy  
Alison Ritchie, NRT Manager  
Sergeant Iain Wells, Police Scotland  
Community Inspector Adam Smith, Police Scotland  
Desmond Donnelly, 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 29 June 2017.

3. COMMUNITY LEARNING AND DEVELOPMENT YOUTH SERVICES REPORT

The Committee was informed that Helen Davies (West Lothian Youth Action Project) had been unable to attend the meeting due to illness.

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 the Youth Action Project, in relation to engagement activity with young people in Livingston North ward.

Councillor Miller stated that he had previously raised issues concerning Elburn Pavilion. He requested that the Committee be provided with an update at the next meeting.

Decision

1. To note the terms of the report and to agree that this item of business be continued to the next meeting to allow Helen Davies to attend.
2. To note that the Committee would be updated at the next meeting

on issues previously raised concerning Eliburn Pavilion.

4. WARD 3 LIVINGSTON NORTH UPDATE - REPORT BY POLICE INSPECTOR ADAM SMITH

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

Police Inspector Smith and Sergeant Wells presented the report, advising that there had been a reduction in ASB calls when compared to the same period in the previous year.

It was noted that 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 partners, actions were carried out as listed in the report.

These pro-active measures had brought a significant reduction in the number of reported incidents.

The report contained a paragraph concerning the recent significant influx of travellers to West Lothian. A report on the matter would be considered later in the meeting and the Police Inspector would participate in the discussion, if appropriate. It was noted that police resources had been tasked to provide regular visits to these sites, with a number of persons being charged with various crime and vehicles used in commission of crime seized. This pro-active approach would continue over the coming months.

The Committee was informed that Police Scotland were currently undertaking a consultation process regarding the local police plan for the coming three years.

During discussion, a number of issues were raised. In particular, there were concerns about an area of public parkland at Livingston Village and that constituents had found it difficult to describe the location to Police Scotland. Community Inspector Adam Smith informed the Committee that beat officers would be prepared to meet with constituents to view the area.

In response to a question raised by Steven Egan (Elburn Community Council), Police Scotland undertook to look into issues raised concerning vehicles parked on the pavement and various other hazards around the path that leads from Arnold Clark to Raeburn Rigg.

In response to a further question, Inspector Smith advised that the Local Plan for West Lothian would be circulated to community councils in due course.

Decision

To note the terms of the report.

5. LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT

The Committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on the activity within the ward for the period up to 30 June 2017.

The report provided statistical information in relation to the seven key priorities within the ward. It was noted that during the 2017-18 year to date reporting period, SFRS had dealt with 4 accidental dwelling fires in comparison to 2 during the 2016-17 year to date reporting period.

In relation to Unwanted Fire Alarm Signals, it was reported that there had been 20 incidents during 2017-18 year to date reporting period in comparison to 21 during 2016-17 year to date reporting period.

The Committee was invited to note and provide comment on the Livingston North Multi-member Ward Performance Report.

Decision

To note the terms of the report.

6. HOUSING, CUSTOMER AND BUILDING SERVICES

The Committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of 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 Quarter 1 of 2017/18.

As requested at the previous meeting, the report contained information about the two phases of development at Deans South which were part of the 1,000 houses programme. The Committee was also informed that the council participated in the Scottish Government's Mortgage to Rent Scheme and had a policy of buying back former local authority houses which were on the open market. The report provided a link to both schemes.

Questions raised by members were dealt with by the Housing Manager. In addition, the Housing Manager undertook to respond to an issue raised concerning lack of information being provided to Deans South residents, particularly in relation to work being undertaken by utility companies.

At this point in the meeting, the Committee was informed of a late request

for a deputation. The Committee agreed to hear the deputation and the Chair then invited Phil Caven (Deans South resident) to address the meeting. Mr Caven spoke of the lack of information being provided to residents concerning a survey of existing premises prior to McTaggart starting work. He expressed serious concerns about heavy machinery on the site and the impact on existing properties, given the unsafe condition of these properties.

In addition, Mr Caven informed the Committee that, following an FOI request, Mr Caven had been provided with the results of a roof condition survey which had been too heavily redacted to be meaningful.

During discussion, members of the Committee expressed various concerns including (i) information not being provided to Deans South residents concerning work being undertaken by utility companies and (ii) the unsafe conditions of the remaining properties. A request was also made for the Depute Chief Executive to attend the next meeting of the Local Area Committee.

### Decision

1. To note the terms of the report.
2. To note issues raised by Committee members and by Mr Caven, summarised as undernoted:-
  - Information not being provided to residents concerning work being undertaken by utility companies.
  - Information not being provided to residents concerning a survey of existing premises prior to McTaggart starting work.
  - Residents had serious concerns about heavy machinery on the site and the impact on existing properties, given the unsafe condition of these properties.
  - Following an FOI request, Mr Caven had been provided with the results of a roof condition survey which had been too heavily redacted to be meaningful.
3. To agree that Graeme Struthers (Depute Chief Executive) be requested to attend the next meeting of the Local Area Committee.
4. To note that the Housing Manager would respond to members on the first two bullet points.

## 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 Livingston North from 1 May to 31 July

2017.

In relation to the Open Space Capital Programme, the Committee was informed 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 Almondvale Park. Consultants would 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.

An enquiry was raised by a Local Area Committee member concerning support/assistance to a group of Eliburn residents wishing to undertake a community clean-up. In response, the Open Space and Cemeteries Manager undertook to investigate the matter and discuss with the member outwith the meeting.

The Local Area Committee was asked to:-

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

### Decision

To note the terms of the report.

## 8. REPORT ON UNAUTHORISED ENCAMPMENTS

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

The Committee was informed that it was the remit of the council's Safer Neighbourhood Team to enforce in respect of unauthorised encampments. A multi-agency working group had been established during December 2016, whose purpose was to improve/streamline processes for dealing with unauthorised sites and to ensure that the council was consistent with its approach. The team had significantly improved processes and were acting swiftly and robustly when travellers were on council land (such as the Old Cousland Road site).

The Safer Neighbourhood Team appreciated the concerns residents had raised with problems that encampments might bring such as anti-social behaviour, fly-tipping and dumping of waste and all efforts were made to ensure that travellers dispose of waste in an acceptable manner. The Safer Neighbourhood Team regularly monitored sites. In the case of sites such as Old Cousland where residents had been subjected to repeat issues, the team would take immediate legal action to remove the

travellers and maintain contact with complainers.

The report went on to examine the Old Cousland Road site, explaining that it was a public road and access could only be legally restricted if a competent traffic regulation order was in force or if the road was legally stopped-up and taken off the list of public roads. The powers to restrict access were contained within the Road Traffic Regulation Act 1984. Powers to stop-up a road were contained in the Road Scotland Act 1984.

The Committee was informed that the council could not promote a traffic regulation order to prevent access since the powers contained in the Road Traffic Regulation Act only allowed restrictions to be put in place for certain reasons, and access by travellers and alleged anti-social behaviour was not a competent reasons. Stopping-up the road under the Roads Scotland Act was not viable as it was still required for access. The road was well used by pedestrians and cyclists and, in addition, future development would require vehicular access via the route. It was therefore considered that there were no competent options for restricting access to this public road for the reasons of preventing illegal encampments or anti-social behaviour.

In relation to the development of the adjacent site to Cousland Road, it was envisaged that the sale of the site would conclude during the 2018/19 financial year, with the purchaser developing it for new build housing thereafter. There was a live planning application which had been submitted by Barratt Home.

There was a discussion concerning the planning application and whether or not any development would take place within the timescale reported. The Lead Officer considered that, at this time, it was not feasible to restrict access to the public road. He provided further advice concerning the process for a Stopping Up Order and explained that, should the planned development for the area be delayed due to educational constraints, then such a measure could be considered.

Members of the Local Area Committee expressed the view that a Planning Officer should provide a robust presentation to the Local Area Committee on the planning brief submitted to the council.

### Decision

1. To note the term of the report.
2. To agree to request that a Planning Officer provide a robust presentation to the Local Area Committee on the planning brief submitted to the Council.
3. To note additional advice from the Lead Officer that the process for a Stopping Up Order was lengthy. However, if the planned development was delayed, then there was scope to consider this option.

### ALLOCATIONS 2017

The Committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing the Local Area Committee of the provisional allocations made from the Pensioners' Groups Christmas Fund 2017 to groups in the ward, Livingston-wide groups and West Lothian-wide groups.

The Committee was informed that seven application forms had been issued to groups across the ward, with five being returned. The intention is that the five groups would be supported. The remaining two applications were being followed up. Appendix 1 to the report showed the organisations to be supported and the provisional allocation to each.

One application had been sent to a Livingston-wide group. The application form had not been returned and this was being followed up. Two applications had been issued to West Lothian-wide groups and both had been returned. The intention was that both groups would be supported. Appendix 2 to the report showed the organisations and the provisional allocation to each.

Finally, it was noted that a full report on the final allocations would be made to the Voluntary Organisations PDSP later in 2017.

The Committee was asked to note that five groups within Livingston North ward had applied to the fund and would be supported.

### Decision

To note the terms of the report.

## 10. ALCOHOL DIVERSIONARY ACTIVITIES

The Committee considered a report (copies of which had been circulated) by the Head of Social Policy providing information about an application for Alcohol Diversionary Activity Funding and outlining the process for such applications.

It was noted that one application had been received for consideration by the Livingston North Local Area Committee and a copy of the application was attached as Appendix 2 to the report. The project name was Friday Night Project and the amount of funding requested was £6,000.

Appendix 1 to the report was an example of the process for applications for alcohol diversionary funding for youth activities for Livingston North Local Area Committee.

It was recommended that the Local Area Committee 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

### Decision

To note the terms of the report and to recommend that the application (attached as Appendix 2 to the report) be approved.

## 11. UPDATE ON COMMUNITY REGENERATION ACTIVITY

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

The report recalled that in September 2016, the Committee had considered a report outlining the background to developing regeneration plans, including the processes, structures, and timescales involved.

The report provided detailed information relating to the Knightsridge regeneration group.

The Committee noted that, following the report provided to the June meeting of the Local Area Committee, officers had continued to progress the following sites:-

- 77 Cameron Way (former Knightsridge Post Office Reinstatement).
- The Former Harvester Public House
- 74/75 Cameron Way (Vacant Chip Shop)

The report also provided updates in relation to the undernoted local activities:-

- The Community Heritage Conference 2017
- 'Hopscotch' Residential Trip
- Vennie Summer Programme/BBQ
- Big Lunch Event
- Deans Community High School
- Mosswood Community Centre Management Committee AGM

Finally, it was noted that following discussion with council officers, Livingston United Parish Church (LUPC) had withdrawn their application to the council's Community Asset Transfer scheme in order for them to undertake feasibility work to help demonstrate their case. The application related to the acquisition of Carmondean Community Centre (also known as Nether Bank Community Community Centre). Community Enterprise had been commissioned to undertake the feasibility work and LUPC were currently considering the findings of this before bringing it to council officers prior to any re-submission for Community Asset Transfer.

The Local Area Committee was asked to note:-

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, including developments with the local neighbourhood centre;
4. feasibility work had been undertaken by Livingston United Parish Church in relation to their proposal for a Community Asset Transfer of Carmondean Community Centre.

During discussion, a number of questions were raised relating to the demolition of the Harvester Site and the security of the buildings on the site prior to demolition.

Although not covered by the report, Steven Egan (Elburn Community Council) raised questions relating to the Winter Maintenance/Gritting Programme. The Lead Officer responded to questions raised, explaining that the Winter Service Policy had been reviewed by officers and would be scrutinised by the Environment PDSP.

#### Decision

1. To note the terms of the report.
2. To agree that officers be requested to:-
  - Provide Local Area Committee members with a programme of works for the demolition of the Harvester Site.
  - Ensure the security of the buildings on the site prior to demolition.
  - Continue to examine options for a cash dispensing machine.
3. To note that, following review of the 2016/17 Winter Service Policy, there were no major changes planned and that the Plan had been scheduled for consideration by the Environment PDSP and, thereafter, submitted to the Council Executive for approval.
4. To note that the Lead Officer would examine whether there was scope for the Plan to come to the Local Area Committee for discussion.

#### 12. MEETING DATES 2017/2018

The Local Area Committee considered a paper (copies of which had been circulated) providing meeting date options for the Committee's

consideration and approval.

Option 1 showed six proposed new dates taking into account other Council and Committee meeting dates.

Option 2 incorporated two addition dates into the current Timetable of Meetings for 2017-18.

#### Decision

To agree meeting dates for 2017/18 as outlined in Option 1 within the paper, and as shown below.

#### Meeting Dates:-

Thursday 21 September 2017 at 9.00 am

Thursday 9 November 2017 at 9.00 am

Thursday 11 January 2018 at 9.00 am

Thursday 8 March 2018 at 9.00 am

Thursday 3 May 2018 at 9.00 am

Thursday 28 June 2018 at 9.00 am.

### 13. WORKPLAN

A copy of the Workplan had been circulated for information.

#### Decision

To note the Workplan and that, in light of the decision to meet 6 times per year, further consideration would be given to the need for Police Scotland and SFRS representation at every meeting.



## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **ADVICE SHOP SERVICE UPDATE**

### **REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES**

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

The purpose of the report is to inform the local area committee of the work undertaken by the Advice Shop Service from April 2016 to March 2017.

#### **B. RECOMMENDATION**

It is recommended that the Committee:

1. Notes the Advice Shop provision in the ward; and,
2. Notes the impact provision is having in terms of supporting the outcomes of the 'Better Off: West Lothian Anti-Poverty Strategy'.

#### **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; and working in partnership
<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>	The activity contained in the report contributes to service KPIs.
<b>V Relevance to Single Outcome Agreement</b>	<p>We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>We live longer, healthier lives and have reduced health inequalities.</p> <p>We have tackled significant inequalities in West Lothian society.</p>

<b>VI Resources - (Financial, Staffing and Property)</b>	Activities delivered from approved budgets supplemented by external funding from Macmillan Cancer Support, European Social Fund and Scottish Legal Aid Board.
<b>VII Consideration at PDSP</b>	None.
<b>VIII Other consultations</b>	None.

## **D. TERMS OF REPORT**

### **D.1 Background**

The Advice Shop is a free, impartial and confidential service to help the people of West Lothian with a focus to alleviate poverty, promote inclusion and equality through advice, assistance and advocacy. It does this by providing comprehensive advice to adults and specifically targets those who are:

- Without work or in low paid work.
- Are poor and/or fuel poor.
- Have money/debt issues.
- Have been affected by cancer or other long term conditions.
- Are over 60.

The Advice Shop service is funded through: a core council budget, European Social Fund, Macmillan Cancer Support and the Scottish Legal Aid Board.

All activity across the service is informed and prioritised by the 'Better Off: West Lothian Anti-Poverty Strategy'. The overall purpose of this strategy is to help minimise the impact of poverty on the people of West Lothian. Its objective is to ensure that people are equipped to cope with the challenges they currently face and the impact that this has on their health, education and community involvement, the aim being to help people to obtain and retain employment as a key route out of poverty.

### **D.2 Local Provision**

Appendix one shows the number of people the service has worked with over the last year in the Livingston North area.

The Advice Shop has helped 1,267 customers to manage their money and to resolve benefit problems. This resulted in 3,306 separate enquiry types. This is an increase of 12% compared to the 2015/16 period and is a result of developing our sessions at Capability Scotland and increased referrals from the MacMillan Information Point. As a result, customers better understand that claimants and benefit administrators have rights, obligations and constraints and have some idea what these are. Customers know how to take the steps they can to sort out their benefit queries and are able to maximise their household income.

The Court Advice Project is funded through the Scottish Legal Aid Board to support anyone who is at court facing eviction who engages with our service to provide positive outcomes. Customers can be in social or private housing or an owner occupier. The service worked with 60 families in the ward to support them to sustain their home.

The service had identified the following priorities for development over the 2016/17 year. To;

- Improve engagement with hard to reach clients who require our support.
- Support local services through delivery of training, workshops and briefings to improve confidence and understanding of the social security system and how to refer.
- Further develop our session for Capability Scotland
- To work with tenants of new build properties to ensure sustainability and affordability.

All of these priorities have been achieved and in 2017/18 we will be working to embed these services into local community, work towards National Standards for Advice Providers and increase awareness of the One-2-One project.

Appendix Two shows the wider work of the Advice Shop and the specific campaigns which are delivered across West Lothian alongside a range of projects which are provided in partnership with key agencies to target the most vulnerable in our communities.

## **E. CONCLUSION**

The report and attached appendices summarise the work of the Advice Shop service in the Livingston North ward area and an overview of the Advice Shop Service as a whole. The Local Area Committee is asked to note the contents of the report and the intention to report on activity in the ward area on an annual basis.

## **F. BACKGROUND REFERENCES**

None.

Appendices/Attachments:

Appendix 1: Livingston North Ward Profile April 2016-March 2017

Appendix 2: Advice Shop Annual Report 2016/17

Contact Person: Elaine Nisbet, Anti-poverty and Welfare Advice Manager

Tel: 01506 282936 email: [Elaine.nisbet@westlothian.gov.uk](mailto:Elaine.nisbet@westlothian.gov.uk)

Donald Forrest

**Head of Finance and Property Services**

Date of meeting: 14<sup>th</sup> December 2017



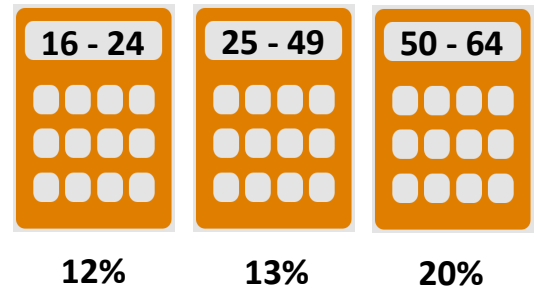
# Livingston North Profile April 2016 - March 2017

## What we know about the community\*



22% Children  
65% Working Age  
13% Pensionable age

### Percentage of working age adults claiming benefits by age

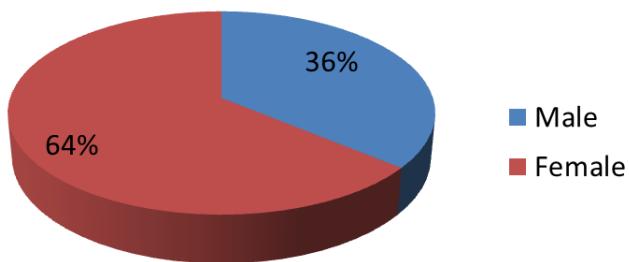


\* taken from Scottish Neighbourhood Statistics: [www.sns.gov.uk](http://www.sns.gov.uk)

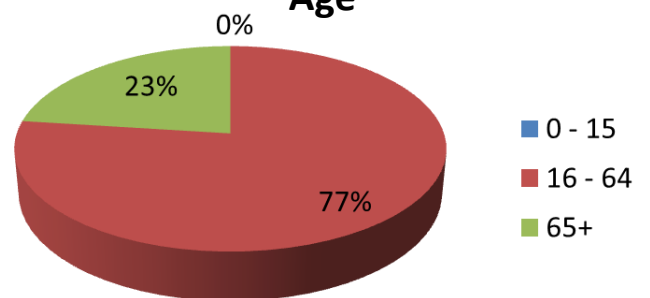
## Who we've worked with

1,267 Advice Shop Clients

### Gender



### Age



## Preventing Homelessness



## Maximising Income for clients

### Benefit Awards



### Appeals



### Energy Savings



# More accessible for clients

## Capability Scotland



**Providing a full Advice Shop service for 3 mornings each month.**

## MacMillan Information Point



**Weekly session providing help and support for those affected by cancer.**

## Case Study

We represented a customer who had applied for Personal Independence Payment and was turned down after he had attended a medical assessment. The customer suffers from depression, anxiety and drug misuse. The anxiety that he suffers was as a result of being attacked out of doors and he was stabbed numerous times and almost died.

We had identified he had a case for gaining more points for both the daily living and mobility component.

Following a meeting with the customer we discovered he required significant support from his daughter. This included both care needs within the house and also support when outside due to severe anxiety. We had to quickly build a relationship with the customer to reduce anxiety, build trust and best support customer.

We worked in partnership with West Lothian Drug and Alcohol Service and the customer Community Psychiatric Nurse to gather supporting medical evidence for the customer appeal and to ensure that customer was receiving all the support which he required.

Customers appeal was successful increasing his weekly income by £55.10 per week with an additional backdate of £2314. Following the increased award, we were able to assist his daughter to claim Carers Allowance and Income Support increasing her weekly income by £107.70 per week and ensuring she was able to provide the care and support which was required.

### **Customer commented;**

I was really happy with the help the Advice Shop gave me; I will be able to spend some money on buying things for my house, on buying some new clothing and these will help me gain confidence and feel better about myself. I will still require support from WLDAS and my CPN but I can have a more positive outlook on life.

## **This Year we plan to;**

- ◆ Improve engagement with the most vulnerable clients who require our support through our One-2-One Team.
- ◆ Further develop our session for Capability Scotland which is held within the Ability Centre.
- ◆ Work closely with partners to ensure customers are aware of and supported to deal with upcoming welfare reforms including Universal Credit.



*Annual Report*  
**2016-17**



**Better off**  
West Lothian



**West Lothian  
Council**

# What we do

The Advice Shop is a free, impartial and confidential service to help the people of West Lothian with a focus to alleviate poverty and to promote inclusion and equality through advice, assistance and advocacy.

Our aim is to ensure that everyone in West Lothian has access to a free, quality advice service. The service supports local people to access information, advice, advocacy and representation. By helping households to: increase their disposable income, access fuel advice, manage their debt, remain in their homes, improve their budgeting skills, and appeal benefit decisions made by the Department for Work and Pensions, the Advice Shop helps people to get the support they need to resolve their problems.

The service treats everyone as an individual, ensuring they are able to get help in the way that works for them and meets their needs. We do this by:

- Treating all our customers with dignity, respect and courtesy.
- No one having to wait more than 45 minutes to be seen face to face by an advisor.

- Responding to telephone calls within twenty four hours and answering written or email correspondence within two working days.
- Assessing the enquiry and providing accurate and impartial advice offering options to resolve the issue.
- Keeping customers up-to-date on the progress of their enquiry; advising them of what will happen at the next stage and any action to be taken by both advisor and customer.
- If we are unable to get in touch we will make three attempts to contact the customer before closing the case.
- We hope customers will tell us the outcome of the enquiry, if not we will aim to contact them to discuss the result and to offer appropriate follow up advice.

99.8% customers rated the overall quality of service as excellent or good

98.6% of customers rated the timeliness of the service as excellent or good

99.8% of customers rated the attitude of staff as excellent or good

(Based on result of customer surveys conducted during 2016/17)

# Improving access to advice

Customers encounter challenges and problems that they do not know how to deal with and they need help to overcome. Sometimes these issues can be quickly resolved. Other times it is not that simple. More complex situations rarely come neatly packaged up as a single problem and may require more in-depth support from our service. The Advice Shop provides both generalist and specialist advice and

understands the way people’s problems can interact and overlap. Getting good advice, quickly and easily can help customers to make informed decisions to stop the problems escalating. Over the past year, the service has worked with customers and partners to increase access to advice in a variety of ways.



23 pop up sessions available across the county



Drop in, no appointment needed at the Advice Shop in Bathgate  
8.30am – 5pm Monday – Thursday  
8.30pm – 4pm Friday



Over the telephone for either customers or professionals looking for information and advice.



Lots of information, advice, handy hints and links to other organisations is available through our website pages.



Email with your enquiry by completing the on-line referral form and, depending on your enquiry; we will either respond by email or telephone you.



Appointments to discuss more complex issues.



Self-help guides.

Helping people to help themselves:

At the heart of our approach is the belief that the best way to help people in financial difficulty is to empower them to help themselves. Our information booklets support customers to understand their options and give them the confidence to take the next steps. This self-help approach allows people to manage their own situation.

Responded to over 1600 on-line referrals

Received 39,915 hits to our website pages which provides up-to-date information and advice

Answered 32,763 telephone calls

Financial capability means improving people's ability to manage money well, both day to day and through significant life events, and their ability to handle periods of financial difficulty. It supports people to develop financial skills and knowledge, and gain access to financial services. The Advice Shop helps through:

## Council New Build Project



Tenants are invited to have a benefit check prior to taking up a new build tenancy. We want to make sure that prospective tenants understand their income and outgoings, maximise their income through take up of entitlements and consider their options regarding an increase in rent and potential expenditure on a new home. In the last year, there were 149 referrals; 95% engaged with the project. Customers all received a benefit check and, where appropriate, support to complete claims along with the offer of budgeting advice. The average increase in benefit was £2969.

## Budgeting Support Project

With the introduction of Universal Credit, there has been a significant change in how customers receive their benefit payments. To help people through this change and to improve their budgeting skills, an advisor works with them over a period of time offering one-to-one meetings, workshops on specific topics and self-help packs.

The advisor works with the customer to: establish income and expenditure, review direct debits and regular payments, support clients to prioritise their outgoings, help clients to switch & save with utility suppliers and insurance providers and, request Alternative Payment Arrangements from the Department for Work and Pensions. Building up a trusted

relationship has been a pivotal part of this project as the advisor has found people have presented with rent and council tax arrears, fuel supplier issues as well as many other debts after initially discussing budgeting.

Financial capability workshops were held as part of the Home Start monthly family group sessions. At the end of the workshops participants found they had learned simple ideas to save money, the benefits of price comparison sites, finding out more about who is out there to help and information on affordable credit.



*They were all so positive in their evaluations and sitting in on the sessions there was a good feeling. They were all very open and happy to discuss - this is fab because they often feel like they're the only one who is going through whatever they're struggling with".* **Home Start Worker**

## Young Parents project



Many young people struggle to manage their money and, often when they have become parents, there is a significant added pressure of providing for their family. In partnership with Children 1st, a family support worker and money advisor worked together to target vulnerable young parents with children aged 0-8 years. The advisor and support worker looked at the whole family, building up a trusting and

secure relationship. Over time, parents learned what to do to manage their budget, borrow responsibly and manage their household income – for many it was the first time they had been in control of their finances. Importantly, parents have been able to build lasting and effective connections between quality advice providers and trusted sources of support.

### Peter

*Peter was 22; it was evident his life was very chaotic and he was fighting for custody of his six year old son. Peter had accrued massive debts, owing the local authority over £8000 in rent and council tax arrears. Peter was already engaged in court action for rent arrears. The family support worker and money advisor began to work closely with Peter to ensure his income was in place. The money advisor applied for housing benefit to cover his weekly rent charge. The advisor referred him to the Court Advice project to represent him at court. This helped him to secure his tenancy and would help him to have a home for his son should he gain custody. It took several appointments, home visits, calls and letters to get Peter to look seriously at his options going forward. As the advisors gained the trust of Peter and he felt more secure, he disclosed that he had had an addiction*

*problem from a young age. A referral was made, with his consent, to the Social Work Addictions team.*

*He was awarded full custody of his son and became his sole guardian. This allowed the money advisor to apply for further benefits. The support worker committed many hours each week to help Peter find some part time work; he was successful in gaining a temporary contract spraying cars. This built his confidence and allowed the money advisor to revisit the whole financial situation with him again. Through intense multiagency assistance, he completed a successful minimal asset bankruptcy.*

*Peter is now debt free, has a part time job, a secure tenancy with no threat of eviction, addiction free and continues to attend the project for support and to meet other young dads.*

## We have:

Worked with **14,463** customers**52%** are council tenants**77%** are working ageDealt with **60,320** enquiriesResolved **16** complaints down from **17** last year

## Provided support and advice:

Delivered over **100** workshops, presentations and briefings to help front line staff and customers understand better what they are entitled toOffered **2500** appointments to provide tailored adviceSent **3073** texts to remind clients of appointments, paperwork and key dates

## Made a difference:

Gained **£27.9m** of income for customersHelped customers to manage **£8m** of debt**36%** of money advice customers were supported to enter into a Scottish Government debt scheme including bankruptcy and sequestrationWon **75%** of all appeals which meant customers received over **£1m** of benefitsSupported **655** households to remain in their home through preventative workAssisted customers to make **£77,467** in fuel savings

## Impact on customers:

**99%** of customers stated they had a better understanding of their situation**93%** of customers indicated they feel less stressed and anxious about their finances**96%** of customers stated they were more confident in making decisions to improve their situation**92%** of customers felt they were more aware of how to manage their finances

(Based on results of customer surveys conducted during 2016/17)



*Volunteering gives me a purpose in life.  
Volunteering brings out the potential you didn't know you had.  
Volunteering allows you to grow and develop and take on new challenges.  
Volunteering can help build your CV and to eventual employment"*

Macmillan @ West Lothian cancer information and support service

2016 saw the opening of the Macmillan @ West Lothian Cancer Information and Support Service. Funded by Macmillan Cancer Support and delivered through the Advice Shop, the new service aims to ensure that no-one in West Lothian faces cancer alone. A network of information and support hubs will be available across the county, providing time to talk, a listening ear, access to high quality information on the non - clinical aspects of living with cancer and referrals to local services such as benefits advice and counselling. The first drop in hub opened in Bathgate Partnership Centre in May 2016, followed by Strathbrock Partnership Centre in January 2017. Three further hubs will be established in 2017/18. Although 3 members of staff are employed by the project, volunteers are responsible for the day to day running of the service. 14 committed volunteers are involved in the project.



*I learn new skills, meet new people and help others every time I volunteer"*  
**Mary Reynolds, Macmillan Information & Support Volunteer**



Elaine

*My husband and I walked down to the Macmillan drop-in and, after a chat and a cup of tea, the volunteers made a referral to the benefits team as most of my benefits including disability benefits had been affected. You can tell the volunteers what you can't sit and talk to family about as you don't want to worry your family and it is all private. My benefit issues have all been sorted with a great outcome and I am now more positive and worry less.*

*My family has also been supported and the information provided in the form of leaflets, books and website information has allowed them feel less anxious and, as a result, we are a lot closer than we've ever been. We are now as a family able to talk about my cancer openly. If I was to sum up the service it would be "Lifesaving".*

Advice Shop Volunteers

The Advice Shop works with an additional 23 volunteers who support customers as:



**Disability Benefit Volunteers** – Assisting customers to complete disability claim forms at pre-arranged appointment sessions.



*Volunteering for the Advice Shop has enabled me to help people with various medical conditions. I fill out forms for them as these forms are difficult and awkward for them to do so. I am happy I trained within the Advice Shop as I have learned a lot about medical conditions and mental health issues"* **Janet Cooper, Disability Benefit Volunteer**

Customer Impact

*"Perfect help, so glad I made this appointment"*

*"Appointment couldn't have been handled any better in an understanding and sensitive manner. Volunteer had the ability to empathise with daily struggle"*

**Disability Buddies** – support individual customers who have to attend disability benefit medical assessments in Edinburgh and other areas as part of their claim for benefits.



*Volunteering can give you a real sense of purpose; the opportunity to meet other people and also to access relevant training that is hugely beneficial from a personal perspective but also for future job prospects "*  
**Claire Watt, Disability Benefit Volunteer**



Garry

*I had a Buddy for my last Employment Support Allowance assessment. I went alone to previous assessments, and I felt more confident and less stressed having my Buddy, Claire, with me. We had a meeting a few days before the assessment and that was a big help because I knew who was going with me. She met me in Edinburgh and stayed with me during the assessment. At the assessment, my mind went completely blank once or twice. Claire reminded me about the things I forgot to say.*

*The service was great, very supportive and lots of people would benefit from it"*

Advice Shop Volunteers *continues*

**Communication Volunteers** – assist customers who are not confident in speaking English to communicate with Advice Shop Advisors at regular Polish session appointment slots.

**IT Buddies** – support members of the public to get online and use IT. This could be in local libraries, groups or in Access2employment Work Clubs. IT Buddies have worked with a number of partners including Bield Housing, Braid House, West Lothian 50+ Network, and Rosemount Gardens to make computers and the internet more accessible.

IT Buddies have assisted customers to get to grips with new technology and gain confidence in their ability to use their own devices; become better connected with others using email, Skype and social media and access online services such as Universal Jobmatch or online shopping.

**Volunteers contributed a total of 1923 hours of support**

**Recruited, trained and supported 37 volunteers to better support some of our more vulnerable customers**

**Provided 862 customers with extra support through our volunteers**

**100% of volunteers who participated in our annual Volunteer Survey agreed or strongly agreed that volunteers are valued and are happy with the way their volunteering is managed and organised.**



Targeting those most in need

With the on-going changes to the benefits system, some of the most vulnerable people in our community have been adversely affected. For many, these changes have had a big impact and people can often feel isolated or that things are out of control.

This makes it hard to think clearly and to take action. The service has worked with trusted professionals and partners to develop new ways of delivery, creating a more holistic and sustainable solution to help people more effectively.

Alzheimer Scotland



The on-going changes individuals and their families face as a result of a dementia diagnosis can be overwhelming; part of that is the worry about their changing financial situation. Working with Alzheimer Scotland, a referral pathway has been developed for professionals working with clients with memory problems, a Dementia or Alzheimer diagnosis. We have allocated an advisor to this partnership. The advisor has undergone specific training, built up knowledge of the type of enquiries and issues. A key element has been to become ‘the kent face’ to help build trust with customers

and their families. As a trusted partner, the advisor attends a monthly advice session at Alzheimer Scotland’s premises, pops into all of the dementia café sessions in the community and champions awareness of the specific needs of this customer group. As a result, all of the Advice Shop advisors have participated in training and are recognised as ‘dementia friendly’. As part of the service’s drive to raise awareness of the financial help and support on offer, £172 was raised through a recently hosted “Tea and a Blether” party.

**Worked with 150 new customers**

**Increased income by £297,614**

**Dealt with 450 enquiries**

## Families Included

The Families Included Service supports families by focusing on early intervention to prevent potential issues from escalating. This service targets the most vulnerable families in West Lothian and provides a holistic service with the aim to improve life chances and choices by removing barriers and creating opportunities.

A key component of the help on offer is to support families to access entitlements, manage their debts and work with their housing providers to help them keep their home. Often these are complex issues requiring longer term support. In the last year we have worked with 86 families and provided a weekly session to help maintain contact and support. The advisor works in partnership with other services to provide positive outcomes to families whilst minimising substantial stress and pressures.



## Capability Scotland

As part of the advice offer, the Advice Shop attends the Ability Centre and works with Capability Scotland to support those with complex needs; physical, neurological, and brain injuries. Appointments are managed by Capability Scotland

to ensure that customers get one to one support tailored to their circumstances giving them the time and space to discuss complex and personal needs. We worked with 91 customers in the last year.

## Court Advice Project

For those households who are at the doors of court and potentially facing eviction, we operate a drop in advice session and offer court representation. We advocate on customers behalf, work with their housing provider, look at the circumstances surrounding arrears and assist with

income maximisation, and backdate requests to help people stay in their home. A key focus of the work is on preventative measures which should, in future, stop households arriving at the doors of court. We dealt with 573 court enquiries and prevented 655 evictions in the last year.

## Macmillan Cancer Support

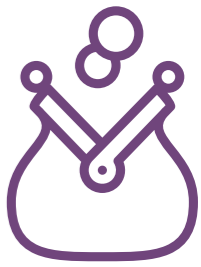
Advisors offer support to anyone who has a cancer diagnosis living in West Lothian, attending the Western General Hospital or St John's Hospital in Livingston. Over the last year, we have dealt with 850 benefit enquiries, completed ward visits with in-patients and their families, attended chemotherapy ward appointments and offered a drop in facility. The service works closely with Macmillan staff in Mid and East Lothian, Edinburgh, Fife and the Borders to create a seamless pathway between agencies. As well as maximising income, advisors completed Macmillan Grants, helped with disabled parking badge applications, and referred customers for Social Work care assessments, counselling and complementary therapies.



## Pensioner Income Maximisation Service (PIMS)

Working closely with Community Care Assistants, Occupational Therapists both in the community and hospital, NHS health professionals, and Social Policy's Older Peoples Team, we provide a holistic service to vulnerable older people and people with other long term conditions to ensure they are receiving everything they are entitled to.

Over the last year we have provided a pop up session at Carers of West Lothian's office to help carers access help in a location where they are comfortable and secure.



## One2One Project

For some of our customers their long term, enduring poor mental health means that engaging with services and trusting professionals are difficult issues. Customers are referred into the project and will be allocated a named advisor who will work with the customer over period of time to help stabilise their financial position. Advisors will visit customers at home, if appropriate, liaise with other partners and professionals and support customers to attend appointments. The project started in October 2016 and is working with 63 customers. In the short time that the project has been running a total of £141,000 income has been generated.



### John

John was referred to the One2One project by his psychiatric nurse. His initial enquiry was about his inability to pay his council tax and he was relying on help from family. Talking with the advisor, it was quickly identified that the customer suffers from severe anxiety, depression and paranoia and

had been admitted to hospital due to suicide attempts. John was visited in the hospital by his advisor and who learned that John lived with his father, had no income for 28 years and his father had been supporting him financially. Due to the severity of John's mental health he was not engaging with any services and therefore was not known to anyone.

The advisor identified that John was entitled to Employment and Support Allowance and Personal Independent Payment. However, providing his identification was challenging as he did not seem to know or be able to locate his bank details or National Insurance number. Eventually after working closely with John's father this information was obtained and benefit claims submitted.

As a result of the intervention by the One2One project John is now receiving his Employment and Support Allowance payment of £125 per week. Not only does John now have an income after 28 years, this has also helped rebuild his relationship with his father.

John's Personal Independent Payment claim is still pending and the advisor is still working with him.

# Anti poverty

‘Better Off’ is the Community Planning Partnership’s approach to tackling poverty in West Lothian. The strategy was developed in 2012 in consultation with partners and local community groups and individuals. The Advice Shop takes the lead in co-ordinating the Anti-Poverty Strategy and Annual Action Plan.

In 2016/17 the anti-poverty strategy focused on significant issues including;

- Child poverty
- Financial capability
- Food poverty
- Fuel poverty

The Advice Shop was responsible for several actions in these areas and delivered targeted activity to help support people experiencing poverty.

## Financial Capability – Affordable Credit

Working with Fife and Falkirk Councils, a project has been agreed to support local people who are on a low income or finding it difficult to manage their budgets and to access affordable credit. Targeting people who are likely to have incomes of lower than £15,000 with no record of savings and who have an extremely poor or no credit rating, advisors will help adults and families to build financial resilience, access and use mainstream banking options and build the capability to manage their money on a day-to-day basis.

The councils have procured the services of Conduit Scotland, who are a not-for-profit Community Development Financial Institution (CFDI) and, will provide fair and affordable loans. Customers will be able to apply on-line at [www.conduitScotland.com](http://www.conduitScotland.com), by telephone on 0300 111 0556 or by applying at the branch in 79 South Bridge Street, Bathgate.

Along with affordable loans Conduit Scotland will work in partnership with the Advice Shop to offer:

- Money and Budgeting Advice
- Debt Management
- Income Maximisation
- Support to access other financial services, for example bank and savings accounts and credit union accounts
- Referrals to other support services



## Food Poverty

At times of extreme hardship, when households have no money, they can turn to the Foodbank to receive a three day emergency food parcel. The reasons for households needing to turn to Foodbanks are varied and multi-faceted. As trusted partners, the Advice Shop is not only a distributor of vouchers but also holds emergency food parcels for dispersal. For those who face persistent food poverty the project looks to work with individuals who find themselves requiring to use a foodbank three or more times in a six month period. One to one support is provided by a dedicated advisor looking at the individual’s income and expenditure as well as looking at their debt and budgeting skills,

In 2016/17, 33 individuals engaged in further advice and support after exceeding their three or more voucher limit. With support from their advisor they were able to make ends meet and have not found themselves requiring food bank vouchers in the last six months.



## Child Poverty

Working in partnership with West Lothian Council Registration Services, new parents are offered a referral to the Advice Shop for advice about entitlement to benefits and tax credits and a full financial health check. Between April 2016 to March 2017, 74 new parents engaged with the Advice Shop through this campaign resulting in £111,284 extra income gained.

Families affected by the new lower benefit cap have been contacted and offered tailored advice and support to deal with the impact of the cap on their household income. We worked with 36 affected households to check entitlement to and make claims for benefits and tax credits resulting in £24,784 extra income gained. Those affected have also been supported with advice regarding housing, debt and money management.


## Fuel Poverty


During the winter months of 2016/17, the Advice Shop delivered a Keep Warm in winter campaign which offered specialist energy advice and help to access financial support towards energy costs. Over winter, 699 customers received help resulting in fuel savings of £64,226. We also supported 197 customers to make applications for Warm Home Discount, a one off payment of £140 for vulnerable

people with a low income to help towards high winter fuel bills. If successful, these applications would increase income for customers by a total of £41,300.

## How to contact us:

-  **Telephone:** 01506 283000
-  **Email:** [advice.shop@westlothian.gov.uk](mailto:advice.shop@westlothian.gov.uk)
-  **Website:** [www.westlothian.gov.uk/advice-shop](http://www.westlothian.gov.uk/advice-shop)

 **Address:**  
The Advice Shop,  
Bathgate Partnership Centre,  
South Bridge Street,  
Bathgate,  
EH48 1TS

 **Opening Hours:**  
Monday-Thursday 8.30 – 5pm  
Friday 8.30 – 4 pm

See our website for up-to-date information  
on all of our outreach sessions.



Information is available in Braille, tape, large print and community languages. Please contact the interpretation and translation service on 01506 280000. Text phones offer the opportunity for people with a hearing impairment to access the council. The text phone number is 01506 591652. A loop system is also available in all offices.





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 25 October 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	Aug-17	Aug-16	% Change	TYTD	LYTD	% Change
Youth Calls	17	29	-41%	149	142	5%
All ASB Calls	70	84	-17%	509	461	10%
Hate Crime	1	3	-67%	19	6	217%
Vandalism & Reckless Conduct	9	13	-31%	65	67	-3%
Fire-raising	0	4	-100%	2	4	-50%
Public Space Assaults	3	4	-25%	29	34	-15%

Livingston North Ward						
Month	Sep-17	Sep-16	% Change	TYTD	LYTD	% Change
Youth Calls	45	36	25%	191	178	7%
All ASB Calls	112	96	17%	621	557	11%
Hate Crime	2	0	-	21	6	250%
Vandalism & Reckless Conduct	14	16	-13%	79	83	-5%
Fire-raising	3	2	50%	5	6	-17%
Public Space Assaults	5	4	25%	34	38	-11%

## 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

With regard to all ASB calls, there has been an increase of 17% in September compared to the same month last year. This may be partly due to the increased number of youth calls to the Livingston Village area. As a result of this increased activity, our Youth Community Officers have been delivering talks at their schools in relation to alcohol related problems and the impact their behaviour can have on

residents and the local community. In addition, extra patrols by WLYAP Streetwork and Community Ward Officers have been conducted which have resulted in the persons involved being displaced.

As a result of good partnership work carried out in recent months, there has been a marked decrease in the number of youth calls to the Eliburn Park/Reservoir and Deer Park areas of Livingston.

The Community Ward Officers have been working closely with WLC SNT officers identifying and targeting offenders and problematic households responsible for repeat ASB calls.

## **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 is continuing with a number of tickets being issued. This has gained considerable interest on social media sites and the message appears to be getting across.

Several Traffic Intelligence Reports (TIR's) have been submitted in relation to re-painting yellow lines in and around vulnerable sites such as primary schools and traffic calming measures on parts of the Cousland Road following complaints of speeding.

## **Traveller's sites**

Following a significant influx of travellers to the Livingston area a number of Environmental Visual Audits (EVAs) and joint visits with WLC SNT officers were conducted. A number of notices to quit were also served by WLC and private landlords and over the last two months, the majority of these sites have been vacated.



## **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> September 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**

**October 2017**

Appendix 1 - Livingston North Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Quarter 2 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**

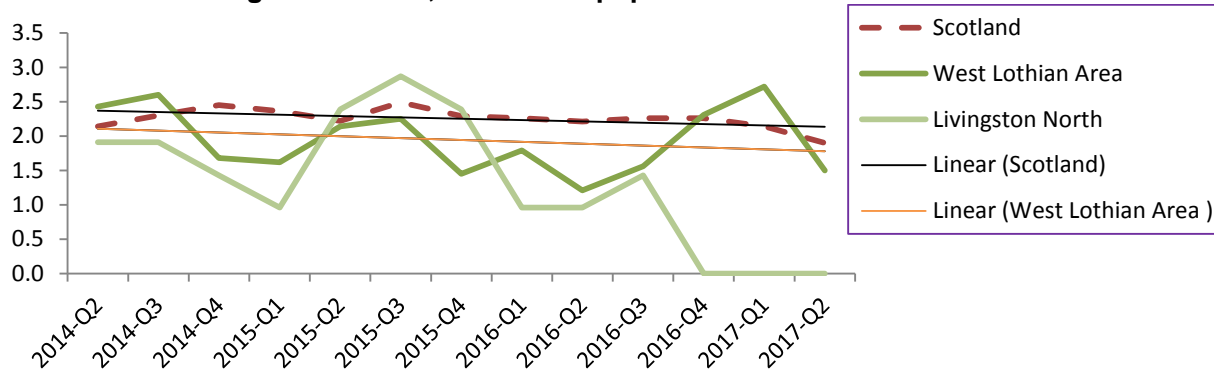
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

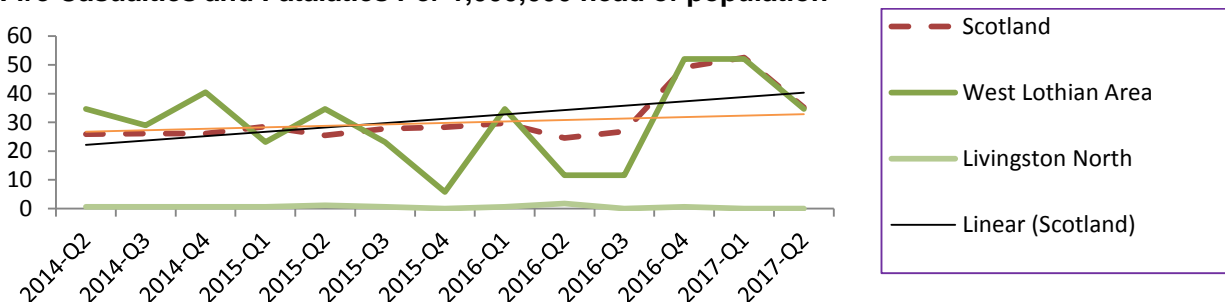
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



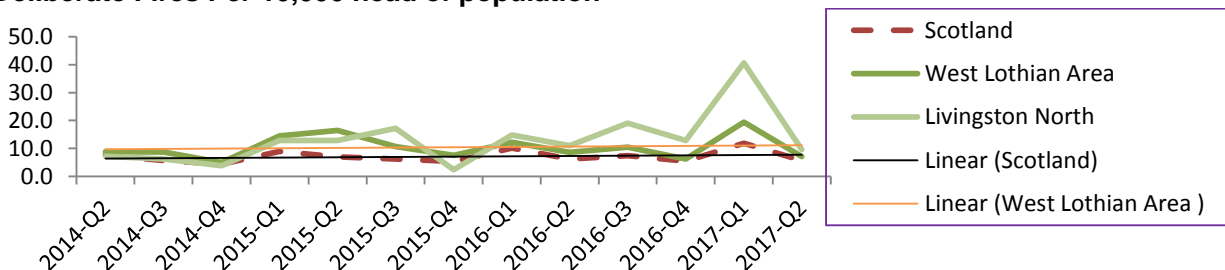
During the 2017-18 year to date reporting period SFRS have dealt with 3 accidental dwelling fire in comparison to 2 during 2016-17 year to date reporting period.

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



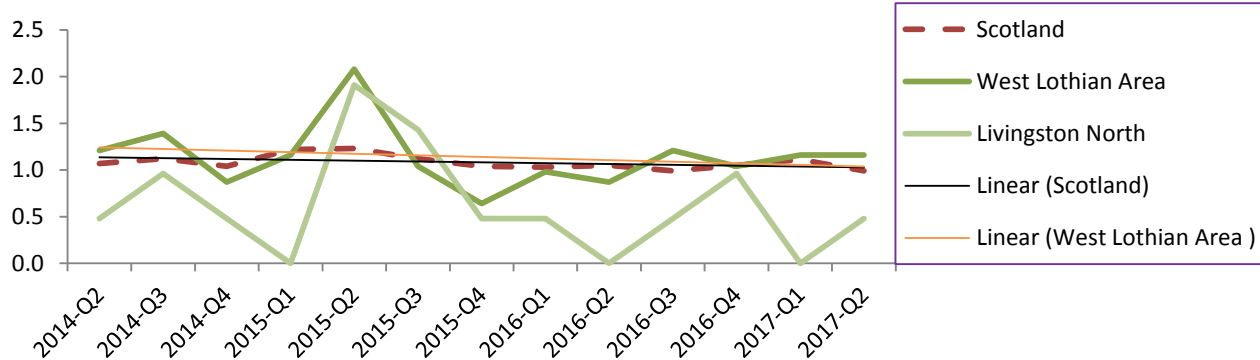
During the 2017-18 year to date reporting period SFRS have dealt with 2 casualties due to fire in comparison to 0 during 2016-17 year to date reporting period.

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



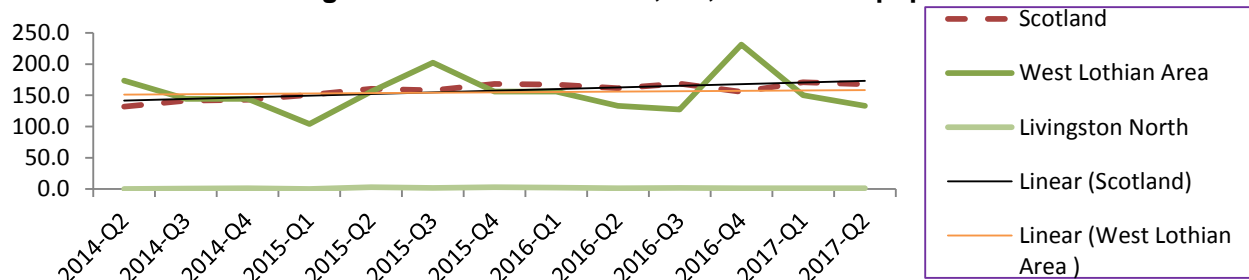
SFRS have dealt with 20 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 23 during 2016-17 year to date reporting period.

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



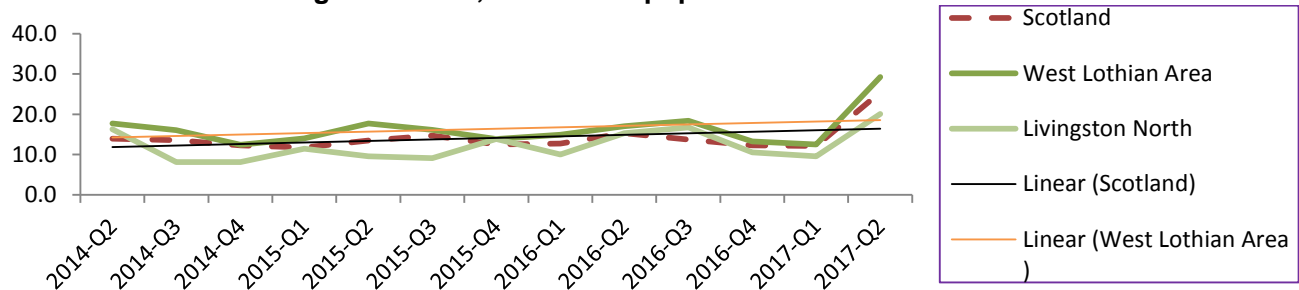
SFRS have dealt with 1 non domestic fires incident during 2017-18 year to date reporting period in comparison to 0 during 2016-17 year to date reporting period.

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



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

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



SFRS have dealt with 42 UFAS incidents during 2017-18 year to date reporting period in comparison to 32 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 Services activity as detailed in the ward report for the period 1<sup>st</sup> July 2017 – 30<sup>th</sup> September 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, Customer and Building Services, specific to the Livingston North ward.

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

Void Period	July		August		Sept		WL Target %
0-2 weeks	1	25%	2	50%	1	16.67%	55%
2-4 weeks	2	50%	0	0%	1	16.67%	30%
4+ weeks	1	25%	2	50%	4	66.66%	15%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>100%</b>

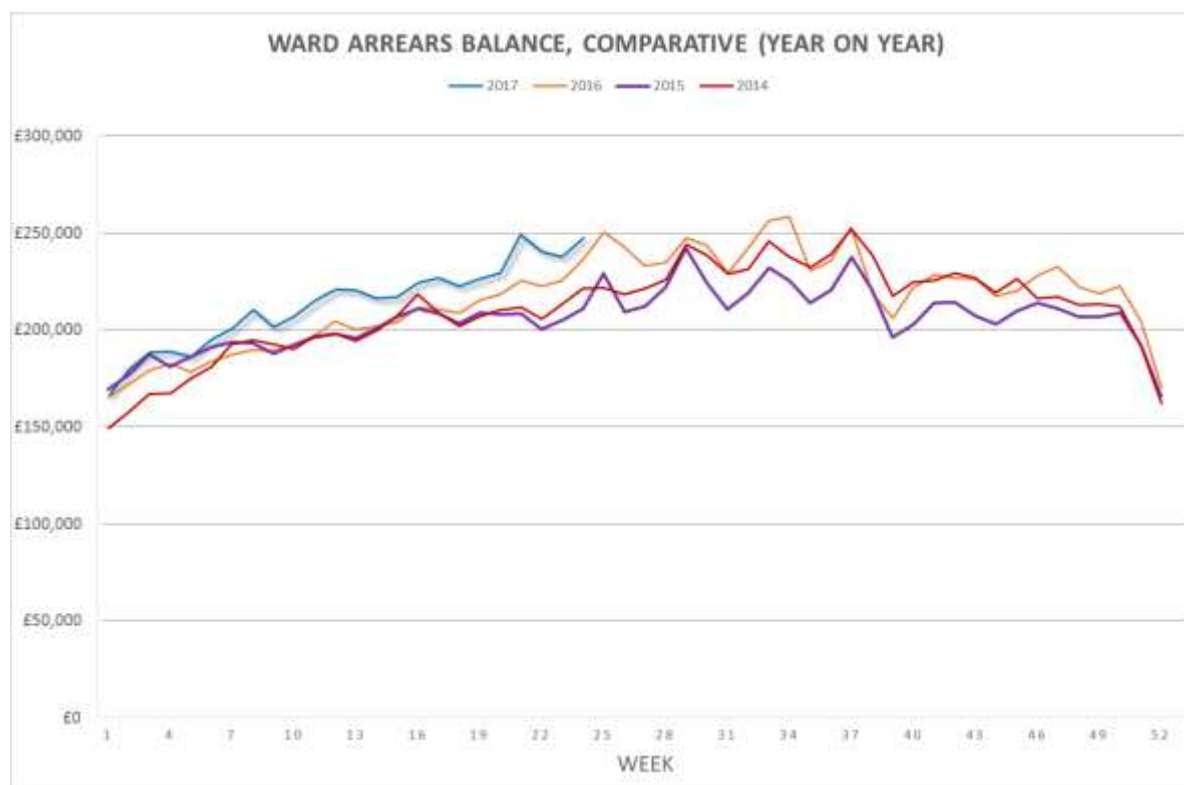
#### Property Void & Let Performance: Temporary Tenancies

Void Period	July	%	August	%	Sept	%	WL Target %
0-2 weeks	1	50%	1	33.33%	1	25%	55%
2-4 weeks	1	50%	2	66.67%	2	50%	30%
4+ weeks	0	0%	0	0%	1	25%	15%
<b>Total Lets</b>	<b>2</b>	<b>100%</b>	<b>3</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



	2016/17 (WK24)		2017/18 (WK24)	
Arrears Banding	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£8,704	217	£7,072	168
£100.00 to £299.99	£36,728	194	£35,599	186
£300.00 to £499.99	£35,773	91	£30,192	79
£500.00 to £749.99	£30,966	50	£37,737	61
£750.00 to £999.99	£25,988	30	£28,683	33
£1000.00 to £1999.99	£58,244	41	£62,070	47
£2000+	£39,494	12	£45,897	16
<b>Total</b>	<b>£235,897</b>	<b>635</b>	<b>£247,251</b>	<b>590</b>

The Ward position for Q2 of 2017/18 is £247,251. This is an increase of £11,353 on last year's position. The West Lothian overall position has increased by £78,929 from last year and at week 24 was £1,829,932.

While there are 63 serious arrears cases (£1,000+) it should be noted 60% of cases are in the lower bands (£300 or less).

While the arrears balance is tracking above the previous year we are continuing to engage with tenants to support them in these difficult economic conditions. We always aim to provide financial advice and assistance with a view to ensuring positive outcomes in terms of welfare benefits and income maximisation.

In addition to the above we will continue to focus 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**

Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
Appleton Parkway	10	November - 2016	10	October - 2017
Deans South Phase 1	54	March -2017	0	To be confirmed
Deans South Phase 2	63	To be confirmed	0	To be confirmed

### **Tenant Participation Update**

**TP Through the Years** –A special event to mark 20 years of Tenant Participation was held in August to recognise council tenant volunteers for their long service and outstanding contribution to helping the decision making process within Housing, Customer and Building Services.

The event was attended by many tenant volunteers as well as staff and partners from other organisations. The highlight of the event was a presentation of an award to local tenant Danny Mullen for 'Outstanding Contribution to Tenant Participation'.

**Local Housing Staff Training** – Two members of the TP Team met with colleagues from all local housing offices to look at the various methods available to encourage customer involvement and identify local initiatives that can be tried out in the coming months.

Staff were keen to engage with their customers to address local issues such as, garden tidying, communal bins and waste management. Local initiatives will be developed and scheduled to be carried in early Spring 2018.

**Tenant Led Inspections (TLI)** – In September, tenants were invited to participate in a training session to help them understand the TLI process. From this session, two new recruits have volunteered to get involved in this latest inspection team looking into Council House New Build Properties. The TLI team are working with staff from Housings' Strategy and Development Team and Customer Participation Officers. A final report should be presented to senior managers near the end of the year.

**Rent Focus Groups** – Council tenant were invited to attend one of a series of focus groups arranged in the east and west of the county, to discuss how they pay their rent. The meetings were well attended with 22 tenants taking part

## **Safer Neighbourhood Team**

Staff have dealt with a number of complaints regarding a variety of issues during Q2. Resolutions have been made following intelligence information and a number of joint visits by a variety of partners and external agencies have been carried out. Professional concerns meetings, referrals to appropriate services and early intervention have also assisted to resolve these complaints..

An unauthorised encampment in Old Cousland Road resulted in joint visits with Police Scotland and the site was subsequently cleared. Further encampments at Centrex House, Alderstone House, Deans Industrial Estate, Starlaw Business Park and Hardie Road were identified, with further joint visits with owners taking appropriate steps. A Notice to Quit (NTQ) was also served on various traveller's sites within the areas.

An increase in youth ASB in open space areas have seen the SNT and Police Scotland carry out joint patrolling to disperse the youths away from residential areas and to provide reassurance to residents and the community. Further joint patrols of the Eliburn Reservoir and Livingston Village areas also took place in order to deter youths gathering and drinking. SNT patrolled the ward area and engaged in some interaction with youths to establish connections for greater communications and a better rapport with them.

SNT and Community Police officers carried out joint visits regarding an ongoing neighbour dispute which had escalated. Accusations were uncorroborated however individuals were given advice and one household was reminded of bail conditions and tenancy obligations.

A total of 55 anti-social behaviour incidents were recorded during Q2 in the Livingston North ward.

## **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: 09<sup>th</sup> November 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 August – 30 September 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**

<b>I Council Values</b>	Focusing on our customers' needs; 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>	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 August – 30 September 2017.

**D2 NETs, Land and Countryside Services****Grounds Maintenance Routine Works**

Routine grass cutting has been completed for this year. The second weed control application has also been completed.

Hedge cutting and shrub bed renovation works are programmed for completion throughout the winter months.

The weed control trial finished at the end of September, with the results scheduled to be reported to the Environment PDSP in December 2017.

The most recent Land Audit Management System, (LAMS) inspections in the Central area was 67, which is the target figure. LAMS inspections rate the quality of ground maintenance in randomly selected areas.

**Grounds Maintenance Enquiries**

In total 117 ground maintenance related enquiries were received and dealt with during this reporting period.

Ball Game Enquiries – 2  
Complaint Grounds Maintenance - 1  
Drainage Flooding Grass Area – 2  
Enforcement Officer Enquiries - 5  
Fencing Enquiries – 4  
Grass Area Damaged - 5  
Grass Cutting Enquiries – 6  
Grass Cutting Missed/Not Cut – 1  
Grass Highway Verges - 1  
Ground Ownership Enquiries – 6  
Grounds Property Vandalised - 2  
Hedge Cutting Enquiries – 6  
Shrub Bed Enquiries - 7  
Shrub Bed Overhanging Path – 14  
Shrub Beds Not Maintained – 1  
Shrub Beds Obscuring Sightline – 1  
Tree Advice or Consultations – 1  
Tree Blocking Light – 1  
Tree Branches Overhanging – 27  
Tree Broken Damaged or Dead – 1  
Tree Dangerous or Unsafe – 2  
Tree Enquiries General – 11  
Tree Felling Work Unauthorised -1  
Weeds General Enquiries - 6  
Weeds on Paths or Roads – 3

### **Garden Maintenance Routine Works**

Garden Maintenance Scheme grass cutting cycles are completed for this year. Hedge cutting has started and should be completed by the end of mid November 2017.

### **Garden Maintenance Enquiries**

In total 10 garden maintenance enquiries were received and dealt with during this period.

Garden Maintenance General Enquiries – 5  
Garden Maintenance Grass Not Cut – 3  
Garden Maintenance Hedge Cutting - 1  
Garden Maintenance Standard of Cut – 1

### **Cleaner Communities Routine Works**

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

### **Cleaner Communities Enquiries**

In total 83 cleaner communities enquiries were received and dealt with during this period.

Complaint Street Cleansing – 1  
Dead Animal – 5  
Dog Fouled Kids Play Area – 1  
Dog Fouling on Paths/Roads – 5  
Dog Waste Bin New Request - 5  
Glass on Paths or Open Spaces – 6  
Graffiti Racist or Offensive – 1  
Illegal Fly Tipping/Dumping – 15  
Litter Bin Full/Overflowing – 1  
Litter Bin New Request for Bin - 2  
Litter General Enquiries – 6  
Litter on Grass/Open Space - 1  
Litter on Paths/Roads/Verges – 6  
Street Sweeping Enquiries – 9  
Vehicles Abandoned – 19

## **Enforcement Action**

Enforcement Officers dealt with enquiries in relation to various Environmental issues within the area and carried out targeted patrols in respect of Dog Fouling and Lunch time Litter complaints.

Several Abandoned/Nuisance vehicles have been dealt with and removed from streets throughout the ward gaining compliance on all occasions.

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

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

Enforcement Officers assisting colleagues from Licencing Department on several occasions by checking Identification and authorisations of window cleaners. Carrying out Audits at licensed premises and ensuring the appropriate legal notices are being displayed.

Education & Engagement Officers have attended residents and community group meetings and followed up any concerns raised.

With the assistance of a number of local traders the Cigarette Litter campaign and a number of other initiatives are ongoing in an effort to tackle the problems relating to litter and bags of household rubbish being dumped.

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

Following consultation with local communities, letter drops to several homes and partnership working with local housing offices, there has been a noticeable decrease in the number of Fly Tipping reports throughout the ward.

## **Parks and Woodland Enquiries**

Tree related Enquiries – 36

Tree works raised - 25

Tree works raised & completed – 9

Tree Enquiries not generating works orders - 11

Tree Blocking Light – 0

Tree Branches Overhanging – 17

Tree Broken/Damaged or Dead – 2

Tree Dangerous or Unsafe – 2

Tree Enquiries General – 4

Tree Felling Work Unauthorised - 0

## **Open Space Capital Programme**

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

Feasibility Study put out to tender. Contract to be awarded mid-October.

### **Stonebank**

Park improvement works put out to tender, along with parks in Craigshill and Pumpherston. Contract to be awarded end Oct.

### **Conclusion**

Park improvement programme progressing as planned.

### **Open Space Enquiries**

Country Park Forestry or Woods - 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:

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 55 customer enquiries from residents. Throughout the same period last year we received 59 enquiries from residents.

### **Roads Maintenance and Operations**

All works are complete for the area and there are currently no more works planned for the Livingston North Area.

## **D4 Waste Services**

### **Customer Enquires**

During the period we received and dealt with 1020 customer enquiries from residents in Livingston North. During the period 1st August to 31st October last year we received and dealt with 2158 customer enquiries.

128 customer enquiries were received and dealt with relating to missed bin collections in the local area. During the period 1st August to 31st October last year we received and dealt with 215 customer enquiries.

169 customer enquiries were received and dealt with relating to bins for local residents. During the period 1st August to 31st October last year we received and dealt with 432 customer enquiries relating new bins.

## **E. CONCLUSION**

The Enforcement Officers been involved in a number of community projects within the ward, with the aim of raising awareness of environmental issues and following up any concerns raised.

Street Lighting maintenance and refurbishment programmes are on schedule. There is currently no more Roads Maintenance and Operations works planned for the area.

There has been a decrease 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

Whitehill House, 01506 776629, [David.Cullen@westlothian.gov.uk](mailto:David.Cullen@westlothian.gov.uk)

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**

**9 November 2017**

**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, over the period July to October 2017, in relation to engagement activity with young people in Livingston North ward.

**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.

## **D. TERMS OF REPORT**

### **D.1 BACKGROUND**

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.

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 1 July to 27 October 2017.

### **D.2 YAP STREETWORK SERVICES IMPACT AND OUTCOMES**

In the period July – October 2017, YAP carried out 34 sessions in the Livingston North area. Some areas were visited more than once during the same session. In total there were 60 visits undertaken over 34 sessions; these are as follows:

- Eliburn and parks – 17 visits
- Livingston Village – 12 visits
- Carmondean/ Deans - 14 visits
- Knightsridge – 17 visits

142 young people were engaged; 106 males and 36 females. In general the groups are fairly transient and move around the North Livingston area, but are not always residents from North Livingston. Some of the young people engaged are from Ladywell, Craigshill, Dedridge, and Uphall.

More young people were engaged in Eliburn in July. Eliburn has steadily decreased in youth calls to police over the last 2 months; this has been confirmed by the Community Safety Unit.

Livingston village experienced some difficulties with youth disorder in September. YAP engaged with fairly high numbers on 24th and 25th of September. There was evidence of alcohol use and some bravado exhibited by the young people, but following engagement with the streetwork team, particularly the known individuals, the group agreed to disperse.

October has presented the streetwork team with more concerns in the Knightsridge area. A different group of young people has emerged and the team is continuing to monitor the group.

The number of youth calls to the police in the Livingston North area are on a downward pattern, however, YAP have agreed with partners to keep monitoring the area in the coming months

### **D.3 KEY CONCERNS RAISED BY YOUNG PEOPLE**

- 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
- Young people feel criticised for being in Eliburn Park, therefore they have generally moved away from this area.
- 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.

The young people contacted came from a number of areas, predominantly Livingston addresses, but not all Livingston North.

### **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; Bathgate, Whitburn and Blackburn, 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

CLD Youth Services Report 21 September 2017

Appendices/Attachments: None.

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)**

Date of meeting: 9 November 2017





## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **DEANS SOUTH UPDATE**

#### **REPORT BY DEPUTE CHIEF EXECUTIVE**

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

To provide an update on the current position at the Deans South estate.

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

It is recommended that the Local Area Committee:

1. Note that the demolition of 16 vacant blocks was completed in 2016; 10 of the remaining houses at Deans South are in private ownership; the other 46 are owned by the council (see Appendix 1);
2. Note that 117 council houses are currently planned for Deans South across two sites; McTaggart are to build 54 and Lovell are to build 63; and
3. Note that there is interest from Registered Social Landlords in being involved in the redevelopment of parts of the estate and this accords with the recently approved Strategic Housing Investment Plan.

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

- |                                                                                                                       |                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>I Council Values</b>                                                                                               | <ul style="list-style-type: none"><li>• Focusing on our customers' needs;</li><li>• Being honest, open and accountable;</li><li>• Providing equality of opportunity;</li><li>• Making best use of our resources; and</li><li>• Working in partnership.</li></ul> |
| <b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b> | Deans South is identified for comprehensive redevelopment in the West Lothian Local Development Plan (Proposed Plan).                                                                                                                                            |
| <b>III Implications for Scheme of Delegation to Officers</b>                                                          | None.                                                                                                                                                                                                                                                            |
| <b>IV Impact on performance indicators</b>                                                                            | None.                                                                                                                                                                                                                                                            |
| <b>V Relevance to Single Outcome Agreement</b>                                                                        | We live in resilient, cohesive and safe communities.                                                                                                                                                                                                             |

We make the most efficient use of our resources by minimising our impacts on the built and natural environment.

**VI Resources - (Financial, Staffing and Property)**

The council has approved resources for 117 new build council houses at Deans South.

Additionally, there is £139,000 identified for Deans South in the 2017/18 Housing Capital Programme.

**VII Consideration at PDSP**

The Services for the Community PDSP has previously considered several reports on Deans South.

**VIII Other consultations**

Planning, Economic Development and Regeneration, Finance and Property, Legal Services.

**D. TERMS OF REPORT**

**D.1 Background**

It is the council's aim to deliver the comprehensive redevelopment of the Deans South estate. A Compulsory Purchase Order was not successful in 2010 but since 2014 some progress has been made with 16 blocks being demolished and redevelopment plans for parts of the estate being taken forward. 10 houses on the estate are currently in private ownership (Appendix 1).

The offer which remains open to the remaining private owners is based on a professional valuation of the individual property together with a £15,000 additional payment plus a disturbance allowance of £1,500 where a house is occupied.

**D.2 Deans South Estate Development Update**

In September 2015, Council Executive approved the Deans South estate being identified as a site for comprehensive redevelopment in the West Lothian Local Development Plan (LDP) (Proposed Plan). The LDP is currently at Examination and it is anticipated that it will be adopted in 2018.

McTaggart Construction have completed their enabling works for a development of 54 council houses on the west side of the estate. The main contract is due to start in November 2017.

A second phase of new build council housing at Deans South is currently planned, with Lovell Partnership currently preparing proposals for 63 new build council houses on the east side of the estate. It is expected that a planning application will be submitted by the end of 2017.

A masterplan has been prepared to show how the balance of the estate could be developed (Appendix 2). The masterplan shows the approved McTaggart layout, the proposed Lovell layout and illustrates how the balance of the site could be redeveloped for a further 116 houses.

The West Lothian Strategic Housing Investment Plan 2017- 23 (SHIP) was approved on 24 October 2017. The SHIP outlines the potential for RSL involvement in the redevelopment of Deans South. A private house building company is seeking to assemble land at Deans South with a view to building affordable homes for an RSL. Officers will continue to have dialogue with interested parties to establish if there is potential to progress with detailed proposals.

#### **E. CONCLUSION**

Progress has been made in the redevelopment of Deans South, and works are scheduled to commence on the provision on 117 new build council houses on the site. The new SHIP outlines the potential for further development on the site over the new five years. The ongoing discussions between the remaining owners and private developers may offer a potential solution for a comprehensive redevelopment of the estate.

#### **F. BACKGROUND REFERENCES**

Council Executive, Deans South - February 2010, August 2009, February 2009, November 2007, November 2013, January 2014, December 2014

Services for the Community PDSP, Deans South – November 2016, June 2016, October 2015, September 2013, June 2013, August 2009, December 2008, May 2008,

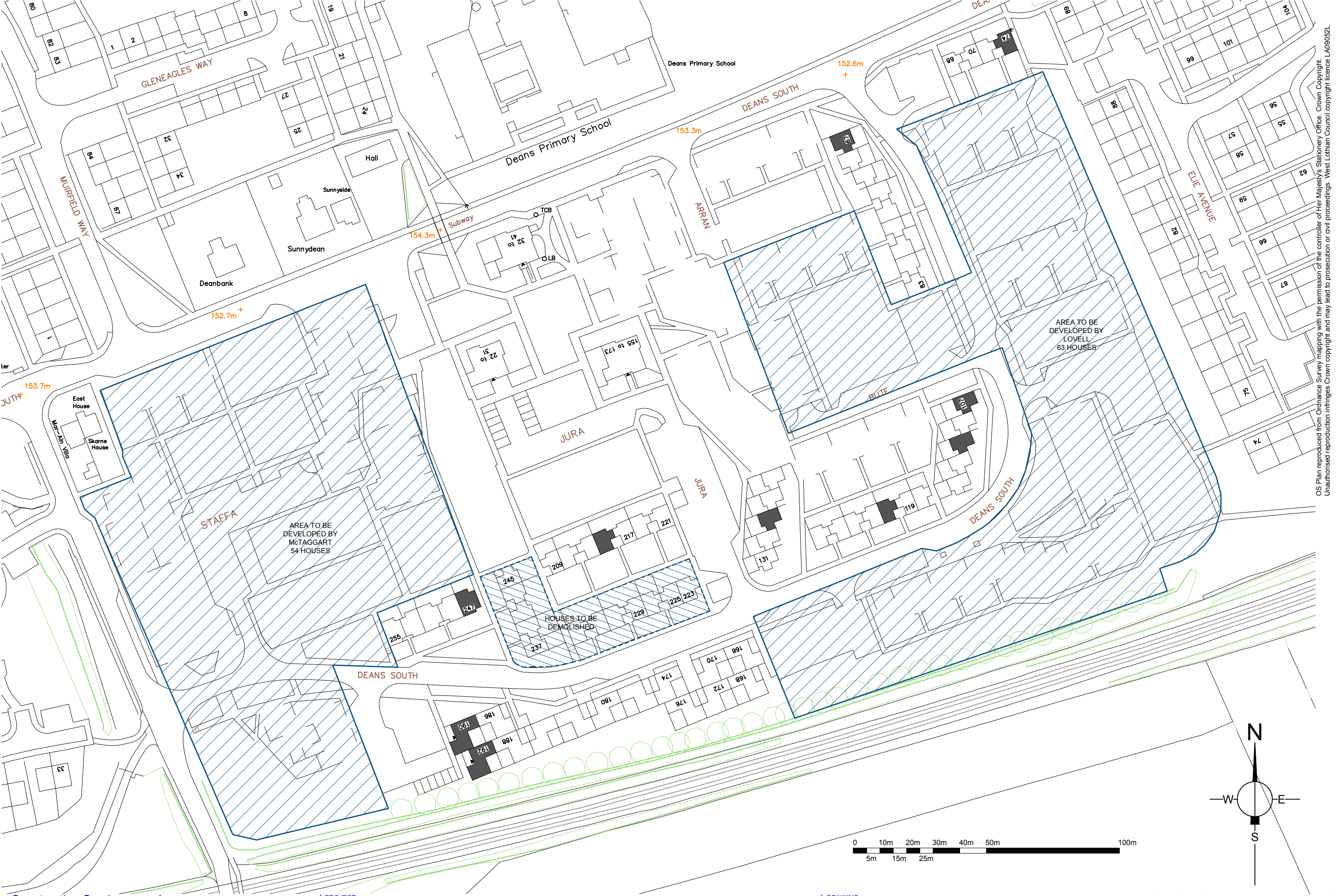
Council Executive, New Build Council Housing Programme – April 2014, June 2014, August 2014, May 2015

Appendices/Attachments: Two

Contact Person: Graeme Struthers, Depute Chief Executive, 01506 281776

Email: [graeme.struthers@westlothian.gov.uk](mailto:graeme.struthers@westlothian.gov.uk)

**Graeme Struthers**  
**Depute Chief Executive**  
**9 November 2017**



Construction Services  
Construction Design  
West Lothian Civic Centre  
Howden South Road,  
Livingston EH54 6FF



PROJECT :  
Deans South - New Housing - Further Phases  
• all dimensions to be checked on site

DRAWING :  
APPENDIX 1  
Development Areas  
• do not scale from drawings

Issue		date	details		scale(s)	drawn
DRAWING	ISSUE	18.03.2016	date	1:1250 @ A3	BS	
	CONTRACT	Project no.	HS15020	drawing no.	L(00)-08	issue
	BILLING	P. No.				DRAFT



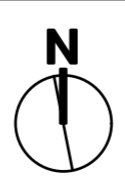
ACCOMMODATION MIX

<div></div> 1B2P Cottage Flats 24	<div></div> 3B6P House 23	<div></div> 1B2P Bungalow 06
<div></div> 2B4P Cottage Flats 24	<div></div> 4B8P House 04	<div></div> 2B4P Bungalow 04
<div></div> 2B4P House 24	<div></div> 5B10P House 04	<div></div> 3B6P Bungalow 03

Total Number of Units  
116

Parking  
185 (159%) + 30  
(existing flats at 100%)  
= 215

C	REVISION	NO
REV	DATE	BY



<div></div> 1B2P Cottage Flats	<div></div> 3B6P House	<div></div> 1B2P Bungalow
<div></div> 2B4P Cottage Flats	<div></div> 4B8P House	<div></div> 2B4P Bungalow
<div></div> 2B4P House	<div></div> 5B10P House	<div></div> 3B6P Bungalow

NOTES:  
DO NOT SCALE FROM DRAWING.  
ALL DIMENSIONS TO BE CHECKED ON SITE PRIOR TO THE START OF ANY WORK AND ANY DISCREPANCIES NOTIFIED IN WRITING.  
REFER TO ENGINEER'S DRAWINGS FOR ALL STRUCTURAL, HEATING, LIGHTING, POWER, EXTERNAL AND UNDERGROUND DRAINAGE AND VENTILATION INFORMATION.  
ALL BUILDING WORKS TO COMPLY IN ALL RESPECTS TO CURRENT BUILDING STANDARDS FOR COUNTRY IN WHICH SITE IS LOCATED.

CLIENT	West Lothian Council
PROJECT	Deans South Masterplan
DRAWING	Deans South Masterplan Area
DATE	05.07.16
MD	MD
SCALE	1:500
CHKD	CS
DRWG NO.	20062
SKD	SKD

**COLLECTIVE ARCHITECTURE**

MERCAT BUILDING, 26 GALLOWGATE, GLASGOW, G1 5AB, UK  
TELEPHONE: +44(0)141 552 3001 FAX: +44(0)141 552 3888  
EMAIL: INFO@COLLECTIVEARCHITECTURE.CO.UK  
WWW.COLLECTIVEARCHITECTURE.CO.UK





**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**PENSIONERS' CHRISTMAS FUND 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 allocations made from the Pensioners' 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 seven groups within Livingston North ward applied to the fund and have been 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 £28,767.00 agreed by the council. £1,759.50 will 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' Christmas Fund each year. In 2017 the total fund amounts to £28,766.00 (£29,093.00 in 2016). The fund is divided by the total number of beneficiaries which, in 2017, is 5,004 (4,659 in 2016). By using that number the provisional global unit cost for 2017 is £5.75 (£6.24 in 2016) per beneficiary (£28,766.00 / 5,004). In Livingston North ward there are 306 beneficiaries and an allocation of £1,759.50. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters were issued to groups in late October advising them of the amount of funding they will receive and payments 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 all seven being returned. The seven groups have been supported. Appendix one shows the groups supported and the allocation to each.

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

One application was sent to a Livingston-wide group. The application form was returned and the group has been supported. Three applications were issued to West Lothian-wide groups, and all have been returned. The three groups have been supported. Appendix two shows the groups and the allocation to each.

### **E. CONCLUSION**

The report advises of the allocations that have been 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 were issued to groups in late October advising them of the amount of funding they will receive, and payments 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: Allocations 2017 Livingston North Ward  
Appendix 2: Allocations 2017 Livingston-wide and West Lothian-wide Organisations

Contact Person: Laura Wilson, Regeneration Team Leader,  
laura.wilson2@westlothian.gov.uk

Craig McCorriston  
Head of Planning Economic Development and Regeneration  
09 November 2017

**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2017**

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

**Appendix 1: Pensioners' Groups Christmas Fund Allocations 2017 in Livingston North Ward**

Group	Number of Beneficiaries	Amount
Deans Senior Citizen Club	32	£184.00
Hanover Court Residents Association.	24	£138.00
Livingston Village Community Education Association	50	£287.50
Mosswood Community Centre Management Committee	70	£402.50
Pentland View Court Social Club	30	£172.50
Restondene Social Fund	26	£149.50
Society of St Vincent De Paul St Peter's Conference, Livingston	74	£425.50
<b>Totals</b>	<b>306</b>	<b>£1,759.50</b>

**Note:**



**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2017**

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

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

Group	Number of Beneficiaries	Amount
Braid House Day Centre	160	£920.00
<b>Total</b>	<b>160</b>	<b>£920.00</b>

Group	Number of Beneficiaries	Amount
West Lothian Visually Impaired Club	10	£57.50
West Lothian 50+ Network	204	£1,173.00
West Lothian Financial Inclusion Network	150	£862.50
<b>Total</b>	<b>364</b>	<b>£2,093.00</b>





## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **COMMUNITY REGENERATION UPDATE**

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

##### **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**

### **D1 Background to 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.

#### Aspiring Communities Fund

The Vennie is 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 who applied for funding from the Scottish Government's Aspiring Communities fund, closely supported by the Economic Development and Regeneration service. This funding application has now been approved.

This funding will 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) to support regeneration planning and work with the steering groups there.

### **D2 Regeneration Plan**

Officers from the Community Planning and Regeneration team are looking to develop the first version of the Regeneration Plan to be in place for January 2018. The Knightsridge Regeneration Group is next due to meet on 2 November.

### **D3 Community Engagement in Knightsridge**

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

In addition to the previous community engagement work undertaken, the Community Regeneration Officer has also visited the 'Knightsridge Angels' coffee morning group, parents at Knightsridge Primary School's parents evening, the P5/4 class at the school who are undertaking a project about their community, and young people from Knightsridge who are involved in West Lothian Youth Action Project's music project.

There have been around 130 residents involved in this so far, through various channels as detailed in the last report to Local Area Committee, with 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.

Anecdotally, issues raised have ranged from improving the condition and the range of shops/services at the neighbourhood centre at Cameron Way, to 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.

### **D4 Knightsridge Neighbourhood Centre**

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

#### Post Office Reinstatement

At the time of producing this report, officers are arranging to meet with Post Office representatives to discuss options for re-establishing a Post Office presence within Knightsridge.

#### Cash Machine

It had been hoped that the post office service would be re-established in its previous location at 77 Cameron Way, which would have meant the resumption of a free cash dispensing service from that property. Unfortunately, the Post Office (corporate) has recently confirmed they are seeking an alternative model whereby the post office counter will be integrated into either an existing or new retail outlet in the Knightsridge area, rather than being the stand-alone business it was previously. The logical location for a free cash ATM would be alongside that relocated post office counter. Unfortunately, the Post Office has thus far been unable to identify a suitable location for that counter.

The council do not currently provide cash machine services within any of its operational buildings. The provision of those services would involve the council entering into contacts with ATM providers that would likely result in financial resource pressures. Further, in terms of identifying a suitable operational council property with adequate access, there does not appear to be a suitable location in the Knightsridge area.

## The Harvester

Officers have undertaken the procurement of a contractor for the demolition of the Harvester and the necessary statutory consents for demolition are now in place. The appointed demolition contractor is scheduled to be on site mid/late November and it is anticipated that the site will be cleared by the end of December 2017.

### **D5 The Vennie Voice – ‘Star Paths’ Project**

Young people from the ‘Vennie Voice’ youth forum have been working with Young Scot and SEStrans (South East of Scotland Partnership) over the past two years as part of a project across Scotland to look at young people developing solutions to safe active travel.

The young people had the idea of glow-in-the-dark discs being embedded within pavements to increase visibility in the dark and make them less intimidating. They were selected to develop their idea which they have called ‘Star Paths’. It was agreed that two paths in Knightsridge along the railway would be trialled for this. Although both these paths have street lighting, they are relatively secluded and there is no adjacent housing or road to give any visual surveillance.

The discs are now installed. Counters will be used on the chosen path to track before and after path users to see whether the changes increase footfall. Once it has been installed and tracked, SESTRANS will be reporting the findings to all 32 local authorities.

### **D6 Community Asset Transfer**

Officers have met with representatives from Livingston United Parish Churches (LUPC) to discuss the next stages following the feasibility study on their proposal for Carmondean Community Centre to be transferred to them.

LUPC has been made aware that the council is reviewing the policy on asset transfer, following the implementation of the Community Empowerment Act.

Officers are currently considering the feasibility study and will provide interim feedback on this to LUPC in advance of them taking the report through their own decision-making structures.

In the likelihood they do wish progress to formal application, this is unlikely to be until early next year by which point it is anticipated an updated policy of asset transfer will be in place to provide the framework for further progress.

### **D7 Livingston North Youth Providers Group**

This group met on 24 October. The group has been looking at options to help develop mobile based youth provision as a way to help service some communities, including Eliburn, and to complement building-based provision in the ward. Previously, the idea of a bus-based outreach service was considered but was deemed unfeasible, particularly in the current funding climate. However, an expandable trailer-based model is currently being investigated by the group.

More detail on work with young people is within the CLD Youth Services report to this meeting of the Local Area Committee.

The Friday Night Project’s application to the Alcohol Diversionary Fund, presented to the previous meeting of the Local Area Committee, is currently making its way through

the other decision-making structures for the fund.

## **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

Attachments: None

Contact Person: Scott McKillop, Community Regeneration Officer, 01506 281082  
[scott.mckillop@westlothian.gov.uk](mailto:scott.mckillop@westlothian.gov.uk)

**Craig McCorriston, Head of Planning, Economic Development and Regeneration**  
9 November 2017



## LIVINGSTON NORTH LOCAL AREA COMMITTEE

### TIMETABLE OF MEETINGS 2017-18

Agenda Issue	Meeting Date	Room
Friday 5 January 2018	Thursday 11 January 2018	Conference Room 3
Friday 2 March 2018	Thursday 8 March 2018	Conference Room 3
Friday 27 April 2018	Thursday 3 May 2018	Council Chambers
Friday 22 June 2018	Thursday 28 June 2018	Council Chambers

All meetings will be held at 09:30 am in Council Chambers unless otherwise advised





# **LIVINGSTON NORTH LOCAL AREA COMMITTEE – AS OF NOVEMBER 2017**

	<b>Report</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
1	Housing Report	Quarterly update on housing issues	Sandy Ross	January 2017
2	Operational Services Report	To provide a quarterly update report on activity	Jim Jack	January 2017
3	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	January 2017
4	Presentation by the Headteacher from one of the remaining Livingston secondary schools	To provide annual updates from each of the school clusters servicing the ward.	Headteachers	January 2017

5	Presentation by the Headteacher from one of the remaining Livingston secondary schools	To provide annual updates from each of the school clusters servicing the ward.	Headteachers	March 2018
6	The Vennie Voice – Star Paths	Young people from the Vennie Voice to present on the progress of their 'Star Paths' project with SEStrans	Scott McKillop	March 2018
7	Police Report	Quarterly update on police/NRT activity	Insp. Adam Smith	March 2018
8	Fire and Rescue	To provide an update on the new Operational Plan for 2015-17	Desmond Donnelly	March 2018

DATA LABEL: PUBLIC

9	Presentation by the Headteacher from one of the remaining Livingston secondary schools	To provide annual updates from each of the school clusters servicing the ward.	Headteachers	Ongoing
10	Livingston North Blue/Green Network	To inform members of the blue and green network within the ward		To be determined
11	Knightsridge Post Office in Cameron Way Update	To update on efforts to re-establish Post Office provision within the area		To be determined
12	Winter Maintenance Programme	To inform the LAC of plans for the winter maintenance programme		To be determined