



## ***Fauldhouse and The Breich Valley Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

15 November 2017

A meeting of the **Fauldhouse and The Breich Valley Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Tuesday 21 November 2017** at **8:30am**.

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 Meeting of Fauldhouse and The Breich Valley Local Area Committee held on Tuesday 05 September 2017 (herewith)
5. Police Scotland Report - Report by Police Inspector Gregor Forbes (herewith)
6. Fauldhouse and the Breich Valley Multi-Member Ward Performance Report - Report by Scottish Fire and Rescue Services (herewith)
7. Housing, Customer and Building Services Update - Report by Head of Housing Customer and Building Services (herewith)
8. Service Update - NETs, Land and Countryside - Report by Head of

Operational Services (herewith)

9. Advice Shop Service Update - Report by Head of Finance and Property Services (herewith)
10. Pensioners' Groups Christmas Fund Allocations 2017 - Report by Head of Planning, Economic Development and Regeneration (herewith)
11. West Lothian Villages Improvement Fund - Applications - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Report on Progress of Regeneration Planning - Report by Head of Planning, Economic Development and Regeneration (herewith)
13. Workplan (herewith)
14. Timetable 2017/18 (herewith)

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

MINUTE of MEETING of the FAULDHUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 5 SEPTEMBER 2017.

Present – Councillors Cathy Muldoon (Chair), David Dodds, Pauline Clark

In Attendance –

Alice Mitchell, Lead Officer, Fauldhouse and the Breich Valley LAC  
Sandy Ross, Housing, Construction and Building Services, WLC  
Tony Fleming, NETs, Land and Countryside Services, WLC  
Laura Wilson, Regeneration Team Leader, WLC  
Tracey Loudon, Headteacher, Whitburn Academy  
Desmond Donnelly, Scottish Fire and Rescue Service

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The Fauldhouse and the Breich Valley Local Area Committee approved the minute of its meeting held on 7 June 2017. The minute was then signed by the Chair.

3. WHITBURN ACADEMY - PRESENTATION BY TRACEY LOUDON, HEADTEACHER

The Chair welcomed Tracey Loudon (Headteacher, Whitburn Academy) to the meeting. Ms Loudon had been invited to provide an overview of the school's performance and levels of attainment.

Ms Loudon spoke of a year of change following the departure of Mr Adair in September 2016 to take up the post of Headteacher at Inverkeithing High School.

The presentation slides contained a table showing 'Performance Vs Virtual Comparator (School Leavers)' for the four years 2013 to 2016. The Committee noted that exam results for 2017 would be available later in September.

Ms Loudon provided details of performance by Department in 2017. At S4 National 5 level, the areas of concern were:- Biology, Chemistry and Computing. For S5/6 Higher level, areas of concern were Chemistry, Computing, Maths and PE.

The priorities for the school 2017 were listed as follows:-

- Review and refresh our vision, values and aims
- High quality learning and teaching

➤ Design and rationale for our curriculum

In relation to the wider life of the school, the Committee heard details of charity fundraising events and sporting successes.

Finally, the Headteacher responded to questions raised by LAC members.

On behalf of the Committee, the Chair thanked the Headteacher for her informative presentation.

Decision

To note the terms of the presentation.

4. FAULDHOUSE AND THE BREICH VALLEY 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.

Desmond Donnelly (Local Area Liaison Officer - Falkirk and West Lothian, Scottish Fire and Rescue Service) presented the report, highlighting a number of improvements across the key priorities within the ward.

The Committee was informed that SFRS had dealt with 43 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 36 during the same period in the previous year.

In relation to Unwanted Fire Alarm Signals (UFAS), it was noted that there were 10 incidents during 2017-18 year to date reporting period in comparison to 18 during 2016-17 year to date reporting period. SFRS continued to engage with businesses to reduce demand from Unwanted Fire Alarm Signals.

The Committee was asked to note and provide comment on the Fauldhouse and the Breich Valley Multi-member Ward Performance Report.

Decision

To note the terms of the report.

5. POLICE SCOTLAND REPORT

There was no representative from Police Scotland in attendance at the meeting.

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

The report contained statistical information relating to the six West Lothian

priorities. It was noted that there had been a rise of 9% in youth calls in the year to date and there had been 21 calls reported in July. This equated to 6 more in the year to date.

In relation to 'Making Our Roads Safer', it was reported that officers would be proactive and would continue to identify and deal with road traffic offences in the ward. The A71 corridor was an identified patrol route and the CAT officers had carried out and would continue to carry out speed checks in the area.

The Committee was asked to note the update on performance, activities and issues across the ward for the period up to 31 July 2017.

#### Decision

To note the terms of the report.

### 6. HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

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 for the period 1 April – 30 June 2017.

The report contained information relating to Property Void and Let Performance for both mainstream and temporary tenancies.

In relation to rent arrears, it was noted that the ward position for Q1 of 2017/18 was £241,707. This was a decrease on the previous year's position. While there were 58 serious arrears cases, it was noted that 60% of cases were in the lower bands (£300 or less).

The report provided an update on the Capital Programme, noting that the 17/18 works were progressing well on the site at Lanrigg, Fauldhouse. At Cuthill Crescent, Stoneyburn, the work was in operation preparation stage. The continuation of this major area upgrading was due to restart on site in October 2017 and complete in March 2018.

Finally, the Committee was informed of activity relating to Tenant Participation and the Safer Neighbourhood Team.

It was recommended that the Committee note Housing, Building and Customer Service activity detailed in the report for the period 1 April – 30 June 2017.

#### Decision

To note the terms of the report.

### 7. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

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

by the Head of Operational Services advising members of the recent activity of the NETs, Land and Countryside Services teams for the period 1 May – 31 July 2017.

It was noted that the routine grass cutting cycles continued, although the overall programme was currently behind schedule due to the wet weather during June and July.

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

The report highlighted that work had started on the construction of the new pitch at Eastfield Road, with the drainage system being installed. Works would be ongoing over the coming weeks, with the pitch at St John the Baptist's also being completed by the same contractor. The football pitch at Longridge would also be drained before the end of the summer.

In response to a question raised, Tony Fleming informed members, that in general terms, there should be no fairgrounds on football pitches.

In relation to the pitch at St John the Baptist's, Committee members expressed concerns about damage to the pitch and drainage system as a result of fairground vehicles and machinery.

Tony Fleming undertook to convey concerns to Gordon Caldwell for consideration when an application for a fairground was made.

It was recommended that members:-

1. note the work carried out to date and future planned work.
2. advise of any areas that required further investigation or inclusion in future work plans.

#### Decision

1. To note the terms of the report; and
2. To note concerns raised by LAC members concerning potential damage caused by fairground vehicles and machinery.

#### 8. PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017

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

The Committee was informed that thirteen applications form had been issued to groups across the ward, with ten returned to date. The intention was that the ten groups would be supported. The remaining three applications would be followed up. Appendix one to the report showed the organisations to be supported and the provisional allocation to each.

In relation to Livingston-wide and West Lothian-wide organisations, it was reported that 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 two to the report showed the organisations and the provisional allocation to each.

During discussion, it was noted that a group (Young at Heart in Fauldhouse) did not appear on the list of applicants. Officers undertook to ascertain whether this group wish to apply to the fund.

It was recommended that the Committee note that ten groups within the ward had applied to the fund and would be supported.

#### Decision

To note the terms of the report.

### 9. REPORT ON PROGRESS OF REGENERATION PLANNING

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 regeneration plans within the ward.

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

The report also recalled that a decision had been taken by the Fauldhouse and the Breich Valley Local Action Group that meetings be held at individual village level. The villages were:- Addiewell, Stoneyburn, Fauldhouse and Polbeth. It was now reported that the four village groups had met a number of times and their progress was detailed within the report.

The Head of Planning, Economic Development and Regeneration concluded that the process for developing regeneration plans was underway within the ward. Local action groups had been established and had begun the process of evidence gathering and statistical analysis. A programme of community engagement was currently underway and the information gathered from this would help to inform the plans.

Finally, it was noted that plans for the four villages would be drafted in

October 2017. A further update on progress would be brought to the next meeting of the Local Area Committee.

It was recommended that the Committee note:

1. that four local regeneration groups had been establish and were active; and
2. community engagement activity was underway in all areas.

Decision

To note the terms of the report.

10. WORKPLAN

A copy of the Workplan had been circulated for information.

Decision

To note the Workplan





West Lothian  
Council

**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

**POLICE SCOTLAND REPORT**

**REPORT BY POLICE INSPECTOR GREGOR FORBES**

**A. PURPOSE OF REPORT**

Police update for Fauldhouse and the Breich Valley.

**B. RECOMMENDATION**

For discussion by the Chair.

**C. SUMMARY OF IMPLICATIONS**

**I Council Values**

Focusing on our customers' needs  
Being honest, open and accountable  
Providing equality of opportunities  
Developing employees  
Making best use of our resources  
Working in partnership

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

**III Implications for Scheme of Delegations to  
Officers**

**IV Impact on performance and performance  
Indicators**

**V Relevance to Single Outcome Agreement**

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

**VII Consideration at PDSP**

**VIII Other consultations**

**D. TERMS OF REPORT**

To update the Local Area Committee on performance, activities and issues across the Ward for the period up to 31<sup>st</sup> October 2017.

### **Our Purpose**

To improve the safety and wellbeing of people, places and communities in Scotland

### **Our Focus**

Keeping People Safe

### **Our Values**

Integrity, Fairness and Respect

## **NATIONAL PRIORITIES – DELIVERED LOCALLY**

### Police Scotland Priorities

1. Violence, disorder and antisocial behaviour
2. Protecting people at risk of harm
3. Road safety and road crime
4. Serious Organised Crime
5. Counter Terrorism

## **WEST LOTHIAN PRIORITIES**

### Your West Lothian Priorities

1. Protecting People
2. Reducing Anti Social Behaviour
3. Reducing Violence
4. Tackling Substance Misuse
5. Making our Roads Safer
6. Tackling Serious and Organised Crime

## **COMMUNITY ENGAGEMENT PRIORITIES**

### Your Local priorities

1. Tackling Substance Misuse
2. Preventing Violence and Anti Social Behaviour
3. Making our Roads Safer
4. Tackling Acquisitive Crime

## PERFORMANCE

Crimes Groups 1 to 5 (Ref: Crime Statistics JG Area Command) (April 17 – Aug 17)						
Area	This year to date			Last year to date		
	Rec.	Sol.	% Sol	Rec.	Sol.	% Sol
West Lothian Area	2789	1250	44.8%	3141	1424	45.3%
Fauldhouse and the Breich Valley (April 17 to Aug 17)	222	115	51.8%	230	114	49.6%

Future statistics will be posted on the Police Scotland website that can be accessed via the link below.

Ward plans and community information can also be obtained by using the link to access the website and then tab into 'your community' and enter your postcode to find the Fauldhouse and the Breich Valley Ward.

<http://www.scotland.police.uk/about-us/our-performance/>

ASB performance for period up to 30<sup>th</sup> September 2017

Fauldhouse and the Breich Valley Ward – End of Sept 2017				
Month	Sep-17	LYTD	TYTD	% Change
Youth Calls	31	99	130	31%
All ASB Calls	103	410	616	50%
Hate Crime	4	11	16	45%
Vandalism & Reckless Conduct	10	55	61	11%
Fire-raising	1	7	9	29%
Public Space Assaults	5	31	29	-6%

## ISSUES OF NOTE

- Exceptional Reporting on the above**

In March 2016 following a review of the Community Police Team a new model was introduced. This new model allows for 2 dedicated Ward Officers covering the Fauldhouse and the Breich Valley ward supplemented by 10 staff forming the Community Action Team (CAT) on the West Side of West Lothian.

The officers in place have a depth of knowledge and their input and directed tasking of the CAT will lead to a positive effect in our community. We will continue to work towards reducing recorded crime and ensure a safer Fauldhouse and the Breich Valley ward for residents and visitors.

The above Anti Social Behaviour results are produced by the West Lothian Community Safety Unit and show the figures up to the end of September 2017.

**Youth Calls** – rise of 31% in the year to date and there were 31 calls reported in September. This equates to 31 more in the year to date.

**ASB Calls** – rise of 50% in the year to date. 103 reports in September and this year to date there have been significantly more reports to the police.

**Hate Crime** – rise of 45% in the year to date with there being 4 reports in September. The year to date figures show 5 more reports this year to date and although the percentage rise is large the numbers of incidents are low.

**Vandalism / Reckless Conduct** – rise of 11% in the year to date with there being 10 reports in September. 6 more reported incidents reported than last year to date.

**Fire Raising** – There was 1 report in September. 2 more reports than last year to date.

**Public Space Assaults** – Reduction of 6% - 5 crimes reported in September. Year to date figure has reduced with 2 less incidents this year to date.

## **PREVENTION**

- **Activities**

### **Reducing antisocial behaviour within our communities**

In an effort to identify those involved in youth calls and calls of Anti Social Behaviour the team continue to provide resources at key times in identified areas aimed at reducing ASB and youth calls to the ward.

The Ward Officers review all calls of ASB in an effort to identify offenders and will progress criminal complaints and ASB complaints to conclusion to ensure a positive outcome. This may involve reporting the person involved or tenancy warning via ASB legislation.

There is 1 Key ASB domestic dwelling identified in the Ward at this time and has been progressed to an Anti-Social Behaviour Order.

**Hate Crime** – there were 4 hate crimes reported. 2 have been solved and the other 2 have positive lines of enquiry. 3 relate to race and 1 to gender.

**Vandalism & Reckless Conduct** – A review of the 10 incidents show that there are no known patterns to the damage and the vandalisms are ward wide in the majority of cases however 3 linked incidents have occurred in Addiewell. Despite social media appeals no persons were traced.

**Assaults** – Of the 5 public space assaults alcohol was an impact factor in 2. Three have been solved and the other two have positive lines of enquiry.

### **Reducing community and social harm caused by drug and alcohol misuse**

The community team continue to carry out stop and searches to deter, disrupt, divert and detect offenders.

In September 10 Crimes were recorded for drug offences. The reports were in relation to possession of Cannabis, Ecstasy and production of drugs, namely growing cannabis.

Where appropriate information is shared with WLC SNT regarding offenders if offences committed within WLC addresses.

The Community Action Team has carried out a number of intervention visits and patrols in relation to intelligence about misuse of drugs associated to Addiewell Prison.

Psychoactive substances were recovered within Addiewell Prison following issues reported previously.

### **Making our Roads Safer**

The Community team continue to carry out road checks to provide reassurance and carry out enforcement and education of young drivers to work towards reducing the communities fear in regards anti social driving by young persons.

Road Safety - Local CAT officers continue to carry out Speed checks at various locations in the Ward.

### **Tackling Acquisitive Crime**

There were 3 incidents of acquisitive crime in September.

2 business premises were subject of break-ins. Enquiries continue into these.

And a gardening tool was stolen from an insecure vehicle whilst parked and unattended in Stoneyburn. A person was traced and charged with this offence.

There were no reported domestic housebreakings in September.

- **Initiatives**

### **Reducing Anti Social Behaviour**

The Ward Officers work closely with the WLC Safer Neighbourhood's team officers and continue to challenge ASB in the home, issue tenancy warnings, and this can lead to Anti Social Behaviour Orders being issued.

The Ward Officers and CAT officers work to ensure priority locations are regularly patrolled and priority nominals are regularly visited and intervention actions carried out.

Officers are continuing to work in partnership to address issues around an address in West Calder where a young person has a tenancy and is attracting youths to the address. Significant work has been carried out and of late the person is improving their gate keeping skills.

An ongoing tit for tat neighbour complaint in Fauldhouse accounts for a significant amount of ASB calls. Efforts continue to improve the situation however both parties refuse to engage or take on board police advice.

### **Tackling Substance Misuse**

Local officers will act on intelligence received regarding misuse of drugs and will continue to utilise their powers where appropriate to stop and search people suspected of being in possession of drugs. A dedicated team acts on recent intelligence and drug warrants are regularly executed in West Lothian to confront drug dealers and take drugs off the streets. The Community Action Team and Ward Officers submit a significant amount of intelligence entries based on improved communications with members of the public as they are out and about in communities being seen.

The CAT officers work closely with the Prison to deter and detect offences both within and externally.

### **Making our Roads Safer**

Officers will be proactive and will continue to identify and deal with road traffic offences in the Ward. The A71 corridor is an identified patrol route and the CAT officers have carried out and will continue to carry out speed checks in the area.

### **FORTHCOMING EVENTS**

Your local Ward officers will be active building links with community councils, schools and local organisations.

5 Test Purchase Operations have been planned for the coming months across West Lothian.

The CAT officers and Ward officers are planning multi agency days of Action in the area for the coming months. These will be under the name of Operation Pinpoint and will focus on youth alcohol issues, ASB issues and Road Safety issues.

**‘Your View Counts’** – Please access the Police Scotland website and submit your views to shape the future of local policing plans.

We also request that people sign up and follow your local policing team on Twitter [@WestLothPolice](#) and Facebook – [West Lothian Police](#)

### **CONTACTS**

#### **Sector Inspector**

Inspector Gregor Forbes                      [Gregor.Forbes@scotland.pnn.police.uk](mailto:Gregor.Forbes@scotland.pnn.police.uk)

#### **Sector Sergeant**

Sergeant John Fleming                      [John.fleming@scotland.pnn.police.uk](mailto:John.fleming@scotland.pnn.police.uk)

#### **Community Policing Team West Calder**

Mail to:                      [FauldhouseBreichValleyCPT@scotland.pnn.police.uk](mailto:FauldhouseBreichValleyCPT@scotland.pnn.police.uk)

PC Keith Montgomery and PC Ross Walker

#### **Youth Community Officer**

Mail to:                      [FauldhouseBreichValleyCPT@scotland.pnn.police.uk](mailto:FauldhouseBreichValleyCPT@scotland.pnn.police.uk)

PC Jamie Penketh

The policing model has been developed providing a funded officer and ward manager (shown above) in each ward in West Lothian. In addition to this there is a team of 1 + 10 uniformed officers led by Sergeant Hughes known as the Community Action Team available to assist with community enforcement duties and day to day community policing demands in the west side of the area.

Youth Community Officer for West Calder High School – PC Jamie Duthie



## **FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

### **FAULDHOUSE AND THE BREICH VALLEY MULTI-MEMBER WARD PERFORMANCE REPORT**

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

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

To update the Fauldhouse and the Breich Valley Local Area Committee on the activity within Fauldhouse and the Breich Valley 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 Fauldhouse and the Breich Valley 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

**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) Fauldhouse and the Breich Valley Multi-member Ward Quarterly Report**

Following the publication of the Fauldhouse and the Breich Valley 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 Fauldhouse and the Breich Valley 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 Fauldhouse and the Breich Valley 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.

**Brian Robertson**  
**Station Manager, Scottish Fire and Rescue Service**  
**October 2017**

Appendix 1 - Fauldhouse and the Breich Valley Multi-Member Ward Performance Report





## West Lothian Council Area

### Ward Performance Report

Quarter 2 2017

## Fauldhouse and the Breich Valley

#### **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**

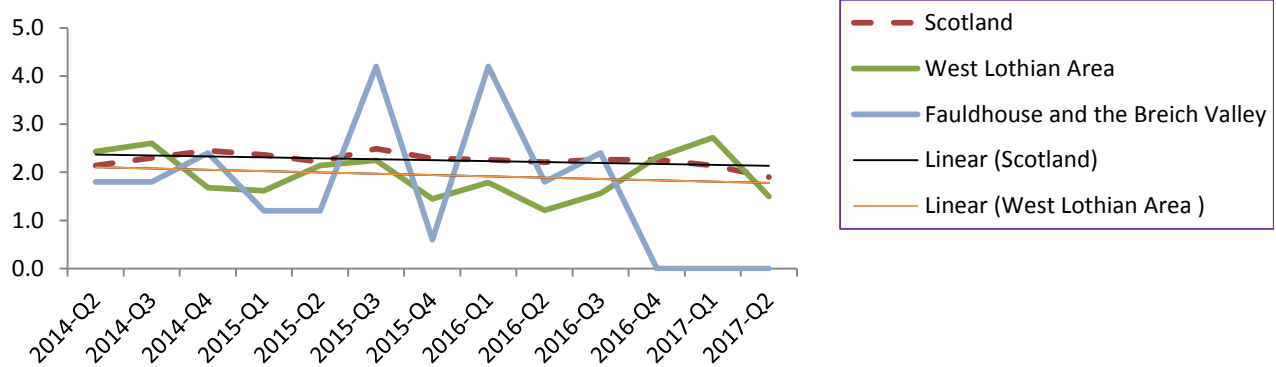
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

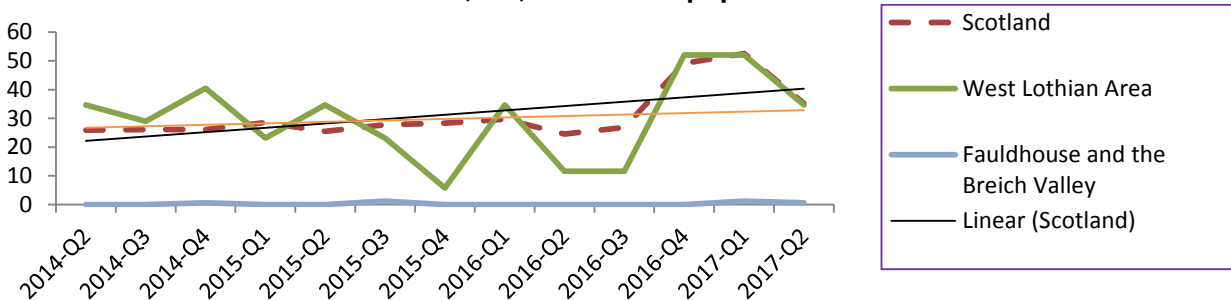
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



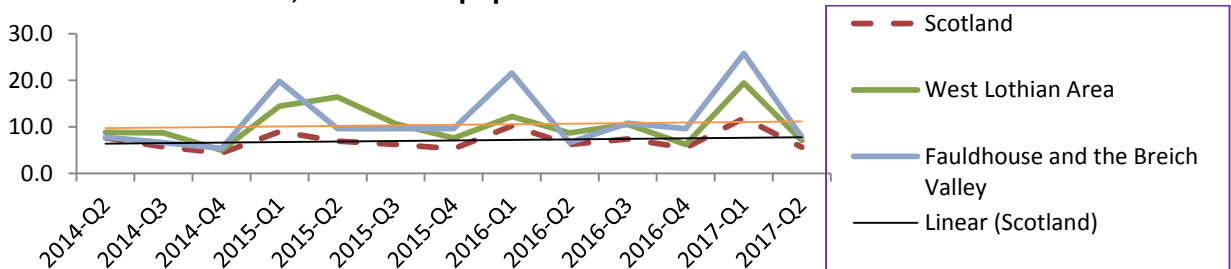
During the 2017-18 year to date reporting period SFRS have dealt with 2 accidental dwelling fire in comparison to 3 during 2016-17 year to date reporting period.

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



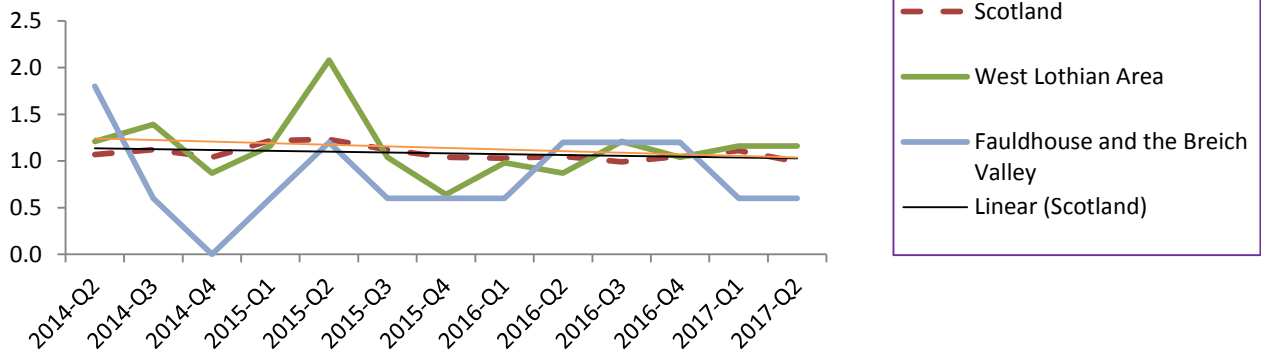
During the 2017-18 year to date reporting period SFRS have dealt with 1 casualties due to fire in comparison to 0 during 2016-17 year to date reporting period.

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



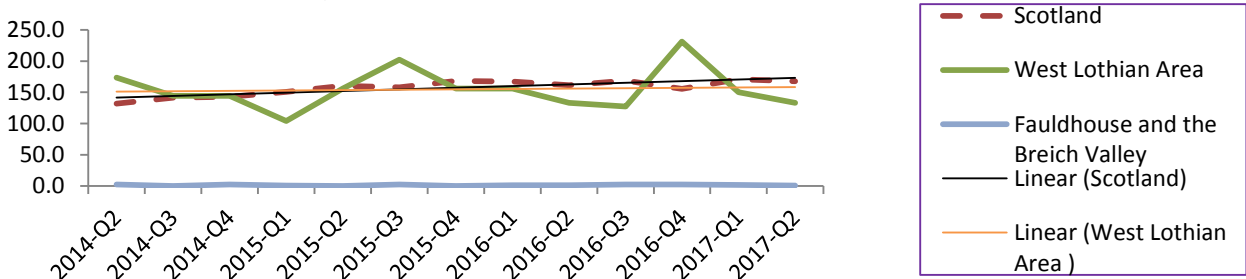
SFRS have dealt with 13 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 11 during 2016-17 year to date reporting period.

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



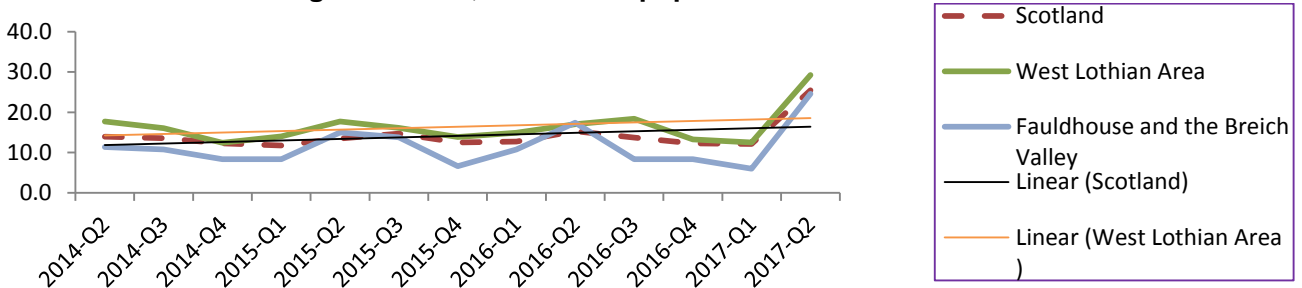
SFRS have dealt with 1 non domestic fires incident during 2017-18 year to date reporting period in comparison to 2 during 2016-17 year to date reporting period.

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



SFRS have dealt with 1 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 41 UFAS incidents during 2017-18 year to date reporting period in comparison to 29 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).



**FAULDHOUSE AND BREICH VALLEY LOCAL AREA COMMITTEE**

**HOUSING CUSTOMER AND BUILDING SERVICES UPDATE**

**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 Fauldhouse and Breich Valley ward.

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Building and Customer Service activity as detailed in the ward report for the period 1 July – 30 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. 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 Fauldhouse and Breich Valley ward.

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

Void Period	July 2017	%	August 2017	%	Sept 2017	%	WL Target %
0-2 weeks	10	77%	4	50%	4	67%	55%
2-4 weeks	0	0%	0	0%	0	0%	30%
4+ weeks	3	23%	4	50%	2	33%	15%
<b>Total Lets</b>	<b>13</b>	<b>100%</b>	<b>8</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>100%</b>

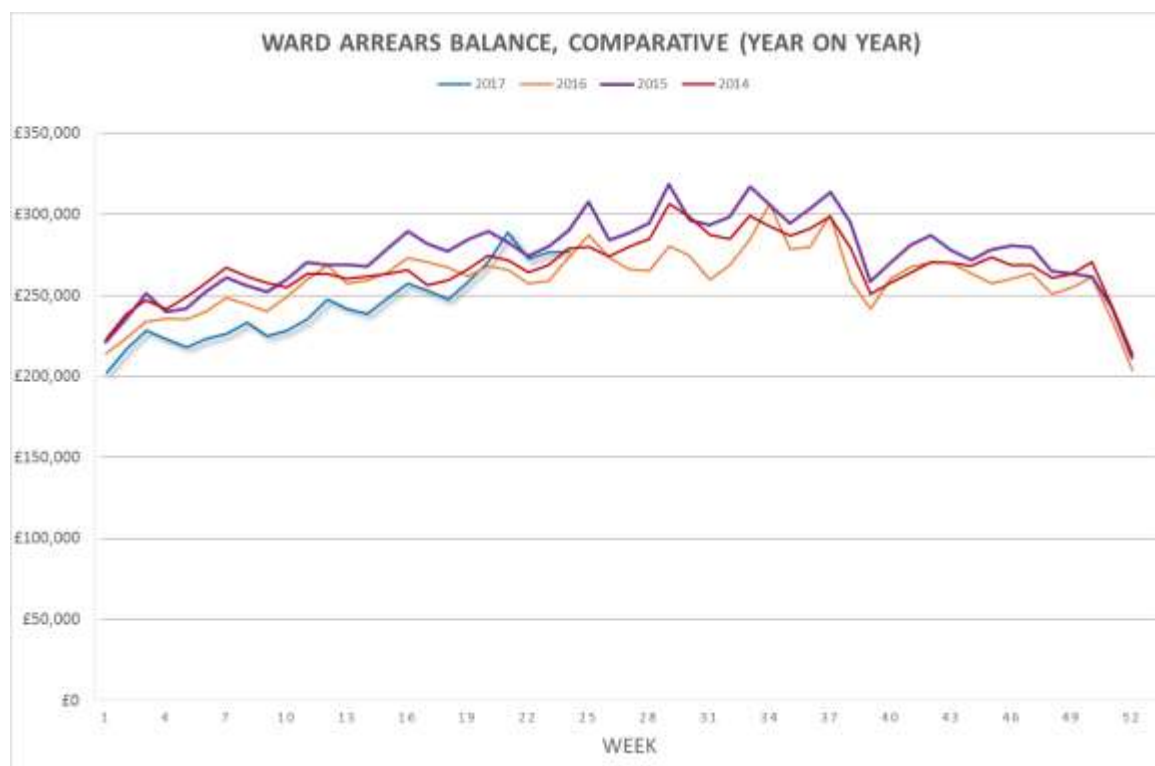
##### Property Void & Let Performance: Temporary Tenancies

Void Period	July 2017	%	August 2017	%	Sept 2017	%	WL Target %
0-2 weeks	2	50%	3	30%	3	100%	55%
2-4 weeks	1	25%	2	20%	0	0%	30%
4+ weeks	1	25%	5	50%	0	0%	15%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>10</b>	<b>100%</b>	<b>3</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, ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both Social Work and Housing Services prior to tenancy commencement.

In the year to date there have been 66 mainstream tenancies and 23 temporary tenancies let by the Fauldhouse and Breich Valley Team. There are currently 15 Policy Voids in the ward. Reasons include properties unable to let due Health & Safety reasons and being held to assist with decants due to remedial works.

## Rent Arrears



Arrears Banding	2016/17 (WK24)		2017/18 (WK24)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£9,717	235	£9,050	205
£100.00 to £299.99	£41,661	224	£45,299	234
£300.00 to £499.99	£41,213	107	£43,601	112
£500.00 to £749.99	£41,536	67	£39,450	66
£750.00 to £999.99	£36,871	43	£35,671	42
£1000.00 to £1999.99	£59,452	44	£73,191	53
£2000+	£42,701	16	£30,745	11
Total	£273,150	736	£277,007	723

The Ward position for Q2 of 2017/18 is £277,007. This is an increase of £3,857 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 64 serious arrears cases (£1,000+) it should be noted 61% of cases are in the lower bands (£300 or less).

While the arrears balance is tracking about the previous year, we are continuing to engage with tenants to support them in 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.

### Local Area Team Activity

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

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

### Capital Programme and New Build Council Housing

#### Capital Programme Update

Lanrigg, Fauldhouse – Major elemental repairs	The 17/18 works are progressing well and in line with the budget.
Cuthill Crescent, Stoneyburn	This year's work is in operation preparation stage. The continuation of this major area upgrading is due to restart on site in October 2017 and complete in March 2018.

#### New Build Update

Fauldhouse & Breich Valley	Site	No of units	Site Start	No of Houses Handed Over	No of completions
	Eastfield, Fauldhouse	40	July 2016	0	To Be Confirmed

### Tenant Participation July – September 2017

**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'.

**Rate your Estate** – A pilot project organised for tenants, council staff and partners took place in the Armadale area in August. The aim of the project is to allow participants to identify areas for inspection within communities to ensure they are kept clean and in good condition, identifying potential issues such as litter, fly tipping and graffiti and having them addressed.



Although, poorly attended by residents in the area, a walk about took place with key members of staff from Housing, Neighbourhood Environmental Team (NETs) Weslo, local police, and a local elected member. Several concerns were raised and have been addressed.

**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 was very 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**

The Safer Neighbourhood Teams (SNTs) across the nine Multi-Member Wards are an integral part of the Community Safety Unit and are a key feature of partnership working. In the Fauldhouse and Breich Valley ward partnership working sees the local housing team, youth worker, council officer within the SNT and Police officers all working together to tackle anti-social behaviour in the ward.

### **WLC Officer based in SNT July – September 2017**

In relation to an address in West Calder, meetings with Community Police Officers were conducted and where noise complaints continued, consideration being given to further action once additional evidence has been established.

Further complaints received in relation to a noise complaint which may result in being an Environmental Health issue as the noise is bordering upon being a statutory nuisance. Enquiries continue.

Work was ongoing with complaints of loud music and banging from a Private Let property in West Calder. Section 54 was issued by Police and Warning served on tenant and Landlord contacted. After some joint working with Landlord no further calls received and case closed.

Tenancy Warnings served on young tenant and a seizure has been made. A report is being collated for Legal to seek ASBO.

Multiple calls regarding loud music and large groups of people congregating at property was received. Warning served on Occupier who became abusive and stated he would not comply and would in fact make more noise. Re-attended with Police, noise generating and equipment seized. Perpetrator ultimately arrested and remanded in custody. No further calls since his release.

## **E. CONCLUSION**

To note the contents of the report.

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Person: [Kate.Ward@westlothian.gov.uk](mailto:Kate.Ward@westlothian.gov.uk)  
Tel: 01506 283414

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

Date: 21<sup>st</sup> November, 2017



**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

**SERVICE UPDATE – NETS, LAND & COUNTRYSIDE**

**REPORT BY HEAD OF OPERATIONAL SERVICES**

**A. PURPOSE OF REPORT**

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1 August - 10 October 2017.

**B. RECOMMENDATION**

Members are requested to:

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

**C. SUMMARY OF IMPLICATIONS**

<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 - 10 October 2017.

## **D2 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 PDSP in December.

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

The construction of the new pitch at Eastfield Road was stopped due to the consistent wet weather. It is likely that this will now be postponed until at least the spring of 2018. The pitch at St John the Baptist's has been completed, although grass has still to fully establish on the sand slits. The works at Longridge are 75% complete, with the main and lateral drains installed, as well as half the sand slits. Again, the wet weather has delayed completion, probably until spring 2018 at the earliest. An additional cut-off drain has been installed to catch water shedding from the hard standing area.

## **Grounds Maintenance Enquiries**

In total 40 grounds maintenance related enquiries were received and dealt with during this reporting period.

Bonfire Enquiries- 1  
Burns or Watercourse – 1  
Complaint Grounds Maintenance – 2  
Enforcement Officer Enquiries – 1  
Fencing Enquiries – 1  
Grass Area Damages - 5  
Grass Cutting Enquiries – 4  
Grass Cutting Missed/Not Cut – 1  
Grass Highway/Verges – 1  
Hedge Cutting Enquires – 2  
Neighbourhood Env Teams – 1  
Public Park Enquiries - 1  
Shrub Bed Overhanging Path – 6  
Shrub Bed Not Maintained – 1  
Sports Facility Enquiries - 1  
Weeds General Enquiries – 7  
Weeds on Paths or Roads - 4

### **D3 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 October.

#### **Garden Maintenance Enquiries**

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

Complaint Garden Maintenance - 2  
Garden Maintenance General Enquiries – 6  
Garden Maintenance Grass Not Cut - 5  
Garden Maintenance Hedge Cutting – 1  
Garden Maintenance No Longer Required – 2  
Garden Maintenance Standard of Cut - 3

### **D4 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 37 cleaner communities related enquiries were received and dealt with during this reporting period.

Complaint Street Cleansing – 2  
Dead Animals – 2  
Dog Fouling on Paths/Roads – 7  
Glass on Paths or Open Spaces – 1  
Illegal Fly Posting - 2  
Illegal Fly Tipping/Dumping – 13  
Litter On Paths/Road Verges – 2  
Street Sweeping Enquiries – 5  
Vehicle Abandoned – 3

### **Environmental Community 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 complaints. Specifically Patrols were carried out at Fauldhouse and West Calder cemeteries following complaints of Dog Fouling

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.

## **D5 Parks and Woodland**

### **Tree and Woodland Routine Work**

Number of outstanding tree related works orders – 1

Number of tree related works orders complete – 8

No major tree related issues in these areas.

### **Parks and Woodland Enquiries (8)**

Tree Branches Overhanging – 3

Tree Broken/Damaged/Dead – 4

Tree Conservation Areas – 0

Tree Dangerous or Unsafe – 0

Tree General Enquiries – 1

Tree Leaves Causing Problems – 0

Country Park General Enquiries - 0

## **D6 Open Space and Cemeteries**

### **Open Space Routine Works**

#### **Meadow Crescent Park, Fauldhouse**

Outstanding works currently being pursued with the contractor include removal of the rubbish and fly tipping, clearance and seeding of the north area of the site, maintenance of the swale, and re-seeding of the pitch.

### **Capital Programme**

Fells Road Play Area, Polbeth is scheduled for refurbishment in the 17/18 Capital programme.

## **Open Space Enquiries (5)**

Children Play Enquiries – 3  
Complaint Childrens Play Area – 1  
Play Area Property Vandalised – 1

## **Cemeteries Routine Works**

Commercial tipping is becoming a problem at Fauldhouse Cemetery this is since we removed the bollards at the entrance to the new extension.

Dog fouling is becoming a problem at the lower part of the new cemetery it has become worse since the removal of the bollards.

Golf club has renewed the fence at the roadside to the new extension car park to prevent members taking short cut across the greens.

War memorial sites will be cleared of old wreaths in preparation for Remembrance Sunday.

## **Cemeteries Enquiries (6)**

Bench Donations – 1  
Cemeteries General Enquiries – 2  
Complaint Cemeteries and Burials - 1  
Lair Enquiries – 2

## **E CONCLUSION**

Routine works are currently progressing as scheduled. Grass cutting and weed control has now been completed and staff have begun cyclic routes for hedge cutting and shrub bed renovation work.

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

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

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Tony Fleming, Waverley Street Depot, 01506 776437,  
[tony.fleming@westlothian.gov.uk](mailto:tony.fleming@westlothian.gov.uk)

**Jim Jack**  
**Head of Operational Services**  
**7 November 2017**







## **FAULDHOUSE AND THE BREICH VALLEY 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 Fauldhouse and the Breich Valley area.

The Advice Shop has helped 1,408 customers to manage their money and to resolve benefit problems. This resulted in 3,784 separate enquiry types. This is an increase of 8% compared to the 2015/16 period and is a result of an increasing our session within Fauldhouse Partnership Centre and improved referrals from partners within Addiewell Prison. 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 88 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;

- Continue our weekly sessions within Fauldhouse Partnership Centre and Addiewell Prison.
- Support local services through delivery of training, workshops and briefings to improve confidence and understanding of the social security system and how to refer.
- Develop an information and support hub in Fauldhouse Partnership Centre to help those diagnosed with cancer, their family and carers.

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 Fauldhouse and Breich Valley 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: Fauldhouse and the Breich Valley 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> November 2017



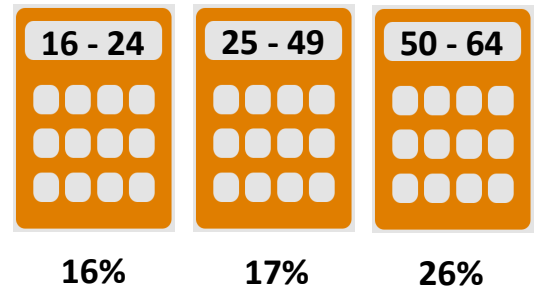
# Fauldhouse and the Breich Valley Profile April 2016 - March 2017

## What we know about the community\*



18% Children  
63% Working Age  
19% Pensionable age

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

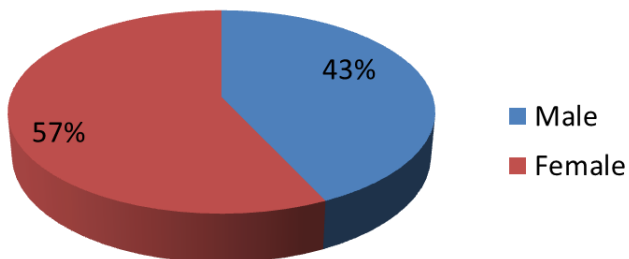


\* taken from Scottish Neighbourhood Statistics: [www.sns.gov.uk](http://www.sns.gov.uk)

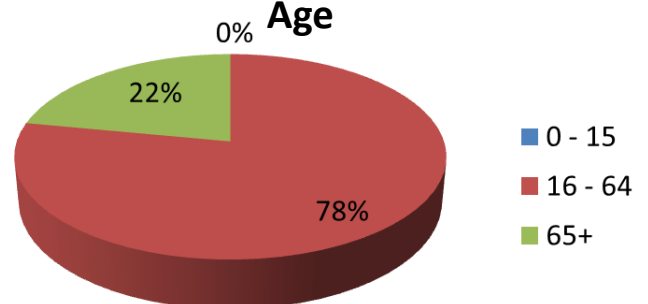
## Who we've worked with

### 1408 Advice Shop Clients

#### Gender



#### Age



## Preventing Homelessness



## Maximising Income for clients

### Benefit Awards



### Appeals



### Energy Savings



# More accessible for clients

## Addiewell Prison



**Weekly session to support offenders for their return into the community, minimising the risks of re-offending**

## Fauldhouse Partnership Centre



**Advice Shop support offered every week in the local community**

## 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;

- ◆ Continue our weekly session within Addiewell Prison and Fauldhouse Partnership Centre.
- ◆ Engage with local community groups to provide tailored support.
- ◆ 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.*

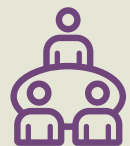
*He was awarded full custody of his son and became his sole guardian. This allowed the money advisor to apply for further benefits. The support worker committed many hours each week to help Peter find some part time work; he was successful in gaining a temporary contract spraying cars. This built his 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

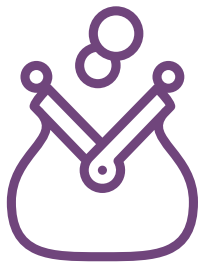
Advisors offer support to anyone who has a cancer diagnosis living in West Lothian, attending the Western General Hospital or St John’s Hospital in Livingston. Over the last year, we have dealt with 850 benefit enquiries, completed ward visits with in-patients and their families, attended chemotherapy 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.







**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS 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' Groups Christmas Fund 2017 to groups in Fauldhouse and the Breich Valley ward, Livingston-wide groups and West Lothian-wide groups.

**B. RECOMMENDATION**

It is recommended that the committee notes that fifteen groups within Fauldhouse and the Breich Valley 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. £6,060.50 will be distributed in the Fauldhouse and the Breich Valley 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.
<b>VIII Other consultations</b>	Similar reports will be prepared for the other

## **D. TERMS OF REPORT**

### **D1 Background**

Council approves the Pensioners' Groups Christmas Fund each year. In 2017 the total fund amounts to £28,767.00 (£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 (£28,767.00 / 5,004). In Fauldhouse and the Breich Valley ward there are 1054 beneficiaries and an allocation of £6,060.50. 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: Fauldhouse and the Breich Valley ward**

Fifteen application forms were issued to groups across Fauldhouse and the Breich Valley ward, with all fifteen being returned. All fifteen groups have been supported. Three new groups, Crofthead Care Home, Fauldhouse Young at Heart and Harburn Association Lunch Club, were added to the list. 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. This application has been returned and the group supported. Three applications were issued to West Lothian-wide groups. All applications have been returned and the groups supported. Appendix two shows the groups and the allocation to each.

## **E. CONCLUSION**

The report advises of the allocations that are to be made from the Pensioners' Groups Christmas Fund 2017 to groups in Fauldhouse and the Breich Valley 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: Two

Appendix 1: Final Allocations 2017 Fauldhouse and the Breich Valley Ward

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

Contact Person: Laura Wilson, Regeneration Team Leader, [Laura.wilson2@westlothian.gov.uk](mailto:Laura.wilson2@westlothian.gov.uk)

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

## **FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

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

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

#### **Appendix 1: Pensioners Christmas Fund Allocations 2017 Fauldhouse and the Breich Valley Ward**

Group	Number of Beneficiaries	Amount
Crofthead Care Home	55	£316.25
Blackfaulds Court Tenants Association	40	£230.00
Fauldhouse Monday Club Old Age Pensioners	130	£747.50
Fauldhouse Young at Heart	71	£408.25
Harburn Association Lunch Club	16	£92.00
Longridge Over 50's Group	70	£402.50
Pit Stop	40	£230.00
St John the Baptist Social Care Group	130	£747.50
St John the Baptist Over 50s Group	91	£523.25
Stewart Court Sheltered Housing Day Centre	35	£201.25
Stewart Court Registered Tenants Association	40	£230.00
West Calder Community Centre Management Committee	90	£517.50
Breich Community Association	50	£287.50
Willow Wood Residents Association	36	£207.00
Stoneyburn and Bents Old Folks Treat	160	£920.00
<b>Totals</b>	<b>1054</b>	<b>£6,060.50</b>

**Note:** Three new groups, Crofthead Care Home, Fauldhouse Young at Heart and Harburn Association Lunch Club, were added to the list in 2017.



**FAULDHOUSE AND THE BREICH VALLEY 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>





## **FAULDHUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

### **WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS**

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

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

The purpose of this report is to advise the Local Area Committee of the applications received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF) in 2017/18.

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

It is recommended that the Local Area Committee:

1. notes that three applications have been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for the projects;
4. agrees that the Head of Planning, Economic Development and Regeneration should make an offer of funding as per the details set out in this report.

##### **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>	The projects meet the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
<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>	<ul style="list-style-type: none"><li>- Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.</li><li>- We live in resilient, cohesive and safe communities.</li></ul>

<b>VI Resources - (Financial, Staffing and Property)</b>	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
<b>VII Consideration at PDSP</b>	These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
<b>VIII Other consultations</b>	None.

## **D TERMS OF THE REPORT**

### **D1 Background**

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

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

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

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

Eight villages in the Fauldhouse and the Breich Valley ward are eligible under the scheme. Distribution of funding is based on village size. Total allocations per village are as follows, with the remaining budgets in brackets:

Fauldhouse	£125,000 (£88,014)
West Calder	£125,000 (£0)
Longridge	£55,000 (£40,500)
Stoneyburn	£55,000 (£0)
Addiewell	£55,000 (£49,700)
Polbeth	£55,000 (£17,618)
Breich	£20,000 (£3200)
Harburn	£20,000 (£0)



## **D2 Applications**

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

### The Pitstop External Improvements

This application from The Pitstop will allow them to replace the external cladding around the top of the building and to repair the stonework at the front steps. The new cladding will significantly improve the look of the building, and in turn improve the look of a key area of the village. The steps at the front entrance to the Pitstop are in a poor state of repair and a potential health and safety issue. The total funding requested is £5955.

### Fauldhouse Mining Tribute

Fauldhouse Community Development Trust is applying as the lead partner in this regeneration project. The desire for a mining tribute was identified during the charrette and FCDT have carried out a significant amount of research and community engagement to progress the project. The application is for £24,000 and will allow for the design and creation of an installation on the village green.

### Polbeth Access and Viewing Platform

CSGNT are applying for £17,300 towards a total project cost of £29,300. The funding will allow them to replace the viewing platform at Limefield Falls; remove dead vegetation and clear the site around the Falls; create an extra pathway linking to the existing network; create a seating area; and install story boards to inform visitors to the site of its history.

## **E. CONCLUSION**

Eight villages within the Fauldhouse and the Breich Valley ward are eligible to apply to the Villages Improvement Fund. The applications detailed above meet the eligibility criteria of the fund and the Local Area Committee is asked to support them.

## **F. BACKGROUND REFERENCES**

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013, April 2014) Fauldhouse and the Breich Valley Local Area Committee.

Appendices/Attachments: Three

Appendix 1: The Pitstop - External Improvements

Appendix 2: FCDT - Fauldhouse Mining Tribute

Appendix 3: CSGNT - Polbeth Access and Viewing Platform

Contact Persons:

Laura Wilson, Regeneration Team Leader, Tel. 01506 281085, [laura.wilson2@westlothian.gov.uk](mailto:laura.wilson2@westlothian.gov.uk)

Hazel Hay, Town Centre Manager, Tel. 01506 283079, [hazel.hay@westlothian.gov.uk](mailto:hazel.hay@westlothian.gov.uk)

**Craig McCorriston**

**Head of Planning, Economic Development and Regeneration**

21 November 2017

## Appendix 1

### West Lothian Villages Improvement Fund

#### Application form

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

#### 1. Applicant Organisation Details

Organisation Name	Loganlea Miner's Welfare Charitable Society
Project title	Looking good
Contact person	
Position	Community Hub Manager
Address	The Pitstop Main Street Addiewell
Telephone number	01501763354
Email Address	
Type of organisation	Charity
What date was your organisation formed?	1973
Are you a charity, please quote your number	SCO 013063
What are the main activities of your organisation?  (please answer in no more than 100 words)	<p>The Pitstop, built in 2005, offers a gym, sauna, soft play facility, children's parties, Christmas parties, internet access and public PCs, parent and toddler group, young group, a ladies group, meeting facilities, a free ATM, support for WLYAP, Access2employment, West Lothian Financial Inclusion Network, weekly work club, facilities for counselling, volunteering opportunities, and a weekly Credit Union drop in service.</p> <p>All profits from the Miners Welfare Social Club are covenanted to the Charitable Society to support its charitable activities.</p>

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

Are you applying for other funding, if so, please detail	<b>Approved</b>	<b>Anticipated</b>
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## 2. Project details

<b>Council Ward</b>	<b>Fauldhouse and the Breich Valley</b>
<b>Project location</b>	<b>The Pitstop, Main St, Addiewell,</b>
<b>Project start date</b>	<b>Jan 2018</b>
<b>Project finish date</b>	<b>Jan 2018</b>
<b>Estimated Outcome</b>	<b>Repair to Pitstop façade.</b>

### **Project description**

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

The shop front of the Pitstop has been deteriorating over a number of years and is detracting from the overall look of the village. We believe that with new frontage and the building looking more secure and inviting it will encourage more people into the premises. The Pitstop is one of the most prominent buildings within the village and improving the aesthetics and longevity of the building will serve the village well. We want to encourage more people to use the building and believe that if the building looks more attractive people will be more inclined to use it. The work would involve:

New PVC Cladding to Front and Side of Building - Area 51M2 (2.3M x 22M)  
1. Erect small scaffold tower 2. Install starter kit for new cladding 3. Install new 150mm PVC Cladding to front and side of building 4. Install PVC finishing trims to complete 5. Remove all rubbish

80L 150mm Cladding / 5L Starter Trim / 3 H Section Joints / 1L 40 x 40 Corner / Pins Repairs to Render - Area Approx 72M2 (4M x 18M) 1.

Remove existing roughcast from front of property 2. Clean down brickwork and apply SBR bonding to walls. 3. Apply Stonepack basecoat to walls 4. Apply Stonepack top coat (White) and rub to a smooth finish 5. Remove all rubbish

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

A W Roofing

### **Evidence of need**

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

The need for the project is that the work will prolong the life of the building and also improve the look of not only the Pitstop but the village too. As one of the most used building in the village and the only real community hub it is important that it looks well maintained, clean and inviting.

### **Outcomes**

Describe what your project will deliver.

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

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

The Pitstop will be improved and hopefully increase usage numbers We currently have around an average of 30 visitors a day to the Pitstop for a variety of reasons. We believe that improving the look of the building will help increase visitor numbers

## **3.Project Costs**

<b>Amount of funding requested</b>	<b>£ 5955</b>
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<b>Item of expenditure</b>	<b>Cost</b>
<b>Materials</b>	<b>2955</b>
<b>Labour</b>	<b>3000</b>

**Project management**

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

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

We will employ a local building company to carry out the work after receiving quotes

The project will be managed by the Pitstop manager.

**4. Declaration**

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

<b>Name</b>	
<b>Position</b>	Manager
<b>Organisation</b>	The Pitstop
<b>Date</b>	30/10/2017

<b>Attachment checklist - as applicable</b>	<b>Please Indicate (x)</b>
Constitution or Articles and Memorandum	
Committee Members or Directors List	
Bank Statements - three statements	
Annual accounts	

## Appendix 2

### West Lothian Villages Improvement Fund

#### Application form

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

#### 3. Applicant Organisation Details

<b>Organisation Name</b>	Fauldhouse Community Development Trust
<b>Project title</b>	Fauldhouse Mining Tribute
<b>Contact person</b>	Paul Renwick
<b>Position</b>	Development Worker
<b>Address</b>	10 Main Street, Fauldhouse, EH47 9HX
<b>Telephone number</b>	01501 773 699
<b>Email Address</b>	paul.renwick@fauldhouse.org.uk
<b>Type of organisation</b>	Charity and Company Limited by Guarantee
<b>What date was your organisation formed?</b>	21 <sup>st</sup> December 2006
<b>Are you a charity, please quote your number</b>	SC038616
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100 words)</b>	Fauldhouse Community Development Trust (FCDT) is a community based organisation, which aims to address the social, economic, environmental and health issues affecting the village of Fauldhouse. FCDT delivers a wide range of projects based out of its office on the Main Street, which it purchased and refurbished back in 2011. Some of the projects delivered include managing a Time Bank initiative, organising 6 community events per year and producing a quarterly newsletter. FCDT has also recently taken over the management of the Eastfield Development Centre, which it aims to develop as a centre of health and well-being in the village.

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

Are you applying for other funding, if so, please detail  N/A	<b>Approved</b> <b>Anticipated</b>
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#### 4. Project details

<b>Council Ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Village Green, Fauldhouse
<b>Project start date</b>	January 2018
<b>Project finish date</b>	June 2018
<b>Estimated Outcome</b>	Improving the physical appearance of the Village Green and celebrating the mining history of Fauldhouse.

<p><b>Project description</b></p> <p>Describe fully the project for which grant is being sought (background and context of the project, description of works).</p> <p>Fauldhouse Community Development Trust (FCDT) working in partnership with the local regeneration group is committed to delivering the priorities outlined in the Fauldhouse charrette.</p> <p>The charrette process known as 'Fauldhouse Focus' brought together local residents, businesses, charities and other agencies to give their views on future improvements to the village of Fauldhouse.</p> <p>One of the key objectives identified during the charrette was the need to improve the physical environment of the village with a particular emphasis on projects which aim to re-develop the Village Green.</p> <p>FCDT seeks to begin this process of improving the appearance of the Village Green by requesting funding for the design, construction and installation of a bronze sculpture celebrating the rich history of the mining industry in Fauldhouse.</p> <p>FCDT has brought together a group of knowledgeable local residents who have formed a small committee to take the project forward.</p>
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This group is working with an experienced sculptor who has worked on the several mining tributes across the UK and is providing advice on the design and construction process.

The project has received widespread support from community organisations, local schools, elected politicians and the National Union of Mineworkers.

Support has also come from the National Mining Museum who in partnership with FCDT visited the local primary schools in Fauldhouse to give workshops on the history of mining.

Extensive community consultation has taken place with the community being asked to vote for their favourite design from a shortlist of 10 different sculptures from across Scotland.

Funding for this project will create an exciting and dynamic sculpture at the heart of the village that the community can be proud of. In addition, it will act as an important link to the past for future generations as it will outline the importance of the mining community to the village of Fauldhouse.

<b>Partners involved (other local organisations you are working with)</b>	Falla Hill Primary School St John's Primary School Young at Heart Group Fauldhouse United Fauldhouse Pigeon Club Fauldhouse Community Council National Union of Mineworkers National Mining Museum Fauldhouse Regeneration Group
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<p><b>Evidence of need</b></p> <p>What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of support, or local survey.</p> <p>Fauldhouse Community Development Trust conducted an extensive community consultation during the spring/summer 2017, which highlighted the widespread support for a tribute to the mining community on the Village Green.</p> <p>A petition was circulated asking residents to support the project, which received over 300 signatures. The number of ideas that the community put forward was so great that FCDT organised a public vote asking people to vote for their favourite mining sculpture from a shortlist of ten designs. 669 people participated in this voting process.</p> <p>Letters of support for the project have also been received from the National Union of Mineworkers, the National Mining Museum, the local primary schools and local politicians.</p> <p>This community consultation compliments the findings summarised in the</p>
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'Fauldhouse Today' charrette document which highlighted the community's desire to see a mining tribute in the village and for improvements to be made to the Village Green.

### **Outcomes**

Describe what your project will deliver.

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

The visual appearance of the Village Green will be improved by the installation of a high quality bronze sculpture.

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

This project will lead to increased usage of the Village Green as local residents from all age groups will regularly visit the area as the design of the sculpture is community-led giving local people a sense of ownership.

### **3.Project Costs**

<b>Amount of funding requested</b>	
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<b>Item of expenditure</b>	<b>Cost</b>
<b>Design and Installation Fee</b>	<b>£7,200</b>
<b>Casting of Sculpture</b>	<b>£16,800</b>
	<b>£24,000</b>

### **Project management**

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

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

The project will be overseen by Fauldhouse Community Development Trust's Development Worker with support from a sub-group of local residents who have extensive knowledge of the mining industry in Fauldhouse.

This group is already working with an experienced sculptor who has designed and delivered over 20 mining statues across the UK. The sculptor working with the mining committee and local schools has

produced several design ideas. Funding will allow this sculptor to be formally appointed and these ideas to be developed into a final design.

The sculptor will be responsible for the design and overall project management and will report on progress to the Development Worker and mining committee.

The sculpture will be cast in bronze by the award winning Powderhall Bronze with transport and installation organised by the sculptor as part of the design and installation fee.

Positive discussions have been had with West Lothian Council's Planning Department about the potential of this bronze sculpture being located on the Village Green.

## 5. Declaration

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

<b>Name</b>	
<b>Position</b>	Development Worker
<b>Organisation</b>	Fauldhouse Community Development Trust
<b>Date</b>	18/10/17

<b>Attachment checklist - as applicable</b>	<b>Please Indicate (x)</b>
Constitution or Articles and Memorandum	x
Committee Members or Directors List	x
Bank Statements - three statements	x
Annual accounts	x

## Appendix 3

### West Lothian Villages Improvement Fund Application form

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

#### 5. Applicant Organisation Details

<b>Organisation Name</b>	<b>Central Scotland Green Network Trust</b>
<b>Project title</b>	<b>Polbeth Access &amp; Viewing Platform</b>
<b>Contact person</b>	
<b>Position</b>	<b>Development Officer</b>
<b>Address</b>	<b>Hillhouseridge, Shottskirk Road, Shotts, North Lanarkshire, ML7 4JS</b>
<b>Telephone number</b>	<b>01501 824792</b>
<b>Email Address</b>	
<b>Type of organisation</b>	<b>Scottish Charity &amp; Company Limited by Guarantee</b>
<b>What date was your organisation formed?</b>	<b>Established 1985, Merged 1992, Name change 2014</b>
<b>What is your charity number? (if applicable)</b>	<b>SCO 15341</b>
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100 words)</b>	Central Scotland Green Network Trust helps realise the Vision for the Central Scotland Green Network. The Vision for the CSGN is that 'by 2050 Central Scotland will have been transformed into a place where the environment adds value to the economy and where people's lives are enriched by its quality'. CSGNT provides opportunities to maximise the health, education and biodiversity benefits of greenspace to communities particularly in disadvantaged areas. CSGNT has 5 objectives: To drive forward and co-ordinate CSGN's delivery; Raise awareness of, and participation in the CSGN; Provide support and capacity to partners and directly deliver projects with stakeholders.

Do you have an equal opportunities policy or statement? If yes please provide a copy	<b>Yes - attached</b>						
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	<b>Yes</b>						
Are you applying for other funding? If so, please detail:	<table> <tr> <th>Approved</th><th>Anticipated</th></tr> <tr> <td>River Forth Fisheries Trust</td><td>£5,000</td></tr> <tr> <td>West Lothian Development Trust</td><td>£7,000</td></tr> </table>	Approved	Anticipated	River Forth Fisheries Trust	£5,000	West Lothian Development Trust	£7,000
Approved	Anticipated						
River Forth Fisheries Trust	£5,000						
West Lothian Development Trust	£7,000						

## 6. Project details

<b>Council ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Polbeth
<b>Project start date</b>	Anticipated August 2018
<b>Project finish date</b>	Anticipated September 2018
<b>Estimated Outcome</b>	Enhanced access along Harwood Water footpath (south side), following fire damage, and new access feature overlooking Limefield Falls with viewing platform and information/interpretation panel.

### Project description

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

Over a number of years, CSGNT has worked with Polbeth Community Council and West Lothian Council to create new woodland, undertake woodland management, and create a viewing platform and new access paths along the Harwood Water. This has opened up the woodland and greenspace and improved community access between Polbeth and West Calder.

Unfortunately, the viewing platform was subject to an arson attack and then removed by WLC for safety. Two sections of boardwalk, adjacent to the Harwood Water near the railway line, were also damaged by arson. One section of boardwalk/path has previously been replaced by CSGNT. The Trust would like to replace the viewing platform and remaining path section to allow the community to enjoy the Limefield Falls feature and enhance the access network in and around Polbeth.

A robust viewing platform is proposed to be located on the northern bank of the river overlooking the Falls. It is proposed that the vegetation and dead/damaged trees will be removed prior to the installation of seating comprising gabion baskets with stone tops and metal railings along with

<p>an interpretation panel to inform the community/visitors about the Limefield Falls "story" and the river life. A new section of whindust path would link it to the existing park path.</p> <p>The replacement path section, near the railway underpass, is proposed to be a type 1 stone path dressed with whindust with sleepers to retain the path edges.</p>	
<p><b>Partners involved</b></p> <p>(other local organisations you are working with)</p>	<p>The Trust has previously worked with Polbeth Community Council and West Lothian Council to draw up the woodland and path proposals. Work was also undertaken with West Calder High School to design a "QR code" feature providing information about the Falls, Dr David Livingstone and James "Paraffin" Young.</p>

<p><b>Evidence of need</b></p> <p>What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of support, or local survey.</p>
<p>When CSGNT first developed proposals for the access network there was a need identified for a circular route between Polbeth and West Calder. This would serve as a recreational route to enhance physical health as well as mental being and enjoyment of the woodland and greenspace between the two communities.</p> <p>On completion, both the viewing platform and path network received good feedback from the community and regular site users, prior to the fire damage.</p> <p>A number of individuals/groups have contacted CSGNT since the viewing platform was first damaged seeking the replacement of the feature. Funding, unfortunately, has been the barrier to it being re-built.</p>

<p><b>Outcomes</b></p> <p>Describe what your project will deliver.</p> <p>Village Improvements; e.g Number of sites improved</p> <p>Area of landscaping</p>
<ul style="list-style-type: none"> <li>• A safe and circular access network providing recreational opportunities for the local community to enjoy.</li> <li>• A unique landscape feature from which to enjoy the river.</li> <li>• Local heritage is celebrated.</li> <li>• Local economic benefits are derived from visitors coming to Polbeth to see the Falls and using the local shops and filling station.</li> </ul>
<p>Community Facilities: e.g number of facilities improved</p> <p>-Projected usage</p>

### 3.Project Costs

Amount of funding requested	£17,300
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Item of expenditure	Cost
Preliminaries	£2,600
Replacement path section	£3,100
New viewing platform & interpretation	£17,500
Contingency	£1000
CSGNT design and project management fees	£5,100
Total project cost	£29,300

### **Project management**

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

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

The designs, tender drawings, tender package, tender administration, Contractor management on site and planning application submission will be undertaken by Central Scotland Green Network Trust.

## **6. Declaration**

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

<b>Name</b>	
<b>Position</b>	Development Officer
<b>Organisation</b>	Central Scotland Green Network Trust
<b>Date</b>	

<b>Attachment checklist - as applicable</b>	<b>Please Indicate (x)</b>
Constitution or Articles and Memorandum	X
Committee Members or Directors List	X
Bank Statements - three statements	
Annual accounts	X









## **FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

### **REPORT ON PROGRESS OF REGENERATION PLANNING**

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

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

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

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

It is recommended that the Local Area Committee notes:

1. that four local regeneration groups have been established and are active;
2. community engagement is underway in all regeneration areas; and
3. that five key community organisations have successfully secured £248,000 from the Aspiring Communities Fund.

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

- |   |   |
|---|---|
| <b>I Council Values</b>   | Focusing on our customers' needs.<br>Being honest, open and accountable.<br>Providing equality of opportunities.<br>Making best use of our resources.<br>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>  | <ul style="list-style-type: none"><li>- We are better educated and have access to increased and better quality learning and employment opportunities.</li><li>- We live in resilient, cohesive and safe communities.</li><li>- We live longer, healthier lives and have reduced health inequalities.</li><li>- We make the most efficient and effective use</li></ul> |

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**

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.

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.

In addition to this, the Community Empowerment Act 2015 requires Community Planning Partnerships to produce locality plans for their most deprived areas. The CPP in West Lothian have adopted regeneration plans as their locality plans.

### **D2 Progress**

The Fauldhouse and the Breich Valley Local Action Group was established in June 2016 and met on two occasions before the decision was taken by the members to meet at individual village level. Progress across the four village regeneration groups is detailed below.

Timescales for publishing the regeneration plans have moved back slightly and it is now intended that ten of these will be in place by January 2018, with the remaining three plans in place by April 2018. This new timetable has been agreed with the Scottish Government, and the Community Planning Partnership is aware.

#### Addiewell

Community engagement activity has taken place in the Pitstop, at parent's night at the primary schools and on the main street. The information gathered through the surveys is now being collated and will be considered by the steering group in order to inform the themes and actions that will go into the plan.

Following on from a local consultation on how the remaining Village Improvement Funds could be utilised, an application has been submitted to allow the Pitstop to replace the external cladding on the building and to repair the stone steps leading up to the front door. A further application will be developed for the February meeting of the LAC to create a whin path leading up from the football field towards the Pitstop. There is currently a very muddy track here and creating a more formal footpath would make this route more accessible.

The fourth Addiewell Fun Run took place on Sunday 29 October. Over 60 participants took part in either the 1.5km or 3.5km run; most of them families with children. All runners received a medal and a goody bag for taking part. The run, which was initially

set up by the Regeneration Team, is now fully organised by the Pitstop. This reflects the increase in community capacity within the village over the last few years.

### Stoneyburn

The community engagement activity in Stoneyburn is also progressing well. The Place Standard tool was used at the last meeting of the steering group and provided valuable and detailed information from the community members, schools and local services present. Further h-diagram engagement is planned to ensure we have representative views of the whole community helping to inform the regeneration plan for the village.

The youth club running from the community centre on Thursday evenings continues to attract over 50 primary school aged children. This club is supported by the centre management committee. The lunch club in the centre however is struggling for members, with only six people now regularly attending. Carers of West Lothian will link to this group and see if they can support some of their clients to attend.

Stoneyburn & Bents Future Vision Group now has 18 committee members. The group planned and delivered a successful first Fun Run at the end of August, along with an outdoor family cinema evening. They are now planning for their fifth annual Santa Parade.

### Fauldhouse

The Fauldhouse regeneration group has been further strengthened with the addition of another three community members and council officers from Planning. The group is gathering momentum and is viewed as the key community forum for sharing information and progressing joint projects.

The mining memorial project, led by FCDT, is progressing well. A sculptor has now been employed by FCDT to design the memorial, based on the results of the local vote that took place. An application has been made to the Village Improvement Fund to cover the cost of creating the new memorial.

The three new steering group members each have a potential project they would like the group to assist with. This includes setting up a carers support group, creating a community garden and growing area, and re-establishing the two ponds behind Fallahill. With assistance from FCDT they have already canvassed local people and gathered strong support for each of these potential projects and they are now looking for the advice and expertise of the steering group to take the projects forward. Carers of West Lothian are keen to assist with the setting up of the support group and council officers have agreed to do some initial exploratory work with regards to the pond and community garden projects. It is expected that an application will be made in February for the remaining Village Improvement Fund money to support this work.

The Place Standard tool will be used at the next meeting of the steering group to gather the thoughts and opinions of the steering group members on Fauldhouse as a place to live and work. The information gathered from this exercise, along with the h-diagram data, existing charrette results and statistical information for the area, will be collated and used to inform the regeneration plan.

### Polbeth

The steering group in Polbeth has been strengthened with the addition of Community Youth Services, the head teacher and principal teacher from St Mary's Primary School, and another local community member.

At the last meeting of the group the Place Standard tool was used to gather the thoughts and opinions of the steering group members on Polbeth as a place to live. This information will be added to the data already gathered through the wider h-diagram engagement and will inform the themes and actions in the plan.

### **D3 Aspiring Communities Fund**

West Calder & Harburn Community Development Trust (WC&HCDT) is the lead partner in a consortium of voluntary organisations within five regeneration areas in West Lothian who, with support from the Regeneration Team, applied for funding from the Scottish Government's Aspiring Communities fund. This funding application has now been approved and the consortium has been awarded £248,000. The other consortium partners are:

- Community Action Blackburn
- Whitburn Community Development Trust
- The Vennie – Covering Knightsridge, Ladywell and Dedridge
- Family & Community Development West Lothian – covering Armadale

This funding will allow WC&HCDT to employ a development worker to work in Polbeth to:

- develop organisational capacity;
- work with other volunteers and groups in the community to increase wider community capacity; and
- develop and implement projects/ initiatives over the next 16 months in line with regeneration planning.

The new development worker will work closely with the regeneration officer to support regeneration planning and work with the Polbeth steering group.

### **E. CONCLUSION**

Good progress continues to be made in developing regeneration plans within the Fauldhouse and the Breich Valley ward area. Local action groups have been established and have begun the process of evidence gathering and statistical analysis. A programme of community engagement is almost complete and the information gathered from this will help to inform the plans.

A further update on progress will be brought to the next meeting of this committee.

### **F. BACKGROUND REFERENCES**

West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None

Contact Person:

Laura Wilson, Regeneration Team Leader, [laura.wilson2@westlothian.gov.uk](mailto:laura.wilson2@westlothian.gov.uk)

**Craig McCorriston**

**Head of Planning, Economic Development and Regeneration**

21 November 2017

**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE – FEBRUARY 2018  
WORKPLAN 2017-2018**

<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
Housing report	Quarterly update on housing issues	Kate Ward	February 2018
Police/NRT report	Quarterly update on police/NRT activity	Insp. Gregor Forbes	February 2018
LBFR report	Quarterly report on activity	Desmond Donnelly	February 2018
NETs Report	Update report on NETs activity	Tony Fleming	February 2018
Villages Improvement Fund Applications	To present all applications received to the VIF	Laura Wilson	February 2018
Regeneration Plans	To provide an update on the implementation of regeneration plans	Laura Wilson	February 2018
West Calder & Harburn CDT	To provide an annual update on activity	Matt Pearce	November 2017
New West Calder High School	To provide an update on the new build project	Paul Kettrick	November 2017
Schools Update – St Kentigern's	To provide an annual report on activity and attainment at the school	Andrew Sharkey	November 2017
Pensioners Christmas Fund	To provide final allocation details	Laura Wilson	November 2017
Schools Update – West Calder High School	To provide an annual report on activity and attainment at the school	Julie Fisher	February 2018
Advice Shop Update	To update on Advice Shop activity in the ward	Elaine Nisbet	February 2018

Polbeth & West Calder Market Garden	To provide an annual update on activity	Lisa Drennan	May 2018
School Update – Whitburn Academy	To provide an annual report on activity and attainment at the school	Tracey Loudon	Sept 2018

**FAULDHOUSE & THE BREICH VALLEY LOCAL AREA COMMITTEE**

**TIMETABLE OF MEETINGS 2017-18**

Agenda Issue	Meeting Date	Room
Wednesday 21 February 2018	<b>Tuesday 27 February 2018 at 9.30 am</b>	Council Chambers
Wednesday 9 May 2018	<b>Tuesday 15 May 2018 at 12 noon</b>	Council Chambers