



Broxburn, Uphall and Winchburgh Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

14 September 2018

A meeting of **Broxburn, Uphall and Winchburgh Local Area Committee** of West Lothian Council will be held within the **Adult Learning Room, Entrance B, Strathbrock Community Centre, 189A West Main St, Broxburn EH52 5LH** on **Friday 21 September 2018 at 9:30 a.m.**

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minute of Meeting of Broxburn, Uphall and Winchburgh Local Area Committee held on Friday 25 May 2018 (herewith).
5. St Margaret's Academy - Presentation by Greg McDowall (Acting Head Teacher) (herewith)
6. Ward 2, Broxburn, Uphall & Winchburgh Update - report by PS Iain Wells (herewith)
7. Broxburn, Uphall and Winchburgh Ward Performance Update - by Scottish Fire and Rescue Service (herewith).
8. Housing, Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith)

9. Service Update - NETs, Land & Countryside - Report by Head of Operational Services (herewith)
10. West Lothian Villages Improvement Fund - Applications - Report by Head of Planning, Economic Development and Regeneration (herewith)
11. Developer Contributions Towards Town and Village Improvements In Core Development Areas - Applications - Report by Head of Planning, Economic Development & Regeneration (herewith)
12. Pensioners' Groups Christmas Fund Allocations 2018 - Report by Head of Planning, Economic Development and Regeneration (herewith)
13. Workplan (herewith)

NOTE **For further information please contact Elaine Dow on 01506 281594 or email elaine.dow@westlothian.gov.uk**

MINUTE of MEETING of BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE of WEST LoTHIAN COUNCIL held within ROOM GP3, ENTRANCE 'B', STRATHBROCK COMMUNITY CENTRE, 189A WEST MAIN ST, BROXBURN EH52 5LH, on 25 MAY 2018.

Present – Councillors Angela Doran (Chair), Chris Horne and Janet Campbell

Apologies – Councillor Diane Calder

In attendance

Alan Bell, Lead Officer, WLC

David Brewster, Senior Environmental Health Officer, WLC

David Cullen, Operational Services, WLC

Lynne Gow, Station Manager, Scottish Fire and Rescue Service

Phyllis McFadyen, Housing Manager, WLC

PS Iain Wells, Police Scotland

Laura Wilson, Regeneration Team Leader, WLC

1 member of the public was in attendance.

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. MINUTE

The committee agreed the minute of its meeting held on 15 February 2018 as being a correct record. The Chair thereafter signed the minute.

Matters arising

Page 35: Road Safety Issues: Niddry Road, Winchburgh and Ecclesmachan

Councillor Campbell requested that updates relating to road safety at Niddry Road, Winchburgh and Ecclesmachan be included on the workplan for future meetings.

Page 37: West Lothian Village Improvement Fund Applications

A request was made for an update regarding Dechmont Community Council's application for hanging baskets. The Regeneration Team Leader advised that planning permission was not required however, it was recommended that the community council contact WLC Operational Services in relation to hanging the baskets.

Decision

- To agree that the Lead Officer forward the request to Operational Services for road safety updates at Niddry Road, Winchburgh and Ecclesmachan to be included on the workplan for future meetings;

and

- Noted the update regarding Dechmont Community Council's application for hanging baskets.

3. POLICE SCOTLAND UPDATE

The committee considered a report (copies of which had been circulated) by PS Iain Wells providing details of the performance, activities and issues across the ward for the period up to 30 April 2018.

The report provided information for the reporting period relating to a number of themes and provided comparative figures for the same period in 2017.

PS Wells provided an update on the work carried out regarding the restructuring of the Community Police Team, details of which were outlined in the report. Named single point of contact officers have been provided for each secondary school. These named single point of contact officers also have a wide remit within their roles in the community locality area they serve. The Community Action Team was replaced by a smaller Community Enquiry Team with tasks prioritised based on threat, risk and harm at any given time within the community.

PS Wells then responded to questions from members of the committee. He advised that officers continued to work hard within the community, working with partners on a number of initiatives that were taking place in the ward area. Statistics relating to anti-social behaviour across the ward area were on a downward trend. Partnership working with WLC officers and Community Police officers continued which greatly assisted in the reduction of incidents being reported.

Police officers continued to work with partners in responding to complaints from residents in various areas of West Lothian relating to large groups of youths congregating. An appeal was also made to parents via a Facebook message put out on the West Lothian Police Facebook site urging parents to challenge and check on their children's whereabouts and welfare, which was also linked in with schools.

Finally, road safety reports, acquisitive crimes and responses to drug related criminal activity in the area were outlined in the report.

The committee acknowledged the excellent work carried out by police officers in the ward area.

It was recommended that the Local Area Committee notes the contents of the report.

Decision

To note the contents of the report and the update from PS Wells.

4. SCOTTISH FIRE AND RESCUE SERVICE

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing details of activity for the ward up to 31 March 2018.

The Station Manager, Lynne Gow, advised that information relating to six key areas were outlined within the report. Details regarding the number of accidental dwelling fires, fire casualties and fatalities, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergency casualties and unwanted fire alarm signals on a ward basis, West Lothian basis and Scotland-wide basis were given providing comparisons between 2014 and 2017, which was a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

The Station Manager responded to questions from members of the committee. She provided details of the initiatives taking place within the ward area to reduce the number of fire related incidents. The Community Safety Team continued to work with children raising awareness of the dangers of deliberate fire-raising. Online information was also available for schools to access and a number of events held to raise awareness. An engagement programme was also in place to help reduce the number of unwanted fire alarm signals and the Community Safety Team was engaging with business partners, providing advice to repeat offenders.

During the course of the discussion the Station Manager agreed to provide members of the committee with fire safety leaflets at the next LAC meeting to allow them to be circulated in the community and distributed at their surgeries.

It was recommended that the committee note and provide comment on the Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report.

The committee commended the Community Safety Team for the excellent work carried out in the community.

Decision

- To note the contents of the report and the update provided by the Station Manager; and
- To agree that the Station Manager would provide members with fire safety leaflets for circulation in the community.

5. HOUSING, CUSTOMER AND BUILDING SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an update on the housing service activities for the ward for the period 1st January to 31st March 2018.

The report provided an overview of the activities of Housing, Customer and Building Services, specific to the Broxburn, Uphall & Winchburgh ward for the fourth quarter of 2017/2018 and examined property void and let performance for both mainstream and temporary properties for the reporting period, confirming that there were 19 policy voids in the ward for this period.

The report continued by providing details of rent arrears for the ward noting that for Quarter 4 of 2017/18 the arrears were £135,677, which was an increase of £11,084 on the previous year's position. Work continued to provide financial advice and assistance to support tenants.

The Housing Manager advised the committee that Universal Credit commenced on 16 May 2018. Officers were working jointly with DWP to ensure that as smooth a process as possible was in place going forward.

An update was also provided within the report on the capital programme and new build council housing, tenant participation and safer neighbourhood council officer ward information.

The Housing Manager then responded to questions from members of the committee. In response to a question relating to the upgrade of the rear enclosure at Almondell Road, members were advised that the design works were complete and further consultation would be carried out with tenants linking in with the Youth Action Project. A strategy and development event was also being held on 7 June 2018 between 4.00 and 7.00 pm which ward members would be invited to attend.

During the course of the discussion members congratulated the Tenant Participation Team for being shortlisted for the Tenant Information Services (TIS) Award 2017 under the category of Best Innovative Practice and wished them well at the awards ceremony in June 2018.

It was recommended that the committee note the Housing, Customer and Building Services activity as detailed in the ward report for the period 1st January to 31st March 2018.

Decision

To note the contents of the report.

6. SERVICE UPDATE - NETS, LAND & COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing details of the NETs, Land and Countryside services for the period 1 February to 30 April 2018.

The report provided a summary of works carried out and enquiries received in relation to grounds maintenance, garden maintenance and cleaner communities.

Enforcement Officers dealt with enquiries in relation to various

environmental issues within the ward. Details of the Parks and Woodland enquiries and Open Space and Cemeteries enquiries were also provided. Funds were available within the capital programme to make some improvements to Holmes Park (Broxburn), Parkview Square (Broxburn) and Millbank Place East (Uphall). Updates would be provided as progress was made with the process.

Members were advised that shrub bed maintenance was completed and a programme for grass cutting and weed control had commenced for the new season. Rangers continued to patrol local woodlands, rights of way and the core path networks, as well as looking after Almondell and Calderwood Country Park. It was also noted that the Enforcement Officers have been involved in a number of community projects within the ward, with the aim of raising awareness of environmental issues.

The Operational Services Officer then responded to questions from members of the committee. He undertook to forward comments from members to colleagues in Operational Services regarding the Community Recycling Centres (CRC), particularly relating to consideration being given to review the new permit system for the CRC sites, and simplifying access to the centres for private users of vans, trailers and pedestrians.

It was recommended that the committee notes the work carried out to date and future planned work and advise of any areas that require further investigation or inclusion in future work plans.

Decision

- To note the contents of the report; and
- To note that the comments from members relating to the Community Recycling Centres would be forwarded to colleagues in Operational Services.

7. EDINBURGH AIRPORT 'NOISE ACTION PLAN' CONSULTATION

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing details of the recent Edinburgh Airport consultation on its proposed statutory Noise Action Plan. The officer consultation response, subsequently approved by Council Executive, was attached as an appendix to the report.

The Senior Environmental Health Officer advised the committee that the Edinburgh Airport consultation on its draft Statutory Noise Action Plan for 2018-23 was poorly publicised. The deadline for submission of responses was 2 April 2018 however, the service only became aware of the consultation on 22 March 2018. A request for an extension was made to Edinburgh Airport, which was declined. Due to the desire to meet this response deadline, there was no opportunity for the report to be considered at either the Environment PDSP or relevant LACs. An officer response was therefore submitted in consultation with the Chair of the

Environment PDSP and Leader of the Council and approved by Council Executive on 17 April.

During the course of the discussion members of the committee highlighted their disappointment about the short notification period and timescale to respond to the consultation. Members were also concerned that West Lothian Council was not considered to be a statutory consultee. The Senior Environmental Health Officer advised that Environmental Noise Regulations were within the directive of Scottish Law, which stated that Local Authorities were not statutory consultees. Any changes to this would require to be carried out by the Scottish Government. He confirmed that West Lothian Council's generic email addresses had been provided to Edinburgh Airport Communication Manager to ensure that up to date information would be provided in future.

The committee commended the Officers involved in responding to the consultation and acknowledged the excellent work carried out in such a short period of time to respond to the Noise Action Plan 2018-2023 consultation.

It was recommended that the committee notes the contents of the report and the approved officer consultation response.

Decision

To note the contents of the report.

8. WORKPLAN - SEPTEMBER 2018

The committee noted the workplan (copies of which had been circulated).

It was recommended that the following item be included on the workplan:

- Update on road safety issues at Niddry Road, Winchburgh and Ecclesmachan to be given to a future meeting.

Decision

To note the workplan subject to including the item on road safety.



St Margaret's Academy

Attainment & Achievements 2017/18





Vision

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

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



Attainment

S4 Attainment 2018

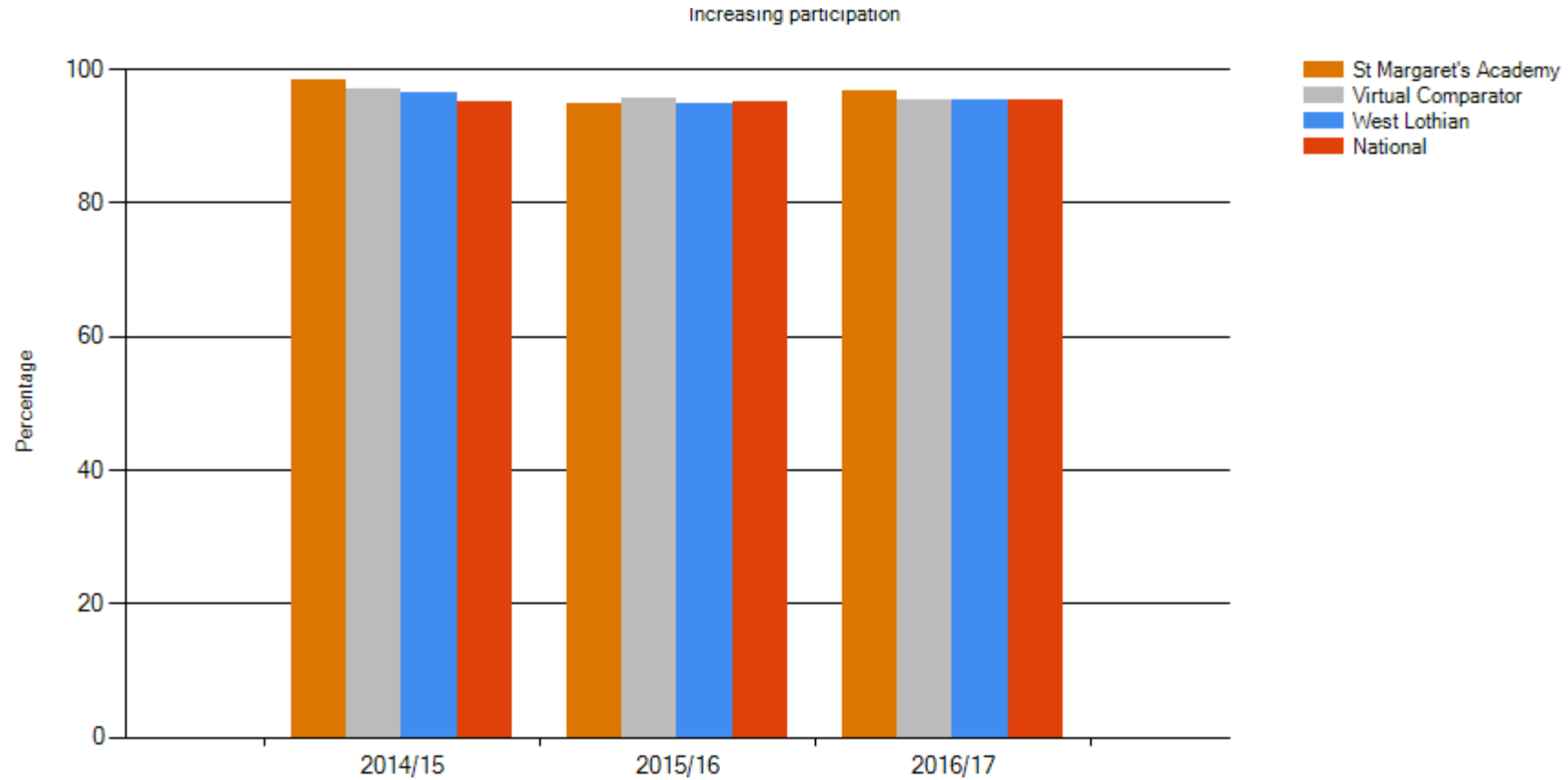
Year	5@ Level 4	5@ Level 5
2018	90 (prediction)	48
2017	90	43
2016	92	48
2015	83	41

Higher Attainment 2018

Year	1+@ level 6	3+@ level 6	5+@level 6
2018	76	54	36
2017	76	51	36
2016	62	44	27
2015	69	44	19
2014	60	35	19

SLDR 2016-2017

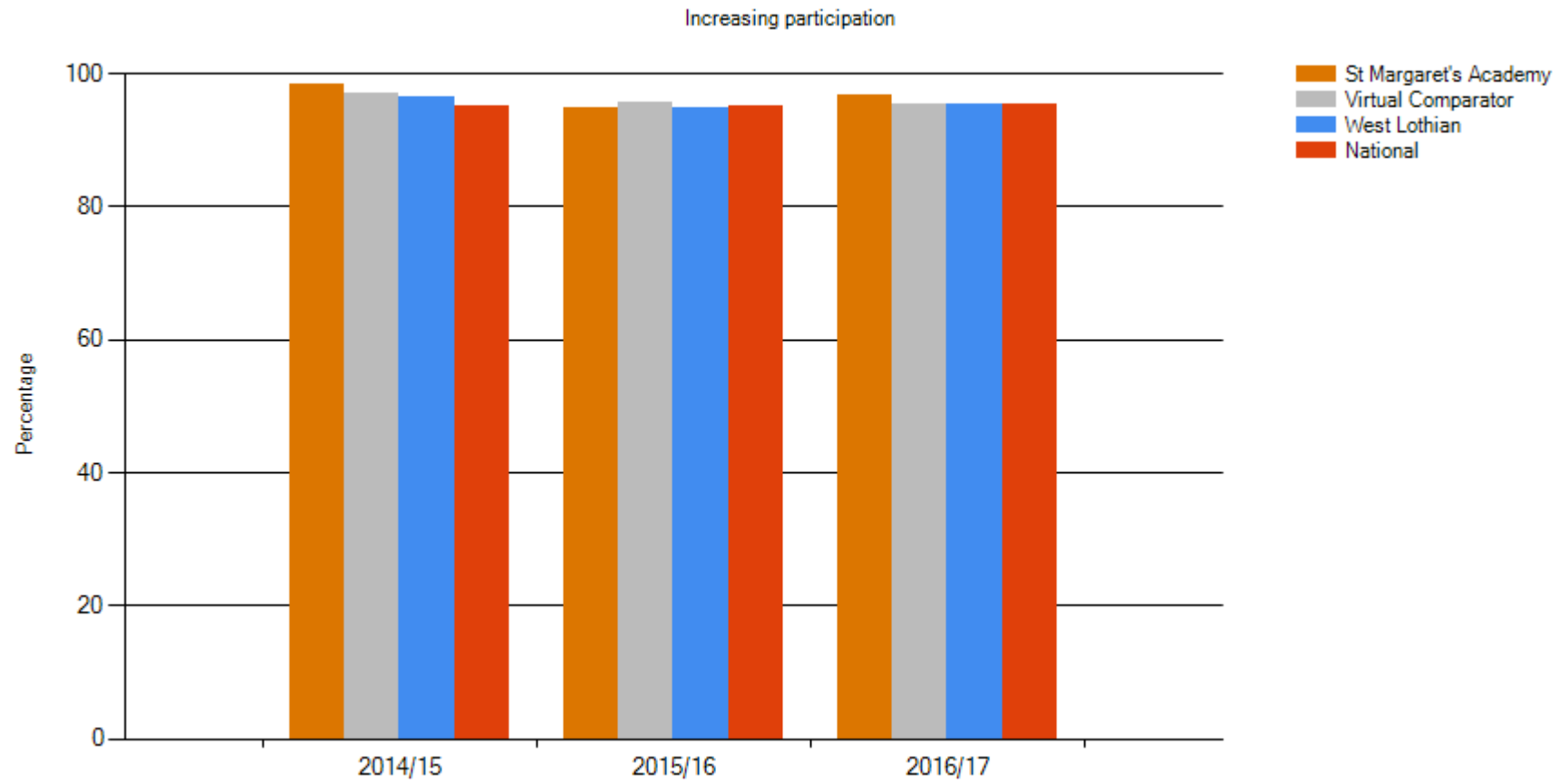
Consistently performing in line with National Comparator and West Lothian Average (95%)



Advanced Higher 2017

Year	% achieving 1+ @ level 7 Advanced Higher
2018	18
2017	15
2016	16
2015	21
2014	27

SLDR 2016-2017





Wider achievements



Current
developments



Thank You

greg.mcdowall@westlothian.org.uk



Broxburn, Uphall & Winchburgh , LOCAL AREA COMMITTEE

REPORT BY PS Iain Wells

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 31st August 2018

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance relative to the 5 Year Average; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

NATIONAL PRIORITIES – DELIVERED LOCALLY

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

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

WEST LOTHIAN PRIORITIES

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

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

COMMUNITY ENGAGEMENT PRIORTIES

Broxburn, Uphall and Winchburgh

- Violence, Disorder and Antisocial Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety

1/ PERFORMANCE

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

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

Broxburn Ward						
Month	May-18	May-17	% Change	TYTD	LYTD	% Change
Youth Calls	27	22	23%	44	56	-21%
All ASB Calls	122	99	23%	211	189	12%
Hate Crime	0	1	-100%	2	3	-33%
Vandalism & Reckless Conduct	15	12	25%	24	25	-4%
Fire-raising	0	1	-100%	1	3	-67%
Public Space Assaults	6	5	20%	14	10	40%

Broxburn Ward						
Month	Jun-18	Jun-17	% Change	TYTD	LYTD	% Change
Youth Calls	19	25	-24%	63	81	-22%
All ASB Calls	101	99	2%	312	288	8%
Hate Crime	4	2	100%	6	5	20%
Vandalism & Reckless Conduct	10	10	0%	34	35	-3%
Fire-raising	0	1	-100%	1	4	-75%
Public Space Assaults	5	5	0%	20	17	18%

Broxburn Ward						
Month	Jul-18	Jul-17	% Change	TYTD	LYTD	% Change
Youth Calls	15	18	-17%	78	99	-21%
All ASB Calls	100	113	-12%	412	401	3%
Hate Crime	0	1	-100%	6	6	0%
Vandalism & Reckless Conduct	9	19	-53%	43	54	-20%
Fire-raising	1	2	-50%	2	6	-67%
Public Space Assaults	5	4	25%	25	25	0%

Broxburn Ward						
Month	Aug-18	Aug-17	% Change	TYTD	LYTD	% Change
Youth Calls	11	12	-8%	72	111	-35%
All ASB Calls	103	93	11%	515	494	4%
Hate Crime	2	1	100%	8	7	14%
Vandalism & Reckless Conduct	15	10	50%	58	69	-16%
Fire-raising	0	0	#DIV/0!	2	6	-67%
Public Space Assaults	4	2	100%	29	27	7%

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

2 Local Priorities

Violence, Disorder and Anti-Social Behaviour

Statistics show at the start of the reporting period a slight rise in anti-social behavior and assaults. However towards the end the stats show a steady recorded decrease across the ward area.

Hate crimes show an increase, however please note that although the percentages appear relatively high, the actual number is still low, predominantly in single figures.

Through identification of hotspot areas and regular patrolling there has been a substantial reduction in Youth calls in the ward area. This has had a knock on effect that reported Vandalisms and Fire raising are down across the ward.

Partnership working between West Lothian Council Safer Neighborhood Officers and Community Police officers continues, and a number of intervention visits, tenancy anti-social behavior warnings have been carried out to problematic/repeat houses and locations in the area. This is a key partnership that assists greatly in the reduction of Anti-Social Behavior in communities.

Road Safety

Issues and complaints of parking continue throughout the ward areas. Community Beat Officers have been conducting numerous mobile patrols throughout the “Hot Spot” area’s engaging with drivers and members of the public. Police will continue to monitor this over the coming months making efforts to desist the problem. Several Road Traffic Tickets have been issued during this time with drivers failing to comply with road regulations.

Robust enforcement has continued in relation to the anti-social use of vehicles (Quad Bikes and Off Road Bikes) in the areas of Broxburn and Uphall. Mobile Foot patrols have been conducted within Broxburn Community Wood and Canal Paths making efforts to prevent the use of these vehicles being driven on prohibited areas. Road traffic officers, with the assistance of intelligence provided by community officers, have also been regularly targeting areas where vehicles have been known to speed. Officers will continue to target the well-known area’s affected by anti-social use of vehicles and issue traffic tickets when required.

The Parksmart Scheme which was rolled out to schools in recent months is being adopted by many schools across the county, however there are some schools who could be making better use of the resources, and indeed still some schools to adopt the scheme.

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

The schools will have access to the relevant materials however should there be any issues, the contact within West Lothian Council is Karen McCubbin.

Acquisitive Crime

The Broxburn, Uphall and Dechmont area has seen a recent rise in crimes of Theft House Breaking, Theft from Motor Vehicle and Theft of Pedal Cycle. Criminal Investigation Unit, CID along with Uniformed Officers worked closely together resulting in 2 males being identified and reported to the Procurator Fiscal. High-Visibility patrols remain and will continue throughout these targeted area's making efforts to prevent further incident.

Police would like to highlight to the local community the use of Neighborhood Watch and Social Media as positive tools to engage with one another in efforts to remain vigilant.

Details can be found at

<https://www.neighbourhoodwatchscotland.co.uk>

Substance Misuse

Police patrolling the local wards continue to carry out a number of targeted drug searches resulting in positive stops. The stops are mainly intelligence led which also allows up to date intelligence to be submitted. The trend continues to show that these recoveries predominately involve the personal use of herbal cannabis.

A recent Missue of Drugs Warrant was executed in the Uphall area resulting in 3 males being arrested and a quantity of drugs and money being seized.

Broxburn

There has been during the reporting period a large number of reported Break-Ins to business premises in the town Centre area. Police provided crime prevention advice through the Small Business Federation and the Town Centre Management group. Following enquiries into these crimes two males have been reported to the Fiscal.

There has also been a rise in reported Theft by Housebreaking, Theft from Motor Vehicle and Theft of Pedal Cycle throughout Broxburn. Criminal Investigation Unit, CID along with Uniformed Officers worked closely together resulting in 2 males being identified and reported to the Procurator Fiscal. High-Visibility patrols remain and will continue throughout these targeted area's making efforts to prevent further incident.

Issues have been reported regarding the misuse of a footpath by vehicles leading from Fivestanks Place to Cunnigar Road. There are also reports of non-criminal ASB in the area and local police have engaged with the local community and partners in relation to this.

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

Joint visits have been carried out to identify Problem premises with Council SNT officers and where appropriate Tenancy warnings issued.

The Gala Day took place on Saturday 26th August 2018 with a pro-active focus on problematic premises and hotspots. The day passed without any notable incidents.

Uphall

In May a number of business premises were broken into in the Main Street. Support was given to the businesses with crime prevention advice provided through the Town Centre Management group. Two males have since been identified and reported to the Fiscal.

Police through partnership work with Council SNT and other agencies assisted in an Anti-Social behavior order being obtained for a problem tenant.

Winchburgh

Neighbour dispute in the area continues to be addressed with Police working with SNT, housing and Social Work .All parties involved have been encouraged to contact the relevant agencies to try resolve issues.

Ecclesmachan

No Incidents of note

Dechmont

In August a serious assault was reported on the Main Street. The male responsible was identified quickly and reported to the Fiscal.

There has been recent reports of break ins to sheds and theft of pedal cycles in the area. Enquiry remains ongoing to identify the suspects responsible. Residents are encouraged to contact the Police and report any suspicious activity in the area.

Contacts

Details of your Community Policing can be found at:

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

lothianscotborderslacsuwest@scotland.pnn.police.uk

You can also follow us on Twitter: @WestLothPolice

Tel: 101

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

BROXBURN, UPHALL AND WINCHBURGH MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Broxburn, Uphall and Winchburgh Local Area Committee on the activity within Broxburn, Uphall and Winchburgh Multi-Member Ward for the period up to 30th June 2018.

B. RECOMMENDATION

That Committee Members are invited to note and provide comment on the Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT**D.1 Background**

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2018, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

D.2 Scottish Fire and Rescue Service (SFRS) Broxburn, Uphall and Winchburgh Multi-member Ward Quarterly Report

Following the publication of the Broxburn, Uphall and Winchburgh 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 Broxburn, Uphall and Winchburgh 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 Special Services (excluding RTC's).
- Reduction in RTC Fatalities and Casualties

E. CONCLUSION

The Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2018, 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.

Alan Cunnigham
Station Manager, Scottish Fire and Rescue Service
August 2018

Appendix 1 - Broxburn, Uphall and Winchburgh Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Quarter 1 2018/19

Broxburn, Uphall and Winchburgh

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

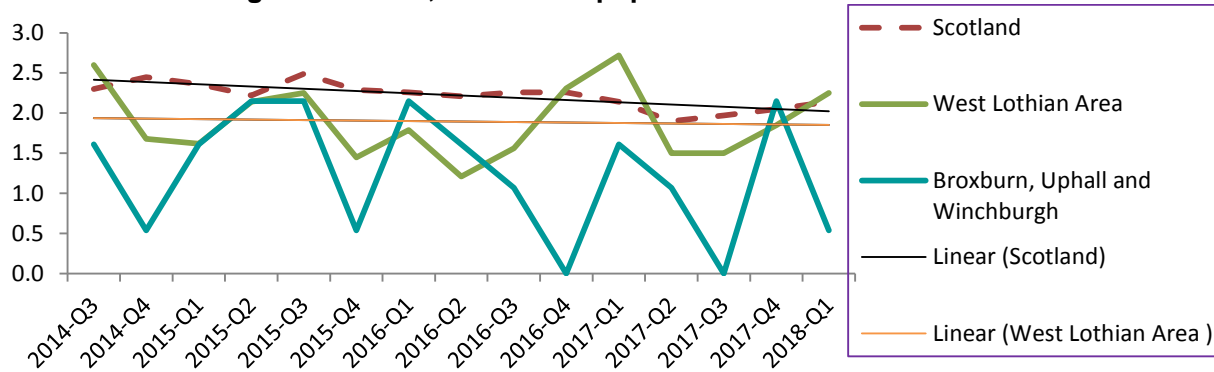
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

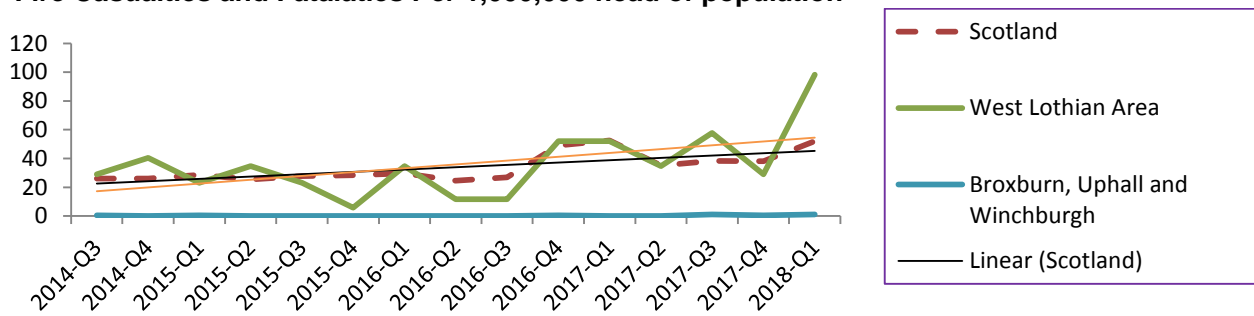
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



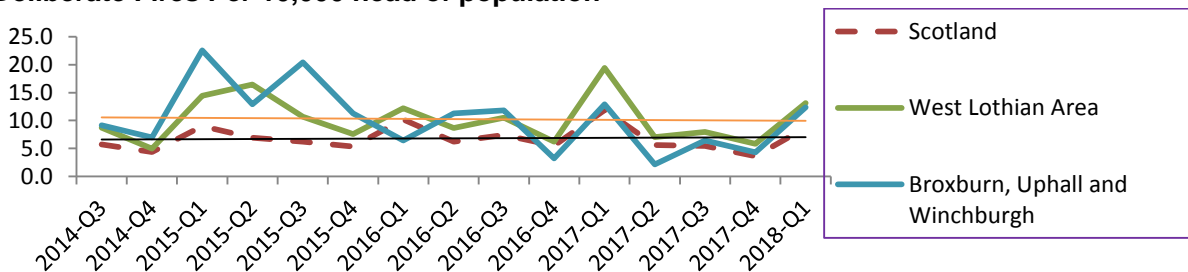
During the 2018-19 year to date reporting period SFRS have dealt with 1 accidental dwelling fires in comparison to 4 during 2017-18 year to date reporting period.

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



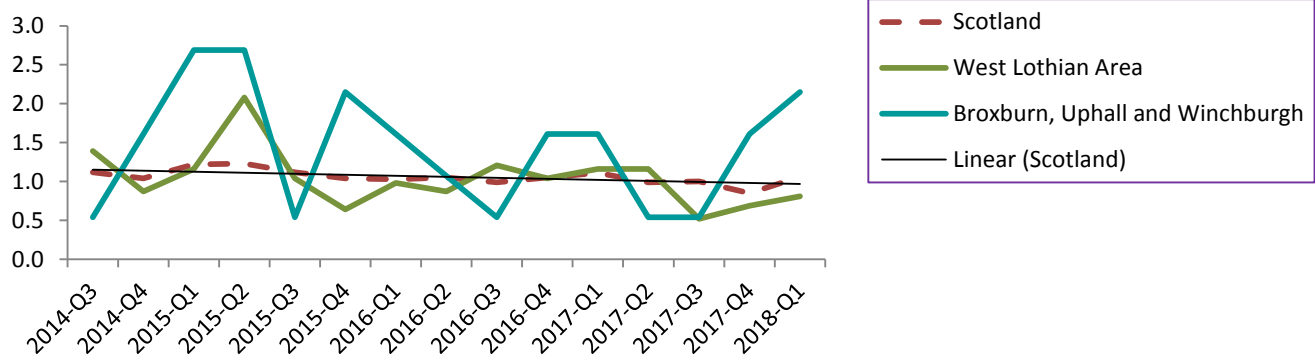
During the 2018-19 year to date reporting period SFRS have dealt with 2 casualties due to fire in comparison to 0 during 2017-18 year to date reporting period.

Deliberate Fires Per 10,000 head of population



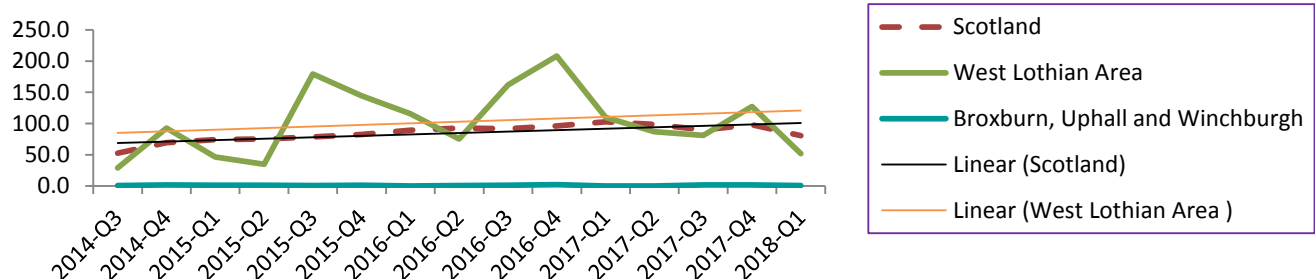
SFRS have dealt with 23 Deliberate fire incidents during 2018-19 year to date reporting period in comparison to 41 during 2017-18 year to date reporting period.

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



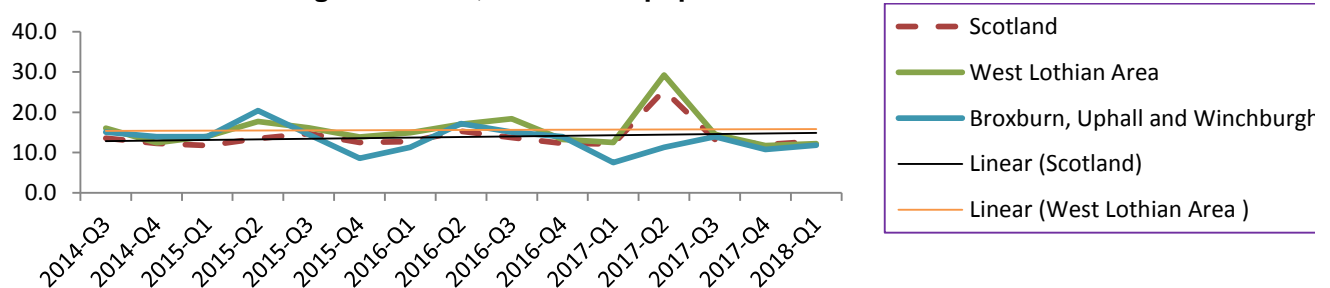
SFRS have dealt with 4 non domestic fires incident during 2018-19 year to date reporting period in comparison to 3 during 2017-18 year to date reporting period.

Special Services Casualties (excluding RTC's) Per 1,000,000 head of population



SFRS have dealt with 1 casualties from Special Services during 2018-19 year to date reporting period in comparison to 0 during 2017-18 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

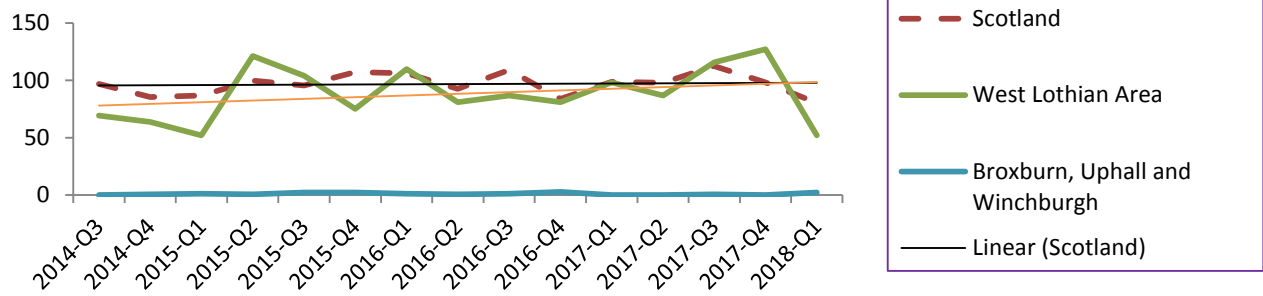


SFRS have dealt with 22 UFAS incidents during 2018-19 year to date reporting period in comparison to 25 during 2017-18 year to date reporting period.

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).

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



During the 2018-19 year to date reporting period SFRS have dealt with 4 casualties and 0 Fatalities from RTC's in comparison to 0 Casualties and Fatalities during 2017-18 year to date reporting period.

1



BROXBURN LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

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

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1st April to 30th June 2018.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Broxburn ward for the first quarter of 2018/2019.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Apr 2018	%	May 2018	%	Jun 2018	%	WL Target %
0-2 weeks	4	45%	4	100%	32	88%	55%
2-4 weeks	2	22%	0	0%	2	6%	30%
4+ weeks	3	33%	0	0%	2	6%	15%
Total Lets	9	100%	4	100%	36	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Apr 2018	%	May 2018	%	Jun 2018	%	WL Target %
0-2 weeks	2	67%	2	33%	2	18%	55%
2-4 weeks	0	0%	0	0%	1	9%	30%
4+ weeks	1	33%	4	67%	8	73%	15%
Total Lets	3	100%	6	100%	4	100%	100%

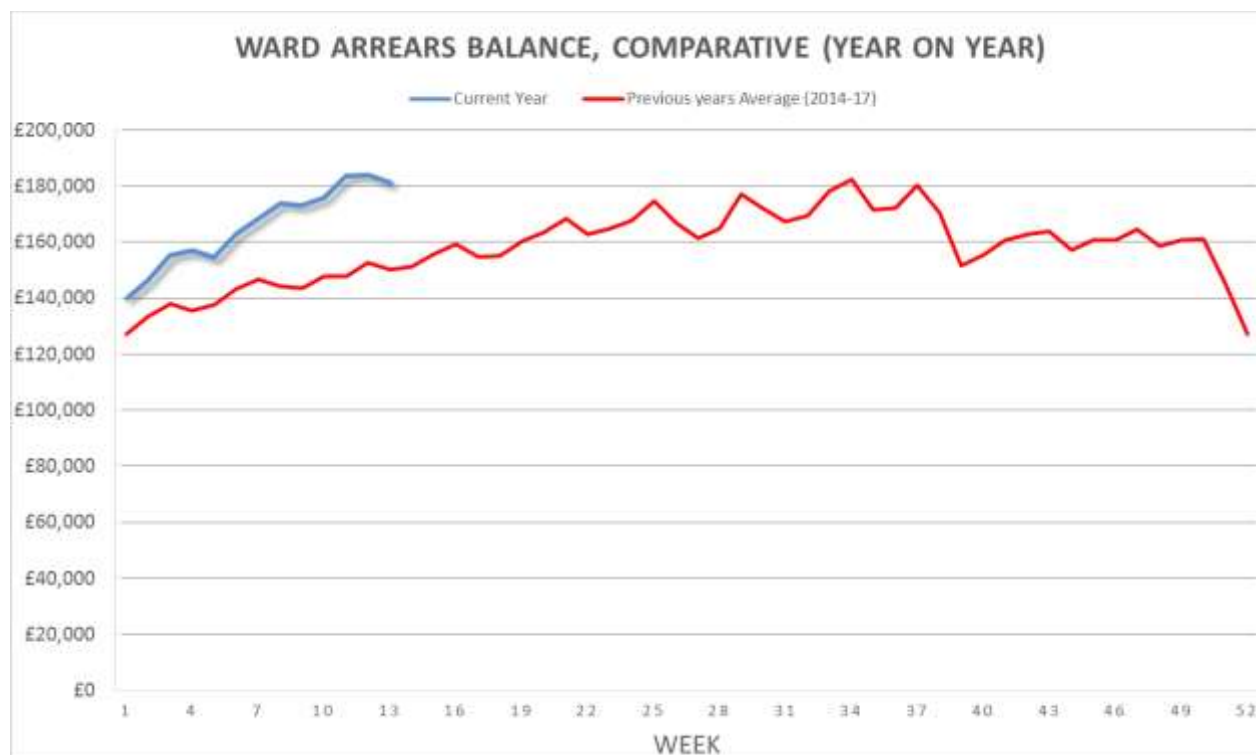
Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are appropriately supported through the viewing and sign up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

There were 27 policy voids in the ward for this period.

Void period	Number of properties	PV reasons
<4 weeks	9	Electrical work, fire, upgrading and 6 for asbestos removal
4 – 12 weeks	7	Upgrading, electrical and asbestos work
13 – 16 weeks	7	Upgrading, electrical and remedial work
26+ weeks	4	Rebuild & reinstatement properties at Greendykes

Arrears

For this ward the cumulative rental charge this year (debit) for the housing stock is £1,271,677 and £1,226,768 has been collected giving a strong collection rate of 96.5%



	2017/18 (WK13)		2018/19 (WK13)	
Arrears Banding	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£9,194	193	£12,013	327
£100.00 to £299.99	£24,401	131	£31,751	164
£300.00 to £499.99	£23,676	62	£25,510	65
£500.00 to £749.99	£19,802	33	£19,389	32
£750.00 to £999.99	£15,637	18	£19,175	22
£1000.00 to £1999.99	£40,685	29	£52,106	38
£2000+	£15,460	6	£21,089	8
Total	£148,857	472	£181,033	656

The Ward arrears position for Q1 is £181,033. This is an increase of £32,176 on last year's position.

The West Lothian overall position has increased by £261,111 from last year and on 01 July was £1,879,981

While there are 46 serious arrears cases (£1,000+) it should be noted 75% of cases are in the lower bands (£300 or less)

The overall increased arrears in comparison to last year are as a result of Full Service Universal Credit being introduced in West Lothian from May 2018, along with other Welfare Benefit reforms and the current economic climate

During the course of this year we plan to focus on the following:

- 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.
- Promote Alternative payment methods, particularly the Tenant's Self Service Portal
- Undertake a root and branch review of our arrears process to ensure we maximise rental income

Broxburn 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 maintained and sustained as far as possible and appropriate action taken where necessary.

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

Capital Programme and New Build Council Housing

Ward 2 Broxburn, Uphall and Winchburgh	Site	Number of Units	Site Start	No. of houses handed over	Site Completion
	Kirkhill, Broxburn	230	August 2015	98	May - 2019 (estimated)
	West Main Street, Broxburn	18	April 2014	18	January - 2017
	Winchburgh CDA	41	March 2017	6	September - 2018 (estimated)

The 230 new build house development at Kirkhill is ongoing with approximately 100 units handed over. The SUDS facility and surrounding areas, which border the Fivestanks development, has yet to receive its final landscaping treatments and planting. The cycle path to the Fivestanks estate and common land requires to be landscaped and planted in accordance with the approved plans. All temporary HERAS fencing will be removed. The main contractor has intimated that this work will commence within the next few weeks. It is anticipated that excessive surface water run-off, reported by Fivestanks residents will be alleviated through the completion of all the remaining landscaping and planting.

Local Capital Upgrades

Broxburn	Aitken Orr Drive	Roof and structure	100%	The works at Aitken Orr Drive, following the works at Patersons Court when completed, is now also complete.
Winchburgh	The Rows	Fit firewalls in roof spaces between properties	100%	Detailed asbestos survey requirements caused some initial delay, but the Works, having started on site in September 2017, are now completed.
Broxburn	Almondell Road	Upgrade rear enclosure	15%	The design works are complete and have been approved by the local residents following a site consultation. The tender for the works is being arranged. The necessary demolitions of the outbuildings require to be complete before all other physical works can start.

TP update

Office Bearer Training – Four training sessions have been held over May and June with the Housing Need Service and TP Team, facilitated by the Tenant Information Service, to provide office bearer training to the newly formed Syrian Refugee Tenants Group.

Tenant Led Inspection (TLI) – training for new Inspectors was held on the 12th June at Blackburn Partnership Centre. The inspectors will be carrying out an inspection into the Housing Need Service which will commence during August. Four new inspectors attended the training, all of whom have experience Homelessness and used the services provided by the Housing Need Service.

Annual Return on the Charter (ARC) Review – A presentation was provided to the members of the network on the 19th June 2018, to advise and inform them on this year's ARC return, submitted to the Scottish Housing Regulator at the end of May 2018.

TIS Award for Best Innovative Practice – The TP Team and the Tenant Participation Development Working Group won the Tenant Information Services (TIS) Award under the category of Best Innovative Practice at their conference in June 2018. The award submission focussed on the work being done on Digital Involvement with tenants through the use of text messaging and the services Facebook Group, specifically for council tenants.

Danny Mullen TP Excellence Award – The members of West Lothian Tenants Housing Network have sponsored an award to commemorate the work of the late Danny Mullen. The award was presented for the first time at the Tenant Information Service's June Conference. Danny's widow and two daughters were in attendance to help present the award.

Safer Neighbourhood Council Officer Ward Information

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

SNT Officers attended various multi agency meetings over quarter 1 in respect of antisocial behaviour and concerns regarding particular cases in the ward. An ASBO has been granted for an ongoing case where unfortunately despite numerous interventions and extensive joint working the tenant has failed to alter their behaviour.

Enquiries have taken place with housing officers and private landlords in respect of complaints received relating to drug issues, neighbour disputes, neighbourhood tenancy management issues relating to rubbish and access. Along with housing officers interventions including the issuing of warnings have been undertaken.

Positive feedback was received from one householder who expressed her gratitude to the SNT who resolved her neighbour dispute earlier on in the year and now had no issues.

E. CONCLUSION

To note the contents of the report.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

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

Email; phyllis.mcfadyen@westlothian.gov.uk

Tel: 01506 775512

Date: 21st September 2018



BROXBURN, UPHALL & WINCHBURGH 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 NETs, Land & Countryside Services teams for the period 1 May 2018 – 31 July 2018.

B. RECOMMENDATION

Members are requested to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

The report comments on activity for the period 1 May 2018 – 31 July 2018.

D2 Grounds Maintenance Routine Works

Routine grass cutting and weed control continue in the ward. There have been five grass cutting visits with the reporting period and one complete herbicide application across hard and soft landscaped areas. Other minor tasks have also been undertaken, mainly as a result of public enquiries. The latest Land Audit Management score for the East area was 67, which is the target score.

D3 Grounds Maintenance Enquires

In total 60 grounds maintenance related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Adopt Open Space in Priv Est	1	
Ball Game Enquiries	1	
Bench or Seat Enquiries		4
Complaint Grounds Maintenance	2	1
Drainage Flooding Grass Areas		1
Enforcement Officer Enquiries	10	2
Fencing Enquiries	1	
Garden Competition Enquiries	4	8
Grass Area Damaged	1	
Grass Cutting Enquiries	9	11
Grass Cutting Missed Not Cut	6	2
Grass Highway Verges	2	2
Ground Ownership Enquiries	1	4
Hedge Cutting Enquiries	2	4
Neighbourhood Env Teams		1
Public Park Enquiries	8	5
School Grounds Enquiries		1
Shrub Bed Enquiries	1	3
Shrub Bed Overhanging Path	6	6
Shrub Bed Not Maintained		1
Sports Facility Enquiries		1
Weeds General Enquiries	2	4
Weeds on Paths or Roads	3	1

(62)

Garden Maintenance Routine Works

There have been four cutting cycles completed in the ward during the reporting period. This work is carried out by a team of four operatives, who also cover 50% of the gardens included on the scheme across the whole of West Lothian.

Garden Maintenance Enquiries

In total 20 garden maintenance related enquiries were received and dealt with during this reporting period.

	2018	2017
Complaint Garden Maintenance		1
Garden Maintenance Change of Address		1
Garden Maintenance General Enquiries	9	14
Garden Maintenance Grass Not Cut	8	5
Garden Maintenance Hedge Cutting		1
Garden Maintenance Standard of Cut	3	3

(25)

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.

The Ward is covered by a mobile cleansing team consisting of four operatives, and one compact sweeper. Broxburn has the additional resource of a Street Orderly and there is a backshift team of three operatives covering school routes, hot spot areas and enquiries throughout West Lothian. There is a reduced level of staff on at the weekend covering West Lothian. We also have two HGV sweepers that cover the whole of West Lothian and a team of four operatives that carry out litter picking of rural verges throughout West Lothian.

Our most recent Local Environmental Audit and Management System (LEAMS) audit for litter carried out through 'Keep Scotland Beautiful' for 2017/2018 gave us a statutory Performance Indicator score of 93.4%.

LEAMS score 2017/2018: West Lothian Council - 93.4% 9 (Grouping - 93.2%, Scottish Average - 92.2%).

Broxburn – Fivestanks Place:

An update was requested on the following issues at Fivestanks Place.

1. **Persistent dog fouling** - There have been a number of calls made to the Council about this from several residents. The Council sent a vehicle up the street on Tuesday 10th April, to clean and remove this but, within two days, the problem had returned. This is both unhygienic and a health hazard. As it is a legal requirement to clear up after your dog, it is not acceptable that we (the residents of Fivestanks Place) are having to do this, as this problem only started when the footpath was opened up. Photographic evidence is available to back this up.
2. **Increased dropping of litter** - Yet again the dropping of litter was not an issue, prior to the aforementioned footpath being opened. This is not acceptable, especially as we are paying a factoring charge for our street. There are no litter bins in our street.

Our enquiry system shows three enquiries between 1st January 2018 and 5th September 2018 for this location in relation to dog fouling, there are none for litter. Regular patrols were carried out between April & June 2018. The Enforcement Officers have also erected signs within the street itself. During the period of inspections there was minimal dog foul or littering found within the area and adjacent to Fivestanks Place. While in the area carrying out these patrols they arranged the removal of a couple of abandoned vehicles and had DVLA clamp a number of vehicles.

Cleaner Communities Enquiries

In total 105 cleaner communities related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Dead Animals	3	6
Dog Fouled Grass/Open Space	2	2
Dog Fouling on Paths/Roads	5	10
Dog Not Fouling Sign Request	1	
Dog Waste Bin New Request	1	3
Dog Waste Bin Overflowing	10	2
Glass on Paths or Open Spaces	2	6
Graffiti Non Offensive		1
Illegal Fly Posting		2
Illegal Fly Tipping/Dumping	51	29
Litter Bin Burnt Damaged		1
Litter Bin Full Overflowing	2	1
Litter Bin New Request for Bin	3	
Litter General Enquiries	7	3
Litter in Grass Open Space		1
Litter on Paths Roads Verges	3	7
Needles Syringes Abandoned		2
Street Sweeping Enquiries	5	8
Vehicle Abandoned	10	11

(95)

Environmental Community Involvement

The team consists of two Senior Enforcement Officers, two Education & Engagement Officers and eight Enforcement Officers. They are split into two teams of six officers to cover seven days a week on shifts with one team on shift at a time.

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 in Winchburgh, Uphall and Broxburn. This resulted in three dog fouling fixed penalty notices being served in Broxburn, Dechmont and Winchburgh.

The area in and around Glebe Avenue and Kirkflats, Uphall and the football pitches in Broxburn and Uphall have been targeted with the intention of catching those who fail to pick up after their dog. New warning signs have been put in place and stencilling carried out on footpaths.

Several abandoned/nuisance vehicles have been dealt with and removed from streets throughout the ward gaining compliance through negotiation with owners and where appropriate removal by WLC contractors under legislation provided by the Removal and Disposal of Vehicles Regulations 1986. This has been a problem recently in the Winchburgh area.

Enforcement officers are currently working in partnership with Broxburn Housing and Waste colleagues in an effort to try and reduce the amount of black bag side waste which is being left in and around the bin areas at Glendevon Park, Winchburgh.

Over the summer period and with the help of local groups, officers assisted with clean – ups at various parts of the ward which resulted in a large amount of litter being collected.

Enforcement Officers assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme.as well as 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 and Engagement Officers attended ‘Wild Wednesday’ at Stewartfield Park, Broxburn. Wild Wednesday is an environmental event organised to promote all environmental issues and is attended by several agencies and groups.

Education and Engagement Officers in partnership with Keep Scotland Beautiful launched a campaign named ‘Give Your Litter a Lift’, this campaign ran throughout the month of May and helped to highlight the issues of Fast Food Litter and litter thrown from vehicles.

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 Scottish Canals.

D5 Parks and Woodland

Parks and Woodland Enquiries

In total there were 40 Parks and Woodland related enquiries were received during this reporting period. All enquiries were inspected and 23 did not generate works instructions to programme. 10 works instructions were completed from the programmed work.

	2018	2017
Tree works completed for period	10	
Tree works outstanding for LAC area	26	
Tree Enquiries not generating works orders	23	
Tree Advice or Consultations		1
Tree Blocking Light	3	
Tree Branches Overhanging	12	13
Tree Broken Damaged or Dead	4	1
Tree Dangerous or Unsafe	7	3
Tree Enquiries General	10	11
Tree Felling Work Unauthorised	1	1
Tree Leaves Causing Problems	1	1
Tree Preservation Orders	1	
Tree Roots Causing Problems	1	

Ranger Service Update

No. School groups attending Outdoor Education / Forest School Sessions	0
No. Pupils attending Outdoor Education / Forest School Sessions	0
No. Rights Of Way / Core Path / Patrols carried out (hours)	7.5
No. Access Enquiries	0
No. Conservation Surveys / Tasks	0
No. Volunteer hours	0
No. Ranger Events	1
No. attendees at Ranger Events	100

- The Ranger Service took their popular mini environment fair 'Wild Wednesday' to Stewartfield Park in Broxburn for the first time. As well as the events and stall run by the Rangers, they also invited WLC Enforcement Officers and the recycling team to educate local people on recycling, dog fouling and littering. They were also joined by Hopetoun Ranger Service, Scottish Wildlife Trust, RSPB, Forth Rivers Trust and Penny Skett who taught young and old how to spin wool. Over 100 people attended.

D6 Open Space and Cemeteries

Open Space

Capital Programme – Central Scotland Green Network Trust has been appointed to draw up plans for the creation of a neighbourhood park at Cleghorn Drive/Wyndford Ave and to improve access into/around Broxburn Community Woodland. To be funded from the Kirkhill developer contributions.

Advice and support given to the Winchburgh Growers for their Community Planter initiative.

Open Space Enquiries

There were no open space related enquiries received and dealt with during this reporting period in 2018.

	2018	2017
Children Play Enquiries		1
Glass or Litter in Play Areas		1
Safety Issues in Play Areas		3

Cemeteries Routine Works

Summer routine maintenance including grass cutting, weed control, pruning and grave reinstatement works and burial duties ongoing across the cemetery estates.

Cemeteries Enquires

In total nine cemeteries related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Bench Donation		2
Cemeteries General Enquiries	3	5
Cemetery Property Vandalised	1	
Complaint Cemeteries and Burials		1
Lair Enquiries	3	5
New Interment Booking		1
Toilets and Waiting Rooms	1	
War Memorial Enquiries	1	

(14)

E. Conclusion

Good progress has been made with ground maintenance tasks due to the good weather experienced for most of the reporting period.

Central Scotland Green Network Trust has been appointed to draw up plans for the creation of a neighbourhood park at Cleghorn Drive/Wyndford Ave and to improve access into/around Broxburn Community Woodland.

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

F. Background Reference

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Eirwen Hopwood, Beecraigs Country Park, 01506 284500
eirwen.hopwood@westlothian.uk

Jim Jack

Head of Operational Services

21 September 2018



BROXBURN, UPHALL AND WINCHBURGH 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 in 2018/19.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that two applications have been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for the projects; and
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

I Council Values	Focusing on our customers' needs. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The projects meet the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	<ul style="list-style-type: none">- Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.- We live in resilient, cohesive and safe communities.
VI Resources - (Financial, Staffing and Property)	A total of £1.65m capital fund is available for projects and the proposal can be met from within

this budget.

VII Consideration at PDSP

These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.

VIII Other consultations

None.

D TERMS OF THE REPORT

D1 Background

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

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

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

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

Three villages in the Broxburn, Uphall and Winchburgh 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:

1. Winchburgh £55,000 (£5957)
2. Dechmont £55,000 (£771)
3. Ecclesmachan £20,000 (£0)

D2 Applications

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

Winchburgh Community Development Trust – £2,050

The Trust is supporting an initiative from the Winchburgh Community Growing Group to place planters and fruit trees around the village. The planters have vegetables and herbs that can be picked by the villagers as part of a project to promote healthier eating options and to raise the awareness of growing your own vegetables.

So far, the developers have paid for the materials for 20 planters. The planters have been built, planted and are maintained by volunteers from the Winchburgh Community Growing Group. These planters are situated in developer's controlled areas and on private land beside Tally Ho. The next phase is to roll this out to the existing village, on council owned land. Winchburgh CDT is applying for funding to provide 25 planters and five fruit trees. Discussion regarding suitable sites has taken place with NETs and Land Services.

Winchburgh Community Council – £2,310

Winchburgh Community Council will employ an artist to work with local young people to design a paint based artwork to transform the village skatepark. It is currently a very unexciting bland structure in need of some art work to bring it to life and something that will be both visually attractive and something that the young people of the village will take pride and ownership of.

The adjacent youth shelter will also be painted to smarten up the site.

E. CONCLUSION

Three villages within the Broxburn, Uphall and Winchburgh 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) Broxburn, Uphall and Winchburgh Local Area Committee.

Appendices/Attachments: two

Appendix 1: Winchburgh CDT

Appendix 2: Winchburgh Community Council

Contact Person:

Douglas Grierson, Community Regeneration Officer, Tel. 01506 281088,
douglas.grierson@westlothian.gov.uk

Craig McCorriston

Head of Planning, Economic Development and Regeneration

21 September 2018

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	Winchburgh Community Development Trust
Project title	Winchburgh Community Growing Group
Contact person	
Position	Chair of Board of Directors
Address	
Telephone number	
Email Address	winchburghcdt@gmail.com
Type of organisation	Community Trust
What date was your organisation formed?	30 November 2016
Are you a charity, please quote your number	SCO48619
What are the main activities of your organisation? (please answer in no more than 100 words)	<p>Winchburgh Community Development Trust is about active community citizens coming together to identify and address local issues creatively to bring about long term social, economic and environmental benefits to the community bringing together the opportunities and potential from the new housing and retail developments with the real strengths of the existing community.</p> <p>The trust will regenerate the community through delivering initiatives and projects that address a range of economic, social environmental and cultural issues that have been identified as priorities by the community.</p>

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 Winchburgh Developments Have agreed to sponsor 20 planters, worth £1200.00	Approved Anticipated
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2. Project details

Council Ward	Broxburn, Uphall, Winchburgh
Project location	Winchburgh – council owned areas
Project start date	June 2018
Project finish date	November 2018
Estimated Outcome	<p>Estimated output: Fruit Trees in certain parks and Planters filled with edibles installed across the village to enable easy access of good food to everyone, allowing residents to help themselves with healthy food.</p> <p>Estimated outcome: The project will help reduce inequalities by providing access to food to all. The project will be educational and encourage people of all ages to eat new foods. The project will support the Scottish Government's aims for a Healthier Scotland and encourage residents to increase their intake of fruits and vegetables. The project will help with community cohesion by bringing old and new part of the village together under this one project working together. The project will be an opportunity to help biodiversity by bringing heritage fruit trees back to the village. The project will share growing skills with residents and offer an opportunity for people to learn more about growing.</p>

Project description

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

The Trust is supporting an initiative from the Winchburgh Community Growing Group to place planters and fruit trees around the village. The planters have vegetables and herbs that can be picked by the villagers as part of a project to promote healthier eating options and to raise the awareness of growing your own vegetables.

So far, the developers have paid for the materials for 25 planters. The planters have been built, planted and are maintained by volunteers from the Winchburgh Community Growing Group. These planters are situated in developer's controlled areas and in private land: Tally Ho. The next phase is to roll this out to the existing village, on WLC owned land.

The planters have generated a lot of positive support from the village and the first "harvests" have started.

The Winchburgh Growing Group has set up a Facebook page: www.facebook.com/WinchburghCGG and also a website <https://www.winchburghcgg.co.uk/wcgg> promoting the achievements so far, showing appreciation for supporters and also sharing recipes for residents or website visitors to find out more about what the project is about. The group has been registered at the West Lothian Council, also application has been sent to membership of the Federation of City Farms and Community Gardens.

Partners involved (other local organisations you are working with)

Winchburgh Community Council, Winchburgh Developments Ltd, West Lothian Council.

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.

A full consultation of the villagers was undertaken by the Trust in 2017 to identify the key issues for the community. Included in the issues were:

- Bringing people together – pride to live in the village
- Look and feel of public spaces
- Better use of community spaces

It is felt that the planters address these areas and have generated a lot of very positive interest.

In 2016, 4 groups of post graduate students were asked to use Winchburgh as a case study for their final dissertations. The charettes and discussions with the villagers identified possible areas of village development – these included planters and gardens around the village.

Most of the initial planters are in the new housing developments but in terms of the Health and Wellbeing and Community Capacity themes in the

West Lothian Regeneration Framework, SIMD datasets identify that planters in the existing village, especially in the Millgate area, would have the potential to deliver the greatest effect.

Outcomes

Describe what your project will deliver.

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

Outcomes:

- Improvement to the look of the village with planters bringing greenery and vibrancy onto the streets.
- Integrating the new housing developments with the existing village.
- Improving the health and well being of the village by promoting fresh vegetables and herbs.
- Increasing the range of activities for villagers.

It is proposed to have at least 50 planters in the village. At least 15 are in place already. These are on the Gas pipeline route, at the Tally Ho inn, at both churches, at Church View.

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

The project is to improve the street scape of the whole village. Future sites include the Health Centre, the main street, Millgate, Bennet's Wood Terrace, the Community Garden, the Primary schools and Sainsburys. The full range of sites on WLC land will be agreed with Open Space Officer, Becky Plunkett. The founders of the Winchburgh Community Growing Group and Chairman of WDT have met Becky Plunkett and provided an overview of the location of planters and fruit trees. The meeting took place on 9th August.

3.Project Costs

Amount of funding requested	
Item of expenditure	Cost
25 planters @ £70.00 each - (wood, soil, plants, screws, staples, lining, woodchips, nets)	£1,750.00
5 Fruit trees @ £60.00 (tree, wire to protect the tree, mycorrhizal fungi)	£300.00
Total	£2,050.00

Project management

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

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

The project is managed by the volunteers of the Winchburgh Community Growing Group. The final sites will be agreed with West Lothian Council.

Planning approval is not required and Public Liability Insurance will be arranged through the existing Community Council policy.

4. Declaration

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

Name	██████████
Position	Chair, Board of Directors
Organisation	Winchburgh Community Development Trust
Date	7/08/18

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

Appendix 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

Organisation Name	Winchburgh Community Council
Project title	Childrens Skate Park Art Work Project
Contact person	
Position	Vice Chairperson/Com Council Member
Address	
Telephone number	
Email Address	
Type of organisation	Community Council
What date was your organisation formed?	1974 approx
Are you a charity, please quote your number	NO
What are the main activities of your organisation? (please answer in no more than 100 words)	To provide The residents of Winchburgh and surrounding areas within the ward with a voice , and advocacy on matter pertaining to the village and its workings , particularly in light of the major changes being brought about in the village , planning info / future developments within the current area plans and follow up on issues raised by the public

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

Are you applying for other funding, if so, please detail	N/A
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4. Project details

Council Ward	Broxburn Uphall and Winchburgh
Project location	Craigton Place Skate Park
Project start date	1 October 2018
Project finish date	ASAP
Estimated Outcome	Completing the Art work to allow the Skate Part to blend into the Village history.

Project description

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

The project will employ an artist to work with local young people to design a paint based artwork to transform the village skatepark. It is currently a very unexciting bland structure in need of some art work to bring it to life and something that will be both visually attractive and something that the young people of the village will take pride and ownership off.

The adjacent youth shelter will also be painted to smarten up the site.

Partners involved other local organisations you are working with)

- West Lothian Council's Youth Services (coordinating the Winchburgh Youth Clubs)
- WLC NETS and Land Services
- Winchburgh Community Council
- Winchburgh schools
- Other youth groups will be involved if possible, i.e. the Scouts / Brownies etc

The basic structure was provided by the council but is in serious need of attention due to the type of construction, i.e. steel and concrete, the main structure require re painting and the Plan is to decorate it with Art Work chosen by the young people. The Community Council is suggesting that some art signifying the Village Shale History in Pictures / the miners working and all sorts of equipment used in shale Mining and extraction is included. However the young people will make the final decision.

Outcomes

A facility that is a "Sight for sore eyes" will be improved and create a local

art work chosen by the Young People and hopefully some art work depicting some of the Shale mining history of the village. The young people gathering Hut will be given a quieter coat of paint of their choice.
Community Facilities: e.g number of facilities improved -Projected usage
Two facilities improved.

3.Project Costs

Amount of funding requested	
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Item of expenditure	Cost
Structural painting	£350
General wear coating / + Spray paints	£640
Graffiti type Art work, Artists Costs	£1200
General tidy to area +protective Gear	£120
Total	£2310

<p>Project management</p> <p>Describe how your project will be managed and administered including details of any:</p> <ul style="list-style-type: none"> - Design / plans - Implementation arrangements e.g contract tenders - Planning Approval
<p>The Community Council will manage the process through the contracting of the artist. The Artist appointed will work with the young people through the Council's Youth services to agree the designs. The Artist will then work with the young people to paint the agreed designs on the side of the skatepark.</p> <p>The Community Council and the Artist will agree in advance with WLCs NETS and Land Services that the materials are suitable and any required risk assessments are in place.</p>

5. Declaration

<p>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</p>
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monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.	
Name	
Position	Community Council vice Chairperson Community Council committee member
Organisation	Winchburgh Community Council
Date	31st August 2018

Please send your completed forms to :

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

Or

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

Tel: 01506 283098
E-mail Douglas.grierson@westlothian.gov.uk

Attachment checklist - as applicable	Please Indicate (x)
Constitution or Articles and Memorandum	With legal dept X
Committee Members or Directors List	X
Bank Statements - three statements	Yes X
Annual accounts	Yes X



BROXBURN AND UPHALL LOCAL AREA COMMITTEE

DEVELOPER CONTRIBUTIONS TOWARDS TOWN AND VILLAGE IMPROVEMENTS IN CORE DEVELOPMENT AREAS - APPLICATIONS

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to advise the Local Area Committee of the applications received from within the local area committee area seeking funding from the West Lothian Town and Villages Core Development Areas Fund (WLCDAF).

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes the update on current progress;
2. supports the additional funding for the Winchburgh Town and Village Plan project;
3. 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; and
4. agrees that an update on progress of the Winchburgh project is brought to the next Local Area Committee.

C. SUMMARY OF IMPLICATIONS

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

VI Resources - (Financial, Staffing and Property)	A total of £147,000 (less £50,000 ring-fenced by WLC for kerbing projects) is currently available for Winchburgh projects and the proposal can be met from within this budget.
VII Consideration at PDSP	This project has not been considered by a PDSP. The overall West Lothian Town and Villages Core Development Areas Fund was considered by Development and Transport PDSP.
VIII Other consultations	None

D TERMS OF THE REPORT

D1 Background

The West Lothian Local Plan requires developers within core development areas (CDAs) to contribute £250 per house towards town and village centre improvements within the CDA in which they are operating. Developers have the option to propose a package of equivalent value improvements, or to make a financial contribution of £250 into an improvement fund, with that fund being administered by the council.

In February 2017 the Council Executive agreed the eligibility criteria for a West Lothian Town and Villages Core Development Areas Fund (WLVDAF).

Current contributions of £147,000 are available to support eligible schemes within the Winchburgh area, although £50,000 has been ring-fenced for kerbing in the town centre. Additional funding will become available as the development progresses.

The approved Supplementary Planning Guidance and the planning decision requires, as a starting point, that a Town or Village Centre Improvement Plan be produced and agreed with the community to provide a framework for subsequent projects. At the Broxburn, Uphall and Winchburgh LAC on 8 June 2017 Winchburgh CDT were awarded £9,750 to produce the framework.

The Supplementary Planning Guidance identifies the following types of work as being suitable for funding and it is expected that the improvement plan will address these types of work to give focus for applications thereafter:

- landscaping works including the provision and maintenance of public space;
- street furniture and lighting;
- townscape enhancement;
- litter management and recycling (excluding general street cleaning activities);
- crime prevention measures such as CCTV;
- improved public transport facilities;
- signage and information;
- promotion and marketing;
- car parking improvements and management;
- town and village centre studies;
- site assembly/site servicing (including Compulsory Purchase Order (CPO));and
- traffic calming/traffic management.

D2 Applications

At the Local Area Committee meeting on 8 June 2017 it was agreed to support an application for funding from Winchburgh Community Development Trust for £9,750 to engage consultants to produce and agree with the community a Village Improvement Design Guide. This would provide the required framework for subsequent projects to be delivered under the Supplementary Planning Guidance as detailed in D1.

Winchburgh CDT has indicated that, for various reasons, including an earlier tendering process that saw no tenders submitted, they have not been able to progress the work but are now in a position to appoint a preferred consultant. However, the cost is above the value of the grant awarded in June 2017 and they are now requesting an additional £2,350. This will cover the additional consultant costs of £1,600 and additional funding of £750 to cover hire of halls. This will bring the overall award to £12,100.

If agreed, the consultant and Winchburgh CDT will produce the framework by the end of 2018. They will update the LAC in more detail on the emerging framework at the December LAC.

Any funding not utilised as part of the project will be returned to the overall pot.

E. CONCLUSION

The Local Area Committee is asked to support the additional funding of £2,350 for Winchburgh Community Development Trust. The additional funding is required to cover increased costs of engaging a consultant to produce a Village Improvement Design Guide is eligible under the scheme and the Local Area Committee is asked to support the application.

The Committee will be updated on progress at the December meeting and the final Design Guide will be presented to the LAC.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (February 2017),
Broxburn, Uphall and Winchburgh LAC, 8 June 2018
<http://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=34944>

Appendices/Attachments: Appendix 1: None

Contact Person:

Douglas Grierson, Community Regeneration Officer, Tel. 01506 281088,
douglas.grierson@westlothian.gov.uk

Alice Mitchell, Economic Development & Regeneration Manager, Tel. 01506
283079, alice.mitchell@westlothian.gov.uk

Craig McCorriston

Head of Planning, Economic Development and Regeneration

21 September 2018



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2018

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 groups invited to apply for the Pensioners' Groups Christmas Fund 2018 in the Broxburn, Uphall and Winchburgh ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that ten groups within Broxburn, Uphall and Winchburgh ward have been invited to apply and applications are awaited.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Planning Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £29,054 agreed by the council.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.
VIII Other consultations	Similar reports will be prepared for the other eight Local Area Committees.

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Groups Christmas Fund each year. In 2018 the total fund amounts to £29,054 (£28,808 in 2017). The fund is divided equally by the total number of beneficiaries. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Groups have been asked to respond by 29 September 2018. Letters will be issued to groups in October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

D2 Applications 2018: Broxburn, Uphall and Winchburgh ward

Ten application forms were issued to groups across Broxburn, Uphall and Winchburgh ward, with one returned to date. The intention is to support all ten groups upon submission of their applications. Appendix one shows the groups to be supported and the approximate number of beneficiaries in each.

D3 Applications 2018: Livingston-wide & West Lothian-wide organisations

One application was sent to a Livingston-wide group. This application has been returned and will be supported. Three applications were issued to West Lothian-wide groups with one returned to date. The intention is to support all three groups upon submission of their applications. Appendix two shows the groups and the approximate number of beneficiaries in each.

E. CONCLUSION

The report advises of the groups invited to apply to the Pensioners' Groups Christmas Fund 2018 in the Broxburn, Uphall and Winchburgh 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.

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: Provisional Allocations 2018 Broxburn, Uphall and Winchburgh Ward

Appendix 2: Provisional Allocations 2018 Livingston-wide and West Lothian-wide Organisations

Contact Person: Gemma Telfer, Administration Assistant, Regeneration, Tel: 01506 281692

E-mail: gemma.telfer@westlothian.gov.uk

Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 21 September 2018

BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL LOCATIONS 2018

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: Allocations 2018 Broxburn, Uphall and Winchburgh Ward

Group	Number of Beneficiaries
Almondell Court Social Committee	16 (tbc)
Golden Age Club	25 (tbc)
Hanover Court Social Club	48
Holmes Gardens Social Club	70 (tbc)
Old Town Centre	24 (tbc)
Society of St Vincent De Paul (Broxburn Conference)	150
Society of St. Vincent de Paul (Winchburgh) - Conference	53
St Andrews Court Social Club	30 (tbc)
Uphall 50+ Friendship Club	46
Winchburgh Senior Citizens	51
Totals	507

Note: Beneficiaries marked tbc are based on the 2017 final figures.

BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2018

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 2: Allocations 2018: Livingston-Wide & West Lothian-Wide Organisations

Group	Number of Beneficiaries
Braid House Day Centre	150
Total	150

Group	Number of Beneficiaries
West Lothian Visually Impaired Club	10 (tbc)
West Lothian 50+ Network	204 (tbc)
West Lothian Financial Inclusion Network	400
Total	614

Note: Beneficiaries marked tbc are based on the 2017 final figures.

**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE – December 2018
WORKPLAN 2018-19**

	Issue	Purpose	Lead Officer	Date
1	Police Report	Quarterly update on Police/NRT activity in the ward	Sgt Iain Wells	All Meetings
2	Fire Report	Quarterly report on activity from SFRS	Brian Robertson	All meetings
3	Housing Report	Quarterly update on Housing related activity	Phyllis McFadyen	All Meetings
4	NETS & Land Services Report	Quarterly update report on NETs activity	David Lees	All Meetings
5	Roads Issues	To update on perceived issues at Ecclesmachan Road and Niddry Road	Kevin Hamilton	TBC
6	Advice Shop	To provide an annual update on activity in the ward	Elaine Nisbet	December 2018
7	Pensioners Christmas Fund	To provide final allocation details	Laura Wilson	December 2018
8	Schools Update – Broxburn Academy	To provide an annual report on activity and attainment at the school	Peter Reid	February 2019