



East Livingston and East Calder Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

29 November 2018

A meeting of the **East Livingston and East Calder Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Thursday 6 December 2018** at **10:00 a.m.**

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minute of Meeting of East Livingston and East Calder Local Area Committee held on Thursday 13 September 2018 (herewith).
5. Inveralmond Community High School - Presentation by Head Teacher (herewith)
6. Police Scotland Update - Report by PC Russell Rosie and Peter Robertson (herewith).
7. Scottish Fire & Rescue Service Report - Report by Station Manager (herewith).
8. Housing Ward Report - Report by Head of Housing, Customer and Building Services (herewith).

9. Almond Housing Report (herewith)
10. Service Update - Nets, Land and Countryside - Report by Head of Operational Services (herewith)
11. Pentland Hills Regional Park Strategic Management Plan 2017-2027 - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Advice Shop Service Update - Report by Head of Finance and Property Services (herewith)
13. Report on Progress of Regeneration Planning - Report by Head of Planning, Economic Development and Regeneration (herewith)
14. Pensioners' Christmas Fund Allocations 2018 - Report by Head of Planning, Economic Development and Regeneration (herewith)
15. Workplan (herewith)

NOTE **For further information please contact Val Johnston on 01506 281604 or email val.johnston@westlothian.gov.uk**

MINUTE of MEETING of the EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 13 SEPTEMBER 2018.

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

In Attendance – David Maule, Lead Officer, WLC, , David Lees, Operational Services, WLC, Greg McDowall, Education, WLC, Phyllis McFadyen, Housing, WLC and Tracy Graham, Housing, WLC; Police Constable Peter Robertson, Police Scotland, Russell Rosie, Police Scotland, Kenny Stewart, Scottish Fire & Rescue Service; and Jonathan Bertram, Almond Housing Association

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. ORDER OF BUSINESS

In terms of Standing Order No. 7, the Chair ruled that an update report on the villages improvement fund was urgent and that it be considered at the end of the agenda.

3. MINUTE

The committee approved the Minute of its meeting held on 31 May 2018. The Minute was thereafter signed by the Chair.

4. PRESENTATION – CONNECTED NEIGHBOURHOOD NETWORK

The committee received a very interesting and informative presentation (copies of which had been circulated) from Jeanette Cameron, Community Capacity Builder Worker, Connected Neighbourhood Network.

Jeanette's presentation provided the committee with an overview of the establishment of the Connected Neighbourhood Network. The organisation brought together the Craigshill Good Neighbour Network, Ladywell Neighbourhood Network and Dedridge Good Neighbour Network and was being funded by the Aspiring Communities Fund. The organisation aimed to support communities to identify and address issues, ensuring they had sufficient information to have their voices heard to help influence change.

An overview of the various projects the Community Workers had been involved with during the initial 8 months of the project in Craigshill was provided within the presentation.

The presentation concluded with information on the organisation's plans

moving forward and of its aim to continue to raise awareness of issues, facilitating and supporting the community to initiate and building action groups around areas of concern and the plans to continue to support local community councils, regeneration groups and local initiatives.

On behalf of the committee, the chair thanked Jeanette for attending the meeting and for the excellent work carried out by the Connected Neighbourhood Network in the ward.

Decision

To note the terms of the presentation.

5. PRESENTATION – ST. MARGARET’S ACADEMY, LIVINGSTON

The committee received a very helpful presentation (copies of which had been circulated) from Greg McDowall, Acting Head Teacher, St. Margaret’s Academy.

The presentation slides provided an overview of the school’s vision and contained information in relation to attainment and achievements in the session 2017/18.

The Head Teacher provided members with details of performance for S4 Attainment 2018 and explained the importance of these results as the gateway for students to further education, apprenticeships, etc. He then moved on to provide information on Higher Attainment 2018 and advised that 76% of students had achieved at least 1 Higher at Level 6 in 2017/18. The presentation provided an overview of the school leaver destinations for 2016-17, noting that at least 86% of school leavers had entered a positive destination. Finally, the presentation covered the Advanced Higher results for 2018 although the Head Teacher pointed out that due to the changing nature of education, students also undertook HNC and Skills for Work Courses in their 6th year which were also high value qualifications recognised by employers.

In relation to the wider life of the school, the committee heard that more students were taking up volunteering roles within the community and that a number of pupils were working with community groups to help them set up websites. The school had gained a silver award in Rights Respecting Schools and was aiming for a gold award.

Finally, the Head Teacher concluded his presentation with information on the recent technology review project undertaken in partnership with the Chamber of Commerce and local employers to ensure that skills were kept up to date and students leaving school by 2020 were equipped with the essential skill.

The Head Teacher then responded to various questions raised by committee members.

On behalf of the committee, the Chair thanked the Head Teacher for the excellent presentation.

Decision

To note the terms of the presentation.

6. POLICE SCOTLAND REPORT

The committee considered a report (copies of which had been circulated) by Police Sergeant Iain Wells providing an update on performance activities and issues across the ward for the period up to 31 July 2018, together with comparator figures for the previous year.

The report provided members with information on the national priorities delivered locally, the West Lothian priorities and with the community engagement activities for the ward. Information on the various prevention activities that had been undertaken within the ward, as noted below, were provided in the report:-

- Violence, Disorder and Antisocial Behaviour
- Road Safety
- Dishonesty
- Drug Dealing and Misuse
- Engagement Forums

The report provided an overview of incidents of note within each community of the ward and concluded with contact details for the local community policing team.

Arising from a discussion, officers recommended that the council should contact Police Scotland's Local Area Community Support Team to let them know the commencement date for the mandatory 20mph speed limits outside schools in order that they could give it appropriate support. It was also suggested that it would be beneficial if an officer who covered the Craigshill area could attend future meetings of the committee.

The committee thanked the local community policing team for their excellent work within the community, particularly their involvement during the gala days.

The report recommended that committee note the contents of the report.

Decision

To note the contents of the report.

7. FIRE & RESCUE SERVICE 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 2018.

Attached to the report at Appendix 1 was a series of graphs showing

details of accidental fire dwellings, fire casualties and fatalities, deliberate fires, fires in non-domestic properties, special services casualties (excluding road traffic collisions), unwanted fire alarm signals and road traffic casualties and fatalities.

Decision

To note the terms of the report.

8. HOUSING WARD REPORT - REPORT BY HEAD OF HOUSING, CUSTOMER AND BUILDING SERVICES (HEREWITH)

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

The report examined Property Void and Let Performance for both mainstream and temporary properties for the period April to June 2018. At the moment there were six Property Voids in the ward details of which were summarised in the report.

The Head of Housing, Customer and Building Services continued by providing details of rent arrears for the ward noting that for Quarter 1 of 2018-19 arrears were £79,343 which was an increase of £24,789 on last year's position. The West Lothian overall position had increased by £261,111 from last year and at the end of quarter 1 was £1,879,981.

Further information was also contained in the report in relation to the Capital Programme and New Build Council Housing, Tenant Participation and Safer Neighbourhood Ward Information.

Arising from questions raised by the ward members, the Housing Manager undertook to arrange for members to be provided with information on the substation issues that were the cause of delays in letting new council homes at Drumshoreland.

Decision

To note the contents of the report

9. ALMOND HOUSING REPORT

The committee considered a report (copies of which had been circulated) by Almond Housing Association providing an overview of upgrade and maintenance work underway on those properties belonging to the association.

The report also explained the work being done by the energy advice officer from Changeworks, ongoing work to provide tenants on welfare benefits and money advice, tenancy sustainment initiative and an update on Housing first for Youth. The report then provide members with an update on the community art project in Hobart Street, details of the Dolly

Parton Foundation Imagination Library for tenants with children under 5, the availability of digital skills bite size sessions, the successful application for funding to refurbish Riverside Community Wing and concluded with information on the Community Fridge Project.

Jonathan Bertram, Almond Housing, undertook to feed back to Directors the committee's suggestion that the Imagination Library Project should be extended to ensure children with English as a Second Language were able to make use of the excellent scheme.

Decision

To note the contents of the report.

10. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services appraising member of the Nets, land Services and Countryside activities in the ward for the period 1 May to 31 July 2018.

The report provided a summary of works carried out and enquiries received in relation to Grounds Maintenance, Garden Maintenance, Cleaner Communities (including Enforcement Community Action), Parks & Woodland and Open Space & Cemeteries.

A number of enquiries were then raised by committee members. The Cleaner Communities Manager undertook to arrange for the weeds to be removed from the top of the war memorial in Mid Calder and to see if there was a longer term solution that would prevent weeds growing on the monument. He would also pass on the committee's disappointment the affect the ongoing delay the pitch drainage works at Marrfield Park, Uphall Station, was having on the local community being able to make use of the facilities.

Decision

To note the contents of the report;

11. PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2018

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the groups invited to apply for the Pensioners' Groups Christmas Fund 2018 in the East Livingston & East Calder ward, Livingston-wide groups and West Lothian-wide groups.

In 2018, the total amount available was £29,054 with the fund being divided by the total number of beneficiaries. Fourteen applications had been issued to groups across the East Livingston & East Calder ward, with five returned to date. The intention was to support all fourteen groups upon submission of their application. Appendix 1 of the report

details those groups proposed to be supported and the approximate number of beneficiaries in each. In addition, Kirknewton CDT had asked to be added to the list of groups to provide a Christmas event for pensioners' in the village. The ward members agreed that Kirknewton CDT should be added the list of organisations eligible for funding and that officers should send the group an application form for completion.

One application had also been sent to a Livingston-wide group and three applications to West Lothian-wide groups. The intention was to support all of these groups once the applications had been returned. Appendix 2 provided further details on those applications and the approximate number of beneficiaries.

The committee noted that a full report on the final allocations would be presented to the Voluntary Organisations PDSP later in the year with letters to be issued to groups in late October advising of the level of funding they would receive.

The report recommended that the committee note the fourteen groups within the ward that had been invited to apply to the fund and would be supported if applications were received and to include Kirknewton CDT on the list of providers.

Decision

To note the terms of the report and agreed to include Kirknewton CDT on the list of providers.

12. 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 providing an update on progress towards developing a regeneration plan within the East Livingston and East Calder Ward.

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

Eight regeneration areas (13 individual communities) had been identified in West Lothian, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. A report was provided to the local area committee in September 2016 outlining the background to developing regeneration plans, including the processes, structures and timescales.

The Craigshill Regeneration Steering Group was continuing engagement opportunities to gather responses from at least 5% of the Craigshill demographic population. Following engagement with Daisy Drop-In members, work at the gala day and Letham Primary school and an online

survey, the steering group now had over 260 responses from the community.

At a meeting of the steering group in June, members undertook a session on participation requests facilitated by the council's Regeneration Team. The session provided an overview of the legislation around performance requests and the process and contacts to progress requests.

The report then advised of an event planned for 11th September that would include pupils from schools in the Craigshill area and their parents/carers which would finalise the current stage of the engagement process. Thereafter, a participatory visual exhibition of the engagement findings and priorities was planned within Craigsfarm from 18-28th September that would encourage the community to adopt the findings, agree priorities and to have the opportunity to add qualitative information on the priorities.

The report then provided an update on the variety of summer regeneration activities that had taken place within Craigshill before concluding with information on other regeneration activities that had been undertaken.

It was recommended that the local area committee note :-

1. That a regeneration steering group had been established in Craigshill;
2. That community engagement activity and mapping activity was almost complete;
3. The themes emerging in line with the three pronged approach; and
4. The additional community activity in the ward which had been supported by the Regeneration Team.

Decision

To note the contents of the report.

13. WORKPLAN

A copy of the workplan had been circulated for information

Decision

To note the contents of the workplan

14. WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an updated on the current position regarding the West Lothian Villages Improvement Fund for the East Livingston and East Calder Ward.

The report recalled that in 2012 the Council Executive agreed the eligibility criteria for West Lothian Villages Improvement Fund. Funding of £1.65m had been made available to support eligible schemes with funding phased over five years. For the ward of East Livingston and East Calder the funding was as follows :-

- East Calder £125,000 (£16,979 remaining)
- Midcalder £125,000 (£0 remaining)
- Kirknewton £55,000 (£0 remaining)
- Pumpherston £55,000 (£396.25 remaining)
- Uphall Station £55,000 (£52,070 remaining)
- Wilkieston £15,000 (£15,000 remaining)

Four villages still had some of their allocation remaining and the report provided ward members with an update on the current position in each of those areas to ensure the monies were spent within the communities. The report then provided members with an update on two projects in Mid Calder for which funding had been awarded but which had still to be completed.

The committee was asked to note:-

- (a) That four villages from the six eligible had funding remaining;
- (b) That the total remaining balance was £74,445 from a pot of £435,000; and
- (c) That officers would continue to support local groups to develop eligible community projects.

Decision

To approve the terms of the report.

ICHS

East Livingston and East Calder
Local Area Committee

INVERALMOND COMMUNITY HIGH SCHOOL

OUR VISION

We are working together to
inspire learners and shape successful
futures ensuring excellence and
equity for all.

OUR VALUES



Council Priorities

Improving attainment and positive destinations for school children

- Supportive attainment meetings with the local authority to ensure effective raising attainment strategies in place
- VSE model in place to support schools in their improvement journey
- The establishments of HUBs/QIPS have also helped to support school and develop a collaborative culture
- The Moving Forward in Learning strategy has developed capacity and leadership in our school whilst driving improvement
- Headteacher meetings – now leadership meetings – provide further opportunity for collaboration
- Central Education Team (Heads of Service, Education Officers and Performance Team) along with the Moving Forward in Learning model promotes collaboration amongst schools in order to improve outcomes for all learners

Delivering positive outcomes and early interventions for early years

Improving the employment position in West Lothian

Improving attainment and positive destinations for school children

Improving the quality of life for older people

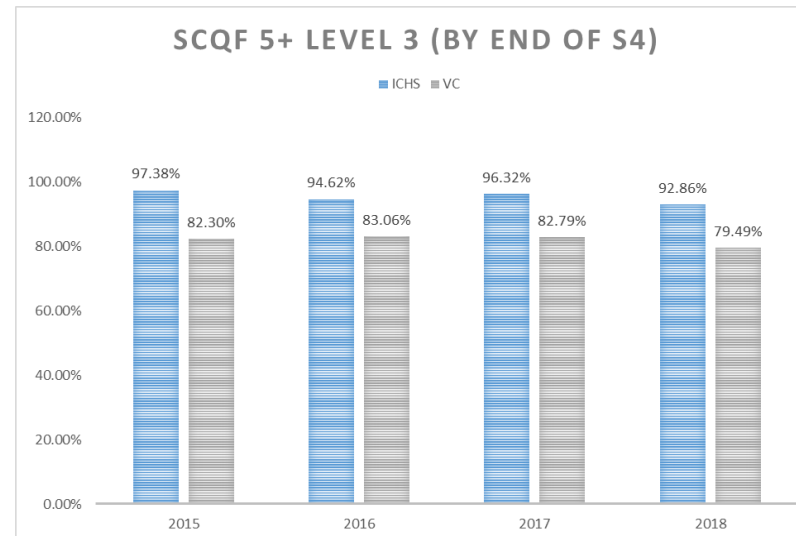
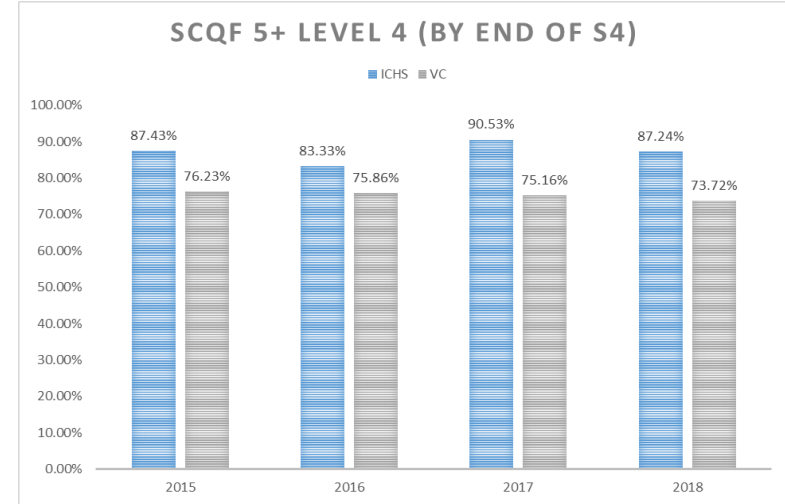
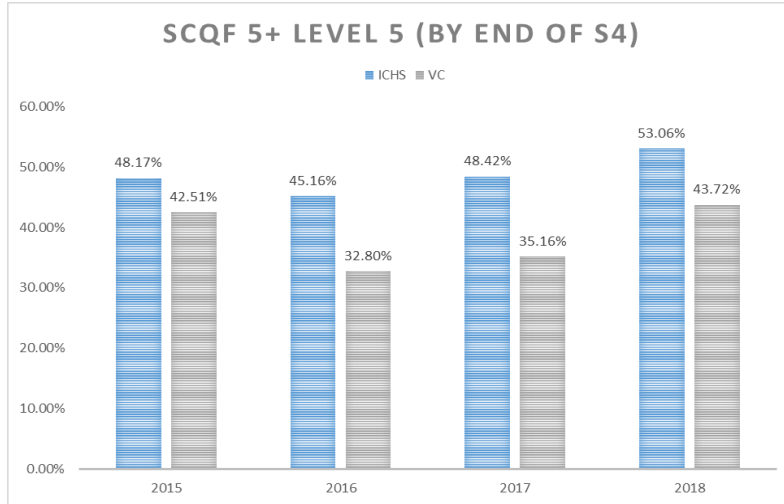
Minimising poverty, the cycle of deprivation and promoting equality

Reducing crime and improving community safety

Delivering positive outcomes on health

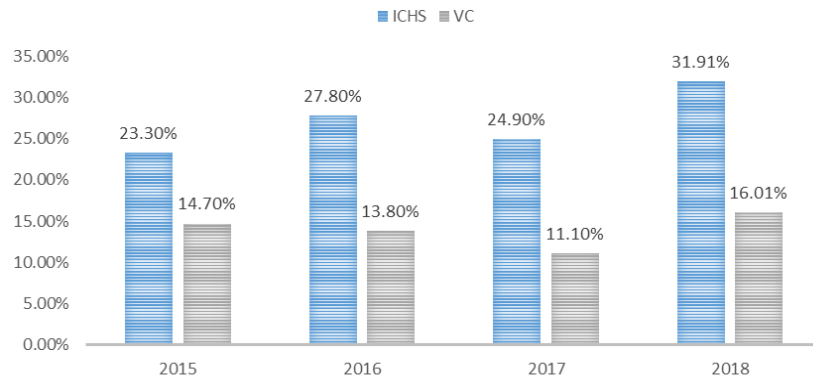
Protecting the built and natural environment

S4 Attainment

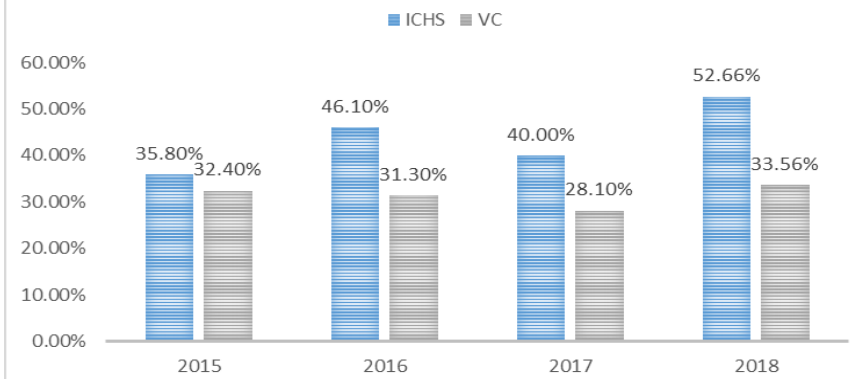


S5 Attainment

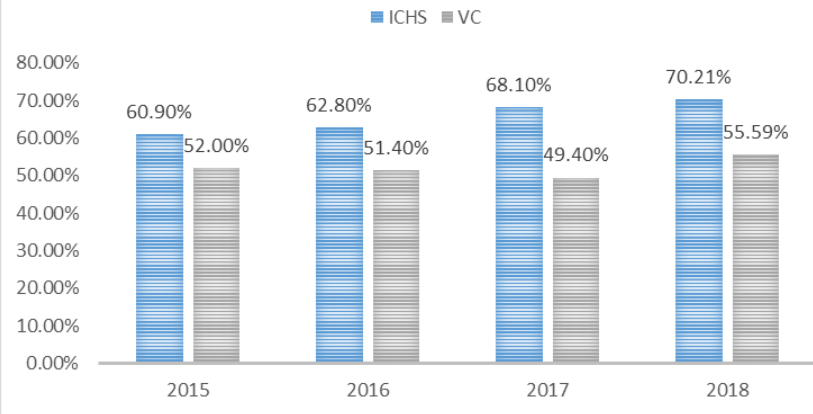
SCQF 5+ LEVEL 6 (BY END OF S5)



SCQF 3+ LEVEL 6 (BY END OF S5)



SCQF 1+ LEVEL 6 (BY END OF S5)



Breadth of Awards

Awards	
West Lothian College Levels 5-7	Foundation Apprenticeships
Health and Wellbeing Levels 4 & 5	Leadership Levels 4-6
Open University	Personal Development Levels 4-6
Virtual Campus	Employability Award Levels 4-6
Career Ready	Saltire
Science Training School Levels 5-7	Religious Beliefs and Values Levels 4-6

School Priorities

School Improvement Plan: Session 2018-2019

Desired Outcomes 1: Raising attainment and achievement ensuring equity

Pupils who receive Free Meal Entitlement (FME) benefit from effective use of data to maximise positive outcomes

To provide high quality learning and teaching in all classrooms, by engaging in teacher learning communities through the tapestry programme

To engage school staff with a range of improvement methodologies which support small changes with a measurable impact on learners with a strong focus on learning and teaching

Effective tracking and monitoring leads to Staff and Students having an increased understanding of progress in the Broad General Education (BGE)

To redevelop planning in the BGE in line with benchmarks to incorporate Literacy, Numeracy, Health & Wellbeing & Employability Skills and clear links to the wider world of work

Desired Outcomes 2: Improvement in Literacy for all

60% of pupils are achieving level 4 literacy (reading) by the end of S3 from most deprived areas

Increased practitioner confidence in assessing where a child is within a level and when they have achieved a level

Desired Outcomes 3: Improvement in Numeracy for all

65% of pupils are achieving level 4 numeracy by the end of S3 from most deprived areas

Increased practitioner confidence in assessing where a child is within a level and when they have achieved a level

Desired Outcomes 4: Improvement in all children and young people's wellbeing

To further develop growth mindset, nurturing schools, empathy, resilience and restorative approaches to support inclusion of all learners

To increase the opportunities for families to engage in pupils' learning

To increase and sustain attendance to above 92%

To prepare learners to develop the knowledge and understanding, skills, capabilities and attributes which they need for mental, emotional, social and physical wellbeing now and in the future through providing opportunities in the Personal and Social Education (PSE) programmes of work

Desired Outcomes 5: Improvement in employability skills and sustained, positive school leaver destinations for all young people

To maximise the opportunity for development and understanding of transferable skills for all pupils

To target groups of students to have access to a range of accredited courses within a flexible curriculum



Closing the Gap

Pupil Equity Funding Interventions

Pupil Equity Funding (PEF) is additional funding which has been allocated directly to schools, targeted at closing the poverty related attainment gap.

The young people at Inveralmond come from a wide Scottish Index of Multiple Deprivation (SIMD) profile, with almost 70% of our young people coming from SIMD 1-3.

The funding is focused on activities and interventions that will lead to improvements in literacy, numeracy, health and wellbeing and employability.

To ensure equity and excellence for all learners we have identified interventions which will interrupt the cycle of poverty.



West Lothian
Council

Across Learning

Employability HUB & Broad General Education HUB

Supporting skill development and working on qualifications in order to achieve positive destinations for a target group of young people. Family link worker supporting both Hubs

Learning & Teaching

All staff involved in the Tapestry programme to make improvements in learning and teaching.

Development posts created to support learning and teaching.

Professional reading group established.

PTC Pupil Equity

- Overseeing the Hubs
- Rights Respecting Schools
- English as an Additional Language
- Community Regeneration
- Line Manager to Family Link Worker

Performance Analyst Development Post - created to support tracking and monitoring of the interventions and for maintaining the PEF plan.

Numeracy

Maths Recovery Programme - To improve numeracy in 20 of the lower level students through one-to-one maths recovery sessions

Pupil Support Worker dedicated to numeracy

"We are working together to inspire learners, shape successful futures and ensure excellence and equity for all."

Health & Wellbeing

Counsellor - To support the health and wellbeing of pupils. Offering one-to-one sessions and drop-in sessions

Mental Health First Aid Training - 3 members of staff currently trained and 15 members of staff undergoing the training programme at present

Small Group Tuition - Aiming to raise attainment for National 5 and Higher Maths

Literacy

Reading intervention programme - Reading strategies with 18 pupils from S1 to S3 to improve their reading level from age 8, 9 or 10 to a minimum of age 11.

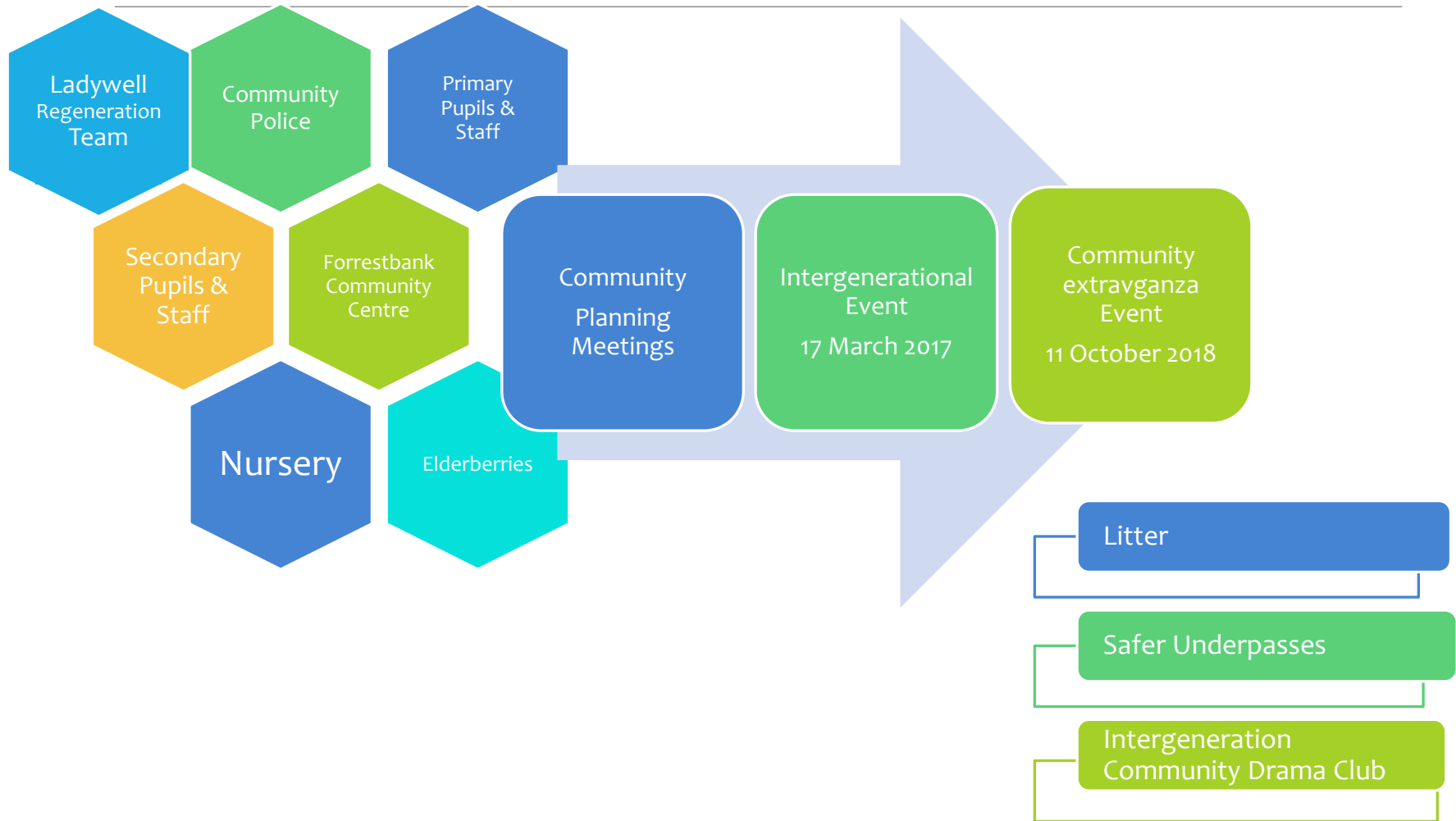
Paired reading - delivered by the Elderberry group

Development post to oversee literacy interventions

Pupil Support Worker dedicated to literacy



School Partnership working with Ladywell Regeneration Team



Underpass Project



Intergenerational Community Drama project



Video



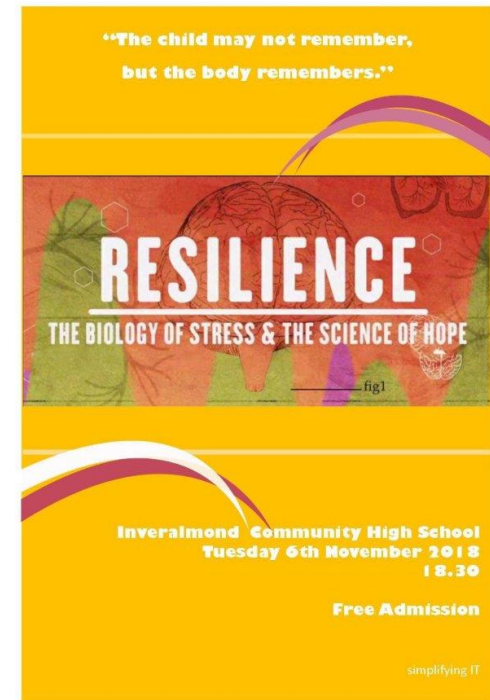
Opportunities to Shine



Stellar Awards

Inveralmond won three of the four categories at this year's Stellar Awards, which celebrate educational excellence in West Lothian

Health and wellbeing



DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER, LOCAL AREA COMMITTEE

REPORT BY PC Russell Rosie and Peter Robertson

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 30th November 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 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

NATIONAL PRIORITIES – DELIVERED LOCALLY

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

- Violence, Disorder and Antisocial Behaviour
- Protecting the Public
- Road safety and Road Crime
- Serious Organised Crime and Terrorism
- Major Events and Threats
- Benefits of Reform
- Public Confidence

WEST LOTHIAN PRIORITIES

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

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

COMMUNITY ENGAGEMENT PRIORITIES

East Livingston & East Calder

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

1/ PERFORMANCE

There is currently no partnership analyst in the Community Safety Unit and therefore there is no access to the previously provided statistics.

Police Scotland official West Lothian statistics can be found at page 90 onwards.

<http://www.scotland.police.uk/assets/pdf/138327/232757/445136/Management-info-Council-Area-Report-Q1-2018-19>

2.1 - Violence, Disorder and Antisocial Behaviour

There is a continued overall decrease in anti-social behaviour, hate crime, vandalism and youth calls at the end of the past three months.

There has been an increase in fire raising and assaults.

Police continue with intelligence led violence reduction patrols and areas of concern. Targeting peak times and locations that have frequent reports of violence and disorder.

Problematic areas have also been identified and Hi-Visibility patrols have been and will continue to be conducted to address these issues.

Police continue to deal with ongoing neighbour disputes carrying out early intervention work and prevention activities. They continue to work closely with housing organisations and the council safer neighbourhood team to address incidents of anti-social behaviour within the community. To note, neighbour disputes account for a large percentage of anti-social behaviour calls to the police.

Members of the public are always encouraged to report crimes and incidents of anti-social behaviour to the police to allow us to respond appropriately and gather information and intelligence.

2.2 - Road Safety

Road traffic officers, with the assistance of intelligence, regularly target unlicensed and uninsured drivers. Officers will continue to target offenders in the area and take robust action when stopped.

The weather in Scotland is notoriously unpredictable at the best of times and none more so than winter. We aim to provide you with all of the information you need to be fully prepared for a typically cold, icy and wet season. Whether you are a cyclist, driver or pedestrian, the information below should give you an understanding and awareness of what you should be doing to ensure that you are ready for winter.

Being prepared for winter can be as easy as a few simple steps before planning a journey on the road:

- Check the weather forecast and road conditions
- If the weather is poor or the road surface is dangerous, consider whether you need to travel right now or if you can wait until the situation improves

- Consider alternate routes
- Consider alternative modes of transport
- Allow extra time for your journey
- Make sure your mobile phone is fully charged
- Let people know where you are going and when you expect to arrive

Advice for Drivers

Prepare for the winter by keeping your vehicle well maintained and stocked with essential supplies before you take to the road.

Take special care that brakes, tyres, lights, batteries, windscreens and wiper blades are in good condition and well maintained. In addition, washer bottles need to contain an additive to stop the water from freezing.

Make sure your windows are clean, properly demisted and clear of snow and ice before you drive. Also make sure that your roof is clear of snow as this affects drivers behind you and can also cause obstructions on your windscreen when braking.

Be careful with low sun as it can make it difficult to see and a dirty, greasy or damaged windscreen can make this worse.

All lights must be kept clean and clear and be in good working order, including registration plate lights. Use the help of someone to check that all of your lights are working.

Consider keeping an emergency kit in your car for severe weather, this should at least include:

- An ice scraper and de-icer
- A shovel for snow
- A torch and spare batteries
- Warm clothes, boots and a blanket
- Some food and a warm drink in a flask
- A first aid kit
- Battery jump leads
- A map or device with offline maps for any unplanned diversions.

2.3 - Dishonesty

The Ward area has seen recent crimes of Theft House Breaking in Pumpherston. Police would like to remind the local community as the nights get darker to review their home security.

- Use timer switches on lights and radios to make it look as if your home is occupied.
- Ensure all doors and windows are secure when you leave and when you go to bed.
- If possible use security lighting at front and back of your property
- Make sure all garden tools and ladders are locked away
- Use good quality locks on any Sheds or outhouses
- Make a note of all makes, models and serial numbers of your property

Further advice can be obtained from Scotland.police.uk

2.4 – Drug Dealing and Misuse

Police continue to carry out a number of intelligence led drug searches of properties and positive stops.

The Police rely on information from the public to tackle this crime. Any members of the community with information regarding drugs can contact CRIMESTOPPERS anonymously on 0800555111.

Uphall Station

Neighbour dispute in the area continues to be addressed with Police working with SNT and Housing. All parties involved have been invited to meet all agencies at once to resolve issues raised.

Police Community Investigation Unit continues to work closely with Response and Community Beat Officers in terms of gathering intelligence from members of the public. Doing so resulted in a Misuse of Drugs Act Warrant being craved and executed whereby a male subject was arrested, cautioned and charged for being concerned in the supply of drugs. Enquiries remain ongoing for other offences to be detected.

Recent reports of speeding motorists within the Uphall Station area continue to be addressed. Roads policing remain to give passing attention recently resulting 1 male driver being arrested and charged for being disqualified and having no valid form of Insurance.

Pumpherston

Reports of Anti-Social Behaviour (ASB) within the Hamilton Court area continue to be addressed by Community Beat Officers who are working closely with the SNT and Housing. The public are encouraged to continue to report any ASB within the area. Recent incidents being reported resulted in 1 male being arrested, cautioned and charged for being in possession of a knife and drugs.

Police along with Fire Service recently attended a Dwelling Fire where it appears 2 wheelie bins were propped against a garage/shed and set alight. All contents within the garage/shed have been destroyed with no persons injured. Police are working closely with Fire Investigation to establish full circumstances of incident. Enquiry remains ongoing.

Recent Thefts/Attempt Thefts have occurred within the Pumpherston area whereby a number of containers were broken into, searched and items stolen from within. Enquiries remain ongoing and High Visibility patrols continue to prevent further incident

Mid Calder

Roads Policing are continuing to monitor the main street of Mid Calder regarding issues of speeding motorists and parking. 1 motorist recently arrested, cautioned and charged with careless driving, Failing to stop and driving over prescribed limit.

High Visibility patrols continue to remain in place during Night Time Economy hours. No incidents of note in recent times.

East Calder

Neighbour Dispute resulting in subject being arrested, cautioned and charged with offences. Community Officers continue to work alongside Housing and Safer Neighbourhood Team to address local issues and tension between all parties involved.

Wilkieston

No incidents of note.

Kirknewton

Theft of high value Quad Bike from property close to A70. Enquiries remain ongoing and currently being investigated by CID.

Series of Vandalisms of Motor Vehicles whereby cars damaged dented and wing mirrors kicked off. Subjects responsible believed to be a number of youths who had left a house party. Enquiry remains ongoing from Community Officers.

Craigshill

Male assaulted within the Craigshill area by subjects armed with weapons. Subject sustained serious injuries and being treated as Attempt Murder. Enquiries remain ongoing however appears linked to an address in Livingston. This incident involved a dispute between parties known to each other and should not have an impact on the safety of the wider community.

Ongoing anti-social behaviour and recent rise in calls to the area of Poplar Grove. Meetings taken place between Registered Social Landlord (RSL) with a view to managing the tenants concerned.

4/ 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



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

EAST LIVINGSTON AND EAST CALDER MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the East Livingston and East Calder Local Area Committee on the activity within East Livingston and East Calder Multi-Member Ward for the period up to 30th September 2018.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

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

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

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

D.2 Scottish Fire and Rescue Service (SFRS) East Livingston and East Calder Multi-member Ward Quarterly Report

Following the publication of the East Livingston and East Calder Multi-member Ward Operational Plan, the Local Senior Officer for Falkirk and West Lothian has produced a Performance Report detailing activity against the key priorities.

The seven key priorities within the East Livingston and East Calder Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Unwanted Fire Alarm Signals

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Special Services (excluding RTC's).
- Reduction in RTC Fatalities and Casualties

E. CONCLUSION

The East Livingston and East Calder Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 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.

Lynne Gow

Station Manager, Scottish Fire and Rescue Service

September 2018

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



West Lothian Council Area

Ward Performance Report

Quarter 2 2018/19

East Livingston and East Calder

DISCLAIMER

The figures included in this report are provisional and subject to change as a result of quality assurance and review. The statistics quoted are internal management information published in the interests of transparency and openness.

The Scottish government publishes Official Statistics each year which allow for comparisons to be made over longer periods of time.

Please ensure any external partners in receipt of these reports are aware of this.

Introduction

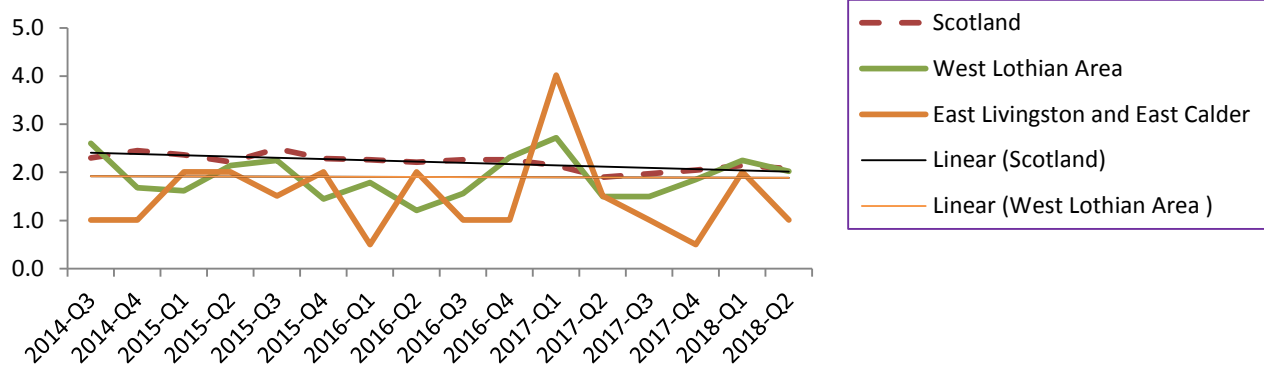
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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

Whilst using historic statistical benchmarking data, consideration must be taken of the somewhat random nature of fire related incidents and events, and how this can pose difficulties in interpreting emerging patterns and trends. This is of specific relevance where ward level data is analysed due to the relatively small number of actual incidents/events that occur in ward areas.

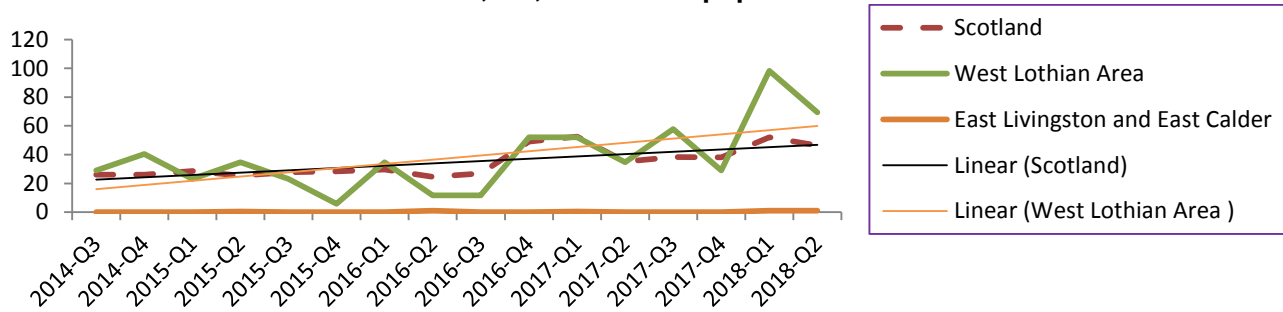
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



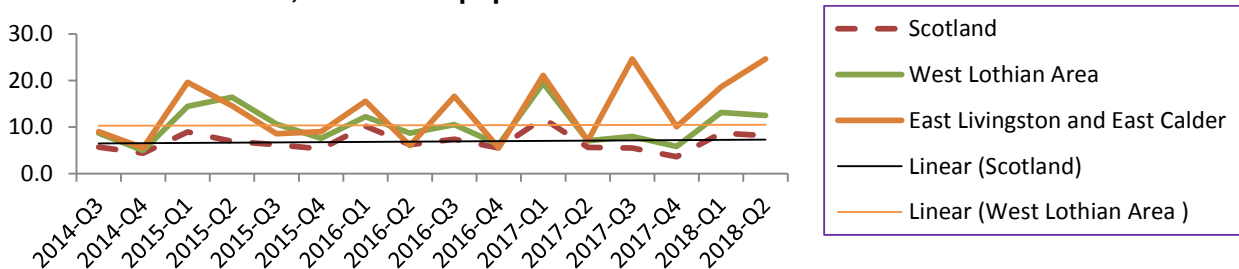
During the 2018-19 year to date reporting period SFRS have dealt with 2 accidental dwelling fires in comparison to 4 during 2017-18 year to date reporting period.

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



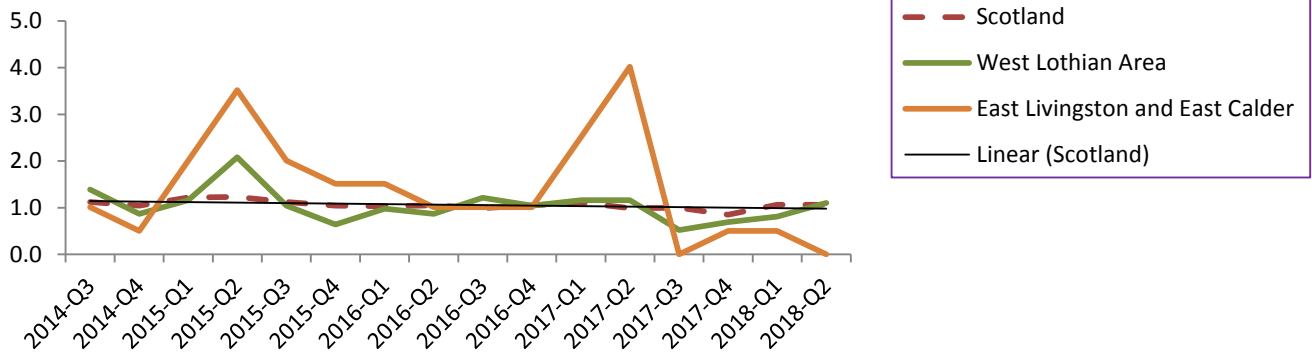
During the 2018-19 year to date reporting period SFRS have dealt with 2 casualties due to fire in comparison to 2 during 2017-18 year to date reporting period.

Deliberate Fires Per 10,000 head of population



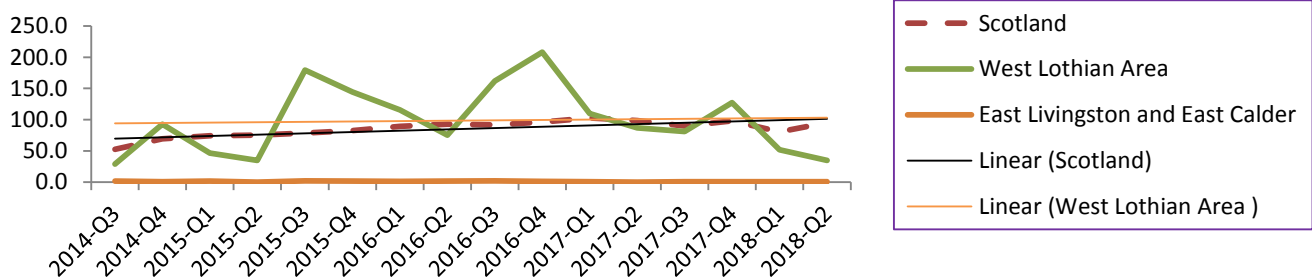
SFRS have dealt with 49 Deliberate fire incidents during 2018-19 year to date reporting period in comparison to 17 during 2017-18 year to date reporting period.

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



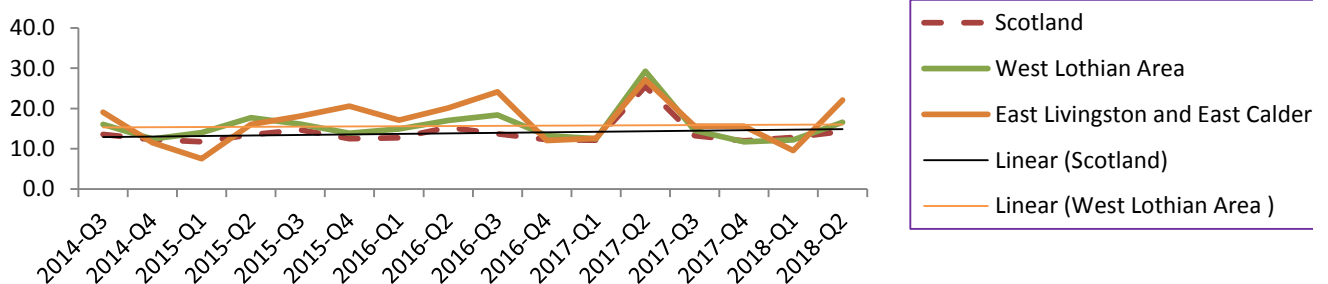
SFRS have dealt with 0 non domestic fires incident during 2018-19 year to date reporting period in comparison to 8 during 2017-18 year to date reporting period.

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

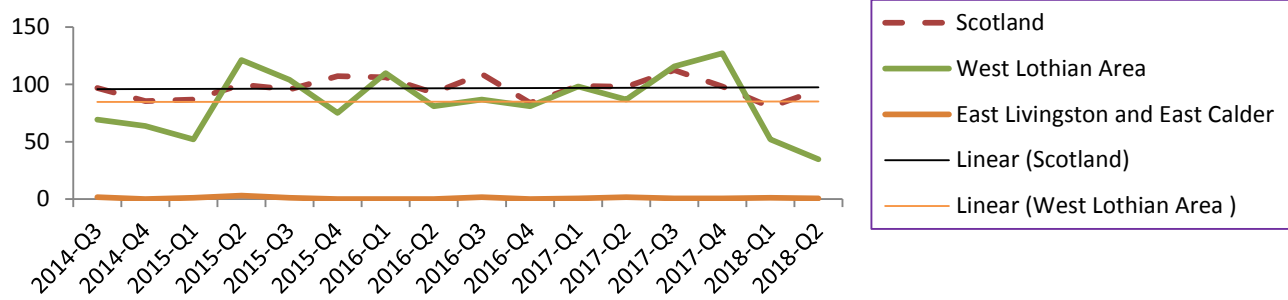


SFRS have dealt with 44 UFAS incidents during 2018-19 year to date reporting period in comparison to 54 during 2017-18 year to date reporting period.

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 1 Casualties and 0 Fatalities from RTC's in comparision to 3 Casualty and 0 Fatalities during 2017-18 year to date reporting period.



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

To provide the Local Area Committee with an overview of the service activities within the East Livingston and East Calder 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 July to 30th September 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, Building and Customer Services, specific to the East Livingston and East Calder ward.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jul 2018	%	Aug 2018	%	Sep 2018	%	WL Target %
0-2 weeks	2	50%	0	100%	2	77%	55%
2-4 weeks	1	25%	1	50%	0	0%	30%
4+ weeks	1	25%	1	50%	1	33%	15%
Total Lets	4	100%	2	100%	3	100%	100%

July let location – 1 East Calder, 1 Mid Calder, 1 Uphall Station, 1 Pumpherston

Aug let location – 2 Pumpherston

Sep let location – 2 Pumpherston, 1 Uphall Station

Property Void & Let Performance: Temporary Tenancies

Void Period	Jul 2018	%	Aug 2018	%	Sep 2018	%	WL Target %
0-2 weeks	1	100%	0	0%	0	0%	55%
2-4 weeks	0	0%	0	0%	0	0%	30%
4+ weeks	0	0%	0	0%	0	0%	15%
Total Lets	1	100%	0	100%	0	100%	100%

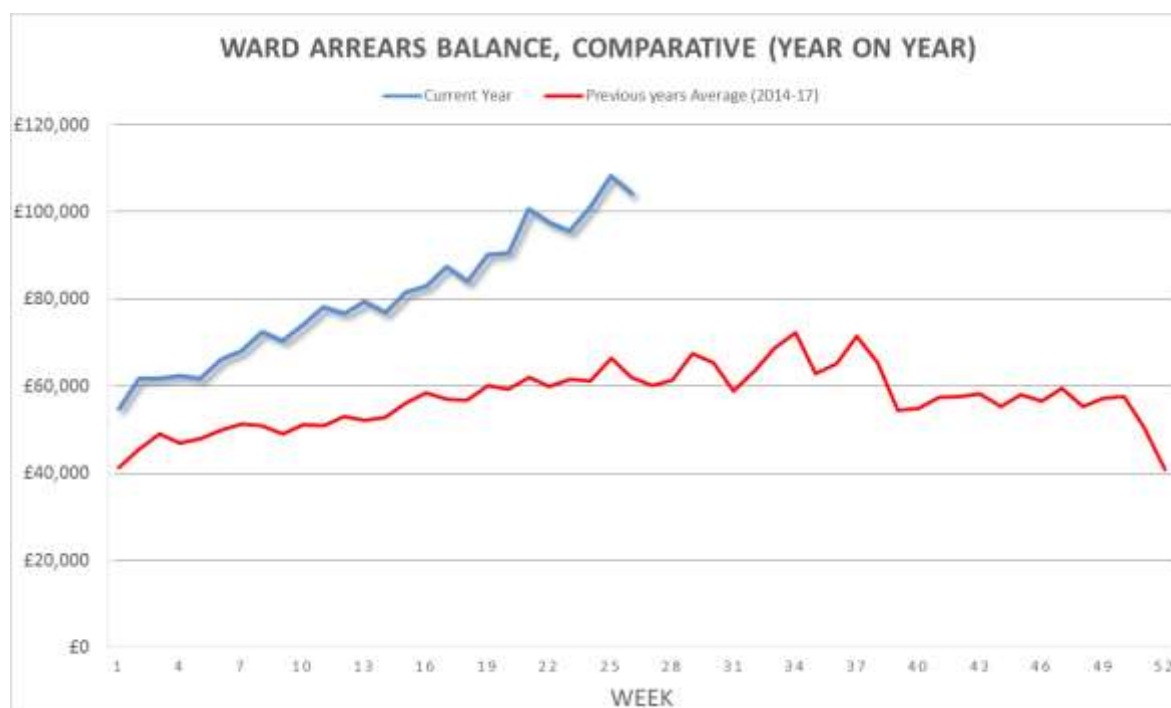
July let location – Craigshill

Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection, ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both Social Work and Housing Services prior to tenancy commencement. There are 7 Policy Voids in the ward at present.

Void period	Number of properties	PV reasons
<4 weeks	2	Electrical and asbestos
4 – 12 weeks	3	Asbestos & specialist clean
13 – 16 weeks	2	Flood repairs and upgrading
26+ weeks	0	

Arrears

For this ward the cumulative rental charge this year (debit) for the housing stock is £1,416,198 and £1,367,944 has been collected giving a strong collection rate of 96.6%



	2017/18 (WK26)		2018/19 (WK26)	
Arrears Banding	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£4,242	90	£4,014	113
£100.00 to £299.99	£17,366	100	£20,690	112
£300.00 to £499.99	£10,634	28	£15,484	40
£500.00 to £749.99	£15,852	27	£11,823	19
£750.00 to £999.99	£6,897	8	£12,915	15
£1000.00 to £1999.99	£13,506	11	£20,706	15
£2000+	£2,539	1	£18,393	7
Total	£71,037	265	£104,026	321

The Ward arrears position for Q2 is £104,026. This is an increase of £32,989 on last year's position.

The West Lothian overall position has increased by £593,408 from last year and on 01 October was £2,405,181

While there are 22 serious arrears cases (£1,000+) it should be noted 70% 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

East Livingston and East Calder Area Team Activity

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

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

Capital Programme and New Build Council Housing

New build

Ward 5 East Livingston and East Calder	Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
	Adelaide Street, Craigshill	6	Mar-14	6	Sept -14
	Community Centre Pumpherstons	14	Mar-15	14	June -16
	Drumshoreland	86	Sept -16	0	March 2019 (estimated)
	Raw Holdings , East Calder	15	May-16	15	Oct -17
	Almondell, Calderwood	36	January-17	6	January - 2019 (estimated)

Capital Programme

There is ongoing general capital activity in all areas such as assisted decorations scheme, fencing, rhones etc.

Tenant Participation Update

Tenant Led Inspection – The latest Tenant Led Inspection into areas of Homelessness commenced in August with two experienced tenant inspectors and one new to the process. The team meet weekly to look at how relevant policy and procedures work as well as carrying out

interviews with staff and customers. The final report will be presented to Senior Management in December with a full action plan developed soon afterwards.

‘Al Nour’ (meaning Light) - The new community group for Syrian Refugees has welcomed new families to West Lothian. The Group was established to allow families an opportunity to meet in a safe and secure environment to become more confident in communicating in English allowing them to integrate into their communities and become more independent. The group have received Office Bearer training and have now elected office bearers and drawn up a Work plan.

TIS Event - the TP Team and a member of the Tenants Panel were asked to take part in an event where they gave a presentation on West Lothian approach to scrutiny of the Housing Revenue Account which was received with great enthusiasm

Street Environmental Site visits - members of the Capital Programme Working Group visited a few sites with the potential to have work carried out through the Street Environmental projects in the coming months.

New Tenants Groups - the TP Team have been working with local offices to support them in starting up new tenants groups. Staff in the Broxburn and West Calder area offices have held initial meetings with tenants from our new build sites in the Kirkhill and Fauldhouse areas who are interested in setting up a tenants group. It is hoped more tenants will come along and discuss local issues pertinent to them and their communities.

Housing Networks - continue to meet on the third Tuesday of the month at the Tenants Resource Centre in Whitburn. Members of the Network discuss with staff areas of Housing Services and look at performance information to ensure we are accountable for our results.

Tenants who have shown an interest in joining an evening Network will be invited to the first meeting which will be held at the beginning of November.

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. All the officers now deal with noise nuisance calls as part of their working remit.

Joint visits by police, SNT, Housing Officers and the Community Housing officer from Almond Housing were carried out to owners and council tenants in relation to a long standing neighbour dispute. To date no further complaints have been received.

Complaints received via an elected member resulted in an ASB warning being issued to a tenant in the Kirknewton area and reassurance visits were made to most of the street as many of the residents were elderly or vulnerable.

Further complaints received regarding a vulnerable tenant in East Calder with further concerns raised with the local housing office regarding the tenants behaviour.

E. CONCLUSION

A fairly low turnover in voids this month and officers continue to monitor void periods. Arrears continues to be one of our main focuses of work with a high % collection rate. No further new build handovers are anticipated until the new year for the ward and officers will continue to liaise with applicants who are matched to properties. Various

tenant participation activities have taken place over the reporting period. SNT officers have been working jointly with internal and external colleagues in addressing issues of anti social behaviour.

F. BACKGROUND REFERENCES

None

Contact Person: Phyllis McFadyen, Housing, Building and Customer Services
Email; phyllis.mcfadyen@westlothian.gov.uk

Tel: 01506 775512

Date: 6th December 2018



HOUSING AND COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA

Report for East Livingston and East Calder Local Area Committee

December 2018

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

The Association's 2018-19 Planned Maintenance programme is underway involving a variety of works including External Wall Insulation, new "A" rated boiler installations, new windows, external render/balcony enclosures and partial electrical upgrades. Below is a summary of progress with each of the contracts in Craigshill.

Boiler Upgrades

Everwarm Ltd are continuing to install new 'A-rated' energy efficient gas boilers across our stock in the following areas;

Abbotsford Rise	Leven Walk
Alberta Avenue	Linden Grove
Bancroft Avenue	Manitoba Avenue
Chestnut Grove	Poplar Grove
Corston Park	Quebec Avenue
Darwin Street	Ramsay Court
Dawson Avenue	Scott Court
Dee Drive	Shiel Walk
Don Drive	Spey Drive
Fergus Avenue	Tay Walk
Forrester Road	Toronto Avenue
Hazel Grove	Vancouver Avenue
Howley Avenue	Yew Grove
Huron Avenue	Carmondean Centre South Rd
Labrador Avenue	Craigswood

Having started works in September 2018, Everwarm have completed circa 115 boiler upgrades. A further 217 properties are scheduled to be complete before March end 2019.

External Wall Insulation

Everwarm Ltd have now completed the External Wall Insulation ('EWI') works in Craigshill involving improvements to 63 properties in the following streets;

Dee Drive	Ferguson Way	Peveril Rise	Wilson Terrace
Eden Drive	Gordon Way	Ravenswood Rise	
Esk Drive	Gowanbank	Staunton Rise	
Eagle Brae	Lenzie Avenue	Sutherland Way	

Partial Electrical Upgrades

Jordan Electrics Ltd are still on-site completing electrical upgrades in the following streets:

Clyde Drive	Torridon Walk
Dee Drive	Tweed Drive
Garry Walk	Adelaide Street
Ramsay Court	Don Drive
Scott Court	Forth Drive
Spey Drive	

The contract is approximately 75% complete, with 145 properties complete. Jordan Electrics are now encountering access issues. These issues will be addressed over the coming weeks with housing management in attempt to complete further properties.

Window Replacements

Sidey Solutions Ltd have been appointed to replace windows (241) in the following streets:

Calgary Avenue	Mallard Brae
Toronto Avenue	Plover Brae
Dunlin Brae	Tweed Drive
Kingfisher Brae	Fremantle Street

Works started on-site mid-October 2018 and have been progressing well. Sidey have completed circa 68 properties to-date, with contract completion expected mid-March 2019.

Some tenants have expressed concerns regarding the window specification, mainly the white colour window frames. Almond are currently reviewing the feedback received to-date and are currently exploring alternative options.

External Render/Balcony Enclosures

The project is currently held up awaiting building warrant approval. In the absence of a Structural Engineer Registration ('SER') certificate, building control have requested further structural information before the warrant can be approved.

It is expected that building warrant will be approved shortly, allowing works to start on-site, with completion still expected before March end 2019.

Energy Advice - Changeworks

The project works to assist Almond House tenants with their fuel and efficiency issues. In the 2nd Quarter, July to Sept 2018, the project provided advice, assistance and advocacy which resulted in significant financial savings for tenants:

Annual Savings	Quarter 2		Total to date
Estimated Carbon Savings	6937kgC		12,662kgC
Estimated annual financial savings from energy advice	£5,552.24		£10,134.17
Additional Savings from Fuel Bills	£3,919.57		£5,994.08
Total Savings	£9,471.81		£16,128.25

Welfare Benefits & Money Advice – The Action Group

This service continues to be provided from our offices.

Tenancy Sustainment – CHAI

Our sustainment service is currently working with 30 open cases of varying levels of involvement.

Housing First for Youth (West Lothian) - Update

We are currently in the process of housing the 6th young person under this initiative.

Digital Skills

Almond HA provide training opportunities to develop digital skills and gain access to computers and the internet. Additionally, we provide one-to-one session to support our tenants to benefit from the advantages that being online provides; such as accessing online services and saving money. One-to-one sessions are available for tenants in our offices in Craigshill where we have free public access to Wi-Fi.

Mission Christmas

Our Tenancy Sustainment Officer is working to support with children who may benefit from a Christmas gift from the **Radio Forth Cash for Kids charity**. Their [Mission Christmas](#) appeal is collecting brand new toys and gifts to distribute to youngsters who are at risk of receiving nothing from Santa this year. We will make an application on behalf of families in particular need, who are struggling to make Christmas happen for their family.

Residents Association – Forth and Don Drive

Amanda Gregory, Almond's Housing Officer, has been working in partnership with West Lothian Council (WLC) to establish a Residents Association (Called '**Drive Residents Association**') for residents of all tenures and private landlords within Forth and Don Drive. Lesley Kieran, Community Regeneration Officer at WLC and Amanda have been involved in an advisory capacity to assist the Residents Association with agreeing their constitution. An Environmental Visual Audit was carried out by Police Scotland in the summer and identified a number of Estate Management issues (namely Dog Fouling, Fly-tipping and Waste Collection) as matters of local concern and will inform the priorities of the Residents Association.

The Group met on 22nd October for the initial meeting where all Office Bearers were appointed. The Initial task for the group will be publicise this newly formed group with the agreed objective to safeguard and promote the interests of tenants and residents in the area on matters concerning housing and the environment. The aim of this promotion will be to expand upon recruitment of members.

Almond's Community Engagement Officer, Barbara Boertien, attended the last meeting on Tuesday 19th November to look at how Almond HA can support this new group going forward.

Winter Wellbeing Packs

We have prepared 300 Winter Wellbeing packs that are being hand-delivered to vulnerable and elderly tenants, providing the opportunity to meet each of them and check they are okay. The packs contain a variety of items including thermal mugs, torches, room thermometer, and a handy gripper to open lids and some food items too. The packs also contain a Warm & Well booklet and details of social contact opportunities to help reduce the risk of isolation and offer further support in the winter months.

Riverside Community Wing

Delighted to report that the Novus Scotland team have done an amazing job of transforming the Riverside Community Wing in Craigshill. Winners of a community benefit initiative called the Big 5 Project, the Youth Action Project based in the Riverside Community Wing was nominated by Almond Housing Associations Community Engagement Officer - Barbara Boertien.

Novus installed a new kitchen, new lighting, refurbished the foyer and IT suite including rewiring, new flooring, and redecorated the centre throughout. To complete the transformation, they donated laptops and a large flat screen television. The Youth Action Project hosted a grand opening event on 17th October 2018 to showcase the refurb and thank Novus for their generosity in giving the centre a full refurbishment. Barbara opened the new look centre with the first break of the newly lined pool table which Novus repaired.



The Community Fridge Project

The Riverside Community Fridge project is progressing well, surplus food donated by local businesses and individuals is shared among the community.

Almond HA is proud to have initiated this project based in Craigshill, by purchasing the fridge. The Youth Action Project have taken the lead on managing the fridge along with a large freezer they have sourced too. It is hoped that volunteers will get involved in helping to run the Riverside Community Fridge, giving local residents the chance to access nutritious food, save money and reduce waste.



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1 August 2018 to 31 October 2018.

B. RECOMMENDATION

The Local Area Committee is asked to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

Report on activity for period 1 August 2018 to 31 October 2018.

D2 Grounds Maintenance Routine Works

There have been five grass cutting visits within the reporting period completing the grass cutting for the season. Herbicide application on shrub beds and channels/hard areas has also been completed for the year. Work has started on winter maintenance of hedge pruning and the work is about to start on shrub beds. Staff are also reacting to enquiries that come in.

The latest Land Audit Management score for the East area was 67, which is the target score

Grounds Maintenance Enquiries

In total 53 grounds maintenance related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Ball Game Enquiries	1	1
Bonfire Enquiries	0	1
Complaint Grounds Maintenance	0	3
Drainage Flooding Grass Areas	1	1
Enforcement Officer Enquiries	7	5
Fencing Enquiries	0	2
Grass Cutting Enquiries	1	4
Grass Cutting Missed Not Cut	1	0
Grass Left on Paths or Roads	0	1
Ground Ownership Enquiries	5	3
Ground Property Vandalised	2	1
Hedge Cutting Enquiries	8	7
Neighbourhood Env Teams	2	0
Public Park Enquiries	3	5
School Grounds Enquiries	1	0
Shrub Bed Enquiries	3	6
Shrub Bed Overhanging Path	11	16
Shrub Beds Obscuring Sightline	0	1
Sports Facility Enquiries	1	1
Sports Pitch Marking Request	1	0
Weeds General Enquiries	3	1
Weeds on Paths or Roads	2	2
Total	53	61

D3 Garden Maintenance Routine Works

There have been five grass cutting cycles completed as well as completing the hedge cutting in the gardens 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. The Garden Maintenance works for the year have now finished and the seasonal contracts for the garden maintenance staff were ended on 3 November 2018.

Garden Maintenance Enquiries

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

	2018	2017
Garden Maintenance General Enquiries	5	7
Garden Maintenance Grass Not Cut	4	4
Garden Maintenance Hedge Cutting	0	1
Garden Maintenance Standard of Cut	1	0
Total	10	12

D4 Cleaner Communities Routine Works

The ward is covered by a mobile cleansing team consisting of five operatives and one compact sweeper. 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.

Staff are continuing to deal with enquiries and carry out routine works to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward. Street Cleansing staff resources have now been directed towards leaf clearance throughout West Lothian. Leaves are lifted from footpaths and roadways and target known areas of concern and react to enquiries that come in from the public within available resources.

Cleaner Communities Enquiries

In total 150 cleaner communities related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Complaint Street Cleansing	3	0
Dead Animals	5	8
Dog Fouled Grass Open Space	1	4
Dog Fouling on Paths/Roads	12	15
Dog Waste Bin New Request	0	2
Dog Waste Bin Overflowing	1	7
Glass on Paths or Open Spaces	4	3
Graffiti Racist or Offensive	2	0
Illegal Fly Posting	2	0
Illegal Fly Tipping Dumping	56	54
Litter Bin Full/Overflowing	4	3
Litter Bin New Request for Bin	0	1
Litter General Enquiries	5	1
Litter in Grass Open Space	0	2
Litter on Paths Roads Verges	14	9
Needles Syringes Abandoned	0	1
Street Sweeping Enquiries	17	13
Trolleys Abandoned/Dumped	1	0
Trolleys Dumped in Livingston	4	3
Vehicle Abandoned	19	10
Total	150	136

Enforcement Community Action

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.

There has been one Fixed Penalty Notice issued for a Fly Tipping Offence and there has been one report submitted to the Procurator Fiscal for non-payment of a dog fouling Fixed Penalty Notice.

Enforcement Officers have attended to all enquiries in relation to various environmental issues within the area, with compliance gained with a number of enquiries with tenants, owners or landowners removing fly tipping following visits by them. Officers have also engaged in partnership working with Almond Housing in relation to Fly Tipping issues within Don Drive, Craigshill. Visits to residents giving verbal warnings and warning letters issued in relation to fly tipping in order to change behaviours following complaints from neighbours.

Abandoned/nuisance vehicles have been dealt with and removed from streets by gaining compliance following negotiation, verbal warnings, warning letters, official notices served or West Lothian Council contractor removal.

Officers have carried out Audits on School Transport Buses and Taxis on behalf of Transport Department and assisted colleagues in Community Learning & Development Youth Services through the positive destinations programme. Officers have also been carrying out neighbour checks, site notice checks and delivering urgent correspondence for the Licencing Department.

Enforcement Team and Education Officers participated in:

- 'Give Your Litter a Lift' national campaign being conducted by Keep Scotland Beautiful.
- Supported Craigshill Neighbourhood Network community clean up
- Education & Engagement Officers have attended community group meetings.
- Dog fouling stencilling and signage done in a number of locations around Mid Calder Primary School
- Took part during September with the Chewing gum action group in a campaign where posters were displayed in local shops and five temporary signs were erected at the roadside throughout West Lothian in relation to disposing of your gum in the bin

D5 Parks and Woodland

In total 59 Parks and Woodland related enquiries were received during this reporting period. 31 Enquiries were inspected with 26 inspections generating no works. 5 Enquiries generated works instructions to programme and 13 Works instructions were completed.

	2018	2017
Tree works completed for period	13	n/a
Tree works outstanding for LAC area	29	n/a
Tree Enquiries not generating works orders	26	n/a
Tree Advice or Consultations	0	1
Tree Affecting Public Utility	0	1
Tree Blocking Light	0	1
Tree Branches Overhanging	15	21
Tree Broken Damaged or Dead	3	0
Tree Conservation Areas	0	1
Tree Dangerous or Unsafe	14	5
Tree Enquiries General	17	14
Tree Leaves Causing Problems	9	1
Tree Roots Causing Problems	1	0
Tree Preservation Orders	0	2
Total	59	47

Tree Preservation Orders (TPO)

Trees and Woodlands contribute to local amenity and the quality of the natural and historic environment. Tree Preservation Orders protect the most important trees in West Lothian from felling, or from works which might damage them.

Trees can form significant local landmarks and provide food and shelter for wildlife. They add to biodiversity and have an important role in mitigating the effects of climate change. They can be protected in a number of ways.

The council can make, manage and enforce Tree Preservation Orders (TPOs) under powers set out in section 160 of the Town and Country Planning (Scotland) Act 1997 and in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2010 (the 2010 Regulations). Scottish Government Circular 1/2011 Tree Preservation Orders also applies.

In addition to TPOs, trees can be protected by conditions attached to planning approvals.

Trees within conservation areas are not protected in the same way as by a TPO, but if you live in a conservation area and want to carry out works to a tree you will need to inform the council before you do. The council then has six weeks to decide whether to seek any form of protection for the tree.

To clarify the situation, any enquiries regarding trees that are within Conservation Areas or covered by a Tree Preservation Order shall be passed to our colleagues in Planning Services for them to provide any advice.

It is an offence to cut down, lop, top, uproot or wilfully destroy any trees that are protected by a Tree Preservation Order. The maximum penalty for illegal works on a protected tree is £20,000 or twice the amenity value of the tree, whichever is greater.

Any applications to carry out works should be submitted to the Planning Department in the first instance and permission must be received in writing before any work can be undertaken.

For more information please refer to the West Lothian Council web site under Tree Preservation Orders ; - <https://www.westlothian.gov.uk/article/4247/Tree-Preservation-Orders-TPO>

Ranger Service Update

No. Rights Of Way / Core Path / Patrols carried out (hours)	7
No. Conservation Surveys / Tasks	13
No. Volunteer hours	202
No. Ranger Events	4
No. attendees at Ranger Events	109

'Friends of Almondell' met at Calderwood to cut back some overhanging vegetation, scythe and litter-pick. The group has also been working in Almondell to clear overhanging vegetation and maintain the garden. As well as further sessions in Calderwood Fen to improve SSSI (sites of special scientific interest) condition with SNH (Scottish National Heritage) advice.

Edinburgh Interlopers held a successful public orienteering event in Almondell and Dog's Trust held a day of free micro-chipping.

Local artist Katrina Stewart led a summer holiday craft session making delightful sunny sunflowers. The Ranger Service led a popular 'Bat Walk' to celebrate European Bat Weekend.

Ranger Service facilitated RBS volunteer project – volunteers were very keen to offer morning of help with meadow and woodland management prior to an afternoon of team-building in Almondell.

River Life 'River Rubbish' project working with volunteers to gather resources for planned art works.

Almondell Country Park

Amendments to the grant applications and the felling licence application have been submitted to Forestry Commission Scotland for proposed woodland and public access work proposed for the park. Marking of trees for thinning / felling as part of this work is due to commence.

D6 Open Space and Cemeteries

Cemeteries Routine Works

Autumn routine works which include grass cutting, weed control, leaf lifting, grave reinstatement works, pruning and burial duties ongoing across the cemetery estates.

Cemeteries Enquiries

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

	2018	2017
Cemeteries General Enquiries	2	5
Complaint Cemeteries & Burials	0	1
Lair Enquiries	3	1
Lair Sunken or Uneven	1	1
Total	6	8

Summer routine works which include grass cutting, weed control, leaf lifting, grave reinstatement works, pruning and burial duties ongoing across the cemetery estates.

Open Space Routine Works

Open Space Capital Programme

Craigspark, Craigshill – The bike track is complete, including signage. The landscaping is yet to bed in – further seeding will take place in spring. Unfortunately there has been some firesetting and a piece of the track has been damaged. We are waiting to hear from the asphalt company how best to repair this.

East Calder Park – The 3G pitch designer has been appointed. They will draw up detailed plans for further community consultation and the Planning Application.

Fraser Park, Pumpherston – Bike track consultations took place on 9th/10th Oct with the Primary School and wider community, with the pump track designer/builder showing designs, answering questions and taking feedback. Construction will be in the New Year.

Marrfield Park, Uphall Station – Outstanding drainage works will now be scheduled for Spring 2019. Recent vehicle damage to the entrance gate and associated tarmac has now been repaired.

Open Space Enquiries

In total there was one open space related enquiries received and dealt with during this reporting period in 2018.

	2018	2017
Play Area Property Vandalised	1	1
Total	1	1

E. CONCLUSION

Work has started on the winter maintenance of hedge pruning and work is about to start on shrub beds.

Enforcement Officers have attended to all enquiries in relation to various environmental issues within the area.

The Open Space Capital Programme is progressing as scheduled.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Person: David Lees, Whitehill Service Centre, Bathgate 01506 284612

David.Lees@westlothian.gov.uk

Jim Jack

Head of Operational Services

6 December 2018

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Planning & Economic Development

2018 Map of Livingston showing
Midlothian TPO boundary from 1965

Disclaimer Notice: The accuracy of information within this plan is not guaranteed and should be used as guidance purposes only.

Drawing Scale	1:10,000
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WARD 5: EAST LIVINGSTON & EAST CALDER LOCAL AREA COMMITTEE

PENTLAND HILLS REGIONAL PARK STRATEGIC MANAGEMENT PLAN 2017 - 2027

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to update Ward 5 elected members about the proposed revision to the Strategic Management Plan for the Pentland Hills Regional Park (PHRP) and the council's proposed response to this.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes and considers the following recommendations which are intended to be submitted to Council Executive for approval:

1. notes the report and the content of Appendix 1 which outlines some key questions for the revision of the PHRP Strategic Management Plan;
2. notes the proposed West Lothian Council response to the proposed revision to the PHRP Strategic Management Plan; and
3. offers any other comments to be forward to the PHRP managing authority, the City of Edinburgh Council.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• 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)	<p>The West Lothian Local Development Plan (WLLDP) was adopted in September 2018. Policies ENV 13 & 14 support and protect the Pentland Hills Regional Park.</p> <p>There are no SEA, Equality, Health or Risk Assessment issues.</p>
III Implications for scheme of delegation	None.
IV Impact on performance and performance indicators	None.
V Relevance to Single Outcome Agreement	Outcome 8 - We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

VI Resources - (Financial, Staffing and Property)	The council contributes c£17k per annum to the operation of the Regional Park.
VII Consideration at PDSP	Reported to Environment PDSP on 30 October 2018 and indicated potential car park charging, although not to be pursued at West Lothian's two small rural car parks, should be kept to minimum and any funds clearly directed for Regional Park use only. Approved at Council Executive on 13 November 2018
VIII Other consultations	None.
D. TERMS OF REPORT	

D1 Background

West Lothian Council co-operates with the City of Edinburgh Council and Midlothian Council in the management of the Pentland Hills Regional Park (PHRP). The area of the park in West Lothian is only around 10% of the designated park area.

The PHRP Ranger Services is managed by the lead authority, the City of Edinburgh Council (CEC). The regional park was established in 1986 and was initially managed by the former Lothian Regional Council with structural funding from the former Countryside Commission for Scotland. Since then the park has adapted to local government re-organisation in 1996 and significant changes in external funding, including the withdrawal of Scottish Natural Heritage (SNH) funding in 2006/7.

Over 600,000 people are estimated to use the regional park annually. The proposal by Christine Grahame MSP in 2014/15 to extend the regional park further across the whole southern hill range in West Lothian, South Lanarkshire and Scottish Borders was abandoned in early 2016 after failing to gain support from the Scottish Government and all five local authorities involved due to potential additional costs for staffing and revenue.

D2 Revision of the Strategic Management Plan (SMP)

The current Strategic Management Plan which covers the operation of the PHRP runs from 2007 to 2017. It is now due for updating and renewal. Initially CEC approached the constituent authorities for some funding to employ consultants to undertake the review. However, due to other budget commitments WLC was unable to provide any funding. No funding was available from Midlothian Council.

As Scottish Natural Heritage had funded consultants to undertake a series of workshops related to the ecosystems services produced by the Regional Park in 2016/17, it was felt the findings of this work would be a good basis for the new Strategic Management Plan that should be progressed by officers.

The original aims of the Regional Park were set out in the designation order when it was established in 1986. These were:

- *To retain the essential character of the hills as a place for the peaceful enjoyment of the countryside;*
- *Caring for the hills so that the landscape and the habitat is protected and enhanced;*
- *Within this caring framework to encourage responsible public enjoyment of the hills;*
- and*

- *Co-ordination of these aims so that they co-exist with farming and other land uses within the Pentland Hills Regional Park.*

These aims were reflected in the previous Strategic Management Plan, but the current PHRP Manager has proposed a series of questions of the last Consultative Forum in early Summer to help inform the new Strategic Management Plan (See Appendix 1).

Two key aspects related to whether there are any new issues that should be considered and whether there should be a priority set for income generation to support increased use of the PHRP and its required maintenance e.g. car parking, footpaths.

It would be worth introducing to the revised Strategic Management Plan the future effect of climate change on the landscape and wildlife of the Regional Park as well as rural businesses within the Park. Due to changes and reductions in local authority budgets, all avenues of revenue generation should now be considered such as charging for rural car parks associated with the Pentland Hills, with the explicit caveat that any revenue raised should be “ring-fenced” and used for maintenance purposes within the Regional Park and that this message is communicated to the general public about any such forthcoming proposals.

Other Regional Park related issues to West Lothian

Two large woodland creation schemes have been submitted to the Forestry Commission Scotland for grant aid. Both straddle the A70 at West Cairns Plantation and on the boundary of the Park at Whitelea. These should be supported as they contribute to the Central Scotland Green Network concept.

A new timber footbridge has been constructed across the Water of Leith on the boundary between West Lothian and the City of Edinburgh Council areas at Leithhead. The bridge is on a right of way and was originally replaced around 25 years ago, but was showing signs of deterioration. Publicity is to be organised around investment in this feature.

The council continues to explore with Education Services and Countryside Services the ability to increase the number of school groups that can experience the Pentland Hills. Friends of the Pentlands are in contact with Beattie School, Craigshill as part of their “Access for All” programme.

E. CONCLUSION

West Lothian Council continues to support the Pentland Hills Regional Park. The Park offers rural access opportunities to West Lothian residents and beyond. To continue to operate the Regional Park the Strategic Management Plan needs revised. This will allow for external grants to be sought for various projects across the Park.

F. BACKGROUND REFERENCES

PHRP Strategic Management Plan (2007-2017)

http://www.pentlandhills.org/downloads/file/46/pentland_hills_regional_park_plan_2007_-_2017

Appendices / Attachments - one

Appendix One: PHRP Strategic Management Plan (2017-2027): questions and responses

Contact Person: Chris Alcorn, Principal Planner, 01506-282428,

E-mail: chris.alcorn@westlothian.gov.uk

Craig McCorriston

Head of Planning, Economic Development & Regeneration

6 December 2018

Appendix 1

Pentland Hills Regional Park Plan - Revision Questions

Q1: Are you happy with the existing vision of the Pentland Hills Regional Park (PHRP) Strategic Management Plan (2007-17)?

A: The existing vision states:

“To guide and assist all stakeholders in the sustainable management of the Pentland Hills Regional Park’s changing environment in a way which supports communities living and working within the Pentland Hills Regional Park, promotes responsible access for all, develops public understanding of the mixed land use resource and conserves and enhances the Pentland Hills Regional Park’s landscape, cultural and natural heritage features”.

West Lothian Council (WLC) is content that the vision still embodies the original aims of the Pentland Hills Regional Park set out in the Designation Order when it was established in 1986.

- To retain the essential character of the hills as a place for the peaceful enjoyment of the countryside;*
- Caring for the hills so that the landscape and the habitat is protected and enhanced;*
- Within this caring framework to encourage responsible public enjoyment of the hills; and*
- Co-ordination of these aims so that they co-exist with farming and other land uses within the Pentland Hills Regional Park.*

Q2: Should the vision mention the financial stability of the Regional Park?

A: WLC believes that due to the changes in financial budgets, priorities and Administrations that for a ten year plan it is not necessary to explicitly refer to financial matters in the vision statement as it could quickly become out of date.

Q3: Should there be a priority set for income generation to support increased use of PHRP and its required maintenance e.g. car parking, footpaths; be included in the new plan.

A: Yes, due to changes and reductions in internal local authority budgets all avenues of revenue generation should now be considered such as charging for rural car parks associated with the Pentland Hills, with the explicit caveat that any revenue raised should be “ring-fenced” and used for maintenance purposes within the Regional Park and that this message is communicated to the general public about any such forthcoming proposals.

Q4: Should there be a priority set around engagement with volunteers and community groups highlighting people based element of the park’s management?

A: Volunteer groups such as “Friends of the Pentlands” and the Volunteer Ranger Service, administered by the City of Edinburgh Council Natural Heritage Service, have been invaluable in the successful operation of the Regional Park over the last 30 years. They should remain a priority, alongside the continued operation of the bi-annual Regional Park Consultative Forum where elected

members and officers involved in the park seek to engage with community councils, other interested parties and organisations, as well as farmers and landowners.

Q5: Are there any other priorities or direction points you feel should be included in the new Park Plan?

A: Yes, it would be worth introducing the future effect of Climate Change on the landscape and wildlife of the Regional Park as well as rural businesses within the Park.



EAST LIVINGSTON AND EAST CALDER 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 2017-March 2018.

B. RECOMMENDATION

It is recommended that the committee notes:

1. The Advice Shop provision in the ward; and,
2. The impact provision is having in terms of supporting the outcomes of the Community Planning Partnership's Anti-Poverty Strategy 2018-23.

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)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	The activity contained in the report contributes to service KPIs.
V	Relevance to Single Outcome Agreement	<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>

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

D.2 Local Provision

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

The Advice Shop has helped 1181 customers to manage their money and to resolve benefit problems. This resulted in 3395 separate enquiry types. This is an increase of 19% compared to the 2016-17 period. 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 and who engages with the service to provide positive outcomes. Customers can be in social or private housing or an owner occupier. The service worked with 38 families in the ward to support them to sustain their home. This is a decrease from the previous year and is mainly due to improved early intervention.

The service has identified the following priorities for development over the 2018/19 year. Namely, to;

- Develop and embed Advice Shop session in East Calder.
- Work with partners to mitigate the effects of the full roll out of Universal Credit which commenced in May 2018.
- Increase awareness of the One-2-One project which focuses on those with long term poor mental health.

We will be working to embed these services into the local community, continue to work towards National Standards for Advice Providers and to support customers who are affected by the introduction of the council's Contributions Policy.

E. CONCLUSION

The report and attached appendix summarise the work of the Advice Shop service in the East Livingston and East Calder 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 to consider how the service could better target its resources in this area. It is the intention to report on activity in the ward area on an annual basis.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments:

Appendix 1: East Livingston and East Calder Ward Profile Report April 2017-March 2018

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

Tel: 01506 282936 Email: Elaine.Nisbet@westlothian.gov.uk

Donald Forrest

Head of Finance and Property Services

Date of meeting: 06th December 2018

Advice Shop Ward Profile Report

East Livingston and East Calder

April 2017 to March 2018

About Your Community



- 18% Children
- 66% Working Age
- 16% Pensionable Age



Number of people in West Lothian in receipt of out of work benefits

12,720

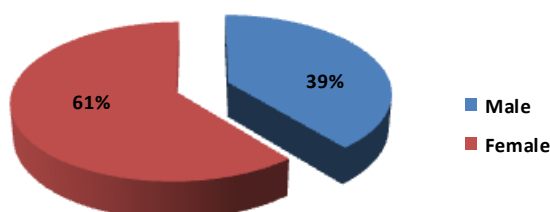
% of children in poverty after housing costs in East Livingston and East Calder

23%

Who we have worked with

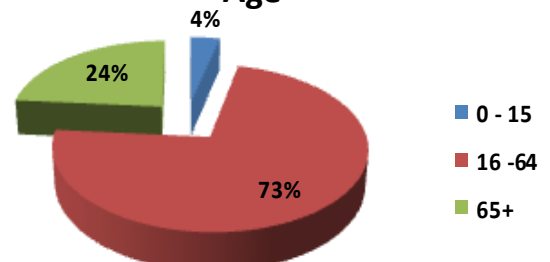
Individual Customers = 1181

Gender



Number of Enquiries = 3395

Age



Maximising Income For Customers in East Livingston and East Calder

Type	Amount	Information
Benefit Awards	£2,119,984	The amount the service has gained in benefits
Appeal Awards	£191,991	The amount the service has gained through appealing unfair decisions
Energy Savings	£236,294	The amount the service assisted customers to make in fuel savings
Debt Managed	£653,533	This is the amount of debt the service help customers manage

The Advice Shop in Your Community



The Advice shop now has a permanent presence within St Johns Hospital. The new service is called Advice @ St Johns and offers a full Advice Shop service to patients, carers and their families. Advisors carry out ward visits, appointment sessions and information stalls with support of volunteers. The Advice Shop has developed

excellent partnerships with Citizens Advice Bureau and NHS Lothian to ensure customer receive the help at the earliest possible point to aid their recovery and return home.

**NO ONE
SHOULD FACE
CANCER
ALONE**

Macmillan@WestLothian Cancer Information and Support Service offers anyone affected by cancer access to information and support and welcomes visitors with a friendly smile and a listening ear. You may have cancer yourself, be a relative, friend or carer of someone with cancer, or maybe you just want to find out more about cancer. The service continues to grow and support affected customers across West Lothian.

There are hubs at West Lothian Council partnership centres in Bathgate, Fauldhouse, Strathbrock and Blackburn. We also have a hub in Carmondean Connected in Livingston.

Case Study

Miss H is a single parent with two young children and was referred to the Advice Shop by her Social Worker as she had a very low income.

Client attended the Advice Shop and we were able to establish that her low income was the result of being refused Income Support due to being deemed to have failed the Habitual Residence Test. Her only income was Child Benefit, Child Tax Credit and Disability Living Allowance for one of her children. She was also in rent arrears as Housing Benefit had stopped.

From her circumstances, it was established she should have been receiving Carer's Allowance and an application for this, with three months backdating, was lodged with Department for Work and Pensions.

Working with the Revenues Unit, the Advice Shop were able to get Housing Benefit reinstated under EEA Legislation. This was backdated and the rent arrears were cleared.

We were then able to establish that the client had lodged a Mandatory Reconsideration against the decision to refuse her Income Support Claim, but had never received a decision on this. Due to the time which had elapsed, we raised the case with Department for Work and Pensions as a complaint. It was then discovered that the reconsideration had never been decided on and the case was fast tracked to a specialist decision maker.

Department for Work and Pensions then contacted the Advice Shop to inform us that Income Support had been awarded and again would be backdated. Client was awarded over £2500 Income Support Arrears and now receives all benefits she is entitled to.

In 2018/19 we plan to

- Become one of the first local authorities in Scotland to gain accreditation of Scottish National Standards for Advice Providers in Welfare Benefits, Money/Debt and Housing Advice.
- To work with customers and partners to support those who have been affected by the new contribution policy in non residential care by ensuring all entitlements are in place and minimising impact and maximising income.
- To continue to modernise the service by introducing new referral methods for partners improving efficiency and early intervention allowing the service to help customers at the earliest point of need.

Did you know?

In 2017/18 the Advice Shop represented customers at 537 Social Security appeals which was a 46% increase from the previous year. The service had a success rate of 74% which is above the national average of 61%.



The Advice Shop now has a permanent presence within St Johns Hospital. We supported 783 patients in 2017/18 with benefits, housing, money and energy advice enquiries.

In 2017/18 the Advice Shop worked with 8 Syrian Families and generated £169,000 through benefit entitlements.

In 2017/18 we had 41 volunteers working across our service in six different roles.

Volunteers contributed a total of 2325 hours resulting in over 1400 customers contacts across the year.

99% of respondents rated the overall quality of service from the Advice Shop as good or excellent in 2017/18.



The One2One project provides tailored advice and advocacy for the most vulnerable groups in West Lothian.

The majority of customers who have engaged with the project have faced the barriers of mental ill health and being in a jobless household. In addition to this many are affected by substance related issues and criminal convictions. Difficulties with engagement to statutory services have affected all those referred.

In total there have been 264 referrals to the project and a financial gain of nearly £921,548.

How to contact us

Email: advice.shop@westlothian.gov.uk

Phone: 01506 283000 and select Option 5

Website: www.westlothian.gov.uk/advice-shop



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

REPORT ON PROGRESS OF REGENERATION PLANNING

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of progress towards developing a regeneration plan within the East Livingston and East Calder ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes:

1. that a findings report has been produced and verified by community;
2. mapping activity of services and organisations is almost complete and will, along with the community engagement findings, inform medium to long term outcomes that align with the LOIP;
3. that community engagement activity carried out is now being analysed and is informing themes and actions; and
4. the additional community activity in the ward that links in with regeneration.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Community regeneration activity reinforces the council's commitment to community planning at a local level.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Performance indicators relating to the activity within the plans are captured within the set of Regeneration key performance indicators.
V Relevance to Single Outcome Agreement	<ul style="list-style-type: none">- We are better educated and have access to increased and better quality learning and employment opportunities.- We live in resilient, cohesive and safe communities.- We live longer, healthier lives and have reduced health inequalities.

	- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
VI Resources - (Financial, Staffing and Property)	Activities will be funded from existing budgets or external sources.
VII Consideration at PDSP	An update on progress towards developing regeneration plans in 13 targeted communities was provided to Voluntary Organisations PDSP in May 2018.
VIII Other consultations	None.

D. TERMS OF REPORT

D1 Background

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

Eight regeneration areas (13 individual communities) have been identified in West Lothian, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. A report was provided to the East Livingston and East Calder Local Area Committee in September 2016 outlining the background to developing regeneration plans, including the processes, structures and timescales involved.

D2 Regeneration planning

The Craigshill Regeneration peripatetic planning meetings are continuing monthly within Craigshill. The attendance has been increasing with community representatives. The last engagement session was a schools event in Riverside Primary School with over 90 attendees from Letham, Riverside and Inveralmond pupils and parents.

A participatory exhibition of the engagement findings was held in Craigsfarm during 18th – 28th Septembers to encourage the community to adopt the findings and community priorities. Over 59 individuals of differing ages participated, with them agreeing that the findings report ‘was well balanced’ and ‘had a good representation of views.’

The Craigshill Action Group (Regeneration steering group as they would like to be known) are working on the emerging themes of the community consultation to develop an action plan which works to the community’s priorities but also encourages, supports and promotes community capacity building and improved mental health and wellbeing.

Key community priorities are:

- Care and Maintenance
- Feeling Safe
- Play and Recreation
- Facilities and amenities

The group is in the process of finalising its baselines utilising the 16 key Place Standard themes. This will form a point of measurement to compare progress and work towards an action plan in response to the communities’ key themes.

In response to the community findings the steering group are now working with landlords and residents. A tenants and residents association is being established for Forth Drive as part of an action plan to regenerate the area. The members are presently working on their constitution. To support this, a community litter pick was held in and around Letham and Forth Drive to support their newly formed tenants association.

In support of increasing attendance of Craigshill pupils at Inveralmond High School, Ladywell Community Council and Inveralmond schools have been campaigning with First Bus. The public bus now goes into the school to pick up pupils. First Bus agreed to deliver a dedicated school service in the morning and afternoon and has picked pupils up from Inveralmond High School car park since August. This is a service provided term time only. Monday to Friday picking pupils up in Craigshill around 8am and drops them off in the school grounds for 8.20am. The First bus then picks pupils up at the end of the school day at 15.35pm weekdays and 12.35pm on a Friday. The pupils and parents, as well as the local community, are delighted that pupil voice has been acted upon and;

- It has cut down on a long wait at a bus stop where pupils were unsupervised
- Community council have been very proactive in supporting the school
- First bus have been very helpful and supportive
- Pupils can receive a discounted fare if they show their Young Scot card

Daisy Drop In playgroup, Craigshill's only eligible twos provider, have had a successful inspection from the Care Commission. The report gave them one 4 and four 5s out of 6, with a four only being given as they have no designated outdoor space. The playgroups currently support 12 eligible twos within their service, although have space for up to 15. The Craigshill regeneration steering group are working together to support them to develop their own designated outdoor area within the school grounds. Partners involved in this are parents, residents Letham Primary School and Almond Housing.

The recent Action group meeting highlighted the importance of services and organisations working together to ensure that Community events don't overlap. Recent community events highlighted the need to produce an events calendar to ensure that they are maximising their assets for the community's benefit.

D3 Other regeneration activity

The Craigshill Medical Practice collated and distributed a newsletter with information on local activities within the October period, particularly the School holiday week.

A Community Fridge project has been developed in partnership with Youth Action Project and Almond Housing. The concept of the Riverside Community Fridge is to bring back 'community spirit' by sharing surplus food within the local community; helping local residents to access nutritious food, save money and reduce waste. This project will benefit people of all ages who are affected by low income who cannot afford to buy fresh food and will also promote wellbeing by encouraging healthier diet habits and carbon wise decisions in terms of food purchase and food waste.

Supported by Almond Housings engagement officer, Riverside Community Wing won £20,000 from Novus Property Solutions for a refurbishment of fully fitted kitchen, IT suite, new flooring and decor. The Youth Action Team, that mainly use the space, are delighted and this also means the range of services offered within Riverside Community Wing can be expanded.

E. CONCLUSION

The regeneration process is continually evolving through a bottom up approach, with different community groups, services and organisations organically taking on actions as they emerge. The impetus now is to encourage the current actions into longer term outcomes for the Regeneration Plan to benefit the Craigshill community.

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

F. BACKGROUND REFERENCES

Previous updates to the East Livingston and East Calder Local Area Committee.

Appendices/Attachments: None.

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Craig McCorriston
Head of Planning, Economic Development and Regeneration
6 December 2018



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' 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 allocations made from the Pensioners' Christmas Fund 2018 to groups in the East Livingston and East Calder Ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that fifteen groups within East Livingston and East Calder Ward applied to the fund and have been supported.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Planning, Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £29,054 agreed by the council. £4,914.54 will be distributed in the East Livingston and East Calder Ward.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.
VIII Other consultations	Similar reports will be prepared for the other eight Local Area Committees.

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Christmas Fund each year. In 2018 the total fund amounts to £29,054. The fund is divided by the total number of beneficiaries which, in 2018, is 5,663. By using that number the global unit cost for 2018 is £5.13 per beneficiary (£29,054 / 5,663). In East Livingston and East Calder Ward there are 958 beneficiaries and an allocation of £4,914.54. 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 asking for any outstanding information. Payments will be made directly to the bank accounts of groups during November via PECOS.

D2 Applications 2018: East Livingston and East Calder Ward

Fifteen application forms were issued to groups across East Livingston and East Calder Ward, with all fifteen being returned and the groups supported. One new group has been added to the list. Appendix one shows the groups supported and the allocation to each.

D3

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

One application was sent to a Livingston-wide group. The application form was returned and the group has been supported. Three applications were issued to West Lothian-wide groups, and two have been returned. The two groups will be supported. The third group, West Lothian Visually Impaired Club has now dissolved. Appendix two shows the groups and the allocation to each.

E. CONCLUSION

The report advises of the allocations that have been made from the Pensioners' Groups Christmas Fund 2018 to groups in the East Livingston and East Calder Ward, Livingston-wide groups and West Lothian-wide groups.

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

F. BACKGROUND REFERENCES

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

Appendices/Attachments: Appendix 1: Allocations 2018 East Livingston and East Calder Ward

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

Contact Person: Lesley Keirnan, Community Regeneration Officer
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Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 3 December 2018

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2018

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: Allocations 2018 East Livingston and East Calder Ward

Group	Number of Beneficiaries
Craigengar Park Tenant's Association	38 (tbc)
Craigshill Good Neighbour Network	70 (tbc)
Cunnigar House Social Group	20 (tbc)
East Calder & District Homing Society	100 (tbc)
East Calder 50+ Activity Club	40 (tbc)
East Calder Bowling Club (OAP Association)	65 (tbc)
East Calder Old Folks Club	55
Manse Court Coffee Morning	34
Mid Calder Senior Citizens Club	69
Mid Calder Womens Group	48
Oakbank Bowling Club	50
Pumpherston Senior Citizens	45 (tbc)
Society of St. Vincent de Paul (St Andrews) - Conference	50 (tbc)
Uphall Station OAP Association	80 (tbc)
Totals	764

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

EAST LIVINGSTON AND EAST CALDER 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.

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE – February 2019 - WORKPLAN 2019/20

Issue	Purpose	Lead Officer	Date
Housing report	Quarterly update on housing issues	Phyllis McFadyen	All Meetings
Police/NRT report	Quarterly update on Police/NRT activity	Sgt Iain Wells	All Meetings
SFRS report	Quarterly report on activity	Brian Robertson	All Meetings
NETs Report	Update report on NETs activity	Tony Fleming	All Meetings
Almond Housing Association	Quarterly update on Almond Housing	Jonathan Bertram	All Meetings
Regeneration Plans	To provide an update on regeneration plans	Lesley Keirnan	All Meetings
Villages Improvement Fund	To present all applications received to the VIF	Lesley Keirnan	As required
West Calder High School	To provide an annual report on activity and attainment at the school	Julie Fisher	March 2019