



West Lothian  
Council

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

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

5 September 2014

A meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Conference Room 1, Ground Floor, Civic Centre** on **Thursday 11 September 2014 at 9:30am.**

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Order of Business, including notice of urgent business
3. 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.
4. Confirm Draft Minute of Meeting of Livingston North Local Area Committee held on Thursday 12 June 2014 (herewith)
5. Inveralmond Community High School - Presentation by Headteacher (herewith)
6. Housing, Construction and Building Services - Report by Head of Housing, Construction and Building Services (herewith)
7. Livingston North Multi-Member Ward Operational Plan 2014-2017 - Report by Scottish Fire and Rescue Services (herewith)
8. Ward 4: Livingston North, Update - Report by Police Inspector Myles

Marshall (herewith)

9. Site at Kirkton Business Centre, Kirk Lane, Livingston Village and Buchanan House, Kirkton North Road, Livingston - Report by Head of Planning and Economic Development (herewith)
10. Community Health Champions - Report by Depute Chief Executive, Community Health and Care Partnership (herewith)
11. Community Regeneration Update - Report by Head of Area Services (herewith)
12. Pensioners' Groups Christmas Fund Provisional Allocations 2014 - Report by Head of Area Services (herewith)
13. Alcohol Diversionary Activities Fund - Skateboarding Project Report - Report by Head of Area Services (herewith)
14. Operational Services Update Report - Report by Head of Operational Services (herewith)
15. Workplan (herewith)

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

MINUTE of MEETING of the LIVINGSTON NORTH LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within LIVINGSTON STATION COMMUNITY CENTRE, 7 MAIN STREET, DEANS, LIVINGSTON, on 12 JUNE 2014.

Present – Councillors Angela Moohan (Chair), Anne McMillan, Andrew Miller

Absent – Robert De Bold

Apologies – Brian Johnston, Livingston Village Community Council

In Attendance

Jim Jack, Lead Officer, Livingston North Local Area Committee

Michelle Kirkbright, Community Regeneration Officer

Phyllis McFadyen, Housing, Construction and Building Services

Elizabeth Butters and Linda Middlemist, Social Policy

Wendy McCorriston, Senior Planning Officer

David Lockhart, Scottish Fire and Rescue Service

Inspector Myles Marshall, Police Scotland

Sue Cook, Headteacher, Deans CHS

1. DECLARATIONS OF INTEREST

i) West Lothian Youth Action Project (Agenda Item 10)

Councillor Miller declared a non-financial interest as a Director of West Lothian Youth Action Project.

ii) Preventing Negative Outcomes – Alcohol Diversionary Activities (Agenda Item 15)

Councillor Miller declared a non-financial interest as a Director, Firefly Arts Ltd. He informed the Committee that he would not participate in this item of business.

iii) Preventing Negative Outcomes – Alcohol Diversionary Activities (Active Summer Provision in Knightsridge (Agenda Item 16)

Councillor Miller declared a non-financial interest as a member of the Board, Knightsridge Adventure Project (The Vennie). He considered that the nature of his interest did not require him to withdraw from the meeting.

iv) Community Regeneration – Ward Action Plan (Agenda Item 18)

Councillor Miller declared a non-financial interest as a parent of a teenager in the ward.

2. MINUTE

The Committee approved the minute of its meeting held on 20 March 2014. The minute was then signed by the Chair.

### 3. HOUSING, CONSTRUCTION AND BUILDING SERVICES

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

Phyllis McFadyen presented the report, highlighting the work of the Arrears Task Group which had been set up to review the current rent position and agree workload priorities.

The report contained a table showing the level of arrears and the number of tenants in arrears in the ward from end September 2013 at the start of the Rent Arrears Campaign and the level of arrears at the end of March 2014.

It was noted that the challenging target of £1.5 million had been exceeded and that the final figure for the year end was £1.317 million.

The Livingston North ward had a year-end target of £165,000 and the final figure for March 2014 was £142,292.

The Committee was informed that work would continue with tenants in offering advice and assistance, for example, referrals for money and debt advice and where appropriate, application for Discretionary Housing Benefits payments.

The Committee was asked to note the activity as detailed in the report.

#### Decision

1. To note the report providing an overview of the service activities within the ward.
2. To acknowledge that Housing Services had exceeded their target for arrears levels;
3. To record the Committee's appreciation of the work undertaken by Phyllis and her team.

### 4. DEANS COMMUNITY HIGH SCHOOL - PRESENTATION

The Chair welcomed Susan Cook (Headteacher, Deans Community High School) to the meeting. Susan had been invited to provide the Local Area Committee with an overview of the school's performance and levels of attainment.

The Headteacher presented the following information about Deans CHS:-

Current school roll – 939  
Project roll 2014/15 – 971  
Free School Meals – 22%

Looked After Children – 3.5%

Cluster Primaries – Carmondean Primary, Deans Primary, Knightsridge Primary, Meldrum Primary, Seafield Primary.

Staffing – 80 teaching, 15 support

Community – facilities, classes, events crèche, under-5s.

In relation to attainment, a table was presented showing results for 2013, with comparative figures for the years 2010 to 2013. There had been a year on year increase for three of the four categories shown in the table. It was also noted that Positive Destinations for 2012-13 was 92.1%.

The Headteacher spoke of opportunities and wider achievement within the school, and gave the following examples: Enterprise Day, Sports, Music, Volunteering, School Garden, Trips and Events.

The Committee noted that the F1 Team would take part in the schools science competition to be held in Abu Dhabi.

The Chair thanked the Headteacher for her informative presentation.

#### Decision

1. To note the terms of the presentation.
2. To record the Committee's best wishes to the F1 Team taking part in the schools science competition.

#### 5. WARD 3 POLICE REPORT - REPORT BY POLICE INSPECTOR MYLES MARSHALL

The Committee considered a report (copies of which had been circulated) by Police Inspector Myles Marshall providing an update on performance, activities and issues across the ward for the period up to 1 May 2014.

The report provided a table showing figures for Crime Groups 1 to 5 and a table analysing Antisocial Behaviour for the year to April 2014, together with comparative figures at April 2013.

It was reported that the Friday Night project at Deans Community High School continued to provide a safe and warm environment for 200 youths (aged 12-16 years) to participate in various supervised activities and sports.

The report highlighted the following forth coming events:-

- Operation Floor Walk
- Commonwealth Games Preparation
- Gala Day Preparations.

The Committee was asked to note the content of the report.

Decision

To note the terms of the report.

6. LOCAL FIRE AND RESCUE PLAN FOR WEST LOTHIAN 2014-2017 -  
REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

The Committee considered a report (copies of which had been circulated by the Scottish Fire and Rescue Service providing an overview of the Local Fire and Rescue Plan for West Lothian 2014-2017.

The seven priorities identified within the Local Fire and Rescue Plan for West Lothian 2014-2017 were listed within the report.

David Lockhart (Group Manager, Scottish Fire and Rescue Services) presented the report and informed the Committee that ward plans were being developed and that a draft plan for Livingston North would be brought to a future meeting of the Local Area Committee.

He also informed the Committee of the intention to bring a quarterly performance report to each of the Local Area Committees and that James Melville would be officer attending future meetings of the Livingston North Local Area Committee.

The Committee was recommended to welcome the Local Fire and Rescue Plan for West Lothian 2014-2017 and to consider ways in which members could support its implementation within the Local Area Committee area.

Decision

To note the terms of the report and the additional information provided by David Lockhart, Group Manager.

7. OPERATIONAL SERVICES UPDATE

The Committee considered a report (copies of which had been circulated) by the Head of Operational Services appraising members of the activities for Livingston North for the period 1 February to 30 April 2014.

The report contained details of street lighting improvement schemes planned, or had been completed, in the ward since the previous Local Area Committee meeting. The report also provided a summary of the activities of NETs and Land Services and Waste Services.

In response to an issue raised, the Lead Officer provided additional information concerning routine grass cutting and weed-killing in the ward. The Lead Officer also undertook to investigate an area of overgrown weeds (which would be identified by the Chair at the close of the meeting).

Decision

To note the terms of the report.

8. WEST LOTHIAN YOUTH ACTION PROJECT - UPDATE ON WARD ACTIVITIES - REPORT BY WEST LOTHIAN YOUTH ACTION PROJECT

The Committee considered a report (copies of which had been circulated) by West Lothian Youth Action Project updating members on the progress of specific work carried out in the Livingston North ward by West Lothian Youth Action Project.

The two pieces of work that had been carried out by WLYAP were (i) Livingston Village – Buchanan House Project, and (ii) Eliburn Consultation Project.

The funding period for the Buchanan House ran from 13 January to 31 March 2014 and the project consisted of streetwork sessions in the area, observing any activity and antisocial behaviour. The majority of the sessions had been delivered on Thursday, Friday and Saturday evenings. Appendix 1 to the report showed the number of visits to the area and findings during the period from 13 January to 25 April 2014. Appendix 2 provided the results and key findings from the consultation that had been carried out by local residents, and Appendix three was a copy of the Consultation Form.

The Eliburn Consultation Project ran from January 2014 to April 2014. The project engaged with young people from the Eliburn area either during streetwork sessions or within the local High Schools to identify what facilities they used, what they did with their leisure time and the potential idea for development. Appendix 4 to the report showed the findings of the consultation, and Appendix 5 was a copy of the Consultation form for Eliburn. Appendix 6 showed, and highlighted the streetwork carried out by WLYAP from January 2014 to April 2014.

It was recommended that the Local Area Committee note the content of the report and the findings from the consultations undertaken during the specific work in Livingston Village and Eliburn.

Decision

1. To note the results and key findings from the consultation on Buchanan House.
2. To note the results from the Eliburn questionnaire and that work was ongoing to identify a suitable location for a youth facility.
3. To agree that an update report be brought to a future meeting of the Committee.

9. COMMUNITY HEALTH CHAMPIONS

The Committee considered a report (copies of which had been circulated by the Depute Chief Executive, Community Health and Care Partnership proposing a model to set up a Community Health Champion in every council ward area to work to develop and deliver local health initiatives and be part of the devolved ward local area committee.

It was proposed that initially three officers from public health/health improvement were each linked to a grouping of three Local Area Committees so that the scope and level of activity could be determined with a view to allocating further officers should that be necessary.

The Community Champion remit was outlined in the report.

It was proposed that Local Area Committees would undertake to agree actions to develop and deliver local initiatives that would impact positively on health; represent these issues within the broader council structures and negotiate the necessary resources and be responsible, in partnership with the Community Health Champions for the monitoring and evaluation of local health initiatives.

The report advised that Local Area Committee members would be offered bespoke training in line with the national NHS Health Scotland resource.

The Depute Chief Executive considered that the proposed creation of a Community Health Champion approach in each multi member ward, with a focus on tackling health inequalities, would build on established good practice and had the potential to contribute to a range of positive health and social outcomes.

It was recommended that the Local Area Committee agree:-

- That a targeted programme be established to have Community Health Champions in every ward, with a particular emphasis on tackling health inequalities;
- That a Community Health Champion be invited to attend the Local Area Committee to present their information and reports.

#### Decision

1. To note the terms of the report and that a Community Health Champion be invited to attend the LAC to present information and reports.
2. To note that a health profile of the ward would be developed.
3. To note plans for training and that suggestions from LAC members concerning community group's participation would be welcomed.

#### 10. EMPLOYABILITY UPDATE REPORT

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



by the Head of Area Services updating the Local Area Committee on the Support provided by the West Lothian Working Together Group and the impact it was having on employability in the ward.

The report explained that the aim of the Working Together Group was to reduce unemployment and benefit dependency by improving the quality and range of services for claimants while also improving the capacity of the West Lothian business base. The report set out the key achievements to date for the group.

It was noted that during 2013/14 the Working Together group had seen the impact of welfare reform on the clients engaging with services and this was examined in the report.

The key activities that would be undertaken in 2014/15 were:-

- West Lothian Employer Offer profiles to include 10% increase for partners.
- Support the delivery of community benefit opportunities from West Lothian Council's 1000 houses project to ensure the maximum local benefit potential.
- Develop a digital customer journey designed to improve use of digital services.
- Establish a short life working groups to look at segmentation of customer groups to identify what support they needed in conjunction with the support that was available to check it was fit for purpose.

During discussion, the Committee noted the unemployment figures for Livingston North (shown in Appendix 1 to the report). As the ward covered both Knightsridge and Deer Park, officers undertook to provide data at SIMD level for the ward.

It was recommended that members:-

- note the West Lothian Working Together provision in the ward in 2013/14.
- note the impact the provision was having in terms of tackling unemployment in the ward highlighted in Appendix 1.

### Decision

To note the terms of the report and that officers would provide a breakdown, at SIMD level, of the employability information supplied in the report.

## 11. ALCOHOL DIVERSIONARY ACTIVITIES - ADP SUBGROUP UPDATE

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

by the Head of Social Policy informing the Committee of the decision made at the ADP Subgroup in regards to the Friday Night Project application.

The report advised that the application, which had been supported by the Livingston North Local Area Committee at the meeting held on 20<sup>th</sup> March 2014, had been considered on 22<sup>nd</sup> April by the Alcohol Drug Partnership subgroup and it had been the group's decision that it would not progress through the process.

The ADP subgroup had informed the applicant and provided feedback. The Committee noted that the applicant was able to resubmit the application for reconsideration to Livingston North Local Area Committee.

It was recommended that the Local Area Committee note that the ADP subgroup considered that the application did not meet the second outcome of the Alcohol and Drug Partnership Joint Commissioning Plan 2012 to 2015.

#### Decision

To note the terms of the report.

### 12. ALCOHOL DIVERSIONARY ACTIVITIES - 2ND SUBMISSION FRIDAY NIGHT PROJECT

The Committee considered a report (copies of which had been circulated) by the Head of Social Policy asking the Committee to consider an application for Alcohol Diversionary Activity Funding. The report also explained the new governance process which was approved by the Council Executive on 21<sup>st</sup> January 2014.

The report provided the following appendices:-

- |            |   |
|------------|---|
| Appendix 1 | Proposed process for applications for alcohol diversionary funding for youth activities for Livingston North LAC. |
| Appendix 2 | Application form for Friday Night Project   |
| Appendix 3 | Evaluation of Friday Night Project 2013-14.   |

The funding request for the project was £11,140.

The Committee was asked to consider the application against the Alcohol and Drug Partnership Joint Commissioning Plan's outcomes, namely:

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

#### Decision

1. To note the terms of the report.

2. To agree that the application for funding (in the sum of £11,140) be forwarded to the ADP subgroup with the support of LAC members.

13. PREVENTING NEGATIVE OUTCOMES - ALCOHOL DIVERSIONARY ACTIVITIES - FIREFLY ARTS LTD

The Committee considered a report (copies of which had been circulated) by the Head of Social Policy informing the Committee of an application for Alcohol Diversionary Activity Funding. The report also explained the new governance process which had been approved by the Council Executive on 21st January 2014.

The report provided the following appendices:-

- Appendix 1 Process for applications for alcohol diversionary funding for youth activities for Livingston North LAC.
- Appendix 2 Application form for “You are Here” Project
- Appendix 3 Evaluation of “Fly on the Wall” Project delivered in Livingston South 2013/14.
- Appendix 4 Evaluation of “Fly on the Wall” Project delivered in Bathgate 2013/14.

The funding request for the project was for £12,220.00. The project covered four ward areas; Livingston South, Livingston North, Armadale and Blackridge and Bathgate.

The Committee was asked to consider the application against the Alcohol and Drug Partnership Joint Commissioning Plan’s outcomes, namely:

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

Decision

1. To note the terms of the report.
2. To agree that the application for funding (in the sum of £12,220 over 4 wards) be forwarded to the ADP subgroup with the support of LAC members.

14. PREVENTING NEGATIVE OUTCOMES ALCOHOL DIVERSIONARY ACTIVITIES - ACTIVE SUMMER PROVISION IN KNIGHTSRIDGE -

The Committee considered a report (copies of which had been circulated) by the Head of Social Policy informing the Committee of an application for Alcohol Diversionary Activity Funding. The report also explained the new governance process which had been approved by the Council

Executive on 21st January 2014.

The report provided the following appendices:-

Appendix 1 Process for applications for alcohol diversionary funding for youth activities for Livingston North LAC.

Appendix 2 Application form for “Active Summer Provision in Knightsridge”

Appendix 3 Breakdown of summer activities involved in provision.

The funding request for the project was for £6,848.30.

The Committee was asked to consider the application against the Alcohol and Drug Partnership Joint Commissioning Plan’s outcomes, namely:

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

During consideration of the application, it was noted that the proposed Summer programme would run for a 7 week period from June to mid August, and that the proposed timescale for submission of the application to Council Executive was 5<sup>th</sup> August 2014. In response to a question raised concerning this timing issue, the Committee was informed that, should the ADP subgroup recommend approval of the application, a solution to the timing issue would be found.

### Decision

3. To note the terms of the report.
4. To agree that the application for funding (in the sum of £6,848.30) be forwarded to the ADP subgroup with the support of LAC members.

15. SITE AT KIRKTON BUSINESS CENTRE, KIRK LANE, LIVINGSTON VILLAGE AND BUCHANAN HOUSE, KIRKTON NORTH ROAD, LIVINGSTON

The Committee considered a report (copies of which had been circulated) by the Head of Planning and Economic Development updating the Committee of the progress with the current planning applications at Kirkton Business Centre and Buchanan House.

The Head of Planning and Economic Development recalled that a report had been submitted to the Development Management Committee recommending that planning permission be granted in principle, subject to conditions and a legal agreement to secure developer contributions/land transfer. The Development Management Committee had decided to approve the terms of the report, with a further condition to restrict the number of houses to 29.

In line with the recommendation, the details of the school feasibility work would now be referred to the Education Executive for approval and legal services officers would commence the drafting of the legal agreement.

Planning applications for residential development on both sites had now received positive decisions from the Development Management Committee. The processes for concluding the developer/land transfer requirements for each site were ongoing and a report was in preparation for referral of the Livingston Village Primary School feasibility study to the Education Executive.

It was recommended that the Committee note that:-

1. Development Management Committee was minded to grant the current planning application for Permission in Principle for residential development at the Kirkton Business Centre site, subject to a legal agreement for developer contributions/land transfer and referral of the feasibility study for Livingston Village Primary School to the Education Executive; and
2. The negotiations for concluding the legal agreement in respect of developer contributions for Buchanan House remained ongoing and, in particular, discussions in relation to affordable housing provision were on-going.

### Decision

To note the terms of the report.

## 16. COMMUNITY REGENERATION - WARD ACTION PLAN

The Committee considered a report (copies of which had been circulated) by the Head of Area Services updating members on progress with community regeneration activity in the Livingston North ward.

The ward Action Plan outlined the activities to be delivered that met the regeneration needs of the individual area. The activities within the ward action plan focussed on:

- Appendix 1 to the report was the ward action plan for 2013-15. It showed regeneration, employability and partner activity against the three wards covering Livingston.
- Delivering targeted, specialist campaigns, interventions and support to improve health and employability in these communities.

The report went on to record notable achievements and further planned work.

It was recommended that the Committee note the content of the report and the progress made against the ward action plan in the first year.

During discussion, it was noted that the Action Plan covered the three Livingston wards but that Forrestbank Community Centre was incorrectly shown as part of the Livingston North ward.

There followed discussion concerning an inclusion project which ran from Livingston Station Community Centre. The Regeneration Officer undertook to obtain contact details for the group from Councillor Miller.

Decision

To note the terms of the report.

17. WORKPLAN 2014-2014

A copy of the Workplan 2014-15 had been circulated for information.

Decision

To note the Workplan.

# Inveralmond Community High School Vision

‘We are working together to inspire  
learners and shape successful  
futures.’



*‘We are working together to inspire learners and shape successful futures.’*



# Moving Forward Together



*'We are working together to inspire learners and shape successful futures.'*







**CULTURE**



**ASPIRATIONS**



**BELIEF**



**PARTNERSHIPS**



**SELF - EVALUATION**

# Strengths

- Committed hard working staff
- Effective partnership working
- Strong areas of L and T
- Positive Ethos
- School trips
- Personal Achievement



## Priorities

- Learning and Teaching
- Curriculum
- Personal Support





# SG/Nationals

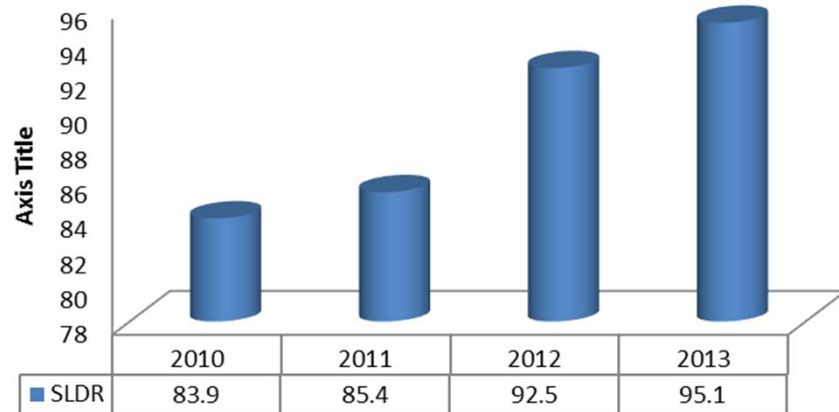
Diet	2010	2011	2012	2013	2014
5 + Level 3	92.75%	90.42%	95.39%	96.76%	99.53%
5 + Level 4	70.05%	69.17%	73.73%	78.24%	92.92%
5 + Level 5	14.49%	15.00%	19.82%	27.31%	41.51%



# Overall Higher Grade Performance

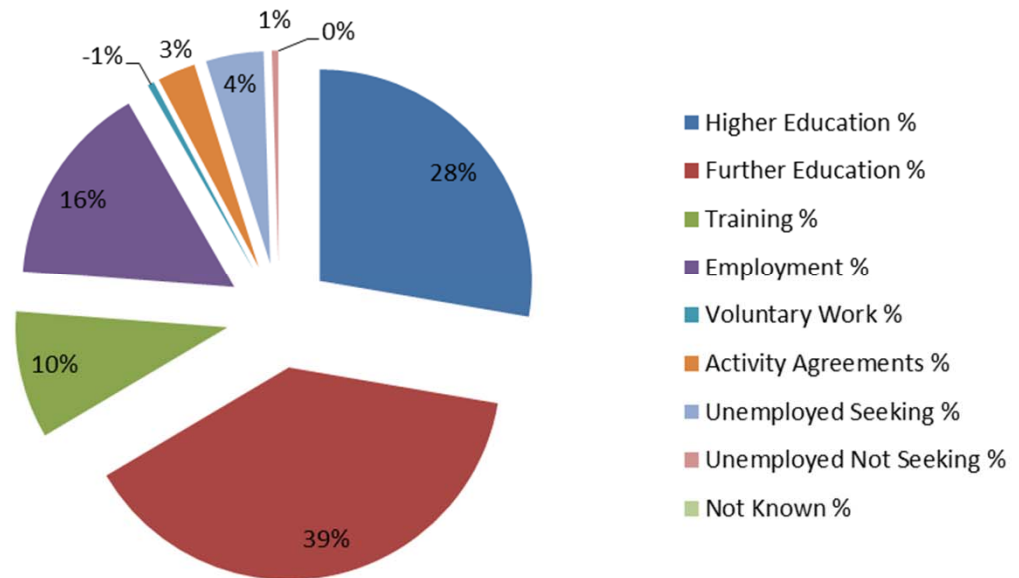
Diet	2010	2011	2012	2013	2014
1 + Level 6	36.10%	27.54%	40.00%	40.55%	50.46%
3 + Level 6	14.15%	13.04%	15.00%	13.36%	18.98%
5 + Level 6	1.95%	1.93%	7.08%	4.61%	7.41%

### SLDR - 4 Year Trend



# SLDR 2012-2013

### Inveralmond Community High School 2013



# Reducing Inequalities



*We are working together to inspire learners and shape successful futures.'*











**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**HOUSING, CONSTRUCTION AND BUILDING SERVICES**

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

**A. PURPOSE OF REPORT**

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

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Construction and Building Service activity as detailed in the ward report.

**C. SUMMARY OF IMPLICATIONS**

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

**D. TERMS OF REPORT**

## Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Construction and Building Services, specific to the Livingston North ward.

### Property Void & Let Performance: Mainstream Tenancies

Void Period	Apr 2014	%	May 2014	%	Jun 2014	%	WL Target %
0-2 weeks	2	66.7	4	66.7	1	50	65
2-4 weeks	1	33.3	0	0	1	50	25
4+ weeks	0	0	2	33.3	0	0	10
<b>Total Lets</b>	<b>3</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>2</b>	<b>100%</b>	<b>100%</b>

### Property Void & Let Performance: Temporary Tenancies

Void Period	Apr 2014	%	May 2014	%	Jun 2014	%	WL Target %
0-2 weeks	4	100	4	100	7	70	70
2-4 weeks	0	0	0	0	3	30	20
4+ weeks	0	0	0	0	0	0	10
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>10</b>	<b>100%</b>	<b>100%</b>

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

There are no policy voids in the ward.

### Arrears Performance

2013/2014	Total £Value	2014/2015	Total £Value
April 13	£91,713	April 13	£181,669
May 13	£114,433	May 13	£194,904
June 13	Figure not available	June 13	£198,132
July 13	£158,932	July 13	
August 13	£187,996	August 13	
September 13	£195,935	September 13	
October 13	£195,345	October 13	
November 13	£216,932	November 13	
December 13	£200,439	December 13	
January 14	£203,349	January 2014	
February 14	£206,568	February 2014	
March 14	£142,292	March 2014	

West Lothian Council has for many years been one of the top performing councils in Scotland with respect to rent collection and the council's rent arrears process has been widely considered to be best practice, engendering a strong payment culture amongst most of its tenants.

For 2014-15 the Arrears Task Group has agreed, as an interim measure, to monitor against a

£1.3m target. This will allow time for some actions from the Rent Strategy to be in place, so the target will be subject to change later in the year.

The Councils high profile rent arrears campaign moved to their Summer Campaign in June with the message being 'This Summer I need to sort out my Rent' and stating a list of options. Posters are being displayed in Councils offices, Community Centres, GP Surgeries and on back of some Council vans.

The workload priorities agreed at the Arrears Task Group ensured that tenants who engaged with the Council were being offered support and advice in relation to applying for Housing Benefit, Scottish Welfare Fund and referrals to the Advice Shop where they can get Money Advice and in making a realistic sustainable payment arrangement.

Articles encouraging tenants to pay their rent were inserted into Tenants News, Applicants News, the Bulletin and on the internet to raise awareness of Welfare Reform changes and their potential impact on our customers.

The table shows the level of arrears and the number of tenants in arrears in this Ward from end September 2013 at the start of the Rent Arrears Campaign and the level of arrears at the end of June 2014.

<b>Arrears Banding</b>	<b>Balance 30<sup>th</sup> Sept 2013</b>	<b>Tenants in Arrears</b>	<b>Balance 31<sup>st</sup> June 2014</b>	<b>Tenants in Arrears</b>
£0.01-£49.99	£ 2,338.38	116	£ 2,829.41	125
£50.00-£149.99	£ 16,311.65	162	£ 14,070.06	151
£150.00-£299.99	£ 28,759.90	131	£ 25,692.80	116
£300.00-£499.99	£ 46,933.80	121	£ 31,641.07	78
£500.00-£749.99	£ 35,289.90	59	£ 28,203.78	46
£750.00-£999.99	£ 24,814.60	28	£ 24,476.84	28
£1000.00-£1999.99	£ 41,274.80	31	£ 47,567.52	34
£2000.00+	£ 9,658.08	4	£ 19,668.05	7
<b>Total</b>	<b>£205,381.19</b>	<b>652</b>	<b>£ 194,149.53</b>	<b>585</b>

The Arrears Task Group will continue meeting through the financial year 2014-15 as there are many challenges to come in the management of rental income due to the on-going phasing in of Welfare Reform, increasing fuel costs, reducing household income and the negative impact these changes are having on Council Tenants.

Officers have worked hard in attempts to make contact and carry out as many face to face interviews as possible, some of which were very difficult and emotional. This continues on a weekly basis as our customers face many changes with their on-going DWP Benefit Award for various reasons, which has an impact on their on-going Housing Benefit award.

We will continue to work with all our tenants in offering advice and assistance, for example, referrals for money, debt advice and where appropriate application for Discretionary Housing Benefits payments.

#### **Livingston North Team Activity**

Officers in the team have a number of tenancies under supervision for issues such as child protection, anti social behaviour and poor tenancy conditions. Our officers' work with a range of services and agencies to ensure tenants and residents are fully supported, tenancies maintained and sustained as far as possible and appropriate action taken where necessary, as well as ensuring, that where the situation arises, other members of the community affected are also supported.

#### **Ward Specific Capital & Environmental Programme**

All projects of repair and upgrade works are on site progressing according to programmed completion with no major issues. All Planned Programmes and whole Area Programmes such as rhone cleaning, repair and painting, stairwell maintenance, periodic testing, are progressing well and with no issues.

### **New Build**

The council is making good progress with its 1,000 new build council houses programme. Contractors have been appointed for the first set of sites, lots 1 and 2 which comprise sites in Bathgate, Blackburn, Pumpherston and Broxburn.

Lot 3 is currently out to tender and tender returns are due back on 27 August. Lots 4 and 5 will be tendered over the next few months.

Council Executive agreed on 19 June to include Deans South in the new build programme. 40 council houses are proposed at that location.

### **Tenant Participation Update**

A meeting was also held with local residents in the Riggs with a view to setting up a tenants group and a walkabout is being planned for August.

### **Scottish Social Housing Charter**

The Scottish Housing Regulator asked Landlords to evidence compliance with The Charter outcomes through a process of self-assessment, which involves tenant scrutiny and is a key element of the Charter requirements.

Senior Managers have been working closely with the members of the Tenant Participation Development Working Group to finalise performance measures submitted on 30 May to the Scottish Housing Regulator. The results of which will be published on the Scottish Housing Regulators website at the end of August.

### **Homeless Housing Network**

The development group has been working towards the launch of a new Housing Network especially for those who have been through the Homeless route, giving them the opportunity to reflect on their homeless experiences in using Council services and help improve and deliver effective services that are required for Service Users.

The Network will be launched with the first meeting on September 25 in Broxburn Family Unit at 11am. Posters and Leaflets will be distributed and Housing Needs staff are actively promoting this new group when visiting customers.

### **Good Neighbour Awards**

Nominations are now being taken for the fourth Annual Good Neighbours Awards. This award allows those who deserve to be recognised for their thoughtfulness and consideration to their neighbours.

Application forms are available in the Summer edition of Tenants News or online at West Lothian Council/Housing/Council Housing/Tenant Participation related documents closing date for entries is 1<sup>st</sup> September 2014.

### **Consultation**

Extensive consultation has been taking place with tenants and service users on a variety of issues including the new Allocations Policy, Review of the Repairs categories and the Governments consultation on Anti-Social Behaviour noise regime.

Tenants have been asked for their views by various methods including, Tenants Panel, Housing Networks and in Tenants News and the findings will be fed back to help in the Review of Service Delivery.

### **Safer Neighbourhood Council Officer Ward Information**

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

### **WLC Officer based in SNT**

There has been an increase in general enquiries regarding antisocial behaviour of a relatively low level in the ward. Liaison has continued with police for the ward, in respect of these minor

issues.

There was some joint patrol work undertaken in the ward and there were 5 warnings served in relation to complaints of antisocial behaviour within the ward; three of these for ongoing cases and two new cases. Since the warnings were issued there were no further complaints in respect of any of the properties. Background investigations have continued with police and the Housing Officer where required.

#### **Youth Worker based in SNT**

Youth worker is currently working with two young people from this ward. Two previous cases have now been closed and one new case referred and allocated from Early Effective Intervention Meeting.

Two referrals were made to the West Lothian Youth Action project (WLYAP) for summer diversion programme.

Calls have been received raising concerns in this ward in relation to unused buildings namely Buchanan House and Kirkton Business Centre. Partnership responses to these issues are in place and closely monitored. West Lothian Youth Action Project's Street Work Team also continued to work in Partnership with Police Scotland to monitor and where possible identify and attempt to engage with young people frequenting these premises.

Livingston Station Community Centre is running a youth drop-in:  
Fridays 8-10pm  
Sundays 7-9pm

#### **E. CONCLUSION**

To note the contents of the report.

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

None

Appendices/Attachments: None

Contact Person: Phyllis McFadyen, Housing Manager, Housing Construction & Building Services

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Tel: 01506 775863

Date: 11 September 2014





## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **LIVINGSTON NORTH MULTI-MEMBER WARD OPERATIONAL PLAN 2014-2017**

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

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

To consult the Livingston North Local Area Committee on the draft Livingston North Multi-Member Ward Operational Plan 2014-2017.

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

That Committee Members are invited to provide comment on the Livingston North Multi-member Ward Operational Plan 2014-2017 and considers ways in which they can support its implementation within the Local Area Committee area.

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

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

**VII Consideration at PDSP** None

**VIII Consultations** West Lothian Citizen's Panel Survey, July 2014.

## **D. TERMS OF REPORT**

### **D.1 Background**

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

### **D.2 Scottish Fire and Rescue Service (SFRS) Livingston North Multi-member Ward Operational Plan 2014-2017**

Following the publication of the Local Fire and Rescue Plan for West Lothian 2014-2017, which identifies key priorities for SFRS activities within the local authority area, the Local Senior Officer for Falkirk and West Lothian has produced a ward operational plan for each multi-member ward area to support and deliver against the key priorities.

The seven key priorities identified within the Local Fire and Rescue Plan for West Lothian 2014 – 2017, were assessed in relation to their impact within each ward area. The assessment process included a survey of the West Lothian Citizen's Panel, asking them for their perception of the impact that incidents related to the key priorities had within the ward area that they reside in. The results from this survey are based upon 114 responses to the survey.

The assessment has established that within the Livingston North Ward area the key priorities should be given priority in relation to SFRS activity, as follows:

#### Continuous Priority

- Local Risk Management and Preparedness.

#### High Priority

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Fires in Non-Domestic Property

#### Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction in Casualties from Non-Fire Emergencies.
- Reduction of Unwanted Fire Alarm Signals.

## **E. CONCLUSION**



The Livingston North Multi-member Ward Operational Plan 2014-2017 aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, the West Lothian Strategic Assessment of Community Safety and continues with the excellent partnership working on Community Safety, which is evident in West Lothian.

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

None.

**James Melvin**  
**Station Manager, Scottish Fire and Rescue Service**  
**July 2014**

## Appendix 1 - Livingston North Multi-Member Ward Operational Plan 2014-2017.

# Livingston North Multi Member Ward Operational Plan 2014 - 2017



**Working together  
for a safer Scotland**



West Lothian  
Council



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## Foreword

Welcome to the Scottish Fire & Rescue Services (SFRS) Operational Plan for the Local Authority Multi Member Ward Area of Livingston North. This plan is the mechanism through which the aims of the SFRS's Strategic Plan 2013 – 2016 and the Local Fire and Rescue Plan for West Lothian 2014-2017 are delivered to meet the agreed needs of the communities within the Livingston North ward area.

This plan sets out the priorities and objectives for the SFRS within the Livingston North ward area for 2014 – 2017. The SFRS will continue to work closely with our partners in the Livingston North ward area to ensure we are all "Working Together for a safer Scotland" through targeting risks to our communities at a local level.

This plan is aligned to the Community Planning Partnership structures within West Lothian. Through partnership working we aim to deliver continuous improvement in our performance and effective service delivery in our area of operations.

The SFRS will continue to use data analysis techniques to identify risk and to ensure resources are allocated to the point of need within our communities. While considering the strategic priorities of the SFRS we will develop local solutions to local needs and ensure equitable access to Fire and Rescue resources. Through our on-going involvement with local community safety groups in the Livingston North ward area and West Lothian Council we will continue to develop our understanding of local needs and proactively seek out consultation opportunities with all sections of the community. Using this approach we will ensure that the service we deliver is driven by consultation, in line with public expectations and helps to build strong, safe and resilient communities.



Station Manager

Falkirk and West Lothian LSO Area

## Introduction

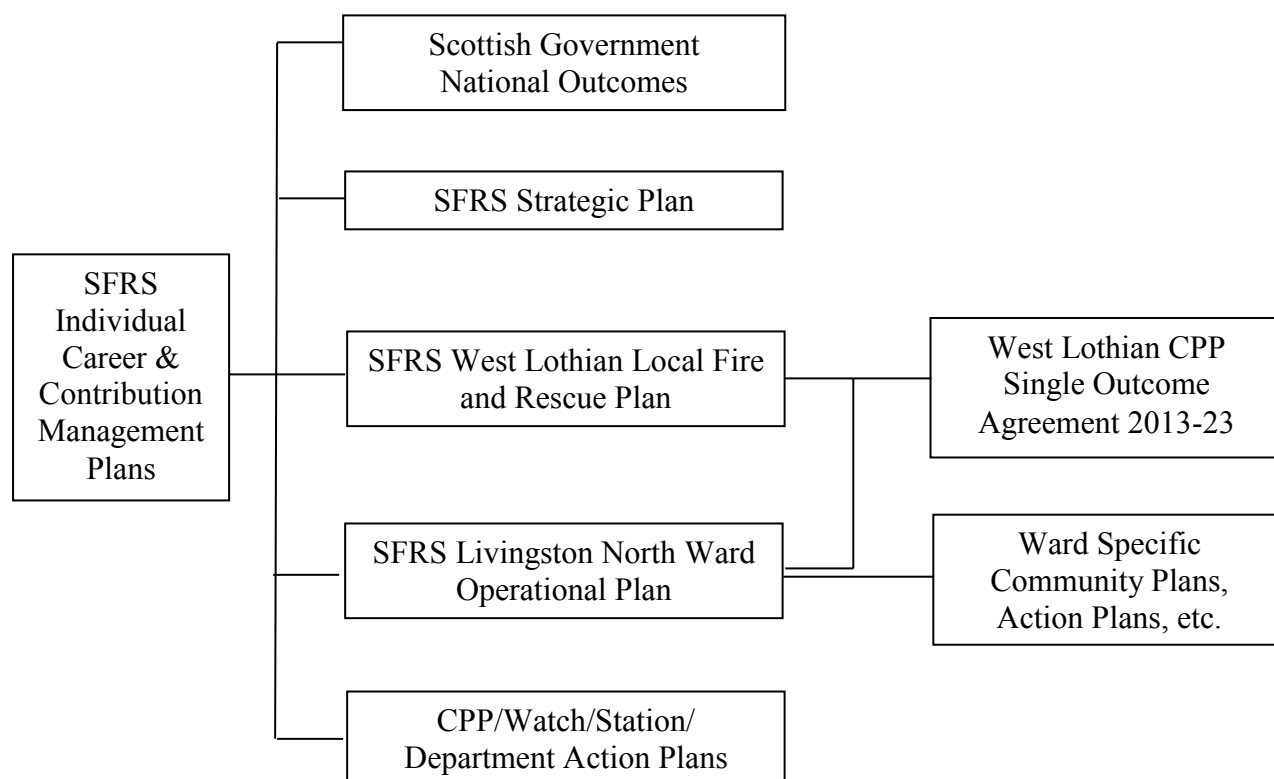
This Livingston North Ward Operational Plan is the mechanism through which the priorities contained in the SFRS's Local Fire and Rescue Plan for West Lothian 2014-2017 are delivered to meet the agreed needs of the local area. This plan should be seen as an integral part of the Local Fire and Rescue Plan for West Lothian 2014-2017 which can be read using the following link [\(Local Plan\)](#).

### Delivering Frontline Outcomes Locally

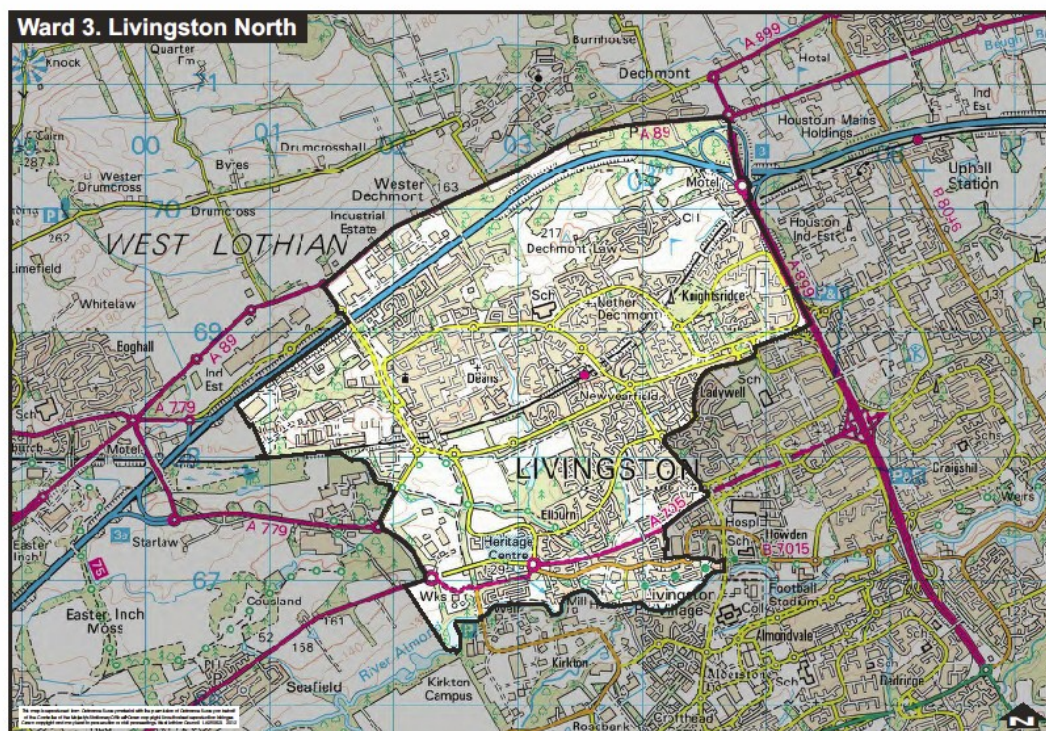
This plan outlines the key delivery mechanisms through which we will deploy and utilise our resources to achieve our agreed priorities and contribute to the achievement of the Scottish Fire & Rescue Service and also our Community Planning Partners' (CPP) outcomes at a local area level.

The diagram below shows the context of this Ward Operational Plan in the overall planning process for the Scottish Fire and Rescue Service.

The diagram below shows the context of this Ward Operational Plan in the overall planning process for the Scottish Fire and Rescue Service.



# Livingston North Ward Profile



## Ward Overview

Understanding the Livingston North ward area and the profile of the community is of vital importance in helping the SFRS to develop this plan and identify priorities and objectives to ensure everyone has the opportunity to access our services and reduce their risk from fire and other adverse safety events..

This plan has been prepared within the wider context of the West Lothian Community Planning Partnership and sets out the local priorities for delivering local fire service priorities for the Livingston North ward area. Underlying this plan are the key principles of community planning namely; prevention and early intervention; integration of public services around the whole systems approach; transparency, accountability and innovation in our approaches to fire service provision.

## Main Settlements

Livingston North has the second largest population of West Lothian's nine wards, with a population of 21,610 (based on Mid-2010 GRO Population Estimates). The ward is made up of settlements including Knightsbridge, Deans, Elburn, Carmondean and part of Livingston Village.

Elburn is the largest settlement in Livingston North with a population of 6,229 (Mid-2010 GRO Population Estimates). Elburn is largely a residential area. Livingston Village is largely based within Livingston North and has a population of 1,587. Livingston Village is also home to Kirkton Business Campus, a key area for



employment within Livingston as a number of national and international companies have a base there.

The population of Carmondean is 3618. Carmondean has a local hub with a supermarket, library and local shops near Livingston North Station. The Deans and Knightsridge areas of Livingston North are located next to each other and have similar sized populations with 5,374 and 5,884 respectively. Deans is also home to Deans Community High School which provides leisure facilities for the local area.

## **Age Risk Profile**

The proportion of the population who are of “working age” is 65% and slightly more than the averages for both West Lothian and Scotland. Livingston North ward has a 9% rate of employment deprivation, significantly lower than the averages for both West Lothian and Scotland. The ward has a lower number of residents who are income deprived (10%) than is the case across wider West Lothian (16%) and Scotland (16%).

## **Health Profile**

Indicators allow a comparison between key health indicators in the ward against those for West Lothian and Scotland. They show that Livingston North ward has a lower proportion of people claiming Disability Living Allowance than in wider West Lothian and Scotland. There are fewer hospital admissions related to drugs misuse than in Scotland but slightly more than the rate for West Lothian. There is a much higher percentage of babies being breast fed at the 6-8 week review than the West Lothian average. The percentage of residents receiving vaccination is broadly similar to the averages for West Lothian and Scotland.

There are fewer Hospital Admissions from Livingston North than the levels for both West Lothian and Scotland with one exception; there are more residents from Livingston North having Elective surgery than in West Lothian as a whole.

The health indicators are taken from the Scottish Neighbourhood Statistics site at: - <http://www.sns.gov.uk>

## **Management of Risk Sites**

Within the Livingston North ward area there are sites that have been identified as having the potential to pose operational risks to SFRS, their partners and communities, should an incident at the site occur. SFRS and partners gather relevant information, prepare plans for dealing with an incident and carry out training to ensure a multi-agency approach is delivered to achieve a satisfactory conclusion to any incident. Included in this are sites registered under the COMAH regulations (Control of Major Accident Hazards Regulations 1999).

In addition to sites registered under COMAH regulations, SFRS gather information on specific sites that may pose significant risk to firefighter safety when dealing with an incident. These include:

Large warehouses



Complex Office accommodation  
High risk Process sites  
Construction industry sites.

Further generic risks such as schools, hospitals and the transport network are also prevalent throughout the Livingston North ward area. SFRS prepare for incidents at these types of sites ensuring that there are appropriately trained personnel and equipment available to deal with any incident.

### **Future Key Developments**

Livingston North currently has planned growth of 248 residential units on a number of sites in the ward;

Council house building is under construction at Oldwood Place for 90 residential units.

Source - West Lothian Council, West Lothian Ward Profile 2012 available at:  
<http://www.westlothian.gov.uk/media/download/LivNorWardProf1>

## Local Operational Assessment

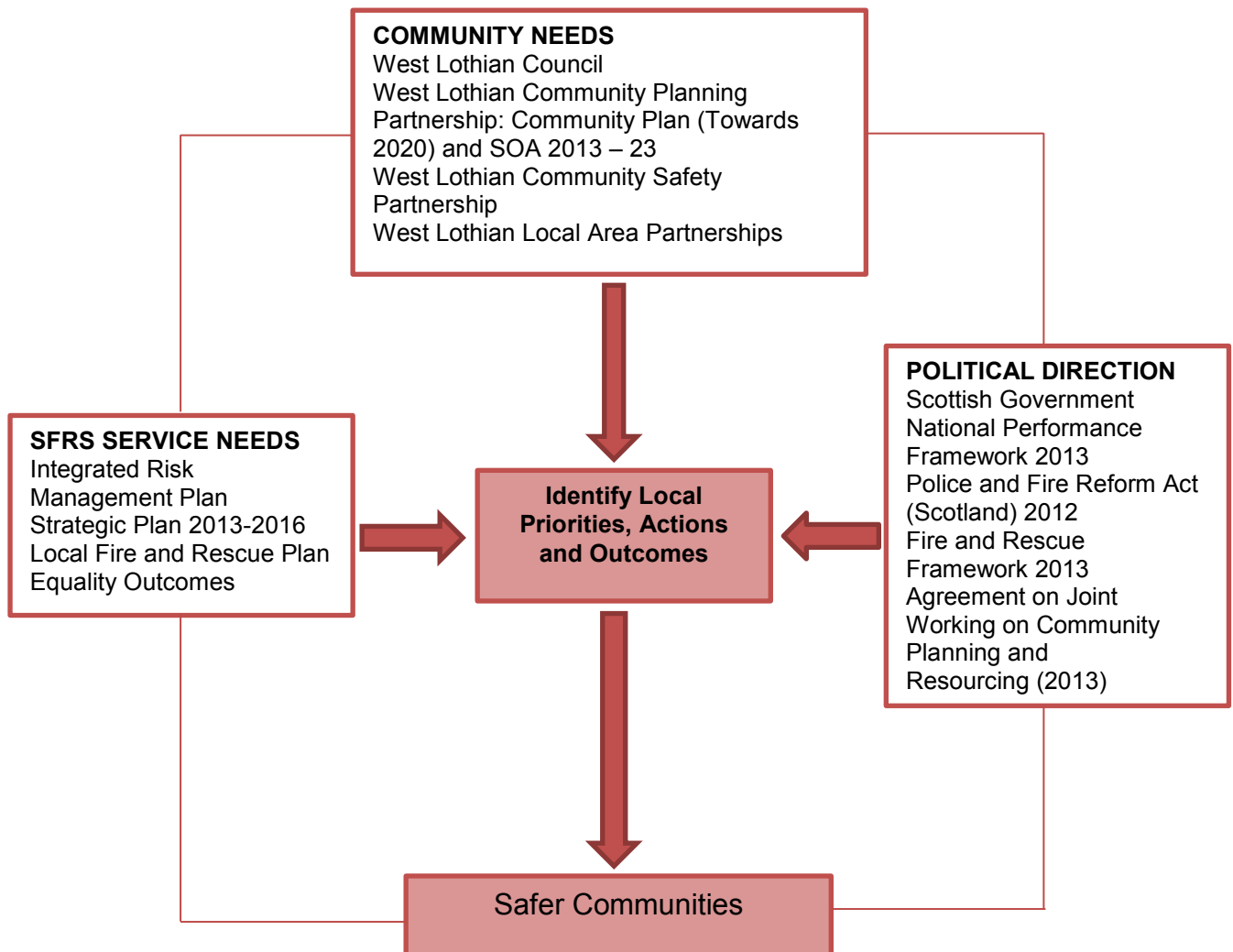
An assessment of local operational activity in the Livingston North area informs the SFRS on how to prioritise prevention, protection and intervention initiatives within the local area.

Key Priority	2010/11	2011/12	2012/13	3 year average	Trend
Local Risk Management and Preparedness	N/A	N/A	N/A	N/A	N/A
Accidental Dwelling Fires	17	18	14	16.33	↓
Accidental Dwelling Fires Fatalities	1	0	0	0.33	↓
Accidental Dwelling Fires Casualties	3	3	1	2.33	↓
Deliberate Fire Setting	103	59	63	75	↓
Fires in Non Domestic Property	5	2	2	3	↓
Casualties from Non-Fire Emergencies	2	11	4	5.66	↑
Unwanted Fire Alarm Signals	202	216	188	202	↓

# Achieving Local Outcomes

## Prioritising Risk Pathway

Following a process of identifying local risks within the Livingston North ward area, priority actions to address them and expected outcomes have been set within this plan. Local risks were identified following considerations of political direction set by the Scottish Government, community needs identified through consultation and the available operational risk information, resources and capacity of the SFRS.



## Priority Risk Setting

The priority setting matrix has been used to evaluate and prioritise the key priorities in the Livingston North ward and informs the SFRS and partners on targeting resources to areas of greatest need/risk.

Key priorities	Assessment Factors					Risk Evaluation High/Med/Low
	Seriousness	Scale	Trend	Community Concern	Strategic Objectives	
	Is the trend line Higher/Lower than West Lothian and Scotland?	Incidents /Unit of population (average over previous 3 years)	Is the trend upwards or downwards over the last 3 years	On a scale – High/Medium/ Low percentage return *	Aligns to	High/Med/Low**
Local Risk Management and Preparedness.	N/A	N/A	N/A	N/A	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	N/A
Reduction of Accidental Dwelling Fires	Lower than both Scotland and West Lothian.	1.95/ 10,000	Slightly downward.	High – 4.4% Med – 25.4% Low – 70.2%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction in Fire Fatalities and Casualties	Significantly lower than both Scotland and West Lothian.	0.04/ 1,000,000 (fatal) 0.28/ 1,000,000	Constant.	High – 3.6% Med – 10.8% Low – 85.6%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction of Deliberate Fire Setting.	Slightly lower than both Scotland and West Lothian.	8.96/ 10,000	Downward.	High – 10.5% Med – 34.2% Low – 55.3%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med
Reduction of Fires in Non Domestic Property	Significantly lower than both Scotland and West Lothian.	0.13/ 10,000	Upward.	High – 5.4% Med – 18.8% Low – 75.8%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction in Fatalities and Casualties from Non-Fire Emergencies	Significantly lower than both Scotland and West Lothian.	0.67/ 1,000,000	Constant.	High – 6.2% Med – 28.3% Low – 65.5%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med
Reduction of Unwanted Fire Alarm Signals.	Lower than West Lothian, higher than Scotland.	24.1/ 10,000	Slightly downward.	High – 9.7% Med – 22.1% Low – 68.2%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med

\* Percentages are calculated on returns from a survey of West Lothian Council Citizens' panel, who were asked for their perception of risk within the ward area that they reside, in relation to the stated specific key priorities.

\*\* The Final Risk Evaluation for each Key priority is determined by analysing the assessment factors. This Risk Evaluation result determines the focus of SFRS's prevention activity, for the duration of the plan. Details of this preventative activity are found in the Priorities, Actions and Outcomes section of this plan.

## Performance Reporting

The objectives contained within this plan and a suite of performance indicators will be reported on a quarterly basis to the Policy Development and Scrutiny Panel and the Local Area Committee.

## SFRS Resources in West Lothian

Two fire appliances are located at Bathgate Community Fire Station which is staffed by a mixture of Whole-time fire fighters who are located at the station 24 hours a day, seven days a week, and Retained Duty System (RDS) fire fighters who provide a 24 hours a day, seven days a week emergency on call response.

Two fire appliances are based at Livingston Community Fire Station which is staffed by mixture of Whole-time fire-fighters who are located at the station 24 hours a day, seven days a week; Day Duty fire fighters who are located at the station Monday to Friday, during day periods, and RDS fire fighters who provide emergency on call response outside of the working hours of the Day Duty fire fighters.

One fire appliance is based in each of the remaining four Community Fire Stations; Broxburn, West Calder, Whitburn and Linlithgow. Each of these stations are staffed by RDS fire fighters who provide a 24 hours a day, seven days a week emergency on call response.

RDS firefighters are employed on a part time basis and provide a vital service to the community in which they live or work. Most of our RDS fire fighters are women and men who have primary employment in another field, but in addition to their full time job, they provide the same range of emergency services as their Whole-time colleagues.

A team of community safety engagement staff work across West Lothian to support their station based colleagues in delivering the wide range of preventative, awareness and engagement activities. Coordinating this activity is a Local Authority Liaison Officer (LALO), who is based at West Lothian Civic Centre and provides a direct link between West Lothian Council, Community Planning Partners and the Fire and Rescue Service.

Supporting the enforcement of fire safety legislation, within buildings other than domestic premises, are a team of highly trained Fire Safety Enforcement Officers who provide advice on fire safety matters, actively conduct fire safety audits of buildings, consult on building warrant plans and enforce compliance with fire safety legislation.

A management team has responsibility for service delivery and community engagement/enforcement across West Lothian. These officers are responsible for the effective service delivery across the area.

SFRS resources employed across West Lothian will aim to work in partnership and collaboration with other community resources to deliver better outcomes for communities. Sharing of information will be a key enabler in this process and will ensure that duplication of services is reduced and that community focused outcomes are aligned and delivered.

In addition to day-to-day resources based within West Lothian, it is a Strategic Aim of the SFRS that, as a single service, communities will have access to specialist skills and resources from across Scotland.

We will work with the other emergency services and voluntary groups within West Lothian that have an interest in emergency response and specialist rescue. This will allow us to identify resources, such as skills and equipment that are available nationally.

# Priorities, Actions and Outcomes

## 1. **Local Risk Management and Preparedness.** **Risk Evaluation – N/A**

The SFRS has a statutory duty to reduce the risks to our communities and to make certain that they receive the best possible service.

The SFRS monitors existing risks and emerging threats in terms of the fire and other emergency related incidents to inform us of the priorities in the Livingston North ward area. We also monitor existing risks and emerging threats posed by the natural and built environment to identify patterns and trends that require mitigation initiatives.

The SFRS is committed to working in partnership with all relevant stakeholders to ensure emergency planning and preparedness arrangements are in place and tested.

The management of risk within our community means:

- Identifying the risks to the community which fall within the scope of responsibility of the SFRS.
- Undertaking a process to prioritise and mitigate these risks.
- Ensuring that appropriate local and national resource capability and trained Fire and Rescue Service personnel are in place to address them.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Priority:					
6,8,9,11 and 12.	1,2,3 and 4.	1, 2,3,4,5 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 3,4,7 and 8</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p> <p>East Service Delivery Area Regional Resilience Partnership \ Lothian and Borders Local Resilience Partnership Community Risk Register</p> <p>The Civil Contingencies Act 2004 (Scotland) Regulations 2005.</p>	<p>Ensure our training, staff development and equipment is fit for purpose to meet our current risk profile and adaptable to changing circumstances.</p> <p>Ensure all known risk information is obtained, recorded, communicated and tested.</p> <p>Working locally with partner organisations and agencies to ensure effective response plans are developed for identified risks.</p> <p>Fulfilling our statutory duties in relation to the Civil Contingencies Act.</p>	<p>We will train and exercise to be able to effectively resolve operational incidents.</p> <p>We will service and maintain our equipment and apparatus.</p> <p>We will visit high risk premises</p> <p>We will record and maintain premises risk information</p> <p>We will participate in multi-agency exercises.</p>	<p>We will participate in emergency pre-planning to be able to safely and effectively resolve emergency incidents.</p> <p>We will be able to respond effectively to emergency incidents.</p> <p>We will be able to effectively resolve operational incidents.</p> <p>We will be aware of the risks in our area.</p> <p>We will be able to work effectively with our partners at emergency incidents.</p>	<p>Keeping our staff and members of the public safe should any incident occur.</p> <p>Reducing the financial burden and disruption caused to our communities when emergencies occur.</p> <p>The wealth and prosperity of our area will increase.</p> <p>Proactively helping the wider community by preventing emergencies and planning to mitigate their effects when they occur.</p>	<p>We will monitor our effectiveness to resolve emergency incidents through pro-active and re-active auditing and monitoring arrangements. (e.g. pre, during and post operational incident audit, monitoring and review)</p> <p>We will be subject to audit, monitoring and review by external stakeholders (e.g. the Chief Inspector for Fire and Rescue Service, the Health and Safety Executive).</p>

## **2. Reduction of Accidental Dwelling Fires**

### **Risk Evaluation - High**

Throughout the Livingston North ward area, dwelling fires have occurred within a wide variety of dwelling places. There are direct links to areas of social deprivation and those who are most vulnerable to fire within the community.

Alcohol consumption and/or drugs misuse continues to be identified as a contributory factor in a number of serious injury/fatal fires, due to the affect that they have upon the occupant's ability to react appropriately in a fire situation. In addition, cigarettes and smoking materials remain the primary ignition source in a number of serious injury/fatal fires.

House fires can have a significant negative impact on both individuals and the community, in relation to the human, social and economic cost of fire.

Through our Home Fire Safety Visit Programme and Community Engagement and Education activities, we aim to reduce the risk and impact of fire and the associated losses.

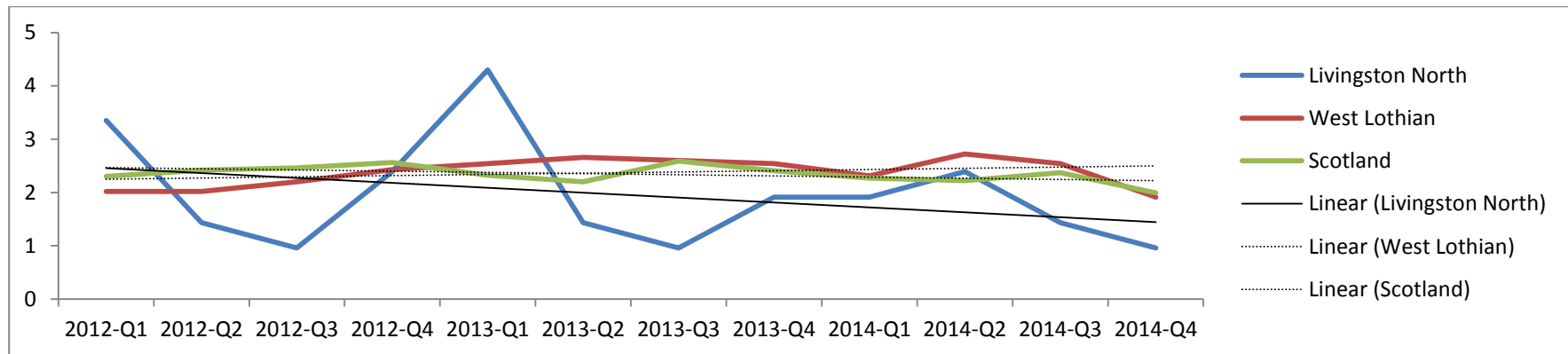


Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Priority:					
6, 8, 9, 11 and 12:	1,2,3 and 4	1, 2 and 3	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 1,2,3,4,5,6,7 and 8 (SOA1304 -14 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Active participation in West Lothian Community Planning arrangements and adopting a partnership approach to risk reduction.</p> <p>Sharing information with partners to help protect the most vulnerable,</p> <p>Develop new partnerships to identify and support at risk groups.</p> <p>Identifying opportunities for engagement with all partners to promote fire safety and good citizenship.</p>	<p>Delivery of fire safety related educational and engagement activities.</p> <p>Delivery of Home Safety Visits.</p> <p>Delivery of Post Domestic Incident Response Visits.</p> <p>Delivery of Thematic Home/Community Safety Initiatives.</p>	<p>We aim to reduce Accidental Dwelling Fires in the Livingston North area on a year on year basis, that contributes towards the reduction of incidents in the West Lothian area.</p> <p>We will contribute towards the SFRS target of a 10 % reduction in Accidental Dwelling Fires over a three-year.</p>	<p>Promoting confident and safe communities where residents feel positive about where they live.</p> <p>Our citizens will be protected.</p> <p>Our citizens and communities shall be encouraged to take responsibilities for their own health and well-being.</p> <p>Our communities will be safer.</p> <p>Reducing the potential financial burden on society through the education of citizens.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_14 Number of accidental dwelling fires per 100,000 population.</p> <p>West Lothian Community Safety Board</p> <p>Livingston North Local Area Committee</p>

## Performance

The graph below provides empirical incident data on performance in relation to Accidental Dwelling Fires in the Livingston North ward area.

All Accidental Dwelling Fires (per 10,000 head of population)



### **3. Reduction in Fire Casualties and Fatalities**

#### **Risk Evaluation - High**

Fire casualties tend to occur in accidental dwelling fires. Evidence suggests that where occupants of a dwelling misuse alcohol and/or drugs or are elderly or infirm, there is an increased likelihood of becoming a fire casualty/fatality. The absence of a working smoke detector can greatly increase the vulnerability of these individuals.

The human and financial costs associated with fire casualties/fatalities are high due to potentially significant trauma/loss of life to individuals, and societal costs.

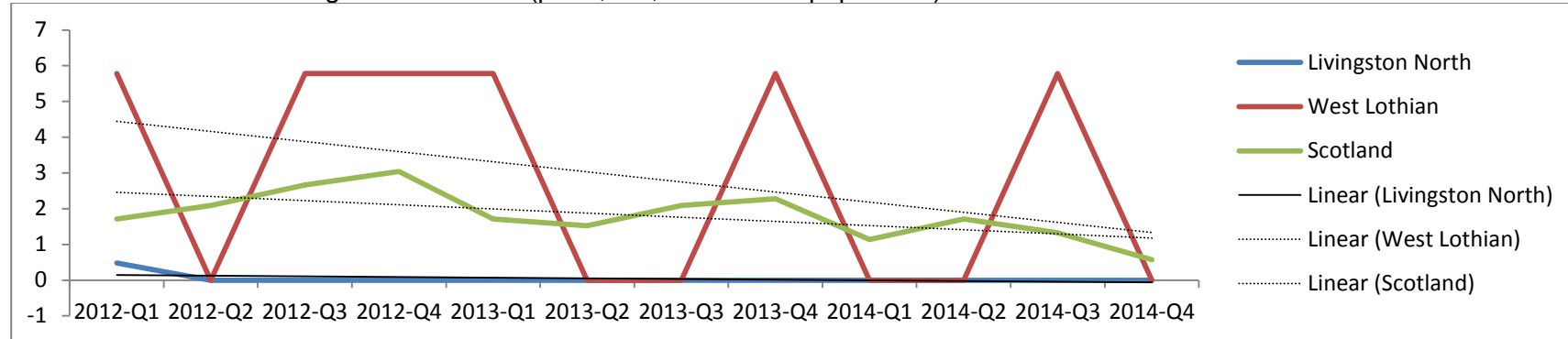
The SFRS in the Livingston North ward area aims to target a reduction in these casualties by adopting a partnership approach to reduce the risk to individuals, particularly those that are most vulnerable.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Priority:					
6,8, 9,11 and 15	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 1,2,4,5,6 and 7 (SOA1304_13 &amp; SOA1304_14 indicators)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Active participation in West Lothian Council Community Planning arrangements and adopting a partnership approach to risk reduction.</p> <p>Promoting healthier lifestyles through encouraging a reduction in alcohol, drugs and cigarette use.</p> <p>Ensuring our community safety strategy considers all persons at risk from fire.</p> <p>Encouraged citizens to take responsibilities for their own health and well-being.</p>	<p>Delivery of fire safety related educational and engagement activities.</p> <p>Delivery of Home Safety Visits.</p> <p>Delivery of Post Domestic Incident Response Visits.</p> <p>Delivery of Thematic Home Safety Initiatives.</p>	<p>We aim to reduce Fire Casualties on a year on year basis in the Livingston North area, that contributes towards a reduction in the West Lothian area.</p> <p>We will contribute towards the SFRS target of a 5 % reduction, in Fire Casualties over a three-year rolling period.</p>	<p>Our citizens will be protected. Our communities will be safer.</p> <p>Reducing demand on other partner services such as local health care and social work partners.</p> <p>Reducing fire casualty hospitalisation times.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Safety Board</p> <p>Livingston North Local Area Committee</p>

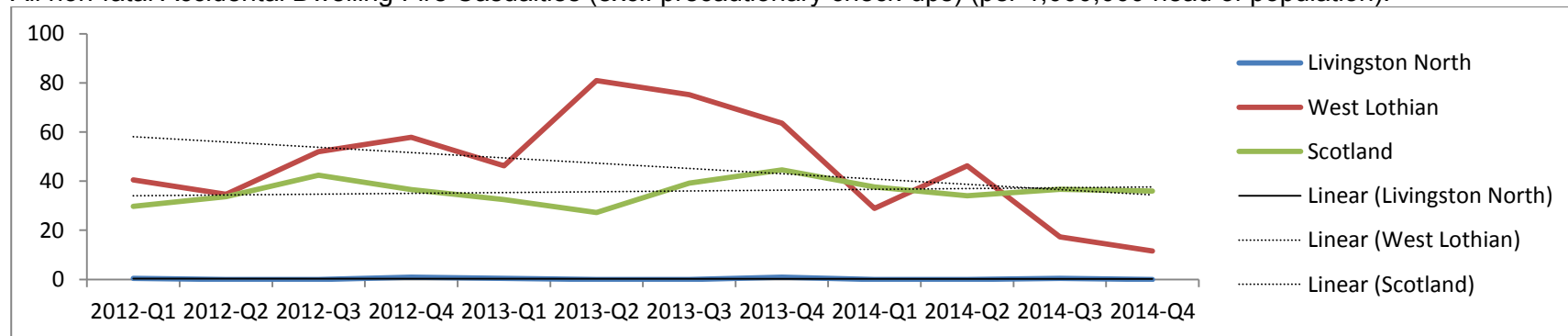
## Performance

The graph below provides empirical incident data on performance in relation to Fatalities and Casualties in the Livingston North area .

All fatal Accidental Dwelling Fire casualties (per 1,000,000 head of population)



All non-fatal Accidental Dwelling Fire Casualties (excl. precautionary check-ups) (per 1,000,000 head of population).



#### **4. Reduction of Deliberate Fire Setting Risk Evaluation - Medium**

Deliberate fire setting is a significant problem for the SFRS and is responsible for a significant number of secondary fires that are attended across the Livingston North West Lothian area. In the main, secondary fire categories are refuse, grassland and derelict buildings incidents. In addition, deliberate fire setting is responsible for a number of primary fires which involve property loss and potential injury/loss of life.

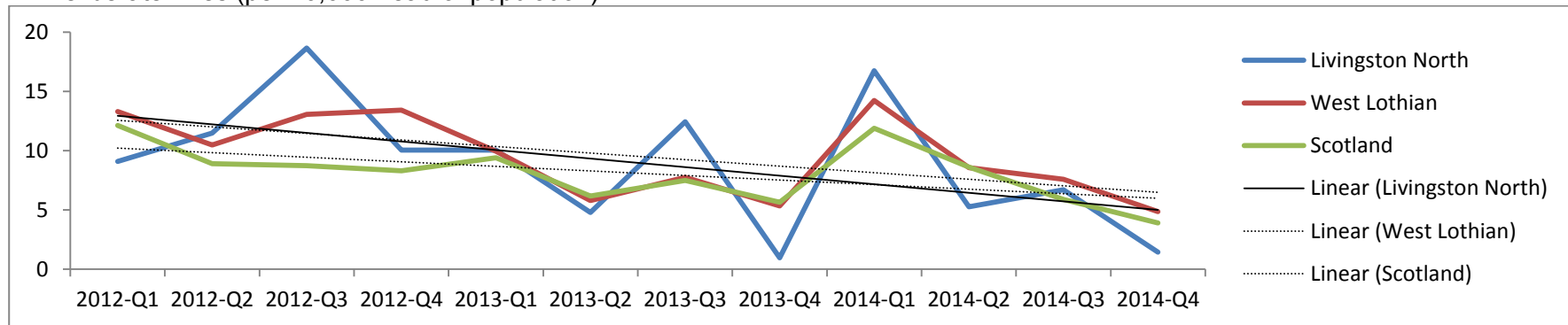
There is a close link between deliberate secondary fires and other forms of anti-social behaviour. By continuing to focus our attention on deliberate fires this will reduce the demand on the SFRS and the burden upon partners and in turn enhance community wellbeing and reduce the environmental impact.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Area Priority:					
4,8,9,11,12,14 and 16	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 2,3,4 and 8 (SOA1304_13 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Engaging in a multi-agency approach to tackle deliberate fire setting and fire related anti-social behaviour by the targeting resources to areas of demand.</p> <p>Identify and develop partnerships with organisations who engage with young people.</p> <p>Providing an enhanced level of Fire Investigation within the Livingston North area</p>	<p>Deliver youth engagement programmes to reduce anti-social behaviour through diversionary activities and education.</p> <p>Delivery of Thematic deliberate fire reduction Initiatives.( eg Bonfire night).</p>	<p>We aim to reduce Deliberate Fire Setting on a year on year basis in the Livingston North area, that contributes to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target to continually reduce Deliberate Fire Setting over a three year rolling period.</p>	<p>Promoting safe and attractive communities in which people want to live.</p> <p>Diverting those persons away from anti-social behaviour by encouraging them to be good citizens.</p> <p>Reducing the adverse effects which deliberate fire setting has on peoples' lives within the West Lothian area.</p> <p>Supporting the national focus towards early and effective intervention.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_13 Number of deliberate fires per 100,000 population</p> <p>West Lothian Community Safety Board</p> <p>Livingston North Local Area Committee</p>

## Performance

The graph below provides empirical incident data on performance in relation to Deliberate Fire Setting in the Livingston North ward area

All Deliberate Fires (per 10,000 head of population).





## **5. Reduction of Fires in Non-Domestic Properties**

### **Risk Evaluation – Medium**

All fires in workplaces and business premises are classed as Non-Domestic Fires and come under the scope of the Fire (Scotland) Act 2005.

Fire Safety Enforcement Officers carry out audits to ensure statutory responsibilities are met and provide advice to businesses on fire safety. The types of premises encompassed by the Act can be wide-ranging and include industrial, commercial and those premises providing sleeping accommodation such as residential care premises.

In addition to the costs associated with fires in commercial properties, many businesses who experience a significant fire do not reopen afterwards.

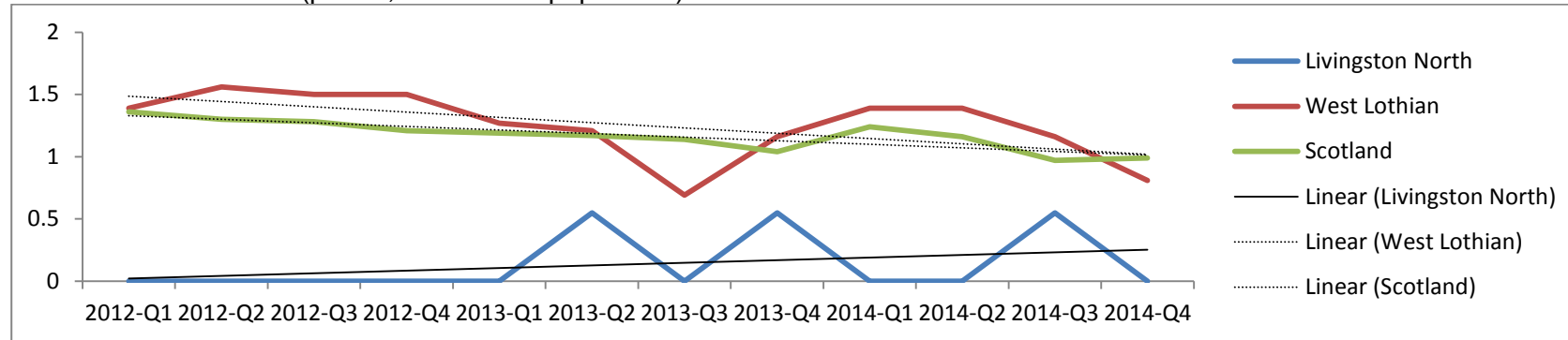
We proactively work as part of a partnership, with local industry to ensure that Businesses Continuity Planning and Emergency Preparedness Arrangements are appropriate, to ensure we can mitigate the impact of fires and other emergencies on business and that we are prepared to respond to adverse safety events.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Area Priority:					
1,6,9,and 12:	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 3,4 and 8 (SOA1304_13 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Using a risk based approach, auditing of business and commercial premises by Fire Safety Enforcement Officers.</p> <p>Work with the West Lothian Council licensing department to ensure all multiple occupation houses comply with the required standards in relation to Fire Safety.</p> <p>Consultation with West Lothian Council Building Standards Officers and architects.</p>	<p>Undertake targeted audits High Risk Business and Commercial premises.</p> <p>Undertake post fire audits of Business and Commercial premises.</p> <p>Provide information in request to assistance to comply with fire safety legislation.</p>	<p>We aim to reduce the number of Fires in Non-Domestic Premises in the Livingston North area on a year on year basis, that will contribute to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target of continually reducing the number of fires in other buildings over a three year rolling average.</p>	<p>The wealth and prosperity in our area will increase. The quality of our infrastructure will help promote growth of the local economy.</p> <p>Safeguarding the wellbeing of residents and employees within relevant premises.</p> <p>Supporting business continuity and employment within the West Lothian area.</p> <p>Our citizens will be protected.</p> <p>Our communities will be safer.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_13 Number of deliberate fires per 100,000 population</p> <p>West Lothian Community Safety Board</p> <p>Livingston North Local Area Committee</p>

## Performance

The graph below provides empirical incident data on performance in relation to Non-Domestic Fires.

All Non-Domestic Fires (per 10,000 head of population).



## **6. Reduction in Casualties from Non-Fire Emergencies**

### **Risk Evaluation - Medium**

A central part of the SFRS's role is responding to non-fire emergencies such as Road Traffic Collisions (RTCs), other rescue situations and flooding. Operational fire-fighters are trained to a high standard and have at their disposal the most modern equipment for extricating people in rescue situations and administering first aid to casualties.

Attendance at RTCs has become a predominant activity for the SFRS however primary responsibility for road safety lies with Transport Scotland, Police Scotland and Local Authorities. The SFRS has a crucial role in supporting these organisations at a local level and can provide access to hard hitting education programmes aimed at the most at risk groups to highlight the consequences of RTCs and dangerous driving.

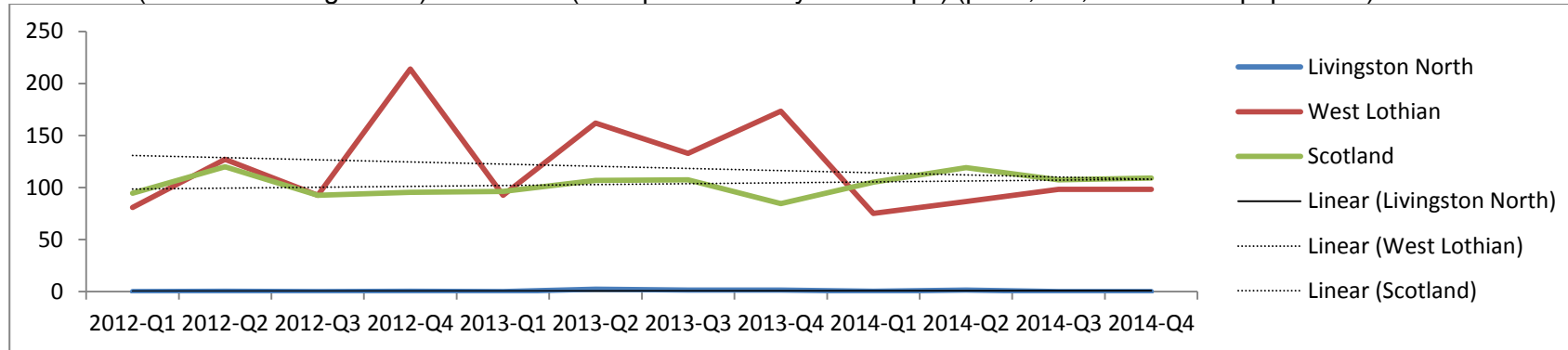
The educational road safety activities that we deliver are designed to increase driver awareness in relation to the consequences of dangerous driving. Particular focus continues to be on young and new drivers.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Area Priority:					
4,6,9,and 15	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 2 and 4 (SOA1307_04)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p> <p>West Lothian Community Safety Partnership: Road Casualty Reduction Plan 2012 – 15.</p>	<p>Continuing our educational programmes, particularly aimed at high risk groups within our communities.</p> <p>Develop innovative ways of delivering the road safety agenda in collaboration with partners.</p> <p>Working with our partners within the West Lothian area to ensure that all agencies can map road incident hotspots.</p>	<p>Deliver Safe Drive Stay Alive initiative.</p> <p>Deliver thematic Road Safety campaigns and initiatives.</p>	<p>We aim to reduce the number of Fatalities and Casualties from Non-Fire Emergencies in the Livingston North area on a year on year basis, which will contribute to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target of continually reducing the number of Casualties from Non-Fire Emergencies over a three-year rolling period.</p>	<p>Our citizens will be protected.</p> <p>Our communities will be safer.</p> <p>Our citizens and communities shall be encouraged to take responsibilities for their own health and well-being.</p> <p>Reducing the number of hospital admissions, and the associated costs to the NHS and other organisations due to RTC related injuries. Encouraging young drivers and other groups to be responsible road users through active engagement and education.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Safety Board</p> <p>Livingston North Local Area Committee</p>

## Performance

The graph below provides empirical incident data on performance in relation to Non-Fatal (Non-Fire Emergencies) Casualties (excl. precautionary check-ups) in the Livingston North ward area.

Non-Fatal (Non-Fire Emergencies) Casualties (excl. precautionary check-ups) (per 1,000,000 head of population).



## **7. Reduction of Unwanted Fire Alarm Signals**

### **Risk Evaluation - High**

Unwanted Fire Alarm Signals (UFAS) are those occasions when an automated fire alarm system activates and results in the mobilisation of SFRS resources, when the reason for that alarm turns out to be something other than a fire emergency.

UFAS are categorised into three main categories; False Alarm with Good Intent, False Alarm Malicious or Equipment failure.

Within West Lothian UFAS incidents in non-domestic properties account for a significant amount of the total calls attended.

UFAS has a negative impact on the SFRS through the deployment of resources to incidents where their life saving services are not required. This negative impact is also experienced by businesses through loss of production, business continuity or service delivery.

Attendance at UFAS creates a negative financial burden upon the SFRS as well as increasing the road risk and environmental impact within West Lothian.

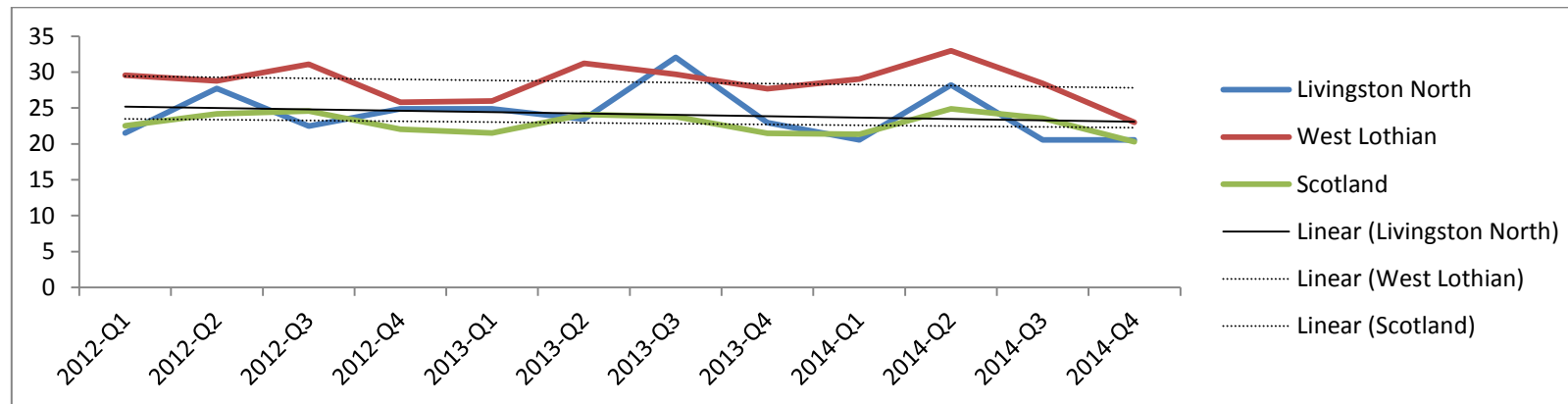
National Outcomes:	Aligns to:			What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
	SFRS Strategic Aims:	SFRS Equality Outcomes	Livingston North and West Lothian Area Priority:					
1,6,9 and 12	3 and 4	1, 2 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 3, 4 and 8.</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Working with the business and commercial sector to provide advice and guidance in relation to the management of unwanted fire alarm signals.</p> <p>Ensure premises with unwanted fire alarm signal occurrences comply with the Fire Safety (Scotland) Regulations 2006.</p>	<p>Implement SFRS policy on UFAS.</p> <p>Provide advice to occupants of premises in how to prevent/reduce UFAS.</p>	<p>We will seek to reduce Unwanted Fire Alarm Signals over a three year rolling trend in the Livingston North area.</p> <p>Our target against the SFRS 3-year average is to contribute towards a continued reduction in UFAS.</p>	<p>The wealth and prosperity in our area will increase.</p> <p>The negative impact of UFAS on local business will reduce.</p> <p>Reducing road risk for our emergency services.</p> <p>Reduction of our carbon footprint.</p> <p>Enabling SFRS resources to be available for life saving incidents.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>Livingston North Local Area Committee</p>



## Performance

The graphs below provides empirical incident data on performance in relation to Unwanted Fire Alarm Signals.

Unwanted Fire Alarm Signals (per 10,000 head of population).



## Review

To ensure this Ward Operational Plan remains flexible to emerging local or national priorities, a review may be carried out at any time but will be reviewed at least once in its life time. A review may also be carried out if the Scottish Minister directs it or if a new Strategic Plan is approved.

## Contact Us

If you have something you would like to share with us, you can get in touch in a number of ways:

- Use the feedback form on our website to send an email  
[www.firesecotland.gov.uk](http://www.firesecotland.gov.uk)
- Contact your local community fire station - details are listed on our website
- Contact Falkirk and West Lothian LSO Area office - 01324 710276
- Write to us at the address at the bottom of this page.

We are fully committed to continually improving the service we provide to our communities and recognise that to achieve this goal we must listen and respond to the views of the public.

We use all feedback we receive to monitor our performance and incorporate this information into our planning and governance processes in order to continually improve our service.

We are proud to say that the majority of the feedback we receive is positive, and we are keen to hear examples of good practice and quality service delivery that exemplifies the standards of care that we strive to provide for the communities of Scotland.

In instances where our standards of service are questioned, we welcome the opportunity to investigate the circumstances, and are committed to correcting any lapses and using the learning outcomes to improve our future service delivery.

If you would like a copy of this document in a different format or a version in another language please contact:

Scottish Fire and Rescue Service, Service Delivery Area East HQ, Main Street, Maddiston FK2 0LG

Tel 01324 710220 Fax 01324 715353 or alternatively visit our website  
[www.firescotland.gov.uk](http://www.firescotland.gov.uk)

## Glossary of Terms

**Accidental:** Caused by accident or carelessness. Includes fires which accidentally get out of control.

**Casualty:** consists of persons requiring medical treatment beyond first aid given at the scene of the incident, those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury, are recorded as 'precautionary check-ups'. Casualty figures do not include fatalities.

**Deliberate:** covers fires where deliberate ignition is suspected

**False Automatic Fire Alarm:** is defined as an event in which the Fire and Rescue Service believes they are called to a reportable fire and then find there is no such incident. These can be Malicious, of Good Intent or caused by Apparatus. The False Fire Alarms recorded for our indicator are those caused by Apparatus, as these constitute a significant majority of False Fire Alarm incidents.

**Fatality:** a casualty whose death is attributed to a fire is counted as a fatality even if the death occurred later. Fatalities associated with Other Incidents can include attendance to assist Police or Ambulance colleagues when a person has been found who has committed suicide, for example. Often there is little we can do as a Service to influence this particular figure.

**Primary Fires:** includes all fires in buildings, vehicles and most outdoor structures or any fire involving casualties, rescues or fire attended by five or more pumping appliances.

**Secondary Fires:** These cover the majority of outdoor fires including grassland and refuse fires unless they involve casualties or rescues, property loss or if five or more appliances attend. They include fires in derelict buildings but not chimney fires.



**DATA LABEL: PUBLIC**



**LIVINGSTON NORTH , LOCAL AREA COMMITTEE**

**WARD 4, LIVINGSTON NORTH, UPDATE**

**REPORT BY POLICE INSPECTOR MYLES MARSHALL**

**A. PURPOSE OF REPORT**

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 31<sup>st</sup> July 2014 2013.

**B. RECOMMENDATION**

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

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None.
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	Performance relative to the same period in 2011; set out in the report.
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	None.
<b>VII</b>	<b>Consideration at PDSP</b>	None.

**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**

Livingston North

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

Livingston South

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

## PERFORMANCE

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

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

Livingston North Ward						
Month	May-14	May-13	% Change	TYTD	LYTD	% Change
Youth Calls	23	15	53%	49	41	20%
All ASB Calls	119	104	14%	224	212	6%
Hate Crime	6	3	100%	9	8	13%
Vandalism & Reckless Conduct	17	16	6%	34	34	0%
Fire-raising	1	2	-50%	1	3	-67%
Alcohol-related Incidents	17	19	-11%	46	31	48%
Public Space Assaults	11	11	0%	18	18	0%

Livingston South Ward						
Month	May-14	May-13	% Change	TYTD	LYTD	% Change
Youth Calls	40	31	29%	82	66	24%
All ASB Calls	139	152	-9%	292	296	-1%
Hate Crime	6	8	-25%	9	11	-18%
Vandalism & Reckless Conduct	28	25	12%	50	48	4%
Fire-raising	2	2	0%	2	5	-60%
Alcohol-related Incidents	49	31	58%	94	57	65%
Public Space Assaults	32	17	88%	70	41	71%

Livingston North Ward						
Month	June-14	June-13	% Change	TYTD	LYTD	% Change
Youth Calls	15	19	-22%	62	60	3%
All ASB Calls	105	99	-6%	329	311	6%
Hate Crime	0	5	-100%	9	13	-31%
Vandalism & Reckless Conduct	8	15	-47%	42	49	-14%
Fire-raising	0	0	0%	2	5	-60%
Alcohol-related Incidents	37	33	12%	131	60	46%
Public Space Assaults	21	27	-22%	91	68	34%

Livingston South Ward						
Month	Jun-14	Jun-13	% Change	TYTD	LYTD	% Change
Youth Calls	36	26	38%	116	92	26%
All ASB Calls	134	151	-11%	426	447	-5%
Hate Crime	7	12	-42%	16	23	-30%
Vandalism & Reckless Conduct	12	21	-43%	62	69	-10%
Fire-raising	0	0	0%	2	5	-60%
Alcohol-related Incidents	37	33	12%	131	90	46%
Public Space Assaults	21	27	-22%	91	68	34%

### Reducing Antisocial Behaviour

- On 26<sup>th</sup> June, following a long running neighbours dispute, two males from Leving Place, Livingston were both cautioned and charged with Breach of the Peace. In each case both males were reported to the Procurator Fiscal.

### **Making Our Roads Safer**

- Despite officers best efforts, reports of persons riding off-road motorbikes on footpaths continue to be a problem across Livingston. Acting on information received officers tracked down a local male from Lenzie Avenue and cautioned and charged him with riding such a motorbike on a footpath.

### **Tackling Substance Misuse**

- A number of Drug Search Warrants were executed within the North ward again with positive results. Quantities of drugs were recovered, including Cannabis, Diazepam and Cocaine with a number of people being charged and reported and the relevant housing associations informed.

### **Domestic Violence**

- Domestic violence is a priority running through the heart of Police Scotland. Persons charged with these offences are targeted by the community team and are visited regularly to ensure that they are not breaching their conditions of bail. This is in an effort to protect the victims and within the ethos of Keeping People Safe.

### **Miscellaneous Incidents of Note**

- From May until June, following the reports of sexual assault in Oldwood Place and Scott Brae, officers from across 'J' Division were involved in carrying foot patrols and house-to-house enquiries in and around these areas. Enquiries are still ongoing to trace the person(s) involved.
- On 22<sup>nd</sup> June 2014, a male was detained and subsequently arrested for a theft by housebreaking in Livingston Village. Officers have been carrying out regular patrols in the area and offering residents a free and no obligation crime prevention survey.
- On the 15<sup>th</sup> June the Queen's Commonwealth Baton relay arrived in West Lothian. This event was huge success and involved officers from across 'J' Division. There were over 30 thousand spectators who turned up to support the baton's passage through West Lothian.
- Throughout the month of June officers from across 'J' Division have been involved in the numerous Gala Day's that take place across West Lothian.

### **Forthcoming Events**

- Between 23<sup>rd</sup> July and 3rd August 2014, the Commonwealth were held in Glasgow. Although the events take place between these dates, officers have been being deployed at various locations across Scotland for some time. The policing operation of the games is the largest public event Police Scotland has had to police. The operation involved officers and staff from across Scotland and from other UK forces.
- Friday Night Project at Deans High School providing activities to youths aged 12-16
- Operation Floor Walk





**LIVINGSTON NORTH AREA COMMITTEE**

**SITE AT KIRKTON BUSINESS CENTRE, KIRK LANE, LIVINGSTON VILLAGE**

**AND BUCHANAN HOUSE, KIRKTON NORTH ROAD, LIVINGSTON**

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

**A. PURPOSE OF REPORT**

The purpose of this report is to update the Local Area Committee of the progress with the current planning applications at Kirkton Business Centre and Buchanan House.

**B. RECOMMENDATION**

It is recommended that the committee notes that:

1. The feasibility study for Livingston Village Primary School was referred to the Education PDSP on 9 September 2014;
2. the first draft of the legal agreement for developer contributions/land transfer in respect of the development at the Kirkton Business Centre site is to be sent to the developer shortly; and
3. the negotiations for concluding the legal agreement in respect of developer contributions for Buchanan House remain on going and, in particular, discussions in relation to affordable housing provision are on-going.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Being honest, open and accountable. Making best use of our resources. Working in partnership.
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Town and Country Planning (Scotland) Act 1997(as amended).
<b>III</b>	<b>Implications for Scheme of Delegation to Officers</b>	None

<b>IV Impact on performance and performance indicators</b>	The planning applications will not meet the statutory key performance indicators for determination.
<b>V Relevance to Single Outcome Agreement</b>	Outcome 7 - We make the most efficient and effective use of our resources by minimising our impact on the built and natural environment
<b>VI Resources - (Financial, Staffing and Property)</b>	None
<b>VII Consideration at PDSP</b>	School feasibility work was considered by Education PDSP on 9 September 2014.
<b>VIII Other Consultations</b>	Consultations with statutory bodies have been carried out in connection with the planning applications.

## **D. TERMS OF REPORT**

### **D1 Update on the Kirkton Business Centre Site**

The current planning application for Planning Permission in Principle for a 1.5 Ha residential development, which was submitted in April 2013, had been held in abeyance awaiting the outcome of feasibility work for increasing capacity at Livingston Village Primary School.

The feasibility work was completed earlier this year and the Kirkton Business Centre applicant agreed to enter into a legal agreement to fund the necessary extensions and transfer additional land into the overall school site boundary.

The planning application was reported to the Development Management Committee on 4 June 2014. The committee decision was to approve the terms of the report, with a further condition to restrict the number of houses to 29.

In line with the recommendation, the details of the school feasibility work have been referred to the Education PDSP on 9 September. The outcome of that consideration will be reported verbally to the local area committee.

Legal Services officers have commenced the drafting of the legal agreement and the first draft should be sent to the applicant shortly.

### **D2 Update on the Buchanan House Site**

The applications for residential development at Buchanan House were referred to Development Management Committee in August 2013. Committee was minded to grant the applications subject to the conclusion of a legal agreement for developer contributions. During discussions on the terms of the legal agreement, the applicant indicated that the transfer of land to the council for affordable housing may result in the development being commercially unviable. The applicant and officers are exploring whether alternative solutions, such as a commuted sum, meet the terms of the council's policy.

Discussions have been held with the council's Housing section with regard to the need for additional on-site provision in this area and further discussions need to be held with the developer to assess the level of contributions likely once all factors are taken into consideration. The process is, therefore, ongoing and the legal agreement cannot be concluded before the situation with regards to affordable housing contributions is resolved. A further meeting has been arranged with the applicant and his agents for early September in order to progress matters.

## **E CONCLUSION**

Planning applications for residential development on both sites have now received positive decisions from the Development Management Committee. The processes for concluding the developer contribution/land transfer requirements for each site are ongoing and the details of the school feasibility work for Village Primary School feasibility study are being referred to the Education PDSP and Education Executive.

## **F. BACKGROUND REFERENCES**

Planning Application files : Refs 0255/P/13, 0737/P/11 and 0773/P/11

Report to the Development Management Committee on application ref : 0255/P/13

Contact Person: Chris Norman, Development Management Manager. Telephone (01506) 282406

Email: [chris.norman@westlothian.gov.uk](mailto:chris.norman@westlothian.gov.uk)

**Craig McCorriston,**

**Head of Planning and Economic Development**

**Date of meeting: 11 September 2014**





**LIVINGSTON NORTH AREA COMMITTEE**

**COMMUNITY HEALTH CHAMPIONS**

**REPORT BY DEPUTE CHIEF EXECUTIVE, COMMUNITY HEALTH AND CARE PARTNERSHIP**

**A. PURPOSE OF REPORT**

The purpose of the report is to provide a health ward profile to support Community Health Champions

**B. RECOMMENDATION**

It is recommended that the Local Area Committees take note of the Ward Health Profile with Information in the profile to be used to develop ward priorities.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	<ul style="list-style-type: none"><li>• Focusing on our customers' needs</li><li>• Providing equality of opportunities</li><li>• Making best use of our resources</li><li>• Working in partnership</li></ul>
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	The development of Community Health Champions linked to local area committees offers the opportunity to improve health in our communities and tackle health inequalities.
<b>V Relevance to Single Outcome Agreement</b>	SOA 8 We live longer, healthier lives and have reduced health inequalities.

<b>VI Resources - (Financial, Staffing and Property)</b>	Training and staff support for the development of community health champions, and training for councillors would be carried out within existing budget allocation.
<b>VII Consideration at PDSP</b>	Health and Care PDSP, 27/6/13, Reducing Health Inequalities and Improving Health: What councillors can do to make a difference.
<b>VIII Other consultations</b>	Community Health and Care Partnership; Community Planning; and Community Regeneration.

## **D. TERMS OF REPORT**

### **D1 Background**

A proposal to develop Community Health Champions in each ward area was presented at Local Area Committees in June 2014. The proposal included a commitment to return to the next round of Local Area Committees with a Health profile for each ward area.

The Community Health Champion approach supports the overarching theme of the West Lothian Single Outcome Agreement in tackling inequality, outcome 8 relates specifically to the strategic importance of tackling health inequalities.

Health inequalities exist across West Lothian's communities with a difference in male life expectancy of 9.2 years and for female life expectancy of 8.7 years between the communities with the highest and lowest average life spans.

The nature of health inequalities is complex and cannot be attributed to a single risk factor. They are the result of social circumstances and reflect the underlying distribution of power and resources in the population. Although lifestyle choices are important, determinants of health include community, economic, cultural and environmental factors. Health inequalities are not only related to socio-economic status. People who are disadvantaged by race, disability, gender and other factors also have poorer health

Health inequalities do not just affect the most deprived communities and individuals. For almost every health indicator there is a clear gradient showing progressively poorer health with decreasing affluence. The Health Profile has been compiled on these broader determinants of health.

### **D2 Health profile for Livingston North**

The Health Profiles are based on ward profiles produced by Community Regeneration in 2012 and have been updated where new information is available. There are indicators on Quality of Life, key statistical information, health and population and benefits. The Citizen Panel Quality of Life survey in 2013 has provided up to date information for quality of life indicators.

## Quality of Life

- Livingston North residents who are satisfied with West Lothian as a place to live has increased from 89% to 93%
- Residents who engage in physical activity has increased from 57% to 71%
- Residents who have been victims of crime has increased from 5% to 9%

## Key statistics

- The average tariff core of S4 pupils in the Ward has increased from 200 to 221
- The percentage of data zones in worst 20% in West Lothian remains at 9

## Population and Benefits

- The percentage of the Ward population claiming key benefits has increased across all ages.
- The percentage of the Ward population aged 16-64 claiming ESA has increased from 1.6% to 4%
- The percentage of the Ward population aged over 60 claiming GC has decreased from 19% to 13%

## Health Indicators

- The percentage of DLA claimant per 1000 in the ward has increased from 63 -65 per 1000
- The percentage breastfed at 6-8 weeks has fallen from 42% to 40%
- Admissions for Coronary Heart Disease, Cancer and Respiratory disease have remained static for the ward.
- 

## **E Conclusion**

The health profile has been developed to support the Local Area Committee to prioritise health issues and agree/develop actions. The next step in the community health champion approach is to recruit local people and groups to work towards identifying and addressing issues. Recruits will initially be involved in a shortened version of the Health Issues in the Community Course

## **F**

### **BACKGROUND REFERENCES**

Scottish Neighbourhood Statistics (SNS)  
West Lothian Citizen Panel Survey 2013

Appendices/Attachments: One

Livingston North Ward Profile

Contact Person:

Jane Kellock

Senior Manager – Children and Early Intervention

[Jane.kellock@westlothian.gsx.gov.uk](mailto:Jane.kellock@westlothian.gsx.gov.uk)

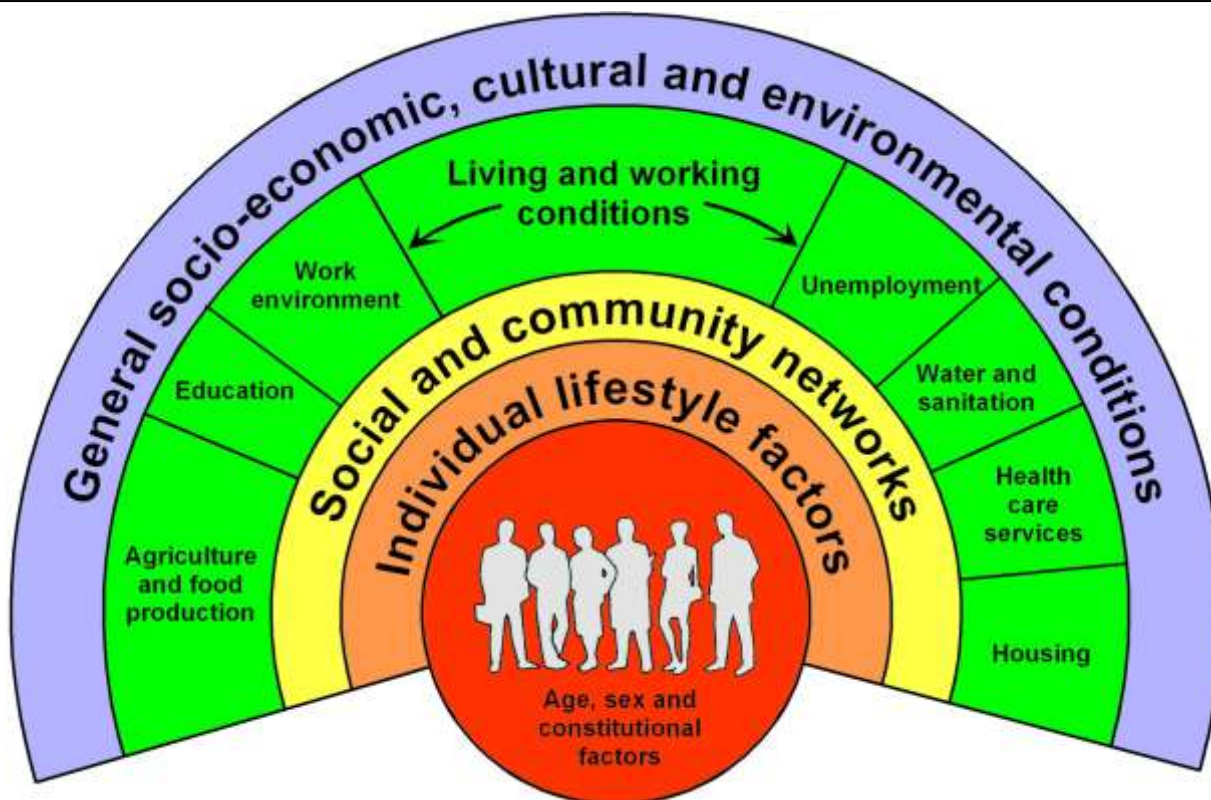
01506 281920

*Jennifer Scott, Head of Social Policy*

Date of meeting: 11/09/2014



## WARD HEALTH PROFILE: Livingston North



Source: Dahlgren and Whitehead, 1991

### Determinants of Health

## Community Health Champions

The West Lothian Council administration made a commitment to set up a Community Health Champion in every council ward area to develop and deliver local health initiatives and to promote greater involvement with our local communities in tackling health inequalities.

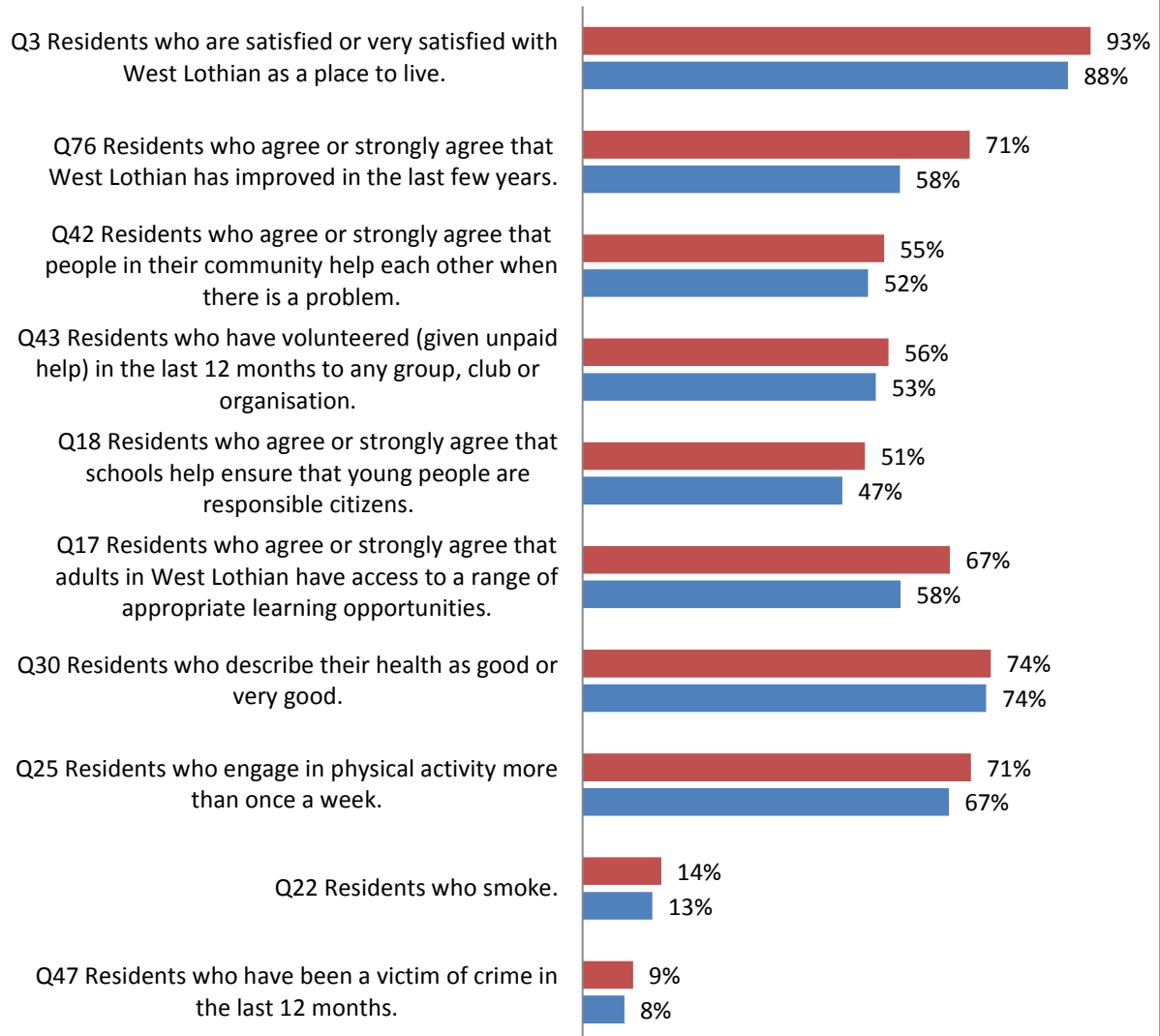
The overarching theme of the West Lothian Single Outcome Agreement is tackling inequality, and outcome 8 relates specifically to the strategic importance of tackling health inequalities.

The Community Health Champion approach involves an identified individual utilising a community development approach to tackle health inequalities. The approach includes training and supporting local people to work towards influencing the health of their community and training offered to local elected members to support them in their work towards reducing health inequalities in their ward

This profile represents the most up-to-date data in regards to indicators that contribute as determinants of health for each Multi-Member-Ward. The profile consists mainly of data taken from Scottish Neighbourhood Statistics (SNS), showing comparisons between the ward, West Lothian and, where data is available, Scotland as a whole. It also features results taken from the 2013 Quality of Life survey, showing comparisons between each ward and West Lothian relating to the determinants of health.

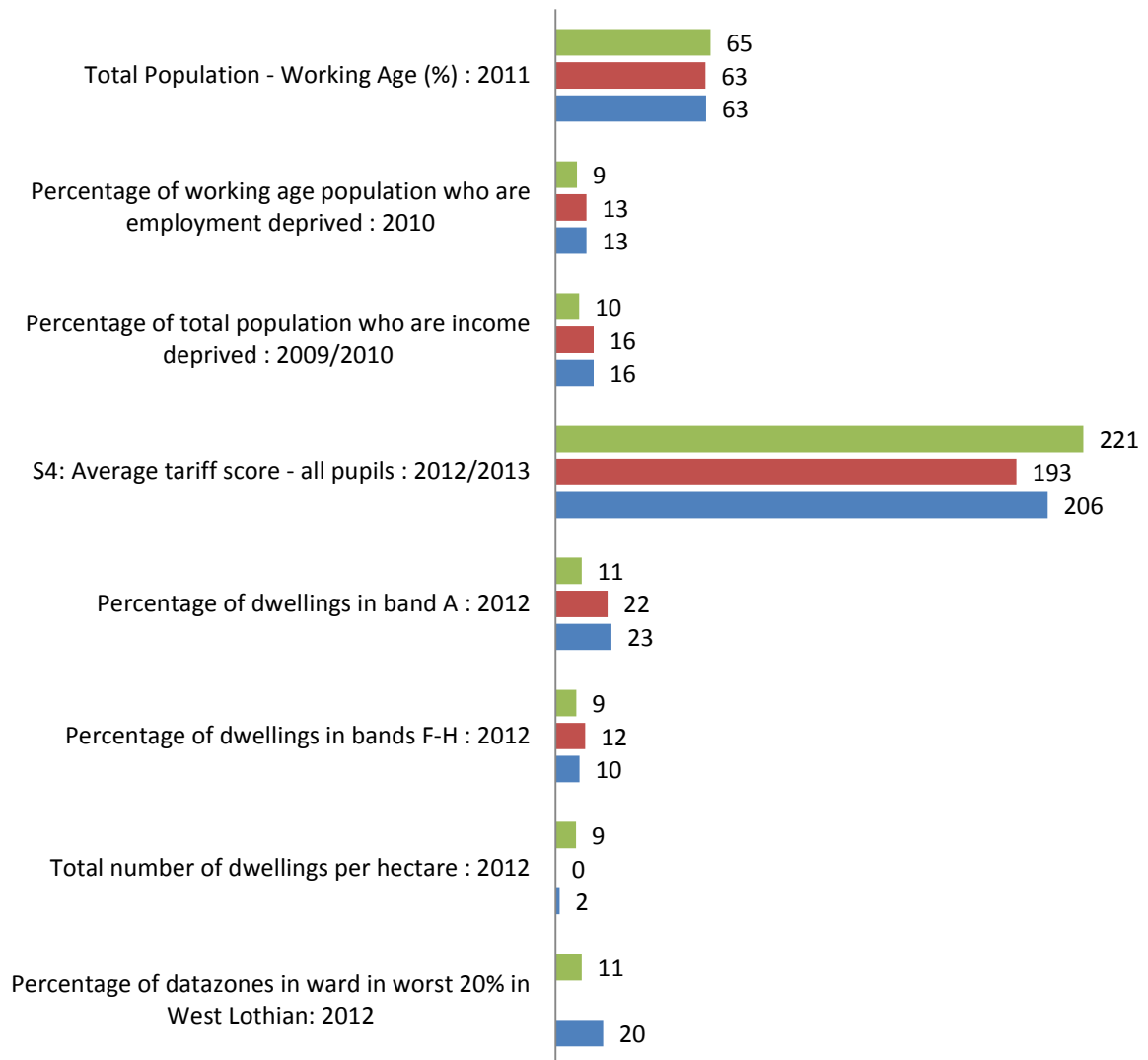
## Quality of Life Indicators

■ Livingston North ■ West Lothian



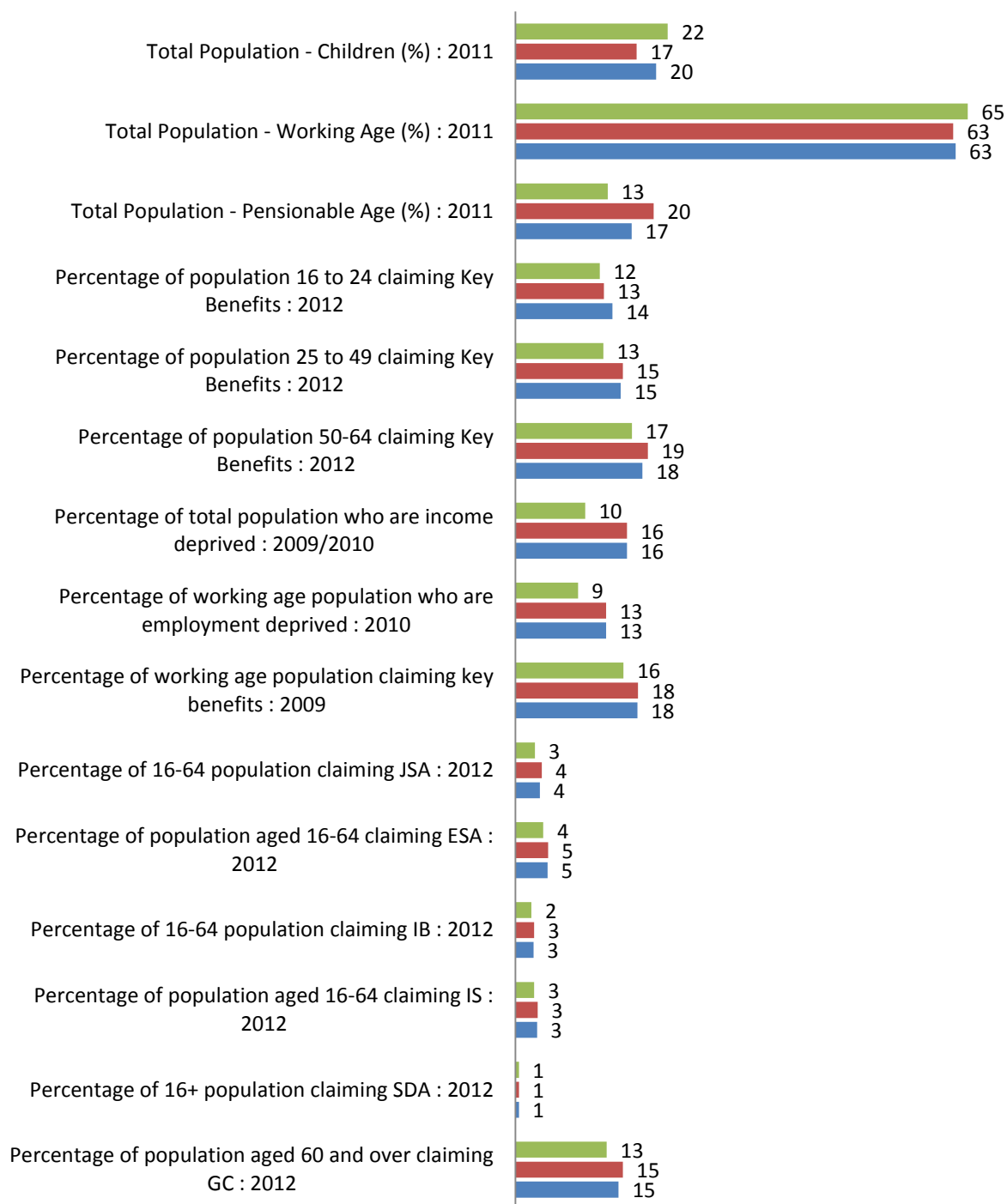
## Key Statistics

Livingston North Scotland West Lothian



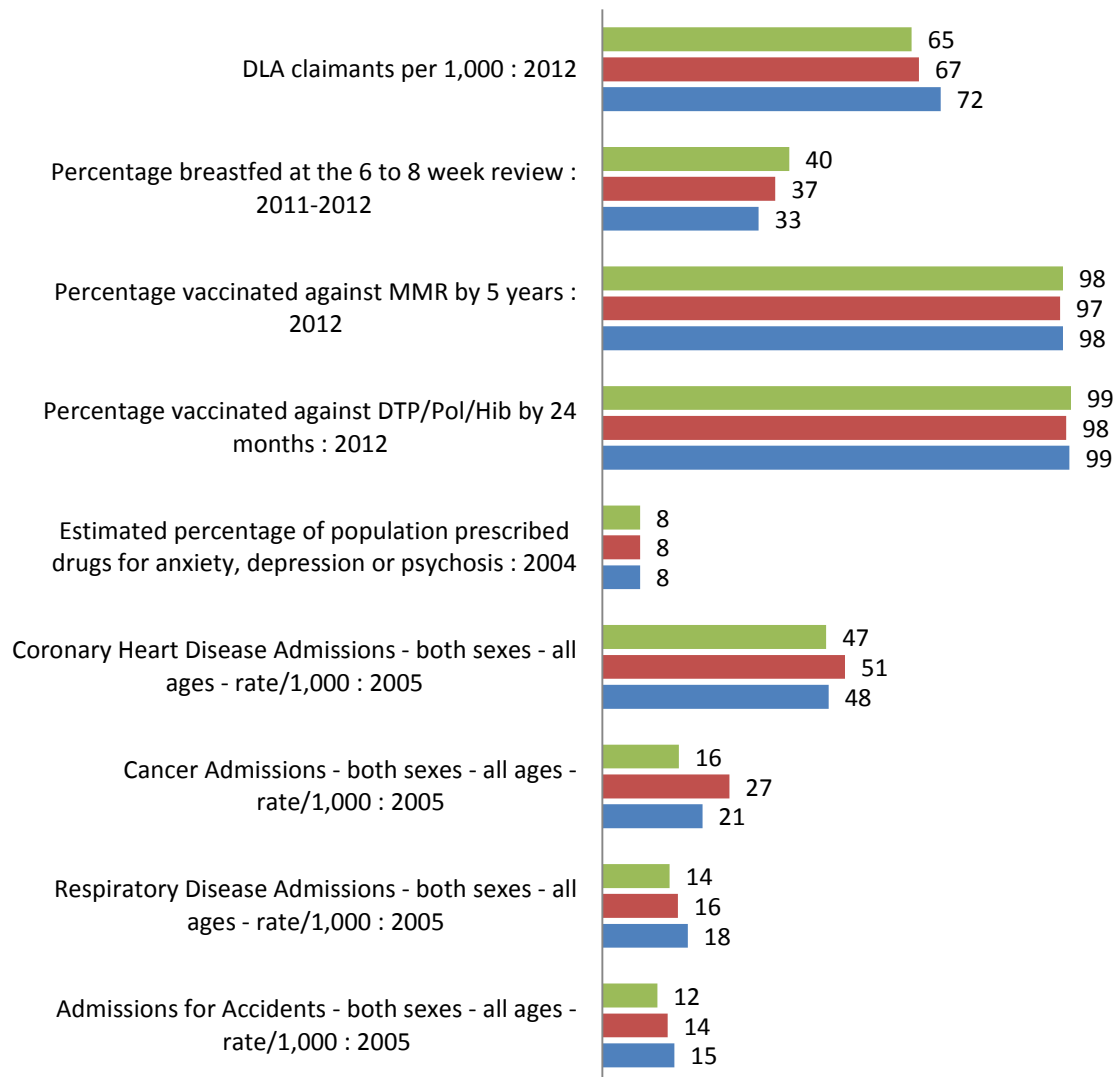
## Population and Benefit Indicators

Livingston North Scotland West Lothian



## Health Indicators

Livingston North Scotland West Lothian







**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**COMMUNITY REGENERATION UPDATE**

**REPORT BY HEAD OF AREA SERVICES**

**A. PURPOSE OF REPORT**

The purpose of this report is to update members on progress with community regeneration activity in the Livingston North Ward.

**B. RECOMMENDATION**

It is recommended that the Local Area Committee notes the updates on Community Regeneration activity within the ward, specifically in relation to:

- Eliburn Park Clean Up – Employee Supported Volunteer Project (ESV)
- Livingston Station Summer Programme
- Mosswood Summer Programme
- The Vennie
- Knightsridge Community Garden Open Day
- The Vennie Community BBQ and Fun Day
- The Queens Baton Relay

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Community regeneration activity reinforces the council's commitment to community planning at a local level.
<b>III Implications for Scheme of Delegations to Officers</b>	None.

<b>IV Impact on performance and performance Indicators</b>	Performance indicators relating to the activity within the plans are included within the Regeneration and Employability key performance indicators. Ward action plans also contain measures to indicate progress towards outcomes.
<b>V Relevance to Single Outcome Agreement</b>	<p>We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>We live in resilient, cohesive and safe communities.</p> <p>We live longer, healthier lives and have reduced health inequalities.</p> <p>We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</p>
<b>VI Resources - (Financial, Staffing and Property)</b>	Activities will be delivered within partners' existing community planning resources, along with the Alcohol Diversion Fund.
<b>VII Consideration at PDSP</b>	Not applicable.
<b>VIII Other consultations</b>	Engaging communities is an integral and on-going part of community regeneration.

## **D. TERMS OF REPORT**

### **D.1 BACKGROUND**

This paper reports on progress regarding activity that either Community Regeneration leads on or is a key partner in, working in close partnership with the key community development organisations.

Some of the activity in the report forms part of the integrated Ward Action Plan for Livingston North. Some new potential activity and involvement that is under development has also been highlighted.

#### **Eliburn Park Clean Up – Employee Supported Volunteer Project (ESV)**

June saw staff from the Regeneration and Employability team complete an Employer Supported Volunteering challenge that brought together the public, private and voluntary sectors.

The team organised and managed an environmental clear up at Eliburn Park in



partnership with the 14<sup>th</sup> Livingston Scouts to coincide with both National Volunteers and the Scouts Communities weeks.

The council's Environmental Wardens provided black bags, handles and litter pickers. The volunteers were joined by local councillors Angela Moohan and Andrew Miller and Hugh Ilgunas from the Countryside Rangers who were able to witness first-hand the impact ESV has in building team spirit and, in bringing together the community and the three sectors.

A small buffet lunch was provided in Eliburn Pavilion for participants which gave all involved the chance to meet one another and provided an opportunity for networking across sectors. Early anecdotal feedback indicated that the buffet was very well received especially by the younger scouts and cubs that had arrived straight from school.

A total of 34 bags of rubbish were collected from the park including a bike frame, plugs and various car parts.

#### Livingston Station Summer Programme

Over a four week period in July a 'Fun in the Sun' summer holiday programme was delivered for young people aged 5 – 12 years, from Livingston Station Community Centre. The sessions ran from 10am to 12 noon and attracted on average 220 young people per week. The group went on an outing to Blair Drummond Safari and Adventure Park which was enjoyed by all.

#### Mosswood Summer Programme

A three week programme of activity was delivered from Mosswood Community Centre during July. The 'Rain or Shine, you'll have a Great Time' summer holiday programme was for children aged 5 – 12 years and attracted an average of 30 young people each day. Various activities, including crafts, sports, computer games and pool competitions, were enjoyed by all along with an outing to East Links Family Park in Dunbar.

#### The Vennie

The varied programme that is taking place at The Vennie is going from strength to strength. The regular summer programme that has been running all through the summer holidays has been designed to cater for a wide range of ages with different activities and outings on offer. Outings have included trips to country parks, a skatepark in North Berwick, Portobello Beach and Soccer World. On average, 20 young people are attending the summer programme each day, numbers were slightly lower at the beginning of the programme due to the earlier start time of 10am, The Vennie will address this for the next year with the later start being more appropriate for those attending.

An additional programme that has been successfully delivered at The Vennie is the "Sound Town Project". This was undertaken over a full week during the summer

and involved young people producing a DVD about The Vennie. The young people were instrumental in the DVD process, from the music and singing to the filming and directing.

A healthy cooking class has also been successfully delivered at The Vennie. The cooking class is for parents/grandparents and their children and has seen eight families benefiting from this project that encourages healthy eating and cost effective recipes and cooking skills. Due to the success of this 'Get Cooking' programme, discussions are in place for a regular food co-op to be set up from The Vennie.

#### Knightsridge Community Garden Open Day

The Vennie organised a community garden open day to allow members of the public to pop into the new community garden in Knightsridge. The original date for the event was Saturday 19 July; however, due to the inclement weather the date was changed to Tuesday 22 July. The change of date did have a small impact on the number of attendees with a lower than anticipated volume of people through the gates. Approximately, 120 people enjoyed the event, which saw different activities being offered, along with a BBQ and community consultation linked into the future development of the community garden.

#### The Vennie BBQ and Fun Day

A fun filled event was delivered in August to mark the end of the Summer Programme at The Vennie. The event saw a range of activities and performances being delivered for the young people who attended the programme and their families to enjoy. A BBQ for members of the community was also available during the day.

#### Queens Baton Relay

The Baton arrived in West Lothian on 15 June. It travelled through various towns before finishing in Livingston with a large celebration event. A parade of young people led the way for the Baton along Almondvale Boulevard before it headed past the skatepark where a group of talented skateboarders, including a 70 year old active skateboarder, were ready to show off their skills. From the skatepark, the Baton made the short journey into Howden Park via the Civic Centre for the climax of the celebrations. Various activities were available in the park along with local groups who provided taster sessions and displays. A total of 7550 people in Livingston enjoyed this once in a lifetime chance to be part of the Commonwealth Games Legacy.

### **E. CONCLUSION**

The actions detailed above contribute to the Livingston North Ward Action Plan and enable Community Planning Partners to contribute to the Single Outcome Agreement at a local level.

## **F. BACKGROUND REFERENCES**

Integrated Livingston ward action plan 2013-15.

Appendices/Attachments: None

Contact Person: Michelle Kirkbright, Community Regeneration Officer,  
Tel: 07500816855;  
Email: michelle.kirkbright@westlothian.gov.uk

Steve Field, Head of Area Services.

Date of meeting: 11 September 2014





## **LIVINGSTON NORTH LOCAL AREA COMMITTEE**

### **PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014**

#### **REPORT BY HEAD OF AREA SERVICES**

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

The purpose of this report is to inform the Local Area Committee of the provisional allocations made from the Pensioners' Groups Christmas Fund 2014 to groups in the Livingston North ward, Livingston-wide groups and West Lothian-wide groups.

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

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

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

<b>I Council Values</b>	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
<b>III Implications for Scheme of Delegations to Officers</b>	The Head of Area Services has the delegated authority to make the final allocations and payments.
<b>IV Impact on performance and performance Indicators</b>	None.
<b>V Relevance to Single Outcome Agreement</b>	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
<b>VI Resources - (Financial, Staffing and Property)</b>	Total fund of £28,481 agreed by Council. £1,700.90 will be distributed in the Livingston North ward.
<b>VII Consideration at PDSP</b>	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.

## **VIII Other consultations**

Similar reports will be prepared for the other eight Local Area Committees.

### **D. TERMS OF REPORT**

#### **D1 Background**

Council approves the Pensioners' Groups Christmas Fund each year. In 2014 the total fund amounts to £28,481 (£28,199 in 2013). The fund is divided by the total number of beneficiaries which, in 2014, provisionally, is 3,904 (4,857 in 2013). By using that number the provisional global unit cost for 2014 is £7.30 (£5.81 in 2013) per beneficiary (£28,481/3,904). In Livingston North ward there are 233 beneficiaries and an allocation of £1,700.90. These figures are provisional as three organisations have not yet returned an application form and these are being followed-up. Given the above, no substantive change to the global or ward specific figures is anticipated at this time. If any substantive changes arise in regards to Livingston North ward, the Local Area Committee will be advised. Otherwise, a full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

#### **D2 Applications 2014: Livingston North ward**

Seven application forms were issued to groups across Livingston North ward of which four have been returned. The intent is that all four will be supported. Appendix one shows the organisations to be supported and the provisional allocation to each.

#### **D3 Applications 2014: Livingston-wide & West Lothian-wide organisations**

One application was sent to, and returned by, a Livingston-wide group. The intent is that this will be supported. Two applications were issued to West Lothian-wide groups, with one returned to date. The intent is that this group will be supported. Appendix two shows the organisations and the provisional allocation to each.

### **E. CONCLUSION**

The report advises of the provisional allocations that are proposed to be made from the Pensioners' Groups Christmas Fund 2014 to groups in Livingston North ward, Livingston-wide groups and West Lothian-wide groups. At this time, no substantive change to the global or ward specific figures is anticipated.

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

### **F. BACKGROUND REFERENCES**

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

Appendices/Attachments:      Appendix 1: Provisional Allocations 2014 Livingston North Ward  
Appendix 2: Provisional Allocations 2014 Livingston-wide and West Lothian-wide Organisations

Contact Person:                  Graham Whitelaw, Policy Officer, Regeneration and Employability  
Tel: 01506 281101  
E-mail: graham.whitelaw@westlothian.gov.uk

Steve Field, Head of Area Services

Date: 11 September 2014





## LIVINGSTON NORTH LOCAL AREA COMMITTEE

### PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

#### REPORT BY HEAD OF AREA SERVICES

##### **Appendix 1: Provisional Allocations 2014 Livingston North Ward**

Group	Number of Beneficiaries	Amount
1. Deans Gala Day/Livingston Station Pensioners	0	£0.00
2. Deans Senior Citizen Club	32	£233.60
3. Hanover Court Residents Association	25	£182.50
4. Livingston Village Community Education Association	50	£365.00
5. Mosswood Community Centre Management Committee	0	£0.00
6. Restondene Social Fund	26	£189.80
7. Society of St Vincent De Paul St Peter's Conference, Livingston	100	£730.00
<b>Totals</b>	<b>233</b>	<b>£1,700.90</b>

**Note:** Deans Gala Day/Livingston Station Pensioners, Mosswood Community Centre Management Committee, Society of St Vincent De Paul St Peter's Conference, Livingston have not applied in 2014. They will be contacted to determine if they are going to apply.



**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014**

**REPORT BY HEAD OF AREA SERVICES**

**Appendix 2: Provisional Allocations 2014: Livingston-Wide & West Lothian-Wide Organisations**

Group	Number of Beneficiaries	Amount
Braid House Day Centre	250	£1,825.00
<b>Total</b>	<b>250</b>	<b>£1,825.00</b>

Group	Number of Beneficiaries	Amount
West Lothian 50+ Network	218	£1,591.40
<b>Total</b>	<b>218</b>	<b>£1,591.40</b>





**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**ALCOHOL DIVERSIONARY ACTIVITIES FUND – SKATEBOARDING PROJECT  
REPORT**

**REPORT BY HEAD OF AREA SERVICES**

**A. PURPOSE OF REPORT**

This report informs the committee of the outcomes of the Skateboarding Project funded by the Strategy for Tackling Underage Drinking – Diversionary Activities for Young People Fund.

**B. RECOMMENDATION**

It is recommended that the panel notes:

1. The contribution and progress made by partners to improve provision planning and joint working in the area to meet the needs of local young people.
2. The levels of engagement and outcomes achieved from offering a specifically themed short term intervention for young people.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; and working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	The number of antisocial behaviour calls regarding young people registered with the Community Safety Unit.
<b>V Relevance to Single Outcome Agreement</b>	SOA 2 – We are better educated and have access to increased and better quality learning

	and employment opportunities. SOA 4 - We live in resilient, cohesive and safe communities. SOA 7 - We live longer, healthier lives and have reduced health inequalities.
<b>VI Resources - (Financial, Staffing and Property)</b>	Delivered within existing partners' facilities with additional funding provided by the Strategy for Tackling Underage Drinking – Diversionary Activities for Young People Fund.
<b>VII Consideration at PDSP</b>	Not applicable.
<b>VIII Other consultations</b>	Strategy for Underage Drinking – Diversionary Activities for Young People Officer Panel, young people and partners.

## **D. TERMS OF REPORT**

### **D.1 COMMUNITY YOUTH SERVICES**

The Community Youth Services (CYS) Team incorporates the Work with Young People (WwYP) Team and the More Choices More Chances (MCMC) Team. Community Youth Services delivers a range of learning opportunities in communities for children and young people aged 10-25 years.

Community Youth Services aims to improve learning opportunities for young people so that they can develop their potential and reach a positive destination. The two main elements of the service are:

- developing the capacity of young people through targeted interventions and the provision of mainstream youth clubs; and
- offering support to young people requiring more choices more chances to assist them to progress into employment, education and training.

### **D.2 PROJECT OUTLINE**

The skateboarding project was a pilot set up in the Knightsridge area to offer young people aged 11 – 25, a safe, productive and rewarding skateboarding environment, whilst teaching skills in a creative programme which would include:

- skateboarding skills;
- the legalities of skateboarding;
- health and safety;
- alcohol/drugs awareness and risk related behaviour;
- personal and social development; and
- promotion of active lifestyles.

### **D.3 PARTNERSHIP APPROACH**

Through the skateboarding pilot, partners aimed to improve partnership working and to expand youth provision in the Knightsridge area at weekends. Staff from the WwYP team

and the Knightsridge Adventure Project (the Vennie) worked together to jointly plan and deliver the project, utilising the skills and experiences of staff as well as the Vennie and Mosswood Community Centre facilities.

#### **D.4 PROJECT EVALUATION**

The project was delivered over eight weeks, on Saturday evenings 6.00 – 9.00pm from, 22 March to 17 May 2014. Attendance ranged from 14 to 35 young people per week. Overall, 187 young people participated in the project.

Each week included a ten minute health and safety input on a range of topics including protective equipment, skating conditions, and safe places to skate etc. West Lothian Drug and Alcohol Service (WLDAS) delivered three workshop sessions raising awareness of the effects and impact of alcohol, drugs and risk taking behaviours, using practical learning activities and quizzes. The young people were offered a volunteering opportunity through the Knightsridge Church, which hosted a fundraising evening for a charity in Africa. Over eighty people attended the event. Two volunteers from Mosswood Community Centre and two young people were asked to contribute and they served all the food and helped in the kitchen.

Young people provided feedback on the project through questionnaires and focus group discussions. In summary, young people commented that:

- their level of knowledge of the impact of drug and alcohol use and its effects had increased;
- they had increased their knowledge and skills in the field of skating through advice, guidance, practical sessions and practice; and
- that they would like to see more weekend provision in the locality.

The pilot has highlighted that the offer of specific themed skilled based learning opportunities can be popular, attracting and engaging with young people; and that this approach could be developed further through the Livingston North Youth Providers Group.

#### **E. CONCLUSION**

Partners have made some progress towards joint planning of provision and the sharing of resources. Partnership working can be developed further to meet local needs, maximise resources, improve provision and the range of opportunities for young people enhancing their life chances and building resilient, cohesive and safe communities.

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

Strategy for Tackling Under-age Drinking (Council Executive June 2008)

West Lothian Tobacco, Alcohol and Drugs Partnership's Alcohol Strategy 2009.

<http://www.westlothian.gov.uk/media/downloadaddoc/1799563/1845964/2241553>

Strategy for Tackling Underage Drinking Diversionary Activities for Young People: Paper 2 (Council Executive June 2013)

Appendices/Attachments: None.

Contact Person: Beverley Akinlami, Community Youth Services Coordinator,  
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Steve Field  
**Head of Area Services**

Date: 17 September 2014





West Lothian  
Council

**LIVINGSTON NORTH LOCAL AREA COMMITTEE**

**OPERATIONAL SERVICES UPDATE REPORT**

**REPORT BY HEAD OF OPERATIONAL SERVICES**

**A. PURPOSE OF REPORT**

To appraise members of the Operational Services activities for Livingston North from the 1<sup>st</sup> May to 31<sup>st</sup> July 2014.

**B. RECOMMENDATION**

The Local Area Committee are asked to:

- Note the work carried out by the services and the future planned work for the local area.
- Note the planned and completed play area, carriageway and street lighting improvements for the area.
- Advise on any areas that require further information or investigation

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs
	Being honest, open and accountable
	Providing equality of opportunities
	Making best use of our resources
	Working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III Implications for Scheme of Delegations to Officers</b>	None

<b>IV</b>	<b>Impact on performance and performance Indicators</b>	None
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	None
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	In Line with available revenue and capital budgets for each service area
<b>VII</b>	<b>Consideration at PDSP</b>	None
<b>VIII</b>	<b>Other consultations</b>	None

## **D. TERMS OF REPORT**

### **D1 NETs and Land Services**

**Grounds Maintenance** – the service are currently on schedule with routine maintenance in the area.

In total, during the period 197 enquiries were received and dealt with in relation to grounds maintenance issues. Of these enquires the most commonly reported related to:

- Tree Enquiries – 56
- Hedge Cutting - 17

During the same period last year we received and dealt with 152 customer enquiries

**Street Cleansing** – we are currently on schedule with all routine cleansing in Livingston North.

In total, during the period 116 enquiries were received and dealt with by the service in relation to street cleansing issues. Of these enquires the most commonly reported related to:

- Illegal fly tipping or dumping – 43
- Abandoned Vehicles - 11

During the same period last year we received and dealt with 94 customer enquiries

**Garden Maintenance** – The new Garden Maintenance service is currently on schedule for this season's cycle of cuts. All new applications for scheme were processed in time for the start of the next cycle.

In total, during the period 46 enquiries were received and dealt with in relation to street cleansing issues

## **Environmental Wardens Enforcement Action**

- 3 fixed penalty notices issued for dog fouling.
- 1 enquiry received with and dealt with in relation to dog fouling
- 1 enquiry received with and dealt with in relation to littering.
- 5 enquiries received and dealt with in relation to fly tipping.
- 4 enquiries received and dealt with in relation to abandoned vehicles.

**Lanark Avenue Play Area** – following an investment of £60,000 from the Open Space capital programme and a period of consultation with the local community the new play area has opened for play and is proving very popular.

**Fells Rigg and Sutherland Way Parks** - £50,000 has been allocated for improvements to Fells Rigg Park, Carmondean, and £60,000 for Sutherland Way Park, Knightsridge in financial year 2015/16. In advance of the next financial year, a period of community engagement will take place allowing local people to have their say on improvements to their local park facilities.

## **D2 Roads and Transportation**

**Street Lighting** – Routine maintenance and repair work is currently progressing as scheduled in Livingston North.

The following street lighting improvement schemes are planned or have been completed in Livingston North, since the last meeting of the Local Area Committee, these are:

- **Knightsridge West Road**- The replacement of the lighting installation is now complete with the exception of some minor remedial work. This however will be completed within the next few weeks.
- **Deans South District Road** – The replacement of the lighting installation is currently in progress with completion being anticipated by end of August 2014.
- **Harburn Avenue / Harburn Avenue West / Larbert Avenue, Deans** - The replacement of the lighting installation is due to commence at the beginning of October 2014 to include columns, underground cable network and lanterns. The lanterns installed will have a “white light” source providing a better quality of light, whilst reducing energy consumption

During the period we received and dealt with 47 customer enquiries from residents Throughout the same period last year we received 55 enquiries from residents.

Performance in repairing street lighting faults was above 99%, within a 7 day period, and for traffic light faults 97%, within the 48 hour target.

**Roads Maintenance and Operations** – The following roads improvement schemes are currently planned in Livingston North for the coming year

- Carriageway resurfacing on Deans North Road; between Nellburn and Main Street Deans. This project is currently at the design stage with target dates still to be finalised.
- Playground Resurfacing at St John Ogilvie Primary School – Deans. This project is currently at the tender stage awaiting returns.
- Playground Resurfacing at Knightsridge Primary School – Knightsridge. This scheme is now unlikely to go ahead due to the planned works to renew the drainage within the school which is currently at the planning / design stage.

Elected Members and other interested parties will be kept fully up to date with the planned programme, the work being carried out and the timescales involved.

**Customer Enquiries** - During the period we received and dealt with 133 enquiries from local residents relating to roads operations, maintenance and flooding including 22 emergency response calls.

During the same period last year we received and dealt with 163 customer enquiries.

### **D3 Waste Services**

**Customer Enquiries** – During the period we received and dealt with 1,505 customer enquiries from residents in Livingston North. During the same period last year we received and dealt with 1,509 customer enquiries

192 customer enquiries were received and dealt with relating to missed bin collections in the local area. During the same period last year we received and dealt with 141 customer enquiries

236 customer enquiries were received and dealt with relating to new wheeled bins for local residents. During the same period last year we received and dealt with 240 customer enquiries relating new bins

742 customer enquiries were received and dealt with relating to Bulky Uplifts from local residents during the period. During the same period last year we received and dealt with 747 customer enquiries relating to Bulky Uplifts

## **E. CONCLUSION**

- Routine works for all services is currently progressing as scheduled.
- We have received and dealt with a number of customer enquiries relating to various service areas throughout the period.
- Play area, carriageway and street lighting works are planned in Livingston North.

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Persons:

Daniel McComisky, Locality Manager, NETs & Land Services, Waverley Street, Bathgate. 01506 775108 [daniel.mccomisky@westlothian.gov.uk](mailto:daniel.mccomisky@westlothian.gov.uk)

Graeme Malcolm, Road and Transportation Manager, Whitehill House, Bathgate, [graeme.malcolm@westlothian.gov.uk](mailto:graeme.malcolm@westlothian.gov.uk)

David Goodenough, Waste Services, Deans Depot, Livingston, [david.goodenough@westlothian.gov.uk](mailto:david.goodenough@westlothian.gov.uk)

**Jim Jack,**  
**Head of Operational Services**

Date: 11<sup>th</sup> September 2014



**LIVINGSTON NORTH LOCAL AREA COMMITTEE – September 2014  
WORKPLAN 2014-2015**

	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>	<b>Referral</b>
	Housing report	Quarterly update on housing issues	Alison Smith	December 2014	No
	Police/NRT report	Quarterly update on police/NRT activity	Insp. Myles Marshall	December 2014	No
	Operational Services Report	To provide a quarterly update report on activity.	Jim Jack	December 2014	No
	Community Health Champion Report	To provide an update on project	Kate Marshall	December 2014	No
	Ward Plan 6 Monthly Update	To update on the mid-year progress against the ward Action plan targets	Michelle Kirkbright	December 2014	No
	Fire and Rescue Operational Plan 2015-17	To provide an update on the new Operational Plan for 2015-17	Fire & Rescue Dave Lockhart	December 2014	No
	St Margaret's High School	To provide annual report on activity and attainment at the school	Head Teacher	December 2014	No
	Livingston Town Centre Youth Provision Feasibility Study	To provide an update on the feasibility of a youth club in Livingston Centre	CRO/Helen Davies	December 2014	No
	Pensioners' Groups Christmas Fund	To provide an update	Steve Field	December 2014	No
	Youth Providers Forum	To provide an update on the forum	Michelle Kirkbright	December 2014	No
	Community Regeneration Update	To provide an update of activity in the area	Steve Field	March 2015	No

	Alcohol diversionary Funding	To provide an update on projects	TBC	TBC	No
	Working Together Report	To provide an update	Clare Summers	June 2015	No
	Update on Buchanan House	To update on issues regarding Buchanan House	Craig McCorriston	TBC	No
	Update on Kirkton Business Centre	To update on issues regarding Kirkton Business Centre	Craig McCorriston	TBC	No
	Dean South	Housing issues	TBC	TBC	No
	Youth Unemployment	To provide a 6 monthly report	TBC	TBC	No
	Inveralmond High School	To provide annual report on activity and attainment at the school	Donna McMaster	September 2015	No
	Deans High School	To provide annual report on activity and attainment at the school	Head Teacher	June 2015	No