



West Lothian
Council

East Livingston and East Calder Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

27 November 2014

A meeting of the **East Livingston and East Calder Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Thursday 4 December 2014** at **10:00am**.

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 Minutes of Meeting of East Livingston and East Calder Local Area Committee held on 11 September 2014 (herewith).
5. Workplan (herewith)
6. Police Ward Report - Report by Inspector Jocelyn O'Connor, Police Scotland (herewith)
7. Scottish Fire and Rescue Service Resource Based Crewing Arrangements - Report by Scottish Fire and Rescue Service (herewith)
8. Almond Housing Activity - Report by Sandy Young, Almond Housing Association (herewith)

9. Nets and Land Services Update - Report by Head of Operational Services (herewith)
10. Housing Ward Report - Report by Head of Housing, Construction and Building Services (herewith)
11. Community Health Champions - Report by Depute Chief Executive, Community Health and Care Partnership (herewith)
12. Community Regeneration Update - Report by Head of Area Services (herewith)
13. Community Regeneration - Ward Action Plan Mid Year Review - Report by Head of Area Services (herewith)
14. West Lothian Villages Improvement Fund - Applications - Report by Head of Planning and Economic Development (herewith)

NOTE **For further information please contact Val Johnston, Tel No.01506 281604 or email val.johnston@westlothian.gov.uk**

MINUTE of MEETING of the EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 11 SEPTEMBER 2014.

Present – Councillors Frank Toner (Chair), Dave King and Carl John

Apologies – Councillor Frank Anderson

In Attendance –

Siobhan Mullen, Lead Officer, West Lothian Council

Laura Wilson, Community Regeneration Officer, West Lothian Council

George Scott, Community Regeneration Manager, West Lothian Council

Kate Marshall, Heath Champion, West Lothian Council

Elizabeth Butters, Social Policy, West Lothian Council

James Melvin, Scottish Fire & Rescue Service

PS Caroline MacKay, Police Scotland

1. MINUTE

The committee approved the Minute of its meeting held on 12 June 2014.

2. EAST LIVINGSTON AND EAST CALDER MULTI-MEMBER WARD OPERATIONAL PLAN 2014-2017

The Committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service (SFRS) providing information relating to the East Livingston and East Calder Multi-member Ward Operational Plan for 2014-2017, details of which was attached as an appendix to the report.

The Station Manager advised that multi-member ward operational plans for 2014-2017 were aligned to the key priorities of the Local Fire and Rescue Plan for West Lothian which identified key priorities for SFRS activities within the local authority area. The seven key priorities identified 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 relating to the key priorities had within the ward area they lived in. The assessment established that within the ward area the following key priorities should be given priority in relation to SFRS activity:-

Continuous Priority

- Local Risk Management and Preparedness

High Priority

- Reduction of Dwelling Fires;
- Reduction in Fire Fatalities and Casualties;

- Reduction of Fire in Non-Domestic Property; and
- Reduction in Casualties from Non-Fire Emergencies.

Medium Priority

- Reduction of Deliberate Fire Setting;
- Reduction of Unwanted Fire Alarm Signals.

In conclusion, the East Livingston and East Calder Multi-member Ward Operational Plan 2014-2017 aligned 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 continued with the excellent partnership working on Community Safety, which was evident in West Lothian.

In relation to a question asked with regards to sharing the details of the Ward Plan with community councils, the Fire Officer undertook to ascertain with colleagues if this course of action was planned.

Additionally the members noted their support for the Ward Plan but also wished to record that they did not wish to see a reduction in fire service personnel at Bathgate Fire Station which in turn could impact on the provision of cover in the ward and in wider West Lothian.

Decision

- 1) Noted the contents of the Ward Operational Plan 2014-2017;
- 2) Noted the suggestion that the Ward Operational Plan 2014-2017 be shared with community councils; and
- 3) Noted the comments that the Local Area Committee did not wish to see a reduction in fire personnel at Bathgate Fire Station which could then impact on service provision across the ward and across West Lothian.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by PS Caroline MacKay, Police Scotland, providing information on police performance, activities and issues across the ward for the period up to and including July 2014. National priorities, West Lothian priorities and community engagement priorities were also detailed in the report.

Contained within the report were figures relating to youth calls, all ASB calls, hate crime, vandalism & reckless conduct, fire-raising, alcohol-related incidents and public space assaults specific to the ward and for the whole of West Lothian for the month of July 2014 and for the year to date and included comparisons with the same periods from the previous year.

Issues of note were also detailed in the report and included multi agency working, neighbourhood concerns, including tackling illegal and anti-social use of off-road motorcycles, prevention and enforcement activity and abstractions.

The report concluded with a list of forthcoming events including Community Policing Action Days targeting local priorities, anti-social behaviour patrols and weekend night time economy dispersals.

With regards to off-road motor cycle activities in the ward PS Caroline Mackay confirmed that Police Scotland did not have a policy to pursue off-road motorbikes as it was considered too dangerous. However pedal cycle patrols were carried out in those areas deemed a hot-spot for such activities and included Almond Park.

PS Caroline MacKay also reported that there was currently underway a review of Community Policing and that details would be brought to a future meeting of the local area committees.

Decision

- 1) Noted the contents of the report;
- 2) Noted the update with regards to off-road motorcycle activities; and
- 3) Noted the update with regards to a Community Policing Review was that was currently under review.

4. HOUSING WARD REPORT

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 within the East Livingston and East Calder ward for the period April 2014 to June 2014.

The report provided information related to the Property Void & Let Performance on mainstream tenancies and temporary tenancies. It was noted that in the first quarter of the year there had been 5 mainstream tenancies and 4 temporary tenancies let by the local housing team. There was also 1 policy void in the ward due to electrical work.

The report also provided a summary on arrears performance for the period April 2013 to June 2014. It was noted that escalating rent arrears has been a national issue, especially for local authority landlords as a result of reduced income levels for tenants, rising costs of living and the impact of welfare reforms. A multi-disciplinary task group was established in September 2013 to address this and would continue through the financial year 2014-15 to manage the challenges in relation to rental income due to the on-going phasing in of Welfare Reform, increasing fuel costs, reducing household income and the negative impact these changes were having on council tenants.

Officers continued to work hard providing support to tenants in offering advice and assistance in relation to money and debt advice and, where appropriate, assist with applications for Discretionary Housing Benefits payments.

The Area Housing Manager then provided the committee with an update in relation to:

- New build information;
- Capital Programme Working Group;
- Scottish Social Housing Charter;
- Homelessness;
- New Housing Bill;
- Safer Neighbourhood Council Officer Ward Information;
- WLC Officer based in SNT; and
- Youth Worker based in SNT.

Decision

Noted the contents of the report.

5. ALMOND HOUSING ACTIVITY REPORT

The committee noted a report (copies of which had been circulated) by Almond Housing Association which provided an update in relation to the housing and community activity in the Craigshill area.

The report provided details of the activity relating to door entry systems, cyclical paint work, heating upgrades, window installation and cavity wall and external render.

Also attached to the report was information on the work being carried out by Almond Enterprises.

Decision

Noted the contents of the report.

6. NETS, LAND AND COUNTRYSIDE SERVICES UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing details of the NETS, Land and Countryside activities for East Livingston and East Calder from 1 June 2014 to 31 August 2014.

The report advised that grounds maintenance and street cleansing were both on target. It was also noted that the Garden Maintenance service was currently on schedule for the year and that all new applications for the scheme were processed in time for the start of the new season.

A breakdown of the enforcement actions carried out by Environmental Wardens in the ward area were detailed in the report.

The report also provided a progress report on the new East Calder cemetery and the Ochiltree Crescent play area.

Decision

- 1) Noted the contents of the report; and
- 2) Agreed to add updates on the East Calder Cemetery to the Work Plan so progress reports could be brought to each future meeting of the Local Area Committee.

7. COMMUNITY HEALTH CHAMPIONS

The committee considered a report (copies of which had been circulated) by the Depute Chief Executive, Community Health and Care Partnership providing a health profile for the ward in support of Community Health Champions, a copy of which was attached to the report.

The report explained that health inequalities existed across West Lothian 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 was complex and could not be attributed to a single risk factor as they were usually as a result of social circumstances and reflected the underlying distribution of power and resources in the population.

The health profiles provided were based on ward profiles produced by Community Regeneration in 2012 and had been updated where new information was available. The report then provided indicators on Quality of Life, key statistical information, health and population & benefits.

The report concluded that the health profile had been developed to support the local area committee to prioritise health issues and agree/develop actions. The next step in the community health champion's approach would be to recruit local people and groups to work towards identifying and addressing issues.

Decision

Noted the contents of the report.

8. COMMUNITY REGNERATION UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Area Services providing an update on community regeneration activity in the East Livingston and East Calder Ward.

The report provided information on youth provision, the Queens Baton relay and the village improvement fund.

With regards to the village improvement fund it was noted that a series of meetings had been held over the past four months with community councils in East Calder and Pumpherston to discuss potential projects which could be funded. It was therefore expected that applications would be received to upgrade the scout hall in East Calder, to fix the Co-op clock and to upgrade the railings along Main Street in Pumpherston.

In relation to the Scout Hall refurbishment a suggestion was noted by a local member in that it could be beyond economical repair and that if this was the case then alternative arrangements for community provision would have to be considered.

It was also suggested that the process for applying to the village improvement fund was seen as being complex and therefore assistance from Community Regeneration Officers would be much appreciated by Community Councils.

The report concluded that the actions taken contributed to the East Livingston and East Calder Ward Action Plan and would enable community planning partners to contribute to the Single Outcome Agreement at a local level.

Decision

- 1) Noted the contents of the report; and
- 2) Agreed that Community Regeneration Officers would provide assistance to community group wishing to apply to the Village Improvement Fund.

9. PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

The committee considered a report (copies of which had been circulated) by the Head of Area Services providing details of the provisional allocations made from the Pensioners' Groups Christmas Fund 2014.

The report provided details of the provisional allocations proposed to be made from the Pensioners' Groups Christmas Fund 2014 to groups in East Livingston and East Calder Ward, Livingston-wide groups and West Lothian-wide groups, details of which were attached as a series of appendices to the report.

Twelve application forms were issued to groups across East Livingston and East Calder Ward of which nine had been returned and would be supported. There were 481 beneficiaries and an allocation of £3,569.02, within the ward however these figures were provisional as four organisations had not yet returned an application form. The Committee was advised that applications from the outstanding groups were being followed up. No substantive changes were anticipated to the global or ward specific figures, however, should any substantive changes arise within the ward the Local Area Committee would be advised.

A full report on the final allocations would be reported to the Voluntary Organisations PDSP later in the year. Letters would be issued to groups in late October advising them of the amount of funding they would receive and payments would be made directly to the bank accounts of groups during November 2014 via PECOS.

Decision

Noted the terms of the report.

10. ALCOHOL DIVERSIONARY ACTIVITIES

The committee considered a report (copies of which had been circulated) by the Head of Social Policy advising of the outcome of the two applications from “Booze you Loose” and “Craigshill Connexions”.

The Head of Social Policy explained that the two applications had been agreed in principle by the Local Area Committee at its meeting on 12 June 2014. However since this time the Alcohol Drug Partnership (ADP Sub Group) had reviewed the applications and they were returned to the applicants for amendment as they did not meet the criteria.

Since this time the applications have been re-submitted and were approved by the ADP Sub Group and would now continue through the process of being considered by the Social Policy Policy Development and Scrutiny Panel before being approved by Council Executive.

In summary the ADP Sub Group had recommended that the “Booze you Loose” and “Craigshill Connexions” applications be returned to the applicant for amendment as they did not meet the outcomes of the Joint Commissioning Plan. Since this time the applications had been returned and had since been approved by the ADP Sub Group and would therefore proceed to the Social Policy PDSP and Council Executive.

Decision

Noted the terms of the report

11. WORK PLAN

The committee considered the Work Plan (copies of which had been

circulated).

Taking into consideration earlier comments it was agreed that the Work Plan would be amended to include regular progress reports on applications to the Village Improvement Fund and the development of the East Calder Cemetery.

Decision

- 1) Noted the contents of the Work Plan; and
- 2) Noted that the Work Plan would be updated to include progress reports on the Village Improvement Fund and the development of East Calder Cemetery.

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

	ISSUE	LEAD OFFICER	MEETING DATE
	<u>Standing Reports</u>		
1.	Police Ward Report	PI Jos O' Connor	All meetings
2.	Scottish Fire and Rescue Service report	David Lockhart	All Meetings
3.	Nets and Land Services Update	Danny McComisky	All meetings
4.	Housing, Construction and Building Services	Phyllis McFadyen	All meetings
5.	Almond Housing Association Report	Sandy Young	All meetings
6.	Community Health Champions	Linda Middlemist/ Kate Marshall	All Meetings
7.	Community Regeneration Officer Update	George Scott	All meetings
8.	Workplan	Siobhan Mullen	All Meetings
	<u>Annual Items</u>		
1.	Pensioners Christmas Fund Allocations	Ross Paterson	August 2015
2.	General Services Capital Update	Donald Forrest	TBC
3.	Ward Action Plan Annual Update	George Scott	18 June 2015
4.	Pentland Regional Park and associated initiatives	Chris Alcorn	5 March 2015

	<u>Other Items</u>		
1.	Update on Asset Management Strategy	Paul Kettrick	To be arranged.
2.	Village Fund Applications	Alice Sinnett/ George Scott	Ongoing
3.	Alcohol Diversionary Fund Allocation applications	Elizabeth Butters	Ongoing



East Livingston & East Calder , LOCAL AREA COMMITTEE

REPORT BY PI JOCELYN O'CONNOR

A. PURPOSE OF REPORT

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

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance relative to the same period in 2013; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

NATIONAL PRIORITIES – DELIVERED LOCALLY

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

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

WEST LOTHIAN PRIORITIES

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

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

COMMUNITY ENGAGEMENT PRIORITIES

East Livingston & East Calder

- Antisocial Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety

PERFORMANCE

	September 2014			This YTD 2014/15			Last YTD 2013/14			Difference this/last YTD	
Crime Description	Rec	Sol	%Sol	Rec	Sol	%Sol	Rec	Sol	%Sol	%Rec	%Sol
Total Groups 1-5	59	14	23.7%	378	116	31.7%	499	158	30.7%	-24.2%	-1%

Broxburn Ward						
Month	Oct-14	Oct-13	% Change	TYTD	LYTD	% Change
Youth Calls	44	20	120%	228	169	35%
All ASB Calls	102	82	24%	794	765	4%
Hate Crime	0	0	0	11	16	-31%
Vandalism & Reckless Conduct	20	10	100%	90	102	-12%
Fire-raising	0	2	-100%	14	9	56%
Alcohol-related Incidents	20	16	25%	141	169	-17%
Public Space Assaults	13	6	117%	59	61	-3%

West Lothian (Up to and Including 31.10.14)						
Month	Oct-14	Oct-13	% Change	TYTD	LYTD	% Change
Youth Calls	249	219	14%	1751	1620	8%
All ASB Calls	788	877	-10%	6915	7171	-4%
Hate Crime	25	15	67%	169	156	8%
Vandalism & Reckless Conduct	123	159	-23%	890	1123	-21%
Fire-raising	8	13	-38%	53	79	-33%
Alcohol-related Incidents	142	199	-29%	1418	1424	0%
Public Space Assaults	71	80	-11%	625	632	-1%

ISSUES OF NOTE

Ward 2 - East Livingston & East Calder

1. Multi Agency Working –

The CPT have continued to attend Community Council Meetings wherever possible and also Pub Watch to promote safe and responsible drinking over the forthcoming festive period.

Bonfire Night initiative – The CPT conducted additional patrols and provided school inputs to ensure public safety and reduce ASB associated with the misuse of Fireworks.

The CPT worked with the Council and SFRS to identify and remove bonfires in dangerous sites. They also encouraged the public to attend organised events.

The CPT supported the local Community and colleagues in the Armed Forces in providing high visibility reassurance and traffic management at a number of local Remembrance Parades.

2. Neighbourhood Concerns –

In response to concerns regarding fire raisings in East Calder the CPT conducted additional High Visibility patrols with colleagues from across the Division and Force. The CPT provided advice to the parents of some youths suspected to be involved. There have been no recent fires in this area.

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Off-road motorcycles continue as a source of complaint, a long-term solution is being sought however in the meantime officers continue to patrol known hot-spots, to deter, detect and educate.

3. Prevention and Enforcement Activity –

The CPT have charged a local youth for his involvement in ASB in East Calder and will continue to monitor his behaviour and that of his peers.

The CPT have engaged with local shops, including Tesco, Scotmid, Asda and Independent retailers in a joint initiative to prevent youths committing acts of ASB involving eggs which has been a concern throughout the ward.

The CPT have provided school inputs to a number of Primary Schools regarding responsible behaviour and firework safety.

FORTHCOMING EVENTS

- Community Policing Action Days targeting local priorities including those wanted on warrants and wanted for outstanding crimes.
- Planning has already started for the Police Scotland Festive Safety Campaign and the Community Policing Team will be involved with this over forthcoming months and will provide assistance with festive events and torchlight processions.
- The CPT will be involved in Operation Break a forthcoming Police Scotland Initiative targeting vulnerable road users. In conjunction with this the CPT will be delivering road safety talks to local primary schools.

CONTACTS

Details of your local policing team can be found at:

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

Email: EastLivingstonEastCalderCPT@Scotland.pnn.police.uk

You can also follow us on Twitter: @WestLothPolice

Tel: 101



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

SCOTTISH FIRE AND RESCUE SERVICE RESOURCE BASED CREWING ARRANGEMENTS

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

This report advises the Local Area Committee of changes to the way the Scottish Fire and Rescue Service (SFRS) deploys its resources through a Resource Based Crewing (RBC) model at Bathgate Fire Station.

B. RECOMMENDATION

Committee Members are invited to note the contents of the report.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• Being honest, open and accountable• Focusing on our customers' needs• Making best use of our resources• Working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Police and Fire Reform (Scotland) Act 2012.
III Implications for Scheme of Delegations to Officers	None at this stage.
IV Impact on performance and performance Indicators	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.
VI Resources - (Financial, Staffing and Property)	None.
VII Consideration at PDSP	None
VIII Consultations	Services for the Community Policy Development

D. TERMS OF REPORT

D.1 Background

Legacy arrangements from Lothian and Borders Fire and Rescue Service (LBFRS), utilised dedicated whole-time fire-fighters to crew all specialist appliances. Resource Based Crewing (RBC) is a different approach that has been in operation for a number of years in Local authority areas that were covered by the other antecedent Scottish Fire and Rescue Services.

RBC uses whole-time fire-fighters to combine crews to maintain fire appliance availability as opposed to having a dedicated crew for each appliance. In achieving the principles of Fire Reform, the SFRS is seeking to employ a consistent approach as to how specialist appliances are crewed across Scotland.

D.2 IMPLICATIONS FOR SERVICE DELIVERY

There will be no reductions to frontline emergency service delivery in the Bathgate and West Lothian areas, as the physical resources (appliances) remain in place and unchanged. The change relates to how SFRS crews these appliances.

Appendix 1 of this report provides an overview of the SFRS resources based crewing arrangements within West Lothian.

Appendix 2 of this report provides an overview of how the frontline fire and rescue tender and Incident Support Unit (ISU), based at Bathgate Fire Station, will be mobilised to the various scenarios that may be encountered using the RBC model.

Appendix 3 of this report provides some contextualisation in the form of scenarios of how the frontline fire and rescue tender and ISU, based at Bathgate Fire Station, will be mobilised to the various incident types that may be encountered using the RBC model.

E. CONCLUSION

This report is to inform Committee Members of changes to the way the Scottish Fire & Rescue Service delivers its service through a Resource Based Crewing model at Bathgate Fire Station.

F. BACKGROUND REFERENCES

Appendix 1 – Scottish Fire and Rescue Service Resource Based Crewing Arrangements within West Lothian.

Appendix 2 – Mobilising Flow Chart

Appendix 3 – West Lothian Scenarios

Scottish Fire and Rescue Service
October 2014

Appendix I



Report to: **Local Area Committee**

SUBJECT: SCOTTISH FIRE AND RESCUE SERVICE RESOURCE BASED CREWING ARRANGEMENTS WITHIN WEST LOTHIAN

1 INTRODUCTION

- 1.1 This report seeks to advise members of the Local Area Committees (LAC) of a change to the way that the Scottish Fire and Rescue Service (SFRS) deploys its resources through a Resource Based Crewing (RBC) model, which was implemented on 1 September 2014 at Bathgate Fire Station.

2 BACKGROUND

- 2.1 Legacy arrangements from Lothian and Borders Fire and Rescue Service (LBFRS), utilised dedicated whole-time fire-fighters to crew all specialist appliances. RBC is a different approach that has been in operation for a number of years in Local authority areas that were covered by the other antecedent Scottish Fire and Rescue Services. RBC uses whole-time fire-fighters to combine crews to maintain fire appliance availability as opposed to having a dedicated crew for each appliance. In achieving the principles of Fire Reform, the SFRS is seeking to employ a consistent approach as to how specialist appliances are crewed across Scotland.

- 2.2 A joint working group was set up between SFRS senior managers and the Fire Brigades Union (FBU) to consider how best to standardise crewing models across the SFRS and identify a single, national approach to how SFRS crew specialist appliances. The SFRS resource based crewing model is the result of this work and is designed to ensure sufficient resources and personnel are mobilised to all incident types. Community and firefighter safety has been at the heart of all considerations and the introduction of resource based crewing is based on maintaining safe systems of work whilst taking into account the financial challenges facing the service.
- 2.3 RBC has been implemented at Bathgate Fire Station, as there was previously a dedicated crew for the specialist appliance [Incident Support Unit (ISU)] that is stationed there.
- 2.4 In addition to introducing RBC at Bathgate Fire Station, RBC has been introduced at Galashiels Fire Station in the Scottish Borders Council area and Marionville Fire Station in the City of Edinburgh Council area, as these stations also have a similar specialist appliance.
- 2.5 With the introduction of RBC, the following principles are being maintained:
- The SFRS commitment to achieving best value in Service Delivery,
 - The SFRS commitment to maintaining and improving community safety through prevention and intervention activities,
 - The SFRS commitment to maintaining and improving firefighter safety,
 - The SFRS commitment to achieving a consistent approach to improving levels of service delivery through standardising crewing arrangements across the country.
 - The SFRS commitment to achieving a consistent approach to accessibility of specialist appliances and resources across the country.

3 RESOURCE BASED CREWING ARRANGEMENTS

- 3.1 Resources based at Bathgate Fire Station comprise of a frontline fire and rescue tender and an ISU, both of which are crewed by whole-time

firefighters. This is supplemented by a second frontline fire and rescue tender that is crewed by retained firefighters.

- 3.2 The ISU is deployed to support fire and rescue activities at large incidents through the provision of additional equipment to augment the equipment carried on frontline fire and rescue tenders, (hose, salvage materials and welfare equipment etc.) In addition to this additional firefighting and welfare equipment, the ISU is also used to transport water/flood emergency response equipment to incidents.
- 3.3 The ISU based at Bathgate Fire Station predominately covers the West Lothian area but can also be deployed to larger incidents out with the area where required.
- 3.4 In the period 1 January 2014 to-date, the ISU has been mobilised 47 times to incidents in the West Lothian area. However, a high proportion of these mobilisations were to incidents where the equipment carried on the appliance was not required.
- 3.5 The SFRS has reviewed the mobilising protocol for ISU's and other special appliances. This review has reduced ISU mobilisations, due to it being mobilised on an identified needs basis. The outcome of this review has not had a negative effect on community safety or firefighter safety.

4 IMPLICATIONS FOR SERVICE DELIVERY

- 4.1 There have been no reductions to frontline emergency service delivery in the Bathgate and West Lothian areas, as the physical resources (appliances) remain in place and unchanged. The change relates to how SFRS crews these appliances.
- 4.2 The introduction of RBC at Bathgate Fire Station has reduced the number of whole-time duty system firefighters on duty on a 24/7/365 basis by two, from seven to five.
- 4.3 Under the RBC model, Bathgate Fire Station will have 28 staff, made up of seven per watch. At any one time, there would be five of these seven staff on duty with the additional two facilitating leave, training and sickness. The five staff on duty would be allocated to staff the front line fire and rescue tender and the ISU, when required.

- 4.4 With the introduction of RBC at Bathgate Fire Station, mobilisation of the ISU will take priority over the frontline fire and rescue tender, where it is required to attend a specific incident type, for example, a Water Rescue incident. When the ISU is mobilised to attend an incident the frontline fire and rescue tender from Bathgate will also be mobilised with the two appliances forming a 'combine special'.
- 4.5 In circumstances where the ISU and the frontline fire and rescue tender from Bathgate are both required to attend an incident to undertake intervention activities, an additional nearest frontline fire and rescue tender will be mobilised to attend the incident. The LAC should note that the next nearest frontline fire and rescue tender may not necessarily be mobilised from another West Lothian Fire station and on each occasion will be determined by the availability of appliances across the Central Belt.
- 4.6 Where both frontline fire and rescue tenders from Bathgate Fire Station, staffed by whole-time and retained firefighters, have been deployed to an operational incident for a protracted length of time, additional fire and rescue tenders will be mobilised from the nearest geographical location to standby at the Bathgate Fire Station, ensuring that fire cover is maintained within the area. This practise is current practice and will continue with the introduction of the RBC model.

Appendix I of this report provides an overview of how the frontline fire and rescue tender and ISU, based at Bathgate Fire Station, will be mobilised to the various scenarios that may be encountered using the RBC model.

Appendix II of this report provides some contextualisation in the form of scenarios of how the frontline fire and rescue tender and ISU, based at Bathgate Fire Station, will be mobilised to the various incident types that may be encountered using the RBC model.

5 STAFFING IMPLICATIONS

- 5.1 With the introduction of RBC at Bathgate Fire Station, 16 whole-time firefighters have been deemed surplus to the staffing requirements. Through the SFRS commitment to a no compulsory redundancy policy, surplus staff

will be redeployed to other workplaces in the antecedent LBFRS area and other Service Delivery areas across Scotland.

- 5.2 Through the creation of the SFRS and normal organisational staff turnover, there are currently a number of vacancies in both frontline service delivery areas and back office service delivery support functions. It is envisaged that voluntary re-deployment and staff transfer initiatives will assist in filling these vacancies.

6 EXTERNAL COMMUNICATIONS

- 6.1 The SFRS recognise that there may be perceptions from members of the community that the introduction of RBC is a reduction in resources. The SFRS contends that the introduction of RBC does not have a detrimental effect on service delivery in West Lothian and that RBC is an operational issue that involves utilising a different approach to crewing existing physical resources and the physical resources available in the area remain unchanged. Nonetheless, SFRS are meeting with members of the West Lothian community to discuss RBC and to allay any concerns members of the community may have.
- 6.2 To facilitate RBC discussions SFRS are attending meetings of;
- All Local Area Committees and
Bathgate Community Council.

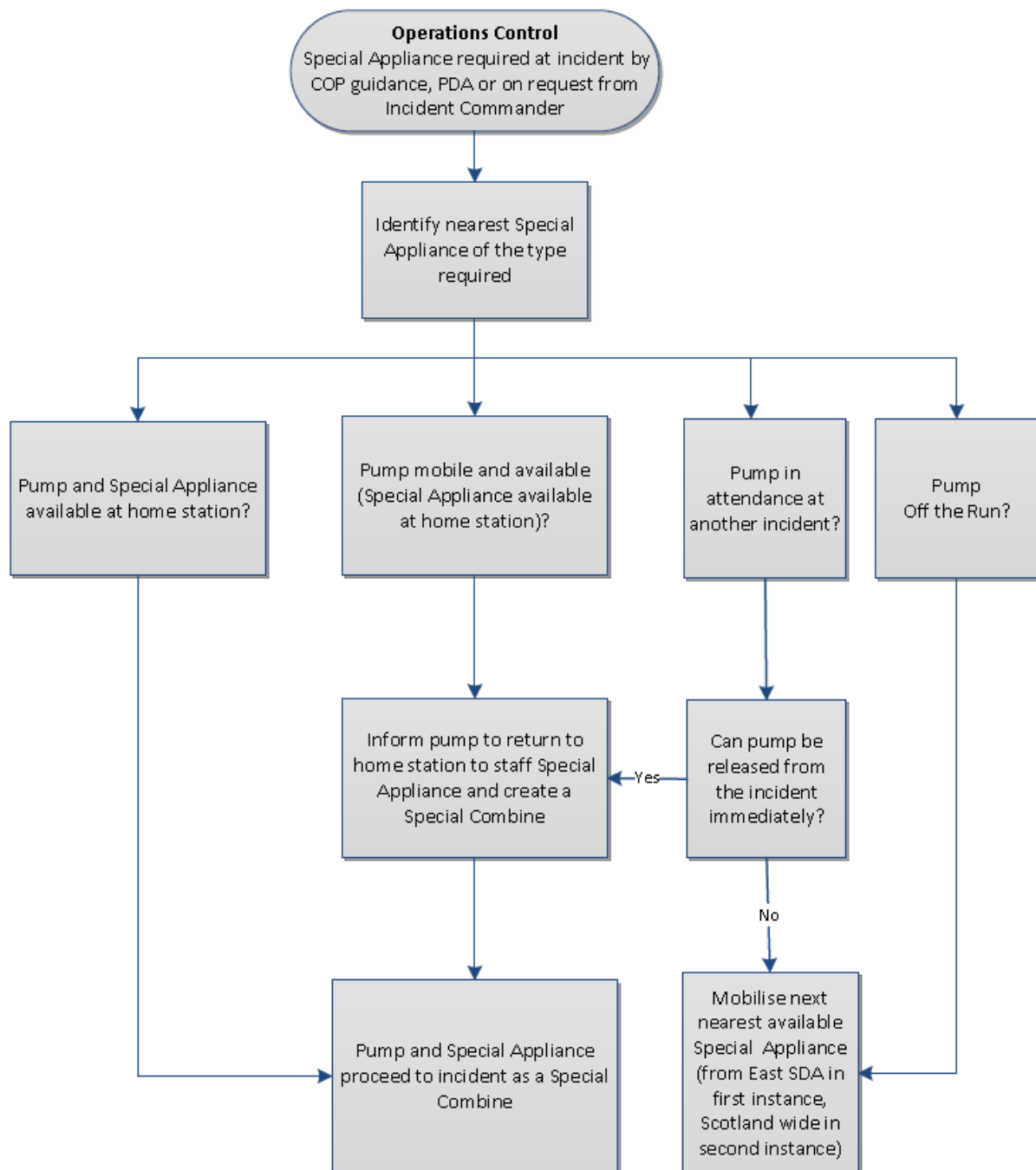
7 RECOMMENDATION

- 7.1 The Local Area Committee is invited to:
- Note the contents of this report.

Scottish Fire and Rescue Service
October 2014

Appendix II

Mobilising Flow chart



Appendix III

When considering the Scenarios below, it should be taken into account that if all frontline fire and rescue tenders based at either Bathgate or Livingston Fire stations are deployed to operational incidents for a protracted period, fire cover is provided by frontline fire and rescue tenders (normally based in the City of Edinburgh) being sent to 'standby' at either one or both of the aforementioned stations.

Scenario 1a - Previous mobilising arrangements for appliances based at Bathgate Fire Station (ISU Not Required).

Building Fire in Boghall (Bathgate ward). Two frontline fire and rescue tenders required

SFRS Mobilising system mobilises the following appliances:
Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters
Bathgate frontline fire and rescue tender (542) crewed by retained firefighters
(ISU remains in station).

Scenario 1b - Mobilising arrangements under RBC, for appliances based at Bathgate Fire Station (ISU Not Required).

Building Fire in Boghall (Bathgate ward). Two frontline fire and rescue tenders required

SFRS Mobilising system mobilises the following appliances:
Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters
Bathgate frontline fire and rescue tender (542) crewed by retained firefighters
(ISU remains in station).

Scenario 2a - Previous mobilising arrangements for appliances based at Bathgate Fire Station (ISU Not Required).

Building Fire in Greenrigg (Whitburn & Blackburn ward). Two frontline fire and rescue tenders required

SFRS Mobilising system mobilises the following appliances:
Whitburn frontline fire and rescue tender
Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters
(ISU remains in station).

At the same time another incident occurs:

Building Fire in Boghall (Bathgate ward). Two frontline fire and rescue tenders required

SFRS Mobilising system mobilises the following appliances:

Bathgate frontline fire and rescue tender (542) crewed by retained firefighters
Livingston frontline fire and rescue tender
(ISU remains in station).

Scenario 2b - Mobilising arrangements under RBC, for appliances based at Bathgate Fire Station (ISU Not Required).

Building Fire in Greenrigg (Whitburn & Blackburn ward). Two appliances required

SFRS Mobilising system mobilises the following appliances:

Whitburn frontline fire and rescue tender

Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters.

At the same time another incident occurs:

Building Fire in Boghall (Bathgate ward). Two frontline fire and rescue tenders required

SFRS Mobilising system mobilises the following appliances:

Bathgate frontline fire and rescue tender (542) crewed by retained firefighters

Livingston frontline fire and rescue tender

(ISU remains in station).

Scenario 3a - Previous mobilising arrangements, for appliances based at Bathgate Fire Station (ISU Required – appliances in station).

Water Rescue incident on the River Almond (Livingston South ward). Two frontline fire and rescue tenders plus ISU required

SFRS Mobilising system mobilises the following appliances:

Livingston frontline fire and rescue tender

Livingston frontline fire and rescue tender

+

Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters and ISU (544) crewed by whole-time firefighters.

Scenario 3b - Mobilising arrangements under RBC, for appliances based at Bathgate Fire Station (ISU Required – appliances in station).

Water Rescue incident on the River Almond (Livingston South ward). Three frontline fire and rescue tenders plus ISU required

SFRS Mobilising system mobilises the following appliances:

Livingston frontline fire and rescue tender

Livingston frontline fire and rescue tender

+

Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters and ISU (544) crewed by whole-time firefighters.

Note: The five whole-time firefighter crew of Bathgate frontline fire and rescue tender (541) will deploy to the incident with both appliances (541 & 544).

Scenario 4a - Mobilising arrangements under RBC, for appliances based at Bathgate Fire Station (ISU Required – appliance 541 outwith station).

Water Rescue incident on the River Almond (Livingston South ward). Three frontline fire and rescue tenders plus ISU required

SFRS Mobilising system mobilises the following appliances:

Livingston frontline fire and rescue tender

Livingston frontline fire and rescue tender

+

Bathgate frontline fire and rescue tender (541) crewed by whole-time firefighters and ISU (544) crewed by whole-time firefighters.

Note: The five whole-time firefighter crew of Bathgate frontline fire and rescue tender (541) will return to Bathgate Fire Station and then deploy to the incident with both appliances (541 & 544).

Minimum of 14 firefighters on scene.

Scenario 4b - Mobilising arrangements under RBC, for appliances based at Bathgate Fire Station (ISU Required – appliance 541 unavailable).

Water Rescue incident on the River Almond (Livingston South ward). Three frontline fire and rescue tenders plus ISU required

SFRS Mobilising system mobilises the following appliances:

Livingston frontline fire and rescue tender

Livingston frontline fire and rescue tender

+

Marionville (City of Edinburgh) frontline fire and rescue tender and ISU.



HOUSING AND COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA

Report for East Livingston and East Calder Local Area Committee

4th Dec 2014

**ALMOND REPORT ON HOUSING & COMMUNITY ACTIVITY IN THE
CRAIGSHILL AREA FOR EAST LIVINGSTON & EAST CALDER LOCAL
AREA COMMITTEE MEETING 4th DECEMBER 2014**

Door Entry Systems

The Association are now surveying all mixed tenure stairs with a view to assessing their condition and compliance with the SHQS. Almond have written to all the affected owners and arranged specific dates for the stair inspections. An inspector is currently in the Craigshill area surveying all the stairs and arranging meeting with the owner occupiers. Repairs to the stairs will start early in the new year.

Capital Projects 2015/16

All works have been completed for the financial year 2014/15. A full update of next year's work in the Craigshill area will be given in January 2015.

Almond and CAB joint welfare/money advice project (Scottish legal aid board funded)

As the Committee will already be aware, Almond successfully applied for funding for a post based at CAB in Craigshill. Since the project started in November 2013, there have been 431 client contacts with the project. The current target is 500. Around £120,000 in backdated benefits and over £300,000 in debt write offs or reduced re-payment plans has been saved for tenants. The majority of clients are from Craigshill (297 – 69%) which the project anticipated would be the case.

The issues that tenants are being assisted with varies but biggest issue that the Project deals with is debt, including rent arrears. The majority of those helped are Craigshill tenants. The project funding ends in March 2015 and we intend to try and seek funding to continue the project.

Estates – Craigshill

Several sites in Craigshill, based in the groves area, have been listed for improvement following consultation with tenants. The streets affected are Spruce Grove and Fir Grove initially but with work planned in Rowan, Spruce and Linden. The work is basically to take unused tarmac areas which look unsightly and add in landscaping to break the area up and improve the aesthetics.

The first area to be started on is in Rowan Grove with the others following shortly after. Craigshill has been set as the main priority for Almond HA spend on environmental improvements. We are always keen to listen to tenants views on their estate and would encourage any LAC members approached by tenants on the subject to speak with us about any ideas they have.

Digital inclusion

The Association is looking to interview around 900 tenants, most of whom do not have access to the internet or only have access via smart phone. The aim is to find out why people are not online and then work up a potential pilot joint project with the Councils digital inclusion team where Almond HA provides the equipment in the form of a tablet or computer for the tenant to learn the benefits of accessing the internet. If the pilot is successful, we would then seek funding to roll this out to all areas with Craigshill being the priority due to its high fuel poverty and low rating on the SIMD.

Fuel Poverty

With information on fuel poverty becoming more readily available, Changeworks and Almond Housing Association identified that Craigshill is an area, which compared to the rest of West Lothian, has high fuel poverty. To try and deal with this, the Association has made an application for funding to the People and Communities fund for a project to tackle fuel poverty in Craigshill. The Association has put forward around £9,000 match funding along with £2,000 from the Daisy Drop in Centre and £2,000 from WLC. We will not be advised if we are successful until January 2015.

Almond Enterprises

From April to June 2014 we have recycled

- 640kg of paper, cans, plastics, textiles and cardboard (recycled through ACE Recycling)
- 1,780kg of scrap metals (recycled through Daltons Metal Recycling)
- 1,620kgs fridges/freezers (safely recycled through Recycling4You)
- 4,000kgs of woodchip (recycled through Homeaid)
- 300kgs, 20 large boxes of books (resold through Bookdonors)
- 250kgs reusable goods (donated to WL charity shops)
- 200kgs reusable goods (donated to Homeaid)
- 150kgs reusable children's goods (resold by Kidzeco Livingston)
- 100kgs reusable goods (used by Dogs Trust West Lothian)
- 120kgs reusable bikes (resold or donated by West Lothian Youth Action Group)

The total amount recycled for the quarter is 9,160kg.

ISO Quality Management

Almond Enterprises ISO audits are conducted by ISOQAR as part of their continuing audit of organisations. Almond Enterprises currently holds the ISO 9001 Quality Management and ISO 14001 Environmental Management accreditation. Almond Enterprises successfully retained both accreditations with no issues to report at the last audit held on 13th August 2014

Donations

AHA / AEL Dragons Den

Almond Enterprises held a Dragons Den event in conjunction with its parent company Almond Housing Association in March 2014. So far a total of £3,500 has been granted and Almond Enterprises hopes to run a further Dragons Den event later in the year. There is still funding available from the event in March so Almond Enterprises has invited previously successful applicants to bid for further funding towards their projects.

The Craigshill Initiative Fund

Craigsfarm requested funding to purchase a marquee for use in their annual Summer Fair. On previous occasions the Summer Fair has been disrupted due to the Scottish weather. The donation of £1,000 has enabled Craigsfarm to hold future events without the worry of cancellation due to weather conditions. This leaves the remaining fund balance at £1,214.

Employability

Almond Enterprises currently employs 21 operatives and 3 admin staff. 9 are based in Craighill and all employees are West Lothian based.

School Work-Experience

Almond Enterprises Limited will accept work-experience pupils (for one week) into the business during 2014 and will continue to do so in the future. The students can experience working in the office or going out with the team, whichever they prefer. This has proved to be very succesful in the past.



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

NETS, LAND & COUNTRYSIDE SERVICES UPDATE REPORT

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To appraise members of the NETs, Land and Countryside activities for East Livingston and East Calder from the 1st September to 31st October 2014.

B. RECOMMENDATION

The Local Area Committee are asked to:

- Note the work carried out by the services for the local area.
- Note the update on the new cemetery in East Calder
- Advise on any areas that require further information or investigation

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs
	Being honest, open and accountable
	Providing equality of opportunities
	Developing employees
	Making best use of our resources
	Working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	None
V Relevance to Single	None

Outcome Agreement

VI Resources - (Financial, Staffing and Property)	In Line with available revenue and capital budgets for each service area
VII Consideration at PDSP	None
VIII Other consultations	None

D. TERMS OF REPORT

D1 Grounds Maintenance

We are currently on schedule with routine maintenance in the area.

In total, during the period 56 enquiries were received and dealt with in relation to grounds maintenance issues. Of these enquires the most common reported related to:

- Environmental Enforcement – 8
- Hedges - 7

During the same period last year we received and dealt with 43 customer enquiries

D2 Street Cleansing

We are currently on schedule with routine cleansing in the area.

In total, during the period 58 enquiries were received and dealt with in relation to street cleansing issues. Of these enquires the most common reported related to:

- Illegal fly tipping or dumping - 26

During the same period last year we received and dealt with 72 customer enquiries

D3 Garden Maintenance

The Garden Maintenance service has now been completed for the season and will recommence in March 2015. All final cuts were carried out in October and November. All new applications will be processed in time to start the scheme next year.

During the period 10 enquiries were received and dealt with in relation to street cleansing issues

D4 Environmental Wardens Enforcement Action

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

- 0 enquiries received with and dealt with in relation to littering.
- 33 enquiries received with and dealt with in relation to fly-tipping
- 1 enquiry received and dealt with in relation to abandoned vehicles.

D5 Development of the new East Calder Cemetery

Answers to questions raised at the LAC meeting on 11th September

At the meeting of the East Livingston & East Calder LAC on 11th September, a commitment was made to provide answers to the following questions :-

Question one: - Why the ground works can't start given we've had one of the driest summers in recent memory?

Answer one: - The project funding received approval on 29/4/14 however due to issues surrounding the SI work, ecological survey, planning and building warrant approvals and procurement a site start in summer 2014 was not achievable and the earliest that had been hoped for was autumn 2014. The project involves a significant amount of earthworks which by their very nature depend upon suitable weather and ground conditions. To successfully excavate, transport and place and compact the soil, it is important that the material is not too wet. A site start of November 2014 was deemed potentially in the worst of winter and this could result in damaged to the soil structure and additional project delays.

Question two: - Is the delay not actually due to the additional costs now being faced?

Answer two: - No it's attributed to the ground works issues discussed above.

Question three: - Has the planning application/warrant etc. been applied for yet?

Answer three: - The planning application was registered on 9/7/14 and the Building Warrant on 8/8/14. We are currently trying to establish Building Standards' timescales for approval but Planning Permission has been granted.

Question four: - Can an update be provided for each LAC?

Answer four: - An update will continue to be provided for each LAC report.

Update on current position

Site investigations are ongoing and staff are doing all that they can to ensure that the tenders for the new cemetery at East Calder are issued before the end of 2014 with work proposed to start on site by March or April 2015 and the contract completed during 2015.

Members of the East Livingston and East Calder LAC will continue to be kept advised of the situation.

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.

- Staff are doing what they can to ensure that tenders are issued for the development of the Cemetery at East Calder, before the end of 2014 with work proposed to start on site in March or April 2015 and the contract completed during 2015.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Persons:

Daniel McComisky, Locality Manager, NET, Land & Countryside Services, Waverley Street, Bathgate. 01506 775108, daniel.mccomisky@westlothian.gov.uk

Colin Bell, Principal Officer, NET, Land & Countryside Services, Whitehill House, Bathgate 01506 776629, colin.bell@westlothian.gov.uk

Jim Jack

Head of Operational Services

Date: 4th December 2014



EAST LIVINGSTON AND EAST CALDER 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 East Livingston and East Calder 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

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

D. TERMS OF REPORT

Housing Performance Information

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

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jul 2014	%	Aug 2014	%	Sep 2014	%	WL Target %
0-2 weeks	2	100%	1	33.3%	3	50%	65%
2-4 weeks	0	0	2	66.7%	1	16.7%	25%
4+ weeks	0	0	0	0	2	33.3%	10%
Total Lets	2	100%	3	100%	6	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Jul 2014	%	Aug 2014	%	Sep 2014	%	WL Target %
0-2 weeks	0	0	1	100%	2	100%	70%
2-4 weeks	0	0	0	0	0	0	20%
4+ weeks	1	100%	0	0	0	0	10%
Total Lets	1	100%	1	100%	2	100%	100%

Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are 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	40,000	April 14	57,424
May 13	47,857	May 14	61,041
June 13	No figure available	June 14	57,402
July 13	61,239	July 14	55,509
August 13	72,920	August 14	60,604
September 13	76,038	September 14	58,858
October 13	80,835	October 14	
November 13	83,784	November 14	
December 13	75,176	December 14	
January 14	79,095	January 2015	
February 14	78,668	February 2015	
March 14	47,874	March 2015	

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.

At the end of September 2014 our arrears caseload was 5,572 totalling £1,791,247. Our current rent strategy has a year-end target of £1million and at the end of September we were £4,000 under the monthly target.

Tenants continue to be offered support and advice in relation to applying for Housing Benefit, Scottish Welfare Fund and referrals to the Corporate Advice Team and Advice Shop where they can get Money, benefit and energy Advice.

Articles encouraging tenants to pay their rent have been included in 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 September 2014.

Arrears Banding	Balance 27 Sept 13	Tenants in Arrears	Balance 6 Oct 2014	Tenants in Arrears
£0.01-£49.99	923.49	50	1,004.90	49
£50.00-£149.99	6453.21	70	8,004.76	83
£150.00-£299.99	11482.59	52	11,626.73	52
£300.00-£499.99	12707.18	31	8,468.33	22
£500.00-£749.99	13130.10	22	12,004.72	19
£750.00-£999.99	9615.61	11	7,659.49	9
£1000.00-£1999.99	16294.73	12	10,089.68	7
£2000.00+	3373.16	1		
Total	73,980.07	249	58,858.61	241

The Arrears Task Group continues to meet on a fortnightly basis to agree any targeted and specific areas of work. The group has representation from Revenues, CIS/CSC, Advice Shop housing and housing needs.

East Livingston and East Calder Area Team Activity

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

Capital & 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 information

Good progress is being made on the 1,000 houses new build programme. The first 6 homes were completed in September 2014 and work is well underway for a site for 18 homes in Broxburn. Lovell's, the developer has been selected for 587 homes and a further 363 homes are out to tender. The Council is also progressing developments at Bathville Cross, Armadale and the former Winchburgh Day Centre.

Ward 5 East Livingston, East Calder (158 homes)

There are four sites in this ward for new build council housing

A site for 15 homes at the former Community Centre, Pumpherston has been identified. Lovell's are the developers for this site and have been selected and the planning application has been submitted.

A site at Drumshoreland, Pumpherston has been selected for 90 homes. There are two sites in East Calder for development. These are Raw Holdings for 17 homes and Almondell, Calderwood for 36 homes.

Scottish Social Housing Charter

All registered social landlords submitted their first Annual Return on the Charter (ARC) at the end of May 2014 this is the performance information to evidence compliance with the Charter outcomes and was carried out through a process of self-assessment, which involves tenant scrutiny and is a key element of the Charter requirements

The results of this ARC were published by the Scottish Housing Regulator (SHR) at the end of August. Staff have been working closely with the members of the Tenant Participation Development Working Group to produce its first 'Landlord Report' which is available on the council website from the 31 October. Copies of the Landlord Report will be sent out in the Winter edition of Tenants News.

Homeless Housing Network

The Homeless Development Group members were delighted with the response from service users at the launch of a new Housing Homeless Network on the 25th September. Those service users who attended shared their homeless experiences with staff and discussed how they would like to help improve the delivery of services.

Network members agreed to meet on a monthly basis on the last Thursday of the month and staff will continue to encourage others to get involved.

Annual Tenant Satisfaction Survey

The Annual Tenants Satisfaction Survey was sent out to all council tenants with the summer edition of Tenants News. The response rate was slightly higher than last year and all information is being input to Opinion Taker and analysed at present.

The findings will help improve service delivery and provide performance information for the next ARC to the Scottish Housing Regulator and be reported in future editions of Tenants News.

Street Environmental Improvement Projects (SEIP)

SEIP Applications for 2015/16 have been received and Tenants Panel members have made site visits to ensure the projects meet the criteria. Plans for these projects will be drawn up with associated costs and discussed with Tenants Panel members before a final decision is made.

Safer Neighbourhood Council Officer Ward Information

Joint working continues with Police, SNT, Almond Housing Association and West Lothian Council Housing Office staff for the Livingston East and East Calder ward. Information sharing and joint visits have been carried out with the SNT Officer and Community Policing Team to Council, Almond and Registered Social Landlord properties during this reporting period.

Youth Worker based in SNT

Young People who attend "Booze You Looze" in East Calder were offered the opportunity to be involved in West Lothian Youth Action Project summer diversion Programme. Activities such as an outing to Burntisland and trip to Time Capsule were on offer.

In Craigshill a number of young people were involved with West Lothian Youth Action Project summer diversion programme. Activities such as an outing to Burntisland and an educational trip to the Kelpie's in Falkirk, whereby the young people learned about the sculptures and the extension to the Clyde Canal.

West Lothian Youth Action Project is working in partnership with the Community Safety Unit and SFRS due to the increase in deliberate secondary fires in this ward.

The youth worker is currently working with three young people from this ward.

E. CONCLUSION

To note the contents of the report.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

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

Email; phyllis.mcfadyen@westlothian.gov.uk

Tel: 01506 775512

Date: 4th December 2014.



EAST LIVINGSTON AND EAST CALDER LOCAL 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 an update on the Community Health Champions approach.

B. RECOMMENDATION

It is recommended that Local Area Committees take note of the report

C. SUMMARY OF IMPLICATIONS

I Council Values

- Focusing on our customers' needs
- Providing equality of opportunities
- Making best use of our resources
- Working in partnership

II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) None

III Implications for Scheme of Delegations to Officers None

IV Impact on performance and performance Indicators The development of Community Health Champions linked to local area committees offers the opportunity to improve health in our communities and tackle health inequalities.

V Relevance to Single Outcome Agreement SOA 8 We live longer, healthier lives and have reduced health inequalities.

VI Resources - (Financial, Staffing and Property)	Training and staff support for the development of community health champions, and training for councillors would be carried out within existing budget allocation.
VII Consideration at PDSP	Health and Care PDSP, 27/6/13, Reducing Health Inequalities and Improving Health: What councillors can do to make a difference; Council Executive, 21/1/14, Community Health Champion Proposal
VIII Other consultations	Community Health and Care Partnership; Community Planning; and Community Regeneration

D. TERMS OF REPORT

The Community Health Champions approach is continuing to evolve locally and across West Lothian. In line with the Community Health Champion proposal agreed at Council Executive in January 2014, the next stage is to deliver sessions to elected members and to identify interested groups who may already be active in local areas.

Elected member raising awareness session

The session is based on COSLA guidance: Reducing health inequalities and improving health: What councillors can do to make a difference, issued in February 2013. The session will cover what health inequalities are, the social determinants of health and include aspect of the community leadership role, the partnership role, the constituency/ representational role, policy making and corporate role.

It has been adapted to a 45-minute bite-size session and will be delivered by the Health Improvement Team. The sessions will be advertised through Learning and Development team and elected members can sign up by contacting the Health Improvement team at HIT@westlothian.gov.uk Dates have been arranged as follows:

- 13 January 2015 (Conference room 3) 9.00 – 9.45.
- 24 February 2015 (Conference Room 1) 9.00 – 9.45

The session will cover the following topics:

- What is health Inequalities?
- Your community leadership role
- Your partnership role
- Your constituency/ representational role
- Your policy making and scrutiny role
- Your corporate council role

Engagement with Community Groups

The Community Health Champion approach aims to draw on the experience of community members trained in an evidence-based community health development methodology. Community groups currently active in local areas with an interest in health and wellbeing will be invited to engage in the Community Health Champion approach.

Interested community groups will be offered the opportunity to be trained in a shortened version of the well-established, evidence-based Health Issues in the Community course, which will be delivered by officers trained in Community Development in Health.

Commencing in January 2015, training will be rolled out with a view to achieving active community involvement in all ward areas.

E.

CONCLUSION

The next steps in the community health champions approach are to provide bite-size training to LAC members and to work alongside our colleagues in Regeneration Teams to identify already active or interested groups in local areas who may already be involved and who may not currently recognise their role in addressing health inequalities. Local groups/ individuals will initially be involved in a shortened version of the Health Issues in the Community course that will be delivered between January and March 2015.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: 0

Contact Person:

Jane Kellock

Senior Manager – Children and Early Intervention

Jane.kellock@westlothian.gsx.gov.uk

01506 281920

Jennifer Scott, Head of Social Policy

Date of meeting: 4/12/2014



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

COMMUNITY REGENERATION UPDATE

REPORT BY HEAD OF AREA SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on community regeneration activity in the East Livingston and East Calder Ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes the community regeneration activity within the ward, specifically in relation to:

1. Engagement with local groups.
2. Local arts activity.
3. Village Improvement Fund.
4. Employment event.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Community regeneration activity reinforces the council's commitment to community planning at a local level.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Performance indicators relating to regeneration activities are included in the set of Regeneration and Employability key performance indicators.
V Relevance to Single Outcome Agreement	We live in resilient, cohesive and safe communities.
VI Resources - (Financial, Staffing and Property)	Activities will be delivered within partners' existing resources for community planning, along with the Alcohol Diversion Fund.

VII Consideration at PDSP

Not applicable.

VIII Other consultations

Engaging communities is an integral and ongoing part of community regeneration. Individual consultations for each project have been carried out with the relevant local community.

D. TERMS OF REPORT**D1 Introduction**

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 East Livingston and East Calder.

D2 Engagement with community groups

Young people from Offbeat and the local music group in Craigshill took time out to complete the Delivering Better Outcomes consultation. Support from the Youth Action Project, Community Youth Services and the community regeneration team helped them to have their say on important local issues.

The Community Regeneration Officer has, over the last eight weeks, visited many local groups to introduce himself and outline and encourage interest in the Village Improvement Fund. Groups include community councils in Uphall Station, Pumpherston, Craigshill, East Calder and Wilkieston, as well as community centre management groups in both East Calder, Craigshill (Craigsfarm) and Midcalder. The groups have been welcoming and visits have been well received offering a valuable introduction to the Community Regeneration Officer.

The Asset Based Community Development group in Craigshill has met again recently and is currently mapping local assets with local groups and organisations with a questionnaire. It is expected that this information will allow for an update of a local Craigshill service directory.

Visits to the East Calder and Midcalder community centres by the Community Regeneration Officer were facilitated by the Facilities Manager. This allowed a valuable insight to these local resources.

A meeting has been held with Almond Housing Community Engagement Officer to discuss areas for potential collaboration. These discussions have already identified an area for joint working to support Almond Housing to develop a funding application for a Fuel Poverty initiative for the Craigshill area.

Whilst the regeneration focus is on the Craigshill community, engagement across the ward supports an overall understanding of the ward area and highlights opportunities and challenges for the ward as a whole.

D3 Local arts activity

“It’s The People That Make the Place”

After the success of last years 'Old Skool' West Lothian Council Community Arts has brought together Craigshill Good Neighbourhood Network and Offbeat Youth Group for this art project as part of the national Luminate Festival. For several weeks over 70 people have worked together with artist Natalie Taylor to create dramatic banners. These have been placed around Craigshill to emphasise the group's view that it is indeed the people who make the place, and their hope is that the project will help create stronger community feeling.

The group has been photographing the personalities that make up the character of Craigshill and then embroidering and decorating banners. As well as the two groups, the Daisy Drop in, Craigshill Library and Beattie School have been involved. The project was supported by both Community Arts and Almond Housing Association.

D4 Villages Improvement Fund

The following villages within the ward have allowances as part of the Village Improvement Fund (VIF):

East Calder: £125,000
Mid Calder: £125,000
Pumpherston: £55,000
Uphall Station: £55,000
Kirknewton: £55,000
Wilkieston: £20,000

Meetings have been held over the past eight weeks with community councils in Uphall Station, Pumpherston, East Calder and Wilkieston. Meetings are currently being arranged to visit the community councils in Kirknewton and Midcalder.

Two applications have been submitted totalling over £14,000 to support village improvements in Kirknewton and Pumpherston. Kirknewton is soon to embark on a substantial community engagement process to support the development of their next community plan as the current plan ends in December 2014. It is expected this will generate ideas for Village Improvement Fund applications.

Pumpherston Community Council is currently considering another application to allow them to purchase and erect a community notice board.

Uphall Station is exploring the potential development of a barren area within the village main street as well as a development linked to the football park and proposed new changing facilities.

The Community Regeneration Officer is working with the individual communities and with colleagues across council services, to help progress these potential projects.

D5 Employment Event

As part of Money Week, Almondbank hosted a vibrant employability event which over 150 people attend. People attending were able to speak to employers and discuss / view current vacancies. Employers included NHS Lothian, Post Office and a large logistics firm. Feedback from the event was very positive and outcomes will be available for reporting at the next LAC.

The event followed on from a door knocking session in Craigshill to highlight the event and offer support there and then to interested parties. Referrals for the Advice Shop and 14 referrals for Access to Employment were taken on the day.

E. CONCLUSION

The actions, as detailed above, contribute to the East Livingston and East Calder Ward Action Plan and enable community planning partners to contribute to the Single Outcome Agreement at a local level.

F. BACKGROUND REFERENCES

Previous updates to the Local Area Committee.

Appendices/Attachments: None.

Contact Person: George Scott, Team Leader, Community Regeneration
Tel: 01506 281099, Email: george.scott@westlothian.gov.uk

Steve Field, Head of Area Services
04 December 2014



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

COMMUNITY REGENERATION – WARD ACTION PLAN MID YEAR REVIEW

REPORT BY HEAD OF AREA SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of progress against the targets set in the East Livingston and East Calder Ward Action Plan 2013-15.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes the progress made against targets in the period April to September 2014.

C. SUMMARY OF IMPLICATIONS

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

VI Resources - (Financial, Staffing and Property)	Existing.
VII Consideration at PDSP	None.
VIII Other consultations	None.

D. TERMS OF REPORT

D1 Background

The Regeneration and Employability team delivers a range of services to support some of our most disadvantaged communities and individuals, with a particular emphasis on engaging with people to build personal and community capacity. The team comprises three component parts:

- Regeneration
- Support to the voluntary sector
- Employability

The service produces annual ward action plans for each of the nine multi member wards. The plans outline the activities to be delivered that meet the regeneration needs of the individual areas. The key activities within the action plans focus on:

- developing the capacity of individuals and community based projects and initiatives to assist regeneration in the most disadvantaged communities; and
- delivering targeted, specialist campaigns, interventions and support to improve health and employability in these communities.

D2 Activity

Appendix one contains the ward action plan for 2013-15. The plan shows regeneration, employability and partner activity across the East Livingston and East Calder ward area.

The plan has been updated to show progress made to date against the targets set. New local developments and new initiatives have been added to the plans, as appropriate. All updated information is highlighted.

Significant achievements include:

- A vibrant employability event hosted in the Almondbank centre attracted over 150 participants and many employers. This took place a week after a door knocking event in the Craigshill area to highlight the up coming event. The door knocking also generated referrals to West Lothian Council Advice Shop and Access2Employment.
- A fourth People in the Park event attracted more than 200 participants. The event highlights the fun and activity that can be had in our local open spaces and, on the day, a wide array of entertainment was on offer including live music and a dog show.
- The first of the Village Improvement Fund applications have been received and will be presented to the Local Area committee in December 2014.

E. CONCLUSION

This report reflects achievement to date against planned activity from Regeneration and Employability, and partners, aimed at making a significant contribution to improving the quality of life of the citizens in the East Livingston and East Calder ward. A final update will be presented to the Local Area Committee in June 2015.

F. BACKGROUND REFERENCES

East Livingston and East Calder Action Plan 2012-13.

Appendices/Attachments: One – East Livingston and East Calder Action Plan 2013-15

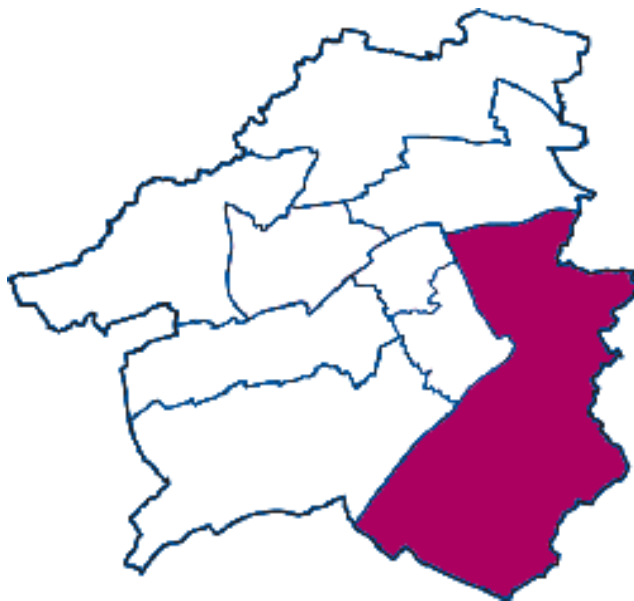
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Steve Field, Head of Area Services

04 December 2014

EAST LIVINGSTON and EAST CALDER WARD ACTION PLAN 2013 – 2015



East Livingston and East Calder Ward Action Plan 2013 – 2015

Introduction

The following action plan details key partnership activity within the East Livingston and East Calder Ward planned in 2013 – 2015.

Purpose

The purpose of the plan is to show what partners across the East Livingston and East Calder ward will be working together to achieve over the two years, what outcomes they are working towards and how they will measure progress against these.

The plan does not include 'core' or mainstream work, so details of, for example, all the youth provision available in the area, is not contained within this plan. If you would like more information about mainstream work, please contact the relevant service area.

The plan is consistent with the Area Services Management Plan and ultimately contributes to achieving the outcomes set in the West Lothian Single Outcome Agreement.

Partners

This is a partnership plan, therefore individual partners have a responsibility for delivering their part of the ward plan and a collective responsibility for monitoring and evaluating progress. Partners include all the Community Planning Partners along with local voluntary organisations.

Note: Highlighted activity in the plan indicates Livingston wide projects, covering both East Livingston and East Calder, Livingston North and Livingston South wards.

Priority Areas

Priority areas for the East Livingston and East Calder Ward Action Plan are:

- Young People
- Employability
- Community Capacity Building and the Voluntary Sector
- Health and the Environment

These priority areas have been identified through statistical analysis and consultation with the local community. Actions for each area are contained within the tables on pages 3 – 10.

Who is the plan for?

The purpose of the plan is to help partners monitor the delivery of services that require multi-agency working and to help them make best use of resources. The plan is also aimed at residents in the communities the plan supports, to help them identify what we are doing and what we deliver for them. We welcome feedback from residents about the plan and the services that we deliver, and throughout the year we will be gathering the views of participants and the wider community to help improve services and identify priorities.

Throughout the year, new actions will be identified and partners will be flexible about responding to needs as they arise.

Funding

The work within the plan is largely funded through existing resources supplied by West Lothian Council or one of the partners. In some cases external funding is being used for specific pieces of work.

How will we report on the plan?

Progress on these plans will be reported on every six months to the Local Area Committees for each ward. At this point progress to date will be reviewed and new initiatives added to the plans, as appropriate.

YOUNG PEOPLE

West Lothian outcome; We live in resilient, cohesive and safe communities

Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Result/progress
				Target	Actual					
Support the development of alcohol diversion programmes	Young people are more aware of the issues around alcohol, drugs and tobacco	Participation figure % of young people reporting that the sessions have raised their awareness of alcohol, drugs and tobacco issues Accredited learning % reporting a behaviour change	Off beat and Booze you Loose groups delivered	40 sessions delivered	30 delivered	April 2013	March 2015	Staff Premises Funding	YAP Youth Services	Both groups remain vibrant and well attended with average weekly attendance exceeding 50 young people. 36 Alcohol brief interventions have been carried out over the reporting period 93% of young people report an increased awareness and understanding of alcohol, drug and tobacco issues.

Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Result/progress
				Target	Actual					
Develop new youth provision	Divert young people from potential anti-social behaviour during holiday periods	Participation figure Reduction in youth call to police	Riverside mural project Create new mural on Riverside	12 young people		April 2013	April 2013	WLC youth work budget Existing partner resources	WLYAP CLD Youth Services Lothian Borders Police Education Services Community Regeneration Arts Services CRO	Project complete
			Craigshill music academy	12 young people from Offbeat, Craigshill and surrounding area	20 + young people attending weekly	July 2013	August 2013			Music group continues with regular and new attendees.
			Diversions holiday activity	10 young people from Etive Walk Area		July 2013	August 2013			Complete
		Reduction in ASB issues from people visiting The Centre	New Drop In Service in The Centre Meeting to be arranged	50 young people	Zero to date	August 2014 Jan 2015	Summer 2015	Existing partner resources	The Centre WLYAP Police Scotland HIT West Lothian College	Meeting with The Centre Director well received. Consultation results being shared with all partners

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EMPLOYABILITY

West Lothian outcome; We are better educated and have access to increased and better quality learning and employment opportunities

Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Result/progress
				Target	Actual					
Money Week Activities	Residents are better informed about financial support available to them Residents are more able to access financial inclusion services	Number of people attending event held during money week	Job Fair to be held in Almondbank, Craigshill serving the whole of Livingston Marketing of events to ensure uptake	Large scale jobs fair. Door knocking event	1 1	Oct 2014	Oct 2014	Existing	Regeneration and Employability Job Centre Plus Advice Shop Credit Union West Lothian Financial Inclusion Network	Attendance figures doubled this year with 166 people attending. Positive feedback received.
Work Clubs	More residents are able to	Number of people attending the		Work Club delivered on a	2 mornings per week	Oct 2013	March 2015	Existing	Regeneration and Employability	From April 2014-September 2014 there has been

East Livingston and East Calder

	access employability support	work club and working with Access 2 Employment		regular basis						the following activity related to Access 2 Employment and the work clubs 50 NEW registrations with 41 outcomes
Door Knocking	More residents are able to access employability and financial inclusion support	<p>Number of services delivered in high areas of unemployment</p> <p>Number one off campaigns to support employability</p> <p>Increase in interaction with employability and financial inclusion services by residents targeted by the campaign</p>	Door Knocking campaigns targeting areas with high numbers of benefits claimants and multiple deprivation	1 to be arranged		Jan 2015	March 2015	Existing	<p>Regeneration and Employability</p> <p>Advice Shop</p> <p>Business Gateway</p> <p>Financial inclusion Network</p>	Recent door knocking event successful in getting referrals to Access 2 Employment

COMMUNITY REGENERATION AND VOLUNTARY SECTOR SUPPORT

West Lothian outcome; We live in resilient, cohesive and safe communities

Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Results/progress
				Target	Actual					
Develop a strategic approach to community facilities in Craigshill	Craigsfarm remains open and offering a varied programme of activities to the local community	Transfer the asset of Craigsfarm to CCDT	Provide support and advice to Craigsfarm Community Development Trust	1 asset transfer complete	In progress	April 2013	On-going	Existing Resources	Area Services Asset Management	Craigsfarm currently developing stage 2 application.
Community Engagement	A thorough community consultation is undertaken in relation to the proposed new community facility in East Calder and emerging issues duly considered	Local residents are informed of the ongoing processes regarding the new Partnership Centre Local residents are involved in the development decisions being made	Undertake a range of community engagement activities to involve as many sections the community as possible in decision making regarding the new Partnership Centre	Full community engagement exercise completed		April 2013	On-going	Existing resources	Local community Community Regeneration Asset Management Facilities Management Youth providers forum	A Community Consultation: Initial Workshop has been arranged for 27 th November at 7pm in East Calder Community Education Centre.

East Livingston and East Calder

Build Social Capital	Increased networks and links between existing community groups and organisations in Craigshill	Increase in collaborative working	Series of community lunches in Craigshill	6 community lunches	zero	Sept 2013	Sept 2014	External funding required	CRO Craigshill Community Council Youth Providers Forum Sports organisations Churches	Nil action to date This will be considered as an approach to support the Asset Based Community Development work.
Asset Based Community Development	Assets are identified in the Craigshill area supporting knowledge and identification of opportunities for development	Production of local service directory for distribution in the community	Questionnaire to services to ascertain their role/ remit	Responses from > 30 services/ groups	15 organisations have responded to date.	August 2014	March 2015	Officer and partner time. ABCD consultant support	Local community Community Regeneration Asset Management Facilities Management Youth providers forum Community Regeneration	Large amount of responses in and will be collated. Research around directory approach being carried out.

Last updated November 2014

HEALTH AND ENVIRONMENT

West Lothian Outcome; We make the most efficient and effective use of resources by minimising our impact on the built and natural environment

Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Results/progress
				Target	Actual					
Increase access to physical activity Make best use of open space	Involve local people in the improvements to Almond Park	A number of local people actively involved in accessing and enjoying local open spaces	Community Gardening	Community garden created with 2 raised beds	2 delivered and placed in Craigsfarm courtyard	April 2013	March 2014	£1k HIT	Craigshill Greenspace Local Primary Schools Greenspace Officer WLYAP	Beds placed in Craigs farm to increase likelihood of ongoing maintenance. These were made by the tooled up group supported by Youth Action Project. A further planter was made for Letham primary school.
			Day in the Park	1 event	1 took place	May 2013	May 2014			People in the Park IV happened on Sat 24 th May with over 200 people attending and enjoyed music and a dog show along with lots more

East Livingston and East Calder

	Create community space on the derelict tennis court at Etive Walk	A new community space will be created	Full community consultation Plans completed and agreed Community space created			April 2013 Jan 2014	Dec 2013 April 2014	Secure external funding	Greenspace Officer WLYAP CRO Craigsfarm CDT Planning Services Local community	The project has not proceeded after an unsuccessful application to the lottery. There continues to be some local interest in the potential development of the space. This will be picked up by CRO and local green space officer.
	Create a weekly park run	Weekly park run established % of people attending the park run on a regular basis % of volunteers supporting the weekly park run	Meeting to be set up with potential partners 5k route to be established with risk assessments carried out for the route	1 regular Park Run set up 25 participants 15 volunteers		Nov 2014	Ongoing	Existing	CRO NETs and Land Services Sports Development One Life Leisure West Lothian Running Park Run Association	Currently steering group being identified and funding sought

Last updated November 2014

East Livingston and East Calder

	Local people increase participation in outdoor activities	2 orienteering courses installed Participation figures	Install 2 permanent orienteering courses in Almond Park and Eliburn Park Launch events	2 courses installed	Courses identified but not installed	April 2013	Aug 2014 Spring 2015	External funding Existing	Green space officer CRO Local Primary Schools Local Orienteering Club Lowport Centre	Award for All application for £6k has been approved and will support the project Action plan being drawn up by partners.
Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Results/progress
				Target	Actual					
Support local communities to access the Villages Improvement Fund	Local people are involved in making positive changes to their community	Improvements are made to local services and the environment	Promote the fund to eligible villages Work with local organisations to develop projects and proposals Work with communities and local groups to secure	Each village is supported to develop funding applications Projects are delivered on time and on budget	5	June 2013	March 2015	East Calder £125K Mid Calder £125K Pumpherston £55K Uphall Station £55K Kirknewton £55K Wilkieston £20K	Local Community Councils Other local community groups Community Regeneration Economic Development	2 application being presented to December 2014 LAC to the value of approximately £15k with one application from Kirknewton Community Development Trust and one application from Pumpherston Community Council

Last updated November 2014

East Livingston and East Calder

			match funding							
			Support communiti es and organisatio ns to deliver successful projects							
Action	Local outcome	Outcome indicator	Activity	Performance		Start date	Finish	Resources	Partners involved	Results/progress
				Target	Actual					



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS

REPORT BY HEAD OF PLANNING AND ECONOMIC DEVELOPMENT

A. PURPOSE OF REPORT

The purpose of this report is to advise the Local Area Committee of the applications received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF) in 2014/15.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

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

C. SUMMARY OF IMPLICATIONS

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

VI Resources - (Financial, Staffing and Property)	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
VII Consideration at PDSP	These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
VIII Other consultations	Area Services.

D TERMS OF THE REPORT

D1 Background

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

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

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

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

Six villages within the East Livingston and East Calder ward are eligible under the scheme.

Distribution of funding is based on village size. Total allocations per village are as follows:

East Calder	£125,000
Midcalder	£125,000
Kirknewton	£55,000
Pumpherston	£55,000
Uphall Station	£55,000
Wilkieston	£20,000

D2 Applications

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

Kirknewton Community Development Trust-

Kirknewton Community Development Trust is applying for £11,000 to carry out community woodland improvements, install street furniture and provide a public access defibrillator. These improvements will improve a number of areas in the village including the community woodland. Increased use of the woodland and improved areas will promote health and well-being supporting walking in the area with a health gain for individuals. The public access defibrillator was identified by the community council after receiving comments in respect of waiting times experienced by emergency services due to a new rail crossing barrier system in place. Training on its use will support local people to develop new skills.

All items in this application have been established by a community consultation in 2010, as part of the Kirknewton Community Development Plan 2011-2014 and discussed at the elected community council meeting. Actions will support local work towards delivery of the local action plan.

Pumpherstons Community Council

An application has been received from Pumpherstons Community Council for £3195 to enable them to paint the railings in the main village area. The treatment and painting of the railings will protect them ensuring their ongoing use; improve the look of the streetscape with a benefit to the whole community. The community council will manage the project.

The community council have also made a VIF application for a community noticeboard, and some environmental improvements at the proposed noticeboard site. The noticeboard will allow the community to better communicate with local residents and ensure maximum attendance at community events. The proposed planters, at a prominent central site, will enhance the overall appearance of the village. The community council are requesting £2647 to deliver this project.

E. CONCLUSION

Six villages within the East Livingston and East Calder ward are eligible to apply to the Villages Improvement Fund.

The three applications, detailed above, meet the eligibility criteria of the Village Improvement Fund and the Local Area Committee is asked to support them.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013 and April 2014).

Appendices/Attachments: Three

Appendix 1: Kirknewton Community Development Trust Application

Appendix 2: Pumpherstons Community Council Application

Appendix 3: Pumpherstons Community Council Application

Contact Person: George Scott, Team Leader, Community Regeneration Tel. 01506 281099

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alice.sinnnet@westlothian.gov.uk

Craig McCorriston, Head of Planning and Economic Development
04 December 2014

Appendix 1

West Lothian Villages Improvement Fund

Application form

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

1. Applicant Organisation Details

Organisation Name	Kirknewton Community Development Trust
Project title	Kirknewton Development Plan 2011-14 outcomes
Contact person	
Position	Chief Executive Officer
Address	12 Main Street, Kirknewton, EH278AH
Telephone number	01506 883988
Email Address	
Type of organisation	Development Trust
What date was your organisation formed?	1996
Are you a charity, please quote your number	SC037895
What are the main activities of your organisation? (please answer in no more than 100 words)	KCDT undertakes practical projects within the KCC area that further its aims which are Promote opportunities for learning and education Encourage Community Led development Help and encourage local people to develop new skills Promote protection and enhancement of local environment Promote energy efficiency in the home Promote the use of energy efficiency in the home Relieve fuel poverty

Do you have an equal opportunities policy or statement? If yes please provide a copy	<u>Yes</u> / No
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	<u>Yes</u> / No

Are you applying for other funding, if so, please detail	Approved	Anticipated
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2. Project details

Council Ward	East Calder
Project location	Kirknewton village
Project start date	November 2014
Project finish date	May 2014
Estimated Outcome	Meeting the aims of the Kirknewton Community Development Plan

Project description

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

There is a number of projects that we are putting forward, in association with Kirknewton Community Council, that also meet the aims of our development plan

- 1) Thinning of community woodland, providing wood for members of community (planted 15 years ago). Rebuilding of boundary fence to community woodland. Using wood chip and old fencing for pathway.
- 2) Purchase of 9 benches and a picnic table to throughout village, to enable people to walk and rest if required or enjoy village viewpoints.
- 3) Purchase of public access defibrillator for public health service and in case of emergency services being held up at new rail barrier.

Partners involved (other local organisations you are working with)	Kirknewton Community Council – all projects have been discussed and agreed as our village improvement fund application at Kirknewton Community Council
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Evidence of need

What evidence is there that your project is needed? It is vital that you

show that you have identified the need for your project, eg letters of support, or local survey.

All items in this application have been established by a community consultation in 2010, as part of the Kirknewton Community Development Plan 2011-2014 and discussed at the elected community council meeting.

- 1) 2) fit within our community facilities and services theme two priority three assist the development of park and green space. It also fits in with local environment and green space theme three priority one:improve the paths and cycle paths around Kirknewton, priority two:improve the look and external surroundings of Kirknewton
- 2) fits within creating a better balance of community facilities and active dialogue on village development theme four. The public access defibrillator was identified by the community council taking on board comments of waiting times by emergency services due to new barrier system in place.

Outcomes

Describe what your project will deliver.

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

- 1) Improve the surroundings of the park and community woodland and increase usage for health and well being**
- 2) Improve the surroundings of Kirknewton and encourage walking for improved health and well being**
- 3) Saving a life in case of emergency services delay at rail barrier. Improved skills from training in use of the equipment.**

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

A number of these projects will encourage safe walking in the community and use and enhancement of outdoor community spaces. This will improve over 10 areas in the village and meets some of the objectives identified in the Kirknewton Community Development Plan 2012-2014.

3.Project Costs

Amount of funding requested	£11,000
Item of expenditure	Cost
Community Woodland improvements	£3000
Benches / picnic tables	£6000
Defibrillator	£2000

Project management

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

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

All projects will be managed by KCDT with support from WLC relevant services / suppliers (who have been contacted ie NETs) using local businesses or recommended local businesses/contractors by WLC (ie park bench installers).

4. Declaration

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

Name	██████████
Position	CEO
Organisation	Kirknewton Community Development Trust
Date	26.09.2014

Please send your completed forms to:

George Scott
Regeneration & Employability
Area Services
West Lothian Council
2nd Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283275, E-mail: George.scott@westlothian.gov.uk

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

Appendix 2

West Lothian Villages Improvement Fund

Application form

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

3. Applicant Organisation Details

Organisation Name	PUMPHERSTON COMMUNITY COUNCIL
Project title	RAILINGS IMPROVEMENT
Contact person	[REDACTED]
Position	CHAIR
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	COMMUNITY COUNCIL
What date was your organisation formed?	FEB 2014
Are you a charity, please quote your number	NO
What are the main activities of your organisation? (please answer in no more than 100 words)	TO ASCERTAIN AND EXPRESS THE VIEW AND NEEDS OF THE COMMUNITY TO LOCAL AUTHORITIES And PUBLIC BODIES

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

Are you applying for other funding, if so, please detail	Approved	Anticipated
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4. Project details

Council Ward	EAST LIVINGSTON AND EAST CALDER
Project location	PUMPHERSTON
Project start date	DECEMBER 2014
Project finish date	MARCH 2015
Estimated Outcome	MAINTENANCE OF COMMUNITY ASSET, PRIDE AND WELL BEING IN THE COMMUNITY

Project description

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

THE RAILINGS ON UPHALL STATION ROAD ARE IN DIS-REPAIR- POWDER COATING HAS WORN OFF (PROBABLY DUE TO SALT DAMAGE). WE HAVE A NUMBER OF VOLUNTEERS WHO WILL PAINT THE RAILINGS, UNDER SUPERVISION, PROVIDING THE RAILINGS WITH A CLEAN, ASUITABLE PRIMER, UNDERCOAT AND FINISH. WEST LOTHIAN COUNCIL HAVE QUOTED £5,600 TO CARRY OUT THESE WORKS. RESIDENTS VOLUNTEER SERVICES TO "SAFEGUARD" FUNDS FOR OTHER COMMUNITY PROJECTS.

Partners involved (other local organisations you are working with)

West Lothian Council - Regeneration and Housing

Evidence of need

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

WEST LOTHIAN COUNCIL CONDUCTED A SURVEY AND CONFIRMED PAINTING IS REQUIRED.

Outcomes

Describe what your project will deliver.

Village Improvements; e.g Number of sites improved

Area of landscaping
PROTECTION OF RALINGS TO ENSURE THEY DO NOT ERODE FURTHER. IMPROVED AESTHETICS. THE WHOLE COMMUNITY WILL BENEFIT
Community Facilities: e.g number of facilities improved -Projected usage

5. Project Costs

Amount of funding requested	
Item of expenditure	Cost
PAINT	£1267.52
PRIMER	£584.44
UNDERCOAT	£744.00
PROTECTIVE WEAR	£150.00
EQUIPMENT	£450.00
	£3195.96

Project management Describe how your project will be managed and administered including details of any: <ul style="list-style-type: none"> - Design / plans - Implementation arrangements e.g contract tenders - Planning Approval
THE COMMUNITY COUNCIL WILL FULLY MANAGE THE PROJECT.

5. Declaration

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

Name	KAREN ROGERS
Position	CHAIR
Organisation	PUMPHERSTON COMMUNITY COUNCIL
Date	03/11/2014

Please send your completed forms to:

Catherine Duffin
Administration Assistant
Regeneration & Employability
Area Services
West Lothian Council
2nd Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283275

E-mail: Catherine.duffin@westlothian.gov.uk

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

Appendix 3

West Lothian Villages Improvement Fund

Application form

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

6. Applicant Organisation Details

Organisation Name	PUMPHERSTON COMMUNITY COUNCIL
Project title	Community Noticeboard and Environmental Improvements
Contact person	[REDACTED]
Position	CHAIR
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	COMMUNITY COUNCIL
What date was your organisation formed?	FEB 2014
Are you a charity, please quote your number	NO
What are the main activities of your organisation? (please answer in no more than 100 words)	TO ASCERTAIN AND EXPRESS THE VIEW AND NEEDS OF THE COMMUNITY TO LOCAL AUTHORITIES And PUBLIC BODIES

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

Are you applying for other funding, if so, please detail	Approved Anticipated
--	------------------------------------

7. Project details

Council Ward	EAST LIVINGSTON AND EAST CALDER
Project location	PUMPHERSTON
Project start date	DECEMBER 2014
Project finish date	MARCH 2015
Estimated Outcome	Improved communication within the village and environmental enhancement of a central village site.

Project description

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

The community of Pumpherston has been without established communication channels. The community council has started a community newsletter which is distributed quarterly and we have Facebook and Twitter feeds. We also now engage with other local groups and businesses. It is essential to planned local projects that the whole community are aware of projects in a timely manner. This includes community clean ups, older peoples projects and other civic events.

We feel a noticeboard would provide us with the confidence that we are reaching all residents. The noticeboard would be sited to the side of Scotmid as this is a popular point for all residents. We have permission to site the board from Housing and only require planning permission.

We also plan to install planters at this location to improve the overall appearance of the area.

Partners involved (other local organisations you are working with)

West Lothian Council - Regeneration and Housing

Evidence of need

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

We deliver numerous local events and are aware that we are not reaching all members of our community with information. A noticeboard would enhance our communication channels and help with local community cohesion.

Outcomes

Describe what your project will deliver.

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

One site improved through the addition of a noticeboard and some environmental enhancements.

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

n/a

8. Project Costs

Amount of funding requested	
------------------------------------	--

Item of expenditure	Cost
Noticeboard	£2297.49
Planters and plants	£700
	£2997.49

Project management

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

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

THE COMMUNITY COUNCIL WILL FULLY MANAGE THE PROJECT.

6. Declaration

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

Name

[REDACTED]

Position	CHAIR
Organisation	PUMPHERSTON COMMUNITY COUNCIL
Date	18/11/2014

Please send your completed forms to:

Catherine Duffin
Administration Assistant
Regeneration & Employability
Area Services
West Lothian Council
2nd Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283275

E-mail: Catherine.duffin@westlothian.gov.uk

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