



West Lothian
Council

Linlithgow Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

17 August 2016

A meeting of the **Linlithgow Local Area Committee** of West Lothian Council will be held within the **Low Port Centre, 1 Blackness Road, Linlithgow** on **Tuesday 23 August 2016** at **8:00am**.

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 Minute of Meeting of the Committee held on 31 May 2016 (herewith).
5. Linlithgow Multi-Member Ward Performance Report - report by Scottish Fire and Rescue Service (herewith).
6. Police Ward Report - report by Inspector Robertson (to follow).
7. Report on Roadworks Completed within Linlithgow Ward 2016/17 - report by Head of Operational Services (herewith).
8. Service Update - NETS, Land and Countryside Services - report by Head of Operational Services (herewith).

DATA LABEL: Public

9. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).
10. Restoration of the Cross Well, Linlithgow - report by Head of Planning, Economic Development & Regeneration (herewith).
11. Pensioners' Groups Christmas Fund Provisional Allocations 2016 - report by Head of Planning, Economic Development and Regeneration (herewith).
12. Community Regeneration - Regeneration Plans - report by Head of Planning, Economic Development and Regeneration (herewith).
13. Workplan (herewith).

NOTE **For further information please contact Lorraine McGrorty on 01506 281609 or by e-mail to lorraine.mcgrorty@westlothian.gov.uk**

MINUTE of MEETING of the LINLITHGOW LOCAL AREA COMMITTEE of WEST Lothian Council held within LOW PORT CENTRE, 1 BLACKNESS ROAD, LINLITHGOW, on 31 MAY 2016.

Present – Councillors Tom Conn (Chair), Tom Kerr, David Tait

In Attendance –

Graeme Struthers, Lead Officer, West Lothian Council
Dougie Grierson, Community Regeneration Officer, West Lothian Council
Inspector Scott Robertson, Police Scotland
Richie Hall, Scottish Fire and Rescue Service
Tony Fleming, Locality Manager, West Lothian Council
Phyllis McFadden, Customer Services Manager, West Lothian Council
David Brewster, Senior Environmental Health Officer, West Lothian Council
Chris Alcorn, Principal Planner, West Lothian Council
Graeme Malcolm, Roads Manager, West Lothian Council

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. MINUTE

The committee approved the draft Minute of its Meeting held on 9 February 2016. The Minute was thereafter signed by the Chair.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Inspector Robertson, Police Scotland, which summarised police activity in the ward for the period to 30th April 2016 together with comparator figures for the previous year.

The report provided information on national priorities, West Lothian priorities and the specific community engagement priorities for the ward.

The report also provided information on issues of note including violence, disorder and anti-social behaviour; road safety; dishonesty; and drug dealing and misuse.

The committee was invited to note the contents of the report.

In the interest of community relations, Inspector Robertson undertook to contact the operator of a bus that was parking at the east end of the High Street to establish whether there was a better option for waiting that would not impact traffic on the High Street.

Decision

To note the contents of the report.

4. LINLITHGOW MULTI-MEMBER WARD QUARTERLY PERFORMANCE REPORT

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on Fire and Rescue Service activity within the Linlithgow Multi-Member Ward for the period to 31st March 2016.

The quarterly reports were produced to ensure delivery of the Local Fire and Rescue Service Plan for West Lothian for 2014-2017 which was a requirement of the Police and Fire Reform (Scotland) Act 2012, Section 41E. A list of the seven key priorities for the ward, against which performance had been monitored, was listed within the report.

Attached to the report, at Appendix 1, was a summary report that provided a series of graphs showing details of accidental dwelling fires, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergencies and unwanted fire alarm signals for Scotland, West Lothian and the ward.

Richie Hall reminded the committee that Linlithgow was one of 7 stations currently involved in the Out of Hospital Cardiac Arrest Trial and provided an overview of the success of the service to date.

The report recommended that the local area committee note and provide comment on the Linlithgow Multi-member Ward Quarterly Performance report.

Decision

To note the contents of the report.

5. HOUSING, CUSTOMER AND BUILDING SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of housing performance for the period 1 January – 31st March 2016.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report. Committee noted that for the period January to March 2016, a total of 12 properties had been let for mainstream tenancies with no lets for temporary tenancies. There were 2 policy voids in the ward for structural issues.

A graph within the report demonstrated the final year end position for rent arrears in the ward. The year-end arrears for the ward was £63,962, a decrease on last year's position of £64,609. The overall arrears position for West Lothian had decreased from the previous year.

A table within the report provided members with an overview of the level of arrears banding and number of tenants in arrears in the ward at 31st

March 2016. There had been a decrease in the number of serious arrears cases where tenants owed more than £1,000, with members noting that 65% of cases fell into the lower bands with arrears of £300 or less. Officers were working on the strategy for 2016/17 to continue to improve rent collection methods and support for customers in arrears.

Further information was also contained in the report on the following:-

- Linlithgow Area Team Activity;
- New Build Council Housing and Capital Programme Updates;
- Tenant Participation Update; and
- Safer Neighbourhood Team.

The report recommended that members note the content of the Housing, Customer and Building Services activity report.

Decision

To note the contents of the report

6. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update on the recent activity of the NETS, Land and Countryside Services teams for the period 1st January to 31st March 2016 and highlighting future works planned for the locality.

The report provided an overview of the works that had been carried out on grounds maintenance and street cleansing routine operations. It also provided a summary of the enquiries dealt with and enforcement taken by the environmental wardens.

The report then gave members an overview of the ranger services events and activities programme for 2016 and of the variety of improvements that were underway at Beecraigs Country Park.

Finally, the report concluded with information on the open space and cemeteries works that were being carried out in the ward.

The committee was invited to note the content of the report.

Decision

To note the terms of the report.

7. MANSE ROAD CANAL BRIDGE, LINLITHGOW

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

by the Head of Operational Services providing officers findings on their assessment into concerns about road safety raised by the local community on the Manse Road Bridge Over the union Canal.

The report recalled that the particular issues raised by the local community had included vehicles driving on the footway of the bridge; vehicle speeds on Manse Road in the vicinity of the bridge; footway widths on the bridge and on Back Station Road and Strawberry Bank; and the road surface condition of Manse Road. Information on ownership of the various roads was provided in the report.

An overview of an accident analysis carried out on the bridge and surrounding streets from January 2011 to December 2015 was provided and had identified that there had been no reported injury accidents at or near the bridge during the period. One incident was received in October 2015 but as it had not resulted in any casualties, it was not been reported by the council to the police.

The report provided committee with an overview of the physical characteristics of the bridge and adjacent roads and footways. It continued to explain that the physical characteristics of the bridge mitigated any potential for excessive speed in the area. This was borne out by the accident record for the area as there was direct correlation between increased vehicles speeds leading to an increase in accidents.

The Roads Manager explained that concerns about the condition of the carriageway surface of Manse Road, the area had been made safe with potholes sealed with hot screed patches. The carriageway had also been measured for permanent patching works which would be carried out before the end of the financial year.

The Roads Manager then outlined the potential interventions that had been explored by officers, full details of which were outlined in the report. These had included introduction of traffic signals; widening of the road; promotion of a traffic regulation order to limit the length of vehicles crossing the bridge; and widening of footpaths or creation of a pedestrian footbridge. The report explained that all of these interventions had been ruled out for the reasons stated within the report.

Following full discussion, the Road Manager agreed to explore whether road markings could be added on the approach roads to the bridge so that cars would slow down earlier. He also undertook to remove the current Give Way sign at the bridge.

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

Decision

To note the terms of the report.

8. RESULTS OF SCOTTISH NATURAL HERITAGE USERS SURVEY OF JOHN MUIR WAY

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development & Regeneration advising of the results of a visitor's survey commissioned by Scottish Natural Heritage (SNH) between 2014-15 on users of the John Muir Way, part of which passed through West Lothian and the findings on economic benefit.

The John Muir Way opened in April 2014 to tie in with the centenary of John Muir's death and was accessible for walkers and cyclists with some sections also suitable for horse-riding. The route was approximately 134 miles long and passed through ten local authority areas across central Scotland including West Lothian.

The path entered West Lothian from South Queensferry and continued via Hopetoun foreshore, Blackness through Linlithgow/Linlithgow Bridge and via the upper part of the River Avon Heritage Trail onto the Union Canal. The long distance route enhanced ongoing work to improve and promote the council's path network.

An economic benefit study and path condition survey had been carried out in the Spring of 2012. A summary of the findings was detailed in the report and included information on the West Lothian Tourism Officer's views on the survey and details of the benefits particularly to Linlithgow Town Centre.

The report continued to advise that between November 2014 and October 2015 a visitor survey had been undertaken based on manual counts and face to face interviews with a sample of 537 visitors at various locations along the entire length of the route. It found that over 60,000 visitors were specifically there to walk or cycle on the John Muir Way, with 4,600 to 6,000 (2%) of people completing the 134 mile trail end-to-end and that overall 240,000 to 300,000 making use of some popular local sections for routine dog walking, commuting and other purposes.

Members noted that eight in ten visitors were extremely satisfied or very satisfied with their visits to Scotland's newest long-distance route, citing in particular the variety of views and scenery, landscapes and terrain on offer. The survey also found people's main reasons for visiting the route was both mental and physical health. Around 3 in 10 visitors spent money during their visit to the John Muir Way with people from further afield likely to spend more money than local people.

The report went on to outline the potential for re-routing the John Muir Way via the A706 and therefore more directly into Linlithgow noting that the Central Scotland Green Network had prepared proposals that were discussed with the landowner. There was no budget to meet the high costs of £140,000 that involved embankment stabilisation at Mary Dickies Quarry. SNH had been approached but they did not have the funds to contribute to the re-routing. Officers from transportation had costed a lower cost option and a budget through grant applications would be required.

The report concluded that the John Muir Way was a valuable addition to promoting West Lothian for local businesses, visitors and local people. It was recognised that there was a need to route the trail more directly into Linlithgow Town Centre and to do more locally to further capitalise on providing services to route users.

The committee was invited to:-

- (a) Note the content of the report and the visitor survey findings; and
- (b) Officer comments or suggestions about the John Muir Way rout to SNH and CSGNT.

Decision

To note the terms of the report.

9. LINLITHGOW AIR QUALITY MANAGEMENT AREA

The committee considered a report (copies of which had been circulated) by the Head of Planning and Economic Development providing an update on progress with the Linlithgow Air Quality Management Area (AQMA).

The report advised that consultation on the council's intention to declare an Air Quality Management Area for Linlithgow and Linlithgow Bridge had closed on 7th April. Comments received were limited although generally supportive of the proposal. The AQMA had been made on 25th April 2016 and had come into force on the same day. The report provided a link to a dedicated web page which had been created and was regularly updated.

Subject to Scottish Government funding, detailed source apportionment analysis would be undertaken by external consultants based on the most recent statutory air quality detailed assessment. Environment health would convene a steering group in late summer to commence the action planning process which would comprise colleagues from planning, transport and town centre management.

The resultant draft Linlithgow Air Quality Action Plan would be subject to further PDSP scrutiny and agreement by the Council Executive prior to public consultation. Once the final Air Quality Action Plan had been approved, Scottish Government and other funding would be south to deliver the identified measures to improve air quality in Linlithgow.

The report recommended that the committee consider and comment on the report and note that, subject to Scottish Government funding, the statutory Air Quality Action Planning process would commence in late summer.

Decision

To note the terms of the report.

10. NEWTON AIR QUALITY MANAGEMENT AREA

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an update on the results of the statutory work undertaken to monitor air quality in Newton and advising that an Air Quality Management Area (AQMA) was required.

The report recalled the standards that were set down by the Air Quality (Scotland) Regulations, as amended, and objectives to be achieved by local authorities by specific dates for seven priority pollutants. These were Benzene, Carbon Monoxide, Lead, 1,3-Butadiene, Nitrogen Dioxide, Sulphur Dioxide and Particulate Matter (PM₁₀)

The council was obliged to report annually to the Scottish Government on priority pollutants. A three year cycle was specified with Progress Reports each year except the third where a more in depth "Updating and Screening Assessment" was required. The statutory 2015 Updating and Screening Assessment covering air quality in 2014 were submitted to the Scottish Government in June 2015. The main points of the report as they related to Newton area :-

- The need to continue automatic monitoring at Newton Main Street due to the annual mean concentration for PM₁₀ exceeding the air quality objective;
- Monitoring data from the station indicated that measured levels of PM₁₀ concentration remained above the Air Quality Objective level;
- It was seen as likely that an AQMA would be declared for PM₁₀ in Newton; and
- A Detailed Assessment would be undertaken for Newton to establish the likely geographical area of the likely exceedance of the annual PM₁₀ objective.

Scottish Government funding was sought and obtained to allow commissioning of external expertise to carry out a Detailed Assessment of Air Quality in Newton. The report had now been finalised and encompassed modelling of PM₁₀. The key purpose of the report was to identify the geographical area which exceeded or was likely to exceed, the Air Quality Objectives.

The report explained that in light of the Detailed Assessment of Air Quality in Newton using the available data from 2014, West Lothian Council was required to declare an Air Quality Management Area for the exceedance in Scottish PM₁₀ annual mean objective. It was envisaged that the boundaries would mirror the settlement boundary set in the West Lothian Local Development Proposed Plan.

An Air Quality Management Area would be made via an Air Quality Management Order. Prior to declaring this a one-month public

consultation would be required on the proposed AQMA including the proposed boundaries. It was proposed that providing that if there was no significant objection the AQMA would be declared. Should significant objections be forthcoming the matter would be referred back the PDSP and Council Executive for further consideration.

Following declaration of an AQMA a process of internal consultation would begin looking at all the options to improve air quality by reducing fine particles and prioritising these to inform a draft Action Plan. This would then be subject to wider community consultation and once completed the Action Plan would determine what action would be taken and how it would be prioritised.

In particular elevated PM₁₀ levels were largely associated with domestic solid fuel heating so measures to address this would be required. In addition a range of well-established measures could be used to reduce traffic level and influence driver behaviour. These measures would be examined with colleagues in Transportation in conjunction with the local community. All measures would be subject to consultation and consideration would need to be given to any capital and revenue funding consequences arising.

It was recommended that the committee :-

1. Considers and comments upon the report, the requirement to declare an AQMA and the proposed AQMA boundaries; and
2. Notes that the Council Executive approved on 10 May 2016 the making of an Air Quality Management Order encompassing the whole of Newton following the consultation period.

Decision

To note the terms of the report

11. COMMUNITY REGENERATION – WARD ACTION PLAN

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing advising of progress against the targets set in the Linlithgow Ward Action Plan 2015-16.

The report outlined the range of services and support that were provided by the Regeneration and Employability team to support some of the most disadvantaged communities and individuals, with a particular emphasis on engaging with people to build personal and community capacity. The service produced ward action plans for each of the nine multi-member wards. The plans outlined the activities to be delivered to meet the regeneration needs of the individual areas.

The final ward action plan for 2015-16 was appended to the report and had been updated to show progress made against the target set. New local development and initiatives had been added to the plan as

appropriate. Progress to date included:-

- The establishment of a new Partners Group in Bridgend;
- Door knocking in Bridgend resulting in the completion of 32 questionnaires, 8 referrals for advice and support from housing, A2E and the advice shop;
- Linlithgow Young Peoples Project had been running a football project on the refurbished MUGA after receiving £5000 from the Community Regeneration Fund;
- Village Improvement funded projects in Philpstoun and Newton were out to contract and would soon be delivered;
- The Town Centre Occupancy Rate had risen to 93.4% in March 2016;
- Linlithgow CDT Stage 2 Asset Transfer application for Kettilstoun supported by a consultant-produced business plan had been submitted and was currently under review; and
- Linlithgow Fairtrade Town Group delivered a successful Fairtrade Breakfast at Linlithgow Academy in February.

Members noted that the action plan for 2015-16 was complete. The plans would be replaced by targeted Regeneration Plans for the 8 areas identified as being in the most deprived 20% SIMD data zones to support the Regeneration Framework agreed by the Council Executive in February 2014. Community Regeneration Officers would continue to work with the Lead Officer to support the Local Area Committees and would report on the progress of Regeneration Plans where appropriate.

Decision

To note the terms of the report.

12. WORKPLAN

The committee noted its work plan for the period to August 2016 (a copy of which had been circulated).

Decision

To note the terms of the work plan.

13. MEETING DATES 2016/2017

The committee approved the following meetings for the period from August 2016 to May 2017:-

- 23 August 2016

- 15 November 2016
- 7th February 2017
- 30 May 2017

Decision

To approve the meetings dates for 2016/2017.



LINLITHGOW LOCAL AREA COMMITTEE

LINLITHGOW MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Linlithgow Local Area Committee on the activity within Linlithgow Multi-Member Ward for the period up to 30th June 2016.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• Being honest, open and accountable• Focusing on our customers' needs• Making best use of our resources• Working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Quarterly reports on the Multi-member Ward Operational Plans are being produced to ensure delivery of the Local Fire and Rescue Plan, which is a statutory requirement of the Police and Fire Reform (Scotland) Act 2012.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	WL CPP SOA Performance indicators.
V Relevance to Single Outcome Agreement	SOA1304_13 Number of deliberate fires per 100,000 population SOA1304_14 Number of accidental dwelling fires per 100,000 population.
VI Resources - (Financial, Staffing and Property)	The council contributes to directly and in partnership to the delivery of the Ward Plan
VII Consideration at PDSP	None
VIII Consultations	West Lothian Citizen's Panel Survey, July 2014.

D. TERMS OF REPORT

D.1 Background

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

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

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

The seven key priorities within the Linlithgow Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies.

E. CONCLUSION

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

F. BACKGROUND REFERENCES

None.

Ritchie Hall

Station Manager, Scottish Fire and Rescue Service

August 2016

Appendix 1 - Linlithgow Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Year to Date April to June 2016

Linlithgow

DISCLAIMER

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

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

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

Introduction

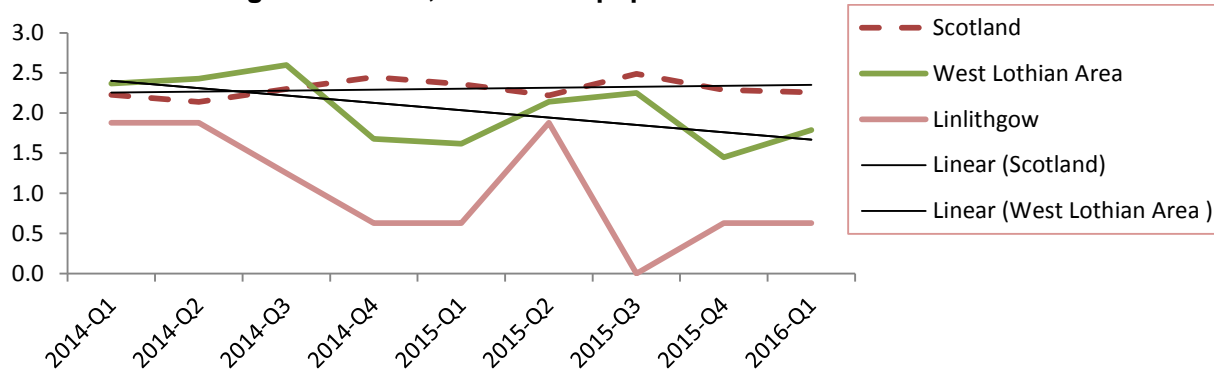
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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

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

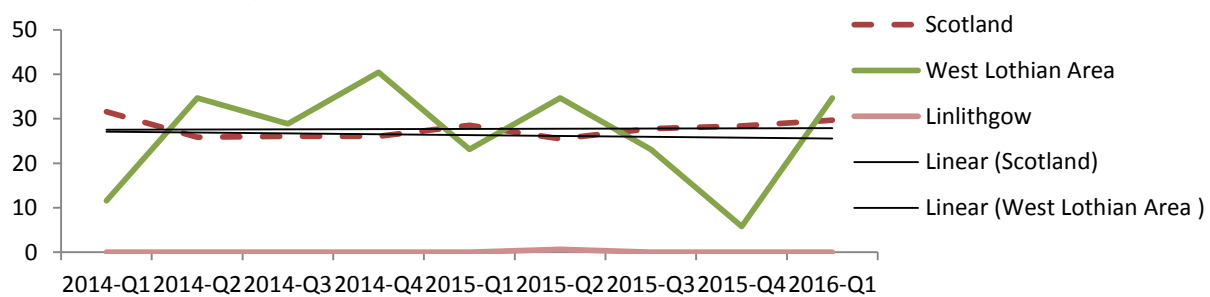
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



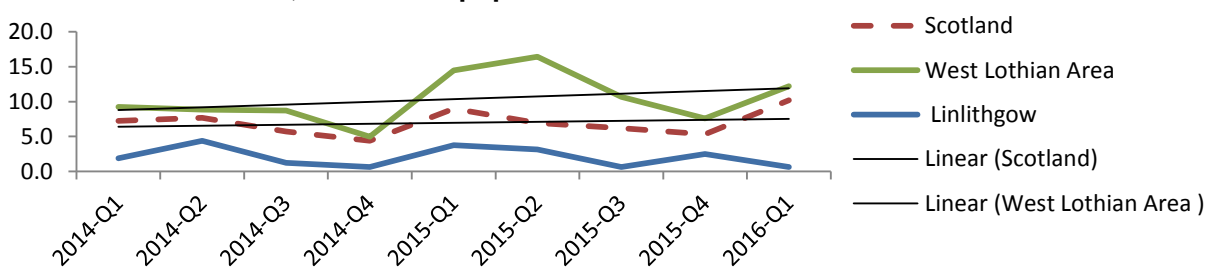
During the 2016-17 year to date reporting period SFRS have dealt with 1 accidental dwelling fire in comparison to 1 during 2015-16 year to date reporting period.

Accidental Dwelling Fires (Casualties and Fatalities) Per 1,000,000 head of population



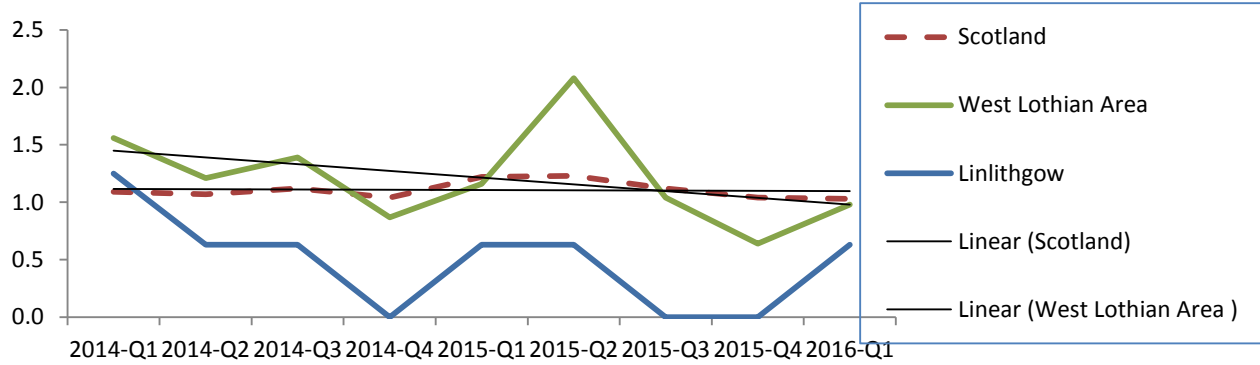
During the 2016-17 year to date reporting period SFRS have dealt with 0 casualties due to fire in comparison to 0 during 2015-16 year to date reporting period.

Deliberate Fires Per 10,000 head of population



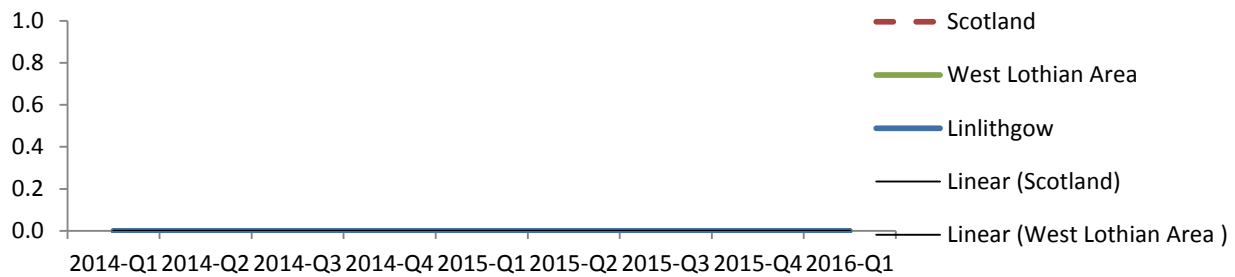
SFRS have dealt with 1 deliberate fires incidents during 2016-17 year to date reporting period in comparison to 6 during 2015-16 year to date reporting period.

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



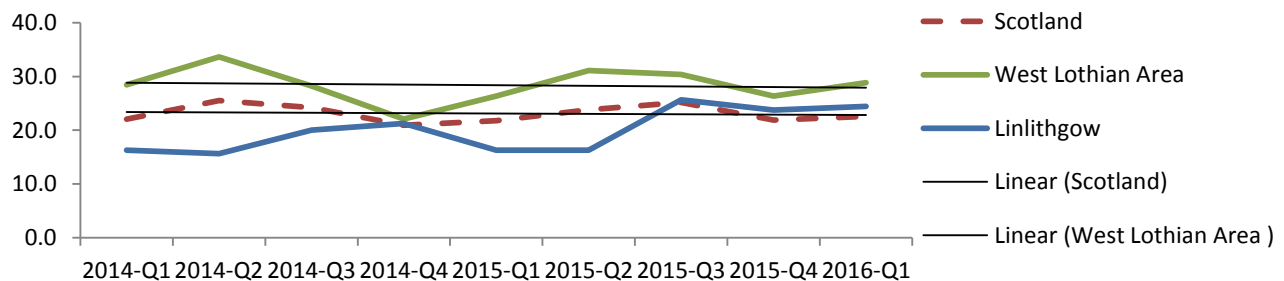
SFRS have dealt with 1 non domestic fires incident during 2016-17 year to date reporting period in comparison to 1 during 2016-17 year to date reporting period.

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



SFRS have dealt with 4 casualties from non-fire emergencies during 2016-17 year to date reporting period in comparison to 3 during 2015-16 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 39 UFAS incidents during 2016-17 year to date reporting period in comparison to 26 during 2015-16 year to date reporting period.

Additional Comments

SFRS is committed to 'Working Together for a Safer Scotland' and to engage with business partners to reduce demand from Unwanted Fire Alarm Signals (UFAS).



LINLITHGOW LOCAL AREA COMMITTEE

REPORT ON ROADWORKS COMPLETED WITHIN LINLITHGOW WARD 2016/17

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to provide the Linlithgow Local Area Committee (LAC) with an update on the range of roadworks that have been carried out over the summer period within the Linlithgow Ward.

B. RECOMMENDATION

It is recommended that the LAC notes:

1. The extent of roads related works that have been completed and are programmed to the end of September 2016;
2. That additional slow markings have been provided on the northbound approach to the canal basin; and
3. Officers' consideration to the removal of the give-way sign at the canal basin.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	<p>The project will contribute to outcome agreement:</p> <p>"We live in resilient, cohesive and safe communities".</p>

VI Resources - (Financial, Staffing and Property)	The cost of the roadworks is being funded from the Roads & Transportation capital budget.
VII Consideration at PDSP	None
VIII Other consultations	None

D. TERMS OF REPORT

D.1 General Update of Works in Linlithgow Ward

Completed Works

Carriageway surface dressing works have been completed on the A706 from Easter Carriber to Kettleston and the A904 from the House of the Binns to Philpstown House. This work has been carried out to improve the carriageway surface along the sections of these roads. This is a cost effective method to extend the life of the road. The value of this works was £200,000.

Carriageway patching and drainage works have been carried out on the U3 at Newton. The value of this work was £52,000.

Works Currently On Site

Works are ongoing to replace the existing lighting columns at the canal basin with heritage columns. The value of this work is £25,000.

Programmed Works

There are four schemes programmed to commence on site within the next few weeks. These are:

1. Resurfacing of the paths at Linlithgow Loch which is due to commence on 29 August 2016 with an estimated cost of £40,000;
2. Carriageway resurfacing on the U2 at Newton which is due to commence on 29 August 2016 with an estimated cost of £11,000;
3. The provision of anti-skid surfacing on the approaches to new puffin crossing at West Port which is due to commence on 5 September 2016 with an estimated cost of £8,000; and
4. The completion of road markings on the High Street between West Port and Low Port, Linlithgow with an estimated cost of £20,000.

D.2 Manse Road

At the meeting of the LAC on 31 May 2016, the committee considered a detailed report on road safety and traffic management issues around the canal bridge on Manse Road. On considering the report, the committee requested that consideration be given to whether additional slow markings be provided on the northbound approach to the bridge and for the give way sign to be removed.

Additional slow markings have now been provided on the northbound approach.

The removal of the give way sign has been assessed and would mean removal of the entire priority system at the bridge. Observations on site indicate that whilst visibility is restricted, most drivers heading north do slow on the approach as they may have to give way at the priority.

Often, the conflict arises when a southbound vehicle appears after the northbound driver has already committed to crossing the bridge. The conflicts, whilst irritating for the drivers concerned, tend to occur at low speed and the risk of injury is consequently reduced. The injury accident history for the location reflects this with the last recorded injury accident in 2009. That was the first recorded injury accident since 1996.

On the basis of this review, officers consider that removal of the give way and priority system cannot be justified as it would potentially lead to an increase in injury accidents due to increased higher speed conflicts.

The location will continue to be monitored through the annual accident investigation and prevention programme and should a pattern of accidents emerge, appropriate remedial measures will be considered through that programme.

E. CONCLUSION

During this financial year there has been £356,000 of roads related projects either carried out or programmed to be completed by the end of September 2016.

Officers have considered the request made by the LAC to provide additional slow markings on the northbound approach to the bridge and for the give way sign to be removed.

Officers concluded that there is no issue in providing the additional slow markings which have now been provided. However, there is no evidence to support the request to remove the give-way sign and the implications that would have on the existing layout at the canal basin.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Person: Ronald Fisher, Design Engineering Manager, Tel: 01506 282330

Jim Jack
Head of Operational Services
23 August 2016



LINLITHGOW LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1st April to 31st July 2016

B. RECOMMENDATION

Members are requested to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

Report on activity for period 1st April - 31st July 2016

D2 Grounds Maintenance Routine Works

Cyclic Grass Cutting - operations are currently ongoing with staff working towards completing routine cycle 8. Presently cyclic grass cutting is approximately 5 days behind targeted completion dates due to wet weather and some minor operational difficulties.

Weedspraying – spraying has now been completed along grass edges, within shrub beds and on highways verges and kerbstones.

Drainage works at Linlithgow Leisure Centre now complete, although pitches won't be ready for play until drain lines are grassed over.

Grounds Maintenance Enquiries

Bench or Seat Enquiries – 1
Fencing Enquiries – 1
Garden Competition Enquiries – 4
Grass Area Damaged – 1
Grass Cutting Enquiries – 3
Grass Cutting Missed/Not Cut – 2
Grass Highway Verges – 1
Ground Ownership Enquiries – 1
Hedge Cutting Enquiries – 1
Illegal Adverts Estate Signs – 4
School Grounds Enquiries – 1
Shrub Bed Enquiries – 2
Shrub Bed Overhanging Path – 4
Sport Facility Enquiries – 1
Weeds General Enquiries – 3
Weeds on Paths/Roads - 7

D3 Garden Maintenance Routine Works

Cyclic Grass Cutting - operations are currently ongoing with staff working towards completing routine cycle 8. Presently cyclic grass cutting is approximately 4 days behind targeted completion dates due to wet weather and some minor operational difficulties.

Reactive works identified by Housing offices are ongoing.

Garden Maintenance Enquiries

Change of Address – 1
General Enquiries – 6
Grass Not Cut – 13
Hedge Cutting - 1

D4 Street Cleansing Routine Works

Street Cleansing staff are continuing to clean-up roads, footpaths and open spaces throughout the ward.

Street Cleansing Enquiries

Dead Animals – 5
Dog Fouled Grass/Open Space – 4
Dog Fouled Kids Play Area – 2
Glass on Paths/Open Spaces – 2
Illegal Fly Tipping Dumping – 20
Litter Bin Full Overflowing – 2
Litter General Enquiries – 7
Litter on Paths/Road Verges – 4
Needles/Syringes Abandoned - 1
Street Sweeping Enquiries – 7
Vehicle Abandoned – 4
Env. Enforcement Officers - 4

Environmental Community Involvement

Enforcement wardens are continuing to work with colleagues for Public Transport carrying out school transport checks.

D5 Parks and Woodland

Ranger Service Events & Activities Programme

The current Events and Activities Programme for 2016 can be viewed online or is available to pick up in print from Visitor Centres, libraries, council offices, community and sports centres. Events are based in Country Parks, open spaces and woodlands across West Lothian and are available to book by contacting any of our Visitor Centres. With a variety of walks, talks and practical projects covering history, wildlife and conservation days, there's something for everyone to enjoy.

The Rangers are full on with the summer programme of events including badger watches, Activity Weeks and the community Wild Wednesdays.

Beecraigs Caravan & Camping Site

Bednights at Beecraigs Caravan & Camping Site have been constant on weeknights and full at weekends, welcoming many overseas visitors from the continent as well as many of our regular visitors and UK touring holiday makers. It is clear to see that motorhome holidays have become extremely popular, often with the site nearly fully booked with these units.

New Visitor Centre, Beecraigs

Maxi Construction have now handed back the building to WLC and are working through snagging list. Awaiting kitchen installation. Snagging list of works also submitted to Property Services for action. Regular meetings with IT to progress connectivity of phones and IT. External works around the new Visitor Centre agreed and progressing with Parks squad including furniture installation, external wall lighting, slabbing and new access barrier. Street lighting still to be discussed and agreed in the public car park (intention to reduce light pollution and install efficient low lighting

LEDs).

Beecraigs Animal Attraction

On the Animal Attraction there are 5 Highland cow calves. All our Hebridean lambs can be seen playing in the field adjacent to the Visitor Centre. The red deer have now calved. New attractions in the shed include 3 young piglets and 2 mixed breed calves.

Tree and Woodland Routine Work

Braehead Road trees – Ongoing – plan being produced to show which trees are going to be replaced (50% of total number being removed) plan will illustrate positions of the new planting and which tree species/varieties will be planted – work to commence planting season 2016/17.

Springfield Road – Meeting with all area members and residents who had concern about trees shading – issues to be addressed in the new policies to go with the Tree Safety document already adopted.

Rosemount Park – Diseased Beech tree to be removed – This tree is diseased – there is a serious fungal root decay pathogen present - this disease effects the woody and structural root system leaving the feeder roots in tact - this means the tree can look perfectly healthy.

Skills Loop, Beecraigs

Parks & Woodland, Low Port Centre and West Lothian Clarion cycling club worked together to secure funding of £80,000 pounds from Landtrust and SportScotland Active Places Legacy fund to design and build a skills loop. The Mountain Bike Skills area is now open to ride and is being well used and well received by the community. The official opening is being programmed for September 2016. Further details on the official launch to follow.

Awards

Certificate of Excellence 2016 from Trip Advisor awarded to Beecraigs Country Park, making it 3 years in a row.

The Beecraigs Caravan & Camping Site also recently retained its 4pennant Gold Award from the AA.

Parks and Woodland Enquiries

Tree Blocking Light – 3
Tree Branches Overhanging – 19
Tree Broken/Damaged/Dead – 1
Tree Conservation Areas – 1
Tree General Enquiries – 4
Tree Leaves Causing Problem – 1
Tree Preservation Orders – 3
Tree Roots Causing Problems – 1
Camping or Caravan Enquiries – 2
Country Park General Enquiries – 1

Ranger Service General Enquiries - 1

D6 Open Space and Cemeteries

Learmonth Gardens

Improvement are complete apart from minor snagging. Bulb planting will be done in the autumn.

Linlithgow Loch District Park

£85k has been allocated to improve the park during 2017/18. Potentials projects have been discussed by Linlithgow Loch Strategic Steering Group. Any final decision on spend will include consideration of Catchment Management Plan and be informed by the new Loch Strategic Management Group. Project(s) will include match funding the £85k and establishing formal maintenance plans for any new features.

Laverock Park Play Park

Works to upgrade Laverock Park Play Park, Linlithgow completed as part of the Capital Play Programme.

Open Space Enquiries

Childrens Play Enquiries – 2
Public Park Enquiries - 2

Cemeteries Enquiries

General Enquiries – 11
Property Vandalised – 2
Lair Enquiries – 6
Lair Sunken or Uneven - 1

E CONCLUSION

Routine works for all areas are currently progressing as scheduled.

We have received and dealt with a number of customer enquires relating to various service areas throughout the period. We will aim to maintain our strong performance dealing with enquiries within our target timescales

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

F. BACKGROUND REFERENCES

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Tony Fleming, Waverley Street Depot, 01506 776437,
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Jim Jack

Head of Operational Services

23rd August 2016



LINLITHGOW LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

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

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1 April – 30 June 2016.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Linlithgow ward for the first quarter of 2016/2017

Property Void & Let Performance: Mainstream Tenancies

Void Period	Apr 2016	%	May 2016	%	Jun 2016	%	WL Target %
0-2 weeks	0	0%	4	80%	1	50%	55%
2-4 weeks	0	0%	0	0%	1	50%	30%
4+ weeks	1	100%	1	20%	0	0%	15%
Total Lets	1	100%	5	100%	2	100%	100%

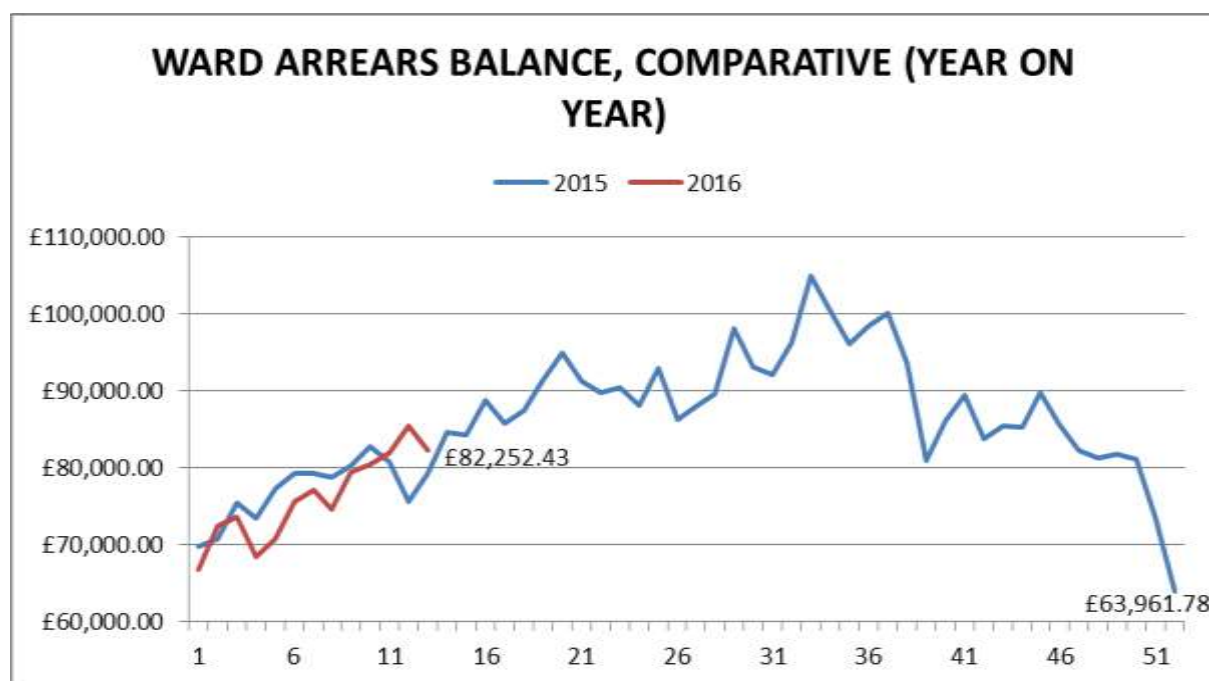
Property Void & Let Performance: Temporary Tenancies

Void Period	Apr 2016	%	May 2016	%	Jun 2016	%	WL Target %
0-2 weeks	0	0%	0	0%	2	100%	55%
2-4 weeks	0	0%	1	100%	0	0%	30%
4+ weeks	0	0%	0	0%	0	0%	15%
Total Lets	0	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 appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement.

There are 3 policy voids in the ward for structural issues.

Arrears



	2015/16 (WK13)		2016/17 (WK13)	
Arrears Banding	Balance	Tenants in Arrears	Balance	Tenants in Arrears
£0.01-£49.99	£951	48	£953	53
£50.00-£149.99	£7,128	77	£9,346	108
£150.00-£299.99	£11,113	52	£9,339	45
£300.00-£499.99	£10,394	27	£16,556	41
£500.00-£749.99	£14,852	24	£11,055	18
£750.00-£999.99	£6,255	7	£4,405	5
£1000.00-£1999.99	£18,706	13	£20,555	15
£2000.00+	£9,915	4	£10,044	4
Total	£79,315	252	£82,252	289

The ward position for the 1st quarter of 2016/17 is £82,252. This is a slight increase on last year's position of £79,315. However, the overall West Lothian position has significantly improved by £102,375 from last year and at the end of June was £1,529,785.

Although there are 19 serious arrears cases (£1,000+) it should be noted 71% of cases (206) are in the lower bands (£300 or less).

The strategy for 2016/17 will focus on the following areas:-

- Arrangements to Pay –increase the visibility of tenants with arrangements within the performance model to identify trends in missed payments for follow up action
- Making Best use of Resources by considering communicating more with customers through email and telephone
- Increase Direct Debit Take Up by targeted work for example tenants who currently pay by Standing Order
- Behaviour Changes using behavioural analysis and nudge techniques

- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Campaign Program to re-inforce the message that paying rent is not a matter of choice and we are here to help and assist tenants experiencing financial difficulties
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.

Local Area Team Activity

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

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

Capital Programme and New Build Council Housing

Ward 1 Linlithgow	Site	No of units	Site Start	No of Houses Handed Over	No of completions	Site Completion
	Auldhill Bridgend	5	Nov-15	5	5	30 th June 2016 and all properties are let
	Mill Road, Linlithgow	15	Mar-16			
	Philpstoun Bowling Green	5	Apr-16			

Local Capital Upgrades

The contract to improve the path surrounding the loch footpath upgrade has been awarded to Newlay Civil Engineering. To date we await confirmation of start date and contract period.

Tenant Participation Update

The TP Team continue to support existing groups who give up their time to work with us

National Excellence Award

The Tenants Panel (Financial Scrutiny) won the Tenant Information Services (TIS) National Excellence Award for the Most Inspiring Scrutiny Group category. This was announced at the recent TIS Conference held in Glasgow and was in recognition of the excellent work being carried out by the Tenants Panel over the past twelve months on scrutinising the Housing Revenue Account, in partnership with Finance and Housing, Customer and Building Services.

Facebook

A new Facebook group has been set up for West Lothian Council Tenants. It is for tenants to participate and be consulted on housing matters. This group has been setup by the Tenant Participation team. It is a closed group which will be monitored by the TP Team.

Tenants News

Summer edition went out to all households in June

Pop Up Sessions

The TP Team have been accompanying the Housing Strategy and Development Team along to their consultation sessions on the Local Housing Strategy to promote Tenant Participation in general. The pop up sessions were held in various locations throughout West Lothian including: Bathgate Partnership Centre, Linlithgow Library, Strathbrock Partnership Centre, Fauldhouse Partnership Centre, Armadale Community Centre and Whitburn Library. An extra session was arranged in Blackburn Mill Centre upon request of a tenant via our new Facebook Group.

Asbestos TLI

A Tenant Led Inspection into Asbestos in Void Properties is ongoing. This will be ready to feedback to Senior Managers early in August.

Homeless Network

The Homeless Network meets monthly to support those who are affected by homelessness, they recently met with the Care Commission to discuss their views on the service they received and are currently reviewing the information customers receive when moving into temporary tenancies.

Tenants Self Service Portal

We invited some of our tenants to attend a hands on training session of the new tenants' portal called Tenants Self Service before it goes live. This website will allow tenants to check their rent balances, make payments, set up Direct Debits, report and check the progress of any repairs they may have logged with us.

Safer Neighbourhood Council Officer Ward Information

The Safer Neighbourhood Officer reports that an Interim ASBO was granted in Linlithgow against an owner occupier re a noise case with no further disturbances reported. A noise case in Linlithgow is on a final warning and pending a police report a full ASBO application will be made. A further noise case in Linlithgow has resulted in 2 warnings being issued.

Warnings were issued in the Preston and Bridgend areas, no further incidents have been reported since. A visit with police to a case in Philipstoun has resulted in no further calls. Mediation is to be considered for neighbour dispute in Bridgend and increased joint visit activity with the Community Police has been conducted.

Youth Worker Update – There have been no cases allocated to the Youth Worker over the reporting period.

E. CONCLUSION

To note the contents of the report.

BACKGROUND REFERENCES

F. None

Appendices/Attachments: None

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

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Tel: 01506 775512

Date: 23rd August 2016



WARD 1: LINLITHGOW LOCAL AREA COMMITTEE

RESTORATION OF THE CROSS WELL, LINLITHGOW

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee on the restoration proposals for the B listed Cross Well at the The Cross off the High Street in Linlithgow.

B. RECOMMENDATION

It is recommended that the Linlithgow Local Area Committee:

1. notes the contents of the report for the proposed restoration of the Cross Well; and
2. offers any comments or suggestions on the contents of the time capsule to be placed within underground chamber below the well or how to mark the restoration.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• focusing on our customers' needs;• being honest, open and accountable;• making best use of our resources; and• working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	<p>The report does not raise any strategic environmental assessment or equality issues.</p> <p>Health issues were considered by a Business Case related to potential Legionella Risk from restoring water to the well. Installing a monitoring and testing system will address this risk.</p>
III Implications for scheme of delegation	None.
IV Impact on performance and performance indicators	None.
V Relevance to Single Outcome Agreement	<p>SOA 3. Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business;</p> <p>SOA 7. We live longer, healthier lives and have</p>

	reduced health inequalities; SOA 8. We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
VI Resources - (Financial, Staffing and Property)	Budget from Linlithgow Town Centre Management Group West Lothian Public Art Fund and small local bursary.
VII Consultations at PDSP	The matter has not been considered by a PDSP.
VIII Other consultations	Construction Services / Linlithgow Town Centre Management Group / Linlithgow BID.

D. TERMS OF REPORT

D1 Background

The original Cross Well at the front of the Burgh Halls on the Linlithgow High Street was a dipping well providing the town water supply and was erected around 1535 then rebuilt in 1628 by John Ritchie of Edinburgh. The structure was damaged during the occupation of Linlithgow by Cromwell's troops and subsequently repaired after the 1660 restoration of Charles II. Carved figures from the 17th Century well-head are exhibited at the Linlithgow Story Museum in Annet House.

In 1807, the Town Council commissioned Robert Grey, a one armed Edinburgh stonemason, who apparently carved by strapping a mallet to the stump of his left handless arm to build an exact replica of the earlier well. It is now Category B listed.

The Cross Well takes the form of an elaborately carved crown well surmounting a stepped base and tall hexagonal plinth with grouped columns at each corner. Above this are two distinct decorative stages; the lower featuring a decorative plinth displaying animal heads and other carving, topped at each corner by stiff flower finials.

Smaller grouped columns feature at the inside corners adjacent to the central decorative panels, while cusped flying buttresses extend towards the upper stage where each corner is surmounted by statutes of local figures. Mask gargoyles feature at both stages with leaded downspouts. Finally, cusped flying buttresses extend up to a circular cupola supported by six small single columns upon which sits a unicorn.

D2 Conservation Report

In autumn 2011, a technical Conservation Assessment Report was commissioned by the council. It covered the condition of the stone, damages through environmental pollution such as biological growth, bird guano, insect deposits, graffiti as well as scaling, delamination, cracks & pits in the stone, salt efflorescence, ferrous fixings, previous repairs, loss of detail and construction joints.

D3 Restoration Proposals

From the Conservation Assessment Report, a specialist conservation architect and quantity surveyor were appointed via the council's procurement framework. Discussions were held between Planning Services, Construction Services, Street Lighting Unit and Linlithgow Town Centre Management and the specialist consultants about the various options for restoration of the well.

After careful consideration of various options, it is proposed to:

- restore the stone works with minimal cleaning following best practise stone conservation;
- replace the floodlighting on the structure; and
- restore the water supply and return the water works to the well.

A large interpretation board will be installed on the west side of the Cross, similar to the boards outside County Buildings, to give further details about the well to locals and visitors.

It is also proposed to install a time capsule in the underground chamber below the well. Local organisations such as the Town Centre Management Group / BID who funded the restoration will be asked to provide one piece of material for the time-capsule but also include other related local groups such as the community council, Burgh Beautiful, The Civic Trust and Low Port Primary School. An inscribed lead plug, taken from the stone to determine the stone match, will be reinserted to describe when the capsule was laid and where it is located.

The stone works will also repair the missing head of the “Black Bitch” from the town’s coat of arms on the decorative pedestal which is curiously facing the wrong way. The contract is expected to take between 6-8 weeks and will avoid the “Folk Festival” and “Pedal for Scotland” events at the start of September that use the Cross.

The potential legionella risk has been assessed via a Business Case and installing a robust monitoring and testing system through the council’s specialist contractors and funded by the BID will address this risk.

D4 Budget

The majority of the overall £65k budget was provided by the Linlithgow Town Centre Management Group with the Linlithgow Business Improvement District setting aside a small fund for maintenance to cover water inspections and cleaning. Both groups are keen to restore important heritage features for townspeople as well as visitors.

The West Lothian Public Art Fund also contributed as the Cross Well is an important heritage feature on the county’s list of public art and heritage structures. Finally, a small local bursary is able to contribute just under £2.5k to the project.

The minor revenue cost of flood lighting will be absorbed by the council’s Street Lighting Unit.

E. CONCLUSION

The Cross Well is a focal point in the impressive historic public realm of Linlithgow. The proposed restoration scheme will secure the stonework and reintroduce floodlighting and water circulation to the well that will hopefully give it another lease of life for the next 200 years. It is one of a number of ongoing heritage projects in Linlithgow to enhance the former burgh.

F. BACKGROUND REFERENCES

Nicolas Boyes Stone Conservation: report on Cross Well, Linlithgow (August 2011)

EK-JN Architects proposals for restoration of Cross Well, Linlithgow July 2016

Appendices/Attachments - none

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**Craig McCorriston,
Head of Planning, Economic Development & Regeneration**

23 August 2016



LINLITHGOW LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2016

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the provisional allocations made from the Pensioners' Groups Christmas Fund 2016 to groups in the Linlithgow ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that two groups within Linlithgow ward have applied to the fund and will be supported.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Area Services has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £29,106.54 agreed by the council. £1,728.90 will provisionally be distributed in the Linlithgow ward.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.

VIII Other consultations

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

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Groups Christmas Fund each year. In 2016 the total fund amounts to £29,106.54 (£28,736.72 in 2015). The fund is divided by the total number of beneficiaries which, in 2016, provisionally, is 2,862 (4,943 in 2015). By using that number the provisional global unit cost for 2016 is £10.17 (£5.82 in 2015) per beneficiary (£29,106.54 / 2,862). In Linlithgow ward there are 170 beneficiaries and a provisional allocation of £1,728.90. These figures are provisional as a number of organisations have not yet returned an application form and these are being followed-up. Given the above, no substantive change to the global or ward specific figures is anticipated at this time. If any substantive changes arise in regards to Linlithgow ward, the Local Area Committee will be advised. Otherwise, a full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

D2 Applications 2016: Linlithgow ward

Eight application forms were issued to groups across Linlithgow ward, with two being returned. The intention is that the two groups will be supported. The remaining six applications are being followed up. Appendix one shows the organisations to be supported and the provisional allocation to each.

D3 Applications 2016: Livingston-wide & West Lothian-wide organisations

One application was sent to a Livingston-wide group. The application form has not been returned and this is being followed-up. Two applications were issued to West Lothian-wide groups, with one returned to date. The intention is that this group will be supported. The second is being followed up. Appendix two shows the organisations and the provisional allocation to each.

E. CONCLUSION

The report advises of the provisional allocations that are proposed to be made from the Pensioners' Groups Christmas Fund 2016 to groups in Linlithgow ward, Livingston-wide groups and West Lothian-wide groups. At this time, no substantive change to the global or ward specific figures is anticipated.

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

F. BACKGROUND REFERENCES

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

Appendices/Attachments: Appendix 1: Provisional Allocations 2016 Linlithgow Ward
Appendix 2: Provisional Allocations 2016 Livingston-wide and West Lothian-wide Organisations

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Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 23 August 2016

LINLITHGOW LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2016

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: Provisional Allocations 2016 Linlithgow Ward

Group	Number of Beneficiaries	Amount
Bridgend Bulletin Group	60	£610.20
Linlithgow and Linlithgow Bridge Pensioners Association (Scottish Pensioners Association)	25	£254.25
Pardovan Kingscavil and Winchburgh Guild/Bridgend Women's Guild	0	£0.00
Linlithgow Day Care Centre (formerly St Michaels Day Care Centre)	80	£813.60
Springfield Carpet Bowling Club	26	£264.42
Totals	191	£1,942.47

Note: One group has not applied and this is being followed up

LINLITHGOW LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2016

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 2: Provisional Allocations 2016: Livingston-Wide & West Lothian-Wide Organisations

Group	Number of Beneficiaries	Amount
Braid House Day Centre	0	£0.00
Total	0	£0.00

Group	Number of Beneficiaries	Amount
West Lothian Visually Impaired Club	0	£0.00
West Lothian 50+ Network	180	£1,830.60
Total	218	£1,830.60



LINLITHGOW LOCAL AREA COMMITTEE

COMMUNITY REGENERATION – REGENERATION PLANS

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the process for developing and implementing regeneration plans.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes:

1. that regeneration plans will be developed in eight targeted West Lothian communities; and
2. the timescales for implementation of the plans.

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. The projects set out do not require a strategic environmental assessment. The projects to different degrees seek to address health and equality issues.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Performance indicators relating to the activity within the plans are captured within the set of Regeneration and Employability key performance indicators.
V Relevance to Single Outcome Agreement	- We are better educated and have access to increased and better quality learning and employment opportunities.

	<ul style="list-style-type: none"> - 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)	The activities set out are funded from existing budgets.
VII Consideration at PDSP	Annual updates on regeneration plans will be presented to Partnership and Resources PDSP.
VIII Other consultations	None.

D. TERMS OF REPORT

D1 Background

The Regeneration Framework, which was approved by Council Executive in February 2014, contains a commitment to develop regeneration plans in key areas of deprivation in West Lothian. Eight regeneration areas have been identified, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. These are:

- Armadale
- Blackburn
- Boghall
- Bridgend
- Craigshill
- Fauldhouse and the Breich Valley (Fauldhouse, Stoneyburn, Addiewell, Polbeth)
- Livingston Central (Knightsridge, Ladywell, Dedridge)
- Whitburn

Community planning partnerships are required, by October 2017, to have locality plans in place for areas experiencing the poorest outcomes. Regeneration plans meet the requirements for locality plans, will address the themes within the Regeneration Framework at a local level, and will focus on developing local actions. The themes in the framework are:

- Employability and Employment
- Early Years and Family Learning
- Health and Wellbeing
- Economic Development
- Community Capacity and Cohesion

The framework provides a long-term plan for targeted action to improve the life chances of people living in the most disadvantaged communities in West Lothian. It gives fresh impetus and greater clarity to the targeting of interventions to address deprivation and economic exclusion within specific areas. Not all interventions will apply in every area. Plans will be developed dependent on the needs of each target area, and the assets available.

D2 Process and timescales

The process to develop the regeneration plans is set out below:

- Launch events
- Formation of steering groups
- Asset mapping/evidence gathering
- Identifying themes and issues
- Draft plans created

Launch events have been held to bring together all relevant local partners and stakeholders. The events have introduced the regeneration planning concept and process, and have provided an opportunity for discussion as well as participation in two themed workshops.

It is anticipated that draft plans will be presented to Local Area Committees towards the end of 2016, with finalised plans implemented by April 2017.

D3 Structure of the steering group

Steering groups will be established in each area as the vehicle for development and delivery of the regeneration plans. The groups will be co-ordinated by Community Regeneration Officers but it is anticipated that they will eventually be community led. Members of the group will include Key Community Organisations (KCO) that have been identified in each regeneration area; local Community Planning Partners such as Police Scotland, Scottish Fire and Rescue and NHS; council services, community councils and other relevant agencies. Plans will detail which organisations and services are represented on the steering group, with some steering groups having involvement from more than one KCO.

D4 Mapping of community assets

Mapping exercises will be carried out in each regeneration area. Physical and social assets will be documented and the information will help steering groups to identify themes and issues in each area. Initial work has been carried out in several of the regeneration areas and, where appropriate, this will be built upon.

D5 Evidence and statistical information

Statistical analysis will be undertaken for each regeneration area. Information will be gathered from a variety of sources such as SIMD (new data is expected August 2016), Scottish National Statistics, Census, local Police statistics and West Lothian Citizens Panel. Local engagement, of both community and services, will also be carried out; ensuring that the evidence gathered is a robust mix of primary and secondary research.

In Whitburn and Fauldhouse significant information will be available from the charrette process, and this will form the basis of the local evidence for those communities.

D6 Themes and issues identified

Regeneration plans will be live documents. Their format will reflect the need for long term transformational change and, as such, will allow for short, medium and long term processes, actions and targets to be detailed within the plans.

The information gathered through statistical analysis, community engagement and asset mapping will be used to determine the local issues to be addressed and the key

themes that regeneration plans will focus on.

Once themes and issues have been identified specific actions and interventions can be developed and delivered. The focus will be on long-term, process related actions which develop capacity, knowledge and assets within communities.

D7 Performance monitoring and reporting

The overarching target, as set out in the Regeneration Framework, is to reduce the gap between the most deprived 20% and the West Lothian average over 20 years. High level indicators have been determined across each of the five themes in the framework and baseline figures have been established for each indicator, allowing measurement of progress towards the 20 year targets.

Local targets and indicators will be determined as the regeneration plans are developed, using the same approach. This will ensure that robust baseline information is available, allowing monitoring of progress over the short, medium and long term.

Community Regeneration Officers will have a responsibility to ensure that plans link with the Regeneration Framework and the Single Outcome Agreement. They will ensure there is operational alignment with the emerging Learning Community Plan relevant to each regeneration area and with the Integrated Joint Board Locality Plans.

A Regeneration Framework Steering Board has been established to support the regeneration planning process. This board is chaired by the Head of Planning, Economic Development and Regeneration and has a named lead for each of the five themes within the framework. Community Regeneration Officers also attend the board and provide the link from the board to the eight regeneration plan groups.

Quarterly update reports will be presented to Local Area Committees, and an annual report will be prepared for Partnership and Resources PDSP. Updates will also be presented to the Community Planning Board annually.

E. CONCLUSION

Regeneration plans are being developed in eight targeted regeneration areas in West Lothian. The plans will be flexible, working documents which will provide a long-term targeted action to improve the life chances of people living in the most disadvantaged communities in West Lothian. They will give fresh impetus and greater clarity to the targeting of interventions to address deprivation and economic exclusion within specific areas.

Plans will be developed with communities over the next six months and implemented by April 2017. Quarterly updates will be provided to the relevant Local Area Committees and annually to Partnership and Resources PDSP

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: none

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23 August 2016

LINLITHGOW LOCAL AREA COMMITTEE – AUGUST 2016

	ISSUE	LEAD OFFICER	MEETING DATE	UPDATE
	<u>Standing Reports</u>			
1.	Housing, Construction and Building Services	Phyllis McFadden	All meetings	All meetings
2.	Nets and Land Services Update	Tony Fleming	All meetings	All meetings
3.	Police Ward Report	Insp Scott Robertson	All meetings	All meetings
4.	Regeneration Plan Update	Douglas Grierson	All meetings	All meetings
5.	Fire Scotland Report	Scott Williamson	All meetings	All meetings
	<u>Annual Items</u>			
1.	Pensioners Christmas Treat Allocation	Graham Whitelaw	November 2016	
	<u>Other Reports</u>			
1.	Cross Well Update	Chris Alcorn	August 2016	