



West Lothian  
Council

## ***Armadale and Blackridge Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

9 September 2016

A meeting of the **Armadale and Blackridge Local Area Committee** of West Lothian Council will be held within the **Conference Room 1, West Lothian Civic Centre** on **Friday 16 September 2016** 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 Minute of Meeting of the Committee held on 3rd June 2016 (herewith).
5. Armadale Academy - Presentation by Head Teacher (herewith).
6. Police Ward Report - report by Inspector Elliot (herewith).
7. Armadale Partnership Centre Update - report by Head of Housing, Customer and Building Services (herewith).
8. Service Update - NETS, Land and Countryside - report by Head of Operational Services (herewith).

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

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NOTE      **For further information please contact Lorraine McGrorty on 01506 281609 or e-mail [lorraine.mcgrorty@westlothian.gov.uk](mailto:lorraine.mcgrorty@westlothian.gov.uk)**

MINUTE of MEETING of the ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within CONFERENCE ROOM 3, WEST LOTHIAN CIVIC CENTRE, on 3 JUNE 2016.

Present – Councillors Jim Dixon (Chair) and Stuart Borrowman.

Apologies – Councillor Sarah King

In attendance

Elaine Cook, Lead Officer, West Lothian Council  
Laura Wilson, Community Regeneration Manager, West Lothian Council  
Lorraine Donnelly, Area Housing Manager  
Tony Fleming, Grounds Maintenance Manager  
Karen Cawte, Customer and Community Services Manager

1. ORDER OF BUSINESS

In terms of the council's Scheme of Administration, the meeting was inquorate. The meeting proceeded with only two ward members present with any resolutions made to be reported to the Council Executive for ratification before they became effective.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTE

The committee confirmed the minute of its meeting held on 5 February 2016 as a correct record. The minute was thereafter signed by the Chair.

4. ARMADALE & BLACKRIDGE WARD 9 POLICE REPORT

The committee considered a report (copies of which had been circulated) by Inspector Andrew Elliot providing an update on performance, activities and issues across the ward for the period up to 30<sup>th</sup> April 2016.

The report provided information on national priorities, West Lothian priorities and the specific community engagement priorities for the ward. The report detailed recorded crime for the ward and for the whole of West Lothian providing comparisons to the same period the previous year.

The report detailed exceptional circumstances relating to the statistics contained in the report and confirmed that the new Community Police Model had been introduced in March 2016. The new model allowed for two dedicated Ward Officers and members noted that their knowledge and input to the Community Action Team was already having a positive effect in the community.

The report also provided details of the prevention work carried out and highlighted the activities and initiatives in place to reduce antisocial behaviour within the community and reduce community and social harm caused by drug and alcohol misuse.

The report concluded with information on the surgeries offered that provided advice to residents and also on local officer involvement with Parksmart at Armadale Primary School. Officers hoped to support more schools with the scheme in coming months.

### Decision

To note the contents of the report.

## 5. ARMADALE PARTNERSHIP CENTRE UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an update on progress with plans to develop a Partnership Centre in Armadale.

The report recalled the background to the development of a partnership centre for Armadale. It reminded members that the first meeting of the consultation group had taken place in June 2015 and explained that since then a core group of community representatives had met on a further 7 occasions to work through potential engagement methods, identify groups to engage with and design considerations.

The consultation group had looked at a number of options and condensed these into one preferred option that had been shared with the wider Armadale community for their views. The preferred option was for council services to be located at the community centre site, with an extension to accommodate early years provision and further meeting space. The internal layout of the centre would be altered to create more flexibility on the ground floor.

The consultation group had developed a detailed engagement plan which was provided as an appendix to the report. Postcard sized feedback forms had been supplied at various locations across the town and residents had been able to access the form online. In addition, a team would be available during the Civic Week and gala celebrations to gather community feedback and answer questions. The group hoped to achieve 250 returns.

Members noted that feedback from the community engagement exercise would be analysed and reported to the community engagement group. Depending on feedback, further work could require to be carried out on the proposals prior to them being report to the Partnership and Resources PDSP and the Council Executive in late summer. The reports would seek approval to engage architects, designers, etc., to commence work to develop final plans, submit planning applications, etc. A list of the key timelines was provided in the report. Finally, the report explained that a

further piece of work would be undertaken with the Youth Space regarding the potential to redevelop the building at the cross if housing and the CIS relocated to the community centre which was likely to involve seeking external funding.

The committee was invited to noted:-

- a) The progress with plans to develop a Partnership Centre;
- b) The community engagement plan; and
- c) The proposals for the next steps within the project.

### Decision

To note the terms of the report.

## 6. 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 – 31<sup>st</sup> 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 27 properties had been let for mainstream tenancies and 12 properties had been let for temporary tenancies. There were 16 policy voids in the ward, 2 being used for decants, 2 for insurance work and 12 due to major works such as asbestos removal, capital programme and electrical.

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 £106,877, a slight increase on last year's position of £103,867. Members noted that overall, the 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 31<sup>st</sup> March 2016 compared to the same period in 2015. There had been an increase in the number of serious arrears cases where tenants owed more than £1,000, although members noted that 74% of cases were in the lower bands with arrears of £300 or less. Officers were currently 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:-

- Local Area Team Activity;
- Mayfield Week of Action;

- 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

### 7. SERVICES 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 31<sup>st</sup> 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 volunteer sessions to improve the pond, footpaths and woodlands at Blackmoss Nature Park and the clean-up and vegetation clearance session at Whitrigg Community Woodland.

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.

### 8. COMMUNITY REGENERATION UPDATE

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 Armadale and Blackridge Ward Action Plan 2015-16.

The report outlined explained 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 that met the regeneration needs of the individual areas.

The ward action plan for 2015-16 was appended to the report and had been updated to show progress made against the targets set. New local development and initiatives had been added to the plan as appropriate. Key achievements included:-

- Supporting successful applications to the Village Improvement Fund across the ward totalling £66,000, including marking the car park at the Craig Inn;
- Mayfield Community Week had taken place in March 2016 involving a wide range of partners, stakeholders and voluntary groups who had engaged intensively with the community over the course of the week resulting in a number of positive actions, including a community clean up to remove thirteen tons of rubbish from gardens and streets in Calder Crescent, Mayfield Drive and Wotherspoon Crescent; 24 home safety visits had been carried out by Scottish Fire and Rescue Service and CPR sessions had been delivered to members of the public and staff at Armadale Community Centre; and a fun day had been attended by approximately 200 people;
- A successful Fun with Food Festival had been delivered which encompassed thirteen different events and culminated in a big event on 4<sup>th</sup> October. Over 300 people had participated during the week;
- 45 children had participated in the Happy Health Summer Camp which had been well received by children and their parents;
- A “Fantastic Friday” event had taken place and provided a morning of play and information, together with an opportunity to showcase all the existing activities, community groups, organisations and services that supported early year’s community. The event was attended by 177 people;
- Following the Fantastic Friday event consultation and engagement had been carried out with the Armadale early years community, the draft finding of which were provided as an appendix to the report;
- Continued support to the Armadale and District War Memorial Association, including assistance to identify a new site for remembrance and commemoration within Armadale and the award of £30,000 council funding; and
- The Armadale Shed had been established within the community, a culmination of significant work carried out by Castle Rock Edinvar Housing Association and council officers to rejuvenate a derelict and vacant building off South Street;

- The annual Santa parade had taken place which incorporated a fayre, physical activity session and Santa's grotto and had been attended by 260 people; and
- Armadale Youth Space had successfully obtained £20,000 of funding to continue development and expansion for year 2016/17.

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.

### 9. WORKPLAN

The committee considered the workplan (copies of which had been circulated) by the Lead Officer for the Local Area Committee.

#### Decision

Noted the contents of the workplan.

### 10. TIMETABLE OF MEETINGS

The committee noted the following meetings for the period from September 2016 to June 2017:-

- 16<sup>th</sup> September 2016
- 4<sup>th</sup> November 2016
- 17<sup>th</sup> February 2017
- 16<sup>th</sup> June 2017

#### Decision

To note the meeting dates for 2016/17.





**ARMADALE**  
ACADEMY



# Armada and Blackridge Local Area Committee Meeting 16<sup>th</sup> September, 2016



# Outline

- 2016 Examination results
- Strengths and Next Steps
- Positive and Sustained Destinations
- Moving Forward

# Exam Results (Higher)

	2012	2013	2014	2015	2016
1+ H	35	47	50	56	64
3+H	16	26	23	28	43
5+H	4	9	10	9	20



ARMADALE ACADEMY

# Exam Results S5 Higher

	All 2016	SQA 2016	2015
1+H	64	61.1	56
3+H	43	38.1	28
5+H	20	10.8	9

**Pass Rate : 83%**





# Exam Results National 5

	2012	2013	2014	2015	2016
5@N5	45	59	57	52	35
VC	37	46	47	50	



ARMADALE ACADEMY

# Positive and Sustained Destinations (2015)

	Armadale Academy	West Lothian
Positive Destinations	93.6%	91.6%
Higher Education	26.4	34.5
Further Education	25.6	24.3
Training	3.2	2.6
Employment	37.6	29.3





# Strengths

- Strong N5 results in most departments
- Higher results at 1, 3 and 5 plus.
- Recognition of Achievement in the Senior Phase





# Next Steps

- Reviewing at the Broad General Education as preparation for the Senior Phase.
- Sustain current attainment and achievement level at Higher.
- Advanced Higher/ Prep for University.





# Moving forward

Developing:

- Confident Individuals
- Successful Learners
- Responsible Citizens
- Effective Contributors





**LOCAL AREA COMMITTEE**

**WARD 9, ARMADALE**

**REPORT BY POLICE INSPECTOR ANDREW ELLIOT**

**A. PURPOSE OF REPORT**

Police Update for Armadale and Blackridge.

**B. RECOMMENDATION**

For discussion by the Chair.

**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)**

**III Implications for Scheme of Delegations to  
Officers**

**IV Impact on performance and performance  
Indicators**

**V Relevance to Single Outcome Agreement**

**VI Resources - (Financial, Staffing and Property)**

**VII Consideration at PDSP**

**VIII Other consultations**

**D. TERMS OF REPORT**

To update the Local Area Committee on performance, activities and issues across the Ward for the period up to 30<sup>th</sup> April 2016.

### **Our Purpose**

To improve the safety and wellbeing of people, places and communities in Scotland

### **Our Focus**

Keeping People Safe

### **Our Values**

Integrity, Fairness and Respect

## **NATIONAL PRIORITIES – DELIVERED LOCALLY**

### **Police Scotland Priorities**

1. Reduce violence, disorder and antisocial behaviour
2. Protect the public
3. Increase road safety and reduce road crime
4. Tackle serious organised crime and terrorism
5. Effectively police major events and threats
6. Maintain high levels of public confidence in policing
7. Deliver our equality and diversity outcomes

## **WEST LoTHIAN PRIORITIES**

### **Your West Lothian Priorities**

1. Protecting People
2. Reducing Anti Social Behaviour
3. Reducing Violence
4. Tackling Substance Misuse
5. Making our Roads Safer
6. Tackling Serious and Organised Crime

## **COMMUNITY ENGAGEMENT PRIORITIES**

### **Your Local priorities**

1. Reducing antisocial behaviour
2. Tackling substance misuse
3. Making our roads safer
4. Tackling acquisitive crime

## PERFORMANCE

Crimes Groups 1 to 5 (Ref: Crime Statistics JG Area Command) (April 16 – July 16)						
Area	This year to date			Last year to date		
	Rec.	Sol.	% Sol	Rec.	Sol.	% Sol
West Lothian Area	2466	1124	45.6%	2587	1069	41.3%
Armadale and Blackridge (April 16 to July 2016)	160	78	48.8%	143	55	38.5%

Future statistics will be posted on the Police Scotland Website that can be accessed via the link below.

Ward plans and Community information can also be obtained by using the link to access the website and then tab into 'your community' and enter your postcode to find the Armadale Ward.

<http://www.scotland.police.uk/about-us/our-performance/>

ASB performance for period up to and including 31/07/2016.

Armadale and Blackridge Ward - to end July 2016					
Month	This month	LYTD	TYTD	% Change	
Youth Calls	12	96	75	-22%	
All ASB Calls	95	376	381	1%	
Hate Crime	2	5	4	-20%	
Vandalism & Reckless Conduct	11	56	52	-7%	
Fire-raising	1	7	10	43%	
Public Space Assaults	3	29	28	-3%	



## ISSUES OF NOTE

- **Exceptional Reporting on the above**

The Community Police Team model has allowed 2 dedicated Ward Officers covering the Armadale ward to focus on local issues and priorities supported by Community Action Team, CAT, officers. Over the period of this report they have undertaken a range of activities including speed checks, youth disorder issues, parking at schools and ASB throughout the Ward.

In particular the Ward officers have reported a number of youths in Blackridge for around 15 offences during May and June, which were predominantly vandalism

and reckless behaviour. SW and other partner agencies have been involved and there has been a marked reduction in these types of crimes being reported.

A series of targeted fireraisings in the Mayfield Drive area of Armadale in May and June were causing concerns and were also investigated by local officers and subsequently solved and a male reported. This was as a direct result of information provided by local community to the officers who were patrolling the locality.

The above Anti Social Behaviour results are produced by the West Lothian Community Safety Unit and show the figures to year end for recording namely up to end of July 2016 and also include the year to date compared to last year to date.

### **July 2016**

Youth calls show a continued decrease in July, which could be attributed to the work of the Ward officers.

The ASB calls have also increased slightly and again the team will continue to monitor this.

There were 2 hate crime incidents reported in July both of which have been solved. The local Ward officers take enquiry of Hate Crime offences to offer a coordinated best value approach to dealing with the victims of such offences.

There were 11 vandalism calls reported in July however year to date figures show a decline in these reports. As described above local officers review these crime types and look at similar patterns and potential suspects in the local vicinity.

There was 1 fire-raising call in July, which related to rubbish set alight at an empty building in an industrial estate. This is still under investigation.

Public Space assaults continue to reduce with only 3 recorded this month.

Your CPT continues to address local issues and work closely with the WLC Neighbourhood Response Officer to follow up on instances of noise.

## **PREVENTION**

- **Activities**

### **Reducing antisocial behaviour within our communities**

The Community team continue to make every effort to carry out high visibility patrols in local parks and identified hotspot areas to engage with youths as part of their daily tasking.

In an effort to address youth calls and calls of Anti Social Behaviour the team make every effort to provide resources at key times in identified areas aimed at reducing ASB and youth calls to the ward.

The Community Policing Team review all calls of ASB in an effort to identify offenders and will progress criminal complaints and ASB complaints to conclusion to ensure a positive outcome. This may involve reporting the person involved or tenancy warning via ASB legislation.

## **Reducing community and social harm caused by drug and alcohol misuse**

A tactic to address instances of ASB including substance misuse is to stop and search people based on evidence, tasking and hot spot analysis.

- **Initiatives**

Over the reporting period a number of activities have been undertaken by local officers within the Ward including a last day of school partnership initiative with WLDAS and WLYAP to engage with young people on last day of term in June and ensure no one came to harm through alcohol or other substance misuse. This will become a regular activity in the coming months in all Wards in West Lothian.

### **Reducing Anti Social Behaviour**

The Community Policing Team work closely with the WLC NRT officer for the area and continue to challenge ASB in the home, issue tenancy warnings, and this can lead to Anti Social Behaviour Orders being issued.

There are presently four 'party houses' identified in the area. When incidents occur and are witnessed the tenants are issued with warnings.

One problem tenant has been reported for a series of offences including violence and was remanded in custody until August. The local Ward officers have been working closely with Housing with a view to removing the tenancy. A number of other tenancy issues have arisen from this particular incident and work is ongoing regards these.

### **Tackling Substance Misuse**

The Community Policing Team will continue to carry out licensed premises visits and inspections to ensure licensees are supported and patrons can enjoy their night out. Police have taken the lead to reinvigorate pub watch in Armadale.

During the reporting period there were 15 offences recorded under the Misuse of Drugs Act 1971 within the Ward. These offences ranged from an individual being stopped and searched with a personal amount of cannabis to houses being searched under judicial warrant for cannabis cultivations and other drugs.

### **Making our Roads Safer**

Local officers continue to carry out road checks to provide reassurance and carry out enforcement and education of young drivers to work towards reducing the communities fear in regards anti social driving by young persons.

Road Safety - Local officers have carried out Speed checks at various locations in the Ward including Lower Bathville, Southdale area, Station Road and the A89 westwards from Armadale Academy. Over the reporting period 57 traffic tickets have been issued within the Ward. These range from endorsable and non endorsable, speeding, no documents, not wearing a seat belt, using a mobile phone and so on.

### **Tackling Acquisitive Crime**

The Ward has recently seen an increase in stolen vehicles and other auto crimes such as breaking into vehicles and stealing tools and other property. A number of vehicles have been stolen by the true key being stolen from within the home address of the vehicle owner. A number of crime prevention messages have been delivered and work is ongoing by local and specialist unit officers to deter, disrupt and detect those responsible. On a positive note a high number of these vehicles have been recovered and there are positive lines of enquiry ongoing with regard to this.

The email for the Armadale Community Policing Team has not changed and although not a method for reporting crimes this can be used to make contact with the local officers.

[ArmadaleBlackridgeCPT@Scotland.pnn.police.uk](mailto:ArmadaleBlackridgeCPT@Scotland.pnn.police.uk)

We also request that people sign up and follow your local policing team on Twitter [@WestLothPolice](#) and Facebook – [West Lothian Police](#)

### **FORTHCOMING EVENTS**

Your local community ward officers have carried out many surgeries locally offering advice to residents and handing out crime prevention leaflets.

Local officers have been involved with West Drive and also carrying out letter drops and survey questionnaires at prominent areas within the Ward. With the school term having commenced and it is hoped that in coming months police can support more local schools with the Park Smart and other schemes.

Need the Police? – Call **101**.

### **CONTACTS**

#### **Sector Inspector**

Inspector Drew Elliot

[Andrew.Elliot@Scotland.pnn.police.uk](mailto:Andrew.Elliot@Scotland.pnn.police.uk)

#### **Community Sergeant**

Sergeant John Fleming

[john.fleming@Scotland.pnn.police.uk](mailto:john.fleming@Scotland.pnn.police.uk)

#### **Community Policing Team Armadale and Blackridge**

Mail to -

[ArmadaleBlackridgeCPT@Scotland.pnn.police.uk](mailto:ArmadaleBlackridgeCPT@Scotland.pnn.police.uk)

**Ward Officers** – Constables David Arnott and Hugh Callaghan are the community officers for the Armadale and Blackridge ward.

In addition to this there are 10 Community Action Team West officers supervised by Sgt Hughes who are available to deal with community issues and hot spot tasking in the ward.



**Armada Academy High School Youth Community Officer**



PC Darryl Macaulay





## **ARMADLE AND BLACKRIDGE LOCAL AREA COMMITTEE**

### **ARMADLE PARTNERSHIP CENTRE UPDATE**

#### **REPORT BY HEAD OF HOUSING, CUSTOMER AND BUILDING SERVICES**

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

This report updates the Armadale and Blackridge Local Area Committee on the progress being made with developing a partnership centre in Armadale, and advises of the management arrangements in place for frontline services following the implementation of the service restructure.

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

The Local Area Committee is asked to:

1. Note the progress with the development of the project to create a partnership centre in Armadale; and
2. Note the management arrangements in place for frontline services.

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

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	<p>Customer Service Performance will be monitored to ensure no detrimental effect. Footfall in the community centre will increase.</p> <p>Suitability and utilisation performance measures of existing community centre will improve.</p>

<b>V Relevance to Single Outcome Agreement</b>	<p>Project is an enabling activity for services to support a number of SOA performance measures including:</p> <p>Our children have the best start in life and are ready to succeed; and</p> <p>We make the most efficient and effective use of resources by minimising our impact on the built environment.</p>
<b>VI Resources - (Financial, Staffing and Property)</b>	<p>Staffing resources from Customer and Community Services and Housing Services. Potential rationalisation of public sector properties in Armadale. A council budget of £990,000 has been allocated as part of the general services property capital programme for 2016/17.</p>
<b>VII Consideration at PDSP</b>	<p>The P&amp;R PDSP considered an initial report about the proposals at its meeting on 10 December 2013. The Panel noted the proposals and the majority supported the plan.</p>
<b>VIII Other consultations</b>	<p>The Armadale and Blackridge Local Area Committee considered reports on 23 May 2014 and 3 June 2016.</p> <p>At its meeting on May 26 2015 the Council Executive agreed that consultation should be undertaken with relevant stakeholders on the design and delivery requirements for the proposed facility and wider service delivery.</p> <p>The Council Executive considered a report on 30 August 2016 and agreed that the project should be progressed following extensive community consultation.</p>

## **D. TERMS OF REPORT**

### **D1 Background**

In May 2015 the Council Executive agreed that officers should commence with a programme of community consultation around the development of a partnership centre in Armadale. This approach was in line with the process that has been developed with other communities where partnership centres have been, or are being developed, for example Bathgate, Blackburn, East Calder, and Linlithgow.

In order to facilitate wide ranging consultation, a community engagement group was established with invitations extended to representatives from the Community Council, Community Education Centre Management Committee, sports club and local

community groups together with council services. This group engaged with the project team and supported the development of the proposals from design and will continue to support through to construction and completion. This level of engagement ensured that the delivery of the project would be transparent and collaborative. The first meeting of the consultation group took place on 23 June 2015. This group then met on seven further occasions to work through potential engagement methods, groups to engage, and design considerations. A detailed engagement plan was agreed to ensure the wider Armadale community had the opportunity to contribute to the proposals.

During May and June 2016, a wide range of engagement techniques were used, including postcard surveys, electronic surveys, street work and focus groups, to gather views about the development. Over 570 responses were received.

The community engagement group agreed to progress with a two phased approach to the development with an extension and reconfiguration of the community centre so it becomes the main service delivery location for the council, and a change of use for the building at the cross to become the youth space in Armadale.

## **D2 Progress**

In August 2016 the Council Executive agreed to progress the two phased proposal, on the understanding that the youth space element would only progress if external funding was secured. An initial bid to the Scottish Governments Regeneration Capital Fund Grant was submitted in June 2016. On 5 September officers were asked to submit some further detail, with a view that the submission would be appraised on 15 September 2016. We await the outcome of this exercise.

## **D3 Next steps**

In line with the process of other partnership centre projects a project board will be established that will include the key services involved in the development and transition of the project, as well as representatives of key community groups.

A project team will be established to progress the detail of drawings, planning applications, decant arrangements etc. Detailed timescales will be established once the project team has met. The Neighbourhood Manager will take on the role of project manager.

## **D4 Management arrangements for frontline services**

The Council Executive agreed in November 2015 that the delivery of frontline services would be modernised by bringing together two service areas, Customer Service Development and Community Facilities, and by restructuring the service to create generic job roles.

The new service came into being on 1 April 2016. The service is based on geographic neighbourhoods and new management teams have been created. Armadale is in the Armadale and Whitburn Neighbourhood. The key locations within this neighbourhood are; Armadale, Blackridge, Whitburn, Fauldhouse, Longridge, Stoneyburn, Addiewell and Breich.

The services that are run by the new team include libraries, CIS, community centres

and Fauldhouse Partnership Centre.

The team consists of the following roles: Neighbourhood Manager, Team Manager, Service Development Officer, Service Support Officer, Customer Service Officers, Customer Service Assistants and Customer and Facilities Assistants. A structure chart is included in the appendix.

Each of the four Neighbourhood Managers has both a geographic responsibility and a subject responsibility. The Neighbourhood Manager for Armadale and Whitburn is also responsible for customer service and channel shift.

## **E. CONCLUSION**

The community in Armadale has supported and help to develop the proposals to create a Partnership Centre in Armadale. The Council Executive has approved the proposal so officers and community representatives will now develop these proposals and progress with the creation of the partnership centre.

The new service management arrangements will support the delivery of the project.

## **F. BACKGROUND REFERENCES**

Council Executive 26 May 2015 – Armadale Partnership Centre

Council Executive 30 August 2016 – Armadale Partnership Centre

Appendices/Attachments: One

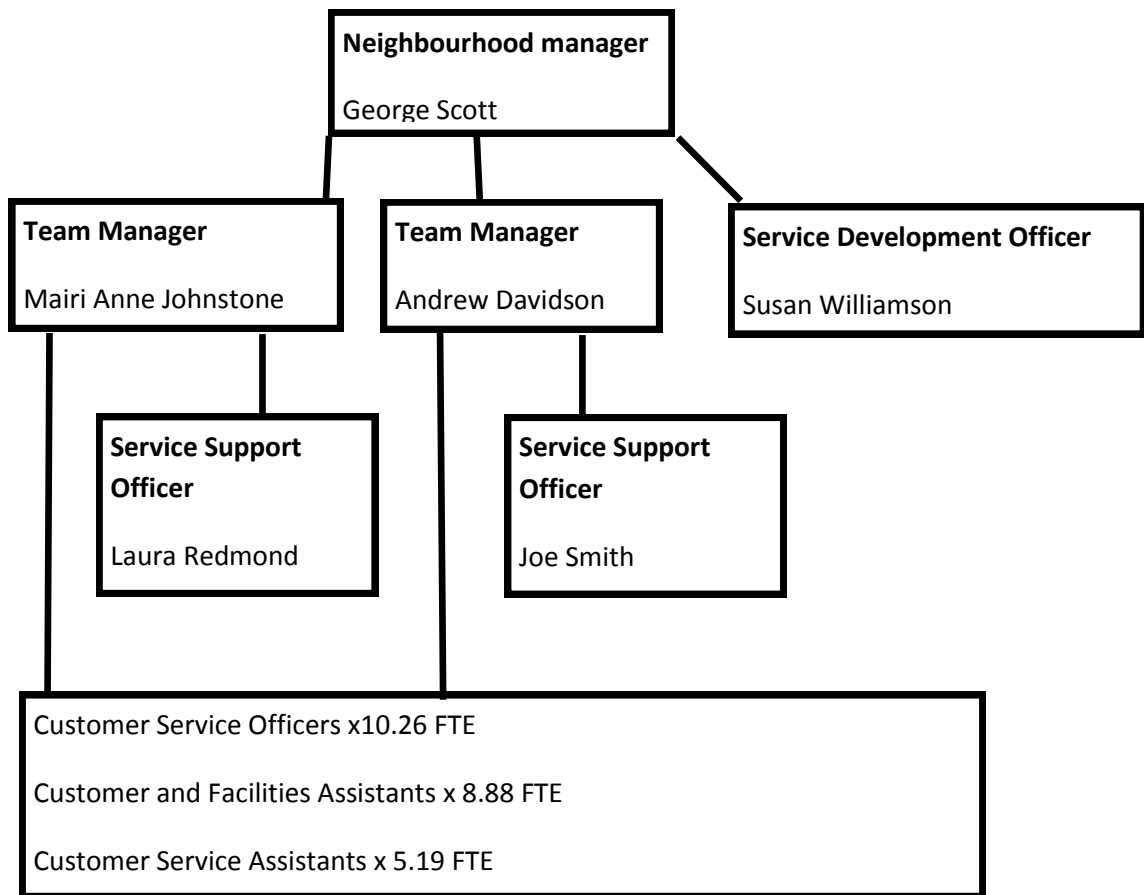
Appendix 1: Armadale and Whitburn Neighbourhood staffing structure

Contact Person: Karen Cawte, Customer and Community Services Manager, 01506 281082 [karen.cawte@westlothian.gov.uk](mailto:karen.cawte@westlothian.gov.uk)

**Alistair Shaw**  
**Head of Housing, Customer and Building Services**  
Date of meeting: 16 September 2016

## Appendix 1

### Armadale and Whitburn Neighbourhood staffing structure









## **ARMADALE & BLACKRIDGE LOCAL AREA COMMITTEE**

### **SERVICE UPDATE – NETS, LAND & COUNTRYSIDE**

#### **REPORT BY HEAD OF OPERATIONAL SERVICES**

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

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1<sup>st</sup> May – 31<sup>st</sup> 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**

<b>I Council Values</b>	Focusing on our customers' needs; making best use of our resources; working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	None
<b>V Relevance to Single Outcome Agreement</b>	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
<b>VI Resources - (Financial, Staffing and Property)</b>	In line with available revenue and capital budgets
<b>VII Consideration at PDSP</b>	None
<b>VIII Other consultations</b>	None

## **D1 Terms of Report**

Report on activity for period 1<sup>st</sup> May – 31<sup>st</sup> July 2016

## **D2 Grounds Maintenance Routine Works**

Cyclic grass cutting – operations are currently ongoing with staff working towards completing cycle 8.

Weed killing –The initial visit has been completed with second spot treatment application to shrub beds, channels and kerblines ongoing

### **Grounds Maintenance Enquiries**

In total 25 ground maintenance related enquiries were received and dealt with in this period.

Ball Games Enquiries – 1  
Bench or Seat Enquiries – 2  
Fencing Enquiries – 4  
Gardens Competition Enquiries – 4  
Grass Cutting Enquiries – 1  
Grass Highway Verges – 1  
Hedge Cutting Enquiries – 2  
School Grounds Enquiries – 1  
Shrub Bed Enquiries – 1  
Shrub Bed Overhanging Path – 1  
Shrub Bed Not Maintained – 1  
Shrub Beds Obscuring Sightline – 2  
Weeds General Enquiries – 2  
Weeds on Paths/Roads - 2

## **D3 Garden Maintenance Routine Works**

The Garden Maintenance scheme ongoing. On cycle 8. Route approximately 4 days behind due to staff off sick/ on annual leave & attending training as well as seasonal staff leaving. Works ongoing to carry out additional requests received from Housing offices.

### **Garden Maintenance Enquiries**

In total 32 garden maintenance related enquiries were received and dealt with in this period.

Garden Maintenance General Enquiries – 6  
Garden Maintenance Grass Not Cut – 18  
Garden Maintenance Hedge Cutting – 1  
Garden Maintenance No Longer Required – 2  
Garden Maintenance Standard of Cut – 5

## **D4 Street Cleansing Routine Works**

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

## **Street Cleansing Enquiries**

In total 66 street cleansing related enquiries were received and dealt with in this period.

Dead Animals – 3  
Dog Fouled on Grass/Open Space – 1  
Dog Fouling on Paths/Roads – 6  
New Dog Waste Bin Request – 2  
Glass on Paths or Open Spaces – 4  
Illegal Fly Tipping Dumping – 18  
Litter Bin Full Overflowing – 1  
Litter General Enquiries – 1  
Litter on Paths/Road Verges – 3  
Needles Syringes Abandoned – 2  
Street Sweeping Enquiries – 5  
Trolleys Dumped in Livingston – 1  
Vehicle Abandoned – 17  
Env. Enforcement Officers - 2

## **Environmental Community Involvement**

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

Environmental Wardens continue to assist with community clean-ups with events taking place during the period involving schools and various community groups.

## **Enforcement Action**

Environmental Wardens have issued 3 fixed penalty notices for dog fouling offences during the period throughout the ward.

## **D5 Parks and Woodland**

### **Ranger Service Events & Activities**

There are a number of events and activities in the Ranger Service Events & Activities Programme right through to our Christmas Activities in December. It is available online or 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.

### **Tree and Woodland Enquiries**

Tree Branches Overhanging – 5  
Tree Dangerous or Unsafe – 2  
Tree Enquiries General – 4  
Tree Leaves Causing Problems – 1  
Tree Roots Causing Problems - 1

## **D6 Open Space and Cemeteries**

### **Woodbank cemetery old:**

Reinstatement of temporary paths to grass complete.

### **Woodbank cemetery extension:**

New footpath and foundation strip complete. Routine maintenance ongoing.

### **Cemeteries Enquiries**

Bench Donations – 1

Cemeteries General Enquiries – 2

Lair Enquiries – 3

Lair Sunken or Uneven – 2

### **Open Space Strategy**

£76k has been allocated to upgrade Watson park in 2017/18. This will be in addition to the pavilion works. A consultation event took place on 20<sup>th</sup> August to get the views of the community on the current state of the park and suggested improvements. The resulting report will be made available in the next two weeks on [www.westlothian.gov.uk/parkinfo](http://www.westlothian.gov.uk/parkinfo). This report will inform the draft design for works.

### **Open Space Enquiries**

Safety Issues in Play Areas – 2

Public Park Enquiries - 2

## **E CONCLUSION**

The garden maintenance scheme is due to commence 11 April 2016

Routine grounds maintenance operations will continue as usual. The efficacy of the new chemical will be evaluated to compare performance against its competitor over the coming months,

The garden maintenance scheme ongoing and additional works in gardens being carried out on behalf of housing.

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

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**Jim Jack**

**Head of Operational Services**

**16<sup>th</sup> September 2016**





**ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE**

**HOUSING CUSTOMER AND BUILDING SERVICES UPDATE**

**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 Armadale and Blackridge 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**

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

#### D. 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 Armadale and Blackridge ward.

##### Property Void & Let Performance: Mainstream Tenancies

Void Period	April 2016	%	May 2016	%	June 2016	%	WL Target %
0-2 weeks	6	46.15%	2	28.57%	1	25%	55%
2-4 weeks	0	0	1	14.3%	1	25%	30%
4+ weeks	7	53.8%	4	57.1%	2	50%	15%
<b>Total Lets</b>	<b>13</b>	<b>100%</b>	<b>7</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>100%</b>

##### Property Void & Let Performance: Temporary Tenancies

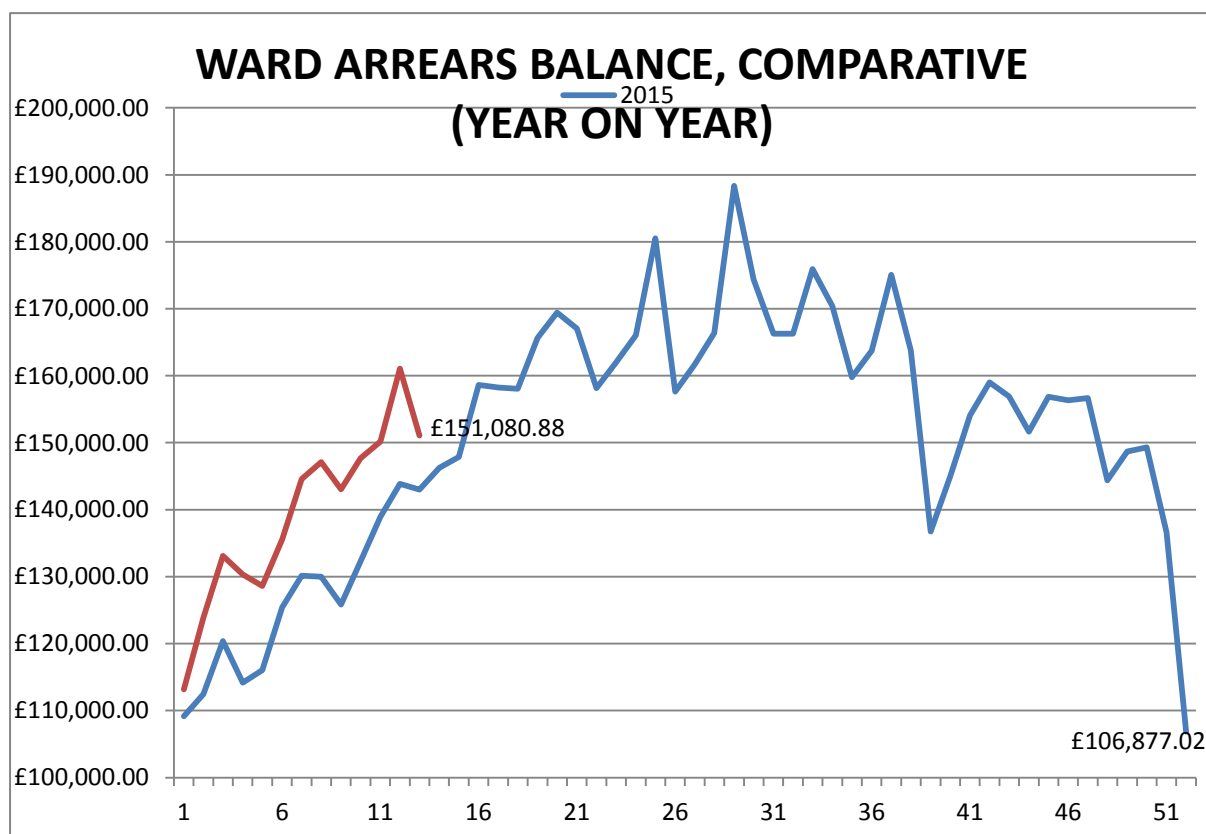
Void Period	April 2016	%	May 2016	%	June 2016	%	WL Target %
0-2 weeks	6	100%	7	77.8%	3	75%	55%
2-4 weeks	0	0	2	22.2%	0	0	30%
4+ weeks	0	0	0	0	1	25%	15%
<b>Total Lets</b>	<b>6</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>100%</b>

Delays in re-letting can occur for a variety of reasons i.e. 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 14 Policy Voids in the ward - 4 awaiting demolition, 1 for insurance work, 1 legal dispute and 8 due to major works (asbestos removal, electrical and upgrade/modernisation).



## Rent Arrears



	2015/16 (WK13)		2016/17 (WK13)	
Arrears Banding	Balance	Tenants in Arrears	Balance	Tenants in Arrears
£0.01-£49.99	£2,834	128	£2,589	113
£50.00-£149.99	£15,352	167	£18,158	201
£150.00-£299.99	£22,581	104	£23,610	110
£300.00-£499.99	£34,159	89	£31,009	80
£500.00-£749.99	£20,287	34	£24,059	40
£750.00-£999.99	£17,126	20	£17,423	20
£1000.00-£1999.99	£26,030	20	£23,395	17
£2000.00+	£4,616	2	£10,838	4
<b>Total</b>	<b>£142,985</b>	<b>564</b>	<b>£151,081</b>	<b>585</b>

The ward position for the 1<sup>st</sup> quarter of 2016/17 is £151,080.88. This is an increase of £8,096 on last year's position of £142,985. 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 21 serious arrears cases (£1,000+) it should be noted 72.48% of cases (424) 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 Programme to reinforce 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
- Rent Strategy 2017-22 work will start in the summer to develop the strategy for the next 5 years to align with future new build plans and annual rent increases

### 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 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

#### Capital Programme Update

Mayfield Drive Project – Progressing well and should be completed by end of 2017. There are no current issues. Within this project both Wotherspoon Crescent and Calder Crescent are complete with the exception of fencing work which is currently in progress.

St Helens Place Roof & Roughcast Project – These works are almost complete with only some painter work and outstanding snagging work remaining.

St Helens Place Environmental Work – Project started mid-August and is currently progressing well with a completion date of around end of November 2016.

#### New Build Programme

<b>Ward 9 Armadale &amp; Blackridge</b>	<b>Site</b>	<b>No of units</b>	<b>Site Start</b>	<b>No. of houses handed over</b>	<b>Site Completion</b>
	Nelson Park, Armadale	26	To be confirmed	0	No
	Mayfield, Armadale	22	29 <sup>th</sup> August 2016	0	No
	Bathville Cross phase 2	3	Apr-16	0	No

	Bathville Cross phase 3	3	To be confirmed	0	No
	Bathville Cross phase 4	3	To be confirmed	0	No
	Bathville Cross phase 5	9	To be confirmed	0	No

### **Tenant Participation**

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 12 months on scrutinising the Housing Revenue Account, in partnership with Finance and HCBS.

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. It is a closed group and will be monitored by the TP Team.

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 from a tenant via our new facebook group.

A Tenant Led Inspection (TLI) into asbestos in void properties is ongoing. This will be ready to feedback to senior managers in early August 2016.

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.

Invited tenants were given the opportunity to attend training sessions on the new tenants portal prior to going live. This website will allow tenants to check their rent balances, make payments, set up direct debits and report and check the progress of any repair issues.

The summer edition of Tenants News was delivered to all households in June 2016.

### **Safer Neighbourhood Team**

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

Door to door enquiries were undertaken in an area where a young tenant and visitors have been involved in a violent incident following on from complaints of noise nuisance. The case is being prepared for legal action. Enquiries led to a further young person being identified as causing anti-social behaviour in the nearby area. Door to door enquiries revealed a vulnerable resident. A referral to Victim Support has been made for this person and several joint visits undertaken in other parts of West Lothian to assist colleagues to serve warnings and visit perpetrators. Four cases are currently with Legal Services for ASBO proceedings for behaviour in various parts of West Lothian. Criminal action has resulted in two first tenancy warnings to try and prevent further escalation as both parties are known to each other and live in same street. Surrounding neighbours may have witnessed the violent incident. Warnings have been issued for creating a disturbance in a public place and using threatening and intimidating behaviour.

A joint visit with Police Scotland to a tenant making unfounded allegations against neighbours was conducted. The tenant was served with a warning regarding their own anti-social behaviour towards others. Support needs and ill health were also discussed which resulted in assistance from CPN.

The SNT Officer has also been working with Police Scotland regarding a young tenant and Legal Services are now drafting an ASBO application.

An Interim ASBO has also been granted on a tenant.

**Youth Worker Update** – No Youth Cases allocated

#### **E. CONCLUSION**

To note the contents of the report.

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

None

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Date: 16<sup>th</sup> September 2016



## **ARMADALE AND BLACKRIDGE 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**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Community regeneration 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.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	Performance indicators relating to the activity within the plans are captured within the set of Regeneration and Employability key performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	- We are better educated and have access to increased and better quality learning and employment opportunities.

	<ul style="list-style-type: none"> <li>- We live in resilient, cohesive and safe communities.</li> <li>- We live longer, healthier lives and have reduced health inequalities.</li> <li>- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</li> </ul>
<b>VI Resources - (Financial, Staffing and Property)</b>	The activities set out are funded from existing budgets.
<b>VII Consideration at PDSP</b>	Annual updates on regeneration plans will be presented to Partnership and Resources PDSP.
<b>VIII Other consultations</b>	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 will be held to bring together all relevant local partners and stakeholders. The events will introduce the regeneration planning concept and process, and provide an opportunity for discussion as well as participation in two themed workshops. It is anticipated that finalised plans will be 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.

## **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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**Craig McCorriston**  
**Head of Planning, Economic Development and Regeneration**  
16 September 2016





**ARMADALE AND BLACKRIDGE 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 Armadale and Blackridge ward, Livingston-wide groups and West Lothian-wide groups.

**B. RECOMMENDATION**

It is recommended that the committee notes that six groups within Armadale and Breich Valley ward have applied to the fund and will be supported.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
<b>III Implications for Scheme of Delegations to Officers</b>	The Head of Planning, Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
<b>IV Impact on performance and performance Indicators</b>	None.
<b>V Relevance to Single Outcome Agreement</b>	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
<b>VI Resources - (Financial, Staffing and Property)</b>	Total fund of £29,106.54 agreed by the council. £3,661.20 will provisionally be distributed in the Armadale and Blackridge ward.
<b>VII Consideration at PDSP</b>	Following consideration at all nine Local Area Committees, an update will be prepared for the

**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 Armadale and Blackridge ward there are 360 beneficiaries and a provisional allocation of £3,661.20. These figures are provisional as two organisations have not yet returned an application form and these are being followed-up. If any substantive changes arise in regards to Armadale and Blackridge 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: Armadale and Blackridge ward**

Eight application forms were issued to groups across Armadale and Blackridge ward, with six returned to date. The intention is that the six groups will be supported. The remaining two applications will be 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 Armadale and Blackridge ward, Livingston-wide groups and West Lothian-wide groups.

A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters 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 Armadale and Blackridge 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: 16 September 2016



**ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE WORKPLAN 2016 - 17**

**NOVEMBER 2016**

	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>	<b>Referral</b>
1	Housing Report	Quarterly update on housing issues	Lorraine Donnelly	November 2016	No
2	Police/NRT Report	Quarterly update on Police/NRT activity	Inspector Andrew Elliot	November 2016	No
3	Village Improvement Fund	Applications to the village improvement fund	Alice Mitchell	November 2016	No
4	Community Regeneration	To provide an update of activity in the ward	Laura Wilson	November 2016	No
5	Nets, Land and Countryside Services	Quarterly update on Nets, Land and Countryside Services	Tony Fleming	November 2016	No
6	Scottish Fire & Rescue	To provide and annual update	Mark Landels	November 2016	No
7	Southdale Primary School	To provide information on the new school	Geraldine Armstrong	November 2016	No
8	Advice Shop	To provide an annual update on activity on the ward	Elaine Nisbet	November 2016	No
9	Pensioners Christmas Fund Allocations	To provide a final account of the payments being made from the Pensioners Christmas Fund	Laura Wilson	November 2016	No
10	Housing Report	Quarterly update on housing issues	Lorraine Donnelly	February 2016	No
11	Police/NRT Report	Quarterly update on Police/NRT activity	Inspector Andrew Elliot	February 2016	No
12	Village Improvement Fund	Applications to the village improvement fund	Alice Mitchell	February 2016	No
13	Community Regeneration	Presentation of draft Regeneration Plan	Laura Wilson	February 2016	No
14	Nets, Land and Countryside Services	Quarterly update on Nets, Land and Countryside Services	Tony Fleming	February 2016	No
15	St Kentigern's Academy	To provide an update on performance and activity	Andrew Sharkey	February 2016	No

16	Armadale Academy	To provide an update on performance and activity	Carol McDonald	September 2017	No
17	Armadale Partnership Centre	Update on development of the partnership centre in Armadale	Karen Cawte	As required	No