



## ***Fauldhouse and The Breich Valley Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

15 February 2017

A meeting of the **Fauldhouse and The Breich Valley Local Area Committee** of West Lothian Council will be held within the **Council Chambers, Civic Centre, Livingston** on **Tuesday 21 February 2017** at **8:30am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business
4. Confirm Draft Minute of Meeting of Fauldhouse and The Breich Valley Local Area Committee held on Tuesday 29 November 2016 (herewith)
5. West Calder High School - Presentation by Headteacher (herewith)
6. Housing, Customer and Building Services Update - Report by Head of Housing, Customer and Building Services (herewith)
7. Police Scotland Report - Report by Police Inspector Gregor Forbes (herewith)
8. Multi-Member Ward Performance Report - Report by Scottish Fire and Rescue Service (herewith)

9. Service Update - NETs, Land and Countryside - Report by Head of Operational Services (herewith)
10. Report on Progress of Regeneration Planning - Report by Head of Planning, Economic Development and Regeneration (herewith)
11. West Lothian Villages Improvement Fund - Applications - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Workplan (herewith)

-----

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

MINUTE of MEETING of the FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, CIVIC CENTRE, LIVINGSTON, on 29 NOVEMBER 2016.

Present – Councillors David Dodds (Chair), Cathy Muldoon, Greg McCarra

In Attendance

Alice Mitchell, Lead Officer, Fauldhouse and the Breich Valley LAC  
Laura Wilson, Community Regeneration Officer, West Lothian Council  
Lorraine Donnelly, Housing Services, West Lothian Council  
Graeme Malcolm, Roads and Transportation Manager  
Elaine Nisbet, Anti-Poverty & Welfare Advice Manager  
Inspector Drew Elliot, Police Scotland  
Richie Hall, Scottish Fire and Rescue Services  
Rob Pooley, West Calder and Harburn CDT

1. ORDER OF BUSINESS, INCLUDING NOTICE OF URGENT BUSINESS

The Chair ruled under Standing Order 7 that two reports, which required to be considered before the next scheduled Local Area Committee meeting, would be taken as urgent business at the end of the meeting. The reports were:-

1. Network Rail Closure of A71, West Calder – Report by Head of Operational Services.
2. Placemaking in Fauldhouse – Report by Head of Planning, Economic Development and Regeneration.

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTE

The Local Area Committee approved the minute of its meeting held on 9 August 2016. The minute was then signed by the Chair.

5. ST KENTIGERN'S ACADEMY - PRESENTATION BY HEAD TEACHER

The Chair welcomed Andrew Sharkey (Headteacher, St Kentigern's Academy) to the meeting. Mr Sharkey had been invited to present an overview of the school's performance and levels of attainment.

The Committee was informed that St Kentigern's Academy was one of two RC Secondary School in West Lothian with 1050 young people travelling to school on school buses. The school was ranked 3<sup>rd</sup> in relation to Secondary School SIMD ranking.

Mr Sharkey showed presentation slides providing details of Staying on Rates and School Leaver Destinations. A table within the presentation showed School Leaver Positive Destination for 2014/15 with comparative figures for the five years from 2009-10 to 2013-14.

The Committee was informed of the Senior Phase Exam Results for 2016 for S4, S5 and S6, with comparative figures for the five years 2010 to 2015.

In relation to achievements, the school had worked to develop a wide range of opportunities for students in wider achievements. Examples were provided as follows:-

- Caritas
- Street Law
- Young Applicants in Schools
- Duke of Edinburgh
- Stem Crest Awards
- CPR
- Saltire Awards
- Foundation Apprenticeships
- Employer Partnerships

Mr Sharkey considered that the areas of strength were:-

- ▶ Positive Catholic Ethos
- ▶ Committed Hard Working Staff
- ▶ Effective Partnership Working
- ▶ Strong Learning and Teaching
- ▶ High Expectations
- ▶ Parental Involvement
- ▶ Effective Tracking and Monitoring
- ▶ Uniform
- ▶ Facilities
- ▶ Good Reputation
- ▶ Innovative Programmes of Study
- ▶ Culture of Respect
- ▶ Charity Work
- ▶ Diverse Curriculum

Mr Sharkey then responded to questions by elected members. Finally, the Chair spoke of the good reputation held by the school and thanked Mr Sharkey for his informative presentation.

### Decision

To note the terms of the presentation.

## 5. POLICE SCOTLAND REPORT

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

by Police Inspector Gregor Forbes providing an update on performance, activities and issues across the ward for the period up to 31 October 2016.

The report provided statistical information in relation to Crime Groups 1 to 5. A breakdown of Anti Social Behaviour performance for the period up to 31 October 2016 showed a number of improvements on the previous year.

Inspector Elliot reported that in October, 8 crimes had been recorded for drug offences. 5 reports were in relation to supply type charges and involved Heroin, Cannabis and Cocaine recoveries. Three reports were for possession and these were cannabis x 2 and Cocaine x 1. 4 of the offences were in relation to incidents at Addiewell prison.

The report provided details of forthcoming events. It was noted that Test Purchase operations continued in the ward and the ward officers were key partners in the process.

West Lothian bonfire season patrols were organised and Ward Officers and CAT officers had varied their shifts and days off to ensure coverage in the ward.

During discussion, it was suggested by Councillor McCarra that officers consider the use of Community Notice Boards for displaying general information to the public.

In addition, the Chair requested that the regular report include a review of the arrangements for holding community surgeries in the ward (i.e how often the service was being used, and if successful).

#### Decision

To note the terms of the report.

### 5. MULTI-MEMBER WARD PERFORMANCE REPORT

The Committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on the activity within the ward for the period up to 30 September 2016.

Station Manager Ritchie Hall presented the report, highlighting a number of improvements across the key priorities within the ward.

In relation to Unwanted Fire Alarm Signals (UFAS), 49 incidents were reported during 2016-17 year to date reporting period, compared to 44 during 2015-16 year to date reporting. Work was ongoing to engage with business partners to reduce demand from Unwanted Fire Alarm Signals.

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

#### Decision

To note the terms of the report.

7. WEST CALDER AND HARBURN COMMUNITY DEVELOPMENT TRUST

The Committee considered a report (copies of which had been circulated) by Rob Pooley, Chair, West Calder and Harburn Community Development Trust providing an update on the progress made by the West Calder and Harburn Community Development Trust (WC&HCDT) over the past year and to advise of future planned activities and developments.

It was reported that, after initial frustrations of setting up the formal structure, the Trust was now able to report on a number of successes. These included:-

- a Christmas event with Santa and presents for children.
- a Fireworks event for bonfire night attended by more than 300 people.

It had been agreed that West Calder and Harburn CDT would in future coordinate remembrance activities in West Calder.

The report went on to provide detailed information concerning the following projects:- West Calder In Bloom, War Memorial Gardens Refurbishment, Community Organisation Assets and Development Officers.

The Committee noted that a number of long-term, high level projects were also in the development stages. These were outlined in the report.

The Chair concluded that the Trust had been operating for the benefit of its local community since May 2013. In the time since it was established it had made a significant impact in the local area. A number of community fairs days had taken place and it was now a popular part of the annual community calendar.

In addition to physical improvements such as the erection of a village noticeboard in Union Square and the restoration of the War Memorial, the trust had put planters and hanging baskets along Main Street and had carried out a feasibility study into walking and cycle route to link Harburn and West Calder. In a project funded by West Lothian Council, the Trust was contributing to preparation of a community map of the area.

Finally, it was noted that future plans included projects to increase tourism in West Calder and ideas to bring a number of empty and derelict buildings back into use.

It was recommended that the committee note the contents of the report, in particular:

1. the extensive community engagement work ongoing which led to

the creation of the Trust and its choice of projects;

2. the range of successful community events delivered by the CDT; and
3. future planned projects to improve the villages of West Calder and Harburn.

During discussion, an issue was raised by Rob Pooley concerning the lease and maintenance costs relating to the Trust's current premises. The Trust wished to request that council officers consider giving a discount on costs. In response, the Chair undertook to convey comments to appropriate officers.

#### Decision

To note the terms of the report.

### 8. HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

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

The report provided details of the property void and let performance for both mainstream tenancies and temporary tenancies.

There were currently 22 Policy Voids in the ward. 12 of these were being held for modernisation, 2 due to legal disputes and 8 were awaiting/undergoing major works (asbestos removal and electrical).

The report also examined the ward arrears position and provided a table showing the number of tenants in arrears for the first quarter of 2016/17.

The report provided an update on the capital programme, noting that work had started on site in July 2016 on the 40 units planned for Eastfield Fauldhouse.

During discussion, the Chair expressed his appreciation of the work carried out at Garibaldi Row, Main Street, Fauldhouse.

The Committee was asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1 July to 30 September 2016.

#### Decision

To note the terms of the report.

### 9. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

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

by the Head of Operational Services advising members of the recent activity of the NETs, Land and Countryside Services teams for the period 1 August to 31 October 2016.

The report provided statistical information in relation to Grounds Maintenance, Garden Maintenance, Street Cleansing, Parks and Woodland, and Open Space and Cemeteries.

During discussion an issue was raised concerning illegal fly tipping in Breich. In response the Grounds Maintenance Manager undertook to forward comments to the appropriate officer within the service for response.

The Local Area Committee was asked to:-

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

#### Decision

To note the terms of the report.

### 10. ADVICE SHOP SERVICE UPDATE

The Committee considered a report (copies of which had been circulated) by the Head of Finance and Property Service informing the Committee of the work undertaken by the Advice Shop Service from April 2015-March 2016.

The Committee was informed that the Advice Shop service was funded through a core council budget, European Social Fund, Macmillan Cancer Support and the Scottish Legal Aid Board. All activity across the service was informed and prioritised by the 'Better Off: West Lothian Anti-Poverty Strategy'. The overall purpose of the strategy was to help minimise the impact of poverty on the people of West Lothian. Its objective was to ensure that people were equipped to cope with the challenges they faced and the impact that this had on their health, education and community involvement, the aim being to help people to obtain and retain employment as a key route out of poverty.

Appendix 1 to the report showed the number of people the service had worked with over the year in Fauldhouse and Breich Valley area.

Appendix 2 to the report showed the wider work of the Advice Shop and the specific campaigns which were delivered across West Lothian alongside a range of projects which were provided in partnership with key agencies to target the most vulnerable in West Lothian's communities.

Elaine Nisbet (Anti-Poverty and Welfare Advice Manager) then responded to questions raised by elected members.



It was recommended that the Committee note:

1. The Advice Shop provision in the ward; and
2. The impact provision was having in terms of supporting the outcomes of the 'Better Off: Anti-Poverty Strategy'.

Decision

To note the terms of the report.

11. PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2016

The Committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing the Committee of the allocations to be made from the Pensioners' Groups Christmas Fund 2016 to groups in the ward, Livingston-wide groups and West Lothian-wide groups.

It was noted that, in total eleven groups within Fauldhouse and the Breich Valley ward had applied to the fund. The intention was that the eleven groups would be supported. Appendix 1 to the report showed the organisations to be supported and the allocation to each.

In relation to Livingston-wide and West Lothian-wide organisations, it was noted that one application had been sent and returned by a Livingston-wide group. The intention was that this would be supported. Two applications had been issued to West Lothian-wide groups, with two returned. The intention was that these groups would be supported. Appendix 2 showed the organisations and the allocation to each.

Finally, the Committee noted that a full report on the final allocations would be made to the Voluntary Organisations PDSP in December. Letters had been issued to groups on 31 October advising them of the amount of funding they would receive.

It was recommended that the committee note that eleven groups within Fauldhouse and the Breich Valley ward had applied to the fund and would be supported.

Decision

To note the terms of the report.

11. REPORT ON PROGRESS OF REGENERATION PLANNING

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing the Committee of progress towards developing regeneration plans within the ward.

Appendices 1 and 2 to the report showed the process model and logic model which explained how the Regeneration Team were approaching the development of regeneration plans and working closely with the local community to develop these as community-led action plans.

For the Fauldhouse and the Breich Valley ward, meetings had taken place with the local action group. The action group currently involved community members of Stoneyburn, Addiewell and Polbeth Community Councils, Fauldhouse CDT, Stoneyburn and Bents Future Vision Group and the Pitstop. It also included representatives from Stoneyburn Management Committee and both Stoneyburn and Addiewell Gala Day Committees. Also attending were officers from Council wervices such as Housing, Education, Business Gateway, CLD Youth Services, Access2employment and Customer and Community Facilities. Other participants included Police Scotland, Weslo House, MOOD, West Lothian Youth Action Project, Citizen's Advice Bureaux and Central Scotland Green Network Trust.

The meetings had introduced the Regeneration Planning process, undertaken a visioning exercise to consider what regeneration outcomes the community wanted, and started to map the physical, environmental and social assets within the villages. Appendix 3 to the report showed some of the early work.

The Committee was informed that regeneration profiles had been created for all eight regeneration areas in West Lothian, collating relevant data from national and local sources. The purpose of these was to provide up to date statistics and other useful information consistently across the regeneration areas to assist groups and decision-makers when setting priorities for an area, or to inform and evidence need in the longer term. These profiles would also help demonstrate the case for resources such as external funding.

In the ward, profiles had been developed for each of the four settlements. An example of one of the profiles was attached as Appendix 4. These profiles were currently available on the council's website and would be refreshed and updated as required.

It was recommended that the Local Area Committee note:-

1. That a regeneration plan was being developed for the Fauldhouse and the Breich Valley area as part of the Regeneration Framework;
2. That process and logic models had been developed to support the regeneration planning approach;
3. That structures were in place to work with the local communities of Fauldhouse, Stoneyburn, Addiewell and Polbeth to develop plans;
4. That a steering board, to develop and oversee the delivery of actions and interventions supporting the Regeneration Framework, was continuing to meet; and

5. The development of statistical profiles for all four of the Fauldhouse and the Breich Valley communities.

Decision

To note the terms of the report.

12. WORKPLAN

A copy of the Workplan had been circulated for information.

Decision

To note the Workplan.

13. URGENT ITEM (NOT ON ORIGINAL AGENDA) - PLACEMAKING IN FAULDHOUSE

The Committee considered a report (copies of which were tabled) by the Head of Planning, Economic Development and Regeneration attaching the final draft report from the consultants (PAS) who delivered the charrette in Fauldhouse.

The report prepared by the consultants contained details of some potential projects identified during the charrette. These included:-

- Better pedestrian access to the railway station and bus/cycle access.
- Pedestrian priority in the centre of the village
- Options for developing vacant shops and site
- Better access to social housing
- Support for new businesses

Projects would require prioritising and would then need to be assessed to determine how feasible they were to deliver. The Fauldhouse Regeneration Plan Steering Group would take a lead role in progressing the action plan. The group had representation from West Lothian Council and partner organisations working in the area, as well as input from Fauldhouse CDT and other local community members.

The Committee was informed that a report would be prepared for Development and Transport PDSP and further updates on progress would be brought to the Local Area Committee.

It was recommended that members note that:

1. The report concluded the charrette activity in Fauldhouse; and
2. The action would be adopted by the Fauldhouse Regeneration Plan Steering Group.

Decision

To note the terms of the report.

14. URGENT ITEM (NOT ON ORIGINAL AGENDA) - NETWORK RAIL CLOSURE OF A71, WEST CALDER

The Committee considered a report (copies of which had been tabled) by the Head of Planning, Economic Development and Regeneration providing information concerning the forthcoming closure of the A71.

The Committee was informed that Network Rail representatives had been invited to attend the meeting to allow issues to be raised by Committee members directly with Network Rail. No Network Rail representatives were in attendance at the meeting.

The Roads & Transportation Manager presented the report, advising that Network Rail had started enabling works preparing for the replacement of the rail bridge on the A71 adjacent to the station in West Calder. This was part of wider work on the Shotts line ahead of the electrification of the route by 2019. The project was part of a Scottish Government programme of electrification which was being delivered by Network Rail. Network Rail and its contract Bam Nuttall had now submitted an application to the council for the closure of the A71 to facilitate the construction works.

The report contained details of Network Rail's timetable. The timetable showed a date of 16 May 2017 for A71 'Fully Open Road to Public.' The Committee noted that, given the nature of the works and the possibility of winter weather conditions, it was possible that Network Rail would seek to extend the period beyond the dates noted in the report.

The report went on to advise that significant traffic disruption was likely and a diversion route and series of traffic management measures on surrounding roads had been developed with Network Rail and its appointed traffic management contractor. The measures were outlined on the plan attached as Appendix 1 to the report.

In relation to the impact on bus services, it was noted that timetable changes would be required and a diversion would operate. A shuttle bus would connect Polbeth users to the bus routes via the bus stops to the east of the roundabout on the A71 at Brucefield Farm. The details of the timetable changes and shuttle bus operation would be communicated by the providers in advance of the closure.

The report concluded that significant disruption was anticipated and measures had been developed to manage the disruption as best as reasonably possible. Finally, the Roads and Transportation Manager informed the Committee that information would be posted on the council's website.

In response to questions raised by Committee members, the Roads and

Transportation Manager undertook to arrange regular meetings with ward members.

Decision

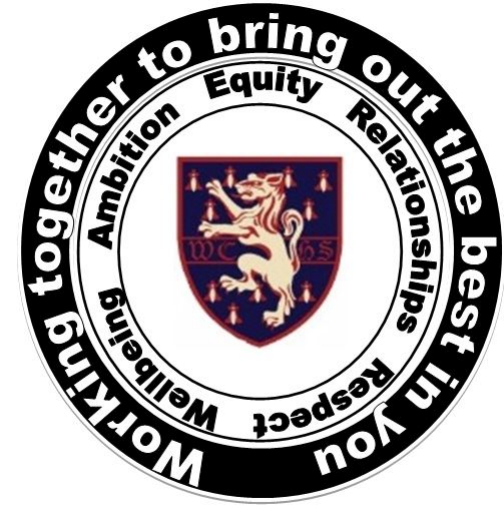
To note the terms of the report.





# **Fauldhouse & Breich Valley Local Area Committee**

21.02.17



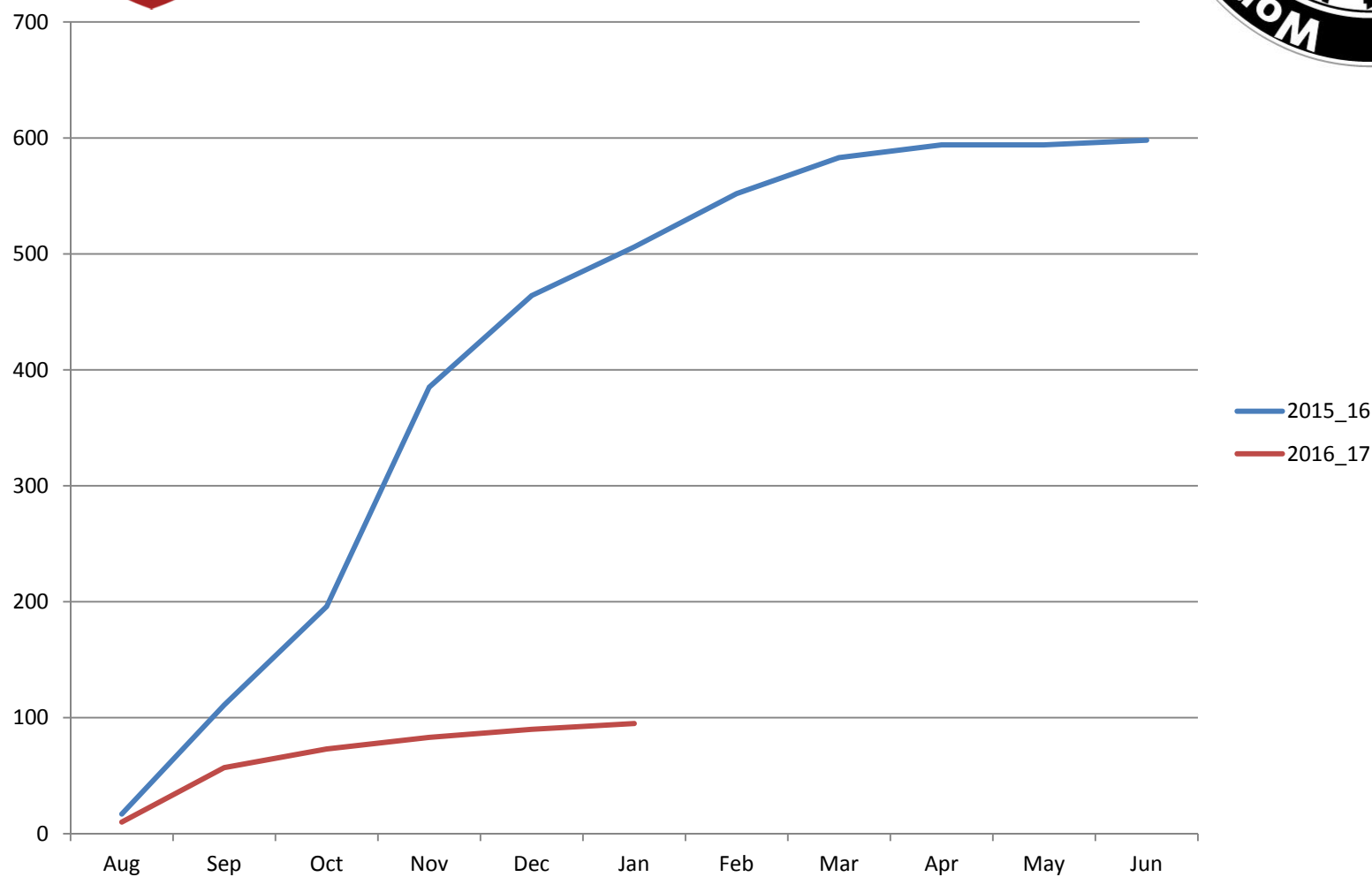
- **Success and strengths**
- **Continuing developments**
- **Current and future priorities**

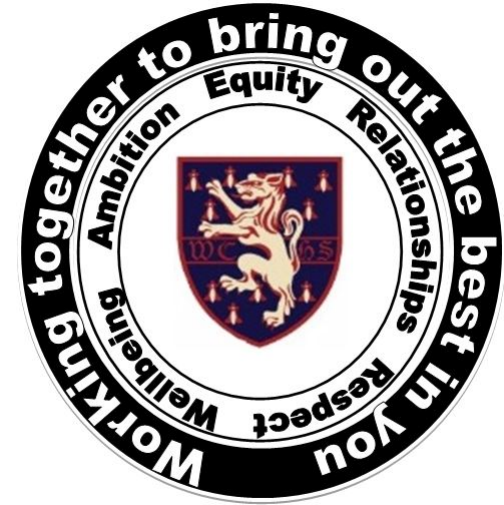




## Successes and strengths

- Highest number of young people achieving 5 or more National 5 qualifications
- Almost all young people transitioning into positive, sustained destinations
- Revised vision and values
- Improved learning and teaching – Inspired Learning Space
- Staff actively involved in leading improvements
- Meeting learning needs – reduction in exclusions from school
- Positive Relationships Positive Learning
- Assertive mentoring programme
- Strong examples of community and partnership work
- Increased pupil voice and pupil leadership opportunities





# Continuing developments

- Striving for consistently high quality learning and teaching
- Improved attainment – excellence and equity
- Revised curriculum
- Restorative school
- Family learning
- Strengthening partnership working



## Priorities for 2016-17

### Raising attainment – ensuring equity

- Learners and Staff make effective use of assessment to ensure all pupils achieve and exceed appropriate levels.
- Pupils and staff raise attainment levels in Literacy / Numeracy / Health & Wellbeing.
- Learners' experiences are challenging, enjoyable and well matched to their needs and interests.

### Health and wellbeing – culture, values and ethos

- All members of the school community are involved in the creation and implementation of our vision and values.
- All members of the school community are included, engaged and involved in the life of the school.



## Priorities for 2017-18

### Raising attainment – ensuring equity

- Implement a revised curriculum structure to increase student progression and choice in the Broad General Education and the Senior Phase to include the Developing the Young Workforce Priorities.
- Further develop rich tasks and interdisciplinary learning across the BGE.
- Continue to embed literacy, numeracy and health and wellbeing outcomes across the wider curriculum.

### Health and wellbeing – culture, values and ethos

- Implementation of Restorative Approaches to positive relationships.
- Family learning is leading to stronger home-school links which are improving outcomes for learners.





**FAULDHOUSE AND BREICH VALLEY 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 Fauldhouse and the Breich Valley ward.

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Building and Customer Service activity as detailed in the ward report for the period 1 October – 31 December 2016.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>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</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	There is no impact
<b>V</b>	<b>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</b>	<b>Resources - (Financial, Staffing and Property)</b>	None
<b>VII</b>	<b>Consideration at PDSP</b>	Yes
<b>VIII</b>	<b>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 Fauldhouse and Breich Valley ward.

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

Void Period	Oct 2016	%	Nov 2016	%	Dec 2016	%	WL Target %
0-2 weeks	3	75%	5	100%	1	33%	55%
2-4 weeks	1	25%	0	0%	0	0%	30%
4+ weeks	0	0%	0	0%	2	67%	15%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>5</b>	<b>100%</b>	<b>3</b>	<b>100%</b>	<b>100%</b>

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

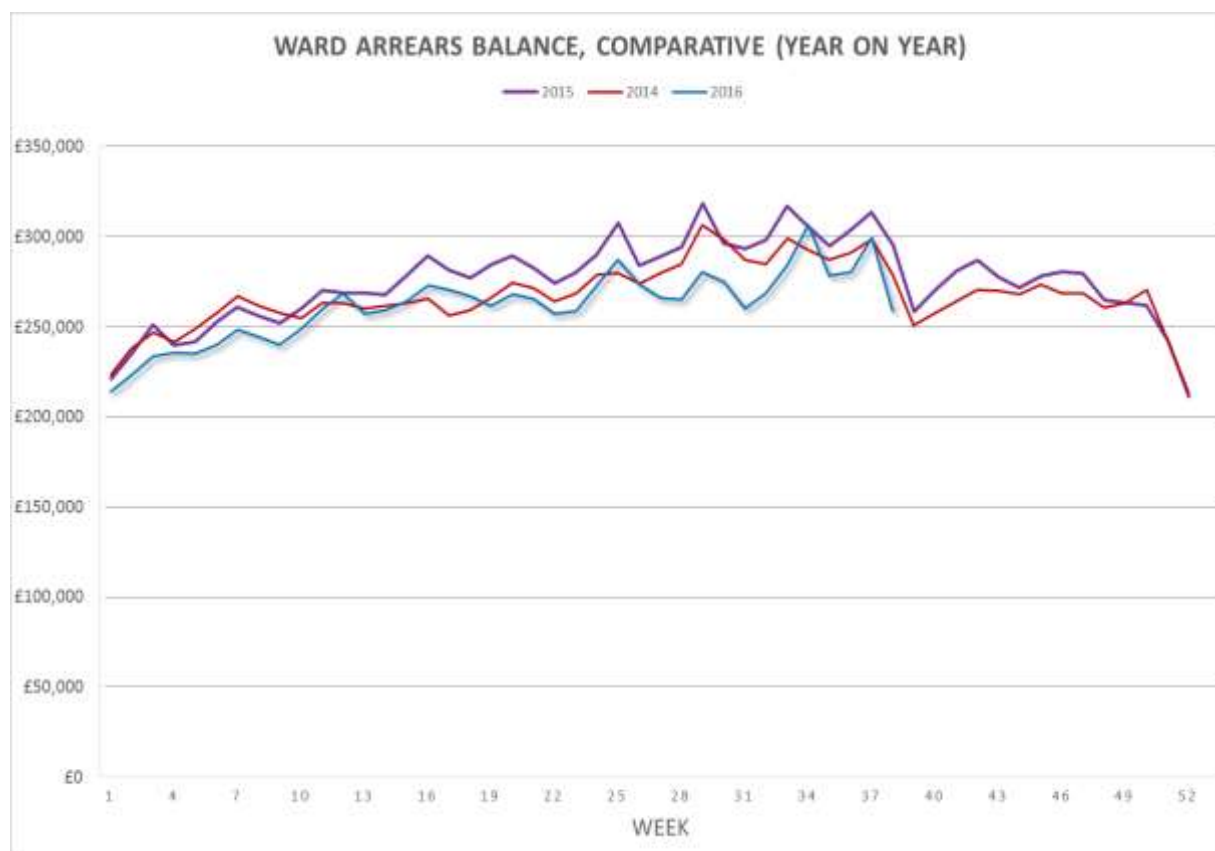
Void Period	Oct 2016	%	Nov 2016	%	Dec 2016	%	WL Target %
0-2 weeks	0	0%	4	66%	4	100%	55%
2-4 weeks	1	50%	1	17%	0	0%	30%
4+ weeks	1	50%	1	17%	0	0%	15%
<b>Total Lets</b>	<b>2</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>4</b>	<b>100%</b>	<b>100%</b>

Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection, ensuring that vulnerable persons are 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.

In the year to date there have been 51 mainstream tenancies and 39 temporary tenancies let by the Fauldhouse and Breich Valley Team. There are currently 27 Policy Voids in the ward. Reasons include properties unable to let due Health & Safety reasons, being held for decant purposes at Garibaldi Row (Main Street) and properties held to assist with decants due to remedial works.



## Rent Arrears



	2015/16 (WK38)		2016/17 (WK38)	
Arrears Banding	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£16,951	347	£10,152	229
£100.00 to £299.99	£39,185	205	£30,390	159
£300.00 to £499.99	£33,651	87	£35,337	92
£500.00 to £749.99	£31,964	51	£44,363	117
£750.00 to £999.99	£31,491	36	£37,179	44
£1000.00 to £1999.99	£70,777	54	£61,641	46
£2000+	£71,043	26	£39,461	14
Total	£295,062	806	£258,524	701

The Ward position for Q3 of 2016/17 is £258,524. This is a decrease of -£36,538 on last year's position.

The West Lothian overall position has decreased by £245,116 from last year and at week 38 was £1,562,678

While there are 60 serious arrears cases (£1,000+) it should be noted 55% of cases are in the lower bands (£300 or less)

Although overall the position remains positive and we are tracking below last year we will continue focusing on the following:

- 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
- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.

### 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

Main Street, Fauldhouse	The refurbishment and extension of the Garibaldi Row at Main Street, Fauldhouse was programmed for 23 December 2016, however issues relating to ventilation were found and the remedial works are ongoing. This will delay occupation until after these final works are completed, which are expected by 12/02/17
Lanrigg, Fauldhouse – Major elemental repairs	External upgrading of roofs and roughcast is ongoing. This year's work is 92% complete.
Cuthill Crescent, Stoneyburn	This year's programme was completed in line with the programme and budget.
Kirk Brae, Longridge – External Wall Insulation	Work is progressing well having started this month and due to complete in February 2017. 70% complete.

#### New Build Update

Fauldhouse & Breich Valley	Site	No of units	Site Start	No of Houses Handed Over	No of completions
	Eastfield, Fauldhouse	40	July 2016	0	0

### Tenant Participation

The TP team have been very busy over this period and have been working alongside other parts of the service reviewing processes, visiting teams improving communication and joint working. We have undertaken local events including a session at the Regal in Bathgate and the Joint housing network had their festive event with 20 members attending including the homeless network.

**Queue Busters** sessions to support awareness and use of the new online Tenants Self-Service Portal took place during October, November and December. These sessions were arranged over peak periods to offer customers the opportunity to set up an account on site. The sessions were facilitated by members of the performance and change team and took place Bathgate, Strathbrock, Whitburn, Armadale and Livingston with contact made with over 770 customers.

**Digital Inclusion Sessions** - Three pilot sessions were held during October to encourage tenants to access and use the internet. This is a joint venture between Adult Basic Education and the Tenants Participation Team. The sessions were also used to promote the Tenants Self-Service Portal, the Tenants Facebook Group and to raise awareness of the tenant participation opportunities available. Evaluation in November will determine the benefit of further sessions.

**The Tenant Facebook group** continues to provide customers with an online area where they can receive important information, keep abreast of TP events and be consulted on housing matters. With 208 members it remains the largest group of customers linked to TP. We are looking to continue to increase membership and the use of this method of consultation.

**Good Neighbour Awards 2016** took place during October. The awards were held under a new format this year, enabling more of the finalists, their families and nominators to attend a formal reception hosted by Councillor George Paul within the Civic Centre. This was the seventh year of the awards, recognising local community activism and support. The overall award winner for 2016 was Louise Kelly from Livingston.

**TIS AGM Showcase** - The team were asked to present to the Tenants Information Service (TIS) AGM on the development of our tenants financial scrutiny model, following the successful application to the TIS Awards in June. The Service Development Officer delivered the presentation jointly with Alison Kerr from the Tenants Panel. The input was well received and may potentially generate benchmarking requests from other landlords and tenants groups.

**Scottish Housing Regulator Visit Feedback** - The Scottish Housing Regulator visited the council in September. Formal feedback on our ARC processes received in October was very positive, with no recommendations for improvement identified.

**Tenants News & Landlord Report** - Following changes, the autumn edition of Tenants News and Landlord Report were updated and issued during October.

**The TPAS Awards 2016** took place 18th November at the Fairmont Hotel in St Andrews. Dyann Evans, Quality Development Officer, was awarded Runner-Up for the category of Tenant Participation Champion of the Year.

**Annual Tenant Satisfaction Survey (ATSS) focus groups** took place from September – December in various locations with approximately 30 tenants taking part. This formed part of the 2015 improvement plan and their views have been noted and will be taken on board when making recommendations. Feedback will be given to those who participated to inform them of how their opinions have helped influence changes to service delivery.

### **Safer Neighbourhood Team**

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

### **WLC Officer based in SNT October – December 2016**

A shuttle mediation was completed between 2 neighbours in Polbeth who have been having long term issues. Both have been complaining about the noise from their neighbours at different times, as well as behaviours towards each other. Both lead different lifestyles, were dealing with personal issues, and are awake at different times, but had a lack of understanding to the others situations. Through the discussions we were able to come to a better understanding, and there have been no new calls.

Joint area patrols took place by SNT and the Police.

A warning notice was served for excessive noise followed by a second warning for ongoing ASB at the same address.

After a family member had moved into a tenant's property in Fauldhouse, there was an increase in calls regarding fights throughout the night. Warnings were served on the perpetrator for disturbances in his property. Joint visits were carried out with Police and the Housing Officer, and the family member was found alternative accommodation. There have been no further calls since and the case has been closed.

Joint visit with Police and SNT were being planned to an address in relation to abusive behaviour. There is the possibility for person/s to be charged under telecommunications Act for abuse on a neighbour. There are on-going issues of ASB though not presently reported enough to warrant court action. There may be further involvement from the private landlord as a means to address behaviour and advice given to complainant in respect of civil remedies which are currently open to them.

A warning was served on a male who had been calling police and WLC on a daily basis making malicious allegations against neighbours. Joint visit made with Police and a warning was served on the male. No further calls have been received from or about the individual since the warning was served.

#### **E. CONCLUSION**

To note the contents of the report.

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

None

Appendices/Attachments: None

Contact Person: [Kate.Ward@westlothian.gov.uk](mailto:Kate.Ward@westlothian.gov.uk)

Tel: 01506 283414

Date: 21<sup>st</sup> February, 2017.



**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

**POLICE SCOTLAND REPORT**

**REPORT BY POLICE INSPECTOR GREGOR FORBES**

**A. PURPOSE OF REPORT**

Police update for Fauldhouse and the Breich Valley.

**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 31<sup>st</sup> January 2017.

### **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. Violence, disorder and antisocial behaviour
2. Protecting people at risk of harm
3. Road safety and road crime
4. Serious Organised Crime
5. Counter Terrorism

## **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. Tackling Substance Misuse
2. Preventing Violence and Anti Social Behaviour
3. Making our Roads Safer
4. Tackling Acquisitive Crime

## PERFORMANCE

Crimes Groups 1 to 5 (Ref: Crime Statistics JG Area Command) (April 16 – December 16)						
Area	This year to date			Last year to date		
	Rec.	Sol.	% Sol	Rec.	Sol.	% Sol
West Lothian Area	5624	2521	44.8%	5812	2423	41.7%
Fauldhouse and the Breich Valley (April 16 to Sept 16)	422	197	46.7%	442	170	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 Fauldhouse and the Breich Valley Ward.

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

ASB performance for period up to 31<sup>st</sup> January 2017.

Fauldhouse and the Breich Valley Ward – End of January 2017					
Month	Jan-17	LYTD	TYTD	% Change	
Youth Calls	26	174	184	6%	
All ASB Calls	111	819	800	-2%	
Hate Crime	1	17	19	12%	
Vandalism & Reckless Conduct	14	106	109	3%	
Fire-raising	0	6	10	67%	
Public Space Assaults	5	47	57	21%	

## ISSUES OF NOTE

- Exceptional Reporting on the above**

In March 2016 following a review of the Community Police Team a new model was introduced. This new model allows for 2 dedicated Ward Officers covering the Fauldhouse and the Breich Valley ward supplemented by 10 staff forming the Community Action Team (CAT) on the West Side of West Lothian.

The officers in place have a depth of knowledge and their input and directed tasking of the CAT will lead to a positive effect in our community. We will continue to work towards reducing recorded crime and ensure a safer Fauldhouse and the Breich Valley ward for residents and visitors.

The above Anti Social Behaviour results are produced by the West Lothian Community Safety Unit and show the figures up to the end of July 2016.

**Youth Calls** – rise of 6% in the year to date and there were 26 calls reported in January. This equates to 10 more in the year to date.

**ASB Calls** – down 2% in the year to date. 111 reports in January and this year to date there have been 19 less reports to the police.

**Hate Crime** – rise of 12% in the year to date with there being 1 report in January. The year to date figures are similar with 2 more reports this year to date.

**Vandalism / Reckless Conduct** – rise of 3% in the year to date with there being 14 reports in January. 3 more incidents reported than last year to date.

**Fire Raising** – 67% change from last year to date however this equates to 4 more incidents this year to date rising from 6 to 10. There were no reports in January.

**Public Space Assaults** – Rise of 21% - 5 crimes reported in January. Year to date figure has increased with 10 more incidents this year to date.

## **PREVENTION**

- **Activities**

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

The Ward Officers continue when available to carry out high visibility patrols in local parks and engage with youths as part of their daily tasking.

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

The Ward Officers 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.

There are no party houses identified in the Ward at this time.

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

The community team continue to carry out stop and searches to deter, disrupt, divert and detect offenders.

In January 6 Crimes were recorded for drug offences. The reports were in relation to production and supply type charges and involved Heroin, Cannabis and Cocaine recoveries. Information shared with WLC SNT regarding addresses.

The Community Action Team have carried out a number of intervention visits and patrols in relation to intelligence about misuse of drugs associated to Addiewell Prison.

The Ward Officers continue to identify and address key issues around alcohol misuse by young persons and have conducted intervention visits to premises and carried out patrols in all of the villages that make up the Ward.

### **Making our Roads Safer**

The Community team 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 continue to carry out Speed checks at various locations in the Ward including the A71 and at Breich and the A71 at West Calder. Again there were 9 Conditional Offer tickets issued for a variety of Road Traffic offences including speeding in January.



In addition to this as a result of proactive policing by local officers 4 persons have been reported for Road Traffic offences including, no insurance, drive whilst not having a licence, disqualified driving and careless driving.

The Ward officers have carried out multiple patrols in the area of the diversion route from the A71 to ensure that there are no ongoing safety concerns. They continue to act on information and will address use of the back road to Polbeth by LGV's that could cause safety concerns.

### **Tackling Acquisitive Crime**

There were 2 incidents of housebreaking in January. One was to a farm outbuilding in rural Fauldhouse and agricultural machinery and a quad bike were stolen. Addiewell Primary School was also subject to a break in and enquiry continues into the incidents.

In January tools were stolen from a vehicle in Fauldhouse, a Transit van was stolen from outside an address in Fauldhouse and a vehicle was stolen whilst parked and secure at a wind farm site in the outskirts of the Ward. Enquiries continue into these.

There were no reported domestic housebreakings in January.

- **Initiatives**

### **Reducing Anti Social Behaviour**

The Ward Officers work closely with the WLC Safer neighbourhoods team officers and continue to challenge ASB in the home, issue tenancy warnings, and this can lead to Anti Social Behaviour Orders being issued.

There is presently no party house identified in the ward.

The Ward officers have been dealing with 2 ASB youth issues in the Ward.

Fauldhouse – A group of young teenagers has been identified for ASB at the partnership centre. 6 had been taken home and warned leading to a reduction in calls for 1 week. In late January the issue emerged again and this has led to intervention visits with the SNT and tenancy warnings being issued.

Polbeth – A small group of problematic youths have caused significant issues however the ASB is directed at former friends in the peer group and their families. This has led to a young male and female being charged with multiple offences including assault and Breach of the Peace and enquiries continue into more recent offences. The WLC SNT are also working with the Ward Officers and it is very much a partnership approach to address the ongoing concerns locally.

**Assaults** – 4 of the 5 public space assaults reported are linked to the youth disorder and all will be solved. The other incident has a named suspect and enquiry continues into the incident.

### **Tackling Substance Misuse**

Local officers will act on intelligence received regarding misuse of drugs and will continue to utilise their powers where appropriate to stop and search people

suspected of being in possession of drugs. A dedicated team acts on recent intelligence and drug warrants are regularly executed in West Lothian to confront drug dealers and take drugs off the streets. The Community Action Team and Ward Officers submit a significant amount of intelligence entries based on improved communications with members of the public as they are out and about in communities being seen.

The CAT officers work closely with the Prison to deter and detect offences both within and externally. 5 Action events were carried out in January to deter and detect offenders.

### **Making our Roads Safer**

Officers will be proactive and will continue to identify and deal with road traffic offences in the Ward. The A71 corridor is an identified patrol route and the CAT officers have carried out many speed checks in the area.

### **FORTHCOMING EVENTS**

Your local Ward officers will be active building links with community councils, schools and local organisations.

The CAT officers and Ward officers are planning multi agency days of Action in the area for the coming months. These will be under the name of Operation Pinpoint and will focus on youth alcohol issues, ASB issues and Road Safety issues.

Test Purchase operations continue in the Ward and the Ward Officers are key partners in this process.

***In February, March and April there are many 'Prevention' events organised and these include 'Safer Internet Day', 'Act Now - counter terrorism event in high schools', 'Youth Army Outreach' and various inputs to high school pupils on personal safety, substance misuse and 'No knives better lives' and in the community action against Bogus Workman type activities.***

**'Your View Counts'** – Please access the Police Scotland website and submit your views to shape the future of local policing plans.

**Need the Police?** – Call **101**. The 101 campaign is ongoing in an effort to raise awareness of the number for members of the public to use to call the police.

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

### **CONTACTS**

#### **Sector Inspector**

Inspector Gregor Forbes

[Gregor.Forbes@scotland.pnn.police.uk](mailto:Gregor.Forbes@scotland.pnn.police.uk)

#### **Sector Sergeant**

Sergeant John Fleming

[John.fleming@scotland.pnn.police.uk](mailto:John.fleming@scotland.pnn.police.uk)

### **Community Policing Team West Calder**

Mail to: [FauldhouseBreichValleyCPT@scotland.pnn.police.uk](mailto:FauldhouseBreichValleyCPT@scotland.pnn.police.uk)

PC Keith Montgomery and PC Ross Walker

The policing model has been developed providing a funded officer and ward manager (shown above) in each ward in West Lothian.

In addition to this there is a team of 1 + 10 uniformed officers led by Sergeant Hughes known as the Community Action Team available to assist with community enforcement duties and day to day community policing demands in the west side of the area.

Youth Community Officer – PC Helen Woollven





## **FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

### **FAULDHOUSE AND THE BREICH VALLEY MULTI-MEMBER WARD PERFORMANCE REPORT**

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

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

To update the Fauldhouse and the Breich Valley Local Area Committee on the activity within Fauldhouse and the Breich Valley Multi-Member Ward for the period up to 31<sup>st</sup> December 2016.

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

Committee Members are invited to note and provide comment on the Fauldhouse and the Breich Valley Multi-member Ward Performance Report.

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

<b>I Council Values</b>	<ul style="list-style-type: none"><li>• Being honest, open and accountable</li><li>• Focusing on our customers' needs</li><li>• Making best use of our resources</li><li>• Working in partnership</li></ul>
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	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.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	WL CPP SOA Performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	SOA1304_13 Number of deliberate fires per 100,000 population SOA1304_14 Number of accidental dwelling fires per 100,000 population.
<b>VI Resources - (Financial, Staffing and Property)</b>	The council contributes to directly and in partnership to the delivery of the Ward Plan
<b>VII Consideration at PDSP</b>	None

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

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 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) Fauldhouse and the Breich Valley Multi-member Ward Quarterly Report**

Following the publication of the Fauldhouse and the Breich Valley 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 Fauldhouse and the Breich Valley 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 Fauldhouse and the Breich Valley 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**

**December 2016**

Appendix 1 - Fauldhouse and the Breich Valley Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Year to Date October to December 2016

## Fauldhouse and the Breich Valley

#### **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.

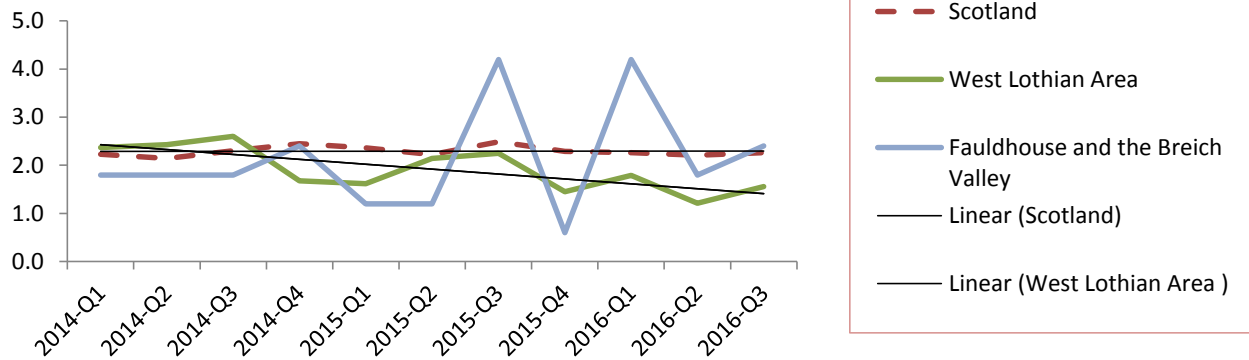
In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per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

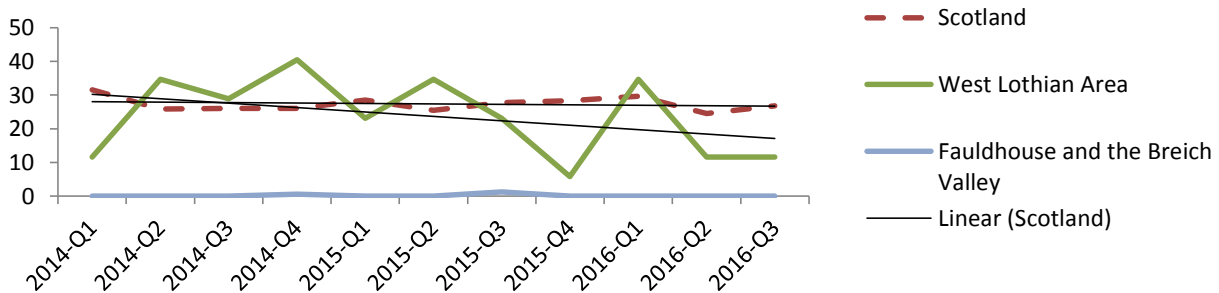


### Accidental Dwelling Fires Per 10,000 head of population



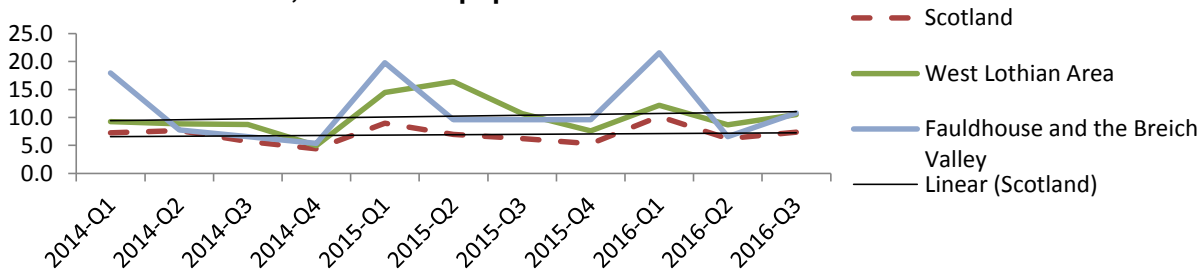
During the 2016-17 year to date reporting period SFRS have dealt with 4 accidental dwelling fire in comparison to 7 during 2015-16 year to date reporting period.

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



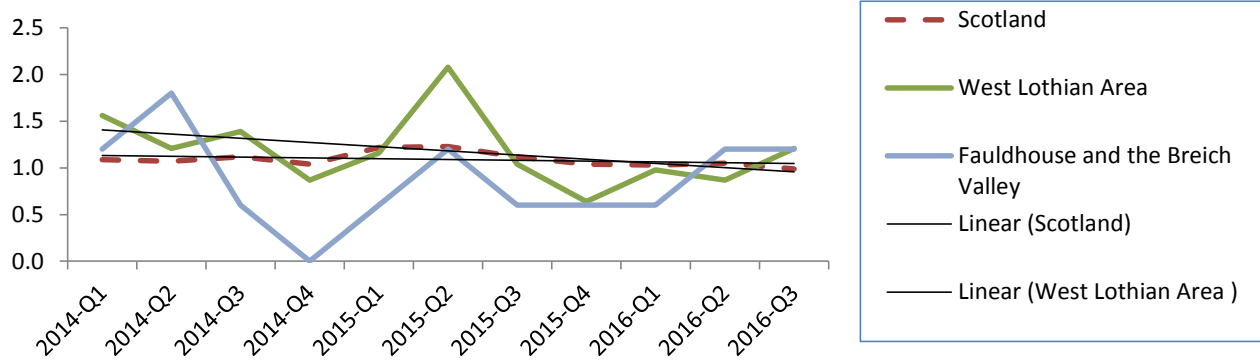
During the 2016-17 year to date reporting period SFRS have dealt with 1 casualty due to fire in comparison to 3 during 2015-16 year to date reporting period.

### Deliberate Fires Per 10,000 head of population



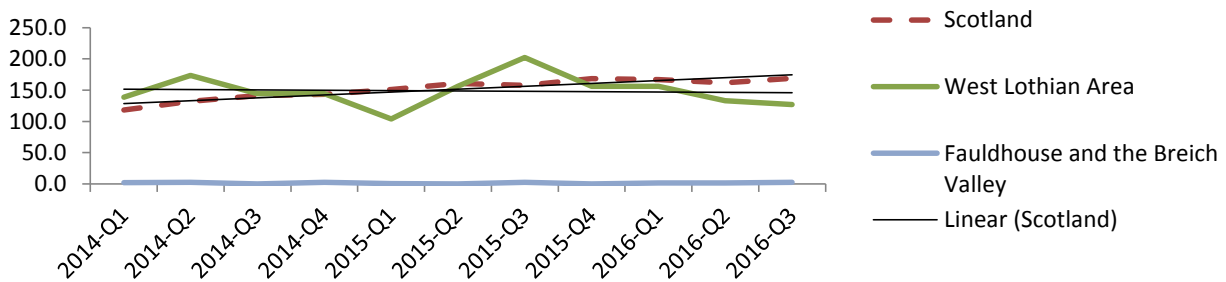
SFRS have dealt with 18 deliberate fires incidents during 2016-17 year to date reporting period in comparison to 16 during 2015-16 year to date reporting period.

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



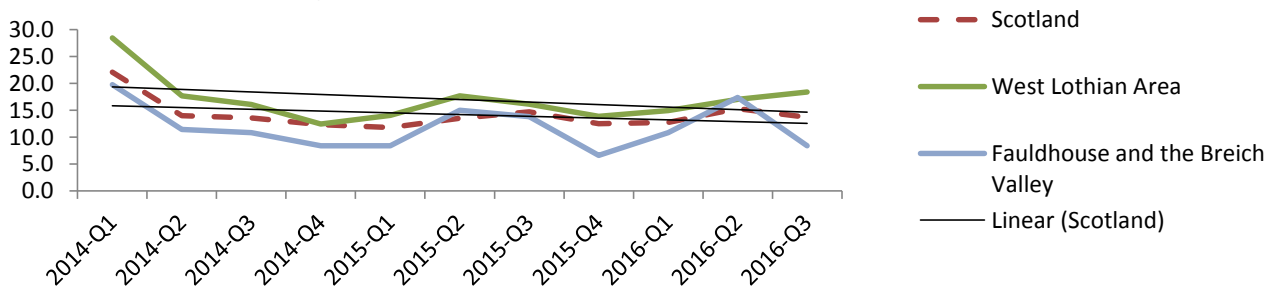
SFRS have dealt with 2 non domestic fires incident during 2016-17 year to date reporting period in comparison to 1 during 2015-16 year to date reporting period.

### 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 4 during 2015-16 year to date reporting period.

### Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 14 UFAS incidents during 2016-17 year to date reporting period in comparison to 23 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).



West Lothian  
Council

## **FAULDHUSE AND THE BREICH VALLEY 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> November 2016 – 31<sup>st</sup> January 2017

#### **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> November 2016 – 31<sup>st</sup> January 2017

## **D2 Grounds Maintenance Routine Works**

Hedge cutting in ward completed.

Shrub bed maintenance in ward completed.

The first herbicide visit will be started earlier to minimize the use of Glyphosate. This should be achieved by applying a residual weedkiller when the beds are clean rather than waiting until Spring when Glyphosate has to be included to kill any weeds that are present.

### **Grounds Maintenance Enquiries**

In total 11 grounds maintenance related enquiries were received and dealt with during this reporting period.

Bonfire Enquires - 2  
Fencing Enquiries – 1  
Grass Area Damaged - 1  
Ground Ownership Enquiries - 1  
Hedge Cutting Enquiries – 1  
Neighborhood Env. Team – 1  
Shrub Bed Overhanging Path – 3  
Shrub Beds Not Maintained - 1

## **D3 Garden Maintenance Routine Works**

Garden Maintenance Scheme to start April 2017

### **Garden Maintenance Enquiries**

In total 6 garden maintenance related enquiries were received and dealt with during this period.

Garden Maintenance General Enquiries – 3  
Garden Maintenance Hedge Cutting – 2  
Garden Maintenance No Longer Required - 1

## **D4 Cleaner Communities Routine Works**

Cleaner Communities staff are continuing to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward.

### **Cleaner Communities Enquiries**

In total 96 street cleansing related enquiries were received and dealt with during this period.

Dead Animals – 2  
 Dog Fouled Grass/Open Space – 4  
 Dog Fouling on Paths/Roads – 27  
 New Dog Waste Bin Request – 1  
 Dog Waste Bin Overflowing – 2  
 Glass on Paths/Open Space – 4  
 Illegal Fly Tipping/Dumping – 23  
 Litter Bin Full/Overflowing - 1  
 Litter General Enquires – 4  
 Litter on Paths/Roads/Verges - 9  
 Street Sweeping Enquires – 4  
 Vehicle Abandoned – 12  
 Env. Enforcement Officers – 3

All enquiries regarding fly-tipping if suitable evidence is found are investigated and pursued by Enforcement Officers. Dog fouling patrols are also carried out in an effort to identify anyone failing to clean up after their dog.

### **Enforcement Action**

During the period 1 fixed penalty was issued for dog fouling throughout the ward.

### **Environmental Community Involvement**

Enforcement Officers are continuing to support colleagues from Public Transport and Social Policy by carrying out school transport checks on buses and taxis.

### **Parks and Woodland Routine Work**

#### **Tree and Woodland Enquiries**

Tree Blocking Light – 1  
 Tree Branches Overhanging – 3  
 Tree Dangerous or Unsafe – 1  
 Tree General Enquiries – 3  
 Tree Broken, Damaged or Dead – 1  
 Tree Leaves Causing Problems - 3

## **D5 Open Space and Cemeteries**

### **Open Space Routine Works**

#### **Meadow Crescent Park, Fauldhouse**

Main works are now complete at Meadow Crescent Park. Improvements include new paths, small football pitch, bins, and seating. In addition there has been some tree planting. Outstanding works currently being pursued with the contractor.

#### **Open Space Enquiries**

Public Park Enquiries - 1

## **Cemeteries Routine Works**

### **Fauldhouse Cemetery**

Ongoing works:

Shrub / hedge pruning

Reinstatement of lairs

Removal of Xmas wreaths (starts 1<sup>st</sup> week in February)

### **Cemeteries Enquiries**

Bench Donations - 1

Cemeteries General Enquiries – 4

Lair Enquiries – 9

Lair Sunken or Uneven - 2

We will aim to maintain our strong performance dealing with enquires within our target timescales

## **E CONCLUSION**

Routine works 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

Main works are now complete at Meadow Crescent Park.

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Tony Fleming, Waverley Street Depot, 01506 776437,  
[tony.fleming@westlothian.gov.uk](mailto:tony.fleming@westlothian.gov.uk)

**Jim Jack**  
**Head of Operational Services**  
**21<sup>st</sup> February 2017**



West Lothian  
Council

## **FAULDHUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

### **REPORT ON PROGRESS OF REGENERATION PLANNING**

#### **REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION**

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

The purpose of this report is to inform the Local Area Committee of progress towards developing regeneration plans within the ward.

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

It is recommended that the Local Area Committee notes:

1. that four local regeneration groups have been established; and
2. community engagement activity will commence in February 2017.

##### **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.
<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 key performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	<ul style="list-style-type: none"> <li>- We are better educated and have access to increased and better quality learning and employment opportunities.</li> <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</li> </ul>

built and natural environment.

<b>VI Resources - (Financial, Staffing and Property)</b>	Activities will be funded from existing budgets or external sources.
<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**

A report was provided to the Local Area Committee in September 2016 outlining the background to developing regeneration plans, including the processes, structures, and timescales involved.

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. At present, this process has started in five of the eight regeneration areas, including Fauldhouse and the Breich Valley which covers the communities of Fauldhouse, Stoneyburn, Addiewell and Polbeth.

### **D2 Progress**

The Fauldhouse and the Breich Valley Local Action Group was established in June 2016 and met on two occasions before the decision was taken by the members to meet at individual village level. The village groups have now met a number of times and their progress is detailed below.

#### Addiewell

The Addiewell group has met four times in the Pitstop. The core group consists of representatives from the community council, gala committee, WLYAP, Addiewell and St Thomas' primary schools, the Pitstop management committee and staff.

At the last meeting of the group it was agreed that community engagement would be undertaken throughout February and March and that H-diagrams would be the preferred method. In order to maximise the opportunities for engagement, steering group members would be trained in the use of the H-diagram and would be able to carry out engagement with their own groups and committees.

Members are keen to widen the reach of the group and a further invitation will be extended to the community centre management committee and the parent councils at the schools. In addition to this, members of the public who take part in the engagement exercise will be asked to get involved with the group or to sign up to a wider distribution list which will keep them up to date with progress and achievements.

#### Stoneyburn

The regeneration group in Stoneyburn has met on three occasions and is making good progress. The group has strong community representation, with the core group made up from the community council, the Vision Group, community centre management committee and WLYAP. This group is also keen to grow its membership and to ensure



that it is representative of the whole community. Community engagement, also using the H-diagram, will commence this month and as well as gathering community views, will provide an opportunity to encourage new members to join the steering group.

Early themes emerging from the discussions of the group include child development, early years and early intervention, health, and provision for elderly residents in the village.

### Fauldhouse

The Fauldhouse regeneration group has been well attended at every meeting but it was recognised that only one community member attended and the rest were officers and other external agencies. The group agreed to hold their next meeting in the evening and promoted it through FCDT in order to attract more members of the community. The meeting took place at the end of January and was attended by nine residents who have all now joined the group.

The charrette report was circulated to the group in November and they agreed that they would be responsible for implementing the action plan and delivering, where possible and appropriate, the projects detailed within it. The first of these projects to be considered is the mining memorial, and a small working group, led by FCDT, is progressing options and engaging with the wider community to seek its views.

Further community engagement will be planned over the coming months. The group has agreed that the other projects within the charrette action plan need to be prioritised and that a greater proportion of the community need to be consulted on them before they can be progressed further. There is also a need to carry out more generic engagement, along the same lines as the other villages, to determine the wider themes and issues which will form the basis of the Fauldhouse Regeneration Plan.

### Polbeth

There was initially no representation from Polbeth at the F&BV group and so no local steering group was formed. Contact has now been made with community council members and the first steering group meeting was held on 8 February in the village hall.

Attendance at the first meeting was low and so one of the first actions will be to build membership of the group. Initial contact with the local schools has been positive and they are keen to be involved in future meetings. Polbeth Community Council members will contact the football club to invite them to participate and representation will be sought from the church and the groups operating from the village hall.

In addition to this, local services such as Housing, Access2employment and Police Scotland will be added to the distribution list for communication and invited to future meetings.

## **E. CONCLUSION**

The process for developing regeneration plans is underway within the Fauldhouse and the Breich Valley area. Local action groups have been established and have begun the process of evidence gathering and statistical analysis. A programme of community engagement is currently

A further update will be brought to the next meeting of this committee.

## **F. BACKGROUND REFERENCES**

## West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None

Contact Person:

Laura Wilson, Regeneration Team Leader, 01506 281085  
[laura.wilson2@westlothian.gov.uk](mailto:laura.wilson2@westlothian.gov.uk)

**Craig McCorriston**  
**Head of Planning, Economic Development and Regeneration**  
21 February 2017



**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE**

**WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS**

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

**A. PURPOSE OF REPORT**

The purpose of this report is to advise the Local Area Committee of the applications received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF) in 2016/17.

**B. RECOMMENDATION**

It is recommended that the Local Area Committee:

1. notes that five applications have been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for the projects;
4. increases funding to Breich Community Association; and
5. agrees that the Head of Planning, Economic Development and Regeneration should make an offer of funding as per the details set out in this report.

**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>	The projects meet the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
<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>	- Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.

- We live in resilient, cohesive and safe communities.

<b>VI Resources - (Financial, Staffing and Property)</b>	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
<b>VII Consideration at PDSP</b>	These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
<b>VIII Other consultations</b>	None.

## **D TERMS OF THE REPORT**

### **D1 Background**

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

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

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

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

Eight villages in the Fauldhouse and the Breich Valley ward are eligible under the scheme. Distribution of funding is based on village size. Total allocations per village are as follows, with the remaining budgets in brackets:

Fauldhouse	£125,000 (£88,014)
West Calder	£125,000 (£81,357)
Longridge	£55,000 (£47,500)
Stoneyburn	£55,000 (£1136.56)
Addiewell	£55,000 (£49,700)
Polbeth	£55,000 (£39,968)
Breich	£20,000 (£10,000)
Harburn	£20,000 (£0)

## **D2 Applications**

The following application has been received for this round of funding:

Four applications have been received from WC&HCDT:

### West Calder to Birchwood Right of Way

An application for £9000 has been submitted to open up the first section of an old right of way between West Calder and Harburn, specifically linking West Calder to the Hermand Birchwood; a Site of Special Scientific Interest (SSSI).

At present this right of way is practically inaccessible due to muddy paths, overgrown vegetation and a bottleneck caused by the coming together of a thorn hedge and barbed wire fence. These factors mean that current users are forced to wade through mud or climb a fence to walk over farm land. The project will improve muddy areas of the path by installing drainage and laying aggregate, remove the bottleneck by moving the fence further from the thorny hedge, and improve accessibility by cutting back and removing vegetation encroaching on the path.

This project is a partnership between the Trust and the local farms that own the land. The farmers are supportive of the project and have given permission for these improvements to the old right of way. One of the farmers has agreed to help by laying aggregate on one section of the path.

### West Calder Lighting

WC&HCDT are applying for £8480 to improve the lighting at the Remembrance Garden and on Union Square. Specifically, two new heritage lamp posts will be installed in the Remembrance Garden and the heads on the lights in Union Square will be replaced to match. All new lights will use energy saving LED bulbs.

Officers in Street Lighting have been consulted on these proposals.

### West Calder Gateways

An application for £33,000 will allow the CDT to enhance and improve the four gateways into West Calder. This will be achieved through creating new gateway signage at the four entrances to the village, improving a wooded gap site by clearing and tidying, and enriching the environment by planting native shrubs and bulbs, particularly in the cleared woodland area.

The project will be carried out by a mix of skilled workers, Community Development Trust employees and local volunteers, including the local primary schools of Parkhead and St. Mary's.

### Heritage and Signage

WC&HCDT are applying for £25,500 to improve access and navigation around the village. Specifically:

- Erecting map boards at key locations of the railway station and Union Square.
- Putting up finger posts at various locations such as Union Square, the community centre and the start of local footpaths.
- Using signage and waymarkers to highlight and raise awareness of local footpaths around West Calder.
- Improving the use of local paths and facilities by producing paper maps of the village based on work done by West Lothian Council Active Travel.
- Improving ease of access for visitors and local residents with improved signage to areas for car parking.

### West Calder Community Centre – Toilet Refurbishment

The West Calder Community Education Centre Management Committee are requesting £12,000 towards a total project cost of £24,000 to enable them to refurbish all of the toilet facilities within the centre (ladies, gents and disabled). The project includes installation of hand dryers, which the toilets don't currently have, and LED lighting, both of which will help to reduce future running costs of the building.

The other 50% funding required will be contributed from the committee's own funds.

### Breich Community Association

In addition to these five new projects, the committee is asked to increase the grant allocation of £10,000 made to Breich Community Association in June 2016.

The association require £26,800 to allow them to purchase and install additional equipment at the village play park. They have secured £10,000 from West Lothian Development Trust but were unsuccessful in their application to Banks Mining for the remaining £6800. The committee is asked to support this additional amount being awarded from the Village Improvement Fund.

## **E. CONCLUSION**

Eight villages within the Fauldhouse and the Breich Valley ward are eligible to apply to the Villages Improvement Fund. The applications detailed above meet the eligibility criteria of the fund and the Local Area Committee is asked to support them.

## **F. BACKGROUND REFERENCES**

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013, April 2014) Fauldhouse and the Breich Valley Local Area Committee (August and November 2013; February, June and November 2014; February, May and September 2015, April and June 2016).

Appendices/Attachments: Five

Appendix 1: WC&HCDT Right of Way

Appendix 2: WC&HCDT Lighting

Appendix 3: WC&HCDT Gateways

Appendix 4: WC&HCDT Heritage and Signage

Appendix 5: West Calder Community Centre - Toilets

Contact Persons:

Laura Wilson, Regeneration Team Leader, Tel. 01506 281085,  
[laura.wilson2@westlothian.gov.uk](mailto:laura.wilson2@westlothian.gov.uk)

Hazel Hay, Town Centre Manager, Tel. 01506 283079,  
[hazel.hay@westlothian.gov.uk](mailto:hazel.hay@westlothian.gov.uk)

**Craig McCorriston**

**Head of Planning, Economic Development and Regeneration**

21 February 2017

## Appendix 1

### West Lothian Villages Improvement Fund Application form

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

#### 1. Applicant Organisation Details

<b>Organisation Name</b>	West Calder & Harburn CDT
<b>Project title</b>	Opening up an old Right of Way between West Calder and Hermand Birch Wood.
<b>Contact person</b>	[REDACTED]
<b>Position</b>	Development officer
<b>Address</b>	[REDACTED]
<b>Telephone number</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]
<b>Type of organisation</b>	Community Development Trust
<b>What date was your organisation formed?</b>	2013
<b>What is your charity number? (if applicable)</b>	SCO43914
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100 words)</b>	<p>The Trust aims to supports West Calder and Harburn in developing as a place where residents are proud and happy to live and where others visit, enjoy, return, spend and contribute.</p> <p>We will achieve this by</p> <ul style="list-style-type: none"> <li>• Environmental and facility improvements.</li> <li>• Celebrating our heritage.</li> <li>• Presenting the area positively.</li> <li>• Arranging local events and activities.</li> <li>• Championing the community.</li> <li>• Making the area a noted destination</li> </ul> <p>Initiatives include:</p> <ul style="list-style-type: none"> <li>• Improvements to the Remembrance garden.</li> <li>• Initiating West Calder in Bloom.</li> <li>• Delivering Christmas and Spring Fayres.</li> <li>• Improving walking paths.</li> <li>• Producing local maps.</li> <li>• Providing a greenhouse for the care home.</li> <li>• Organising the Burngrange Disaster memorial and exhibition.</li> </ul>

Do you have an equal opportunities policy or statement? If yes please provide a copy	<b>Yes / No</b>
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	<b>Yes / No</b>
Are you applying for other funding? If so, please detail:  <b>No.</b>	<b>Approved          Anticipated</b>

## 2. Project details

<b>Council ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Path between West Calder and Hermand Birch Wood.
<b>Project start date</b>	1/3/2017
<b>Project finish date</b>	30/12/2017
<b>Estimated Outcome</b>	An established right of way that is in danger of being lost will be re-opened. Re-opened right of way will make it easier for villagers and visitors to get out and about improving mental and physical well being.

### Project description

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

In 2016 Sustrans conducted a local survey that asked villagers what they would like to see on a local map. Nearly 50% of comments related to improving local leisure routes and paths.

This project opens up the first section of an old right of way between West Calder and Harburn, specifically linking West Calder to the Hermand Birchwood – Site of Special Scientific Interest (SSSI).

At present this right of way is practically inaccessible due to muddy paths, overgrown vegetation and a bottleneck caused by the coming together of a thorn hedge and barbed wire fence. These factors, along with poor signposting (money for signposting is requested in a separate application), means that current users are forced to wade through mud or climb a fence to walk over farm land.

The project will



- Improve muddy areas of the path by installing drainage and laying aggregate.
- Remove the bottleneck by moving the fence further from the thorny hedge.
- Improve accessibility by cutting back and removing vegetation encroaching on the path.

This project is a partnership between the Trust and the local farms that own the land. The farmers are supportive of the project and have given permission for these improvements to the old right of way. One of the farmers has agreed to help by laying aggregate on one section of the path.

#### **Partners involved**

(other local organisations you are working with)

- Owners Westmuir and Gavieside farms
- West Lothian Council including Community Regeneration and Active Travel
- Sustrans
- The Conservation Volunteers (TCV)
- Polbeth & West Calder Community Garden

#### **Evidence of need**

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

Of the 10 projects identified in the West Calder and Harburn Design Study (2014) improving routes around West Calder was ranked 4<sup>th</sup> most important by local residents.

Nearly 50% of the comments from the recent Sustrans survey related to improving walking paths around the village.

This project opens up a 3km walking route linking West Calder to the attractive Scottish Wildlife Trust woodland of Hermand Birchwood – a popular destination for local people.

#### **Outcomes**

Describe what your project will deliver.

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

Re-open part of an important walking link between West Calder and Harburn.

Local people will have access to an improved range of local walking routes that will lead to improved health and wellbeing.

A group of our volunteers will become skilled in this type of activity and will maintain the path and help with the development of the rest of the right of way.

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

3km of an important right of way will be re-opened. There has been shown to be a strong demand locally for improved local footpaths, so we expect useage to be high, especially if we are able to properly signpost and advertise the route. (See Maps & Signposting application.)

### 3.Project Costs

<b>Amount of funding requested</b>	<b>£ 9,000</b>
------------------------------------	----------------

<b>Item of expenditure</b>	<b>Cost</b>
<b>300T Type 1 aggregate</b>	<b>£ 4,000</b>
<b>150m wire fencing</b>	<b>£ 2,500</b>
<b>Drainage pipe and Gravel</b>	<b>£ 500</b>
<b>Cutting back vegetation and clearing trees from path through woods.</b>	<b>£ 2,000</b>

#### **Project management**

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

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

The overall project will be managed by the Community Development Trust Board with ongoing project management by the paid development officer.

The paid worker will co-ordinate sourcing materials and liaise with the farmers for laying aggregates. Much of the work will be carried out by volunteers supported by The Conservation Volunteers (TCV) with contractors brought in for skilled tasks such as fence erection and tree felling.

### 4. Declaration

We wish to apply for a Village Improvement Fund Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn if all the conditions are not adhered to. We are willing to co-operate in the

monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.	
<b>Name</b>	
<b>Position</b>	Community Development Officer
<b>Organisation</b>	West Calder & Harburn CDT
<b>Date</b>	2/2/2017

## Appendix 2

### West Lothian Villages Improvement Fund Application form

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

### 3. Applicant Organisation Details

<b>Organisation Name</b>	West Calder & Harburn CDT
<b>Project title</b>	Improving lighting at key sites on the main street.
<b>Contact person</b>	
<b>Position</b>	Development officer
<b>Address</b>	
<b>Telephone number</b>	
<b>Email Address</b>	
<b>Type of organisation</b>	Community Development Trust
<b>What date was your organisation formed?</b>	2013
<b>What is your charity number? (if applicable)</b>	SCO43914
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100</b>	The Trust aims to supports West Calder and Harburn in developing as a place where residents are proud and happy to live and where others visit, enjoy, return, spend and contribute. We will achieve this by <ul style="list-style-type: none"> <li>• Environmental and facility improvements.</li> <li>• Celebrating our heritage.</li> </ul>

<b>words)</b>	<ul style="list-style-type: none"> <li>• Presenting the area positively.</li> <li>• Arranging local events and activities.</li> <li>• Championing the community.</li> <li>• Making the area a noted destination</li> </ul> <p>Initiatives include:</p> <ul style="list-style-type: none"> <li>• Improvements the Remembrance garden.</li> <li>• Initiating West Calder in Bloom.</li> <li>• Delivering Christmas and Spring Fayres.</li> <li>• Improving walking paths.</li> <li>• Producing a local map.</li> <li>• Providing a greenhouse for the care home.</li> <li>• Organising the Burngrange Disaster memorial and exhibition.</li> </ul>	
Do you have an equal opportunities policy or statement? If yes please provide a copy		<b>Yes / No</b>
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?		<b>Yes / No</b>
Are you applying for other funding? If so, please detail:  <b>No.</b>	<b>Approved</b> <b>Anticipated</b>	

#### 4. Project details

<b>Council ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Remembrance Garden and Union Square, West Calder.
<b>Project start date</b>	1/3/2017
<b>Project finish date</b>	30/12/2017
<b>Estimated Outcome</b>	There will be increased usage of these locations at night and a reduction of risk to pedestrians at the Remembrance garden.

<b>Project description</b> Describe fully the project for which grant is being sought (background and context of the project, description of works).
This project relates to two key sites along the main street, the Remembrance garden and Union Square and involves improving lighting at both locations.

The project builds on our successful improvements to the Remembrance garden that have proved very popular with villagers. Feedback from villagers has indicated that the path through the garden is a popular route to the railway station that avoids the busy junction between the A71 and B7008. Installing lighting will allow the route to be used after dark and improve the look of the garden in the evenings.

The public consultation conducted during the West Calder and Harburn Design Study (2013) ranked 'Improving Main Street' (project 4) very highly.

Improving lighting to the square is the next step in the development of this project. The relatively inexpensive improvements that we propose will significantly improve the atmosphere of the square by installing lighting that blends in with the overall village identity being developed.

Specifically we will be installing two new heritage lamp posts in the Remembrance Garden and replacing the heads on the lights in Union Square to match.

#### **Partners involved**

(other local organisations you are working with)

- West Lothian Council including Community Regeneration and Street Lighting.

#### **Evidence of need**

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

In 2012 a major survey was carried out by the West Calder & Harburn Community Council which led to the creation of our Community Action Plan. 25% of respondents from the survey thought the village looked run-down and dull.

The West Calder & Harburn Design Study (2014), which expanded on the 2013 Community Action Plan, ranked works to Union Square as 1<sup>st</sup> and Improving Main Street as 2<sup>nd</sup> in the list of public priorities. This project addresses parts of both these priorities.

#### **Outcomes**

Describe what your project will deliver.

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

The appearance of two key sites within the village will be enhanced with improved lighting.

The improved lighting at Union Square will create a more inviting atmosphere, encouraging better use of the space.

Improved lighting at the Remembrance Garden at night will allow pedestrians to avoid a busy and dangerous junction by safely using the already popular route to and from the station during the hours of darkness.

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

Two key sites on the main street will be improved with new lighting that will encourage usage and access in the evenings and extend our new village identity.

### 3. Project Costs

<b>Amount of funding requested</b>	<b>£ 8,480</b>
------------------------------------	----------------

<b>Item of expenditure</b>	<b>Cost</b>
<b>Heritage LED Lamps</b>	<b>£ 4,800</b>
<b>Heritage Style lamp post</b>	<b>£ 480</b>
<b>Installation</b>	<b>£ 3,200</b>

### Project management

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

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

The overall project will be managed by the Community Development Trust Board with ongoing project management by the paid development officer.

We have identified the suppliers of the lamps and posts. Installation will be carried out by professional contractors.

### 5. Declaration

We wish to apply for a Village Improvement Fund Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn if all

the conditions are not adhered to. We are willing to co-operate in the monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.

<b>Name</b>	
<b>Position</b>	Community Development Officer
<b>Organisation</b>	West Calder & Harburn CDT
<b>Date</b>	2/2/2017

### Appendix 3

#### West Lothian Villages Improvement Fund Application form

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

#### 5. Applicant Organisation Details

<b>Organisation Name</b>	West Calder & Harburn CDT
<b>Project title</b>	Improving the Gateways to West Calder
<b>Contact person</b>	
<b>Position</b>	Development officer
<b>Address</b>	
<b>Telephone number</b>	
<b>Email Address</b>	
<b>Type of organisation</b>	Community Development Trust
<b>What date was your organisation formed?</b>	2013
<b>What is your charity number? (if applicable)</b>	SCO43914
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100</b>	The Trust aims to supports West Calder and Harburn in developing as a place where residents are proud and happy to live and where others visit, enjoy, return, spend and contribute.  We will achieve this by <ul style="list-style-type: none"> <li>• Environmental and facility improvements.</li> </ul>

<b>words)</b>	<ul style="list-style-type: none"> <li>• Celebrating our heritage.</li> <li>• Presenting the area positively.</li> <li>• Arranging local events and activities.</li> <li>• Championing the community.</li> <li>• Making the area a noted destination</li> </ul> <p>Initiatives include:</p> <ul style="list-style-type: none"> <li>• Improvements to the Remembrance garden.</li> <li>• Initiating West Calder in Bloom.</li> <li>• Delivering Christmas and Spring Fayres.</li> <li>• Improving walking paths.</li> <li>• Producing local maps.</li> <li>• Providing a greenhouse for the care home.</li> <li>• Organising the Burngrange Disaster memorial and exhibition.</li> </ul>	
Do you have an equal opportunities policy or statement? If yes please provide a copy		<b>Yes</b> / <del>No</del>
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?		<b>Yes</b> / <del>No</del>
Are you applying for other funding? If so, please detail:  <b>No.</b>	<b>Approved</b> <b>Anticipated</b>	

## 6. Project details

<b>Council ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Gateways to West Calder at <ul style="list-style-type: none"> <li>• A71 – Burngrange</li> <li>• A71 – Polbeth</li> <li>• B792 – Tenants March &amp; Cleuch Brae</li> <li>• B7008 – Hermand Cemetery</li> </ul>
<b>Project start date</b>	1/3/2017
<b>Project finish date</b>	30/09/2017
<b>Estimated Outcome</b>	<p>The work will improve the appearance and amenity at the entry points to the village, making them more attractive with a cared for appearance.</p> <p>The work will improve the feeling of identity and pride in the community felt by the local residents.</p>



**Project description**

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

The project improves the appearance of 4 key entrances to West Calder along the A71, B792 and B7008.

This will be achieved through

- Creating new Gateway signage at the four entrances to the village.
- Improving a wooded gap site by clearing and tidying.
- Enriching the environment by planting native shrubs and bulbs, particularly in the cleared woodland area.

The project will be carried out by a mix of skilled workers, Community Development Trust employees and local volunteers, including the local primary schools of Parkhead and St. Mary's.

This project follows on from the successful enhancement works carried out in the war memorial garden in 2016 and will extend the feeling of pride that the local inhabitants have in their community.

The project is part of our wider theme to improve the green, built and cultural environment of West Calder.

This is a pivotal phase in developing the identity of West Calder identified in the Community Action Plan (2012) and Public Realm Study (2014) initiated by the Community Development Trust.

**Partners involved**

(other local organisations you are working with)

- Polbeth & West Calder Community Garden.
- Mark Hamilton Landscapes
- Parkhead Primary School
- St Mary's Primary School
- West Lothian Council including Community Regeneration and Roads

**Evidence of need**

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

In 2012 a major survey was carried out by the West Calder & Harburn Community Council that led to the creation of our Community Action Plan.

25% of respondents commented on 'The Look of The Place', for example the run-down appearance of the village, dull unpleasant parks and poor quality public spaces.

This specific Gateways project was initially highlighted by the Breich Valley Village Gateways Project Report that showed a number of

improvements that could be made to the gateways into West Calder. This was expanded by WC&HCDT with help from Collective Architecture in their Public Realm study of West Calder.

### **Outcomes**

Describe what your project will deliver.

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

This project will improve the overall image of the community by concentrating on 4 key entrance sites to the village.

The project will specifically lead to

- Major improvements at the gateways to the village by replacing dated signage with locally inspired artwork reflecting the rich heritage of the community. This will significantly improve the local environment and image of the community.
- The development of an attractive wooded area at Cleuch Brae, creating a more open and welcoming environment.
- Development and use of a village brand and identity to inspire the gateway signage. This will improve the overall image of the community as it gets used on an ongoing basis.

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

The improved signage at the entrances will be seen by everyone entering the village.

All road and pavement users passing Cleuch Brae (the busiest junction in West Calder) will see the impact of opening up the woodland on this site and providing enrichment planting under the trees.

### **3.Project Costs**

<b>Amount of funding requested</b>	<b>£33,000</b>
------------------------------------	----------------

<b>Item of expenditure</b>	<b>Cost</b>
<b>Design of Village Identity</b>	<b>£ 3,000</b>
<b>Making &amp; Installing Signs</b>	<b>£16,000</b>
<b>Lighting Signage</b>	<b>£ 4,000</b>
<b>Woodland Improvements</b>	<b>£ 4,400</b>
<b>Purchase and Plant Shrubs &amp; Bulbs</b>	<b>£ 2,200</b>
<b>Extend Fencing on Cleuch Brae</b>	<b>£ 3,400</b>


### **Project management**

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

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

The overall project will be managed by the Community Development Trust Board with ongoing project management by the paid development officer.

The Trust will engage an experienced graphic designer to design and produce a West Calder logo along with a general identity and design look for the community. (This logo and identity will continue to be used on an ongoing basis.) The graphic designer will also design the gateway signs keeping within the new identity.

We will engage an experienced engineering firm to produce these signs.

Woodland thinning and enrichment planting that has been designed by a professional landscape design consultant will be carried out by a company specialising in this work. We have permission for this work from the owners of the land, West Lothian Council.

## **6. Declaration**

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

<b>Name</b>	
<b>Position</b>	Community Development Officer
<b>Organisation</b>	West Calder & Harburn CDT
<b>Date</b>	2/2/2017

## Appendix 4

### West Lothian Villages Improvement Fund Application form

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

#### 7. Applicant Organisation Details

<b>Organisation Name</b>	West Calder & Harburn CDT
<b>Project title</b>	Maps and Signage – Finding your way round West Calder.
<b>Contact person</b>	[REDACTED]
<b>Position</b>	Development officer
<b>Address</b>	[REDACTED]
<b>Telephone number</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]
<b>Type of organisation</b>	Community Development Trust
<b>What date was your organisation formed?</b>	2013
<b>What is your charity number? (if applicable)</b>	SCO43914
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100 words)</b>	<p>The Trust aims to supports West Calder and Harburn in developing as a place where residents are proud and happy to live and where others visit, enjoy, return, spend and contribute.</p> <p>We will achieve this by</p> <ul style="list-style-type: none"> <li>• Environmental and facility improvements.</li> <li>• Celebrating our heritage.</li> <li>• Presenting the area positively.</li> <li>• Arranging local events and activities.</li> <li>• Championing the community.</li> <li>• Making the area a noted destination</li> </ul> <p>Initiatives include:</p> <ul style="list-style-type: none"> <li>• Improvements to the Remembrance garden.</li> <li>• Initiating West Calder in Bloom.</li> <li>• Delivering Christmas and Spring Fayres.</li> <li>• Improving walking paths.</li> <li>• Producing local maps.</li> <li>• Providing a greenhouse for the care home.</li> <li>• Organising the Burngrange Disaster memorial and exhibition.</li> </ul>

Do you have an equal opportunities policy or statement? If yes please provide a copy	<b>Yes / No</b>
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	<b>Yes / No</b>
Are you applying for other funding? If so, please detail:  <b>No.</b>	<b>Approved                      Anticipated</b>

## 8. Project details

<b>Council ward</b>	Fauldhouse and the Breich Valley
<b>Project location</b>	Various key locations in and around West Calder.
<b>Project start date</b>	1/3/2017
<b>Project finish date</b>	30/12/2017
<b>Estimated Outcome</b>	It will be easier for locals and visitors to find their way around the village, enhancing their experience of West Calder. Easier to park near the main shopping street of West Calder.

### Project description

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

Feedback from local residents and traders is that it is difficult to get around due to a lack of signage to landmarks, paths & parking (see also evidence of need).

A community consultation in 2012 that lead to the publication of our Community Action Plan identified traffic and transport and the look of the place as major negative issues in West Calder.  
28% of respondents didn't like the present traffic and transport situation.  
25% of respondents didn't like 'The look of the place.'

The project improves access and navigation around the village by:

- Erecting map boards at key locations of the railway station and Union Square.
- Putting up finger posts at various locations such as Union Square, the community centre and the start of local footpaths.

<ul style="list-style-type: none"> <li>• Using signage and waymarkers to highlight and raise awareness of local footpaths around West Calder.</li> <li>• Improving the use of local paths and facilities by producing paper maps of the village based on work done by West Lothian Council Active Travel.</li> <li>• Improving ease of access for visitors and local residents with improved signage to areas for car parking.</li> </ul>	
<b>Partners involved</b>  (other local organisations you are working with)	<ul style="list-style-type: none"> <li>• West Calder Traders Association</li> <li>• The Conservation Volunteers</li> <li>• West Lothian Council including Community Regeneration, Roads and Active Travel.</li> </ul>

### **Evidence of need**

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

In 2012 a major survey was carried out by the West Calder & Harburn Community Council which lead to the creation of our Community Action Plan.  
 28% of respondents from the survey were concerned about parking and moving about the village.  
 25% thought the village looked run-down and dull.

The West Calder & Harburn Design Study (2014) which expanded on the 2013 Community Action Plan specifically highlights 10 key projects. 3 of these cover routes in town, parking, and strategic footpaths and links to the wider area.

### **Outcomes**

Describe what your project will deliver.

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

The project will improvements at various locations in the village that will

- Improve mental and physical wellbeing by encouraging visitors and local residents to get out and about around the village and its environs.
- Make walking and cycling easier and more pleasant by highlighting safe routes.
- Relieve congestion and reduce stress for visitors by improving visibility of local parking.

- Help the CDT to deliver on projects 1-3 in the West Calder Design Study relating to strategic connections, routes through town and parking strategy. These fit into two of the five themes of the West Calder Community Action Plan: The Environment and Roads and Transport.

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

The project will benefit everyone who lives in or visits the village by providing maps and signage to help people get around more easily.

It improves facilities by signposting recreational paths available locally.

### 3.Project Costs

<b>Amount of funding requested</b>	<b>£25,500</b>
------------------------------------	----------------

<b>Item of expenditure</b>	<b>Cost</b>
<b>Central Map Boards – Manufacture</b>	<b>£ 4,700</b>
<b>Finger Posts – Manufacture</b>	<b>£10,500</b>
<b>Print paper maps showing parking &amp; footpaths</b>	<b>£ 1,000</b>
<b>Parking Signs – Manufacture</b>	<b>£ 3,000</b>
<b>Installation of Map Boards and Signs</b>	<b>£ 3,800</b>
<b>Design of Maps and Signage</b>	<b>£ 2,500</b>

#### **Project management**

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

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

The overall project will be managed by the Community Development Trust Board with ongoing project management by the paid development officer.

The Trust will engage an experienced graphic designer who, using existing village identity material, will design map boards, maps and signage to be used in the project.

We have quotes for manufacture of the various items. Installation will be carried out by professional contractors, aided by local volunteers where appropriate.

### 7. Declaration

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

<b>Name</b>	[REDACTED]
<b>Position</b>	Community Development Officer
<b>Organisation</b>	West Calder & Harburn CDT
<b>Date</b>	2/2/2017

## Appendix 5

### West Lothian Villages Improvement Fund

#### Application form

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

#### 9. Applicant Organisation Details

<b>Organisation Name</b>	WEST CALDER COMMUNITY EDUCATION ASSOCIATION
<b>Project title</b>	UPGRADE OF TOILET FACILITIES
<b>Contact person</b>	[REDACTED]
<b>Position</b>	[REDACTED]
<b>Address</b>	[REDACTED]
<b>Telephone number</b>	[REDACTED]
<b>Email Address</b>	[REDACTED]
<b>Type of organisation</b>	CHARITY
<b>What date was your organisation formed?</b>	CIRCA 1970
<b>Are you a charity, please quote your</b>	SCO10478



<b>number</b>	
<b>What are the main activities of your organisation?</b>  <b>(please answer in no more than 100 words)</b>	<p>THE OBJECTS OF THE ASSOCIATION ARE:</p> <p>TO ADVANCE THE EDUCATION AND TO PROVIDE, OR ASSIST IN THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION WHERE SUCH PROVISION OR ASSISTANCE IN PROVISION (I) IS IN THE INTERESTS OF SOCIAL WELFARE; AND (II) IS MADE WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE MEMBERS OF THE COMMUNITY IN THE AREA OF BENEFIT</p> <p>AND FOR THOSE PURPOSES TO ASSOCIATE WITH THE WEST LOTHIAN COUNCIL (HEREINAFTER REFERRED TO AS "THE COUNCIL", VOLUNTARY ORGANISATIONS AND THE INHABITANTS IN THE AREA OF BENEFIT B) TO COOPERATE WITH THE COUNCIL AND ITS SUCCESSORS IN OFFICE IN ESTABLISHING, MAINTAINING AND MANAGING ANY COMMUNITY CENTRE SITUATED IN THE AREA OF BENEFIT WHICH IS PROVIDED OR GRANT AIDED BY THE COUNCIL IN SO FAR AS IT IS ESTABLISHED MAINTAINED AND MANAGED FOR THE ATTAINMENT OF OBJECT (A) OF THE ASSOCIATION</p>

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

Are you applying for other funding, if so, please detail	<b>Approved</b> <b>Anticipated</b>

## 10. Project details

<b>Council Ward</b>	FAULDHUSE AND BREICH VALLEY
---------------------	-----------------------------

<b>Project location</b>	WEST CALDER COMMUNITY CENTRE
<b>Project start date</b>	FEB/MAR 2017
<b>Project finish date</b>	FEB/MAR 20147 (2-3 WEEKS AFTER START DATE)
<b>Estimated Outcome</b>	IMPROVED TOILET FACILITIES

### **Project description**

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

TO FULLY REFURBISH TOILETS WITHIN THE COMMUNITY CENTRE.

#### **MALE TOILET:**

TOTAL REFURBISHMENT INCLUDING INSTALLATION OF HAND DRYERS AND LED LIGHTS TO REDUCE COST OF RUNNING AND REDUCE CARBON FOOTPRINT.

#### **FEMALE TOILET:**

TOTAL REFURBISHMENT INCLUDING INSTULLATION OF HAND DRYERS AND LED LIGHTS TO REDUCE COST OF RUNNING AND REDUCE CARBON FOOTPRINT. WE WOULD ALSO INCLUDE HEATING IN THIS AREA AS MEMBERS COMPLAIN THAT IT IS TOO COLD IN THE WINTER IN THIS AREA.

#### **DISABLED/BABYCHAGE AREA:**

TOTAL REFURBISHMENT INCLUDING INSTULLATION OF HAND DRYERS AND LED LIGHTS TO REDUCE COST OF RUNNING AND REDUCE CARBON FOOTPRINT.

<b>Partners involved (other local organisations you are working with)</b>	WEST LOTHIAN COUNCIL
---	----------------------

### **Evidence of need**

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

THE COMMUNITY CENTRE FACILITIES HAVE NOT BEEN UPGRADED FOR A NUMBER OF YEARS AND ARE IN NEED OF SOME ATTENTION.

THE COMMITTEE PROCEEDED TO OBTAIN QUOTATIONS FOR THE UPGRADGE OF THE FACILITIES.

WE CONSULTED THE CENTRE USERS IN 2015 BY DOING A SURVEY TO

SEE WHAT THEY THOUGHT WAS NEEDED. 93.4% OF SURVEYS RETURNED INDICATED THAT THEY WOULD LIKE TO SEE THE AREA UPGRADED/REFURBISHED. SURVEY RESULTS ARE ATTACHED.

WE HAVE HAD COMPLAINTS FROM USER GROUPS THAT THE FACILITIES ARE NOT UP TO THE GOOD STANDARD THAT THEY WOULD EXPECT FROM A PUBLIC BUILDING.

### Outcomes

Describe what your project will deliver.

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

IMPROVED TOILET FACILITIES FOR THE COMMUNITY AND CENTRE GROUPS TO USE.

THE NUMBER OF SITES WOULD BE:

MALE TOILET  
FEMALE TOILET  
DISABLED TOILET/BABYCHANGE AREA.

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

THESE PROPOSED UPGRADES, WILL GREATLY IMPROVE THE FACILITIES ON OFFER AT THE CENTRE.

IT WILL ADDRESS WHAT THE CENTRE USER GROUPS REQUIRE AND WILL ALSO WILL MEET THE EXPECTATIONS OF THE MEMBERS OF THE COMMUNITY.

### 3. Project Costs

<b>Amount of funding requested</b>	<b>£12,000</b>
------------------------------------	----------------

<b>Item of expenditure</b>	<b>Cost</b>
FULL UPGRADE OF MALE FACILITIES	£ 8,238
FULL UPGRADE OF FEMALE FACILITIES	£ 11,118
FULL UPGRADE OF DISABLED/BABYCHANGE FACILITIES	£ 4,609.20

**Project management**

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

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

**DESIGN AND PLANS:**

CONTRACTORS HAVE PUT TOGETHER A PLAN TO MAKE BEST USE OF THE SPACE. THEY HAVE PROVIDED SAMPLE BOOKS AND RECOMMENDATIONS FROM PREVIOUSLY COMPLETED JOBS.

**IMPLEMENTATION ARRANGEMENTS:**

THE PROJECT WILL BE OVERSEEN BY A DESIGNATED MEMBER OF THE COMMITTEE AND ONSITE STAFF BASED AT THE CENTRE. CONTRACTORS WERE SELECTED TO SUBMIT PRICES BASED ON WHAT WE WERE LOOKING FOR, IN LINE WITH THE COMMITTEES "3 QUOTE RULE", AND TO ENSURE THAT WE WERE GETTING THE BEST VALUE FOR MONEY.

**PLANNING APPROVAL:**

PROPERTY SERVICES ARE AWARE OF THE COMMITTEES INTENTION TO UPGRADE THESE FACILITIES.

**8. Declaration**

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

<b>Name</b>	
<b>Position</b>	
<b>Organisation</b>	
<b>Date</b>	16/01/17

**FAULDHOUSE AND THE BREICH VALLEY LOCAL AREA COMMITTEE – MAY 2017  
WORKPLAN 2017-2018**

<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
Housing report	Quarterly update on housing issues	Kate Ward	May 2017
Police/NRT report	Quarterly update on police/NRT activity	Insp. Gregor Forbes	May 2017
LBFR report	Quarterly report on activity	Richie Hall	May 2017
NETs Report	Update report on NETs activity	Tony Fleming	May 2017
Fauldhouse CDT Report	To update on activity	Julie Smith	May 2017
Villages Improvement Fund Applications	To present all applications received to the VIF	Laura Wilson/Alice Mitchell	May 2017
Regeneration Plans	To provide an update on the implementation of regeneration plans	Laura Wilson	May 2017
Polbeth & West Calder Market Garden	To update on activity	Lisa Drennan	May 2017
New West Calder High School	To provide a progress report on the new build project	Paul Kettrick	May 2017
School Update – Whitburn Academy	To provide an annual report on activity and attainment at the school	tbc	August 2017
West Calder & Harburn CDT	To provide an annual update on activity	Rob Pooley	November 2017

Schools Update – St Kentigern's	To provide an annual report on activity and attainment at the school	Andrew Sharkey	November 2017
Schools Update – West Calder High School	To provide an annual report on activity and attainment at the school	Lisa Grubb	February 2017
Addiewell Prison Report	To provide an annual update on activity	Ian Whitehead	tbc