

Environment Policy, Development and Scrutiny Panel

Workplan 2021/2022

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| 1. | Climate Change Communication | To update the panel on climate change communications, as agreed at a meeting of West Lothian Council on 17 March 2020. Report to be submitted to the PDSP on 30 March 2021 | Peter Rogers | 30 March 2021 | No |
| 2. | Challenges Faced by Service Areas | To update the Panel on the climate change challenges likely to be faced by service areas, as agreed at a meeting of West Lothian Council on 17 March 2020. Report to be submitted to the PDSP on 30 March 2021 | Peter Rogers | 30 March 2021 | No |
| 3. | Draft Heat in Buildings Strategy Consultation Response | The purpose of this report is to inform the Panel of the Scottish Government's consultation on the Draft Heat in Buildings Strategy and present a proposed response for consideration. Report to be submitted to the PDSP on 30 March 2021 | Peter Rogers | 30 March 2021 | Yes |
| 4. | West Lothian Council Proposed Signing of the 'Edinburgh Process' Declaration on Biodiversity | The purpose of the report is to make the panel aware of the Edinburgh Process Declaration on Biodiversity that is intended to set out the aspirations and commitments of the Scottish Government, Edinburgh Process Partners, and the wider sub-national constituency of the Convention on Biological Diversity (CBD), in delivering for nature over the coming decade. In recognition of the key role that Local Authorities play in delivering biodiversity protection the Declaration is open for signing by parties working at the local level. Report to be submitted to the PDSP on 30 March 2021 | Chris Alcorn | 30 March 2021 | Yes |

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| 5. | National Highways and Transport Customer Satisfaction Survey 2020 | The purpose of this report is to inform the panel of the National Highways and Transport Network Public Satisfaction Survey results for 2020. Report to be submitted to the PDSP on 30 March 2021 | Graeme Malcolm | 30 March 2021 | No |
| 6. | Road Asset Management & Performance Update – 2019/20 | The purpose of this report is to invite the Environment PDSP to scrutinise road asset management and the performance of assets for 2019/20 in relation to Roads, Structures, Street Lighting and Water Related Infrastructure within the context of the Corporate Asset Management Plan. Report to be submitted to the PDSP on 30 March 2021 | Graeme Malcolm | 30 March 2021 | No |
| 7. | Strategic Transport Projects Review Update and Phase 1 Recommendations | The purpose of this report is to inform the Panel of the publication of Transport Scotland's Strategic Transport Projects Review 2 (STPR2) update and Phase 1 recommendations. Report to be submitted to the PDSP on 30 March 2021 | Graeme Malcolm | 30 March 2021 | No |
| 8. | Smarter Choices Smarter Places Funding 2021/22 | The purpose of this report is to inform the Panel of funding provision for active travel related schemes through Smarter Choices Smarter Places (SCSP). Report to be submitted to the PDSP on 30 March 2021 | Graeme Malcolm/Ronnie Fisher | 30 March 2021 | Yes |
| 9. | Environment PDSP Performance Report – Quarter 3 | To report the current levels of performance for all indicators which are the responsibility of the Environment Policy Development and Scrutiny Panel Report to be submitted to the PDSP on 30 March 2021 | Jim Jack | 30 March 2021 | No |
| 10. | Maintenance of Open Spaces, Trees and Shelterbelts in Development Areas | To provide the Panel with an update on the maintenance of open spaces and shelterbelt trees in Springfield, Linlithgow; including providing an update on the areas the council maintains that may not be owned by the council or where the maintenance responsibility has not been transferred or taken over by the council Report to be submitted to the PDSP on 30 March 2021 | Andy Johnston | 30 March 2021 | No |

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| 11. | Operational Services Management Plan 2021/22 | To advise the panel of the purpose, scope and content of the Operational Services Management Plan for 2021/22 Report to be submitted to the PDSP on 1 June 2021 | Jim Jack | 1 June 2021 | No |
| 12. | Environment PDSP Performance Scorecard Report – Full Year (Q1 – Q4) | To report the current levels of performance for all indicators which are the responsibility of the Environment Policy Development and Scrutiny Panel. Report to be submitted to the PDSP on 1 June 2021 | Jim Jack | 1 June 2021 | No |
| 13. | West Lothian Climate Change Emergency Fund – Carbon Sequestration Projects | The purpose of the report is to make the panel aware of proposed 'Climate Emergency' projects and to consider the projects recommended for funding from the Council's Climate Emergency project fund. The report also details discussions with The Green Action Trust (GAT) and the Edinburgh & Lothians Greenspace Trust (E&LGT) about project delivery. Report to be submitted to the PDSP on 1 June 2021 | Chris Alcorn | 1 June 2021 | Yes |
| 14. | Food Growing Strategy 2020 - 2025 | The purpose of this report is to make the panel aware of the content of the new Food Growing Strategy for the period 2020-2025 and to highlight to the panel the plans for the document going forward. Report to be submitted to the PDSP on 1 June 2021 | David Cullen/Becky Plunkett | 1 June 2021 | Yes |
| 15. | Food Service Plan 2021/22 | The purpose of this report is to make the panel aware of the Food Service Plan 2021/2022 and the obligation upon the council to approve an annual Food Service Plan. Report to be submitted to the PDSP on 1 June 2021 | Craig Smith | 1 June 2021 | Yes |
| 16. | Health and Safety Service Plan 2021/22 | The purpose of this report is to make the panel aware of the Health and Safety Service Plan 2021/2022 and the obligation upon the council to approve an annual health and safety service plan. Report to be submitted to the PDSP on 1 June 2021 | Craig Smith | 1 June 2021 | Yes |

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| 17. | Planning, Economic Development and Regeneration Management Plan 2021/22 | <p>The purpose of the report is to make the panel aware of the Planning, Economic Development and Regeneration Management Plan 2021/22.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Craig McCorriston/ Craig Smith | 1 June 2021 | No |
| 18. | Litter Policy and Litter Bin Plan | <p>The purpose of the report is to inform members of the panel of the details of the proposed Litter Bin Plan for West Lothian Council that will provide criteria for the type, size and location of litter bins across the area and to seek support for its inclusion in the council's Litter Policy.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Andy Johnston | 1 June 2021 | Yes |
| 19. | Request for A 30mph Speed Limit on The B8046 Westfield Road, The B792 Slackend And Cathlaw Lane In Torphichen (Interim Report) | <p>The purpose of this report is to inform the Panel of a deputation which has been remitted to the Environment PDSP from the West Lothian Council meeting on 26th January 2021. The deputation is seeking for the existing 40mph speed limits on the B8047 Westfield Road, the B792 Slackend and Cathlaw Lane to be reduced to 30mph.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Graeme Malcolm/Gordon Brown | 1 June 2021 | Yes |
| 20. | 2021-2022 Road's Accident Investigation & Prevention Programme | <p>The purpose of this report is to seek approval for the list of proposed prioritised casualty reduction schemes for the 2020/21 programme.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Gordon Brown | 1 June 2021 | Yes |
| 21. | Sharing in The Maintenance of Sustainable Drainage Systems | <p>The purpose of this report is to update the Panel on dialogue that has taken place with Scottish Water officials in respect of the proposed collaborative agreement, in the form of a Memorandum of Understanding (MoU), to share in the maintenance of above ground sustainable drainage systems, which treat and attenuate road drainage and surface water from the roofs and curtilage of future residential properties.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Graeme Hedger | 1 June 2021 | Yes |

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| 22. | Wastewater Treatment in the Almond Valley | <p>The purpose of this report is to inform the Panel about wastewater treatment practices in the Almond valley, the heightened public awareness of discharges from combined sewer overflows, the establishment of an officers' working group and the formation of a pressure group and campaigns, which, together, aim to drive-up the quality of the River Almond and its tributaries.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Graeme Hedger | 1 June 2021 | Yes |
| 23. | P4- P7 Free Meals and Early Learning Meal Provision | <p>The purpose of this report is to advise the Environment Policy Development and Scrutiny Panel of the council's plan to deliver the Scottish Government's phased extension of free school meals to all P4-P7 pupils, announced at the Scottish Government budget setting for 2021/22, and the provision of additional meals for nursery children as part of the Early Learning Expansion.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | Jamie Fisher | 1 June 2021 | No |
| 24. | Recycling & Waste Services Collection Section Shift Pattern Changes | <p>To request that the proposal to initiate the delivery of efficiency savings of £320,000 through changing the current shift working arrangements within the collection section of Recycling & Waste Services is presented to the next available Council Executive for approval. The proposed change permits an increase in the utilisation of the vehicle assets whilst retaining the overall staffing complement and productive hours for service delivery over a 7 day period from the Brown Bin Collection section. This then allows the service to prepare for the delivery of further efficiencies at the point at which Twin Stream Recycling could be rolled out for Residual and Recyclate collections to reduce the number of public facing changes. This saving was an approved budget measure following the Transforming Your Council (TYC) process and is phased for introduction in 2021/2022.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | David Goodenough | 1 June 2021 | Yes |

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| 25. | Recycling & Waste Services: Twin Stream Recycling | <p>To request that the proposal to implement a Twin Stream recyclable material collection service to deliver efficiency savings of £727,000 is presented to the next available Council Executive for approval.</p> <p>The proposed change to collection methods would see West Lothian Council align its collection services with the National Charter for Household Recycling and associated Code of Practice. This ensures that the council is best placed to improve the current recycling performance and presentation issues, to provide environmental and economic benefits. This saving was an approved budget measure following the Transforming Your Council (TYC) process and is currently phased for introduction in 2022/2023.</p> <p>Report to be submitted to the PDSP on 1 June 2021</p> | David Goodenough | 1 June 2021 | Yes |
| 26. | West Lothian Respectful Funeral | Report to be submitted to the PDSP on 14 September 2021 | David Cullen | 14 September 2021 | |
| 27. | Broxburn Flood Protection Scheme - Property Level Protection | <p>Report to advise the Panel of the progress being made delivering property-level protection</p> <p>Report to be submitted to the PDSP on 14 September 2021</p> | Shona Collins | 14 September 2021 | Yes. Info only |
| 28. | Pentland Hills Regional Park – funding 2021/22 & updated Minute of Agreement | <p>Report to the panel to advise on the requested from City of Edinburgh Council as management organisation for PHRP and the revision and proposed update of the Minute of Agreement between CEC and Midlothian Council to operate the Regional Park.</p> <p>Report to be submitted to the PDSP on 9 November 2021</p> | Chris Alcorn | 9 November 2021 | Yes |

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| 29. | Licensing of Sexual Entertainment Venues | Report to advise the panel of the outcome of public and stakeholder consultation regarding whether West Lothian should introduce an SEV licensing scheme and to seek comments on proposals | Audrey Watson | To be confirmed | Yes |
| 30. | Hire Car Licensing | Report to advise the panel of the outcome of public and stakeholder consultation regarding the proposed review of the hire car licensing scheme and to seek comments on priorities for the review | Audrey Watson | To be confirmed | Yes |
| 31. | Contaminated Land Supplementary Guidance, including the Contaminated Land Inspection Strategy | The purpose of this report is to advise the panel of preparation of Supplementary Guidance (SG) on contaminated land in support of the West Lothian Local Development Plan (LDP) and a contaminated land inspection strategy. | Fiona McBrierty | To be confirmed | Yes |
| 32. | Reservoir Safety | Report to advise the Panel of the measures being taken to ensure the safety of Beecraigs Reservoir in the context of ageing infrastructure, a changing climate and recent dam failures elsewhere in the UK | Graeme Hedger | To be confirmed | Yes. Info only |

Jim Jack
Head of Operational Services
1 June 2021