



Broxburn, Uphall and Winchburgh Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

7 November 2019

A meeting of the **Broxburn, Uphall and Winchburgh Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre, Livingston** on **Friday 15 November 2019** at **9:30am**.

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 and declarations of interest in any urgent business
4. Confirm Draft Minutes of Meeting of Broxburn, Uphall and Winchburgh Local Area Committee held on Friday 04 October 2019 (herewith).
5. Winchburgh Community Development Trust - Presentation (herewith)
6. Fire Service Ward Report - Report by Scottish Fire and Rescue Service (herewith)
7. Police Ward Report - report by Police Scotland (herewith)
8. Anti-Poverty Service Update - Report by Head of Finance and Property Services (herewith)
9. Housing Update - Report by Head of Housing, Customer and Building

Services (herewith)

10. Service Update - Nets, Land and Countryside - Report by Head of Operational Services (herewith)
11. Town Centre Fund 2019/20 - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Village Improvements - Reallocation of Funding in Dechmont - Report by Head of Planning, Economic Development and Regeneration (herewith)
13. Pensioners' Christmas Fund Allocation 2019/20 - Report by Head of Planning, Economic Development and Regeneration (herewith)
14. Workplan (herewith)

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

CODE OF CONDUCT AND DECLARATIONS OF INTEREST

This form is to help members. It is not a substitute for declaring interests at the meeting.

Members should look at every item and consider if they have an interest. If members have an interest they must consider if they have to declare it. If members declare an interest they must consider if they have to withdraw.

NAME	MEETING	DATE

AGENDA ITEM NO.	FINANCIAL (F) OR NON- FINANCIAL INTEREST (NF)	DETAIL ON THE REASON FOR YOUR DECLARATION (e.g. I am Chairperson of the Association)	REMAIN OR WITHDRAW

The objective test is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor.

Other key terminology appears on the reverse.

If you require assistance, please ask as early as possible. Contact Julie Whitelaw, Monitoring Officer, 01506 281626, julie.whitelaw@westlothian.gov.uk, James Millar, Governance Manager, 01506 281695, james.millar@westlothian.gov.uk, Carol Johnston, Chief Solicitor, 01506 281626, carol.johnston@westlothian.gov.uk, Committee Services Team, 01506 281604, 01506 281621, committee.services@westlothian.gov.uk

SUMMARY OF KEY TERMINOLOGY FROM REVISED CODE

The objective test

“...whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor”

The General Exclusions

- As a council tax payer or rate payer or in relation to the council's public services which are offered to the public generally, as a recipient or non-recipient of those services
- In relation to setting the council tax.
- In relation to matters affecting councillors' remuneration, allowances, expenses, support services and pension.
- As a council house tenant, unless the matter is solely or mainly about your own tenancy, or you are in arrears of rent.

Particular Dispensations

- As a member of an outside body, either appointed by the council or later approved by the council
- Specific dispensation granted by Standards Commission
- Applies to positions on certain other public bodies (IJB, SEStran, City Region Deal)
- Allows participation, usually requires declaration but not always
- Does not apply to quasi-judicial or regulatory business

The Specific Exclusions

- As a member of an outside body, either appointed by the council or later approved by the council
- The position must be registered by you
- Not all outside bodies are covered and you should take advice if you are in any doubt.
- Allows participation, always requires declaration
- Does not apply to quasi-judicial or regulatory business

Categories of “other persons” for financial and non-financial interests of other people

- Spouse, a civil partner or a cohabitee
- Close relative, close friend or close associate
- Employer or a partner in a firm
- A body (or subsidiary or parent of a body) in which you are a remunerated member or director
- Someone from whom you have received a registrable gift or registrable hospitality
- Someone from whom you have received registrable election expenses

MINUTE of MEETING of the BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE held within UPHALL COMMUNITY CENTRE, UPHALL, on 4 OCTOBER 2019.

Present – Councillors Angela Doran (Chair), Diane Calder, Janet Campbell and Chris Horne

In attendance –

Craig McCorriston, Lead Officer, West Lothian Council
Irene Bishop (Uphall Community Council)
Douglas Grierson, Community Regeneration Officer, West Lothian Council
Paul Kettrick, Corporate Estates Manager, West Lothian Council
Nick Knox (Winchburgh Community Council)
Stewart McFadyen, Scottish Fire and Rescue Service
Phyllis McFadyen, Area Housing Manager, West Lothian Council
Keith McLeod (Broxburn Community Council)

1 DECLARATIONS OF INTEREST

Keith McLeod, Irene Bishop, Pippa Plevin and Nick Knox declared interests in agenda item 9 (Town Centre Fund 2019/20: Proposed Funding Awards) as they had been involved in making applications to the Town Centre Fund and did not participate in the consideration of the item.

2 ORDER OF BUSINESS

The Chair informed the Committee that a deputation request had been received from Broxburn United Sports Club in relation to agenda item 9 (Town Centre Fund 2019/20: Proposed Funding Awards).

Motion

To not hear the deputation in the interests of fairness in considering all applications.

- Moved by Councillor Angela Doran and seconded by Councillor Chris Horne

Amendment

To hear the deputation.

- Moved by Councillor Janet Campbell and seconded by Councillor Diane Calder

Following a vote in which the motion and amendment received 2 votes each, the Chair used her casting vote in favour of the motion and it was agreed accordingly.

Decision

To not hear the deputation request.

3 MINUTES

The Committee approved the minute of its meeting held on 30 August 2019 as a correct record. The minute was thereafter signed by the Chair.

4 HOUSING, CUSTOMER AND BUILDING SERVICES

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

The report provided an overview of the activities of Housing, Customer and Building Services, specific to the Broxburn, Uphall and Winchburgh ward for the period 1 April to 30 June 2019. It included details of the property void and let performance for both mainstream and temporary properties for the reporting period, confirming that there were 18 policy voids in the ward for this period. The length and reasons for these voids were provided.

The report also provided details on the rent arrears for the ward which were £289,062. This was an increase of £109,088 on the previous year's position. The Committee noted that the overall increased arrears in comparison to last year were as a result of Full Service Universal Credit being introduced in West Lothian from May 2018, along with other Welfare Benefit reforms and the current economic climate.

Details of the capital programme and new build council housing were provided in addition to information relating to local capital upgrades, tenant participation and safer neighbourhood council officer ward information.

Following the presentation of the report, members thanked officers for the recent works at Almondell Road as a number of members of the public had mentioned that they were pleased.

During discussion a number of points were raised including the work being done to engage with tenants to assist with rent payments and prevent them building up arrears as a result of Universal Credit. Information was also requested on the number of policy voids and the reasons behind these. The Area Housing Manager undertook to include more information on this in future reports, particularly those in the 13-16 weeks category. Some of the numbers could be attributed to the number of new builds in the area and the resultant lets.

The Committee was recommended to note the Housing, Customer and Building Services activity as detailed in the report for the period 1 April to 30 June 2019.

Decision

- 1) To note the terms of the report.
- 2) To request that future reports included more information on the reasons for policy voids.

5 FIRE SERVICE WARD REPORT

The Committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on the activity within the ward for the period up to 30 June 2019.

Attached to the report at Appendix 1 was a series of graphs showing details of accidental fire dwellings, fire casualties and fatalities, deliberate fires, fires in non-domestic properties, special services casualties (excluding road traffic collisions), unwanted fire alarm signals and road traffic casualties and fatalities from for the period, in comparison to the same period of 2018/19.

Following the presentation of the report, members discussed a number of points. Concerns were expressed regarding the number of deliberate fires and whether this could be attributed to an increase in flytipping. The Committee heard that flytipping was one of the causes of this but not the only cause and discussion took place regarding whether this was related to recent alterations to waste service provision.

Irene Bishop, Uphall Community Council advised that the Community Council was about to issue its next newsletter and would be happy to include information about flytipping and the risk of deliberate fires.

The process for the service carrying out home fire safety visits and the partnership working involved in this was also discussed. It was advised that those at high risk were visited as a priority to ensure safety.

In terms of unwanted fire alarms, members were advised that guidance on alarms was issued by the government and the Fire and Rescue Service did not have any enforcement powers in this area.

It was recommended that members note and provide comment on the report.

Decision

- 1) To note the report.
- 2) To note the offer from Uphall Community Council to include information on flytipping and deliberate fires in their upcoming newsletter.

6 SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The Committee considered a report (copies of which had been circulated) by the Head of Operational Services advising of the activity of the NETs, Land and Countryside activities in the ward for the period 1 to 30 August 2019.

The report provided a summary of works carried out and enquiries received in relation to Grounds Maintenance, Garden Maintenance, Cleaner Communities (including Enforcement Community Action), Parks & Woodland and Open Space & Cemeteries. The Head of Planning, Economic Development and Regeneration advised that as there was no one present from the service, any questions members had would be passed on to be answered following the meeting.

Members asked a number of questions in relation to the accuracy of the figures included in the report as they had concerns that the service was not performing well given the budget reductions and subsequent decrease in staff numbers. It was advised that savings measures were consulted on as part of the budget setting and the Transforming Your Council processes. Information was requested confirming the accuracy of the figures for complaints and enquiries noted in the report and advising of the source of these figures.

In relation to grass cutting, the Committee noted that the Council owned one Profihopper grass cutting machine which collected grass as it cut and were supportive of the use of this in the ward. Members asked whether it would be possible to purchase another Profihopper for use in the Broxburn, Uphall and Winchburgh ward.

It was recommended that the Committee noted the work carried out to date and future planned work and advised of any areas requiring further investigation.

Decision

- 1) To note the terms of the report.
- 2) To request confirmation of the accuracy of the number of complaints noted in the report.
- 3) To request information on the source of the figures for complaints and enquiries.
- 4) To note the support of members for the use of a Profihopper in the ward and request whether it was possible to purchase another one.

7 GENERAL SERVICES CAPITAL PROGRAMME UPDATE

The Committee considered a report on by the Head of Finance and Property Services (copies of which had been circulated) on the General Services Capital Programme.

As part of the ten year capital programme, it had been agreed that officers would report annually to local area committees on the progress on the investment in each ward. The report provided an update on the capital investment in the Broxburn, Uphall and Winchburgh ward during 2018/19 and planned investment for the period 2019/20 to 2027/28. Details of the projects included were attached to the report at appendices 1 and 2.

The ten year plan was approved in 2018 an updated version was approved in June 2019. For 2018/19, £28.702 million had been invested in the ward against a budget of £29.410 million. Details of the investment in each asset category were noted in the report.

The report set out the key elements of the investment in the ward during 2018/19, which included property, roads and related assets and open space. For 2019/20 to 2027/28, an investment of £83.653 million had been identified for the ward and information was provided on each asset category.

Further reports would be submitted to the Committee for consideration each year and the progress would continue to be monitored by the Council Executive at months 4, 6 and 9 in each year.

Following the presentation of the report, members asked for the reasons for carrying out patching works on some of the roads rather than full resurfacing. The Corporate Estates Manager undertook to provide a response following the meeting from the relevant officers.

Discussion took place in relation to the source of the funding being spent in the ward, such as grants, loans, Council budgets and other funding. It was advised that the Council received funding for projects from a number of sources and that this was generally received on a Council-wide basis rather than for particular wards. When asked for information on the funding sources for each project, members were advised that it would be difficult to provide due to this but requested that further information on the source of funding was included in future reports.

It was also noted that discussions were ongoing regarding the City Region Deal and the projects which would be funded as part of that, particularly in the Winchburgh area. There was limited information at this stage but the Head of Planning, Economic Development and Regeneration undertook to present a further report on these once details were known.

The Committee was recommended to note:

1. The progress made in delivering the approved general services capital programme within the Broxburn, Uphall and Winchburgh ward in 2018/19;
2. The approved capital projects planned for the ward in 2019/20 to 2027/28;
3. That detailed allocations of block budgets for the period 2023/24 to 2027/28 to specific programmes attributable to specific wards

would be undertaken in 2022;

4. Progress in delivery of the 2019/20 programme would be reported to Council Executive following detailed budget monitoring exercises during the course of the year; and
5. An updated capital investment programme would be presented to Council for approval in February 2020.

Decision

- 1) To note the terms of the report.
- 2) To request information on the reasons for carrying out patching works on the A89, B9080, U17 and U26 rather than resurfacing.
- 3) To request that future reports include additional information on the source of funding for the projects.
- 4) To request a further report on the projects planned to be undertaken in the ward as part of the City Region Deal once details were known.

8 TOWN CENTRE FUND 2019/20: PROPOSED FUNDING AWARDS

The Committee considered a report by the Head of Planning, Economic Development and Regeneration (copies of which had been circulated) inviting members to consider the applications to the Towns Centre Fund and to agree the allocation of funding for the settlements within the ward.

The report noted that in February 2019, the Scottish Government had announced a new Town Centre Fund of £50 million, aimed at addressing the core themes of the Scottish Government's Town Centre Action Plan 2013 and the Town Centre First Principle.

Council Executive had agreed on 11 June 2019 that the funding should be allocated to all 23 communities with populations over 1,000 through a grant application process. Within the Broxburn, Uphall and Winchburgh ward, three towns were eligible for the funding. 14 applications had been received for projects in the ward which were attached to the report at Appendices 2 to 4. All applications had been reviewed by officers through the Capital Asset Management Board and recommendations and advice were set out in Appendix 1.

It was recommended that the committee:

1. note that 14 applications had been received for projects within the ward;
2. note the recommendations provided by officers within each town within the ward;
3. agree to award funding as set out in the report;

4. note that if the officer recommendation on funding was accepted there would be an unallocated sum of £24,659;
5. agree on the distribution of the unallocated sum which could be used for submitted projects in any settlement in the ward;
6. note that any unallocated sums would be available for distribution to projects elsewhere in West Lothian and that it would be for Council Executive to decide on the distribution of unallocated funds;
7. note that some of the funding costs remained as estimates and delegate the Head of Planning, Economic Development & Regeneration to finalise award amounts within the overall value of the funding available within the ward; and
8. note the terms and conditions associated to the awarding of grants as set out in the report.

Councillor Diane Calder left the meeting prior to the decision being made.

Decision

To approve the terms of the report and allocate funding as follows:

BR001 – New Planting Schemes for Benefit of Broxburn and District

To allocate £36,656 subject to confirmation of the future maintenance capability by the applicant.

BR002 – Leaflet Racks

To not support the application.

Councillor Angela Doran having moved an alternative position which did not receive a seconder had her dissent to the decision recorded.

BR003 – Extension to lounge and bar area

To not support the application.

BR004 – Range Improvements

To allocate £1812.

BR005 – 3G Pitch Replacement

To allocate £30,000.

BR006 – Port Buchan

To allocate £20,000.

UPH01 – Range Improvements

To allocate £9168.

UPH02 – Designating Council Owned Land as a Local Park

To allocate £42,298.50.

UPH03 – New Planting Schemes for Benefit of Uphall and District

To allocate £23,089.50 subject to confirmation of the future maintenance capability by the applicant.

UPH04 – 3G Pitch Replacement

To allocate £20,000.

WIN01 – Village Web Portal

To allocate £10,000.

WIN02 – Grass Cutting

To allocate £6250 subject to discussions with the Neighbourhood Environment Team regarding the details of the application.

WIN03 – Extra Open Air Seating

To allocate £6000.

WIN04 – New Village Entrance Signs

To allocate £15,000 subject to confirmation that the project was not being funded from an alternative source, otherwise £15,000 would be allocated to BR005 – 3G Pitch Replacement.

9 WORKPLAN

The Committee considered the workplan for its future meetings.

Decision

To note the workplan.



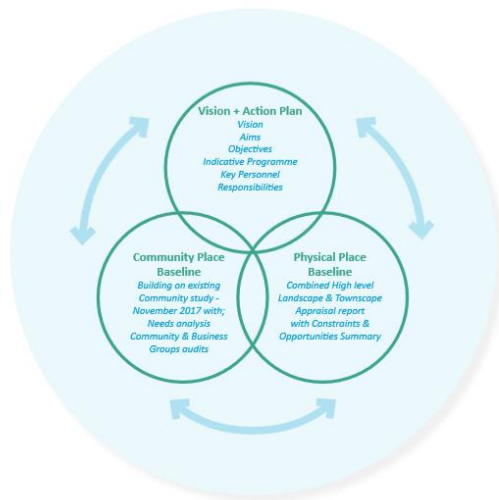
Local Place Framework + Action Plan

May 2019

Village Study Report



Local Place framework

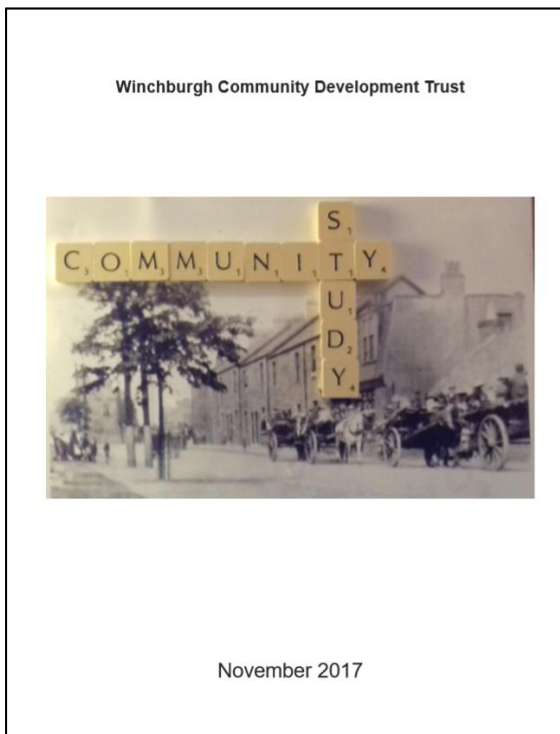


App 1 Community Place Baseline

App 2 Physical Place Baseline

App 3 Projects

Village Study Report



**Robust village - led
consultation**



**Community Identified
6 Key Priorities**



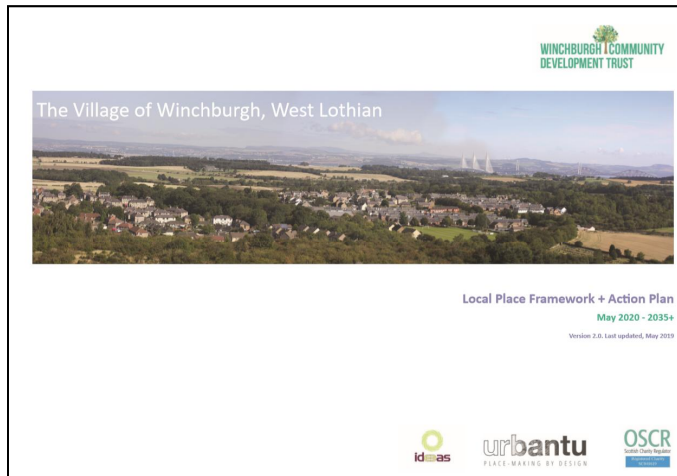
- Bringing people together – Pride to live in the village
- Employment
- Look and feel of public spaces - especially the Main Street
- Community Spaces – meeting/eating/socialising
- Activities
- History and heritage

Local Place framework

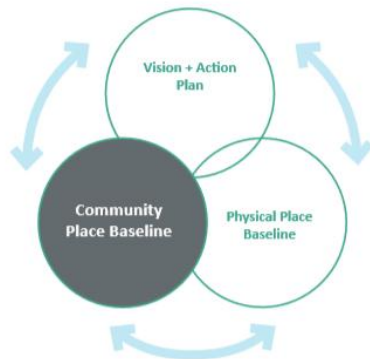
Priorities and aspirations
worked into a Framework
document.



- Identification of future studies and local actions/projects to deliver sustainable social, economic and physical improvements to the village.
- Gives guidance on project areas suitable for direct WLCDAF funding.
- Crucial if present WLCDAF arrangements are changed.



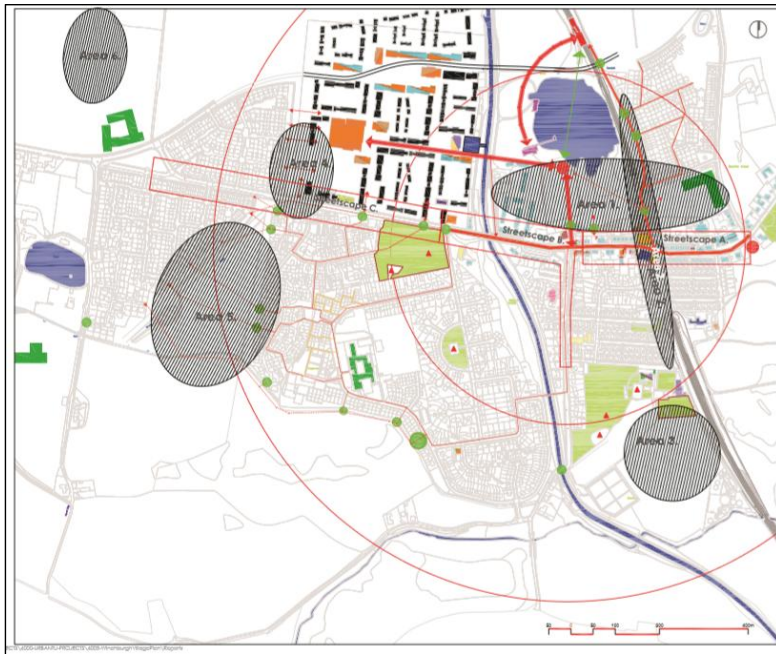
App 1 Community Place Baseline



- Based on the Community Study Report
- Provides objective baseline evidence to support the targeted proposals.

App 2 Physical Place Baseline

Puts the village into the context of:



- History
- Infrastructure
- Landscape and topography
- Developments

App 3 Projects



- Identifies Projects to be taken forward at this stage by the Community from the options in the Framework.
- Funding applied for an Engagement and Development Manager.



To take the old shale village of Winchburgh into the future through community engagement, keeping its spirit and history alive, creating sustainable growth and enterprise - a village with heart that offers opportunities for residents and a welcoming destination for visitors.





BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

BROXBURN, UPHALL AND WINCHBURGH MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Broxburn, Uphall and Winchburgh Local Area Committee on the activity within Broxburn, Uphall and Winchburgh Multi-Member Ward for the period up to 30th September 2019.

B. RECOMMENDATION

That Committee Members are invited to note and provide comment on the Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report.

C. SUMMARY OF IMPLICATIONS

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

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 2018, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

D.2 Scottish Fire and Rescue Service (SFRS) Broxburn, Uphall and Winchburgh Multi-member Ward Quarterly Report

Following the publication of the Broxburn, Uphall and Winchburgh 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 Broxburn, Uphall and Winchburgh 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 Special Services (excluding RTC's).
- Reduction in RTC Fatalities and Casualties

E. CONCLUSION

The Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2019, 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.

Alan Cunningham

Station Manager, Scottish Fire and Rescue Service

September 2019

Appendix 1 - Broxburn, Uphall and Winchburgh Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Quarter 2 2019/20

Broxburn, Uphall and Winchburgh

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

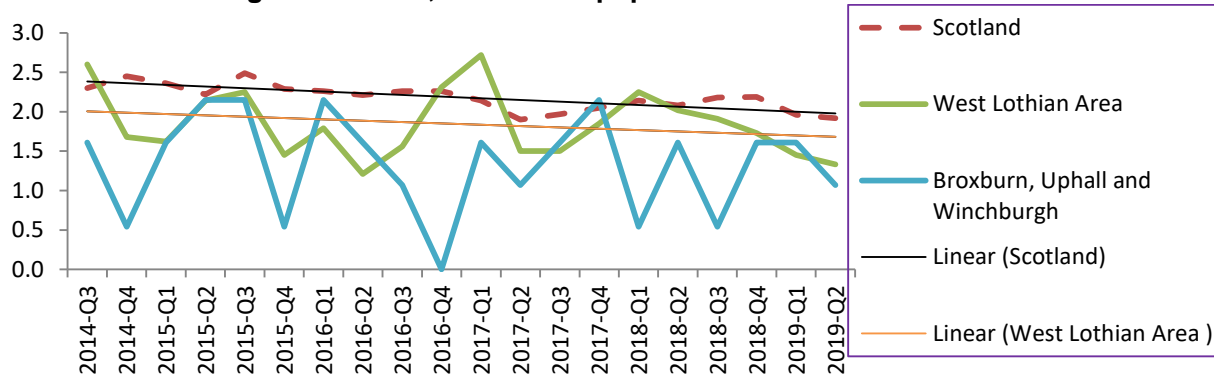
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

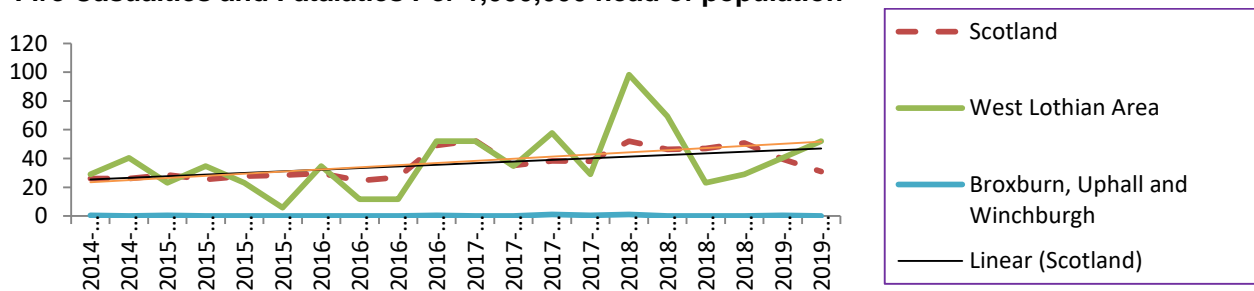
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



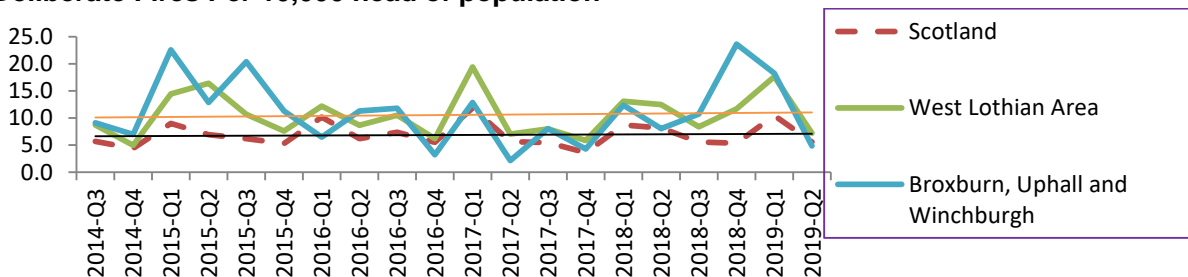
During the 2019-20 year to date reporting period SFRS have dealt with 2 accidental dwelling fires in comparison to 3 during 2018-19 year to date reporting period.

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



During the 2019-20 year to date reporting period SFRS have dealt with 0 Casualties or Fatalities due to fire in comparison to 0 Casualties or Fatalities during 2018-19 year to date reporting period.

Deliberate Fires Per 10,000 head of population



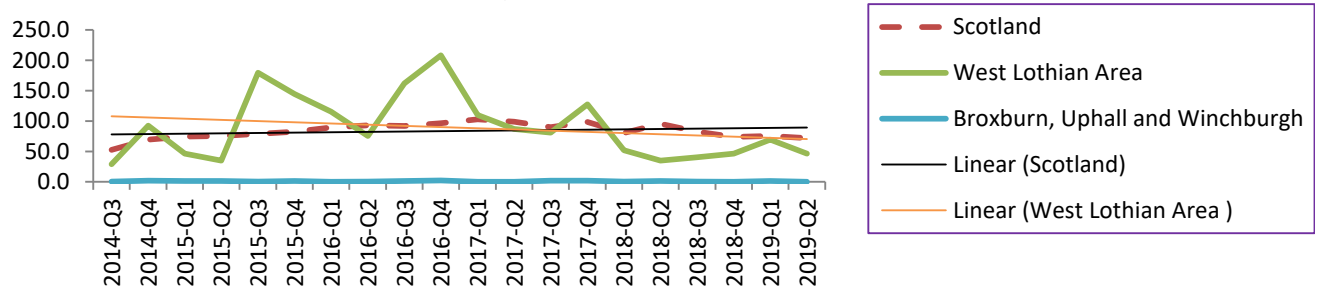
SFRS have dealt with 9 Deliberate fire incidents during 2019-20 year to date reporting period in comparison to 15 during 2018-19 year to date reporting period.

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



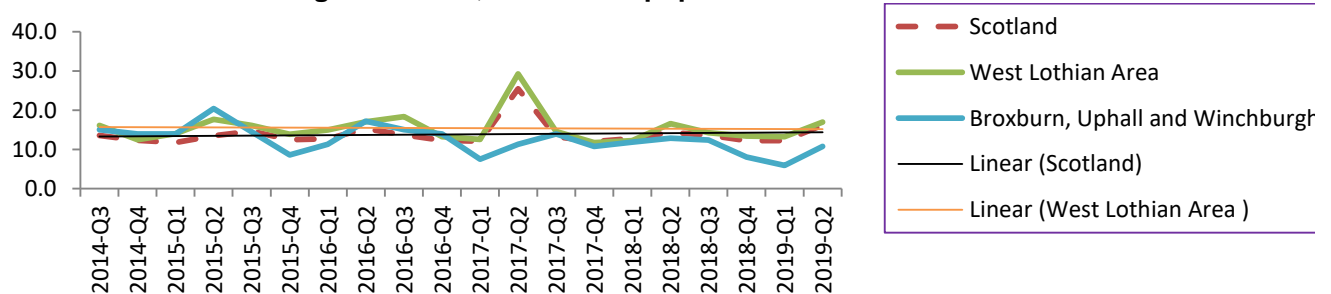
SFRS have dealt with 0 non domestic fires incident during 2019-20 year to date reporting period in comparison to 2 during 2018-19 year to date reporting period.

Special Services Casualties (excluding RTC's) Per 1,000,000 head of population



SFRS have dealt with 0 casualty from Special Services during 2019-20 year to date reporting period in comparison to 4 during 2018-19 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

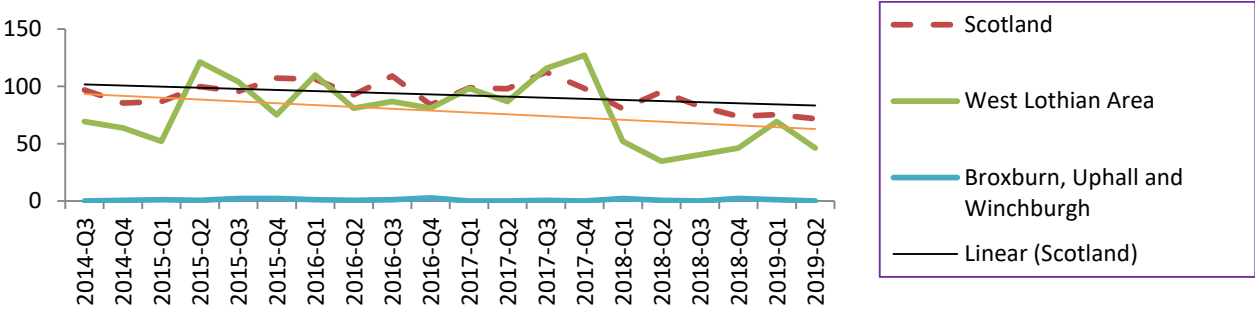


SFRS have dealt with 20 UFAS incidents during 2019-20 year to date reporting period in comparison to 15 during 2018-19 year to date reporting period.

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).

RTC Casualties and Fatalities Per 1,000,000 head of population



During the 2019-20 year to date reporting period SFRS have dealt with 0 Casualties or Fatalities from RTC's in comparison to 1 Casualties and 0 Fatalities during 2018-19 year to date reporting period.



Broxburn, Uphall & Winchburgh , LOCAL AREA COMMITTEE

REPORT BY PC Russell Rosie & Peter Robertson

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 31st October 2019.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance relative to the 5 Year Average; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

NATIONAL PRIORITIES – DELIVERED LOCALLY

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

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

WEST LOTHIAN PRIORITIES

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

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

COMMUNITY ENGAGEMENT PRIORTIES

Broxburn, Uphall and Winchburgh

- Violence, Disorder and Antisocial Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety

1/ PERFORMANCE

There is currently no partnership analyst in the Community Safety Unit and therefore there is no access to the previously provided statistics.

Police Scotland official West Lothian statistics can be found at page 90 onwards.

<http://www.scotland.police.uk/assets/pdf/138327/232757/445136/Management-info-Council-Area-Report-Q1-2018-19>

2 Local Priorities

2.1 - Violence, Disorder and Antisocial Behaviour

Police continue to work proactively with partner agencies to disrupt anti-social behaviour type incidents and prevent violence related crimes. Through intelligence violence reduction patrols are carried out to the areas of high concern. Targeting these areas at identified times and carrying out Hi-Visibility patrols within these high priority locations continue throughout the ward areas to deter these types of incidents.

Police assisted with all the Gala days within the Ward and all passed without incident. They were well attended and the community that participated enjoyed their day.

Ongoing neighbour disputes involving anti-social behaviour continue to be reported to police throughout the ward area. This has recently resulted in 2 Anti Social Behaviour Orders being granted in the Ward. As a result of this a Breach of the ASBO has already been reported and the offender charged,

By Working closely with partnership agencies this allows police to carry out early intervention work and prevention activities reducing further escalation and call demand. Neighbour disputes still continue to account for a large percentage of anti-social behaviour calls to the police.

In the run up to the Halloween and Bonfire seasons, the police are working in partnership with Scottish Fire and Rescue (SFRS), West Lothian Council and WLYAP on an agreed strategy to minimise the impact on local communities.

This fits in with the localised 'Operation Torsion' and the national 'Operation Moonbeam' both of which is Police Scotland's response to address ongoing issues surrounding both Halloween and Bonfire night. Their aims are to protect communities and emergency services, whilst at the same time they can call on a range of specialist resources and specially-trained officers to deal with any spontaneous incidents of disorder that occur.

Community Officers are also tasked with Anti-Social Behaviour Reduction Plans and visits to licensed premises in order to prevent offences and detect offenders. Foot patrols have also been carried out in the problematic areas to prevent further disorder.

Domestic related violence remains frequently reported within the Ward areas. In an effort to support victims, they are encouraged to report incidents and seek advice should they feel threatened or vulnerable. Victims can also seek advice and support from West Lothians

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

Domestic and Sexual Abuse Team (DASAT) who provide a confidential and friendly service. They can be contacted at dasat@westlothian.gov.uk

Members of the public are continued and remain encouraged to report crimes and incidents of anti-social behaviour to the police to allow us to respond appropriately and gather information and intelligence.

2.2 - Road Safety

Roads Policing with the assistance of local intelligence, continue to target unlicensed and uninsured drivers throughout the ward areas. Officers will continue to target offenders in the area and take robust action when stopped. This has resulted in the last three months with over 25 various charges for Road Traffic Offences.

Community Officers meet with members of the community on a regular basis to listen to their concerns regarding traffic issues in their area. Recently addressing parking problems in the ward through the use of social media, posters and enforcement. Police will continue to patrol areas of concern in terms of speeding, parking and other Road Traffic offences.

Police continue to receive a number of complaints regarding inappropriate/dangerous parking in and around schools throughout West Lothian. Ward Officers continue to support The Parksmart Scheme which has been adopted by many schools across the county and continue to encourage all schools to sign up to it.

The schools all have access to the relevant materials

We continue to remind drivers of expected driving standards via our social media platforms such as Facebook and Twitter.

2.3 - Dishonesty

During the month of September there were a large number of reported Thefts or attempted thefts from motor vehicles in the Broxburn area. Through enquiries 2 males were identified as being responsible and resulted in a report being submitted to the Procurator Fiscal for 25 offences.

Police would like to remind the local community as the nights get darker to review their home security.

- . Use timer switches on lights and radios to make it look as if your home is occupied.
- . Ensure all doors and windows are secure when you leave and when you go to bed.
- . If possible use security lighting at front and back of your property
- . Make sure all garden tools and ladders are locked away
- . Use good quality locks on any Sheds or outhouses
- . Make a note of all makes, models and serial numbers of your property

Further advice can be obtained from Scotland.police.uk

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan

Police continue to highlight and promote the existence of Neighborhood Watch Scotland's Alert Scheme and the ability for members of the public / organizations to self-register.

Details of this can be found at:-

<https://www.neighbourhoodwatchscotland.co.uk>

On-line frauds and scams continue to be a nationwide problem. Further information can be found at:-

www.actionfraud.police.uk

Further advice can be obtained from Scotland.police.uk

2.4 – Drug Dealing and Misuse

Police continue to carry out a number of intelligence led drug searches of properties and positive stops. Through intelligence Ward officers have targeted properties within the ward. They have been searched under warrant to tackle the Cultivation and Supply of various Controlled Drugs within our communities. This resulted in a number of persons being reported to the court.

Police continue to receive reports of subjects smoking and taking illegal substances within their homes and surrounding areas. Working closely with partnership agencies allows for a positive approach whereby action can be taken.

The Police continue to rely on information from the public to tackle this type of crime. Any members of the community with information regarding drugs can contact CRIMESTOPPERS anonymously on 0800555111.

West Lothian Drug and Alcohol Service are also a local service who can be used to support individuals and their families who suffer from alcohol and or substance misuse. More details can be obtained by contacting WLDAS on tel.01506 430225 or WLDAS.com

Contacts

Details of your Community Policing can be found at:

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

lothianscotborderslacsuwest@scotland.pnn.police.uk

You can also follow us on Twitter: @WestLothPolice

Tel: 101

WARD 2 – Broxburn, Uphall, Winchburgh, Dechmont and Ecclesmachan



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

ANTI-POVERTY SERVICE UPDATE

REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES

A. PURPOSE OF REPORT

The purpose of the report is to inform the Local Area Committee of the work undertaken by the Anti-Poverty Service from April 2018-March 2019.

B. RECOMMENDATION

It is recommended that the committee notes:

1. The Anti-Poverty Service provision in the ward; and,
2. The impact provision is having in terms of supporting the outcomes of the Community Planning Partnership's Anti-Poverty Strategy 2018 to 23.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	The activity contained in the report contributes to service KPIs.
V	Relevance to Single Outcome Agreement	<p>We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>We live longer, healthier lives and have reduced health inequalities.</p> <p>We have tackled significant inequalities in West Lothian society.</p>

VI	Resources - (Financial, Staffing and Property)	Activities delivered from approved budgets supplemented by external funding from Macmillan Cancer Support, European Social Fund and Scottish Legal Aid Board.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

D1 Background

The Anti-Poverty Service provides services to help the most vulnerable households in West Lothian. The service contributes to the Council's Corporate Plan priority "Minimising poverty, the cycle of deprivation and promoting equality" by providing comprehensive advice, support and assistance to people in West Lothian who are:

- Without work or in low paid work
- Are poor and / or fuel poor
- Have money / debt issues
- Have been affected by cancer or other long term conditions
- In crisis
- In receipt of benefits and /or have an entitlement to payments managed by the service
- Being assessed for social care services

The service aims to help these groups increase their disposable income, manage their debt, improve their budgeting skills, to remain in their home and to appeal decisions made by the Department of Work and Pensions. The service also utilises the skills and knowledge of volunteers who provide a valuable role in supporting customers to access services and provide a listening ear which can offer a network of support and information.

The service is responsible for the administration of Housing Benefit, the Council Tax reduction scheme and the Scottish Welfare Fund. It also has the responsibility of administering and improving the uptake of free school meals, school clothing grant, education maintenance allowance and blue badges. It provides a front line service to recipients of benefits, which includes processing claims, assessing benefits, processing discretionary housing payments as well as other payments to claimants.

All activity across the service is informed and prioritised by the Community Planning Partnership Anti-Poverty Strategy 2018 to 2023. The overall purpose of this strategy is to reduce the inequalities gap and tackle the causes of inequality to ensure that people are not financially excluded and minimises the impact of poverty on the people of West Lothian.

D2 Provision

Over the past year the service has:

- Given 14,355 individuals advice and support resulting in 38,793 separate enquiries covering money and debt, energy, housing and welfare benefits.
- Maximised income by over £27.3 million in benefits and supported 532 customers to appeal decisions made by the Department for Work and

Pensions which they think are wrong. 74% of cases were successfully appealed.

- Managed £8.4 million debt of which 79% was successfully managed.
- Processed 2,405 new benefit claims in 11 days and 37,009 changes of circumstances in 4 days; West Lothian is one of the top performing benefits teams in Scotland.
- Undertaken 10,735 Scottish Welfare Fund applications for both crisis grants and community care grants and administered £1,081,145 budget.

Non Residential Care Contribution Policy

Since the policy was introduced in October 2018 the service has carried out 1,580 financial assessments offering support and advice at every stage of the process. Advisers have increased income by over £1.7million through accessing additional benefits and providing support with over 1,800 separate enquiries across the full range of advice the service provides.

The service has supported customers to understand the policy and their contribution towards care costs. Customers have been supported to request a review if they felt their personal circumstances meant they had additional disability related expenses or were facing financial hardship. There have been over 100 reviews of which 56% were successfully changed.

The Anti-Poverty Service developed and delivered training to over 100 Social Policy staff and implemented a new internal referral process to ensure that partners have the knowledge and ability to refer customers at the earliest possible point. There has also been training delivered to external organisations and partners to increase understanding around the financial assessment process and further highlight support available to individuals.

We continue to embed services into the local community and to support customers to help mitigate poverty, to enable and empower people and work collaboratively with partners to maximise the benefits of our service at a customer's time of need.

The service successfully achieved Scottish National Standards for Information and Advice Providers at level I, II and III for Welfare Benefits, Money/Debt and Housing Advice and has been awarded two quality assurance standards for volunteering: Macmillan volunteer Quality Standard and Volunteer Scotland Volunteer Friendly Standard.

D3 Broxburn, Uphall and Winchburgh

Appendix one shows the number of people the Anti-Poverty Service has worked with over the last year in the Broxburn, Uphall and Winchburgh area and further information on the Anti-Poverty Service.

The Advice Shop has helped 1,444 customers to manage their money and to resolve benefit problems within the Broxburn, Uphall and Winchburgh ward. This is an increase of 11% compared to 2017-18 and is a result of the weekly sessions held at Strathbrock Partnership Centre and the continued presence of the Advice @ St John's service within the hospital. This resulted in 3,075 customer contacts and 4,037 separate enquiry types. As a result, customers better understand that claimants and benefit administrators have rights, obligations and constraints and have some idea what these are. Customers know how to take the steps they can to sort out their benefit queries and are able to maximise their household income.

Strathbrock Partnership Centre

This session offers customers around 250 appointments each year to access the Advice Shop service within the Broxburn, Uphall and Winchburgh ward. A dedicated advisor attends the partnership centre weekly to ensure customers have the opportunity to access support within their local community. Macmillan @ West Lothian also carries out a twice weekly information sessions supporting those affected by cancer.

Families Included

This weekly session provides advice and advocacy to over 20 of the most vulnerable families across West Lothian. Services such as Social Work, Housing and the Advice Shop work in partnership to support families to improve life choices and chances, to develop skills and knowledge and to empower individuals to better manage their circumstances.

Advice @ St John's

The Advice @ St John's Project was developed in partnership with NHS Lothian, West Lothian Council Advice Shop and West Lothian Citizens Bureau. Through combining our expertise and resources, it has ensured the best possible support is available for patients, families and carers who are attending St John's Hospital. The project has supported over 1,400 customers generating more than £1.5 million in extra income. The project recognises that what everyone needs is a friendly face, someone who can spend time and listen to what is worrying you. Volunteers play a vital role providing that 'listening ear' along with a wealth of knowledge and understanding.

The Anti-Poverty Service has identified the following priorities for development over the 2019/20 year. Namely, to;

- Develop and embed new software to improve processing timescales for Blue Badges.
- Work with partners to mitigate the effects of the full roll out of Universal Credit which commenced in May 2018.
- Digitalisation of areas of the service, improving efficiencies and offering more choice to customers at a time which suits them.
- Implement a new referral system to allow internal and external services and organisations to easily refer customers ensuring customers receive the support required at the earliest point.
- Work with Housing, Customer and Building Services to implement the Rapid Rehousing Transition Plan particularly focussing on prevention and early intervention.
- Undertake a review of the Scottish Welfare Fund which will include looking at ways of making it easier for individuals to collect awards.
- Continue to provide advice and advocacy to customers who are in receipt of non-residential care and streamline the assessment process by transferring to a software solution.
- Work with colleagues in Education to develop and embed processes to improve uptake on Free School Meals and Milk, Clothing Grants and Education Maintenance Allowance.

E. CONCLUSION

The report and attached appendix summarise the work of the Anti-Poverty Service in the Broxburn, Uphall and Winchburgh ward area and an overview of the service as a whole. The Local Area Committee is asked to note the contents of the report and to consider how the service could better target its resources in this area. It is the intention to report on activity in the ward area on an annual basis.

F. BACKGROUND REFERENCES

West Lothian Anti-Poverty Strategy 2018 to 2023

Appendices/Attachments:

Appendix 1: Broxburn, Uphall and Winchburgh Ward Profile Report April 2018-March 2019

Contact Person: Elaine Nisbet, Anti-Poverty Manager

Tel: 01506 282921 Email: Elaine.Nisbet@westlothian.gov.uk

Donald Forrest

Head of Finance and Property Services

15th November 2019

Anti-Poverty Service Ward Profile Report

Broxburn, Uphall and Winchburgh

April 2018 to March 2019

About Your Community



- 19% Children
- 63% Working Age
- 18% Pensionable Age

Poverty Profile

Foodbanks

342 Vouchers were issued supporting 599 adults and children in the Broxburn, Uphall and Winchburgh ward

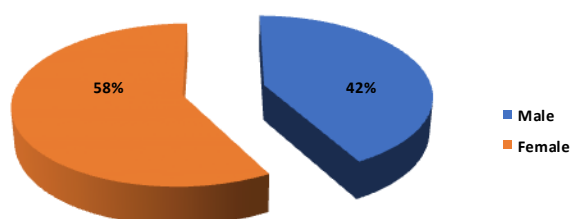
Child Poverty

22% of children in the Broxburn, Uphall and Winchburgh ward are living in poverty after housing costs

Who we have worked with

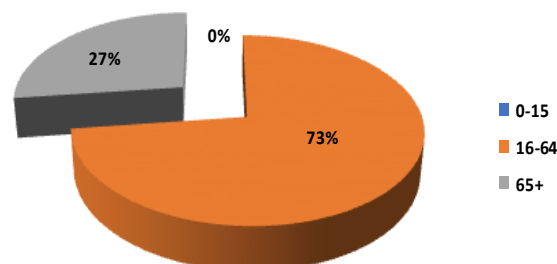
Individual Customers = 1444

Gender



Number of Enquiries = 4037

Age



Maximising Income For Customers in Broxburn, Uphall and Winchburgh

Type	Amount	Information
Benefit Awards	£2,579,453	The amount the service has gained in benefits
Appeal Awards	£168,114	The amount the service has gained through appealing unfair decisions
Energy Savings	£18,365	The amount the service assisted customers to make in fuel savings
Debt Managed	£544,251	This is the amount of debt the service help customers successfully manage

Case Study

Mrs O and Mr H are a couple from Sudan with three daughters – twins age 12 and a younger daughter age 8. The family has recently been granted refugee status in the UK. The service engaged with the couple at a Talk Money Week Event and the advisor identified they were only in receipt of Jobseeker's Allowance and had to live as a family of five on £114 per week.

The couple visited the Advice Shop in Bathgate the following day and the advisor established that they had already applied for Child Tax Credit but there would be a long wait before the first payment. A Child Benefit claim was completed and the correct documents were sent to HMRC with their claim form.

As they would be waiting for some time before receiving Child Benefit and Child Tax Credit, the advisor made an online referral to the Scottish Welfare Fund for a Crisis Grant. They were awarded £135 due to the delay in child-related benefits, with a further £135 being awarded the following month as both claims were still not resolved.

The advisor assisted the family in accessing support from other services and charities in West Lothian. Thanks to this, the children received new school uniforms and a full range of accessories for school from the School Bank, along with a generous selection of toys and Christmas gifts from the River Kids Toy Appeal. We issued the family with a family-sized food parcel, Festive Fiver gift bags of toiletries for the parents and bus vouchers for future travel. The service gave the family an invite to the Polbeth Food For All event from the Larder Cook School, and also to the West Lothian Choir Christmas event which our Advice Shop colleague had organised.

The advisor also worked with housing to support the family with their move from temporary accommodation at Blackburn Homeless Unit to their own tenancy gaining entitlement to Housing Benefit, Council Tax Reduction and the family have been awarded a Community Care Grant to help them furnish their new property.

Did you know?

In 2018/19 the Advice Shop represented customers at 532 Social Security appeals. The service had a success rate of 75% which is above the national average of 61%



The Anti-Poverty Service currently has over 50 volunteers across 7 separate roles providing a wealth of knowledge, experience and support to customers

We have seen a 20% increase in the number of applications received for the Scottish Welfare Fund during the 2018/19 period



£2,433,097 was paid out in Discretionary Housing payments to those affected by Bedroom Tax, Benefit Cap and suffering Financial Hardship during 2018/19



99% of respondents have rated the overall quality of service from the Anti-Poverty Service as good or excellent since the service was formed.

Housing benefit new claims were processed within 11 days compared to the national average of 20 days



In 2019/20 we plan to

- Gain 'Investing in Volunteers' quality standard to better support the volunteers and build capacity to increase volunteering opportunities.
- Embed and develop new areas of the service, streamlining processes, and improving the customer journey.
- Improve access to advice by embedding a benefit calculator and budgeting tools onto the website and linking this to help and support.



BROXBURN LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

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

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1st July to 30th September 2019.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

D1. 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 Broxburn ward.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jul 2019	%	Aug 2019	%	Sep 2019	%	WL Target %
0-2 weeks	22	71%	11	52%	4	36%	55%
2-4 weeks	4	13%	1	5%	1	9%	30%
4+ weeks	5	16%	9	43%	6	55%	15%
Total Lets	31	100%	21	100%	11	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Jul 2019	%	Aug 2019	%	Sep 2019	%	WL Target %
0-2 weeks	1	20%	5	38%	1	17%	55%
2-4 weeks	2	40%	5	38%	3	50%	30%
4+ weeks	2	40%	3	24%	2	33%	15%
Total Lets	5	100%	13	100%	6	100%	100%

Delays in re-letting can occur for a variety of reasons. The type or location of the property the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement.

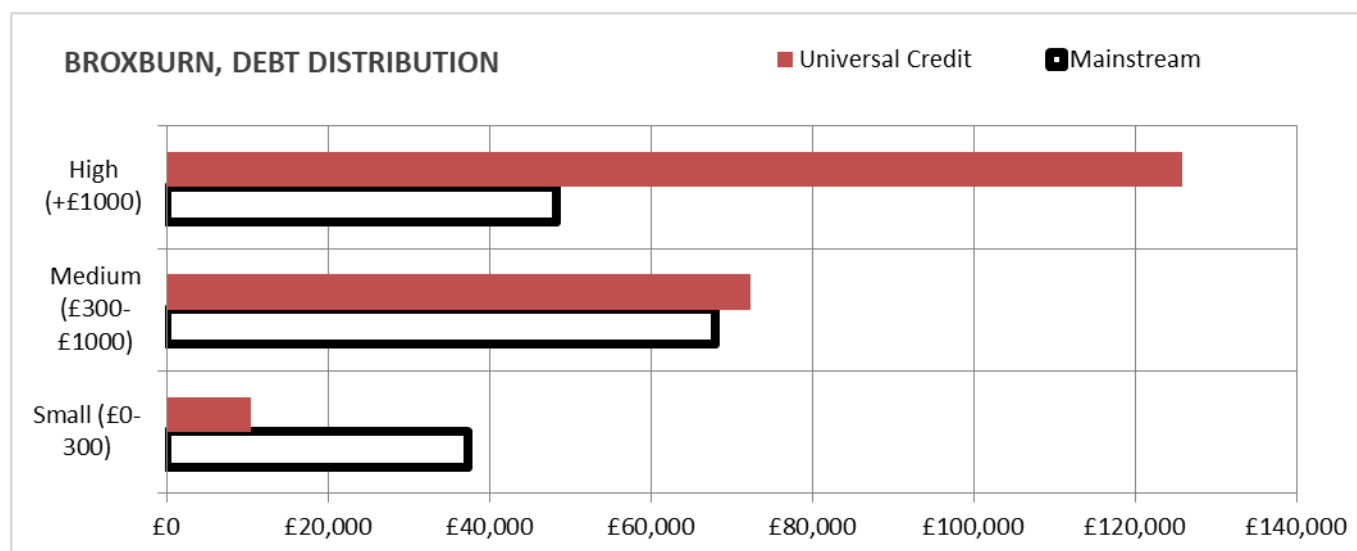
There were 11 policy voids in the ward for this period a reduction in last reporting period.

Void period	Number of properties	PV reasons
<4 weeks	1	Asbestos
4 – 12 weeks	7	electrical, asbestos, upgrading, infestation
13 – 16 weeks	3	asbestos, upgrading
26+ weeks	2	X2 decants, 1 of which due to return for letting

D2. Arrears

For the Broxburn ward the collection rate for the year to date in Q2 remains excellent at 93.7%. Broxburn has collected £2,736,634 of an overall rent charge of £2,920,604.

The overall increased arrears in comparison to last year are as a result of Full Service Universal Credit being introduced in West Lothian from May 2018, along with other Welfare Benefit reforms and the current economic climate.



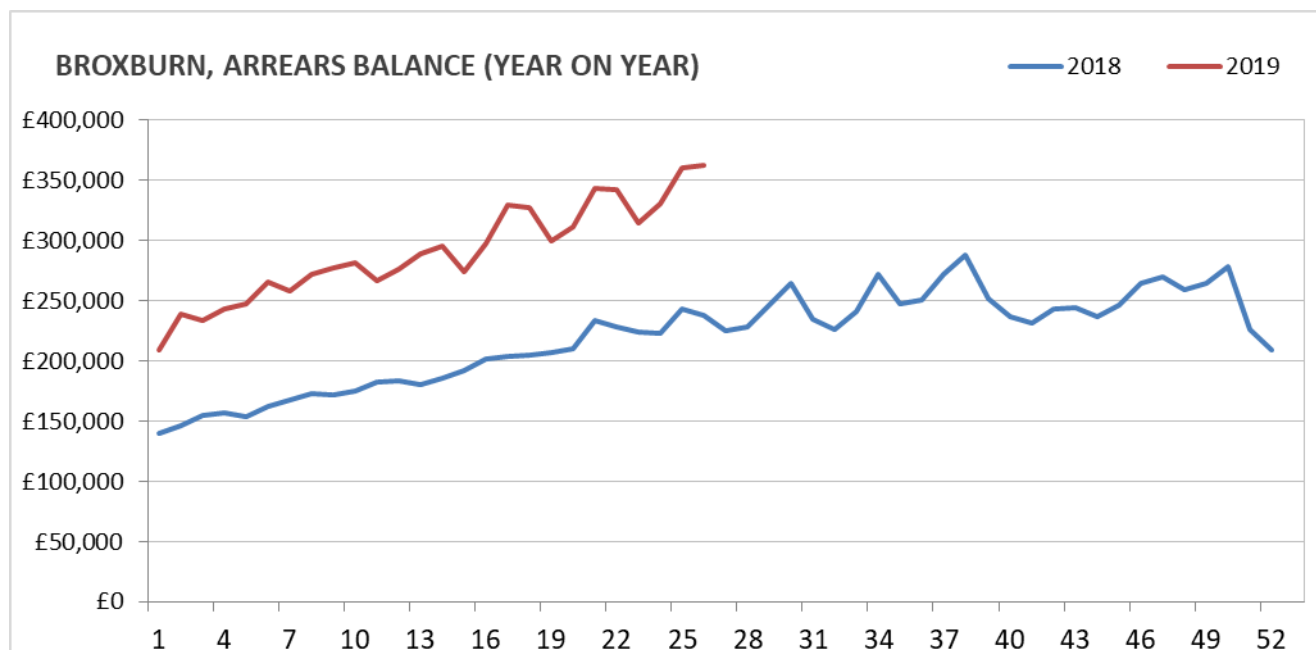
In the same week last year Broxburn ward had 104 Universal Credit (UC) households. Since then the number of UC households has increased by 257.7%.

The number of tenancies in arrears in this ward has increased by 135 since last year. Small debt cases (£300 or less), account for 52.3% of households.

There are 99 serious arrears cases (+£1000 in arrears). These cases are 13.5% of all households in arrears in this area, containing 48.1% of the debt.

	2018/19 (WK26)				2019/20 (WK26)			
	Mainstream		UC		Mainstream		UC	
Arrears Banding	Balance	#	Balance	#	Balance	#	Balance	#
£0.01 to £99.99	£7,255	164	£575	9	£6,695	148	£1,228	19
£100.00 to £299.99	£33,807	186	£3,027	17	£30,666	167	£9,302	49
£300.00 to £499.99	£22,213	58	£6,458	16	£24,714	62	£21,554	55
£500.00 to £749.99	£17,654	29	£15,404	27	£20,868	34	£30,640	51
£750.00 to £999.99	£11,227	13	£7,844	9	£22,356	26	£20,127	23
£1000.00 to £1999.99	£47,109	35	£35,353	24	£34,424	24	£75,969	55
£2000+	£25,113	9	£4,899	2	£13,931	4	£49,852	16
Group Total	£164,378	494	£73,559	104	£153,655	465	£208,673	268
Movement					(-) £10,724	(-) 29	(+) £135,114	(+) 164
Overall Total	£237,937		598		£362,327		733	
Overall Movement					(+) £124,390		(+) 135	

The arrears position for Broxburn Q2 is £362,327. This is an increase of £124,390 on last year's position. The West Lothian overall position is currently £3,383,810.



During the course of this year we plan to focus on the following:

Making best use of resources by considering communicating more with customers through SMS, email and telephone

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.

Promote Alternative payment methods, particularly the Tenant's Self Service Portal

D4 Broxburn 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 maintained and sustained as far as possible and appropriate action taken where necessary.

Rent arrears activity continues to be a weekly priority task for the team and will continue to work with all our tenants in offering the support, advice and assistance. Such assistance includes referrals for money 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.

D5. Capital Programme and New Build Council Housing

Ward 2 Broxburn, Uphall and	Almondell Road	Upgrade rear enclosure	94%	All environmental works are complete including demolitions, tree removal and new paths and lights. The only
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Winchburgh Broxburn				outstanding position is the repair of the tall rear wall which is being affected by plants and trees growing in the cavity, causing potential collapse.
	Midhope Place	Firewalls	69%	Firewalls are identified across the district as needing done, and are to be carried out to increase safety.

New Build	Site	Number of Units	Site Start	No. of houses handed over	Site Completion
	Vion Site	14	Mar - 2019	6	Dec – 2019 (est)

D6. Tenant Participation July to September 2019

The TP Team continue to engage with tenants at various forums and regular meetings which include, Housing Networks, Tenants Panel, Capital and Repairs Working Group and Editorial Panel.

Meet and Greet on The Street

The TP team joined forces with the local housing staff to carry out a programme of events on the streets of West Lothian, promoting Tenant Participation and a variety of services such as, home security, Assisted Decoration Scheme, Aids and Adaptations and assistance with rent and applying for a council house.

There were eight pop up events carried out over the summer months and many people benefited from first hand advice and information.

Blackburnhall Tenants

Following on from the Meet and Greet events, tenants from the new build site in Blackburn had shown an interest in forming a tenants group. The TP team and local Housing staff arranged a meeting in August where fifteen tenants came to discuss various concerns about their homes and the surrounding area. A further meeting was planned for October to identify the interest in setting up a tenants group.

Eastfield Tenants

There had been some interest from tenants on the new build site in Fauldhouse and the local housing staff to establish a tenants group. All tenants were invited to attend a meeting to look at the way forward but unfortunately only one person attended. The housing staff will continue to seek interest and monitor the requirement for a tenants group should it arise.

The Big Lunch

Following on from the Homeless Housing Network, members have developed an innovative approach to engaging with customers who are in the homeless route, either from temporary tenancies or B&B accommodation. The lunch is provided by 'The Larder' a social enterprise cook school who aims to help people change lives through food.

Customers have an opportunity to have a hot meal and spend some time in a social setting with access to services such as, the Advice Shop and Housing Services.

Tenant Led Inspection

A new inspection commenced in September with three inspectors looking at the Dampness and Condensation process carried out to council homes by Building Services. The team of three have interviewed operatives and managers, visited homes and had demonstrations of the testing kits available. The final report will be delivered to senior managers early in November.

D7. Safer Neighbourhood Council Officer Ward Information

The Safer Neighbourhood Teams (SNT's) continue to work in two teams across the nine multi member ward areas as an integral part of the Community Safety Unit. In all the wards, partnership working involves the local housing team, youth worker, council officer with the SNT and officers from Police Scotland and the Scottish Fire and Rescue Service all working together to tackle antisocial behaviour. When necessary, the partners will liaise with partners from the voluntary organisations including Mental Health advisory workers and private landlords in order to reduce antisocial behaviour. The Safer Neighbourhood team of 9 officers now work in two zones, the East and the West zones. All the officers now deal with noise nuisance calls as part of their working remit.

SNT have been busy conducting joint visits and having discussions with Police Scotland officers and Housing officers regarding day to day tenancy and ASB management issues. Examples of activity are as follows

A warning notice was administered for a tenant in the ward area. A final ASB warning was issued to a council tenant and the case is currently being submitted to legal to consider an ASBO application.

A case was sent to legal to seek for an interim ASBO against a council tenant following repeated complaints of ASB and numerous police/SNT visits. This was finally secured and now in force.

An Investigation of a case for ongoing noise nuisance in the ward area has resulted in sufficient evidence being gathered for a summary application to be written. Once complete, an Interim ASBO application will be made.

CONCLUSION

Over this period we have still seen a higher than normal turnover of properties due to ongoing new build programme which is drawing to a close. Officers continue to work hard to ensure as far as possible that properties are turned round as quickly as possible.

Officers provide tenants with as much advice and assistance as possible to prevent and manage rent arrears. We have a number of cases where there is very good joint working with our colleagues in the Advice Shop.

Various activities have been undertaken with our tenant participation team engaging with our tenants.

We have had successful progress and outcomes with a number of cases in the ward with Safer Neighbourhood Team working with police and local office in addressing issues of anti social behaviour.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

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

Email; phyllis.mcfadyen@westlothian.gov.uk

Tel: 01506 284345

Date: 15th November 2019



BROXBURN, UPHALL & WINCHBURGH 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 NETs, Land & Countryside Services teams for the period 1 September – 31 October 2019.

B. RECOMMENDATION

Members are requested to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

To report on activity for the period 1 September – 31 October 2019.

D2 Grounds Maintenance Routine Works

Grass cutting and weed management operations have been completed for the year.

The Neighbourhood Environmental Teams continue to be fully utilised removing fly tipping and cutting back overgrown shrubs from footpaths etc.

The most recent LAMs score for the East area was 62, which remains considerably less than the target of 67; however is an improvement on the previously reported score of 60.

D3 Grounds Maintenance Enquires

In total 45 grounds maintenance related enquiries were received and dealt with during this reporting period in 2019.

	2019	2018
Ball Game Enquiries	2	0
Bench or Seat Enquiries	1	0
Bonfire Enquiries	2	0
Complaint Grounds Maintenance	3	1
Enforcement Officer Enquiries	1	3
Fencing Enquiries	0	3
Flower Bed or Bulb Displays	1	0
Gardens Competition Enquiries	1	3
Grass Area Damaged	1	0
Grass Cutting Enquiries	3	0
Grass Cutting Missed Not Cut	0	1
Grass Left on Paths or Roads	2	1
Grounds Property Vandalised	1	1
Hedge Cutting Enquiries	8	2
Manholecover Damaged in Grass	0	1
Public Park Enquiries	3	2
Shrub Bed Enquiries	3	1
Shrub Bed Overhanging Path	9	4
Shrub Beds Not Maintained	2	0
Weeds General Enquiries	1	2
Weeds on Paths or Roads	1	0
Total	45	25

Garden Maintenance Routine Works

Grass cutting work has been completed. Hedge cutting commenced in October.

Garden Maintenance Enquiries

In total there were 10 garden maintenance related enquiries received and dealt with during this reporting period.

	2019	2018
Complaint Garden Maintenance	0	1
Garden Maintenance General Enquiries	4	4
Garden Maintenance Grass Not Cut	4	4
Garden Maintenance Hedge Cutting	1	1
Garden Maintenance Standard Of Cut	1	0
Total	10	10

D4 Cleaner Communities Routine Works

Staff are continuing to deal with enquiries and carry out routine works to empty litter/dog waste bins, lift litter on footpaths, roads and open spaces throughout the ward, with the NETs team dealing with fly tipping enquiries.

Cleaner Communities Enquiries

In total 77 cleaner communities related enquiries were received and dealt with during this reporting period in 2019.

	2019	2018
Complaint Street Cleansing	1	0
Dead Animals	2	4
Dog Fouled Grass Open Space	0	1
Dog Fouling on Paths/Roads	3	6
Dog No Fouling Sign Request	1	1
Dog Waste Bin New Request	1	1
Dog Waste Bin Overflowing	10	2
Glass on Paths or Open Spaces	1	1
Graffiti Non Offensive	2	0
Graffiti Racist or Offensive	2	0
Illegal Fly Posting	1	0
Illegal Fly Tipping/Dumping	29	19
Litter Bin Burnt Damaged	2	1
Litter General Enquiries	0	4
Litter on Paths Roads Verges	4	2
Roadside Memorials or Tributes	0	1
Street Sweeping Enquiries	10	3
Trolleys Abandoned/ Dumped	1	1
Vehicle Abandoned	7	13
Total	77	60

Environmental Community Involvement

The team consists of one Senior Officer and three Education/Engagement Officers. We are currently in the process of filling the vacancy for the Senior Officer's position.

The Cleaner Communities team have dealt with various environmental issues relating to enforcement, engagement and education during this period.

Abandoned/Nuisance vehicle enquiries have been received and where required vehicles have been removed from streets by gaining compliance following negotiation verbal warnings, warning letters, official notices served, or WLC contractor removal.

Instances of fly tipping were dealt with during the period. This is a significant increase in the number of enquiries the team are dealing with. The team continue to work with partnership agencies such as housing associations, Woodland Trust, Scottish Natural Heritage and local landowners to obtain evidence and initiate preventative measures. Two Fixed Penalty Notices (£200 fine) have been issued for fly tipping offences.

The team have completed the installation of the Tikspac free dog bag dispenser units with one being placed at Stewartfield Park and one in Almondell Countryside Park. A programme of stencilling and dog fouling sign renewal has also been carried out. The team are currently working along with their colleagues from Waste to deliver joint schools environmental education programme. Community clean ups continue to take place and bookings are already being placed for 2020.

Officers continue to attend local resident and community group meetings and follow up and report back on any issues raised.

D5 Parks and Woodland

Trees and Woodland Enquiries

In total there were 21 Trees and Woodland related enquiries were received during this reporting period.

	2019	2018
Tree Branches Overhanging	9	8
Tree Broken Damaged or Dead	1	2
Tree Conservation Areas	0	2
Tree Dangerous or Unsafe	1	24
Tree Enquiries General	8	13
Tree Leaves Causing Problems	1	10
Tree Roots Causing Problems	0	1
Tree Planting Requests	1	0
Total	21	60

Ranger Service Update

The Ranger Service attended the local SCRA (Scottish Countryside Rangers Association) meet up on the 18th September to share knowledge, ideas and best practice. This time focus was on public events, targets and a talk from Scottish Badgers.

The Ranger Service attended the SNH (Scottish Natural Heritage) Integrating Habitat Networks workshop on the 23rd September with a variety of other organisations.

Broxburn Primary School nurture group enjoyed a sunny afternoon shelter building in the woodlands at Beecraigs.

D6 Open Space and Cemeteries

Open Space Capital Programme

Park View Square, Broxburn – all work is now complete, with only some snagging items to do. Improvements include: new play equipment, refurbishment of existing equipment, new paths and gates, refurbishment and relocation of benches, bulb planting.

Kirkhill – Rough plans are being drawn up before going back out to consultation.

Millbank Place, Uphall – all work is now complete, with some minor snagging items. Improvements include: a new path, bulb planting, new play equipment, a new goal.

Holmes Park has capital spend for this year. Improvements include: upgraded paths, signage and bulb planting. The bulb planting has been done and the paths are in the process of being upgraded. The Town Centre group would like to reinstate a Saugh Tree (willow) which will also be planted in park.

The Open Space Officer continues to advise Broxburn and Uphall Community Councils on Town Centre Fund projects. These include planters and fruit trees/bushes in parks and the designation of a new 'local' park in Uphall.

Open Space Enquiries

There was six open space related enquiries received and dealt with during this reporting period in 2019.

	2019	2018
Children Play Enquiries	4	2
Glass of Litter in Play Areas	1	0
Play Area Property Vandalised	1	0
Safety Issues in Play Areas	0	2
Total	6	4

Cemeteries Routine Works

Routine grass cutting and weed control tasks have been completed. Winter maintenance works and lair reinstatement and burial duties are ongoing across the cemetery estates.

Cemeteries Enquiries

In total eight cemeteries related enquiries were received and dealt with during this reporting period in 2019.

	2019	2018
Bench Donations	0	1
Cemeteries General Enquiries	4	6
Cemetery Property Vandalised	1	2
Lair Enquiries	3	1
War Memorial Enquiries	0	1
Total	8	11

E. Conclusion

Grass cutting work has been completed. Hedge cutting commenced in October.

The Cleaner Communities team have dealt with various environmental issues relating to enforcement, engagement and education during this period.

The Open Space Officer continues to advise Broxburn and Uphall Community Councils on Town Centre Fund projects.

F. Background Reference

Open Space Strategy

Capital Programme

Appendices/Attachments: none

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Jim Jack

Head of Operational Services

15 November 2019



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

TOWN CENTRE FUND 2019/20

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to update the committee on progress in delivering the Town Centre Capital Projects agreed by the committee on 4 October 2019.

B. RECOMMENDATION

It is recommended that the local area committee:

1. notes that 11 projects have been agreed within the ward;
2. notes that the £15,000 originally allocated to WIN04 has been reallocated to Broxburn Utd Sports Club;
3. notes that officers are working with applicants to agree the final details to support the delivery of the projects; and
4. That further progress updates will be brought to the committee.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	To be assessed on an individual project basis but it is not anticipated that any proposals will require to be the subject of specific assessments.
III	Implications for Scheme of Delegations to Officers	The report sets out specific delegations to the Head of Planning, Economic Development & Regeneration..
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single Outcome Agreement	Outcome 1 – We make West Lothian an attractive place to do business. Outcome 10 – We live in well-designed,

sustainable places where we are able to access the services we need.

Outcome 12 – We value and enjoy our built environment and protect it and enhance it for future generations.

VI	Resources - (Financial, Staffing and Property)	A total of £1.826 million will be available to the Town Centre Fund.
VII	Consideration at PDSP	Not applicable.
VIII	Other consultations	Capital Asset Management Board

D. TERMS OF REPORT

D1 Background

In February 2019 the Scottish Government announced, as part of its budget, a new Town Centre Fund. The fund is a ring fenced capital allocation of £50 million for 2019/20. The fund is based on the Scotland's Town Partnership working definition of a town being a place with a population of 1,000 or more, which equates to 484 towns across Scotland, 23 for West Lothian. This allocation for West Lothian is £1.826 million.

Funding is aimed at addressing the core themes of the Scottish Government's Town Centre Action Plan 2013 and the Town Centre First Principle which requested that government, local authorities, the wider public sector, businesses and communities put the health of town centres at the heart of proportionate and best value decision making. It also encouraged a focus on delivering the best local outcomes regarding investment and de-investment decisions, alignment of policies, targeting of available resources to priority town centre sites, and encouraging vibrancy, equality and diversity. It committed to a collaborative approach which understands and underpins the long term plan for each town centre.

The themes of the Town Centre Action Plan include:

- **Town Centre Living** – footfall is key to achieving thriving, successful towns centre; and, the best footfall is residential for people who will use shops, services, and will care for its safety and security in the evenings
- **Vibrant Local Economies** – creating a supportive business environment including the involvement of Business Improvement Districts (BIDs) and other local partnerships
- **Enterprising Communities** – social enterprise, services, arts and events; and, community empowerment and community based activities which increase the health, wealth and wellbeing of town centres
- **Accessible Public Services** – creating and accessing public facilities and services, supported by economic, service and transport hubs
- **Digital Towns** – exploiting digital technology and promoting Wifi infrastructure to enable access to information, data analytics, marketing opportunities, branding, and communication with the wider world

- **Proactive Planning** – land reform and supporting the creation of sustainable, low-carbon and connected places which promote natural and cultural assets, designed in partnership with local communities and key stakeholders.

D2 West Lothian Council's approach

The Council Executive agreed on 11 June 2019 that the funding detailed above should be allocated to all 23 communities with populations over 1,000 through a grant application process (see background reference below). The deadline from receipt of applications was set for 31 August 2019 to allow for decisions to be taken and projects delivered within the stated delivery deadline of 31 March 2019.

The process agreed that decisions on the applications would be as follows:

- a) Local Area Committees will consider applications from each community to the fund and have the power to award funding in full or in part as they see fit up to the amount allocated to that community.
- b) After doing so, if there is a balance remaining of the aggregate amount allocated to the ward, Local Area Committees have the power to apply that balance to applications for the ward area which have not already been funded at all or fully.
- c) After doing so, if a balance remains, Council Executive will decide how and where all remaining balances from Local Area Committee should be spent across the whole council area.

D3 Broxburn, Uphall and Winchburgh Projects – Update on progress

At the Broxburn, Uphall and Winchburgh LAC held on 4 October the committee agreed to support 11 projects in the ward. The final list of projects and awards is set out in in appendix 1. Following the LAC meeting all applicants were contacted by email/letter to confirm the decision and level of funding awarded, as well as informing those that had been unsuccessful.

At the LAC meeting on 4 October it was requested that Officers investigate further the Winchburgh Entry sign project WIN04 as there was concern that this may duplicate an existing project. Officers have confirmed that there is a planned entry arts project as part of the public arts strategy. Therefore, after further discussion with the applicant and members the £15,000 funding originally allocated in principle to that project has, as agreed at the meeting on 4 October, been reallocated to the Broxburn Utd Sports Club project to replace the 3G pitch.

A second letter is currently being issued setting out the conditions of grant for the applicant to sign off to accept the funding. This also includes, where appropriate, a key council contact who is either responsible for the delivery of the project on behalf of the applicant or is the point of contact for advice based on their expertise with regards to the nature of the project. The letter also noted any additional conditions that needed to be agreed that was part of the agreement to award the funding.

As the signed conditions of grant are returned funding will be released. This will be a mix of funding being directly issued to the applicant and where it is transferred to a council service to deliver on their behalf. Meetings and dialogue is currently taking place, or in the process of being put in place, to agree and firm up the detail of costs, project management and agree detail between council officers and the applicant.

D4 Next steps

As all projects have to be delivered, or contractually committed, by 31 March 2020 officers will keep in contact with the applicant and service lead to ensure that the projects are going to be delivered as agreed. At the end of January 2020 progress will be reviewed to see if any projects will not go ahead and or where projects may have underspends. Where this is the case a further report will be brought to Council Executive for a decision.

E. CONCLUSION

The Town Centre Capital Fund offers significant additional capital funding to improve West Lothian's town centres. The projects in Livingston South will deliver community identified projects that would not otherwise have been carried out. The timescales for delivering this work has made the application and assessment process challenging for both applicants and officers. The delivery of the agreed projects will be equally challenging as detailed in the report and will require ongoing monitoring to ensure delivery within the timescales.

F. BACKGROUND REFERENCES

Council Executive, 11 June 2019

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=42684>

Broxburn Uphall and Winchburgh LAC, 4 October 2019

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=43776>

Appendices/Attachments: Appendix 1 – List of agree projects in Broxburn, Uphall and Winchburgh

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Craig McCorriston

Head of Planning, Economic Development and Regeneration

15 November 2019

Appendix 1 – Broxburn, Uphall & Winchburgh Town centre Capital Projects 2019/20

App. Code	Applicant (Group/Service)	Project Name	Town	Award (£)
BRO01	Broxburn Community Council	New Planting Schemes for Benefit of Broxburn and District	Broxburn	£36,656
BRO04	Family & Community Development WL	Range Improvements	Broxburn	£1,812
BRO05	Broxburn United Sports Club Trust	3G Pitch Replacement	Broxburn	£30,000
BRO06	Scottish Canals	Port Buchan, Broxburn on Union Canal – environmental enhancement.	Broxburn	£20,000
			Broxburn Total	£88,468
UPH01	Family & Community Development WL	Range Improvements	Uphall	£9,168
UPH02	Uphall Community Council	Designating Council Owned Land as a Local Park	Uphall	£42,298.50
UPH03	Broxburn and Uphall Development (BUD) Group	New Planting Schemes for Benefit of Uphall and District	Uphall	£23,089.50
UPH04	Broxburn United Sports Club Trust	3G Pitch Replacement	Uphall	£20,000
			Uphall Total	£94,556

WIN01	Winchburgh CDT	Village Web Portal	Winchburgh	£10,000
WIN02	Winchburgh CDT	Grass Cutting	Winchburgh	£6,250
WIN03	Winchburgh Community Council	Extra open air seating	Winchburgh	£6,000
			Winchburgh Total	£37,250
BRO05 and UPH04	Broxburn United Sports Club Trust	3G Pitch Replacement	Broxburn and Uphall	£15,000
			Broxburn, Uphall and Winchburgh Total	£220,274



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

VILLAGE IMPROVEMENTS – REALLOCATION OF FUNDING IN DECHMONT

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is confirm the realignment of Village Improvements Funding awarded to Dechmont Community Council.

B. RECOMMENDATION

It is recommended that the local area committee notes the realignment of funding between projects in Dechmont as agreed.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The project meets the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the project does not raise any equality or health issue.
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single Outcome Agreement	Outcome 1 – We make West Lothian an attractive place to do business. Outcome 10 – We live in well-designed, sustainable places where we are able to access the services we need. Outcome 12 – We value and enjoy our built environment and protect it and enhance it for future generations.
VI	Resources - (Financial,	

Staffing and Property)

A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.

VII Consideration at PDSP

This project has not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.

VIII Other consultations

None

D. TERMS OF REPORT

D1 West Lothian Council's approach

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.

Three villages within the Broxburn, Uphall and Winchburgh ward are eligible under the scheme. Distribution of funding is based on village size. In April 2014 Council Executive agreed to full allocations to each village to add to the monies already announced for 2013-14 the following represent the full money allocated to each of the eligible villages in the ward and the amount remaining:

- Dechmont - £55,000 (£0 remaining)
- Eccelsmachan/Oatridge - £20,000 (£0 remaining)
- Winchburgh - £55,000 (£1,030.22 remaining)

D2. Realignment of project funding in Dechmont

Dechmont Community Council has received funding through the Village Improvement Fund of £46,500.06 covering four separate projects (five projects in total over the course of the fund):

1. £9,729.06 – Installation of defibrillator/Planters including filler materials/Memorial garden inc. sandstone paving etc./ plaque for memorial/ Two memorial benches;
2. £17,000 - Village signs/ Post office area improvements;
3. £2,500 - Hanging baskets (supply and installation); and
4. £17,271 - Sculptures from Ratho Byres Forge.

These have all been agreed by the LAC separately and as such sit as separate projects. The Community Council has indicated that they no longer wished to pursue the village signs project (£17,000), as it had become clear that this could no longer be delivered as originally envisaged. As a consequence the applicant requested a re-allocation of the surplus funds to add to the other three projects. This would mainly support additional funding for the sculptures project but the other two have come in slightly over. In terms of the sculpture the additional funding would allow for a bigger project to install a pair of related pieces.

The Local Area Committee has indicated support for this realignment and this report confirms that decision and that Dechmont Community Council have been informed.

E. CONCLUSION

The Town Centre Capital Fund offers significant additional capital funding to improve West Lothian's town centres. The projects in Livingston South will deliver community identified projects that would not otherwise have been carried out. The timescales for delivering this work has made the application and assessment process challenging for both applicants and officers. The delivery of the agreed projects will be equally challenging as detailed in the report and will require ongoing monitoring to ensure delivery within the timescales.

- F.** Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013) and Linlithgow Local Area Committee (September 2013).

Appendices/Attachments: None

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Craig McCorriston
Head of Planning, Economic Development and Regeneration

15 November 2019



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' CHRISTMAS FUND ALLOCATIONS 2019/20

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the allocations made from the Pensioners' Christmas Fund 2019/20 to groups in the Broxburn, Uphall and Winchburgh Ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that eight groups within Broxburn, Uphall and Winchburgh Ward applied to the fund and have been supported.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Planning, Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £29,000 agreed by the council. £2,502.00 will be distributed in the Broxburn, Uphall and Winchburgh Ward.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.
VIII Other consultations	Similar reports will be prepared for the other eight Local Area Committees.

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Christmas Fund each year. In 2019/20 the total fund amounts to £29,000 (£29,054 in 2018/19). The fund is divided equally by the total number of beneficiaries, which in 2019/20, is 5,210 (5,663 in 2018/19). By using that number the global unit cost for 2019/20 is £5.56 (£5.13 in 2018/19) per beneficiary (£29,000 / 5,210).

In Broxburn, Uphall and Winchburgh Ward there are 450 beneficiaries and an allocation of £2,502.00. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters were issued to groups in early November advising them of the amount of funding they will receive and asking for any outstanding information. Payments will be made directly to the bank accounts of most groups via PECOS. Cheques will be issued to some groups who are not on PECOS.

D2 Applications 2019/20: Broxburn, Uphall and Winchburgh Ward

Eleven application forms were issued to groups across Broxburn, Uphall and Winchburgh Ward, with eight being returned and the groups supported. Two groups have disbanded, Almondell Court Social Committee and Broxburn Golden Age Club, and one group, Old Town Centre, declined to apply. Appendix one shows the groups supported and the allocations to each.

D3 Applications 2019/20: Livingston-wide & West Lothian-wide organisations

One application was sent to a Livingston-wide group. The application form was returned and the group has been supported. Two applications were issued to West Lothian-wide groups. Both applications have been received and the groups supported. Appendix one shows the groups and the allocations to each.

E. CONCLUSION

The report advises of the allocations that have been made from the Pensioners' Groups Christmas Fund 2019/20 to groups in the Broxburn, Uphall and Winchburgh Ward, Livingston-wide groups and West Lothian-wide groups.

Letters were issued to groups in early November advising them of the amount of funding they will receive and asking for any outstanding information. Payments will be made directly to the bank accounts of most groups via PECOS. Cheques will be issued to some groups who are not on PECOS.

F. BACKGROUND REFERENCES

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

Appendices/Attachments: Appendix 1: Allocations 2019 Broxburn, Uphall and Winchburgh Ward Livingston-wide and West Lothian-wide Organisations

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Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 15 November 2019

BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' CHRISTMAS FUND ALLOCATIONS 2019/20

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: 2019/20 Allocations to groups in Broxburn Uphall and Winchburgh, Livingston-wide groups, West Lothian-wide groups.

Broxburn Uphall and Winchburgh Ward Organisations

Group	Number of Beneficiaries	Amount Awarded
Broxburn United Sports Club	50	£278.00
Hanover Court Social Club	48	£266.88
Holmes Gardens Social Club	30	£166.80
Society of St Vincent De Paul (Broxburn Conference)	150	£834.00
Society of St. Vincent de Paul (Holy Family, Winchburgh) - Conference	50	£278.00
St Andrews Court Social Club	35	£194.60
Uphall 50+ Friendship Club	42	£233.52
Winchburgh Senior Citizens	45	£250.20
Totals	450	£2,502.00

Livingston-Wide Organisations

Group	Number of Beneficiaries	Amount Awarded
Braid House Day Centre	100	£556.00
Total	100	£556.00

West Lothian-Wide Organisations

Group	Number of Beneficiaries	Amount Awarded
West Lothian 50+ Network	390	£2,168.40
West Lothian Financial Inclusion Network	250	£1,390.00
Total	640	£3,558.40

Notes: Two groups have disbanded, Almondell Court Social Committee and Broxburn Golden Age Club, and one group, Old Town Centre, declined to apply.

**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE – NOVEMBER 2019
WORKPLAN 2018-19**

	Issue	Purpose	Lead Officer	Date
1	Police Report	Quarterly update on Police activity in the ward	Sgt Iain Wells	All meetings
2	Fire Report	Quarterly update on activity from SFRS	Lee Clark	All meetings
3	Housing Report	Quarterly report on Housing relater activity	Phyllis McFadyen	All meetings
4	NETS & Land Services Report	Quarterly update report on NETS activity	David Lees	All meetings
5	Fivestanks Action Plan update	To provide update on Action Plan	Craig McCorriston/.Courtney Gemmell	TBC
6	Pensioners Xmas Fund allocation	To provide an update on the final allocation to groups in the ward.	Douglas Grierson	November 2019
7	Winchburgh Developer contribution	To update on Winchburgh CDTs development of a strategic plan to support the release of developer funding	Douglas Grierson/ Winchburgh CDT	November 2019
8	Town Centre Capital Fund 2019/20	To update on progress of the Town Centre Capital Fund projects in the ward	Douglas Grierson	All meeting until projects complete.