



Livingston North Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

28 February 2020

A meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Friday 6 March 2020** 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, declarations of interest in any urgent business and consideration of reports for information.

The Chair will invite members to identify any such reports they wish to have fully considered, which failing they will be taken as read and their recommendations approved.
4. Confirm Draft Minutes of Meeting of Livingston North Local Area Committee held on Friday 31 January 2020 (herewith)
5. Livingston North Multi-Member Ward Performance Report - Report by Scottish Fire and Rescue Service (herewith)
6. Police Ward Report (herewith)
7. Town Centre Fund 2019/20 - Progress Update - Report by Head of Planning, Economic Development and Regeneration (herewith)

DATA LABEL: Public

8. Timetable of Meetings 2020/21 (herewith)
9. Workplan (herewith)

NOTE **For further information please contact Anastasia Dragona on 01506 281601 or e-mail anastasia.dragona@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 LIVINGSTON NORTH LOCAL AREA COMMITTEE held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 31 JANUARY 2020.

Present – Councillors Dom McGuire (Chair), Alison Adamson, Robert De Bold and Andrew Miller

In Attendance

Scott McKillop – Community Regeneration Officer, West Lothian Council

David Lees – Cleaner Communities Manager

Sandy Ross – Area Housing Manager

Gillian Simpson – Accountant

Stephen Egan – Eliburn Community Council

Brian Johnston – Livingston Village Community Council

Julie Henderson – Knightsridge Community Council

Jill Parton – Carmondean Community Council

Tom Heron – The Vennie Outreach Project Manager

Trisha Fallon – The Vennie Outreach Officer

Nikki Robertson – The Vennie Outreach Officer

1 DECLARATIONS OF INTEREST

Agenda item 9 - Town Centre Fund 2019/20

Councillor Alison Adamson declared an interest as a member of the Almond Valley Heritage Trust Board of Trustees. As the item was for information, she would participate in consideration of this item.

Councillor Dom McGuire declared an interest as a member of the Almond Valley Heritage Trust Board of Trustees. As the item was for information, he would participate in consideration of this item.

Councillor Andrew Miller declared an interest as a member of the Almond Valley Heritage Trust Board of Trustees. As the item was for information, he would participate in consideration of this item.

Stephen Egan (Eliburn Community Council) declared an interest as he had been involved in making applications to the Town Centre Fund. As the item was for information, he would participate in consideration of this item.

Julie Henderson (Knightsridge Community Council) declared an interest as she had been involved in making applications to the Town Centre Fund. As the item was for information, she would participate in consideration of this item.

Brian Johnston (Eliburn Community Council) declared an interest as he had been involved in making applications to the Town Centre Fund. As

the item was for information, he would participate in consideration of this item.

Jill Parton (Carmondean Community Council) declared an interest as she had been involved in making applications to the Town Centre Fund. As the item was for information, she would participate in consideration of this item.

Agenda item 8 - Community Regeneration Update

Councillor Andrew Miller declared an interest as a Board member of the Vennie. He would participate in consideration of this item.

Julie Henderson (Knightsridge Community Council) declared an interest as a Board member of the Vennie. She would participate in consideration of this item.

2 ORDER OF BUSINESS

The Chair ruled that agenda item 8, *Community Regeneration Update*, would be considered before agenda item 5, *General Services Capital Programme Update*.

3 MINUTE

The panel approved the minute of its meeting held on 22 November 2019 as a correct record. The Chair thereafter signed the minute.

4 COMMUNITY REGENERATION UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration and a presentation by the Vennie Outreach Project Manager informing members of progress towards developing a regeneration plan within the ward, and other related activities.

During discussion, officers indicated that work to locate funding sources for the Vennie was ongoing; outreach work was also discussed.

It was recommended that the Local Area Committee note:

1. Progress with regeneration work in Knightsridge;
2. The efforts of council officers in supporting community capacity building in the area;
3. An update on Vennie activity; and

4. A presentation from staff at the Vennie with regard to the outreach project.

Decision

To note the contents of the report.

5 GENERAL SERVICES CAPITAL PROGRAMME UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing members with an update on general services capital investment in the ward during 2018/19 and planned investment for the nine-year period 2019/20 to 2027/28.

It was recommended that the committee note:

1. The progress made in delivering the approved general services capital programme within the Livingston North ward in 2018/19;
2. The approved capital projects in the ward for 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. That progress in delivery of the 2019/20 programme was being reported to Council Executive as part of detailed budget monitoring exercises during the course of the year; and
5. That an updated capital investment programme would be presented to Council for approval in February 2020.

Decision

To note the contents of the report.

6 SERVICE UPDATE - OPERATIONAL SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Operational Services apprising members of the Operational Services activities for Livingston North from 1 November 2019 to 31 December 2019.

It was recommended that the committee:

1. Note the work carried out by the service within the local area; and

2. Advise of any areas that required further information or investigation.

Decision

To note the contents of the report.

7 HOUSING, CUSTOMER AND BUILDING SERVICES REPORT

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing members with an overview of the service activities within Livingston North Ward.

It was recommended that the committee note Housing, Customer and Building Service activity as detailed in the ward report for the period 1 October 2019 to 31 December 2019.

Decision

To note the contents of the report.

8 TOWN CENTRE FUND 2019/20

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration updating members on progress in delivering the Town Centre Capital Projects agreed by the Council Executive on 22 October 2019.

It was noted during discussion that the Head of Planning, Economic Development and Regeneration had the delegated authority to transfer funds between existing projects to balance overspend and underspend, whereas the use of funds on any new projects would have to be approved by Council Executive.

It was recommended that the committee note:

1. That nine projects had been agreed within the ward;
2. That officers were working with applicants to support the delivery of the projects; and
3. That further progress updates would be brought to the committee.

Decision

To note the contents of the report.

9 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan, subject to the following additions:

- Regular updates on the Deans South estate and the Ability Centre to be included on future meeting agendas.
- Campus Police Officer Update to be included in the Police report for the 6 March meeting.



LIVINGSTON NORTH LOCAL AREA COMMITTEE

LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Livingston North Local Area Committee on the activity within Livingston North Multi-Member Ward for the period up to 31st December 2020.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

D.1 Background

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2018, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

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

Following the publication of the Livingston North 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 Livingston North 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 Livingston North 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.

Douglas Tait

Station Manager, Scottish Fire and Rescue Service

March 2020

Appendix 1 - Livingston North Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Quarter 3 2019/20

Livingston North

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

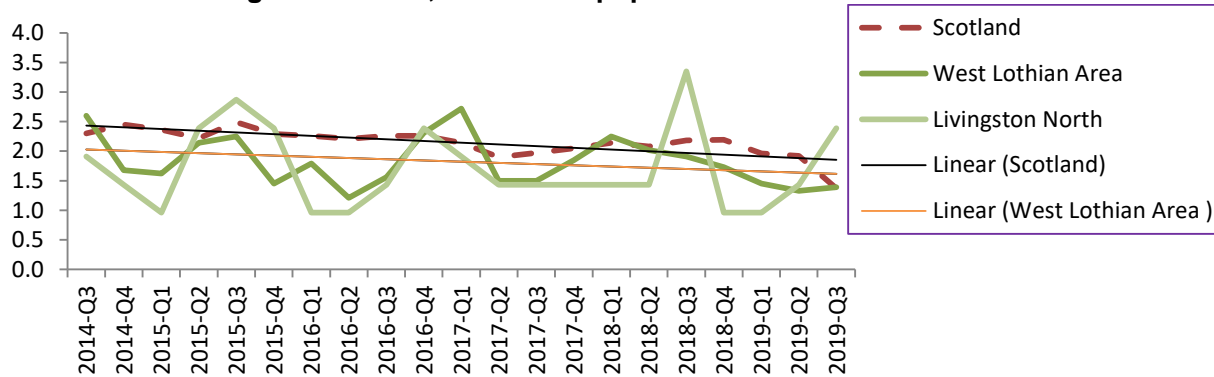
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

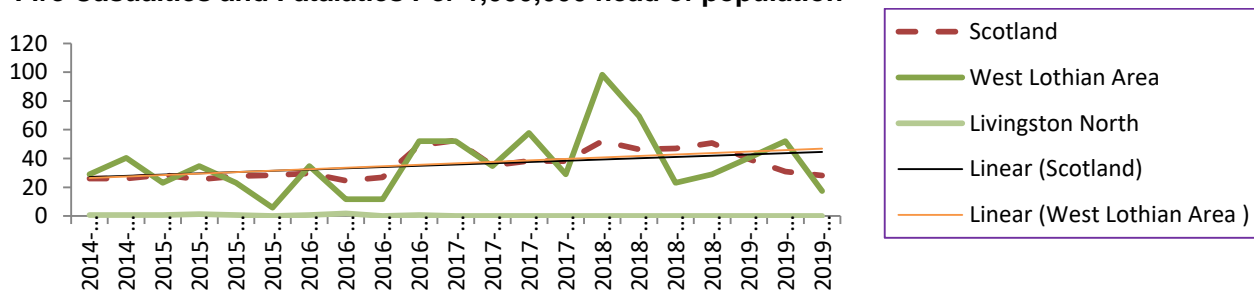
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



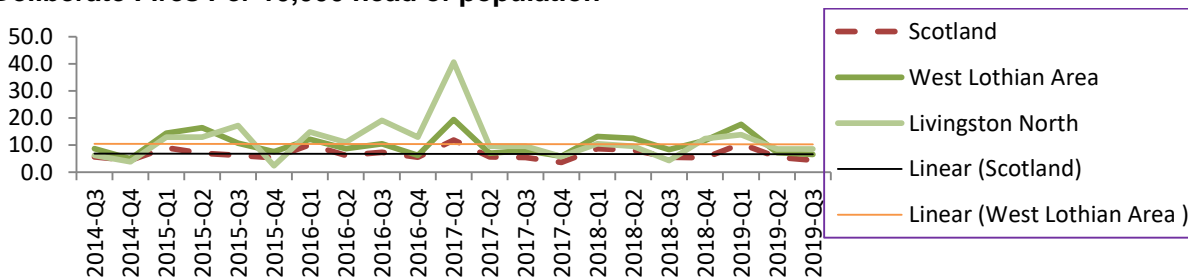
During the 2019-20 year to date reporting period SFRS have dealt with 5 accidental dwelling fires in comparison to 7 during 2018-19 year to date reporting period.

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



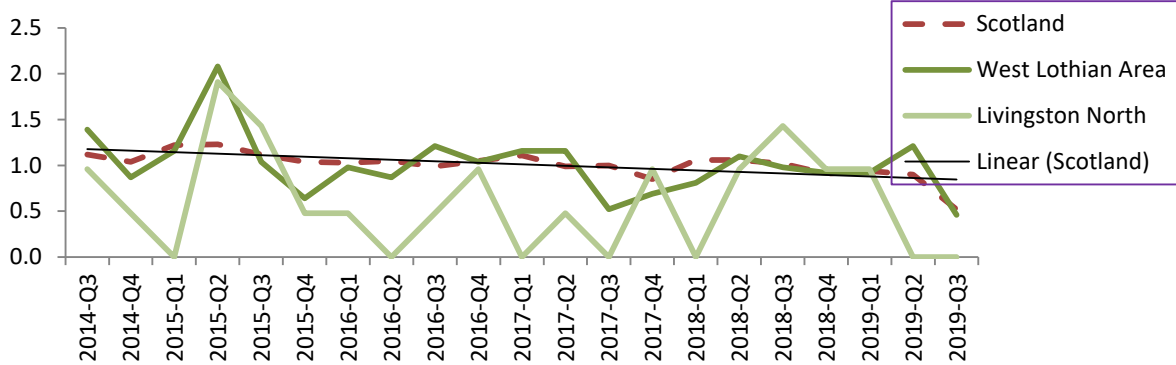
During the 2019-20 year to date reporting period SFRS have dealt with 0 Casualties and 0 Fatalities due to fire in comparison to 0 Casualties and 1 Fatality during 2018-19 year to date reporting period.

Deliberate Fires Per 10,000 head of population



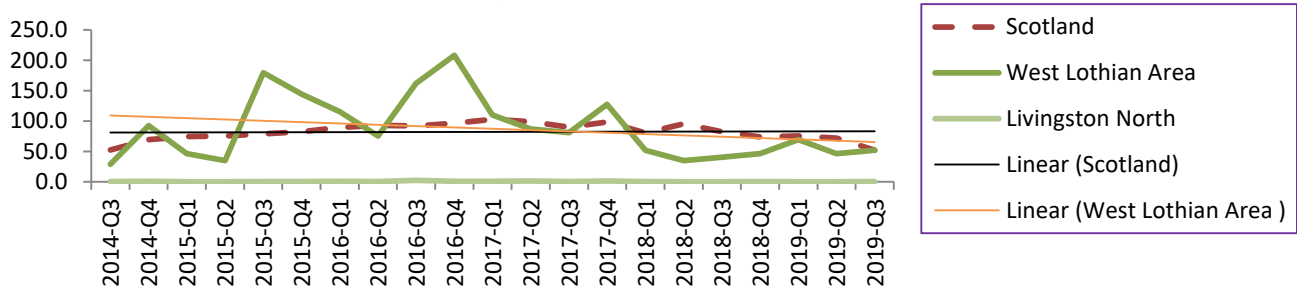
SFRS have dealt with 18 Deliberate fire incidents during 2019-20 year to date reporting period in comparison to 13 during 2018-19 year to date reporting period.

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



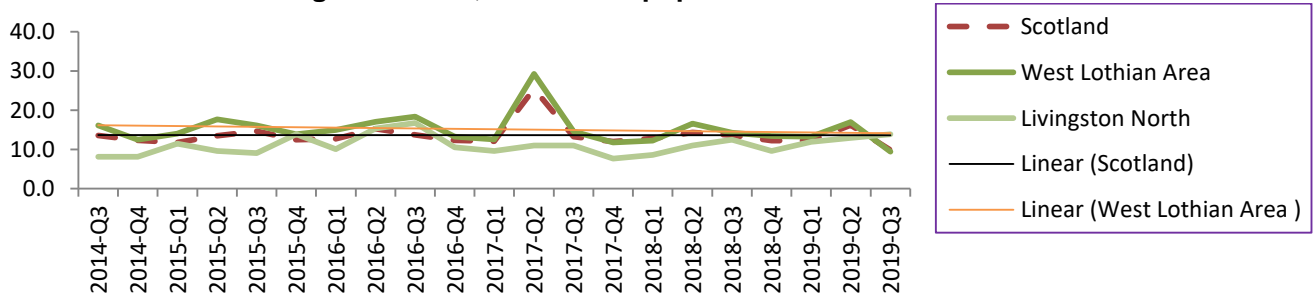
SFRS have dealt with 0 non domestic fires incident during 2019-20 year to date reporting period in comparison to 3 during 2018-19 year to date reporting period.

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



SFRS have dealt with 1 casualty from Special Services during 2019-20 year to date reporting period in comparison to 0 during 2018-19 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

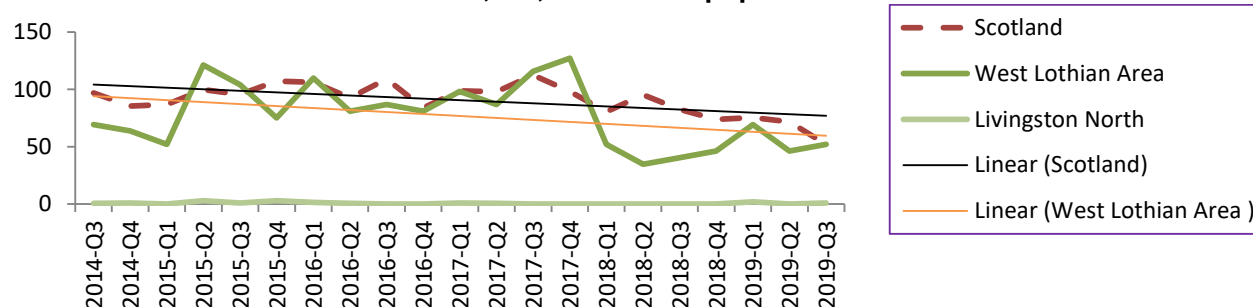


SFRS have dealt with 29 UFAS incidents during 2019-20 year to date reporting period in comparison to 26 during 2018-19 year to date reporting period.

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 2 Casualties and 0 Fatalities from RTC's in comparison to 0 Casualties and 0 Fatalities during 2018-19 year to date reporting period.

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

REPORT BY PC Alan McMahon

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 28th February 2020.

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 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

NATIONAL PRIORITIES – DELIVERED LOCALLY

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

- Violence, Disorder and Antisocial Behaviour
- Protecting the Public
- Road safety and Road Crime
- Serious Organised Crime and Terrorism
- Major Events and Threats
- Benefits of Reform
- Public Confidence

WEST LOTHIAN PRIORITIES

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

- Protecting People
- Reducing Antisocial Behaviour
- Reducing Violence
- Tackling Substance Misuse
- Making our Roads Safer
- Tackling Serious Organised Crime

COMMUNITY ENGAGEMENT PRIORITIES

Livingston North

- Reducing antisocial behaviour
- Making our roads safer
- Tackling substance misuse

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

Livingston North

PC Alan McMahon
PC Oliver Meres

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>

2.1 - Violence, Disorder and Antisocial Behaviour

Throughout this period, The Community Policing Team have continued to work hand in hand with partners and other agencies such as West Lothian Council Safer Neighbourhood Team (SNT), Housing and Schools. Doing so creates better communication and a greater detailed understanding of the problematic areas that allows police to engage in early intervention strategies and prevention activities. With the Safer Neighbourhood Team, a number of joint visits have been made throughout the ward resulting in occupiers being warned and issued tenancy warnings over loud music and anti-social behaviour. Carrying out this task benefits the complainer and aids in reducing further escalation and call demand. At present, neighbourhood disputes and anti-social behaviour type calls account for a large percentage of calls to Community Officers.

The police wish to encourage all members of the public to report incidents of anti-social behaviour within their ward area. Doing so allows the information to be assessed and assists in creating an intelligence picture which results in the problematic areas being targeted by police. Information provided by the public will remain anonymous.

During the December period, police received a number of calls to licensed premises regarding ongoing disturbances or violent related behaviour. These incidents were tackled by carrying out licensed premises checks at peak times and high visibility foot patrols in and around the problematic premises.

There has been an increase of youth related ASB around the Carmondean area. Enquiry is ongoing and several of the young persons identified. WLYAP and Education are aware and assisting with a partnership approach to address these issues.

2.2 - Road Safety

Roads Policing continue to monitor the ward area and act on local intelligence being supplied by members of the public. With this assistance and information provided, officers can actively target those responsible for committing driving offences such as speeding, driving with no licence, driving whilst disqualified and driving without valid insurance. Police rely on members of the public providing this type of intelligence allowing them to target offenders in the area and take action when required.

During the December and January months, Police carried out a festive Drink Drive campaign resulting in a number of offenders being arrested and reported to the PF for Road Traffic offences. Offenders were charged with offences such as Driving Impaired through Drink/Drugs and Driving under Influence of Alcohol.

A number of complaints and concerns remain ongoing within the ward area in terms of speeding, parking issues and other Road Traffic incidents. Police will remain to monitor these issues and where possible carry out routine patrols and stop checks at the problematic areas and issue tickets.

Police wish to remind members of the public against inappropriate, dangerous /inconsiderate parking in and around the local schools within the ward area. Police continue to support the schools in The Parksmart Scheme. In an effort to increase the awareness of this initiative, Sergeant Wells will be attending the West Lothian Parents Teacher Association forum along with WLC Education to highlight the benefits of the scheme.

Social Media platforms such as Facebook and Twitter are still being used by Police Scotland to provide assistance with driving standards and expectations as well as supplying local information.

2.3 Tackling substance misuse

Along with the Criminal Investigation Unit (CIU), the local Community Policing Team are directly and actively involved in the disruption of drug dealing and production within the ward area within domestic properties. Doing so allows officers to link in with other agencies such as Housing and ensure the relevant tenancy warnings are progressed.

Police continue to gather community intelligence from members of the public resulting in Misuse of Drugs Act warrants being executed in the ward area.

The majority of drug related crime enforced by police stems from intelligence being provided by members of the public. The public are urged and encouraged to report any suspicious activity that they see or hear. Doing so allows police to gather information which allows disruption to the individuals highlighted. Members of the public are again reminded that they can contact the police as an anonymous person. This can be carried out by phoning 101 or by contacting Crimestoppers by email or 08005551111. The Police continue to rely on information from the public to tackle this type of crime.

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

4/ 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



LIVINGSTON NORTH LOCAL AREA COMMITTEE

TOWN CENTRE FUND 2019/20 – PROGRESS UPDATE

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 Council Executive on 22 October 2019.

B. RECOMMENDATION

It is recommended that the local area committee:

1. notes that nine projects within the ward are being funded;
2. notes that officers are working with applicants to agree the final details to support the delivery the projects;
3. that the Scottish Government has advised local authorities that they are extending the expenditure deadline for all projects to 31 March 2021 and the completion deadline for all projects to 30 September 2021; 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 2020.

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 Livingston North Projects – Update on delivery of projects

Officers are working with applicants to ensure projects can be delivered within the timescales and an update on each is provided in Appendix 1. Projects can broadly be grouped around:

- Projects delivered directly by the applicant with Council advice available if required;
- Projects delivered by WLC on behalf of the applicant; and
- Projects where there is a mix of both.

Where the applicant is delivering the work funding has been, or is being, transferred directly to them to deliver otherwise the funding is being held by WLC and transferred to the appropriate service delivering the work.

D4 Next steps

All projects were advised that they had to be delivered, or contractually committed, by 31 March 2020. At the end of January 2020 progress of each project was reviewed to see if any projects will not go ahead and or where projects may have underspends.

However, the Scottish Government has advised local authorities that they are extending the expenditure deadline for all projects to 31 March 2021 and the completion deadline for all projects to 30 September 2021. The Regeneration Team have advised all recipients of the funding of this extension.

E. CONCLUSION

The Town Centre Capital Fund offers significant additional capital funding to improve West Lothian's town centres. The projects in Livingston North 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>

Livingston North LAC, 8 October 2019

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=43823>

Council Executive, 22 October 2019

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=43976>

Appendices/Attachments: Appendix 1 – List of agree projects in Livingston North

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6 March 2020

Appendix 1 - Livingston North Town Centre Capital Grant 2019/20 – Project Updates

Applic ation Code	Applicant	Project Name	TCF Award (£)	Update
Carmondean				
CAR01	Carmondean Community Council	Underpass and Bus Shelter Art project	22,000.00	<p>The Community Council is being supported to develop a design brief which will be used to hire a community artist to undertake some limited work within the schools and to produce the artwork for the underpasses and bus shelters. The transportation officer is facilitating the purchase and installation of the new bus shelters.</p> <p>A design brief, which outlines the work required by the chosen artist, has been finalised and provided to Creative Scotland for advertisement. Closing date is 27 February. The timescales following this will be for the artist to be contracted by March to undertake work over April/ May.</p> <p>Due to some of the costings being revised, the number of bus shelters and underpasses with scope of the project is being reduced to ensure there is appropriate artist time to deliver the project.</p>
CAR02	Carmondean Community Centre	WIFI	8,000.00	Funding has been retained by council as is being delivered internally. A works order has been raised for the council's IT to progress.
		Carmondean Total	30,000.00	
Eliburn				
ELI01	Eliburn Community Council	Newyearfield Farm disabled parking	30,000.00	Designs were developed by Roads & Transportation in consultation with Community Council and ENABLE Livingston. A contractor has accepted these works at the price of £10,085.38 with a view to completing these works in Late

		adaptations		May/June.
ELI02	Eliburn Community Council	Making Play Park Inclusive	18,432.00	This project is being delivered by Open Space in consultation with the applicant. The order has been placed for this project and the costing for this is £23,924 (which is £5,924 over budget). It has been agreed that this will be met by part of the ELI01 underspend.
		Eliburn Total	48,432.00	
Knightsridge				
KNI01	Mosswood Management Committee	External painting to Mosswood Community Centre	3,819.60	This project is being delivered via Construction Services. Customer and Community Services have obtained final quote which matches the amount quoted for in application. Likely underspend of £636.60 from unused VAT costs given council is delivering this.
KNI02	Knightsridge Community Council	Inclusive Playground	13,344.60	The Community Council has the responsibility for delivering this project, though Open Space Officer has agreed to procure the equipment on their behalf. A design has been agreed with the contractor for this which includes a wheelchair roundabout. Order has been placed for these works. Start date to be confirmed. Quote has come in slightly less than awarded amount but Open Spaces has advised this needs to be retained for any unforeseen extras.
KNI03	Mosswood Management Committee	Mosswood Interior Regeneration	6,599.80	<p>This project is being delivered via Construction Services. Customer and Community Services are obtaining final quote and will then provide a Project Initiation Sheet to Construction so that the works can then be assigned to a contractor.</p> <p>The management committee has added to the list of works to be undertaken to the café area which has naturally resulted in increased costs. The management committee will therefore fund the difference.</p>

				An asbestos check is required prior to the works taking place which may delay the above and require a reconsideration of works if the outcome of this were to require asbestos removal.
		Knightsridge Total	23,269.00	
Livingston Village				
LIV01	Almond Valley Heritage Trust	Re-turning the Wheel at Livingston Mill	11,340.00	Applicant has already begun works. Old wheel has been completely removed and new wheel is in production and works themselves likely to be completed by end of the financial year.
		Livingston Village / Kirkton Total	11,340.00	
Deans				
MA001	WLC - Planning Services	Livingston Local Centres Refurbishment	24,974.00	Construction Services are revising the costings and proposals for the suggested works at Livingston Station neighbourhood centre. Members will be consulted on these proposals prior to finalisation of works. It is also intended to engage with the community groups and faith-based groups who have facilities within the vicinity of this. The car park area will be the focus for these works, in particular, the area of land where the old community centre used to be sited.
		Deans Total	24,974.00	
		Livingston North Total	138,510.00	

LIVINGSTON NORTH LOCAL AREA COMMITTEE
TIMETABLE OF MEETINGS 2020-21

Agenda Issue	Meeting Date	Venue
Friday 11 September 2020	Friday 18 September 2020	Council Chambers
Friday 13 November 2020	Friday 20 November 2020	Council Chambers
Friday 15 January 2021	Friday 22 January 2021	Council Chambers
Friday 12 March 2021	Friday 19 March 2021	Council Chambers
Friday 30 April 2021	Friday 7 May 2021	Council Chambers
Friday 11 June 2021	Friday 18 June 2021	Council Chambers

All meetings will be held at 09:30 am in Council Chambers unless otherwise advised



LIVINGSTON NORTH LOCAL AREA COMMITTEE – AS OF MARCH 2020

	Report	Purpose	Lead Officer	Date
1	Housing Report	Quarterly update on Housing Services activity	Ann Marie Carr	May 2020
2	Operational Services Report	To provide a quarterly update report on activity	Jim Jack	May 2020
3	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	May 2020
4	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	June 2020
5	Police Report	Quarterly update on police/NRT activity	PC Alan McMahon	June 2020
6	Fire and Rescue	To provide an update on Operational Services activity	Gordon McGuire	June 2020
7	Deans South Update	To update on progress with developments at Deans South	Ann Marie Carr	To be determined
8	Ability Centre Update	To update on plans regarding future use of the Ability Centre.	Jo MacPherson	To be determined