



Community Planning Partnership Board

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

3 March 2020

A meeting of the **Community Planning Partnership Board** of West Lothian Council will be held within the **Craigsfarm Community Hub, Maree Walk, Livingston, EH54 5BP** on **Monday 9 March 2020 at 10:00am**.

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 Community Planning Partnership Board held on Monday 16 December 2019 (herewith).
5. Note Draft Minute of CPP Steering Group held on 4 February 2020 (herewith)
6. Action Tracker and "Checkpoint" (herewith)
7. "Prevention" and the CPP - Presentation by Professor James Mitchell, Professor of Public Policy, Edinburgh University
8. Scottish Fire and Rescue Service Safe and Well Approach - Presentation and discussion by David Lockhart (Local Senior Officer, SFRS)
9. West Lothian Early Adopter Update - Report by Gillian Amos, NHS

Lothian (herewith)

10. LOIP Performance Reporting - Exceptions Report - Report by Joanna Anderson (Community Planning Development Officer, WLC) (herewith)
11. Draft LOIP - Report by Joanna Anderson/Susan Gordon (Community Planning Development Officer, WLC) (herewith)
12. West Lothian Citizens Panel Review - Report by Joanna Anderson/Susan Gordon (Community Planning Development Officer, WLC) (herewith)
13. West Lothian Community Choices - Report by Donald Forrest (Head of Finance and Property Services) (herewith)
14. Date of Meetings 2020/21 :-
 - Monday 31 August 2020
 - Monday 30 November 2020
 - Monday 22 February 2021
 - Monday 24 May 2021

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

MINUTE of MEETING of the COMMUNITY PLANNING PARTNERSHIP BOARD held within the MARRIAGE SUITE, WEST LOTHIAN CIVIC CENTRE, LIVINGSTON, on 16 DECEMBER 2019.

Present

Councillors Kirsteen Sullivan (Chair)	West Lothian Council
Councillor Tom Conn	West Lothian Council
Councillor Andrew McGuire	West Lothian Council
Councillor David Tait	West Lothian Council
Graham Hope (Chief Executive)	West Lothian Council
Elaine Cook (Depute Chief Executive)	West Lothian Council
Craig McCorriston	West Lothian Council
Alan McCloskey (Chief Executive)	Voluntary Sector Gateway WL
Tim Dent (Chief Executive)	West Lothian Leisure
Brenda Cumming	WL Chamber of Commerce
Grant McDougall	Skills Development Scotland
Alison McCallum	NHS Lothian
John Sives	Joint Forum of CC's
Angus McInnes	Police Scotland
Jim Stewart	SESTran
Brian Robertson	Scottish Fire & Rescue
Neil Christian	Visit Scotland
Jonathan Pryce	Scottish Government

In Attendance

Donald Forrest	West Lothian Council
Allister Short	Chief Officer, IJB
Phil Ford	Skills Development Scotland
Nicky Water	NHS Lothian
Marjolein Don	NHS Lothian
Pippa Plevin	Joint Forum of CC's
Alice Mitchell	West Lothian Council
Joanna Anderson	West Lothian Council
Susan Gordon	West Lothian Council
Martin Thomson	West Lothian Council
Dougie Grierson	West Lothian Council

Apologies

Jackie Galbraith	West Lothian College
Graeme Struthers (Depute Chief Executive)	West Lothian Council

Absent

Councillor Chris Horne

1. DECLARATIONS OF INTEREST

No declarations of interest were made.

2. FEEDBACK ON THEMES AND ACTIONS

The Board considered the contents of the Action Tracker (copies of which had been circulated) and which provided progress on actions previously agreed by the Board. The actions were provided in “theme” order.

Decision

To note the contents of the Action Tracker.

2A THIRD SECTOR & THE CPP - UPDATE FROM ALAN MCCLOSKEY AND MARTIN THOMSON

The Board were provided with an overview of the work carried out by the Voluntary Sector Gateway West Lothian since the theme of “The Third Sector” had been considered by the Board back in May 2019.

Alan McCloskey, Chief Executive, Voluntary Sector Gateway explained that since taking up post in March 2019 he and his colleagues had met with a number of partner organisations including Skills Development Scotland and West Lothian College to discuss volunteering opportunities.

Mr McCloskey also explained that a review of funding for the gateway would continue into 2020/21 and that the gateway would be moving to new offices in the New Year due in part to having received funding towards capital costs through the Town Centre Funding application process.

Mr Martin Thomson, Business Growth Adviser, West Lothian Council then provided the Board with an overview of the development of West Lothian Foodbanks in partnership with West Lothian Council. This included explaining how they worked; growth between 2012 and 2016; linkage to the council’s Anti-Poverty Strategy; and support from the council including the impact of the West Lothian Council Development Grant.

The presentation continued by explaining that as a result of the development grant the foodbanks were now in a much more robust and sustainable position both financially and operationally. West Lothian Council would continue to offer advice and support to assist them in developing a new 5 year plan and initiate new strategies and develop additional services to help people move out of food poverty.

Both Mr McCloskey and Mr Thomson responded to questions from the Board.

The Chair thanked Mr McCloskey and Mr Thomson for their informative presentations.

Decision

To note the contents of the presentation on the third sector and West Lothian foodbanks.

2B CLIMATE EMERGENCY – UPDATE PRESENTATION

The Board considered the contents of a presentation by Craig McCorriston, Head of Planning, Economic Development and Regeneration, West Lothian Council and which provided an update on “Climate Emergency”.

Mr McCorriston provided the Board with a summation of the Climate Change Seminar (copies of which had been circulated) that had taken place on 7 October 2019 involving partners and stakeholders. He also explained the progress that the council was making in terms of its carbon reduction measures and which included the establishment of a short-term Cross Party Climate Emergency Group.

Mr McCorriston also explained that there already existed a Climate Change and Sustainability Working Group, which sat below the CPP Board structure and was currently undergoing a refresh. The refresh would include seeking nomination and attendance by partner organisations; Mr McCorriston undertook to contact partners at the conclusion of the meeting to take this matter forward.

Mr McCorriston then responded to a number of questions from the Board and which included changing behaviours; use of electric vehicles; electric vehicle charging infrastructure; and network capacity.

The Chair thanked Mr McCorriston for the informative presentation.

Decision

To note the presentation on Climate Emergency.

2C ECONOMIC DEVELOPMENT - UPDATE FROM ALICE MITCHELL AND PHIL FORD

The Board considered a presentation from Phil Ford, Skills Development Scotland which provided an overview of West Lothian’s labour market, now and into the future.

Information was provided to the Board in the context of Scotland as a whole and included data on GDP and productivity; a falling working age population; Brexit impacts; economic performance; and people and skills.

Some detailed information specific to West Lothian was also provided as part of the presentation.

Alice Mitchell, Economic Manager, West Lothian Council concluded the presentation by outlining the actions that would require to be taken by the Economic Partnership Forum, that sat below the CPP Board structure, and included a new Economic Strategy; developing Young Workforce and testing the skills analysis with businesses. It was also to be noted that the Forum would be looking to review payment of the living wage in the third sector over the coming months.

Mr Ford and Ms Mitchell then responded to questions from the Board.

The Chair thanked Mr Ford and Ms Mitchell for their informative presentations.

Decision

To note the contents of the presentation.

3. LOIP REVIEW

The Board considered a report (copies of which had been circulated) by the Community Planning Development Officer which set out the draft outcomes for the new Local Outcomes Improvement Plan and the actions that were identified at the CPP session in November 2019.

The report recalled that the Local Outcomes Improvement Plan (LOIP) review process began in March 2019. Engagement was undertaken, at that time, with partners and the community which informed development of a set of “focus areas” for the new LOIP. These were then agreed by the Community Planning Steering Group and the CPP Board.

These focus areas were then translated into draft outcomes which were then discussed at a partner session on 26 November 2019, facilitated by the Improvement Service. The list of outcomes was as follows :-

- Sustainable places
- Improving Health and Wellbeing
- Skills & Jobs

The partner session also provided an opportunity to begin discussion on the outputs and activities required to achieve the outcomes, using a model template. The completed logic templates were attached to the report at Appendix 1.

The report continued by providing details of the next steps that would be taken including development of performance indicators to measure progress in achieving the outcomes and a revised version of the LOIP.

It was recommended that the CPP Board :-

1. Agree the set of draft conditions;
2. Consider the draft actions identified; and
3. Note the next steps for developing the new Local Outcomes Improvement Plan.

Decision

1. To approve the terms of the report;

2. To consider the wording of the LOIP Outcome at bullet point 1 under “Improving Health and Well-being; and
3. To consider the comments with regards to the inclusion of “upskilling/retraining” under the “Skills and Jobs” Outcome.

4. WHAT'S NEXT FOR THE COMMUNITY PLANNING PARTNERSHIP BOARD ? - DISCUSSION

A discussion was undertaken by the partners which reflected on the presentations delivered earlier in the meeting and which had provided a summation of the work of the CPP during 2019.

The following comments and observations were made :-

1. The need for the CPP to deliver on expectations in 2020 and putting the LOIP into practice;
2. To be able to successfully measure the LOIP outcomes;
3. To continue to review challenges and how partners could better address these.

It was also suggested that on future CPP Board agendas that an item called “Checkpoint” be included which would provide an opportunity for the Board to be advised on what had been delivered in the previous quarter/where challenges remained and what needed to be done by partners to resolve issues.

Decision

1. To note the comments made by partners during the discussion on the way forward for the CPP Board; and
2. To agree the inclusion of a standing item of business known as “Checkpoint” that would provide an opportunity to report back on progress.

5. MINUTE

The Board confirmed the Minute of its meeting held on 2 September 2019. The Minute was thereafter signed by the Chair.

6. MINUTE OF THE COMMUNITY PLANNING STEERING GROUP MEETING HELD ON 29 OCTOBER 2019

The Board noted the Minute of the Community Planning Steering Group meeting held on 29 October 2019.

7. LOIP PERFORMANCE REPORTING - EXCEPTION REPORT

The Board considered a report (copies of which had been circulated) by the Community Planning Development Officer providing an exception report in relation to the LOIP.

Decision

To note the contents of the LOIP Exception Report

8. ARMED FORCES COVENANT - PRESENTATION

The Board considered the contents of a presentation that provided an overview of the support provided to the West Lothian Armed Forces Community Covenant (WLAFFC).

Mr Dougie Grierson, Regeneration Team Leader, West Lothian Council explained that the WLAFFC was supported by the WLAFFC Steering Group which had met regularly over the years since the Covenant was signed back in 2012 and had developed a number of actions to help deliver that support.

Mr Grierson continued by providing details of the Local Action Plan which had seen work around a number of projects including; mapping of the number of veterans living locally; an Employment Event; improvements to the council's website in terms of better understanding veterans issues and; development of a new e-learning tool and leaflet

Going forward the Steering Group were keen to identify new projects and would include an Employer Recognition Scheme; launch of the e-learning tool and leaflet in January; and in April a second event to promote the covenant again with a view to refreshing the Action Plan.

The Chair thanked Mr Grierson for the information presentation.

Decision

To note the work and support that was being provided in respect of the West Lothian Armed Forces Covenant.

9. EAST REGION - T2D WHOLE SYSTEMS PILOT PROJECT

The Board considered a report (copies of which had been circulated) by the Chief Officer IJB setting out the opportunity to host and deliver a "whole systems" pilot project as part of the East of Scotland (East Region) Prevention and Remission of Type 2 Diabetes Programme, in partnership with the Scottish Government.

The Board were advised that the East Region was distributing £60,000 to each of its six local authority areas to test whole system approaches through the design of a local pilot project with the aim of increasing

healthy weight across the local population with a focus on children and health inequalities.

Local Authorities would receive the funds, however, it was conditional on collaborative and partnership working between Local Authorities, Health Boards, Community Planning Partnerships and Integration Joint Boards to test the Whole System Approach identified with COSLA and the Scottish Government to prevent childhood obesity.

The aim of the programme was to :-

- Test a whole system approach to diet and healthy weight
- Explore a wide range of levers and opportunities to influence local policies and partnerships to implement innovative approaches to addressing the problem and demonstrating what was possible within existing frameworks.
- Identify barriers to local action, generating learning which can be shared across Scotland; and potentially informing change to government policy.

To participate, each council was required to nominate a senior sponsor and project lead. Project leads would then be asked to work with partners within and out with the council and health board to create a proposal detailing how they would use an initial £10,000 to carry out a 12 week discovery phase. The output would then inform the application for the remaining £50,000 of funding.

The project had four main phases and these were summarised in the report.

The CPP Board was asked to :-

1. Consider the opportunity and approach outlined in the report;
2. Support participation and the creation of a pilot in West Lothian;
3. Advise on how best to proceed in order to identify a senior sponsor and project lead to progress the work locally (local authority and health)

Decision

1. To note the contents of the report; and
2. To agree that Allister Short be the senior sponsor and Martin Higgins the local lead officer in relation to delivery of the TD2 pilot project for the West Lothian area.

10. HEALTH AND WELLBEING EARLY ADOPTER PROPOSAL

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

by the Community Planning Development Officer and Senior Health Policy Officer providing an update on a proposal from the Health and Wellbeing Partnership to take forward work with the Scottish Government/COSLA Public Health Reform Team and Health Scotland as an early adopter site to implement the national Public Health Priorities.

The Board were advised that Public Health Reform was a partnership between Scottish Government and COSLA and aimed to challenge current ways of working, to put more decision in the hands of citizens and provide support to local partnerships to develop their own approaches and solutions to local population health challenges.

The Public Health Priorities were published in 2018 and provided a starting point intended to support national and local partners across Scotland to work together to improve healthy life expectancy and reduce health inequalities in communities. The Public Health Reform programme emphasised the significance of CPP's as a vehicle for implementing these priorities locally.

Early adopters were intended to provide an opportunity to develop and test the whole system approach in practice through implementation in a smaller number of areas. These were based on local partnerships and would focus on the public health priorities. The Public Health Reform team and Health Scotland would work alongside the local partnership to help facilitate discussion, provide independent support to identify gaps and challenges and to provide learning on how to improve population health collaboratively.

It was proposed that the Health and Wellbeing Partnership would lead on this work and in the first few months of 2020 the Partnership would :-

- Form a steering group with input from the Public Health Reform Team, Health Scotland and representatives from the Health and Wellbeing Partnership.
- Use the three stage systems approach to run a series of events with key stakeholders and communities in West Lothian.
- Update the CPP on progress.

Later in 2020 it was hoped that the Health and Wellbeing Partnership would present the outline of a new approach to community wellbeing in West Lothian.

The CPP Board was asked to :-

1. Note the update on progress in relation to the Health and Wellbeing Partnership's approach to mental health and wellbeing; and
2. Consider and approve the proposal for West Lothian to become an early adopter site focusing on a new approach to community wellbeing promotion as part of the national public health reform

programme.

Decision

To approve the terms of the report

11. COMMUNITY JUSTICE OUTCOME IMPROVEMENT PLAN ANNUAL REPORT 2018/19

The Board considered a report (copies of which had been circulated) by the Senior Manager, Justice and Looked After Children, West Lothian Council providing an annual report on the progress on the Community Justice Outcome Improvement Plan (CJOIP) 2018/19 and the Annual Report submitted in September 2019.

The CPP Board was asked to :-

- Note the Annual Report for the CJOIP 2018/19;
- Note that West Lothian now had a 5 year Community Justice Strategic Plan for 2019-2024; and
- Note that a report would be submitted to the CPP Board each year on the annual report to Community Justice Scotland.

Decision

To note the contents of the report.

12. DATES OF NEXT MEETINGS

The Board noted the dates of forthcoming meetings for early 2020. These being :-

- Monday 9 March 2020
- Monday 8 June 2020

Minute

Present: Graham Hope, Craig McCorriston, Alice Mitchell, Joanna Anderson, Susan Gordon, Alan McCloskey, Tim Ward, Martin Higgins, Jim Henderson, Graeme Struthers, Alun Williams, Brian Robertson, Donald Forrest, Jonathan Pryce, Andy Cotton, Jessie Jamieson, Mark Wheelhouse

Apologies: Ann Marie Carr, Elaine Cook, Jackie Galbraith, James Cameron, Carol Bebbington

1. Welcome and Apologies

2. Minute of Previous Meeting

The minute was agreed.

3. Matters Arising

There were no matters arising.

4. LOIP Performance Reports

a. Health & Wellbeing Report

- Infant mortality has increased slightly; however this is based on a small number that fluctuates from year-to-year. Child healthy weight has levelled off in recent years. Funding has been received to pilot a new approach focused on making contact with new mothers in the immediate post-natal period to offer support for breastfeeding. It is intended that this activity will be scaled up.
- Discussion focused on premature mortality and in particular, female mortality. Life expectancy has stalled in recent years across the Lothians. Female mortality is worse in West Lothian compared to the Lothians and the Scottish average. Data shows an increase in early deaths, particularly from cancers and circulatory issues. There is a more pronounced increase in more deprived areas. It was noted that life expectancy is not just a health issue and that available evidence suggests the most likely causes for the change are economic.
- The Steering Group agreed that this was an issue that requires further review and analysis. A special meeting of the Community Planning Steering Group is to be arranged to focus on this issue. Other specialists are to be invited.

b. Exceptions Report

The report was noted.

5. SIMD 2020

It was noted that the 2020 results show a snapshot in time and that SIMD is a relative measure of deprivation. It allows a comparison of West Lothian with other areas but should

not be used to compare results over time. There have been no significant changes since 2016. The most deprived datazone remains Armadale Mayfield. It was noted that more than 50% of individuals in deprivation do not live in the most deprived areas and so interventions cannot just be targeted here. The Income, Employment and Health domains have the biggest impact on West Lothian results. Further analysis is required on the data and on the changes within specific domains. It was agreed that there would also be further work to articulate where SIMD has an influence (e.g. in terms of funding, eligibility criteria) and what this means for the dispersed individuals experiencing deprivation. The Joint Forum of Community Councils has also requested SIMD analysis at community council level – agreed that this would be prepared.

6. Living Wage Report

The report provided an update on Living Wage Places. A consultation is to be carried out with the third/voluntary sector. The question set is currently being developed. Alan McCloskey confirmed VSGWL will help to communicate the survey within the sector. The aim is for 30-40 returns. There was some discussion around the difference between the Scottish Local Government Living Wage and the UK Living Wage. West Lothian is currently performing relatively well in relation to those earning below the Living Wage.

It was noted that we need to both encourage employers to pay the Living Wage as a minimum and also ensure that we are providing training/upskilling opportunities to help reduce inequalities and support people experiencing in-work poverty. Anecdotal feedback from the private sector suggests potential unintended consequences may be dissuading businesses becoming Living Wage employers. It was noted that the message should focus on Living Wage as a minimum wage. Discussion with businesses should be done sensitively, should demonstrate an understanding of the industry and should focus on the benefits of becoming a Living Wage employer. It was suggested that a case study may help to articulate this (e.g. Ashwood Construction is a local good news story).

It was agreed that as well as carrying out this survey, there would be renewed discussion with the FSB and Chamber of Commerce. Work is also to be carried out with the Advice Shop to review the impact of the Scottish Living Wage on poverty.

7. LOIP Review Update

The report was noted.

8. Draft Agenda for CPP Board 9 March 2020

- The venue for the meeting is to be confirmed. Partners agreed to send suggestions to Joanna.
- The SIMD report is to be removed and a separate session with the CPP Board is to be arranged.
- An update on West Lothian Community Choices is to be added to the agenda.

9. Dates of Next Meetings

The dates of the next meetings were agreed.

Summary of Actions

No.	Action	Who	When	Update (to be updated for 28 April CPSG)
Item 4a. Health & Wellbeing Report				
1	A special meeting of the Steering Group is to be arranged to focus on life expectancy/premature mortality. Other specialists are to be invited.	Joanna Anderson/Martin Higgins	Meeting to be arranged for early May 2020	
Item 5. SIMD 2020				
2	Further analysis of SIMD data to be carried out; further work to articulate where SIMD has an influence; and consider SIMD analysis at community council level	Andy Cotton/Alice Mitchell	Work to be progressed and will inform the CPP Board SIMD session in March 2020	
Item 6. Living Wage				
3	Living Wage survey to be carried out with 3 rd /voluntary sector; renewed discussion with the FSB and Chamber of Commerce; work with Advice Shop to review the impact of the Scottish Living Wage on poverty	Jim Henderson	Work to be progressed and an update to be provided at April Steering Group	
Item 8. Draft CPP Board Agenda				
4	Venue suggestions to be sent to Joanna	ALL	By 12 February 2020	
5	Agenda to be amended to reflect discussion	Joanna Anderson	By end February 2020	
6	Special CPP Board focused on SIMD 2020 to be arranged	Joanna Anderson/Andy Cotton	Meeting to be arranged for end March 2020	

CPP Board Meeting Action Tracker - Open Actions (at 9 March 2020 Board meeting)

Meeting/Theme	No.	Action	Person Responsible	Target Date	Progress/Comment	Status
25/3/19 - Economic Development	1	Economic Partnership Forum to consider the needs of the health and care sector and their use of technology and innovation in light of reducing resources	Economic Partnership Forum (EPF)	To be considered with review of EPF/Economic Strategy	Discussions held at EPF and meetings held with officers/partners to specifically discuss health and care sector. This will inform development of the new Economic Strategy.	Ongoing
	3	Partners to ensure that employers are suitably supported to enable them to support their respective workforce around flexible working hours, as an example	EPF	To be considered with review of EPF/Economic Strategy	Discussions held at EPF. This will inform development of the new Economic Strategy.	Ongoing
	4	Ensure that any investment in public transport is maximised to its full potential	EPF	To be considered with review of EPF/Economic Strategy	Discussions held at EPF. This will inform development of the new Economic Strategy.	Ongoing
27/5/19 - 3rd Sector	5	Further engagement regarding supporting volunteers as well as those receiving support from the third sector, creating community resilience. Committed to have further dialogue to enable strategic partnership discussions.	Carol Bebbington (IJB)	By December 2019	<i>Awaiting update</i>	Ongoing
	6	To discuss with employer and employees how best to support and become involved in the third sector	Grant MacDougall (SDS)	By December 2019	Discussed at national, regional and local levels within Skills Development Scotland. SDS recently relaunched their Health and Wellbeing strategy with a focus on Life at SDS campaign to highlight the benefits of volunteering, giving ideas for team volunteering opportunities and showcasing the positive impact other teams and individuals have made through volunteering. Staff are encouraged to apply for time off to undertake volunteering activities. Office 365 Yammer Group established to further promote volunteering within SDS.	Ongoing
	7	Internally review SDS strategic approach to third sector/volunteering, including staff release to participate	Grant MacDougall (SDS)	By December 2019	See above	Ongoing

8	Follow up discussion with Raymond Branton and Alan McCloskey re. SDS strategic engagement with third sector	Grant MacDougall (SDS)	By December 2019	SDS West Lothian Area Manager Emma Mathews met with Alan McCloskey on 10th October 2019 to discuss SDS strategic and operational engagement with the third sector. Both Alan and Emma are keen for both organisations to work together and ongoing collaboration is planned with a view to increase opportunities for young people and also tracking and monitoring participation in the context of the school leaver destination and Participation Measure returns. SDS looking to use VSGWL new premises relaunching in January 2020 as well as the Volunteer search/locator tool on their website which will be promoted with SDS customers. Use of the Saltire Award when rebranded to benefit customers has also been discussed.	Meeting held. Discussion ongoing
10	Let private employers know how they can support the third sector and celebrate those that already do.	Garry Clarke (FSB)	By December 2019	Discussions ongoing with VSGWL around FSB's Business and Communities report, how to celebrate contribution of small businesses to volunteering and encourage more to do so.	Ongoing
11	To involve the third sector in the "Keep Safe" initiative through further roll out of training.	Police Scotland	Ongoing action	Keep under consideration what is possible within current resources	Ongoing
13	Meeting to be arranged with NHS/Police/Fire to specifically discuss referrals/signposting at points of crisis	Carol Bebbington/Martin Higgins/Police Scotland/Brian Robertson	By February 2020	Date to be arranged in the new year following the festive break. 27/02/20 - Unable to align suitable date, will arrange a meeting asap.	Ongoing
16	Explore staff volunteering opportunities, building link to West Lothian CPP	Neil Christison	ScotSpirit Breaks is an ongoing initiative	Consideration has been given to how CPP can support VisitScotland's ScotSpirit Breaks initiative to provide vulnerable and disadvantaged families with a short break or day out. Following success of last year, VisitScotland are in the process of recruiting businesses for this year - a list of 15 West Lothian businesses who meet criteria have been identified. Further information on this project can be provided at a future meeting.	Ongoing

	19	Meetings of the Economic Partnership Forum to discuss links between the private and third sector	Alice Mitchell	To be considered with review of EPF	Currently reviewing the focus of the EPF - this is being considered as part of this	Ongoing
	20	Further explore the potential for Community Development Trusts to provide a link between CPP partners and place based community organisations	CPP Team	Ongoing action	Community involvement structures are being reviewed.	Ongoing
2/9/19 - Climate Emergency	24	Consider how climate change will feature in the new LOIP	CPP team	New LOIP to be in place 2020	This has been identified as a clear focus area for the new LOIP. New outcome agreed and the actions from the climate change seminar will shape the LOIP actions.	Ongoing
	25	Consider how to make CPP Board meetings more environmentally-friendly (e.g. reducing agendas/papers, hold meetings remotely)	CPP Chair/CPP Team	Ongoing action	Thematic minutes will now be circulated to the Board electronically rather than included in Board agenda pack. Wider options to be considered as part of action plan from the CPP climate change action plan	Ongoing
16/12/19 - Reflecting on 2019	26	Refresh the Climate Change & Sustainability Working Group, including membership	Craig McCorriston	spring 2020	Review following recommendations from the cross party climate emergency working group	Ongoing
	27	Living Wage report to future CPP Board	Alice Mitchell	June 2020	Living Wage survey to be carried out with 3rd sector organisations. A report will be taken to the CPP Board following this.	Ongoing
	28	Finalise LOIP outcome wording based on partner discussion.	CPP Team	By end February 2020	Draft LOIP to be presented to CPP Board 9 March 2020	Ongoing
	29	Further work to be carried out to identify short, medium and long term outcomes/activities for the new LOIP	CPP Team	By end February 2020	Draft LOIP Delivery Plan to be presented to CPP Board 9 March 2020	Ongoing
	30	Future CPP Board meetings to focus on putting the LOIP into practice, measuring outcomes and reviewing challenges. Future agendas to include 'checkpoint' to report on what has been achieved in last quarter/where challenges remain/what needs to be done by partners to resolve issues	CPP Team	From 9 March 2020 meeting	Added to the agenda for the 9 March 2020 meeting. The Action Tracker will continue to enable partners to report back on specific actions from previous meetings. Partners will also now have the opportunity to provide wider updates and raise any challenges.	Ongoing
	31	T2D pilot project to be progressed through the Health & Wellbeing Partnership	Health & Wellbeing Partnership (leads: Allister Short/Lorna Kemp and Martin Higgins)	Timescales TBC	Update to be provided at 9 March meeting	Ongoing

	32	Health and Wellbeing Early Adopter Proposal to be progressed through the Health & Wellbeing Partnership	Health & Wellbeing Partnership (leads: Martin Higgins and Susan Gordon)	Timescales TBC	Update to be provided at 9 March meeting	Ongoing
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Completed Actions

Meeting	Action	Comments	Status
25/3/19 - Economic Development	To note that it was equally important to support those already in work and not just the unemployed		Completed
27/5/19 - 3rd Sector	Ensure there is a place at the CPP Steering Group for the VSGWL	VSGWL now sit on CPSG	Completed
27/5/19 - 3rd Sector	Ensure there is a place at the Economic Partnership Forum for the VSGWL	WLSN have a seat on EPF	Completed
27/5/19 - 3rd Sector	Invitation to Third Sector Strategy Group open to all partners to discuss specific key issues.		Completed
27/5/19 - 3rd Sector	Meet with the Third Sector Strategy Group (Martin Higgins)	Martin attended 27/11/19 TSSG meeting	Completed
27/5/19 - 3rd Sector	Attend a meeting of Third Sector Strategy Group (Grant MacDougall)	Following meeting above it was decided not to have SDS attend a meeting of the Third Sector Strategy Group	Completed
27/5/19 - 3rd Sector	Organise a workshop with key third sector organisations as part of the development of the College's strategic development plan	Workshop held in Sept 2019. Promoted within 3rd sector.	Completed
25/3/19 - Economic Development	Development of a strategic partnership approach between the CPP and the third sector. To take this forward, it was agreed that an exemplar project would be identified to allow the CPP to apply this approach practically. It was suggested that a project within the Anti-Poverty Strategy could be used.	West Lothian Food Bank example presented to CPP Board in December 2019.	Completed
2/9/19 - Climate Emergency	Seminar to be arranged to continue the conversation with partners	Seminar held October 2019. Action Plan developed and agreed by CPP Board.	Completed

27/5/19 - 3rd Sector	VSGWL to assist Police and Fire Services with signposting to the range of services provided by third sector organisations.	Alan McCloskey met Brian Robertson, Lynne Gow, Scott Williamson, Stuart McNiven (SFRS) and Rhona Douglas (Police) to explain and demonstrate the VSGWL Locator Tool, this was a positive meeting and many uses across both services were identified for future use.	Completed

West Lothian Early Adopter Update

1. Purpose of Report

This report updates the board on the progress of the two whole system early adopter projects which focus on Type 2 Diabetes and Mental Wellbeing. It also outlines the phase 1 funding application for community engagement work in Whitburn as part of the Type 2 Diabetes project.

2. Recommendations

The CPP Board is asked to:

- *Note progress establishing core groups to deliver the early adopters whole system work on Type 2 Diabetes and Mental Wellbeing*
- *Note the application to the East Region Programme board for £10,000 'Discovery Phase' funding for the Type 2 Diabetes early adopter programme*
- *Recognise the importance of the CPP Board leadership role in whole systems working*

3. Discussion

At its meeting on 16 December 2019, the CPP Board approved two whole system early adopter proposals focusing on Type 2 Diabetes and Mental Wellbeing. Since December, separate working groups have been established for both projects with representation from West Lothian Council, NHS Lothian, West Lothian Health and Social Care Partnership and other stakeholders. There are common members of both core groups to ensure co-ordination. The CPP Health and Wellbeing Partnership will provide governance for the early adopter projects.

It has become evident that there will be shared learning from both projects. For example, a shared Train the Trainer session on systems mapping is being arranged. It has also become clear that the council regeneration plans are serving as essential background for the work. Community engagement will be essential and specific plans will be developed to achieve this. External partners from Scottish Government, East Region Programme Board and Health Scotland have emphasised the importance of whole system working as transformational change. A key task is building support from public and third sector leaders to ensure that whole system approaches are not solely about communities being expected to change without shifts in service planning and thinking.

While both projects start with a health issue, a whole system shift towards a more preventative approach to improve mental wellbeing or reduce the risk of developing Type 2 Diabetes will necessarily involve place based working. A funding application to the East Region Programme Board is being developed for the Type 2 Diabetes project with a focus on Whitburn.

Whitburn is characterised by underlying poverty and income deprivation and an older population than the West Lothian average. There is a higher incidence of poor health in Whitburn than in West Lothian in general. Whitburn Central is worse than the Scottish average and the West Lothian average for the following indicators associated with Type 2 Diabetes:

- Maternal obesity (2nd worst in West Lothian)
- Babies exclusively breastfed at 6-8 weeks (3rd worst in West Lothian)
- Child healthy weight in p1
- Child dental health in p1 (3rd worst in West Lothian)
- Child dental health in p7 (2nd worst in West Lothian)
- Population income deprived (worst in West Lothian)
- Working population employment deprived (worst in West Lothian)
- Children in low income families (worst in West Lothian)
- Young people living in the most income deprived quintile, aged 0-25 years (4th worst in West Lothian)

The first phase of funding is intended to be used to initiate community conversations with key stakeholders in Whitburn about food and health. It is imperative that we build support among community agencies such as the development trust and the community education centre. But we will also aim to engage with a wider population. We intend to run systems mapping workshops with key stakeholders. Funding will be used for hiring venues, branding, project advertising, marketing materials as well as refreshments for meetings and engagement events locally. Some funding will contribute to hiring project administrative support.

4. Summary of Implications

Relevant LOIP outcome (s)	Health and Wellbeing; Children have the best start in life and are ready to succeed. We live in resilient, cohesive and safe communities We live longer, healthier lives and have reduced health inequalities. Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business. We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
Relevant LOIP performance indicator (s)	Estimated percentage of children at a healthy weight. Estimated percentage of children overweight. Percentage of Citizen Panel members who engage in physical activity 5 or more times a week. Percentage of Citizen Panel Members who

	<p>walk or cycle to work.</p> <p>Percentage of adults making one or more visits to the outdoors per week.</p> <p>Percentage of primary and secondary school children travelling actively to school</p> <p>Percentage of adults able to look after their health very well or quite well</p> <p>Warwick-Edinburgh Mental Wellbeing Score</p> <p>Percentage of residents stating they are satisfied with their neighbourhood</p>
Resources	This proposal outlines indicates how the first £10,000 of £60,000 for the Type 2 Diabetes project will be used.
Link to prevention/community engagement	Inherent in the approach outlined
Impact on inequalities	Inherent in the approach outlined
Key risks	<p>Failure to engage with residents and other key stakeholders in Whitburn</p> <p>Failure to ensure buy-in from Community Planning Partners to the transformational intent of whole systems approaches</p>

5. Consultations

The funding for the Type 2 Diabetes work is to enable community engagement. A similar approach will be adopted for the mental wellbeing project.

6. Conclusions

This report outlines progress on the early adopter projects for Type 2 Diabetes and Mental Wellbeing with specific reference to funding for the initial phase of community engagement in Whitburn for the diabetes work.

Report written by/contact details/date

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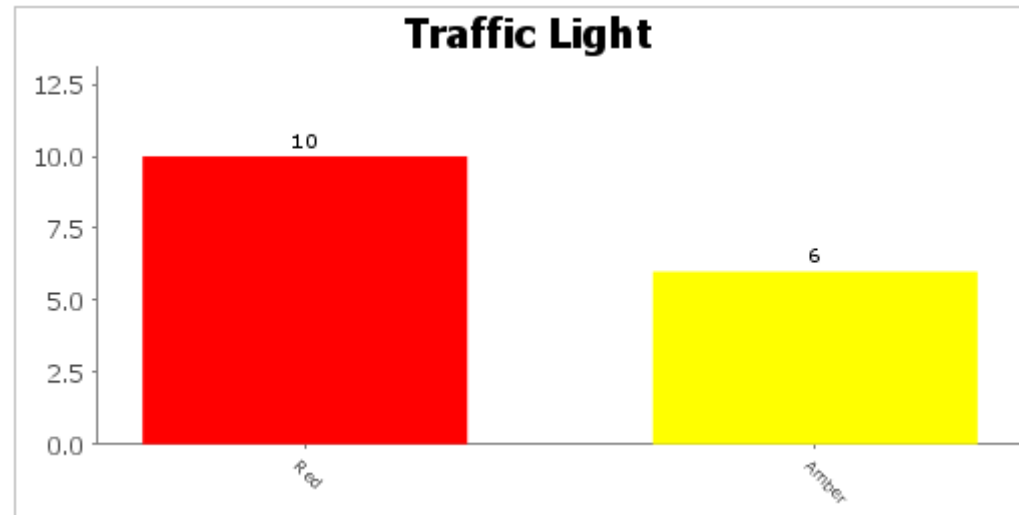
27 February 2020

2. High Level Steering Group Exceptions Report(grp by Forum)



Report Type: Pls Report


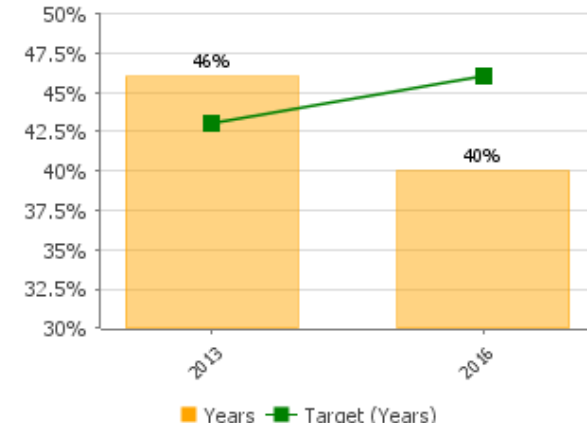

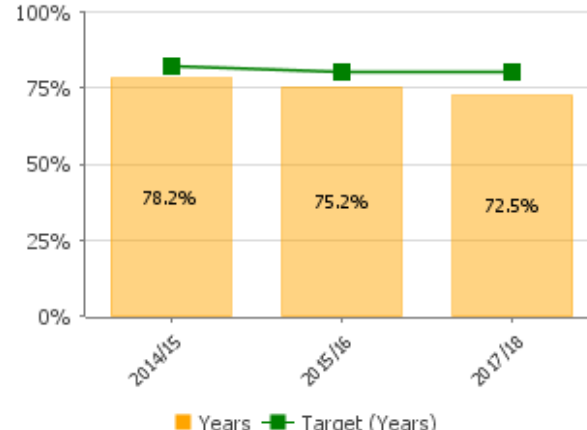
Report Author: Joanna Anderson

Generated on: 27 February 2020 11:05


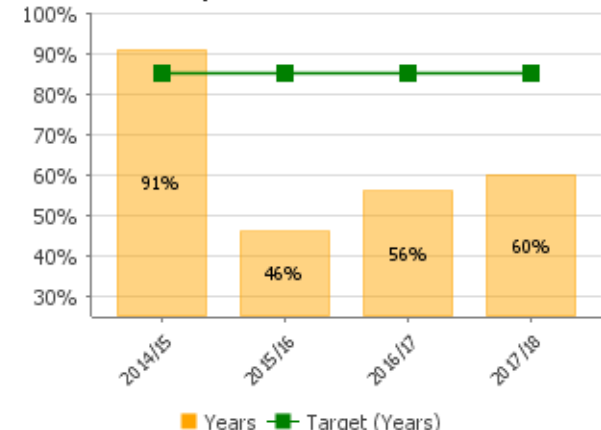


SOA13_Community Safety Forum

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart															
	SOA1304_12 Number of people killed or seriously injured in road accidents.	CPP13_West Lothian Council	SOA13_Transportation Manager(Graeme Malcolm); zOPSHQ_PIAAdmin; Yvonne Beresford	<p><u>Trend Chart Commentary:</u></p> <p>This performance indicator shows the number of people killed or seriously injured in road accidents within West Lothian as published annually by the Scottish Government. This indicator a combination of the separate casualty reduction targets for the number of people killed and the number of people seriously injured in line with Scottish Government national casualty reduction targets.</p> <p>There was a decrease in the number of people killed and seriously injured in West Lothian in 2018 compared to 2017. The provisional figures for 2018 show there were 47 people killed or seriously injured, a decrease of 5 from 2017. Of these, sadly 2 people were killed with 47 people being seriously injured.</p> <p>2019 data will be available around the end of October 2020.</p> <p>Finally, it should be noted that good performance is illustrated by the number of road accidents being below the target line.</p> <p><i>The target is based upon achieving a 40% reduction in people killed and a 55% reduction in seriously injured casualties by 2020 compared to the 2004-08 average.</i></p>	<p>SOA1304_12 Number of people killed or seriously injured in road accidents.</p>  <table><thead><tr><th>Year</th><th>Years (Actual)</th><th>Target (Years)</th></tr></thead><tbody><tr><td>2015</td><td>59</td><td>59</td></tr><tr><td>2016</td><td>49</td><td>50</td></tr><tr><td>2017</td><td>54</td><td>49</td></tr><tr><td>2018</td><td>49</td><td>49</td></tr></tbody></table> <p>Legend: ■ Years —■— Target (Years)</p>	Year	Years (Actual)	Target (Years)	2015	59	59	2016	49	50	2017	54	49	2018	49	49
Year	Years (Actual)	Target (Years)																		
2015	59	59																		
2016	49	50																		
2017	54	49																		
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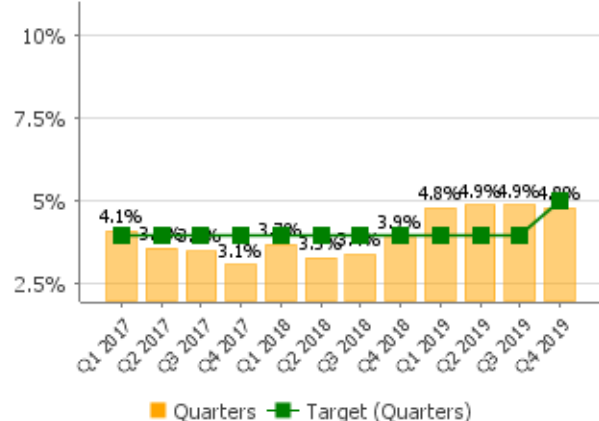
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart								
	SOA1304_18 Percentage of residents who feel they can influence decisions	CPP13_West Lothian Council	SOA13_Community Planning Development Officer 1(Susan Gordon)	<p><u>Trend Chart Commentary:</u></p> <p>There has been a decrease in positive perceptions from the Citizens Panel about their ability to influence decisions that are taken about their communities. The 2016 results show that 40% of respondents agree that people in their community can influence decisions. (46% in 2013).</p>	<p>SOA1304_18 Percentage of residents who feel they can influence decisions</p>  <table><thead><tr><th>Years</th><th>Target (Years)</th></tr></thead><tbody><tr><td>2013</td><td>46%</td></tr><tr><td>2016</td><td>40%</td></tr></tbody></table>	Years	Target (Years)	2013	46%	2016	40%		
Years	Target (Years)												
2013	46%												
2016	40%												
	SOA1304_33 Percentage of tenants satisfied with the management of the neighbourhood they live in	CPP13_West Lothian Council	SOA13_Performance and Change Manager(Sarah Kelly)	<p><u>Trend Chart Commentary :</u></p> <p>Housing, Customer and Building Services carries out this tenant satisfaction survey every two years, which meets the requirements of the Regulator and has been agreed by the service and the Tenants Panel. This survey was not carried out in 2016/17. As we did not achieve our target in 2017/18, we will continue to work on improving our customer satisfaction and the 2019/20 target will remain at a 80%.</p> <p>In 2017/18, of the 1782 responses received, 594 (33.3%) were very satisfied and 698 (39.2%) were fairly satisfied with the landlord's management of the neighbourhood they live in. Of the remaining responses ; 271 (15.2%) were neither satisfied nor dissatisfied; 123 (6.9%) were fairly dissatisfied and 96 (5.4%) were very dissatisfied. The benchmarking information published by Scottish Housing Regulator (SHR) indicates that the 2017/18 Scottish Social Landlord average was 88% satisfied and our</p>	<p>SOA1304_33 Percentage of tenants satisfied with the management of the neighbourhood they live in</p>  <table><thead><tr><th>Years</th><th>Target (Years)</th></tr></thead><tbody><tr><td>2014/15</td><td>78.2%</td></tr><tr><td>2015/16</td><td>75.2%</td></tr><tr><td>2017/18</td><td>72.5%</td></tr></tbody></table>	Years	Target (Years)	2014/15	78.2%	2015/16	75.2%	2017/18	72.5%
Years	Target (Years)												
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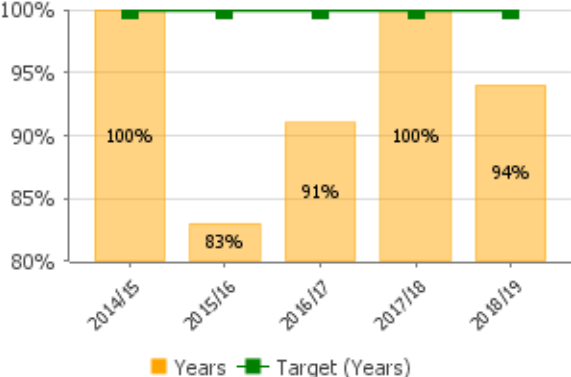
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>Scotland's Housing Network (SHN) Peer Group average was 81%. We will continue to work and consult with our tenants in order to improve on this measure.</p> <p>In 2015/16, of the 1381 responses received, 483 (35%) were very satisfied and 556 (40.24%) were fairly satisfied with the landlord's management of the neighbourhood they live in. Of the remaining responses ; 155 (11.22%) were neither satisfied nor dissatisfied; 116 (8.4%) were fairly dissatisfied and 71 (5.14%) were very dissatisfied. The benchmarking information published by SHR indicates that the 2015/16 Scottish Social Landlord average was 85.98% satisfied and our SHN Peer Group average was 81.06%.</p> <p>In 2014/15, of the 690 responses received, 256 (37.1%) were very satisfied and 284 (41.1%) were fairly satisfied with the landlord's management of the neighbourhood they live in. Of the remaining responses ; 72 (10.5%) were neither satisfied nor dissatisfied; 52 (7.6%) were fairly dissatisfied and 26 (3.7%) were very dissatisfied.</p> <p>In 2013/14, 77% of tenants (who responded to the annual Tenant Satisfaction Survey) advised that they were either satisfied or very satisfied with the management of their local area. Of the 548 responses received, 199 were very satisfied and 223 were fairly satisfied. Of the remaining responses ; 67 (12.2%) were neither satisfied nor dissatisfied; 37 (6.8%) were fairly</p>	


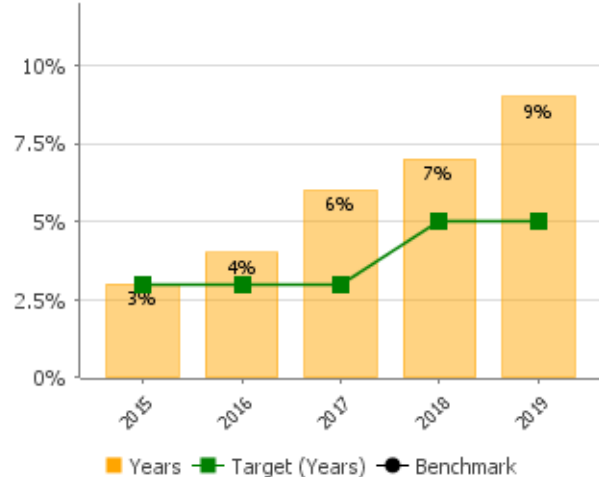
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart										
				dissatisfied; and 22 (4%) were very dissatisfied.											
	CP:SOA1305_07 Percentage of care leavers entering a positive destination	CPP13_West Lothian Council	SOA13_Economic Development Officer (Jill Staniforth); SOA13_Head of Education(Learning, Policy and Resources)(James Cameron)	<p><u>Trend Chart Commentary :</u></p> <p>The latest data is for academic year 2017/18. The figure of 60% into positive destinations represents 6 out of 10 looked after young people leaving school. West Lothian had the lowest percentage score of all council areas in Scotland. The follow-up survey of the same group of leavers showed a decrease to 40% representing 4 out of 10 looked after young people leaving school. The percentage of looked after children leaving school and entering a positive destination was 56% for the 2016/17 academic year leaver group.</p> <p>It is important to recognise that based on this data source (Scottish Government) only a small number of looked after children leave school each year (10 in total for 2017–18) so one additional positive outcome would result in a 10 percentage point increase.</p> <p>Looked after children including those in negative destinations continue receive targeted support via key worker provision. The aim is to give them the best chance of finding a positive destination, maintain a positive destination in the long-run and provide continuity of support if an individual does not sustain a positive destination. However, the group does include individuals who are faced with considerable challenges and who may choose not to engage with support services.</p>	<p>CP:SOA1305_07 Percentage of care leavers entering a positive destination</p>  <table><thead><tr><th>Year</th><th>Percentage</th></tr></thead><tbody><tr><td>2014/15</td><td>91%</td></tr><tr><td>2015/16</td><td>46%</td></tr><tr><td>2016/17</td><td>56%</td></tr><tr><td>2017/18</td><td>60%</td></tr></tbody></table> <p>Legend: Yellow bars represent 'Years' data, and the green line with squares represents the 'Target (Years)'.</p>	Year	Percentage	2014/15	91%	2015/16	46%	2016/17	56%	2017/18	60%
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Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				2018/19 data will become available in mid-June of 2020.	



SOA13_Economic Forum


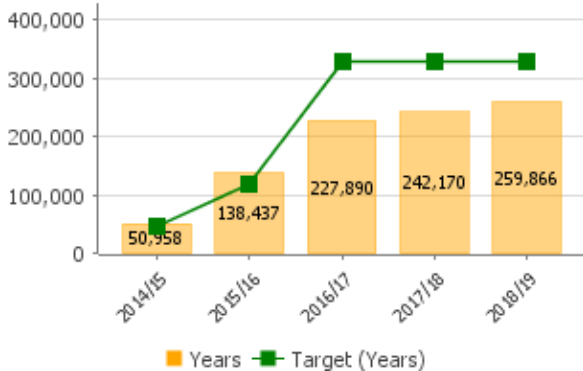

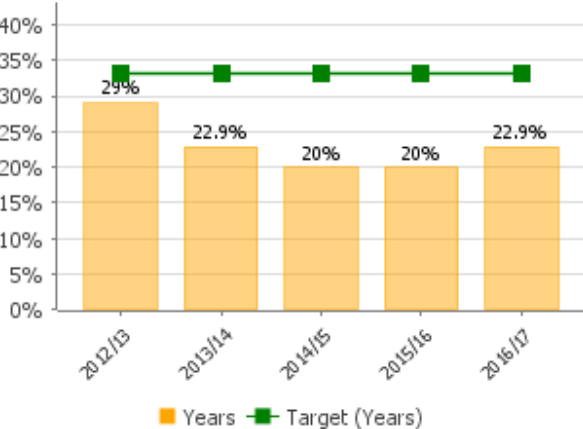
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart																																							
	SOA1302_10 Percentage of 18 -24 year olds claiming Job Seekers Allowance and Universal Credit	CPP13_West Lothian Council	SOA13_Economic Development Officer (Jill Staniforth)	<p><u>Trend Chart Commentary:</u></p> <p>The latest figure is for Quarter 4 – December 2019, with a rate of 4.8%. West Lothian's level of youth unemployment is the close to the Scottish level (4.4%). Historically, West Lothian has had a higher level of youth unemployment than Scotland.</p> <p>By historic standards the youth jobless number and rate are therefore low – in February 2013 the rate was 10%. It should be noted that:</p> <ul style="list-style-type: none">. West Lothian has a higher proportion of young people who are economically active and in the job market, but reliant on temporary and seasonal employment.. There has been a slowdown in recruitment within the service sectors in Scotland. <p>Tackling youth unemployment continues to be one of the key challenges for West Lothian and this is reflected in the current economic strategy – and the range of national and local initiatives that have been developed to create opportunities for young people.</p>	<p>SOA1302_10 Percentage of 18 -24 year olds claiming Job Seekers Allowance and Universal Credit</p>  <table><thead><tr><th>Quarter</th><th>Quarters (%)</th><th>Target (Quarters) (%)</th></tr></thead><tbody><tr><td>Q1 2017</td><td>4.1%</td><td>3.1%</td></tr><tr><td>Q2 2017</td><td>3.8%</td><td>3.1%</td></tr><tr><td>Q3 2017</td><td>3.8%</td><td>3.1%</td></tr><tr><td>Q4 2017</td><td>3.1%</td><td>3.1%</td></tr><tr><td>Q1 2018</td><td>3.7%</td><td>3.1%</td></tr><tr><td>Q2 2018</td><td>3.5%</td><td>3.1%</td></tr><tr><td>Q3 2018</td><td>3.7%</td><td>3.1%</td></tr><tr><td>Q4 2018</td><td>3.9%</td><td>3.1%</td></tr><tr><td>Q1 2019</td><td>4.8%</td><td>3.1%</td></tr><tr><td>Q2 2019</td><td>4.9%</td><td>3.1%</td></tr><tr><td>Q3 2019</td><td>4.9%</td><td>3.1%</td></tr><tr><td>Q4 2019</td><td>4.8%</td><td>3.1%</td></tr></tbody></table>	Quarter	Quarters (%)	Target (Quarters) (%)	Q1 2017	4.1%	3.1%	Q2 2017	3.8%	3.1%	Q3 2017	3.8%	3.1%	Q4 2017	3.1%	3.1%	Q1 2018	3.7%	3.1%	Q2 2018	3.5%	3.1%	Q3 2018	3.7%	3.1%	Q4 2018	3.9%	3.1%	Q1 2019	4.8%	3.1%	Q2 2019	4.9%	3.1%	Q3 2019	4.9%	3.1%	Q4 2019	4.8%	3.1%
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Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart												
	SOA1302_14 Percentage of Primary, Secondary, Additional Support Needs and Early Learning and Childcare establishments receiving positive inspection reports	CPP13_West Lothian Council; EDQIT_Quality Improvement Team	SOA13_Head of Education (Curriculum,Quality Improvement & Performace)(D McMaster); zEDQIT_PAdmin	<p><u>Trend Chart Commentary:</u></p> <p>The percentage of schools receiving a positive inspection report from Education Scotland decreased from 100% to 94% between 2017/18 and 2018/19.</p> <p>2018/19 – 15 of 16 establishments received positive inspections (94%)</p> <p>2017/18 – 7 of 7 establishments received positive inspections (100%)</p> <p>2016/17 – 10 of 11 establishments received positive inspections (91%)</p> <p>2015/16 – 5 of 6 establishments received positive inspections (83%)</p> <p>2014/15 – 7 of 7 establishments received positive inspections (100%)</p> <p>Where improvements in performance are identified by inspectors an action plan is prepared by the school, with input from Education Quality Improvement Officers, to improve performance, and presented for scrutiny to Education Quality Assurance Sub-Committee (EQAC).</p> <p>Complete data for 2019/20 will be available by the end of August 2020.</p> <p>The target will remain at 100% for session 2019/20.</p>	<p>SOA1302_14 Percentage of Primary, Secondary, Additional Support Needs and Early Learning and Childcare establishments receiving positive inspection reports</p>  <table><thead><tr><th>Year</th><th>Percentage</th></tr></thead><tbody><tr><td>2014/15</td><td>100%</td></tr><tr><td>2015/16</td><td>83%</td></tr><tr><td>2016/17</td><td>91%</td></tr><tr><td>2017/18</td><td>100%</td></tr><tr><td>2018/19</td><td>94%</td></tr></tbody></table>	Year	Percentage	2014/15	100%	2015/16	83%	2016/17	91%	2017/18	100%	2018/19	94%
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Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart												
	SOA1303_15 Gap between median pay for men and women working full time	CPP13_West Lothian Council	SOA13_Economic Development Officer (Jill Staniforth)	<p><u>Trend Chart Commentary:</u></p> <p>The 2019 data (five year average 2015–2019) shows an 8.9% gap between men and women working full-time in West Lothian. It is close to the Scottish national average pay gap which stands at 7.9%.</p> <p>Historically, there was a 3% gap between men and women working full-time in 2015. This was low compared with most other local authority areas in Scotland (West Lothian had the 5th lowest wage gap). Following years have seen increases in the gap: 2016 saw a slight increase in the gap to 4%. In 2017 this figure rose to 6%. To place this in context, wage gaps in the short term can fluctuate from year to year, so we need to look at the longer term trend. In 2012 – 2013, the gap was 7% lowering to 5% in 2014. The 3% gap in 2015 is the lowest gap seen since the indicator was included.</p> <p>It should be noted that the pay gap for part-time and total employment is likely to be greater than for full-time employment. A higher proportion of part-time jobs are occupied by women. Some lower paying occupations including retail and hospitality, have a higher share of part-time employment.</p> <p>Given the longer term trend, and assessing the national average, the target for 2020 remains at a more realistic figure of 5%.</p>	 <table><thead><tr><th>Year</th><th>Gap (%)</th></tr></thead><tbody><tr><td>2015</td><td>3%</td></tr><tr><td>2016</td><td>4%</td></tr><tr><td>2017</td><td>6%</td></tr><tr><td>2018</td><td>7%</td></tr><tr><td>2019</td><td>9%</td></tr></tbody></table> <p>Legend: Years (Orange bars), Target (Years) (Green line with squares), Benchmark (Black line with circles)</p>	Year	Gap (%)	2015	3%	2016	4%	2017	6%	2018	7%	2019	9%
Year	Gap (%)																
2015	3%																
2016	4%																
2017	6%																
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SOA13_Environment Forum




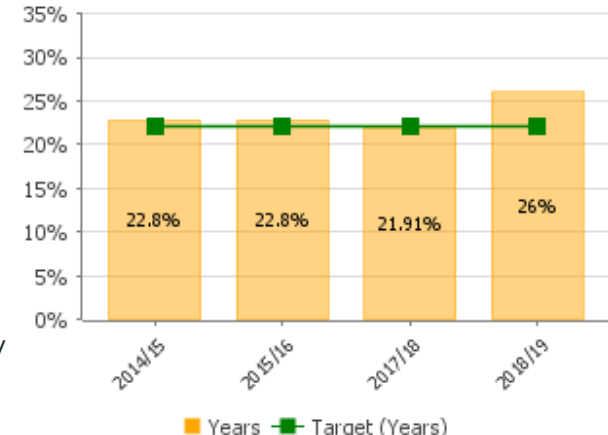
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart																		
	KSOA1308_09 Energy generated as a result of installation of renewables and low carbon technology. MWh of heat produced (Cumulative) Source: WLC, Annual	CPP13_West Lothian Council	SOA13_Head of Planning, Economic Development and Regeneration(Craig McCorriston)	<p><u>Trend Chart Commentary :</u></p> <p>02/05/2019 The data is based on actual figures for our biomass boiler installations and estimates of outputs from the range of renewable heat technologies currently installed based on the findings of a review carried out by consultants on behalf of the council.</p> <p>2018/19 figure is 8,931MWh of heat produced, up from 8,751 in 2017/18. Changes to the scope of the biomass project following the setting of the original SOA target (including removal of West Calder High School and 2 primary schools) mean that the 12,000MWh target has not been achieved again this year. However, it should be recognised that significant progress has been made in our low carbon heat generation, with an almost nine-fold increase from 2015/16.</p> <p>Figures were converted from kWh to MWh during 2016/17 to bring data into alignment. The target for 2019/20 remains 12,000MWh.</p>	<p>KSOA1308_09 Energy generated as a result of installation of renewables and low carbon technology. MWh of heat produced (Cumulative) Source: WLC, Annual</p>  <table><thead><tr><th>Year</th><th>Actual (MWh)</th><th>Target (MWh)</th></tr></thead><tbody><tr><td>2014/15</td><td>~100</td><td>~100</td></tr><tr><td>2015/16</td><td>~100</td><td>~100</td></tr><tr><td>2016/17</td><td>8,017</td><td>12,000</td></tr><tr><td>2017/18</td><td>8,751</td><td>12,000</td></tr><tr><td>2018/19</td><td>8,931</td><td>12,000</td></tr></tbody></table>	Year	Actual (MWh)	Target (MWh)	2014/15	~100	~100	2015/16	~100	~100	2016/17	8,017	12,000	2017/18	8,751	12,000	2018/19	8,931	12,000
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2018/19	8,931	12,000																					

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart																		
	P:SOA1308_10 Energy generated as a result of the installation of renewables and low carbon technology. kWh of electricity produced (Cumulative) Source: WLC, Annual	CPP13_West Lothian Council	SOA13_Head of Planning, Economic Development and Regeneration(Craig McCorriston)	<p>Trend Chart Commentary :</p> <p>2/5/2019 The data is a combination of the outputs from the councils installed solar photovoltaic (PV) systems. Generation has increased again in 2018/19, despite problems at both Linlithgow Academy and Springfield Primary. The overall target has been difficult to achieve due to delays with the installation at St Kentigern's Academy although this will now be completed by June 2019. Aim is to achieve the generation target of 330,000kWh in 2019/20.</p>	<p>P:SOA1308_10 Energy generated as a result of the installation of renewables and low carbon technology. kWh of electricity produced (Cumulative) Source: WLC, Annual</p>  <table><thead><tr><th>Year</th><th>Actual (kWh)</th><th>Target (kWh)</th></tr></thead><tbody><tr><td>2014/15</td><td>50,958</td><td>~50,000</td></tr><tr><td>2015/16</td><td>138,437</td><td>~140,000</td></tr><tr><td>2016/17</td><td>227,890</td><td>330,000</td></tr><tr><td>2017/18</td><td>242,170</td><td>330,000</td></tr><tr><td>2018/19</td><td>259,866</td><td>330,000</td></tr></tbody></table> <p>■ Years ■ Target (Years)</p>	Year	Actual (kWh)	Target (kWh)	2014/15	50,958	~50,000	2015/16	138,437	~140,000	2016/17	227,890	330,000	2017/18	242,170	330,000	2018/19	259,866	330,000
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2017/18	242,170	330,000																					
2018/19	259,866	330,000																					
	SOA1308_11 Percentage of water bodies in West Lothian achieving high or good overall status	CPP13_West Lothian Council	SOA13_Head of Planning, Economic Development and Regeneration(Craig McCorriston)	<p>Trend Chart Commentary :</p> <p>24/10/18 The latest data available is that for 2017 which shows a slight improvement in water quality in West Lothian since 2016. This is principally due to the Pardovan/Riccarton burn at Bridgend moving from "Poor" to "Good". Discussions are taking place as to the overall relevance of this PI to the council and whether ownership should be given to other partners (SEPA?)</p> <p>The long term target set by Scottish Government is to achieve 97% of waterbodies in Scotland at good overall status by 2027. Revised shorter term local targets will be agreed with SEPA. Classification data is provided annually by SEPA and is available at https://www.sepa.org.uk/data-visualisation/water-classification-hub</p>	<p>SOA1308_11 Percentage of water bodies in West Lothian achieving high or good overall status</p>  <table><thead><tr><th>Year</th><th>Actual (%)</th><th>Target (%)</th></tr></thead><tbody><tr><td>2012/13</td><td>29%</td><td>34%</td></tr><tr><td>2013/14</td><td>22.9%</td><td>34%</td></tr><tr><td>2014/15</td><td>20%</td><td>34%</td></tr><tr><td>2015/16</td><td>20%</td><td>34%</td></tr><tr><td>2016/17</td><td>22.9%</td><td>34%</td></tr></tbody></table> <p>■ Years ■ Target (Years)</p>	Year	Actual (%)	Target (%)	2012/13	29%	34%	2013/14	22.9%	34%	2014/15	20%	34%	2015/16	20%	34%	2016/17	22.9%	34%
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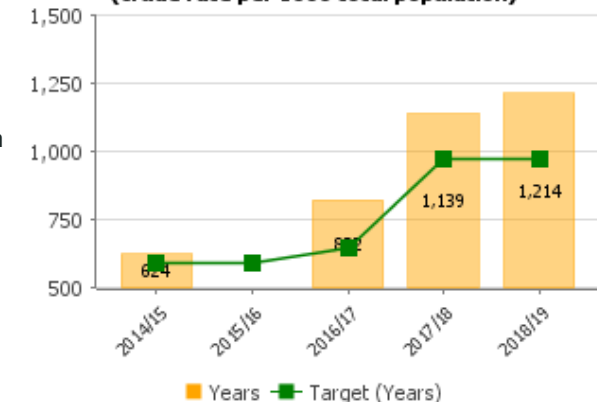

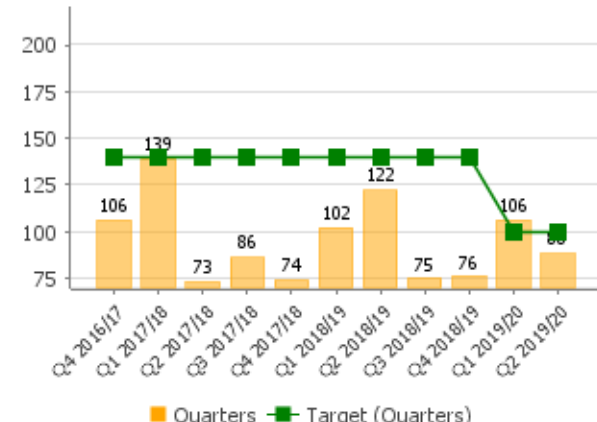
Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart															
	SOA1308_22 Percentage of adults within five minutes walking distance of their nearest greenspace	CPP_West Lothian Council	SOA13_Open Space & Cemeteries Manager (David Cullen); zOPSHQ_PIAAdmin	<p>Trend Chart Commentary</p> <p>GIS data held by West Lothian shows that approx 95% of households are within the 5mins (500m) walking distance of their nearest greenspace.</p> <p>The gap between perception of the sample group and the actual availability of greenspace indicates both a requirement to increase awareness of greenspace within communities and a better understanding within communities of the definition of what constitutes greenspace.</p> <p>The next Scottish Household Survey, from where the information is derived, is due to be published by the Scottish Government in September 2020 for 2019 data. The target set is the average for Scotland in the previous reporting year. Figures for 2018 were released at Council level in October 2019.</p>	<p>SOA1308_22 Percentage of adults within five minutes walking distance of their nearest greenspace</p>  <table><thead><tr><th>Year</th><th>Years</th><th>Target (Years)</th></tr></thead><tbody><tr><td>2015</td><td>58</td><td>70</td></tr><tr><td>2016</td><td>51</td><td>68</td></tr><tr><td>2017</td><td>53</td><td>66</td></tr><tr><td>2018</td><td>55</td><td>66</td></tr></tbody></table>	Year	Years	Target (Years)	2015	58	70	2016	51	68	2017	53	66	2018	55	66
Year	Years	Target (Years)																		
2015	58	70																		
2016	51	68																		
2017	53	66																		
2018	55	66																		

SOA13_Health and Wellbeing Forum

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart										
	SOA1301_01 Infant mortality rate per 1000 live births	CPP13_NHS	SOA13_Primary Care Manager(Carol Bebbington)	<p><u>Trend Chart Commentary :</u></p> <p>Infant mortality rate per 1000 live births in 2018 was 4.0 per 1000 live births. The Lothian rate was 4.1 and the national rate of 3.2</p> <p>Conditions relating to premature birth such as respiratory and cardiovascular disorders and congenital abnormalities are common causes of infant deaths.</p> <p>Measures that reduce poverty and mitigate the impact of poverty on the health of women before and during pregnancy will have a significant impact on the risk of stillbirth and death during infancy. Policies directed at improving health of pregnant women and early intervention services such as health visiting and midwifery are likely to reduce infant and neonatal mortality rates. It is anticipated that full implementation of the national programmes of Best Start and the Health Visitor Pathway which focus on the individual needs of each and every family will improve the quality and safety of services and secure improved health and wellbeing for mothers and babies in the short, medium and long term</p>	<p>SOA1301_01 Infant mortality rate per 1000 live births</p>  <table><thead><tr><th>Year</th><th>Infant mortality rate per 1000 live births</th></tr></thead><tbody><tr><td>2014/15</td><td>2</td></tr><tr><td>2015/16</td><td>3.5</td></tr><tr><td>2016/17</td><td>1</td></tr><tr><td>2017/18</td><td>4</td></tr></tbody></table> <p>Legend: Years (Orange bars), Target (Years) (Green line)</p>	Year	Infant mortality rate per 1000 live births	2014/15	2	2015/16	3.5	2016/17	1	2017/18	4
Year	Infant mortality rate per 1000 live births														
2014/15	2														
2015/16	3.5														
2016/17	1														
2017/18	4														

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart										
	SOA1301_06 Percentage of children in P1 with no obvious dental decay experience	CPP13_NHS	SOA13_Primary Care Manager(Carol Bebbington)	<p>Trend Chart Commentary:</p> <p>The national survey is carried out every two years and is due for completion in 2020. 2018 results indicate 64.2% of primary 1 children had no obvious dental caries. The improvements in dental health are linked to the introduction of Childsmile Toothbrushing and Childsmile Nursery interventions.</p>	<p>SOA1301_06 Percentage of children in P1 with no obvious dental decay experience</p>  <table><thead><tr><th>Year</th><th>Percentage</th></tr></thead><tbody><tr><td>2016</td><td>63.7%</td></tr><tr><td>2018</td><td>64.2%</td></tr></tbody></table> <p>Legend: Years (Orange bars), Target (Years) (Green line with square)</p>	Year	Percentage	2016	63.7%	2018	64.2%				
Year	Percentage														
2016	63.7%														
2018	64.2%														
	P:SOA1301_11 Percentage of children in poverty in West Lothian	CPP13_West Lothian Council	Elaine Nisbet	<p>This performance indicator reports on the number of children in West Lothian who live in poverty. We started this indicator in 2012/13.</p> <p>2018 – 2019 – In this period West Lothian’s level for 2018 is 26% after housing costs. Most of the ward areas with higher levels of child poverty can be found in the west of Scotland. The picture within West Lothian appears to reflect the pattern for other measures of deprivation. The Campaign to End Child Poverty published updated data on May 2019 which analysed the relative level of child poverty. Households are living in relative poverty if their household income is less than 60% of the average household income. This is one of the preferred measures of poverty employed by UK and Scottish Government, using national income survey data. This data is not available at a local authority level or for smaller geographic areas. So a modelling exercise has been</p>	<p>P:SOA1301_11 Percentage of children in poverty in West Lothian</p>  <table><thead><tr><th>Year</th><th>Percentage</th></tr></thead><tbody><tr><td>2014/15</td><td>22.8%</td></tr><tr><td>2015/16</td><td>22.8%</td></tr><tr><td>2017/18</td><td>21.91%</td></tr><tr><td>2018/19</td><td>26%</td></tr></tbody></table> <p>Legend: Years (Orange bars), Target (Years) (Green line with square)</p>	Year	Percentage	2014/15	22.8%	2015/16	22.8%	2017/18	21.91%	2018/19	26%
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2018/19	26%														

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>undertaken using in-work and out-of-work benefits data to provide comparable local estimates.</p> <p>2017-2018 – In this period 21.9% of children in West Lothian were estimated to be living in poverty. This is slightly above the Scottish average of 20.9% but has reduced from 22.8% in the previous period.</p> <p>2014-2016 – This data is now produced bi-annually by the Child Poverty Action Group. For this period 22.8% of children in West Lothian were estimated to be living in poverty. This is a slight increase from the 2013/14 period. In response to this the Advice Shop service has developed poverty awareness training for teaching staff and have worked with Education to increase awareness of financial support for parents of school age children.</p> <p>2013/14 – In this period 21% of children in West Lothian were estimated to be living in poverty. The poverty level is set at 60% of median income after housing costs are met. The Scottish national average is 22% and we have set our target at this level.</p> <p>2012/13 – In this period 18% of children in West Lothian were estimated to be living in poverty. The poverty level is set at 60% of median income after housing costs are met, the figure for the UK as a whole is 20.2%.</p> <p>Target – Our target has been reduced to the</p>	

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart																																							
				Scottish national average of 22% in 2013/14. West Lothian's performance is benchmarked against Fife Council (24%) and Falkirk Council (21%).																																								
	SOA1306_12 Number of days people age 75 and over spend in hospital when they are ready to be discharged (crude rate per 1000 total population)	CPP13_NHS	SOA13_Primary Care Manager(Carol Bebbington)	<p><u>Trend Chart Commentary :</u></p> <p>The number of bed days spent in hospital when people aged 75+ are ready for discharge is 1214per 1000 population This is a deterioration on the previous year position and is worse than the Scottish rate of 793 and LGBF of 863. The challenges relate to issues with supply in the care at home and care home sectors. Recent improvement activity in discharge planning, promoting a home first approach and focussed work with care providers is having a positive impact with a 32% reduction in the bed day rate at end September 2019/20 (424) compared to same period in 2018/19 (622).</p>	<p>SOA1306_12 Number of days people age 75 and over spend in hospital when they are ready to be discharged (crude rate per 1000 total population)</p>  <table><thead><tr><th>Year</th><th>Years</th><th>Target (Years)</th></tr></thead><tbody><tr><td>2014/15</td><td>624</td><td>600</td></tr><tr><td>2015/16</td><td>600</td><td>600</td></tr><tr><td>2016/17</td><td>622</td><td>600</td></tr><tr><td>2017/18</td><td>1,139</td><td>600</td></tr><tr><td>2018/19</td><td>1,214</td><td>600</td></tr></tbody></table>	Year	Years	Target (Years)	2014/15	624	600	2015/16	600	600	2016/17	622	600	2017/18	1,139	600	2018/19	1,214	600																					
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2017/18	1,139	600																																										
2018/19	1,214	600																																										
	SOA1307_14 Number of potential customers facing homelessness prevented by Advice Shop intervention.	CPP13_West Lothian Council	SOA13_Campaigns Development Officer(Christopher Nelson); SOA13_Senior Adviser – Money(Anne Stevenson)	<p><u>Trend Chart Commentary</u></p> <p>This indicator was introduced to monitor the number of customers facing potential formal eviction procedures which were successfully prevented by the intervention of the Advice Shop.</p> <p>Quarter 2 2019/20 – This quarter we assisted 88 customers who were potentially at risk of losing their home due to rent arrears. The target of 100 was not achieved during this quarter due to reduced resource within the team.</p>	<p>SOA1307_14 Number of potential customers facing homelessness prevented by Advice Shop intervention.</p>  <table><thead><tr><th>Quarters</th><th>Quarters</th><th>Target (Quarters)</th></tr></thead><tbody><tr><td>Q4 2016/17</td><td>106</td><td>130</td></tr><tr><td>Q1 2017/18</td><td>139</td><td>130</td></tr><tr><td>Q2 2017/18</td><td>139</td><td>130</td></tr><tr><td>Q3 2017/18</td><td>73</td><td>130</td></tr><tr><td>Q4 2017/18</td><td>86</td><td>130</td></tr><tr><td>Q1 2018/19</td><td>74</td><td>130</td></tr><tr><td>Q2 2018/19</td><td>102</td><td>130</td></tr><tr><td>Q3 2018/19</td><td>122</td><td>130</td></tr><tr><td>Q4 2018/19</td><td>75</td><td>130</td></tr><tr><td>Q1 2019/20</td><td>76</td><td>130</td></tr><tr><td>Q2 2019/20</td><td>106</td><td>130</td></tr><tr><td>Q3 2019/20</td><td>88</td><td>130</td></tr></tbody></table>	Quarters	Quarters	Target (Quarters)	Q4 2016/17	106	130	Q1 2017/18	139	130	Q2 2017/18	139	130	Q3 2017/18	73	130	Q4 2017/18	86	130	Q1 2018/19	74	130	Q2 2018/19	102	130	Q3 2018/19	122	130	Q4 2018/19	75	130	Q1 2019/20	76	130	Q2 2019/20	106	130	Q3 2019/20	88	130
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Q2 2019/20	106	130																																										
Q3 2019/20	88	130																																										

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>Quarter 1 2019/20 – This quarter we assisted 106 customers who were potentially at risk of losing their home due to rent arrears. The target of 100 was exceeded this quarter with the team seeing more people engaging earlier than at the doors of court. The target has been reviewed and reduced as the team are now working with partners to do more early intervention work.</p> <p>Quarter 4 2018/19 – We assisted 76 customers this quarter who were facing potential eviction from their home due to rent arrears. This was achieved by using negotiation with landlords, working with clients to maintain their tenancy and advocacy at court if required. This is below our target due, however we are expecting this figure to go up as the Pre-Action Requirement Stage is now smoother and more cases should call.</p> <p>Quarter 3 2018/19 – We assisted 75 customers this quarter who were facing potential eviction from their home due to rent arrears. This was achieved by using negotiation with landlords, working with clients to maintain their tenancy and advocacy at court if required. This is a reduction on previous courts and this is due to a large number of cases being withdrawn and dismissed from court due to Pre Action Requirements (PARS) not being followed correctly. The result of this is that these customers were withdrawn from the court process and it is anticipated that when these cases come back into court once PARS have</p>	

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>been actioned again then this will increase workload for the court advice team.</p> <p>Quarter 2 2018/19 – We assisted 122 customers this quarter who were facing potential eviction by using early intervention, negotiation with their landlord and advocacy at court if required. This is a continuing increase from this time last year and previous quarters due to all advisors receiving multiple referrals for advice and assistance.</p> <p>Quarter 1 2018/19 – We assisted 102 customers this quarter who were facing potential eviction by using early intervention, negotiation with their landlord and advocacy at court. This is an increase on last quarter as advisors are now attending court on a weekly basis and more referrals are being made to the team.</p> <p>Quarter 4 2017/18 – We assisted 74 customers this quarter who were facing potential eviction by negotiating with their landlord and preventing their cases calling at court. Similar to last quarter due to staff shortages and waiting on announcement regarding future funding of the project, we did not take on new cases and managed our ongoing caseload. However funding has now been agreed.</p> <p>Quarter 3 2017/18 – We assisted 86 customers this quarter from facing potential eviction from their home by using early intervention and</p>	

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>negotiation to prevent their cases calling at court. Similar to last quarter due to staff shortages and waiting on announcement regarding future funding of the project, we are not taking on new cases but prioritising our existing caseload. The court advice project relies on external funding from Scottish Legal Aid Board and future funding beyond March 2018 has not yet been agreed. Therefore from November 2017 an exit strategy has been in place to ensure that we can manage our current cases through the preventative measures to ensure they remain in their homes.</p> <p>If this project is refunded beyond March 2018, the target would be re-evaluated as our focus will be on prevention, negotiation, sustainability of tenancies and early intervention so that less cases are calling at court therefore less customers requiring court intervention and representation.</p> <p>Quarter 2 2017/18 – We prevented 73 evictions for the second quarter against our target of 140. Our focus is on early intervention to prevent customers from having to go to court therefore negotiation with landlords prior to court hearing is allowing tenants to remain in their home and preventing their cases from calling at court. In this quarter staff from the project were unable to attend several court dates due to long term sickness absences therefore not picking up new cases at the doors of court.</p>	

Status	Performance Indicator	Partner	Responsible Officer	Trend Chart Commentary	Trend Chart
				<p>Quarter 1 2017/18 – We prevented 139 evictions for the first quarter of 2017/18 which is less than our target of 140 per quarter. This was a busier quarter for the team with more cases appearing at court as well as the focus being on early intervention. It is expected that this will decrease next quarter due to less attendance at court due to staff shortages.</p> <p>Quarter 4 2016/17 – We prevented 106 evictions in this quarter which is 34 less than our target of 140 per quarter. Court was quiet in January with many customers not appearing. It is anticipated that this figure may increase in the next quarter however the team is trying to reach customer prior to court to encourage early intervention.</p> <p>Target 2018/19 will remain at 140 as this is seen as a challenging target.</p>	

Draft Local Outcomes Improvement Plan 2020-2030

1. Purpose of Report

The purpose of this report is to present the draft Local Outcomes Improvement Plan 2020-2030 to the CPP Board.

2. Recommendations

The CPP Board is asked to:

- Consider and provide comments on the content of the draft LOIP;
- Agree that a final draft LOIP will be taken out for consultation before final sign-off by the Board in June 2020; and
- Consider the draft 'LOIP Delivery Plan' and note that this will be further developed by the CPP thematic groups.

3. Discussion

Background

The CPP Board agreed to review the Local Outcomes Improvement Plan (LOIP) in March 2019. This was following a CPP development session, where partners agreed that the existing LOIP was very broad and that it would be helpful for the CPP to concentrate on a smaller number of priority issues that require partnership action and where the CPP can have the biggest impact.

It was agreed that the LOIP should not replicate outcomes or actions that are already being taken forward by other partnership plans/strategies. The LOIP should focus on the 'big ticket' issues that can only be tackled by working in partnership.

The following criteria were kept in mind when considering priority issues:

- An issue/outcome that is not already being successfully delivered elsewhere
- Complex and stubborn issues that require additional partnership action, leadership, support or collaboration
- Where the CPP can have the biggest impact
- Must be based on clear qualitative and quantitative evidence
- Focus on tackling inequalities
- Aim to tackle current issues but look towards preventing further issues/breaking the cycle

LOIP Review Process

It is important that the LOIP is based on an up-to-date understanding of local needs and aspirations and reflects community views. The CPP therefore drew on an extensive evidence base from across the partnership, building on a considerable amount of partner knowledge, data analysis and community engagement that had been carried out through the

development of partnership strategies and plans (e.g. Anti-Poverty Strategy, Integrated Joint Board Strategic Plan/locality plans), and through the regeneration planning process. This informed the development of a draft set of focus areas. A period of further community engagement confirmed that these were the right areas for the CPP to focus on. A partner session was then held to agree the new outcomes and to discuss the actions required by the CPP to tackle the priority issues. Further discussion with partners has since informed the content for the LOIP.

An Integrated Impact Assessment and Strategic Environmental Assessment were carried out early on in the process to ensure that equalities and environmental issues were taken into account. These documents are attached in Appendices 1 and 2.

The New LOIP

The LOIP is a 10 year strategic plan. It identifies clear priorities for the CPP, translated into five outcomes.

Sustainable Places

- ❖ Everyone has access to appropriate, affordable and sustainable housing which meets their needs
- ❖ Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature-rich, net zero carbon community

Improved Health & Wellbeing

- ❖ Everyone experiences improved mental wellbeing
- ❖ We have reduced the negative impacts of too much alcohol in West Lothian

Skills & Jobs

- ❖ West Lothian delivers sustainable, inclusive and diverse economic growth enabling businesses to create good quality jobs that everyone can access

The LOIP is a high-level strategic document. It sets out why these focus areas were identified as being a priority for West Lothian and what the CPP will do to improve outcomes in relation to these focus areas. The new LOIP will ensure more focussed partnership discussion based on a clear understanding of key issues, in order to identify partnership solutions and actions. This will be a dynamic and fluid document and will be regularly reviewed to ensure this continues to reflect local priorities.

A separate document, the 'LOIP Delivery Plan', has been developed to provide more detail on what success will look like in the short, medium and long term and what activities will be undertaken. It is intended that this document will be further developed through discussion with the CPP thematic groups, in order to develop more detailed actions that will be aligned to the relevant thematic plans and to finalise the performance indicators that will be used to measure progress. Having this level of detail in a separate document will allow flexibility and

will ensure that the Delivery Plan can be updated as actions progress. Each thematic group will be responsible for the relevant section of the Delivery Plan.

The Board are asked to consider the draft LOIP and provide comments to joanna.anderson1@westlothian.gov.uk by Friday 27 March. The document will then be updated to reflect comments from partners. As it is a specific duty for CPPs to consult on the draft LOIP, it is intended that there will then be a period of consultation with wider stakeholders (including the community) before the Board signs off the final document in June 2020.

The Board are also asked to consider the LOIP Delivery Plan and note that this will be further developed through discussion with the CPP thematic groups.

4. Summary of Implications

Relevant LOIP outcome (s)	ALL
Relevant LOIP performance indicator (s)	ALL
Resources	The LOIP is being reviewed within existing resources
Link to prevention/community engagement	The 'Guiding Principles' include Prevention and Community Resilience and Empowerment
Impact on inequalities	The new LOIP has a clear focus on tackling inequalities. An Integrated Impact Assessment has been carried out.
Key risks	N/A

5. Consultations

All partners have been consulted on the review of the LOIP. A period of community engagement was carried out and further consultation will take place on the draft document.

6. Conclusions

This paper presents the Board with the new draft LOIP. This has been developed through a robust process of data gathering and analysis and community engagement. The Board are asked to consider the draft document and agree that, once this has been updated to reflect partners' comments, this will be taken out for consultation. The Board are also asked to consider the draft LOIP Delivery Plan and note that this will be further developed through discussion with the CPP thematic groups.

Report written by/contact details/date

Joanna Anderson, Community Planning Development Officer, March 2020

joanna.anderson1@westlothian.gov.uk

References

Appendices

1. LOIP – Integrated Impact Assessment
2. LOIP – Strategic Environmental Assessment
3. Draft LOIP
4. Draft LOIP Delivery Plan



Integrated Impact Assessment Toolkit

**Corporate Services
Revised March 2018**

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Section 1 What is Integrated Impact Assessment

1.1.1 Introduction

West Lothian Council provides services to a diverse community and the decisions made by the council can have a profound influence on the health and wellbeing of that community.

Integrated Impact Assessment (IIA) aims to enable the council to meet its legal duties to consider equality, human rights and health when considering changes to 'policy' or services or implementing new policies or services. It also provides an opportunity to identify and tackle any unanticipated impacts on the wider causes of poor outcomes in our communities, such as inadequate housing, low educational achievement, low income, reliable and accessible transport, poverty, stigma and social inequality. This process will also allow the council to critically assess whether a 'Policy' has wider impacts beyond its intended outcomes and if it impacts differentially on different groups in our communities.

For the purposes of this toolkit the term IIA refers to both Integrated Relevance Assessment (IRA) (the screening aspect) and the full Integrated Impact Assessment unless otherwise stated.

1.2 Legal Context

1.2.1 Public Sector Equality Duty (PSED)

Section 149 of The Equality Act 2010 came into force in April 2011, introducing a new Public Sector Equality duty. The Public Sector Equality Duty (PSED) (often referred to as the 'general duty') requires public bodies in the exercise of their functions, to have due regard to the need to:

1. Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct
2. Advance equality of opportunity between those who share a protected characteristic and those who do not; and
3. Foster good relations between those who share a protected characteristic and those who do not

Supplementary legislation was introduced by the Scottish Government in 2012 (the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012). This legislation was introduced with the express purpose of enabling the better performance of the PSED contained in s149 (1) of the Equality Act 2010. This supplementary legislation requires Local Authorities to be proactive in meeting the general duty of eliminating unlawful discrimination, advancing equality and fostering good relations.

1.2.2 Protected Characteristics

The legislation requires that people are not discriminated against, harassed or victimised on the grounds of their 'Protected Characteristic'. The Protected Characteristics are;

- age,
- disability,
- gender reassignment,
- marriage and civil partnership,
- pregnancy and maternity,
- race – this includes ethnic or national origin, nationality and also includes Gypsy/Travellers,
- religion or belief (including lack of belief),
- sex (gender),
- sexual orientation.

Every person has one or more of the protected characteristics; therefore the Act protects all individuals against unfair treatment.

Undertaking an IIA is one way to ensure council policies meet these legal requirements.

Assessing the likely impact of our plans and services also makes good business sense, as it is important in developing any proposal to understand the needs of different population groups.

One of the main aims of the PSED is to improve transparency and accountability and this is also a priority for the Council when it comes to reporting on potential 'policy' changes and other equality related issues.

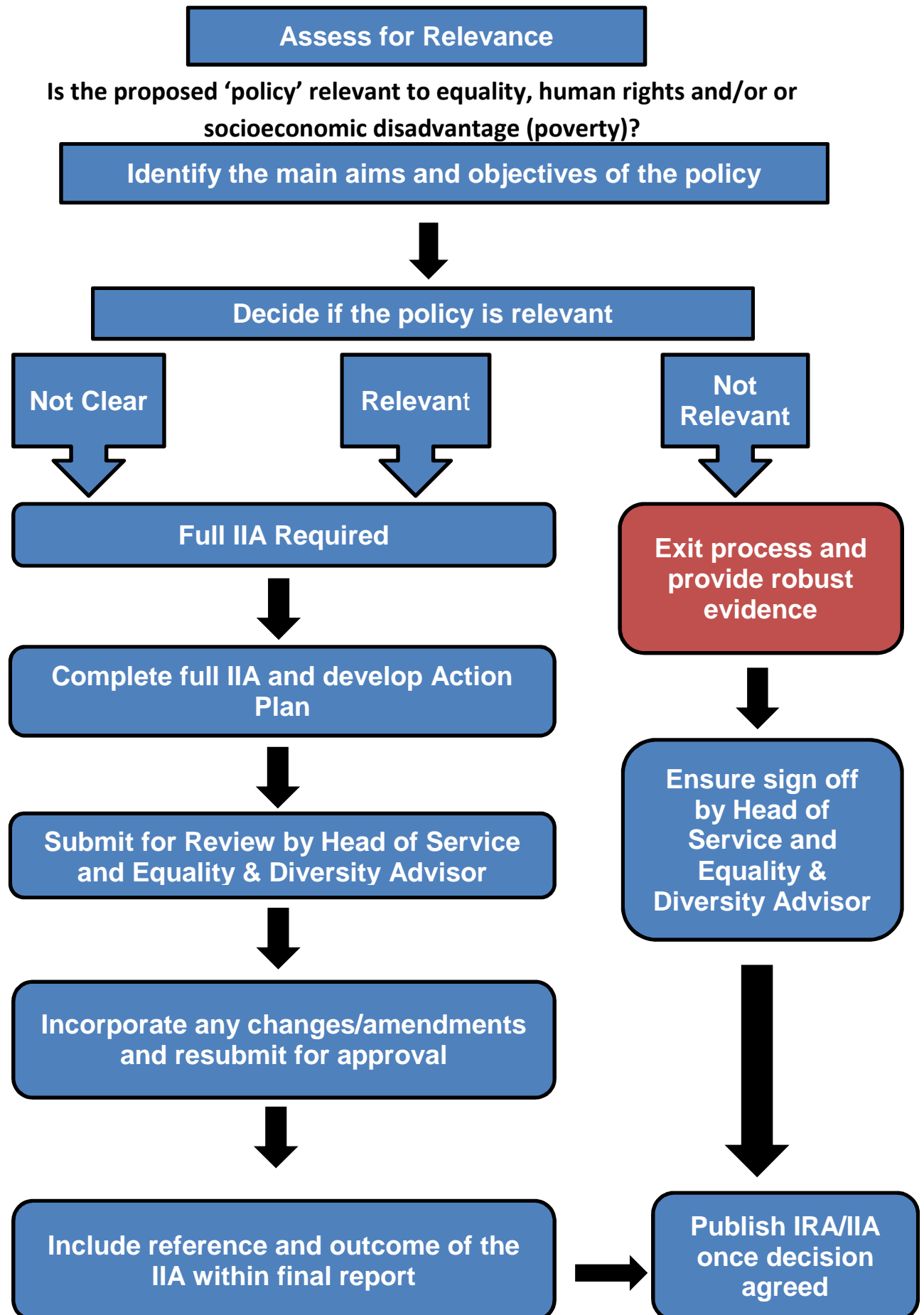
1.3 Definition of Policy

The term 'policy' is used throughout this toolkit and the guidance notes (separate document) and applies to policies, strategies, provisions, criteria, functions, practices, budget savings and activities, including the delivery of services.

Everything we do as a council has the potential to impact on equality, human rights and socioeconomic disadvantage and have relevance to the Public Sector Equality Duty (PSED) in the Equality Act (2010) and the corresponding supplementary 'Specific Duties' contained within the Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012, Fairer Scotland Duty (part 1 of the Equality Act 2010), Human Rights Act 1998 and the Child Poverty (Scotland) Act 2017, therefore Integrated Impact Assessment (IIA) should not be restricted to a review of formal 'policy' documents or written action plans.

1.4

Integrated Impact Assessment Flowchart





Integrated Relevance Assessment Form

1. Details of proposal	
Policy Title (include budget reference number if applicable)	Review of the West Lothian Community Planning Partnership's Local Outcomes Improvement Plan
Service Area (detail which service area and section this relates to)	Planning, Economic Development & Regeneration
Lead Officer (Name and job title)	Joanna Anderson, Community Planning Development Officer
Other Officers/Partners involved (list names, job titles and organisations if applicable)	Susan Gordon, Community Planning Development Officer, WLC Jill Staniforth, Economic Development Officer, WLC Pam Roccio, Voluntary Sector Gateway West Lothian
Date relevance assessed	28/06/2019
2. Does the council have control over how this policy will be implemented?	
YES	<input checked="" type="checkbox"/> NO <input type="checkbox"/>
3. The General Duty of the Equality Act 2010 requires public authorities, in the exercise of their functions, to have due regard to the need to: <ul style="list-style-type: none"> • Eliminate unlawful discrimination, harassment and victimisation and other prohibited conduct • Advance equality of opportunity between those who share a protected characteristic and those who do not; and • Foster good relations between those who share a protected characteristic and those who do not <p>NB: In this section you must also consider the Human Rights Act and the key PANEL (Participation, Accountability, Non-Discrimination, Empowerment and Legality) principles of Human Rights – (further detail on what these are, are provided in the guidance document)</p>	
Which groups of people do you think will be, or potentially could be, impacted upon by the implementation of this policy? You should consider employees, clients, customers and service users (Please tick below as appropriate)	
Age - Older people, young people and children	Potentially Yes
Disability - people with disabilities/long standing conditions	Potentially Yes
Gender reassignment - Trans/Transgender Identity – anybody who's gender identity or gender expression is different to the sex assigned to them at birth	Potentially Yes

Marriage or Civil Partnership – people who are married or in a civil partnership	Potentially Yes
Pregnancy and Maternity – woman who are pregnant and/or on maternity leave	Potentially Yes
Race - people from black, Asian and minority ethnic communities and different racial backgrounds	Potentially Yes
Religion or Belief – people with different religions and beliefs including those with no beliefs	Potentially Yes
Sex - Gender Identity - women and men (girls and boys) and those who self-identify their gender	Potentially Yes
Sexual Orientation – lesbian, gay, bisexual, heterosexual/straight	Potentially Yes
4. Do you have evidence or reason to believe that this policy will or may impact on socio-economic inequalities? Consideration must be given particularly to children and families	
Socio-economic Disadvantage	Impact – please tick below as appropriate)
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	Yes
Low and/or no wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	Yes
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies	Yes
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	Yes
Socioeconomic Background – social class i.e. parents education, employment and income	Yes
5. Integrated impact assessment required? (Two ticks (✓) above = full assessment necessary)	
YES	<input checked="" type="checkbox"/> NO <input type="checkbox"/>
6. Decision rationale – if you have ticked no above, use this section to evidence why a full IIA is not required	

Signed by Lead Officer	Joanna Anderson
Designation	Community Planning Development Officer
Date	
Counter Signature (Head of Service or Depute Chief Executive responsible for the policy)	
Date	

- **No assessment required – process ends**
- **Include** a detailed summary of the decision rationale in any council reports and include a copy of the IRA with the background papers.
- **Full Assessment required – continue to Full Assessment Form**

Full Integrated Impact Assessment Form

1. Details of proposal	
Details of others involved	Joanna Anderson, Community Planning Development Officer; Susan Gordon, Community Planning Development Officer; Jill Staniforth, Economic Development Officer; Pam Roccio, Voluntary Sector Gateway West Lothian Assessment began August 2019, finalised March 2020 following community engagement
Date assessment conducted	01/08/2019
2. Set out a clear understanding of the purpose of the policy being developed or reviewed (what are the aims, objectives and intended outcomes) including the context within which it will operate.	
<p>The West Lothian Community Planning Partnership (CPP) is made up of 21 public, private and voluntary sector partners.</p> <p>Each CPP is required to develop a Local Outcomes Improvement Plan (LOIP) – to set out local priority issues and how partners will work together to tackle these and improve outcomes. Tackling inequalities is a key focus for CPPs.</p> <p>The West Lothian CPP has agreed to develop a new LOIP for 2020-2030. This ten year plan sets the direction for the CPP and outlines how partners will jointly address the key 'big ticket' issues identified for West Lothian – those complex issues that require additional partnership action, leadership, support or collaboration; are not being delivered on elsewhere; where the CPP can have the biggest impact; which focus on tackling inequalities; and aim to tackle current issues but also looks towards preventing further issues/breaking the cycle.</p> <p>A set of three 'focus areas' for the new LOIP have been developed through discussion with partners, by reviewing feedback from recent community engagement across the CPP and through a period of further community engagement. Five outcomes have been identified.</p> <p>Sustainable Places</p> <ul style="list-style-type: none"> ❖ Everyone has access to appropriate, affordable and sustainable housing which meets their needs ❖ Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature-rich, net zero carbon community <p>Improved Health & Wellbeing</p> <ul style="list-style-type: none"> ❖ Everyone experiences improved mental wellbeing ❖ We have reduced the negative impacts of too much alcohol in West Lothian <p>Skills & Jobs</p> <ul style="list-style-type: none"> ❖ West Lothian delivers sustainable, inclusive and diverse economic growth enabling business to create good quality jobs that everyone can access <p>A set of 'Guiding Principles' have also been identified, which will inform how the CPP designs and delivers services and activities:</p> <ul style="list-style-type: none"> - Prevention - Tackling Inequalities - Inclusiveness 	

- Community Resilience and Empowerment

The new LOIP is being shaped by community engagement. There had already been a lot of recent engagement, through the regeneration planning process and for other recent plans/strategies, e.g. the Anti-Poverty Strategy, Integration Joint Board Strategic Plan/locality plans. Feedback from this engagement was reviewed and informed the development of the focus areas. A further period of community engagement was carried out to check that these were the right focus areas for the CPP. A consultation document was developed and widely circulated and face-to-face engagement took place with target key groups related to the focus areas as well as those with protected characteristics and those experiencing poverty and disadvantage. A further period of engagement will be carried out on the draft LOIP document. Section 6 sets out further detail on who was engaged with, how they were engaged and plans for the next stage of consultation.

The document will not contain great detail on the specific actions that the CPP will take to deliver on the LOIP – these will largely be set out in the plans that sit below. However; it is still important to review the impact of the LOIP, particularly given its focus on tackling inequalities and the influence the LOIP will have on other partnership plans and activities. A high-level assessment has therefore been carried out, identifying some of the key challenges/barriers different groups may currently face in relation to the three focus areas, how the LOIP may have a positive impact on overcoming these and giving consideration to what the CPP will need to think about in delivering on the LOIP going forward, to ensure our services are more inclusive and accessible.

3. Please outline any needs and/or barriers which equality groups (People with Protected Characteristics) may have in relation to this policy

Age	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring that we are tackling inequalities and taking an inclusive approach to service design and delivery.</p> <p>The LOIP's focus on access to appropriate, affordable and sustainable housing and preventing homelessness will have a positive impact across all age groups but may have a particular positive impact on younger age groups, given the high levels of youth homelessness in West Lothian, and ensuring we have the right kind of housing may be of particular benefit in ensuring suitable housing for an increasing older population. Achieving net zero carbon across West Lothian will have a positive impact across all age groups and for future generations.</p> <p>The new LOIP will focus on improving mental health and wellbeing</p>
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and preventing negative impacts of alcohol, taking a whole population, preventative approach. This will have a positive impact across all age groups.

The focus on delivering sustainable, inclusive and diverse economic growth and enabling business to create good quality jobs that everyone can access. This will have a positive impact for young people and those of working age.

How do you know that

- Sustainable Places:** Analysis around the age profiles in the population of West Lothian shows an anticipated increase in 16-24 year olds and over 75s by 2026. This trend is also reflected in homeless applications where 35% of all applications in West Lothian came from 16-24 year olds in 2018/19, significantly higher than the national average (25.4%). Homeless applications from those over 60 remain low in West Lothian at 3.2% against a national average of 4%. Discussions with local young people reiterated the need to improve education and raise awareness of housing options. It will be necessary to plan now for the housing needs of the increasing ageing population. The climate crisis is an increasing concern across all age groups but evidence shows that this is highest amongst younger age groups.
- Improved Health & Wellbeing:** 1 in 4 people will experience a mental health problem every year. The Warwick-Edinburgh Mental Wellbeing Scale (WEMWBS) is a scale used for measuring a population's mental wellbeing. The WEMWBS score in West Lothian in 2016 was 49.6, a slight fall from 51.5 in 2013 (the highest possible score is 70). It is not possible to break the West Lothian local data down by age. In 2018 in Scotland, WEMWBS mean scores varied significantly by age. Those aged 65-74 had the highest WEMWBS mean score (51.6) and those aged 35-44 had the lowest mean score (48.4). During the period 2012-2015, the average WEMWBS score for children aged 13-15 was 51.0, with scores higher for children aged 13 (52.3) than those aged 15 (50.0). Moderate to severe symptoms of anxiety were most prevalent among those aged 16-24 (16%) and least prevalent among the 75+ age group (5%). Discussion with local young people confirmed that mental wellbeing is a key issue. The prevalence of hazardous or harmful drinking differs significantly by age. Among men, the highest prevalence of hazardous or harmful drinking was found among those aged 55-64 (36%) and the lowest among those aged 75 and over (24%) closely followed by those aged 16-24 (27%). Among women, prevalence peaked within the 45-54 age group (22%) and was lowest among those aged 75 and over (5%). Quality of Life survey results in West Lothian highlights that those most likely to drink at least once a week were those aged 35-44 (70%).
- Skills & Jobs:** By historic standards the youth jobless number and rate are low in West Lothian (4.8% at December 2019) and is now close to the Scottish level (4.4%). West Lothian has a higher proportion of young people who are economically active and in the job market, but reliant on temporary and seasonal employment; and there has been a slowdown in recruitment within the service sectors in Scotland. Young people are more likely to earn less than the Living Wage. In 2018 in Scotland, around 54% of employees aged 18-24 earned less than the Living Wage, compared to less than 20% in the other, older age groups.

Disability

What effect/difference will the policy have on people

The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.

A focus on ensuring a sustainable and affordable housing supply and ongoing discussion around health and housing will have a positive impact across all population groups; however ensuring we have enough of the right kind of housing that meets needs may have a particular positive impact across those with disabilities.

Taking a preventative, whole population approach to improving mental wellbeing will have a positive impact across all population groups; however may have a particularly positive impact on those with disabilities, who are often reported to have poorer mental health outcomes.

The new LOIP will focus on delivering sustainable, inclusive and diverse economic growth and enabling business to create good quality jobs that everyone can access. This will have a positive impact across the population but efforts will be made to ensure that any opportunities to increase access to good quality jobs takes into consideration any barriers faced by those with disabilities, to ensure that the gap in employment rates for disabled and non-disabled people and in participation rates is reduced. Improving engagement with employers to ensure that they have a better understanding of workers' needs and how they may provide the right support and flexibility, will also have a particular positive impact on those with physical and learning disabilities.

How do you know that

- **Sustainable Places:** There is limited information available in relation to homelessness relating to disability; however national evidence shows that disabled people are more likely to live in social rented housing and may be more likely to require housing to meet their specific needs. An Equalities Impact Assessment was carried out for the New Build Council Housing Programme and the Strategic Housing Investment Plan (SHIP). It has been identified that increasing the number of bungalows will assist in meeting the needs of a range of households with a person who has a disability. There is also high demand for smaller, accessible properties. There is little evidence specifically in relation to disabilities and climate change.
- **Improved Health & Wellbeing:** In 2018 in Scotland, adults living with a limiting long-term condition scored lower in mental wellbeing than those without (45.1 and 51.6 respectively).
- **Skills & Jobs:** In 2018 in Scotland, the gap between the employment rates for disabled and non-disabled people was 35.5%. The participation rate for young people (referring to the

	<p>learning, training and work activity of 16-19 year olds) who identified as disabled was 87% compared to 91.8% for those who did not identify as disabled. The participation rate for young people in education was 69.9% for those who identified as disabled (compared to 71.5%) and the participation rate for young people in employment was 10.9% (compared to 18.5%).</p>
Gender Reassignment – Trans/Transgender Identity	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.</p>
	<p>How do you know that</p> <p>There is little evidence at either national or local level to indicate particular issues relating to trans/transgender identity and the LOIP focus areas, however reports such as Stonewall Scotland's 'Your Services, Your Say' indicate that a number of individuals who identify as trans may feel uncomfortable being open about their gender identity when accessing services, so any specific issues or impact may be hidden.</p> <p>There is some local research carried out by NHS Lothian and NHS Greater Glasgow & Clyde that suggests that transgender men and women and non-binary people often experience poorer mental wellbeing, with a particular struggle to work out identity/attempts to deny identity. Experiences of self-harm, eating disorders and suicidal thoughts are also highest for this group.</p>
Marriage or Civil Partnership	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.</p>
	<p>How do you know that</p> <p>There is little evidence at either national or local level to indicate particular issues relating to marriage/civil partnership and the LOIP focus areas.</p>
Pregnancy and Maternity	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.</p>

	<p>How do you know that</p> <p>There is little evidence at either national or local level to indicate particular issues relating to pregnancy and maternity and the LOIP focus areas.</p>
Race	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery. BME communities are often faced with disadvantages in society. Evidence shows that they are more likely to experience poverty, have poorer educational outcomes, higher unemployment, contact with the criminal justice system, and may face challenges accessing or receiving appropriate professional services. The main challenge identified locally through the Anti-Poverty Strategy consultation is access to information and advice, particularly where a language barrier exists.</p> <p>The LOIP's focus on access to appropriate, affordable and sustainable housing, achieving net zero carbon, improving mental wellbeing and focusing on delivering sustainable, inclusive and diverse economic growth, will have a positive impact across all ethnic groups. When developing actions, consideration will be given to the particular challenges often faced by BME communities, e.g. poorer mental wellbeing, to reduce the gap in employment between BME communities and the rest of the population.</p> <p>How do you know that</p> <ul style="list-style-type: none"> • <u>Sustainable Places:</u> Homelessness is broadly the same by ethnic group. There may be particular demand issues, such as household size and age distribution as well as accessibility for these groups where language and communication may be an issue. As a result particular consideration has been given to census data which indicates the growing population in West Lothian of Eastern European immigrants; the increase in elderly ethnic groups, as well as language barriers. Partners will continue to utilise translation options for non-English speaking people to ensure services remains accessible. There is little evidence specifically in relation to race and climate change. • <u>Improved Health & Wellbeing:</u> Though the area of mental health in BME communities is under-researched, BME groups are generally considered to be at higher risk of developing mental ill health, more likely to be diagnosed with mental health problems, be diagnosed and admitted to hospital, to

	<p>experience a poor outcome from treatment and to disengage from mainstream mental health services. Figures show white British people are accessing more help while BME women are most likely to have a mental health condition. Minority ethnic people commonly enter mental health services at crisis point and there is a low uptake of mainstream preventative and community-based services such as counselling and befriending. These differences may be explained by a number of factors, including poverty, racism and cultural stigmas around mental health. Mainstream mental health services may often fail to understand or provide services that are acceptable and accessible to non-white British communities and meet their particular cultural and other needs. It is likely that mental health problems go unreported and untreated because people in some ethnic minority groups are reluctant to engage with mainstream health services. It is also likely that mental health problems are over-diagnosed in people whose first language is not English. Minority ethnic groups are also less likely to report health damaging behaviours such as smoking, excessive alcohol consumption and drug misuse.</p> <p>National evidence shows that the Gypsy/Traveller group lifestyle can mean that access to health, education and social services can be difficult; however there is very limited local evidence in relation to this group.</p> <ul style="list-style-type: none"> • <u>Skills & Jobs:</u> In 2018 in Scotland, the employment rate for the minority ethnic population aged 16-64 was 55.4%, lower than the white population (75.1%). The difference between the employment rates has also increased. The participation rate of those from Mixed or Multiple; Asian; African; Caribbean or Black; and Other ethnic groups (95.1%) was 3.7 percentage points higher than for those identified as White.
Religion or Belief	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.</p>
	<p>How do you know that</p> <p>There is little direct evidence regarding religion/belief in relation to the LOIP focus areas. Discussions were held with the West Lothian Faith Group, who confirmed that there were no particular issues relating to religion and the LOIP focus areas, but that faith communities may have a role in helping to tackle the issues within communities (for example in relation to health and wellbeing, outreach work, community support).</p>
Sex - Gender Identity	<p>What effect/difference will the policy have on people</p>

	<p>The LOIP aims to have a positive impact and improve outcomes for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.</p> <p>The LOIP focuses on ensuring access to appropriate, affordable and sustainable housing for all but may have a particularly positive effect for the higher number of men presenting as homeless. The focus on improving mental health and wellbeing, taking a whole population, preventative approach will have a positive impact for both men and women. The focus on raising aspirations of our young people, reducing the skills gap, upskilling/reskilling our workforce and working with employers to ensure they are more flexible should have a positive effect on reducing the gender employment gap and the gender pay gap.</p> <p>How do you know that</p> <ul style="list-style-type: none"> • <u>Sustainable Places:</u> Homelessness generally affects more men than women. In 2017/18 in Scotland, males were the main applicant in 54% of cases assessed as homeless or potentially homeless in 2016/17 • <u>Improved Health & Wellbeing:</u> There was no significant difference between the WEMWBS mean scores for men and women in 2018 (49.3 and 49.6, respectively). However; in 2016/17 the proportion of women with two or more symptoms of anxiety (13%) was higher than for men (9%) and a higher percentage of women reported ever having self-harmed than men (8% and 6% respectively). In terms of children aged 13-15, during the period 2012-2015 the average WEMWBS score was 51.0 and was higher for boys (52.0) than girls (49.9). • <u>Skills & Jobs:</u> The gender employment gap is decreasing; however in 2018 in Scotland, the employment rate for women (70.3%) was lower than the employment rate for men (78%). 86.9% of men in employment are in full time employment, compared to 57.5% of women. Almost half of women in Scotland (47.4%) work in the Public admin, education and health sector. 2019 data shows an 8.9% gap in median pay between men and women working full-time in West Lothian (close to the Scottish national average pay gap of 7.9%). It should be noted that the pay gap for part-time and total employment is likely to be greater than for full-time employment. A higher proportion of part-time jobs are occupied by women. Some lower paying occupations including retail and hospitality, have a higher share of part-time employment. Women are also more likely to be carers (59% women compared to 41% men in Scotland) and may require employers to be more flexible to access employment.
Sexual Orientation	<p>What effect/difference will the policy have on people</p> <p>The LOIP aims to have a positive impact and improve outcomes</p>

for everyone in West Lothian, with a particular focus on ensuring we are tackling inequalities and taking an inclusive approach to service design and delivery.

The LOIP focuses on ensuring access to appropriate, affordable and sustainable housing for everyone. The focus on improving mental health and wellbeing will have a positive impact across the population but may have a particularly positive impact for LGBT+ people, who may experience poorer mental wellbeing. The focus on delivering sustainable, inclusive and diverse economic growth will have a positive impact across the population.

How do you know that

- **Sustainable Places:** There is no specific evidence available in relation to housing and LGBT+.
- **Improved Health & Wellbeing:** Evidence shows that LGBT+ people experience a wide range of additional factors which compound and exacerbate pre-existing determinants of good and poor health and lead to profoundly different outcomes. A wealth of evidence indicates that LGBT+ people in Scotland are at much higher risk of mental health problems than heterosexual/cisgender people. In 2017 in Scotland, adults identified as LGB & Other scored lower in mental wellbeing than those identifying as heterosexual (23.3 compared to 24.2). More local research highlights that mental health problems are compounded by experiences such as bullying, discrimination, hate crimes and social isolation. Experience of both depression and anxiety is also common, as is the prevalence of self-harm among LGBT+ people, particularly young people. Evidence shows that LGBT+ people are more likely to drink alcohol at high or problematic levels. One of the common reasons for using alcohol excessively was 'self-medication' and as a coping mechanism to deal with depression, anxiety and stress. Use of illegal drugs and legal highs are not reported to the same extent as alcohol. Discussion with a local LGBT youth group confirmed that mental health and wellbeing is a key issue.
- **Skills & Jobs:** In 2017 in Scotland, people who identified as 'LGB and other' were twice as likely to be unemployed compared to those who identified as 'heterosexual' (4.6% versus 2.2%). It is important to note that a higher proportion of those identifying as 'LGB and other' were in the age groups 16-24 and 25-34, which were also the age groups where unemployment was higher. There is a lack of local evidence around this.

4. Please outline any needs and/or barriers which may affect vulnerable groups falling into poverty and disadvantage in relation to this policy

Vulnerable groups may include the following;

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> • Unemployed • Single parents and vulnerable families • People on benefits • Those involved in the criminal justice system • People in the most deprived communities (bottom 20 SIMD areas) • People who live in rural areas | <ul style="list-style-type: none"> • pensioners • Looked After Children • Carers including young carers • People misusing services • Others e.g. veterans, students • Single adult households • People who have experienced the asylum system | <ul style="list-style-type: none"> • Those leaving the care setting including children and young people and those with illness • Homeless people • People with low literacy/numeracy • People with lower educational qualifications • People in low paid work • People with one or more Protected Characteristic |
|---|--|--|

What effect/difference will the policy have on people

The LOIP aims to have a positive effect on those most in need in West Lothian, in order to tackle inequalities. The following section identifies some of the particular needs and barriers faced by vulnerable groups. The CPP will focus on working together to target services/activities to meet the needs of and remove the barriers for vulnerable groups. The detail on how this will be achieved will be set out in the plans that sit below the LOIP.

How do you know that

- **Sustainable Places:** Unemployment, low pay and area deprivation continue to be issues in West Lothian. Analysis of all homeless presentations made in 2017/18 shows that, when removing the high demand from the Livingston area, 75% of applications were made from the more deprived west side of West Lothian. The existing Rapid Rehousing Transition Plan aims to reduce inequalities and includes a number of actions to mitigate against poverty and deprivation, recognising the links between ending homelessness and tackling poverty and improving wider outcomes (e.g. mental wellbeing). The LOIP will focus on developing a wider partnership approach to prevent people reaching crisis and presenting as homeless.

It will also be important to focus efforts on other vulnerable groups at risk of homelessness, for example people leaving prison and young people leaving care.

- **Improved Health & Wellbeing:** Engagement in the CPP's 13 regeneration areas (the areas in the bottom 20% SIMD) highlighted mental wellbeing as a key local issue across many of the areas. In

Scotland, mental wellbeing is significantly lower in the most deprived than in the least deprived areas. Evidence shows that more deprived areas are more likely to have lower WEMWBS scores, increased prevalence of two or more depressive symptoms and symptoms of anxiety and a higher proportion of adults that had attempted suicide. Some groups are more likely than others in our society to experience mental ill-health and poorer mental wellbeing – for example, people who have experienced trauma or adverse childhood events, people who have substance use problems, people who are experiencing homelessness, people who are experiencing loneliness or social isolation, veterans, refugees and asylum seekers.

In Scotland, the highest prevalence of drinking over 14 units a week is among those in the most deprived areas. More deprived areas experience more negative impacts of alcohol over time.

- **Skills & Jobs:** In terms of the participation rate, the 16 to 19 year olds who were unemployed seeking or unemployed not seeking were concentrated in the most deprived areas - just under half of both unemployed seeking (46.0%) and unemployed not seeking (42.6%) lived in areas ranked within the 20% most deprived areas in Scotland. This holds true for both males and females. However, the participation gap between those living in the 20% most deprived areas and those in the 20% least deprived areas has continued to narrow.

5. Action Plan

What action/s will be taken, by whom and what is the timescale for completion

Actioner Name

Community Planning Officers

Action Date

What is the issue

Whilst there is strong evidence regarding some equalities groups, there is little evidence in relation to some others (marriage/civil partnership, gender reassignment, religion or belief and sexual orientation).

What action will be taken

Monitor poverty statistics and reports with particular consideration of any issues that may have a disproportionate impact on equality groups. Discuss the LOIP focus areas with key local equality forums and organisations (Glitter Cannons, Faith Group, Race Forum, MSYPs, Carers of West Lothian).

Progress against action

Ongoing throughout delivery of the LOIP – will be reviewed at regular LOIP reviews.

Action completed Ongoing throughout delivery of the LOIP	Date completed n/a
Actioner Name Community Planning Officers	Action Date 31/05/2020
What is the issue Lack of engagement with some key groups in early engagement phase (e.g. the Anti-Poverty Strategy's Experts by Experience Panel, homelessness/tenants groups, Learning Disability Forum, Senior People's Forum).	
What action will be taken Further efforts will be made to reach these groups when consulting on the draft LOIP and in developing associated actions.	
Progress against action	
Action completed Consultation to be carried out between March-end May 2020	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	

Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	

Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	

Action completed	Date completed
Actioner Name	Action Date
What is the issue	
What action will be taken	
Progress against action	
Action completed	Date completed
6. Details of consultation and involvement Who will be or has been involved in the consultation process a. State which groups are involved in this process and describe their involvement. b. Describe any planned involvement saying when this will take place and who is responsible for managing the involvement process. c. Describe the results of the involvement and how you have taken this into account.	
<p>All community planning partners were consulted throughout the LOIP review process, via the Community Planning Steering Group and CPP Board meetings, discussion at thematic forums, meetings with individual partners and a partner session specifically focused on the review of the LOIP.</p> <p>Very early on in the process, the findings from recent community engagement exercises were reviewed (e.g. regeneration plans, Anti-Poverty Strategy, IJB Strategic Plan/localities, Quality of Life Survey, Scottish Household Survey) to inform potential priority issues. It was important to review what had already been gathered so as not to duplicate efforts. This review and the discussion with partners informed development of a set of key 'focus areas' for the new LOIP.</p> <p>A period of community engagement specifically on the draft LOIP focus areas was then undertaken, still early on in the process. A consultation document was widely circulated and face-to-face engagement was carried out with key target groups (the method of engagement depended on the preference of the group). The following wider groups were engaged:</p> <ul style="list-style-type: none"> • Community Planning Partners (face-to-face) • Joint Forum of Community Councils in West Lothian and individual Community Councils (consultation document) • Voluntary Sector Gateway and third sector organisations (consultation document) 	

- **Regeneration steering groups** (consultation document)
- **Community Development Trusts** (face-to-face/consultation document)
- **Key community organisations** (face-to-face/consultation document)

The following target groups pertaining to particular protected characteristics/vulnerable groups were also engaged:

- **West Lothian Community Race Forum** (consultation document)
- **West Lothian Faith Group** (face-to-face/consultation document)
- **Glitter Cannons** (*LGBT young people's group*) (face-to-face)
- **MSYPs** (face-to-face/consultation document)
- **Local schools** (consultation document)
- **Mental Health Service Users Forum** (face-to-face, with staff)
- **Voice of West Lothian** (*for those with current or previous problems with drink and/or drugs*) (face-to-face)

This engagement informed development of the five draft LOIP outcomes. These were discussed and amended at a partner session held in November 2019 (which also involved community representation). The session also began discussion on the interim actions required to achieve these outcomes. A draft LOIP was then developed.

Although robust community engagement has already informed development of the draft LOIP, it is intended that a further period of consultation will be undertaken on the draft document to provide communities with a further opportunity to have a say on the outcomes and how the CPP plans to improve these. The draft will be widely circulated and engagement will also be targeted at the key groups outlined above. Efforts will be made to reach wider groups representing protected characteristics and vulnerable groups, who did not respond to initial engagement (e.g. the Anti-Poverty Strategy's Experts by Experience Panel, homelessness/tenants groups). Discussions will be held with the relevant officers working with these groups on the most appropriate way to engage. There will be an offer for face-to-face engagement to talk groups through the draft document.

7. Data and Information

What equality data, poverty data, research, information or other evidence has been used to inform this assessment?

(Information can include, for example, surveys, databases, focus groups, in-depth interviews, pilot projects, reviews of complaints made, user feedback, academic publications and consultants' reports)

- a. What information or other evidence has been used in the development of the policy?**
- b. What does research, consultation and other data or information tell you about the impact of the policy? (Describe the information and the conclusions, and state where the information can be found).**
 - (i) Quantitative (numbers, percentages, statistical data)**
 - (ii) Qualitative – (written/spoken words, opinions, surveys)**
- c. Describe any gaps in the available information, and record within section five (Action Plan Section), action you are taking in relation to this (e.g. new research, further analysis) and when this is planned.**
- d. Give details of any existing local or national evidence which has been used to inform the development of your policy.**

In developing the LOIP, a great deal of data and information has been drawn from existing partnership processes and plans. The review process also drew on data gathering and community engagement that had already been recently carried out by the CPP and partners. For example:

- Local regeneration plans
- Anti-Poverty Strategy
- Community Safety Strategic Assessment/Community Safety Plan
- Community Justice Strategic Plan
- Integrated Joint Board Strategic Plan/Locality Plans
- Community Learning and Development Plan
- Rapid Rehousing Transition Plan
- ADP Needs Assessment

Qualitative information was also gathered through community engagement processes focused on the new LOIP (both face-to-face and via a consultation document), with the groups highlighted in Section 6.

A range of national and local evidence more focused on equalities has also been reviewed.

- Scottish Government Equality Finder

- Scottish Crime and Justice Survey 2017
- Scottish Health Survey 2015 (children's mental wellbeing) and 2018
- Drug-related hospital statistics Scotland 2017/18
- Small Business Survey Scotland 2017
- Regional Employment Patterns in Scotland: Statistics from the Annual Population Survey 2018
- Annual Survey of Hours and Earnings 2019
- Annual Participation Measure for 16-19 year olds in Scotland 2019
- Scottish Surveys Core Questions 2017
- Poverty and Income Inequality in Scotland 2015-18
- Scottish Health and Ethnicity Study (SHELS)
- Mental Health Strategy 2017-2027
- Mental Health Foundation
- Race Equality Framework for Scotland 2016-2030
- Health needs assessment of lesbian, gay, bisexual, transgender and non-binary people: Qualitative Research Findings Report (NHS Greater Glasgow and NHS Lothian)
- Scotland's Carers
- West Lothian Quality of Life Survey 2016/17

The data and information gathered has provided a robust assessment of local need which has informed the priority areas that the new LOIP will focus on. Further discussion with stakeholders has also confirmed that these are the right areas to focus on. This has also provided an understanding of the particular challenges/barriers faced by different groups which will inform the specific actions identified to deliver on the LOIP.

There is little evidence regarding specific issues relating to the LOIP focus areas for certain equality groups; Gypsy travellers, marriage/civil partnership, gender reassignment, religion or belief and sexual orientation. Statistics and reports will be monitored with particular consideration of any issues that may have a disproportionate impact on equality groups. Regular discussion with key local forums and organisations (Glitter Cannons, Faith Group, Race Forum, MSYPs, Carers of West Lothian, the Anti-Poverty Strategy's Experts by Experience Panel) will also provide an opportunity to identify and discuss key issues in relation to equalities.

8. Mitigating Actions

If the policy has a negative/adverse impact on a particular group/s, but is still to be implemented, please provide justification for this.

Note: If the policy is unlawfully discriminatory under the Equality Act 2010 and/or is having a negative impact on poverty and socioeconomic disadvantage under the Fairer Scotland Duty, you **MUST** identify, how the policy can be amended or justified so the Council acts lawfully.

- a. How could you modify the policy to eliminate discrimination or to reduce any identified negative impacts? If necessary, consider other ways in which you could meet the aims and objectives.
- b. How could you modify the policy to create or maximise the positive aspects of the proposals and to increase equality and reduce poverty and socioeconomic disadvantage.
- c. Describe any modifications which you can make without further delay (for example, easy, few resource implications).
- d. If you propose to make any of the modifications shown above, describe any potential new negative impacts on other groups in society or on the ability to achieve the aims and how you will minimise these.
- e. Please describe the resource implications of any proposed modifications taking into account financial, people and property issues.

No negative impacts identified. There will be an ongoing review of the impacts of the LOIP to monitor any emerging negative impacts.

9. Monitoring and Review

- a. How will the implementation and impact of the policy be monitored, including implementation of any amendments? For example, what type of monitoring will there be? How frequent?
 - b. What are the practical arrangements for monitoring? For example, who will put this in place? When will it start?
 - c. How will results of monitoring be used to develop future policies?
 - d. When is the policy due to be reviewed?
 - e. Who is responsible for ensuring this happens?
- Please detail below

The West Lothian CPP has a robust governance structure which is aligned to the key focus areas of the LOIP and the related outcomes. This will enable the partnership to effectively drive forward improvements and actions and measure and monitor performance.

The CPP Board will oversee the delivery of the LOIP. The Community Planning Steering Group will provide scrutiny and quarterly performance monitoring of LOIP performance indicators.

The LOIP and associated actions will be delivered by a number of thematic delivery groups. These groups will be responsible for regularly reviewing and reporting on actions and performance indicators. Themed CPP Board meetings will also allow more robust scrutiny of the actions and on any challenges that require discussion at a strategic level.

The LOIP is a dynamic and fluid document and will be reviewed on a regular basis (at least every three years) to ensure this continues to reflect local needs. The document and associated actions/activities will be updated as required. The CPP will monitor and review the impact assessment at the same time to ensure this is aligned and to monitor any emerging negative impacts. An annual LOIP and Locality Plan annual report will also be developed to demonstrate progress in delivering the LOIP and regeneration plans.

Our community involvement mechanisms will ensure that community needs are fed into community planning processes on an ongoing basis. Through locality planning, we will ensure that there is a particular focus on reducing inequalities and improving outcomes for those areas with poorer outcomes. Regeneration plans will be more closely aligned to the LOIP going forward. Our equality forums and other community groups will also provide a mechanism to ensure that the voices of minority groups are fed in to community planning processes.

10. Recommendation and Reasoning

- ☒ Implement proposal with no amendments
- ☐ Implement proposal taking account of mitigating actions (as outlined above)
- ☐ Reject proposal due to disproportionate impact on equality, poverty and socioeconomic disadvantage

Reason for Recommendation

Signed by Lead Officer

Designation	
Date	
Counter Signature (Head of Service or Depute Chief Executive responsible for the policy)	
Date	

- **Integrated impact assessment completed**
- **Final assessment must be published on the council website once the decision to implement has been agreed:**
[Council EQIA Publication Page](#)
- **Link must be included in “Background References” section of committee/management reports**

PRE-SCREENING NOTIFICATION

SEA PRE-SCREENING DOCUMENT

Responsible Authority: West Lothian Council on behalf of the West Lothian Community Planning Partnership

Title of the plan: West Lothian Local Outcomes Improvement Plan 2020-2030

What prompted the plan:
(e.g. a legislative, regulatory or administrative provision)

Publishing a Local Outcomes Improvement Plan (LOIP) is a legislative requirement under Part 2 of the Community Empowerment (Scotland) Act 2015.

A LOIP is the mechanism by which a Community Planning Partnership (CPP) identifies and delivers improved outcomes for their communities. It is based on clear understanding of local needs and reflects agreed local priorities.

Plan subject:
(e.g. transport)

Partnership working to improve outcomes in West Lothian

Brief summary of the plan:
(including the area or location to which the plan related)

The LOIP sets out the strategic direction for the West Lothian CPP over the next 10 years, outlining how partners will jointly address the key 'big ticket' issues identified for West Lothian – the complex and stubborn issues that can only be tackled by working in partnership. Three focus areas have been identified, along with relevant outcomes:

Sustainable Places

- Everyone has access to appropriate, affordable and sustainable housing which meets their needs
- Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature-rich, net zero carbon community

Improved Health & Wellbeing

- Everyone experiences improved mental health and wellbeing
- We have reduced the negative impacts of too much alcohol in West Lothian

Skills and Jobs

- West Lothian delivers sustainable, inclusive and diverse economic growth enabling businesses to create good quality jobs that everyone can access

A number of 'guiding principles' have also been identified that should inform how all CPP activity is designed and delivered:

- Prevention
- Tackling Inequalities
- Inclusiveness
- Community Resilience and Empowerment

Brief summary of the likely environmental consequences: (including whether it has been determined that the plan is likely to have no or minimum effects, either directly or indirectly)	<p>The LOIP is a long term, strategic plan that sets out the priorities and outcomes we want to achieve for our communities. It will be the more detailed thematic/action plans that sit below the LOIP that will outline the specific activity that will be taken forward to deliver on the CPP's ambitions.</p> <p>Although one of the key focus areas in the LOIP is 'Sustainable Places', with one outcome particularly focusing on sustainability, the climate crisis and behaviour change, we feel that there is not enough detail contained within the LOIP to be able to assess the likely environmental effects and that a Strategic Environmental Assessment of this plan would not be a productive exercise. However; given the strong focus in the LOIP on achieving net zero carbon, it is anticipated that any impacts will be positive.</p> <p>Any projects arising from the proposals outlined in the LOIP which may affect the environment will be submitted for SEA in the usual way, as will the key plans and strategies that underpin the delivery of the LOIP (for example a full assessment has been carried out for the West Lothian Local Development Plan).</p>
Contact details:	Joanna Anderson Community Planning Development Officer 01506 281086 joanna.anderson1@westlothian.gov.uk
Date of opinion:	<input style="width: 100%;" type="text"/>

When completed send to: SEA.gateway@scotland.gsi.gov.uk or to SEA Gateway, Scottish Government, Area 2H (South), Victoria Quay, Edinburgh, EH6 6QQ

Completion guidance (Please delete before submission)

Link to SEA Guidance: <http://www.gov.scot/Resource/0043/00432344.pdf>

Box 1	Name of the organisation that is responsible for the plan. Note: The Responsible Authority is any person, body or office holder exercising functions of a public character. Where more than one authority is responsible for a plan they should reach an agreement as to who is responsible for the SEA. Where an agreement cannot be reached, the Scottish Ministers can make the determination (Extract from SEA Guidance: Glossary (Page 50)).
Box 2	Name of the plan. Note: The 2005 Act applies to plans which relate to matters of a public character. The term 'plan' within guidance also covers policy, programme and strategy (Extract from SEA Guidance: Glossary (Page 50)).
Box 3	In terms of pre-screening, knowing why a plan is being produced is one of the key components in understanding whether exemption is an option.
Box 4	The 2005 Act outlines the sectors as agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town & country planning and land use.
Box 5	The name of the plan alone can seldom offer sufficient information to understand

¹ Please note: (A) The plan has to fall into Section 5(4) of the Environmental Assessment (Scotland) Act 2005 & (B) you should apply the criteria specified within Schedule 2 of this Act to reach a conclusion on no or minimal environmental effects: www.legislation.gov.uk/asp/2005/15/contents (delete this note before submission)

	<p>The description of the plan being pre-screened has to contain sufficient information to allow those reading the notification to understand the objectives of the plan and how the Responsible Authority aims to deliver them. Brief descriptive information such as the area or location of the plan is required by the 2005 Act, but it can also prove helpful to include additional information in a summary, such as whether the plan is expected to improve or strengthen the current approach, the reason the plan is being prepared, who it would apply to and the timescale for delivery. This type of information can help paint a clear picture of whether pre-screening was suitable in the circumstances.</p>
Box 6	<p>As only those plans that have <u>no or minimal</u> effects on the environment can be pre-screened, it is important for a Responsible Authority to use the criteria detailed in Schedule 2 of the Environmental Assessment (Scotland) Act 2005 as a guide to providing a description of the likely environmental effects. This approach supports the transparency of the assessment process, whilst helping to ensure Responsible Authorities remain compliant with the requirements of this self-exemption route.</p> <p>Similarly to Box 5 above, it can prove helpful if a Responsible Authority provides additional information, such as a summary of the reasons why the plan will have no more than minimal effects on the environment, including any intrinsic mitigation, as well as any existing or future assessment needs within the plan hierarchy.</p> <p>In those cases where a Responsible Authority is uncertain of the scope of the likely environmental effects, pre-screening is not recommended. In this scenario, screening the plan is likely to be a better option.</p>

Local outcomes Improvement Plan



West Lothian
COMMUNITY PLANNING PARTNERSHIP

Foreword



Welcome to the West Lothian Community Planning Partnership's Local Outcomes Improvement Plan (LOIP) 2020-2030. This plan sets out how the partnership will work together to improve the quality of life for everyone who lives, works and does business in West Lothian.

We have talked to our partners and communities and reviewed local data and information to develop a set of local priorities based on local need. We were clear from the start that we wanted to focus on the complex issues that can only be tackled by working together – where the CPP can add most value.

This new LOIP will build on West Lothian's strong history of partnership working and will shape how we design and deliver our services, ensuring we focus on tackling inequalities, prevention and empowering our communities.

I am pleased to present the new LOIP and I look forward to working together to achieve the ambitions of the plan, to make a positive difference to local people's lives.

*Councillor Kirsteen Sullivan,
Chair of the West Lothian Community
Planning Partnership Board*

West Lothian's
CPP is made of

21 PARTNERS

Introduction

The Local Outcomes Improvement Plan (LOIP) is West Lothian Community Planning Partnership's plan to achieve our vision of 'improving the quality of life for everyone who lives, works and does business in West Lothian'.

Community planning is the process by which public, private and third sector agencies work in partnership with each other and with communities to plan and deliver services that will improve the quality of life for people and communities. Community planning activities are carried out by a Community Planning Partnership (CPP). The West Lothian CPP is made up of 21 local partners.

The Community Empowerment (Scotland) Act 2015 gave CPPs a statutory purpose focused on improving outcomes for local communities through partnership working. Under the Act, the CPP is required to develop a Local Outcomes Improvement Plan (LOIP) and Locality Plans. The LOIP is an area-wide plan setting out local priority issues and how partners will work together to tackle these and improve outcomes. Locality plans should be developed for the areas experiencing poorer outcomes.

Community Planning (definition)

Effective community planning focuses on where partners' collective efforts can add most value for their local communities, with particular emphasis on reducing inequalities.

The Community Planning Partnership (CPP) should have a clear and ambitious vision for its local area.

This focuses community planning on a small number of local priorities where the CPP will add most value as a partnership – in particular by improving outcomes for its most vulnerable communities'

**Community Empowerment (Scotland) Act 2015,
Part 2: Community Planning Guidance**

Introduction

The West Lothian LOIP is a ten year plan that sets out the strategic direction for the CPP. The CPP agreed that this LOIP should focus on the 'big ticket' issues that can only be achieved by working together. The partnership was clear that the collective efforts of the CPP should focus on those complex and stubborn issues that require additional partnership action, leadership and collaboration; where the CPP can make the biggest impact; and should focus on tackling inequalities. The CPP recognises

that tackling these complex issues will require long-term change at a partnership level.

Three priority 'focus areas' have been identified and translated into five long-term outcomes.

The LOIP sets out the current challenges around these areas and how the CPP will work together to tackle these local issues, improve outcomes and reduce inequalities in West Lothian. The LOIP is the culmination of genuine partnership working between partners to identify where we need to jointly focus our activity and demonstrates the added value that working collaboratively can bring. We have a vibrant, dynamic partnership which is committed to achieving the outcomes set out in this plan.

CPPs are also required to develop locality plans.

13 regeneration plans have been developed in the areas in the bottom 20% of the Scottish Index of Multiple Deprivation (SIMD) and have been adopted as the CPP's locality plans. These community-led plans were informed by robust community engagement and set out the specific themes, priorities and actions for each of the 13 areas. This local information has informed the development of the LOIP, ensuring local priorities identified by our communities are shaping the strategic LOIP.

3 Local Outcomes Improvement Plan

What is not included and why

The CPP is responsible for a number of partnership plans and strategies that are also focused on tackling inequalities and improving outcomes, such as the Community Learning and Development Partnership Plan 2018-21, Anti-Poverty Strategy 2018-23, Children's Services Plan and the Community Justice Strategy 2019-24. The CPP has a role in delivering these plans.

It has been agreed that the LOIP should not duplicate outcomes or activities that are already successfully being driven forward through other partnership plans and groups; therefore there are some areas of activity that do not specifically appear within the LOIP.

Public Protection: There are existing successful partnership arrangements in place and so the LOIP does not specifically focus on issues such as domestic abuse, MAPPA and child/adult protection.

Child Poverty: A Local Child Poverty Action Plan has recently been developed and there are clear outcomes and actions around child poverty that are being delivered through the CPP's Anti-Poverty Strategy. Delivering on the LOIP outcomes will complement and impact positively on the wider work around child poverty, and vice versa.

Children and Families: There are plans in place that focus on designing and delivering services to ensure that children's needs are met at the earliest opportunity and they are supported to achieve their potential (e.g. the Children's Services Plan and Corporate Parenting Plan). Although there is no explicit outcome around children and families within the LOIP, delivering on the LOIP outcomes will complement and impact positively on these existing plans, and vice versa.

Wider community safety activity: The CPP's Community Safety Plan was developed following a robust strategic assessment and sets out a clear list of priorities and the activities that will be taken forward by the Community Safety Partnership. It is the 'community wellbeing' aspect of the plan that has been identified as requiring further partnership focus and this has been reflected in the LOIP focus areas.

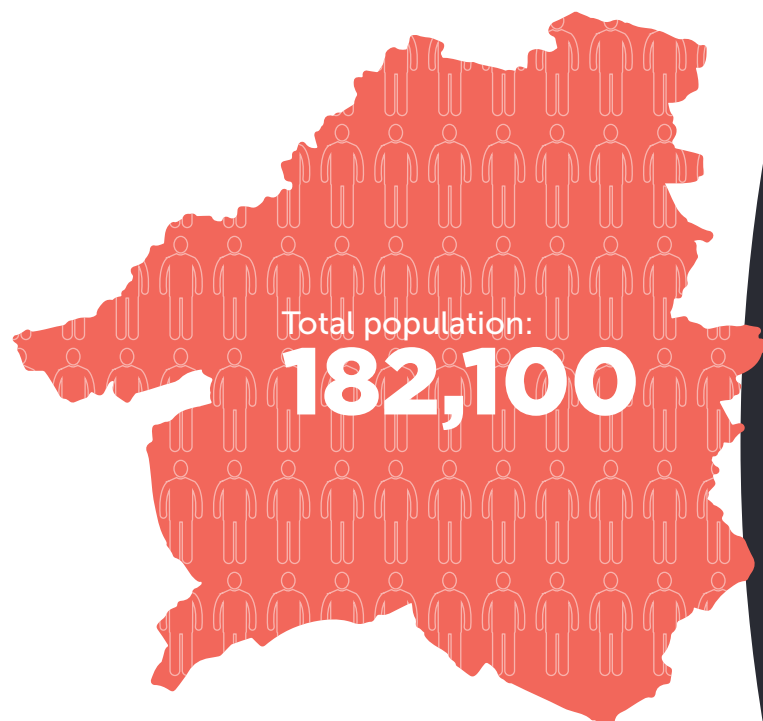
Wider environmental activity: West Lothian Council reports on activity around waste management, greenspace and heritage.

It has been agreed that where the CPP can add value is around behaviour change and doing more as a partnership to achieve net zero carbon emissions.

The LOIP is a
10 YEAR PLAN
and sets out the
strategic direction
for the CPP



Our Place

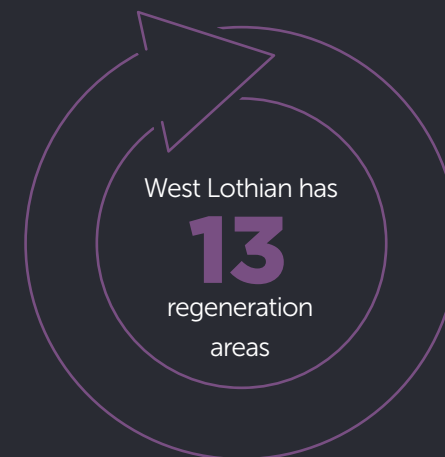


Life expectancy:

81
YEARS



78
YEARS



West Lothian has **37** datazones in the most deprived 20%

26% of children in poverty

Protected characteristics:

80%

of residents are satisfied with West Lothian as a place to live

3%



minority ethnic groups

29%



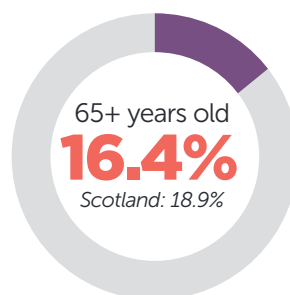
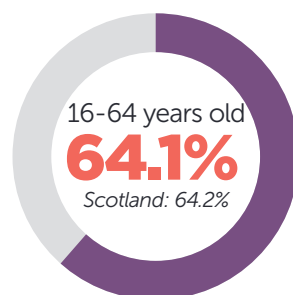
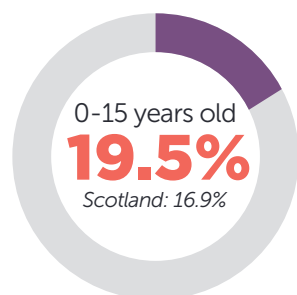
have a disability and/or long term health condition

2.4%



of the adult population identifies as Lesbian, Gay, Bisexual and other

Population demographics:



52%



49%



6.6%
projected population increase 2016-2026
(compared to +3.2% Scotland)



46%
projected increase of 75+ years between 2016-2026

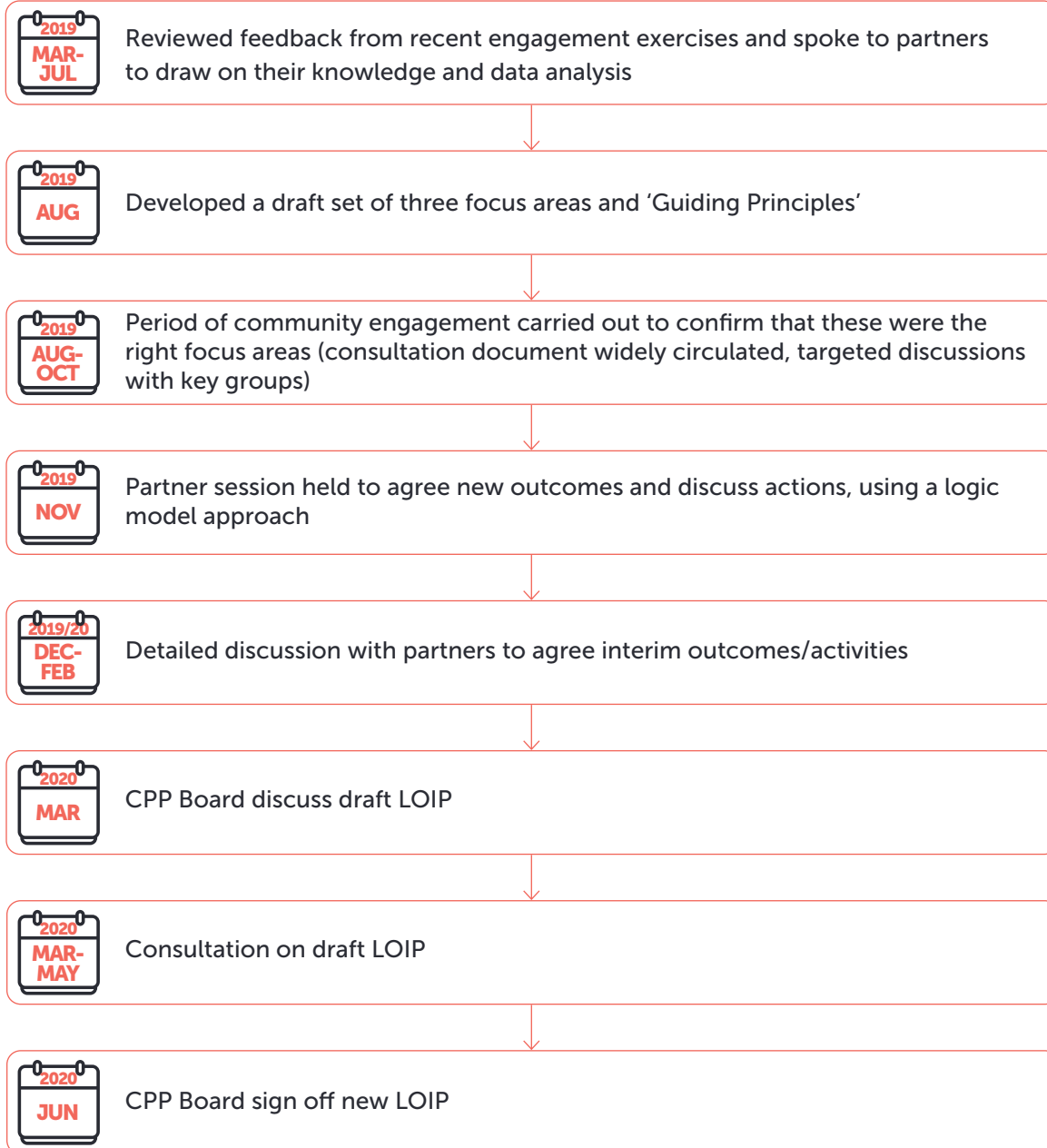
Developing the LOIP

It is important that communities and partners are meaningfully involved in setting the strategic direction of the partnership. In developing the LOIP, all stakeholders were provided opportunities for discussion and dialogue to identify the collective priorities for the CPP.

The LOIP must also be based on an up-to-date understanding of local needs and aspirations and must reflect community views. The CPP therefore drew on an extensive evidence base from across the partnership, building on a considerable amount of partner knowledge, data analysis and community engagement that had been carried out through the development of wider partnership strategies and plans (e.g. Anti-Poverty Strategy, Integrated Joint Board Strategic Plan/locality plans) and through the regeneration planning process. This informed the development of the focus areas and outcomes. A full integrated impact assessment and strategic environment assessment relevance assessment were also carried out early on in the process to ensure that equalities and environmental considerations were taken on board.

LOIP is based on an up-to-date understanding of local needs and aspirations and reflects community views

LOIP Development Process



Guiding Principles

A number of Guiding Principles have been identified which underpin the focus areas and outcomes in the LOIP. These will inform the CPP's approach to how we work together and how we design and deliver services.



Focus Areas and Outcomes

Three focus areas have been identified and translated into five local outcomes that the CPP will work together to improve. These are aligned to at least one of the National Outcomes.

LOIP Outcomes



Sustainable Places

- Everyone has access to appropriate, affordable and sustainable housing which meets their needs
- Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature rich, net zero carbon community



Improving Health & Wellbeing

- Everyone experiences improved mental health and wellbeing
- We have reduced the negative impacts of too much alcohol in West Lothian



Skills & Jobs

- West Lothian delivers sustainable, inclusive and diverse economic growth enabling businesses to create good quality jobs that everyone can access



Sustainable Places



8,301
housing
applications
(2018/19)



1,516
homeless
presentations
(2018/19)



486
in temporary
accommodation
(2018/19)



80%
of residents are
satisfied with their
neighbourhood



94%
of existing tenants
satisfied with the
quality of
their home

Everyone has access to appropriate, affordable and sustainable housing which meets their needs

There is a shortage of housing in West Lothian and a mismatch between supply and demand for social rented housing in terms of location, size and type.

There is a high number of homeless presentations and increased demand and length of stays in temporary accommodation. West Lothian has a high number of single people presenting as homeless and has high rates of youth homelessness. A high proportion of council housing goes to people presenting as homeless.

As a partnership, we need to better understand what the housing need and demand is in West Lothian. The council develops a Strategic Housing Investment Plan, which allocates sites for affordable housing. A target of 3000 affordable homes has been set for the period 2012-2022, to be built by both the council and Registered Social Landlords (RSLs). There is an opportunity for other housing providers to make a greater contribution to affordable housing delivery. The West Lothian Local Development Plan (LDP) provides the vision and land use strategy for how communities will grow and develop in the future and sets out requirements for affordable housing provision.

New Planning legislation will also require the planning system to help ensure that the housing needs of older people and disabled people are met. Discussions are already ongoing to take a joint approach to health and housing, ensuring that we are adapting to an ageing population, meeting the needs of those with disabilities and providing affordable housing for key workers.

Although it is important that we provide enough housing that is affordable and meets people's needs, the CPP also recognises that homelessness is a wider issue that cuts across all partners. There are clear links between homelessness and poor physical and mental health and the contribution of good housing to wider outcomes. This cuts across the other LOIP focus areas, for example the impact of good housing on access to employment and good mental wellbeing. A partnership approach is in place to tackle homelessness through the Rapid Rehousing Transition Plan; however we also need a longer-term, early intervention approach to change the journey prior to a homeless presentation and to streamline the customer journey.



We need to take a person centred approach; ensure access to the right services and advice at the right time to stop individuals sliding into more acute needs; develop better strategic partnerships and connections to create a better flow through the system; change the culture and perceptions in the community around homelessness; and build capacity in communities to deal with homelessness. We need to ensure that homelessness is not perceived as the main way for households to be allocated social housing. We also need to make sure that where a person does become homeless, they are housed as quickly as possible and are provided with the right services and supported within the community to sustain their housing.

As well as developing suitable and affordable housing, we need to take a wider placemaking approach to ensure we are building sustainable places focused on community needs. We need a more joined-up, collaborative and participative approach to services, land and buildings, looking at how places are designed (e.g. how communities move around, access to cheap and reliable public transport, how they access local services and facilities, adapting to climate change) and how communities can have a say in decisions that affect them. We need to build on the assets and resources that exist in communities. This will enable better outcomes for everyone, increased opportunities for people and communities to shape their own lives and to build connected, stronger, safer and resilient communities. Place has a significant impact on health and wellbeing and is the focus of one of the Public Health priorities – A Scotland where we live in vibrant, healthy and safe places and communities.

What does success look like?

- Houses built in West Lothian meet the needs of our communities
- Local people are aware of all housing options and the choice and support available
- There is joined up and consistent support and advice available to prevent homelessness and help people secure suitable and sustainable housing at the earliest opportunity
- We take a joined-up, collaborative, and participative approach to designing our places, to enable better outcomes for everyone and increased opportunities for people and communities to shape their own lives

What the CPP will do

- Take a joint approach to health and housing
- Develop a shared local assessment of housing need and engage all sectors (including RSLs, private housing providers) to inform house building
- Work together to develop consistent messages around wider Housing Options and support available
- Improve strategic partnerships and connections, linking in and aligning to the RRTP, Homes for West Lothian Partnership and Community Justice Strategy
- Consider repurposing buildings in central sites to increase housing supply
- Develop placemaking approaches across West Lothian

How we will measure progress

- PI around housing shortage/lack of the right kind of housing to be developed
- Number of new affordable homes
- Cumulative number of new build council houses completed
- Number of new build affordable houses completed by Housing Association Partners in West Lothian



6 CO₂
TONNES

of CO₂ emissions
per capita in West
Lothian

Scotland 5.3 tonnes

Significant
reduction in
|council emissions
-16.5%



Nature is a key asset
underpinning the
economy, quality of
life, and our health and
wellbeing and is closely
linked to climate
change

West Lothian
Council declared a
Climate Emergency
in September 2019



An area wide target
has been set to
achieve net zero
carbon by [insert
target]

Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature rich, net zero carbon community

The world is in the midst of a Climate Emergency which requires urgent and meaningful action at an international, national and local level in order to safeguard our planet for future generations.

Scotland's climate is already changing. Our warmest 10 years on record have all been since 1997. There has been an increase in rainfall in the past few decades and mean sea level around the UK has risen by approximately 1.4mm/year from the start of the 20th century.

Climate projections for the next century indicate that the climate trends observed over the last century will continue and intensify over the coming decades. The International Panel on Climate Change has said that we have just 12 years left to get ourselves on a pathway to avoid breaching 1.5°C of warming, a disaster for people and nature.

As well as reducing our emissions (mitigation), we will need to consider how we adjust to the impacts of climate change to reduce negative impacts and exploit any opportunities (adaptation). Our buildings will need to be able to cope with more extreme summer temperatures, intense rainfall events and potential changes in wind and storm patterns. Our infrastructure systems are likely to be impacted by an increase in disruptive events. Summer droughts may become more frequent and more severe, causing problems for water quality and supply. A warming climate may provide more opportunity to be outdoors and enjoy a healthy and active lifestyle while reducing mortality in winter; however, it could affect patterns of disease and other health issues. Climate change and associated extreme weather may disrupt the lives of individuals and communities, limiting access to vital services and impacting on people's physical and mental health. Emergency services may need to respond to an increased frequency and severity of flooding, landslide and wildfire events.

Climate change will therefore have an impact on us all now and for future generations. We all have a part to play to make West Lothian a more sustainable place to live and work.

Building a nature rich future is critical in addressing the causes and impacts of climate change. Climate change and biodiversity are inextricably linked. Our changing climate is accelerating the loss of nature, and at the same time restoring nature can play a key role in helping us to address climate change and achieve net zero greenhouse gas emissions.

Nature plays a vital role in mitigating climate change: healthy woodlands, peatlands, soils and oceans absorb and store carbon sequestration. At the same time, nature can play an important role in helping us to adapt to many of the risks associated with climate change such as from increasing temperatures, flooding and sea-level rise. "Nature-based solutions" such as whole catchment water management and restoring peatland offer opportunities for public bodies, businesses, third sector and local communities to work with nature to mitigate and adapt to our changing world. Local community groups and individuals have a key role through taking a wide variety of actions in our daily lives. This will also help to empower local communities to act as stewards of their local environment.

West Lothian Council declared a Climate Emergency in September 2019. Significant work has already been carried out to reduce emissions in West Lothian and the council's agreed carbon reduction targets are already being exceeded. The council has set an area wide target to achieve net zero carbon by [insert target]. This area wide target will require the buy-in of all partners, including businesses and communities, if it is to be achieved. By 'net zero carbon' we mean reducing greenhouse gas emissions and balancing the impact of any remaining emissions with an appropriate amount of carbon removals, e.g. by planting trees to capture carbon.

The CPP recognises that a partnership effort is required to build a sustainable, nature rich and net zero carbon community, involving all public agencies, the private sector and communities. It is important that the response to the Climate Emergency is community-led. Youth engagement and involvement is also key to the West Lothian approach to the Climate Emergency.

A CPP Climate Change Seminar was held in late 2019 to discuss the common challenges, opportunities and potential for collaboration and partnership working. The session was well attended by partners, council services, community councils and local young people. Discussions focused around legislation, policy and finance; partnership and leadership; and engagement, awareness-raising and communication. A CPP action plan was developed based on these discussions, identifying the short, medium and long term actions specifically around how the CPP will work together to tackle the Climate Emergency.

11 Local Outcomes Improvement Plan

What does success look like?

- West Lothian wide emissions have reduced and we have implemented a strong partnership approach to achieve net zero carbon
- There is improved engagement with all sectors and communities, businesses and third sector play a lead part in achieving net zero carbon
- We have implemented approaches for carbon off-setting and energy generation
- Nature-based solutions play a role in achieving net zero carbon and mitigating and adapting to climate change impacts

What the CPP will do

- Review CPP climate change governance structures and develop new CPP Climate Change Strategy by 2021, to set the direction of travel for the partnership and enable discussion around joint CPP actions/projects
- Partner involvement in development of relevant strategies (e.g. Electric Vehicles Strategy)
- Develop a CPP climate change risk register
- Set up a third sector forum to provide input from the third/voluntary sector and encourage communities to take a lead role in achieving net zero carbon
- Improve engagement with private sector organisations
- Develop a Climate Change Communication Strategy to ensure a consistent CPP approach to communication and awareness-raising in communities
- Develop and deliver Climate Change training

How we will measure progress

- Council emissions
- Tonnes of CO2 emissions per capita in West Lothian
- Breakdown – emissions from the industrial and commercial sector, domestic emissions including from gas and electricity consumption, emissions from transport, from land use, land-use change and forestry
- Further partnership measures to be identified



Improving Health and Wellbeing



1 in 4

people will experience a mental health problem every year

(higher in areas of deprivation)

The proportion of people prescribed drugs for anxiety and depression in our most deprived communities is double the rate of those prescribed in our least deprived communities.

19.2%

of people aged 15 or over prescribed medication for depression and anxiety (west of West Lothian).

18%

of people aged 15 or over prescribed medication for depression and anxiety (east of West Lothian).

Scottish Health Survey data shows a clear pattern of lower scores for people from more deprived communities nationally.

	West Lothian	Scotland
Year	All	ALL
2014	24.25	24.64
2015	24.32	24.57
2016	24.57	24.35
2017	24.66 (23.61–25.71)	24.4 (24.25–24.55)

Source: Scottish Surveys Core Questions, Short WEMWBS mean scores

WEMWBS is a way of measuring mental wellbeing of the general population using responses to a range of statements around aspects of mental health.

- 2017 mean score for WL – 24.66 (24.4 Scotland)
- Scottish Health Survey data shows a clear pattern of lower scores for people from more deprived communities nationally

Mental wellbeing has emerged as a significant, cross cutting issue for the CPP. A number of challenges have been identified both in relation to the impact on partners' service delivery (for example dealing with acute responses to incidents that include a mental health or illness component) and the need to develop preventative approaches to improve mental wellbeing of the whole population. Positive mental wellbeing at a population level can reduce health inequalities and improve wider outcomes in relation to physical health, social cohesion and economic activity.

One of the key challenges regarding wellbeing work is the balance between interventions to support individuals and interventions that have an effect on larger populations. The current evidence base appears to be weighted heavily towards interventions focused on individual resilience. However; individual level interventions are not always guaranteed to improve population outcomes, and in many instances, can result in greater inequalities.

Everyone experiences improved mental wellbeing

The CPP want to focus efforts on developing an approach to improving population level mental wellbeing in West Lothian with an emphasis on prevention and a focus on community.

The CPP recognises that all partners have a role to play in improving mental wellbeing – this is not simply a Health issue. Taking a preventative, determinants of health approach to address the fundamental causes of poor mental health and wellbeing, and creating the conditions to enable individuals and communities to manage and support their own wellbeing, will reduce the demand and need for services and improve population level mental wellbeing.

In taking this approach forward, it is important to understand and acknowledge the distinction between mental health and wellbeing. Mental health can often mean 'illness' to a lot of people. Changing mind-sets and attitudes around mental health and wellbeing is important, recognising that both mental health and mental wellbeing are on a spectrum and shifting the focus to the 'wellbeing' and empowerment of communities. We want to ensure early intervention and support for ongoing mental wellbeing, ensuring the focus is on supporting people to stay mentally well and not just on intervening at crisis point.

Building resilience in individuals and communities is fundamental to improving mental wellbeing. There is a requirement to look 'below' the service level and further explore the notion of resilience and how we educate and support individuals and communities to support and manage their own wellbeing and do more for themselves before they seek intervention. We want to create a mental wellbeing informed community and enhance community based support.

This outcome links directly to Public Health Priority 3: 'A Scotland where we have good mental wellbeing'. The Public Health Priorities were published in 2018 and provide a starting point to support national and local partners across Scotland to work together to improve healthy life expectancy and reduce health inequalities in our communities. The Public Health Reform programme emphasises the significance of CPPs as a vehicle for implementing these priorities locally.

Building resilience
in individuals and
communities is
fundamental
to improving
mental health and
wellbeing

What does success look like?

- There is a preventative approach to improving population level mental wellbeing developed with and for communities
- The CPP and community has a shared understanding of mental wellbeing
- Wider partners understand the contribution they make to enhancing good mental wellbeing
- Services are more joined up, there is increased collaborative working and improved communication/ signposting, to support a preventative approach to mental wellbeing
- Communities are more informed about mental wellbeing and have developed resilience to self-manage and support their own wellbeing

What the CPP will do

- Implement Public Health Early Adopter pilot to take forward a whole systems approach to mental wellbeing – this will enable a robust understanding of the mental wellbeing system in West Lothian, will allow the CPP to further develop and test the whole systems approach in practice and will generate learning on how to create the conditions to support this way of working.
- Improve partnership working arrangements (including third/community sector) to identify opportunities for joint working and improved communication
- Develop a shared understanding of mental wellbeing, building on the early adopter work
- Develop and communicate public mental wellbeing messages
- Coordination of joint training about mental wellbeing awareness and promotion

How we will measure progress

- WEMWBS
- Further appropriate measure to be identified by the partnership



We have reduced the negative impacts of too much alcohol in West Lothian

The CPP has identified alcohol as a key priority for the LOIP as we know that, across Scotland and West Lothian, we are drinking too much and that it has a negative impact on our health and on our communities. There are clear patterns of drinking related to age and deprivation with more deprived areas experiencing more harmful impacts of alcohol overall. There are also pockets of the population where drinking too much alcohol is known to have harmful effects, such as amongst middle aged women.

The CPP recognises the cross-cutting impact of alcohol on our communities in terms of health, community safety, children and young people, environment, etc. A number of community planning partners have highlighted the negative impact of alcohol on their service delivery, for example the number of alcohol-related presentations at A&E, incidents of crime where alcohol is involved and accidental dwelling fires where alcohol is a suspected contributing factor.

It is recognised that reducing the negative impacts of alcohol should have a positive impact on the health and wellbeing of West Lothian communities.

The West Lothian Alcohol and Drugs Partnership (ADP) is a multi-agency partnership with strategic responsibility for coordinating actions to address local issues with alcohol and drugs. There is a clear approach to addictions set out in the ADP Commissioning Plan with focus on treatment and recovery. The ADP, would, however, welcome the involvement of CPP partners in supporting more work on early intervention and prevention with emphasis on raising awareness of the harmful impacts of alcohol amongst the broader population. Current interventions around alcohol include Alcohol Brief Interventions in primary care, generic health information and promotion, tiered services for those with addictions and some existing work in schools. However, more work can be done to raise awareness more generally of the harmful impacts of alcohol in communities.

The Licensing Board also has a role to play in influencing how and where alcohol is purchased and consumed.

It is recognised that reducing the negative impacts of alcohol should have a positive impact on the health and wellbeing of West Lothian communities.

The CPP wants to promote a more coordinated, coherent and preventative approach to reducing the negative impact of alcohol on our communities. The aim is for the CPP to work more closely with the ADP to improve understanding of the negative effects of alcohol. We will take a public health approach, recognising that issues around alcohol consumption are influenced by a range of social factors.

The proposed approach is complementary to the Integration Joint Board's strategic priorities of Tackling Inequalities and Prevention and Early Intervention – shifting the focus of services towards prevention of ill health and anticipating the need for support at an earlier stage to prevent crisis and enabling individuals to make better decisions relating to their health and wellbeing to achieve better outcomes.

Key to the approach will be improving understanding of the negative impacts of alcohol (among both individuals and professionals), encouraging healthier life choices and changing the culture around alcohol consumption. Another key factor will be around availability, accessibility and promotion of alcohol, working with the Licensing Board to develop an approach which underpins the objectives the CPP is trying to achieve.

The CPP will work closely with the ADP to develop a preventative agenda around alcohol, ensuring prevention and early intervention work is taken forward in partnership.

We have increased community awareness of the harmful impact of too much alcohol

What does success look like?

- There is improved understanding of the impact of alcohol across communities and professionals
- We have changed the culture around alcohol consumption
- We have increased community awareness of the harmful impact of too much alcohol
- There is a positive impact on partner services
- We have improved links between the CPP and the ADP and developed a preventative agenda around alcohol

What the CPP will do

- Develop joint training, information sharing and targeted campaigns to improve understanding of the negative impacts of drinking too much alcohol
- Encourage healthier life choices
- Work with the Licensing Board to ensure there is better understanding of the link between availability and accessibility of alcohol and alcohol consumption
- Improve links between the CPP and ADP

How we will measure progress

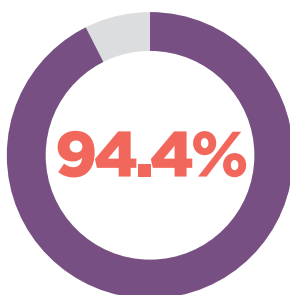
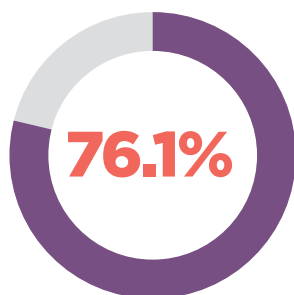
- Suitable measures are currently being identified by the partnership



Skills and Jobs

Employment rate:

Positive destinations



Average wage levels: **£25,000_{pa}**

Occupational structure

West Lothian's 'hourglass economy'

2019



2019



16 Local Outcomes **Improvement Plan**



Skills Shortage Vacancies & Skills Gap

The percentage of skills shortage vacancies and skills gaps in the West Lothian region are:

Skills Shortage Vacancies

38%

Compared to Scotland 24%

Skills Gaps

6.2%

Compared to Scotland 5%

Future Supply

Population 2016 - 2041

13%

Increase in total population

2%

Increase in working age population (16-64)

Future demand for skills

From 2019-2029, total employment:

increase of

6%

4,800 jobs

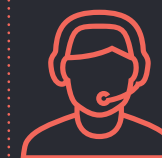


Top three employing sectors in 2029 are forecast to be:



Wholesale & retail

18,300 jobs



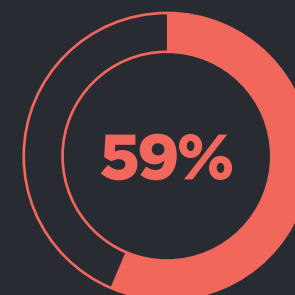
Admin & support services

9,700 jobs

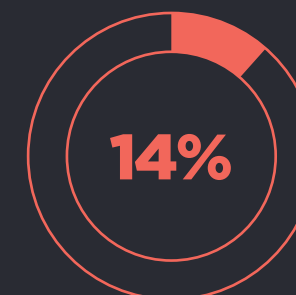


Human health & Social work

9,500 jobs



of adults experiencing poverty in Scotland living in working households



Employees earning less than the Living Wage (below Scottish average)

West Lothian delivers sustainable, inclusive and diverse economic growth enabling businesses to create good quality jobs that everyone can access

The West Lothian economy is doing very well. We have high employment, average salaries have caught up with the Scottish average and we are seeing the highest ever recorded results for school leavers entering a positive destination.

However, we know that there are variations in employment, salaries, positive destinations and qualifications across the population and in recent years, child poverty and in-work poverty have become increasingly significant issues. Low pay and underemployment as well as unemployment are key factors. West Lothian is slightly under the national average for basic and intermediate and higher-level qualifications. More detailed statistics can be found in the West Lothian Poverty Profile.

The CPP's Anti-Poverty Strategy sets out how the partnership will address poverty at a local level, for example by mitigating the effects of in-work poverty. It is important that the LOIP does not duplicate this activity but instead focuses on wider partnership efforts required to attract good quality jobs to the area and support local people to access better jobs.

To attract good quality jobs to West Lothian, the CPP will focus on marketing and branding of the area (linking in with the work of the Jobs Task Force) and will look to improve infrastructure for businesses and employees, linking into City Deal actions.

The economy and types of jobs required are changing. We know that there is a skills gap/shortage across a range of sectors – employers are reporting that they can't find people with the right skills from within West Lothian to fill available jobs. We know that total employment is projected to increase and that there will be 31,900 people required to fill openings between 2019–2029. The mid-level of the 'hourglass economy' in West Lothian is likely to become increasingly squeezed by 2029, with an increase in jobs at the higher and lower levels. Population is also set to increase in West Lothian, with the older population increasing at much faster rates than the working age population. We need to ensure we have enough people to fill the jobs required. To do this we will need to improve our understanding as a partnership of what the West Lothian economy will look like in ten years' time. This will require involvement from local businesses.

To attract good quality jobs to West Lothian, the CPP will focus on marketing and branding of the area



This shared understanding will allow us to align the curriculum in schools and colleges to the future economy, providing the right information on future jobs and career pathways (including apprenticeships as well as further education) and raise aspirations of our young people. This will ensure that we are creating the right local workforce for the future. We will also need to upskill and retrain our existing workforce in order to both address the skills gap and tackle in-work poverty. This will involve working with employers to encourage them to nurture their own staff, recognise their value and release staff for training.

We need to ensure all jobs in West Lothian are good quality, ensuring people earn enough to live on, are able to work enough hours and that the opportunities and choice is there for everyone to upskill/retrain where they want to. It is also important to work with local employers to ensure they are more flexible to meet workers' needs (e.g. those with caring responsibilities, disabilities, mental health/addictions issues).

What does success look like?

- The partnership has a shared understanding of the future local economy, informed through ongoing discussion with the private sector
- We have reduced the skills gap in West Lothian
- Those experiencing in-work poverty are supported and provided opportunities/pathways to upskill
- There are increased levels of investment in good quality jobs in West Lothian
- There is improved infrastructure for businesses and employees

What the CPP will do

- Improve data sharing between partners and with local businesses
- Use this to align curriculum in schools and college to future jobs, improve understanding of career pathways and raise aspirations of our young people
- Identify opportunities to upskill/retrain our existing workforce, working with local employers to create a learning culture in the workplace and increase flexibility
- Embed partnership arrangements to identify those experiencing in-work poverty/insecure work, increase aspirations and provide opportunities to upskill/retrain
- Embed a partnership approach to marketing and branding of West Lothian to attract good quality jobs
- Identify infrastructure challenges/barriers with the aim of improving infrastructure for businesses and employees

How we will measure progress

- Suitable measures are currently being identified by the partnership



Delivering the LOIP

A number of performance indicators have been identified to allow the CPP to measure and monitor performance in relation to the five outcomes. As well as quantitative information in the form of data and statistics, the CPP will also gather and report on more qualitative information to provide the full picture of how we are doing.

The West Lothian CPP has a robust governance structure which is aligned to the key focus areas of the LOIP and the related outcomes. This will enable the partnership to effectively drive forward improvements and actions and monitor performance.

The CPP Board will oversee the delivery of the LOIP. The Community Planning Steering Group will provide scrutiny and quarterly performance monitoring of LOIP performance indicators.

The LOIP and associated actions will be delivered by a number of thematic delivery groups. These groups will be responsible for regularly reviewing and reporting on actions and performance indicators. Themed CPP Board meetings will also allow more robust scrutiny of the actions and on any challenges that require discussion at a strategic level.

Our community involvement mechanisms will ensure that community needs are fed into community planning processes on an ongoing basis. Through locality planning, we will ensure that there is a particular focus on reducing inequalities and improving outcomes for those areas with poorer outcomes. Regeneration plans will be more closely aligned to the LOIP going forward.

An annual LOIP and Locality Plan annual report will be developed to demonstrate progress in delivering the LOIP and regeneration plans. The LOIP itself is a dynamic and fluid document and will be reviewed on a regular basis to ensure this continues to reflect local needs.



Developing the partnership

The CPP is a very self-aware partnership and is committed to continuous improvement. A development plan is in place and the Community Planning Steering Group and Board regularly reflect on what is working well and what changes need to be made. We will continue to ensure the right partners are around the table and will explore opportunities to involve stakeholders in the most appropriate and meaningful way (e.g. young people).



LOIP Delivery Plan – What does success look like?

Sustainable Places

Priority Issue	Activities	Short Term Outcomes (1-3 years)	Medium Term Outcomes (4-9 years)	Long Term Outcome (10 years)
Housing shortage, provision of affordable housing and ensuring the right kind of housing <i>(ageing population, accessibility/ disabilities, affordable housing for keyworkers, etc)</i>	<ul style="list-style-type: none"> Joined up and better use of data and information Joint discussions involving housing, planning, health Link to commissioning plans for client groups (older people, learning disability and physical disability) Engagement with the private sector/RSLs Tenant-led inspection of new build 	<ul style="list-style-type: none"> Joined up discussion around housing need and joint approach to health and housing Locally based assessment of housing need and demand is developed Early engagement with wider sector (private/RSLs) on local housing needs/demand Increased number of units built for specialist provision Discussion on housing need aligns to/informs LDP2 	<ul style="list-style-type: none"> Shared local assessment of housing need used by all housing providers to provide enough houses that are affordable and meet people's needs 	Everyone has access to appropriate, affordable and sustainable housing which meets their needs
Need to increase awareness of wider housing options/choice	<ul style="list-style-type: none"> Joined up and better use of data and information Engagement with the third/community sector Private sector services Community engagement Awareness-raising/ communication (community/schools) Engagement with Tenants Panel Housing Options advice 	<ul style="list-style-type: none"> Consistent messages around housing options developed and shared with partners Community based responses are explored and promoted 	<ul style="list-style-type: none"> All partners deliver consistent messages around housing options (service users/ community/schools) Raised awareness in community of housing options and support available Improved community based responses to preventing homelessness 	

Integrated working / strategic partnerships	<ul style="list-style-type: none"> Align strategic plans/groups (e.g. Homes for West Lothian Partnership, RRTP, Community Justice) 	<ul style="list-style-type: none"> Improved links with RRTP – through Health & Wellbeing Partnership Improved links with Community Justice Strategy/actions – accommodation for those leaving prison 	<ul style="list-style-type: none"> Improved strategic partnerships – focused on preventing homelessness Rapid Rehousing Health & Wellbeing Working Group deliver RRTP actions 	
Housing shortage/ changing character of town centres – Repurposing buildings	<ul style="list-style-type: none"> Redevelopment of central sites with good infrastructure and transport links for housing Explore opportunities for windfall sites from buildings no longer required for industry/business. 	<ul style="list-style-type: none"> Good practice and barriers/costs of repurposing buildings in town centres is explored by the CPP 	<ul style="list-style-type: none"> A shared understanding/ feasibility of repurposing buildings to increase housing supply is developed Take forward if viable option 	
Placemaking approaches – putting the Place Principle at the centre of decision making	<ul style="list-style-type: none"> Explore and test place-based tools Short-term working group Link to national conversations around place (e.g. Public Health priority, Our Natural Health Service) Raise awareness of approaches across CPP Link in with regeneration plans/ groups Placemaking through the Planning process Explore potential funding 	<ul style="list-style-type: none"> Improved understanding of place-based solutions / tools and potential funding streams across services and partners Discussions/activities are aligned to regeneration plans Placemaking processes consider impacts of climate change – mitigation and adaption (water management, flood risk, tree planting, etc) 	<ul style="list-style-type: none"> Place-based solutions/tools rolled out across communities to create sustainable places All relevant services and partners are involved in place-based approaches (e.g. transport, flood risk management, housing, community regeneration, health, planning.....) 	

Priority Issue	Activities	Short Term Outcomes (1-3 years)	Medium Term Outcomes (4-9 years)	Long Term Outcomes (10 years)
Partnership approach to achieving net zero carbon	<ul style="list-style-type: none"> Review governance structures Refresh CPP Climate Change Strategy and align sub-strategies (Carbon Management Plan, Adaptation Plan) CPP Climate Change Action Plan Develop a CPP climate change risk register Joined up and better use of data and information Develop a Climate Change Communication Strategy 	<ul style="list-style-type: none"> Partners are involved in CPP climate change governance structures, enabling discussion with around joint CPP actions/projects The CPP has a refreshed Climate Change Strategy that sets the direction of travel for the partnership A new third sector forum provides leadership from the third/voluntary sector Young people are more engaged and involved in discussions and actions around climate change The CPP has an understanding of the risks and opportunities associated with climate change Partners are linked in to development of relevant strategies (e.g. Electric Vehicles Strategy) The CPP implements approaches for carbon off-setting and energy generation Infrastructure supporting active travel is increasingly prevalent 	<ul style="list-style-type: none"> The CPP implements joint projects and takes a partnership approach to achieve net zero carbon The CPP undertakes a regular review of the Climate Change Strategy and governance arrangements to ensure they remain fit for purpose Opportunities for an integrated transport system are considered The CPP has considered volunteering opportunities and community benefit clauses in relation to the environment Partners have considered sustainable procurement processes The CPP promotes and supports local food produce Planning policy is reviewed to ensure fit for purpose Active travel is viewed as a safe and healthy travel option and is a preferred means of travel, particularly for local journeys. 	Everyone who lives, works and delivers services in West Lothian builds a sustainable, nature rich, net zero carbon community
Nature-based solutions	<ul style="list-style-type: none"> Tools to improve habitat connectivity 	<ul style="list-style-type: none"> Partners work to design and implement nature-based 	<ul style="list-style-type: none"> Biodiversity and nature-based solutions play a role in achieving 	

	<ul style="list-style-type: none"> Land-based initiatives which encourage habitat creation, restoration, enhancement, protection Consider nature protection, restoration and enhancement within Planning system Community engagement activities (e.g. Ecoschools, Green Flags) Central Scotland Green Network Blueprint mapping 	<p>solutions</p> <ul style="list-style-type: none"> West Lothian is matching or exceeding its share of national carbon sequestration targets (e.g. tree planting, peatland restoration) Locality Plans, Local Place Plans and other place-based plans recognise importance of nature and quality greenspace (health & wellbeing ,economic opportunities) 	<p>net zero carbon</p> <ul style="list-style-type: none"> There is an increase in people volunteering for the environment and environmental initiatives (e.g. Green Flags) Health indicators are improving as a result of increased outdoor activity 	
Climate Change Leadership – Involvement of private sector and raising awareness/ education in communities	<ul style="list-style-type: none"> Engagement with businesses Community engagement – including specific engagement with young people Awareness-raising/ communication – develop a Climate Change Communication Strategy Joint training 	<ul style="list-style-type: none"> Identified routes into appropriate private sector organisations Consistent CPP approach to communication and awareness-raising in communities Our young people are more engaged and involved in discussions and actions around climate change Climate change training developed and delivered 	<ul style="list-style-type: none"> Improved engagement with all sectors, including larger businesses, third sector and communities Communities, businesses and third sector are aware of their role and play a lead role in achieving net zero carbon 	

Improved Health & Wellbeing

Priority Issue	Activities	Short Term Outcomes (1-3 years)	Medium Term Outcomes (4-9 years)	Long Term Outcomes (10 years)
Whole Systems Approach to Mental Wellbeing	<ul style="list-style-type: none"> Public Mental Health Early Adopter (WSA) core group Public Mental Health Early Adopter (WSA) workplan Systems mapping Communication Community engagement 	<ul style="list-style-type: none"> Implementation of Early Adopter project to test whole system working around public mental health <i>Specific focus/actions dependent on outcome of Early Adopter Project</i> 	<ul style="list-style-type: none"> Preventative approach to improving population level mental wellbeing developed with and for communities <i>Specific outcomes dependent on outcome of Early Adopter Project</i> 	Everyone experiences improved mental wellbeing
Developing a shared understanding of mental wellbeing	<ul style="list-style-type: none"> Information sharing Education Joint training Awareness raising Campaigns 	<ul style="list-style-type: none"> The CPP develops a shared understanding of mental wellbeing, building on the Early Adopter work Public mental wellbeing messages are developed and communicated Coordination of joint training about mental wellbeing awareness and promotion Improved partnership working (public sector, third/community sector) to improve signposting 	<ul style="list-style-type: none"> The CPP and community has a shared understanding of mental wellbeing Communities are more informed about mental wellbeing Effective communications/signposting in place to support preventative approach to mental wellbeing 	
Engagement with third sector and building community resilience	<ul style="list-style-type: none"> Engagement with the third and community sectors 	<ul style="list-style-type: none"> Test of change around prevention focused approaches in communities Support community led approaches to improving mental wellbeing 	<ul style="list-style-type: none"> Preventative approach to improving population level mental wellbeing developed with and for communities Communities develop resilience to self-manage and support own 	

		<ul style="list-style-type: none">• Explore potential for community wellbeing hub model, building on assets in the community	wellbeing	
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Priority Issue	Activities	Short Term Outcomes (1-3 years)	Medium Term Outcomes (4-9 years)	Long Term Outcomes (10 years)
Need to improve links with the Alcohol and Drugs Partnership	<ul style="list-style-type: none"> ADP/CPP meetings Data and information sharing 	<ul style="list-style-type: none"> Improved understanding of the contribution of all partners around the alcohol agenda Improved understanding of the role of the ADP and CPP across both groups We have improved the links between the CPP and ADP Improved understanding of what a preventative approach to alcohol looks like 	<ul style="list-style-type: none"> The CPP and ADP has developed a coordinated, preventative approach to alcohol 	We have reduced the negative impacts of too much alcohol in West Lothian
Understanding the impact of alcohol	<ul style="list-style-type: none"> Develop joint training (for professionals) Information sharing Targeted campaigns Community engagement 	<ul style="list-style-type: none"> Partners have worked together to develop a shared understanding of the impact of alcohol Partners have developed a communications plan including training, information sharing and targeted campaigns 	<ul style="list-style-type: none"> There is an improved understanding of the impact of alcohol across communities and professionals We have changed the culture around alcohol We have increased community awareness of the harmful impact of too much alcohol There is a positive impact on partners There is increased community capacity/response to alcohol 	

Demand/availability of alcohol	<ul style="list-style-type: none"> Engagement with the Licensing Board 	<ul style="list-style-type: none"> Improved relationship between the CPP and the Licensing Board leads to a better understanding of each other's role/requirements 	<ul style="list-style-type: none"> There is a better understanding of the link between availability and accessibility of alcohol and alcohol consumption 	
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Skills & Jobs

Priority Issue	Activities	Short Term Outcomes (1-3 years)	Medium Term Outcomes (4-9 years)	Long Term Outcomes (10 years)
Skills Gap – Skilling up our young people to access future jobs	<ul style="list-style-type: none"> Joined up and better use of data and information Improved involvement of Education in discussions around skills gap/demand Engagement with businesses on skills needs issues Develop labour market toolkit 	<ul style="list-style-type: none"> Improved data sharing between partners (e.g. SIMD, RSA) The CPP has a shared narrative/ understanding of the local economy and skills needs Needs analysis/labour market toolkit tested with businesses Curriculum is aligned to skills demand/ future jobs Improved awareness and breadth of career pathways (working with schools/ colleges) 	<ul style="list-style-type: none"> Ongoing review of skills needs with businesses Ongoing review and refinement of curriculum to ensure an increase in the skills required to address changing economy/ skills gap We have reduced the skills gap in West Lothian An aspirational culture is created and opportunities are provided in schools to allow our young people to access the jobs they choose 	West Lothian delivers sustainable, inclusive and diverse economic growth enabling businesses to create good quality jobs that everyone can access
In-Work Poverty/ Upskilling/Reskilling our workforce	<ul style="list-style-type: none"> Joined up and better use of data and information Engagement with businesses 	<ul style="list-style-type: none"> Opportunities to upskill/retrain existing workforce are identified, using shared understanding of skills needs Greater integration with wider partners (economic dev/criminal justice/housing) Use of evidence/ analysis to identify those experiencing in-work poverty/on zero hour contracts Improved engagement with employers where it is identified that employees are 	<ul style="list-style-type: none"> Increase in relevant skills within existing workforce to address changing economy/ skills gap Partnership arrangements embedded to identify those experiencing in-work poverty, to increase aspirations and provide opportunities/ pathways to upskill People are supported to raise their aspirations and upskill/progress (particularly those experiencing in-work 	

		<p>experiencing in-work poverty</p> <ul style="list-style-type: none"> • Employers are supported to provide upskilling/ training opportunities and to become more flexible to meet workers' needs (e.g. carers, those with disabilities) 	<p>poverty)</p> <ul style="list-style-type: none"> • A learning culture is created in the workplace and employers are more flexible to meet workers' needs • An increased number of Living Wage employers in West Lothian 	
Attracting good quality jobs to West Lothian	<ul style="list-style-type: none"> • Jobs Task Force • Economic Partnership Forum • Align to City Deal/ relevant actions 	<ul style="list-style-type: none"> • A partnership approach to marketing and branding of West Lothian is embedded through the Jobs Task Force • Infrastructure challenges/barriers and actions to improve are identified (e.g. transport links, broadband, climate change, etc) 	<ul style="list-style-type: none"> • Increased levels of investment in good quality jobs in West Lothian • Improved infrastructure for businesses and employees 	

West Lothian Citizens Panel Review

1. Purpose of Report

The purpose of this report is to set out plans to refresh the Citizens Panel and carry out a Quality of Life Survey in summer 2020.

2. Recommendations

The CPP Board is asked to:

- Note the proposal to refresh the Citizens Panel and carry out a Quality of Life survey in summer 2020;
- Agree to help promote Citizens Panel recruitment; and
- Note that partners will be consulted on the new survey questions

3. Discussion

Background

West Lothian Citizens Panel was established in 1999 and is supported by the Community Planning Partnership (CPP). The panel was set up to help identify people's views on various aspects relating to living in West Lothian, and the services provided by the CPP. The panel is managed by an external organisation, with a tender process carried out every few years.

Membership of the panel is on a voluntary basis. Individuals are either invited on to the panel through random selection or can request to be involved themselves. The panel currently has around 2,700 members. The demographic profile of the panel indicates that is fairly representative of the West Lothian population in terms of gender, tenure, ethnicity and multi-member ward; however there is under-representation of some groups (e.g. younger people). The panel has tended to be refreshed regularly to ensure that it remains representative of the West Lothian population and to give other residents the opportunity to take part.

Quality of Life Surveys have traditionally been carried out with the panel every three years. This survey asks a wide range of questions around a range of issues about life in West Lothian. Topics covered include West Lothian's economy, community safety, health, travel and the environment. A full refresh of the panel was not carried out prior to the last Quality of Life Survey in 2016/17, which may explain the low response rate. The survey was also very lengthy. The next Quality of Life Survey is due in 2019/20; however this has been put on hold while the panel is reviewed.

Citizens Panel Refresh

A full refresh of the Citizens Panel is to be undertaken in spring 2020.

Regular refreshment of panel membership is recommended to maintain engagement levels and to correct for any under or over-representation that may develop over time. This usually

involves retiring a portion of the panel and recruiting new members through a large scale recruitment exercise issued to a random sample drawn from the Open Register. Panel refreshment is an opportunity to consider the number and profile of members required for the panel and will ensure that future panel activity and response is maximised.

As the panel is a means of gathering robust data on residents' views across a wide range of issues, it will include a cross section of the West Lothian population. While a panel is unlikely to achieve 'perfect' representation, the membership should include good representation across key population groups.

At 2,700 members, West Lothian Citizens Panel is amongst the largest panels in Scotland; however the panel saw lower than expected response rates in the most recent Quality of Life Survey. This may reflect some 'consultation fatigue' and disengagement from longer-standing members. Boosting engagement is a key focus for the refreshment exercise. It is expected that response rates would increase to at least 50-60% following refreshment.

The refresh will involve retiring a number of current members and recruiting new members to ensure they represent at least a third of the new panel membership. Existing panel members selected for retirement will receive a letter thanking them for their time on the panel. It has been agreed that panel refreshment will be used as an opportunity to re-consider the panel size, reducing membership to 1,800-2000. This will be sufficient to provide robust results at local authority and ward level and to identify differences in views across key population groups; whilst still improving engagement and survey response rates. This would also reduce the cost of individual panel exercises, offering potential for more frequent panel consultation which would again help to maintain engagement over time.

As well as a large scale postal recruitment exercise to secure new members, promotional recruitment will also be carried out to ensure the process is as open as possible and to provide an opportunity to target key population groups likely to be under-represented by postal recruitment. Promotional materials will be distributed initially via community planning partners' websites and social media channels and electronic and printed materials will be distributed to local community venues and service access points. More targeted promotion will be used to boost membership within under-represented groups. The focus of this work will be tailored in response to the profile of new members secured via large-scale postal recruitment. This will likely include younger people, social tenants, BME community and others who may be less likely to respond to postal panel recruitment.

Quality of Life Survey

The Quality of Life Survey will continue to be carried out every 3 years. The next survey will be carried out in summer 2020, following the panel refreshment exercise. Analysis and reporting of results will be carried out by the end of 2020.

The Quality of Life Survey has in the past been aligned to the priority themes in the Local Outcomes Improvement Plan (and previously the Single Outcome Agreement). Currently the survey includes a range of thematic areas: West Lothian's economy, community safety, health, travel and the environment. Consideration will be given to the format of the survey, ensuring that it is more user-friendly and shorter than the previous survey. The development of the new Local Outcomes Improvement Plan means that the CPP will now focus on a

smaller number of priority areas. Consideration will be given to how these areas are linked in to the Quality of Life Survey, as well as getting broader views on wider topics about living in West Lothian. Community planning partners will be consulted on the question set.

4. Summary of Implications

Relevant LOIP outcome (s)	ALL
Relevant LOIP performance indicator (s)	PIs are being developed for the new LOIP and consideration is being given to relevant information that could be collected through the Quality of Life survey
Resources	There is a cost attached the refreshing the panel and carrying out the Quality of Life survey
Link to prevention/community engagement	The Citizens Panel is a useful community engagement mechanism
Impact on inequalities	Efforts will be made to ensure the panel is representative of key population groups
Key risks	n/a

5. Consultations

The proposals have been discussed at the council's Partnership and Resources Policy Development and Scrutiny Panel and agreed at Council Executive. Partners will be consulted on the questions to include in the next Quality of Life Survey.

6. Conclusions

The West Lothian Citizens Panel is to be refreshed in spring 2020, before the next Quality of Life Survey is carried out with the new Panel in summer 2020. This will provide a way of obtaining residents' views about a range of topics relating to West Lothian. Refreshment of the panel will ensure members are representative of the West Lothian population and should help improve engagement and survey response rates. The Board is asked to note the plans, agree to help with promotion of the Citizens Panel recruitment and note that partners will be consulted on the Quality of Life survey question set.

Report written by/contact details/date

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References – N/A

Appendices – N/A

West Lothian Community Choices

1. Purpose of Report

The report provides an overview of the approved council budgets which will be subject to Community Choices processes in West Lothian, which will be under the banner of West Lothian Community Choices (WLCC). The report will outline the approaches which will be undertaken as well as highlighting areas of further development.

2. Recommendations

The CPP Board is asked to:

- a) Notes the one percent target for West Lothian using the Community Choices Framework;
- b) Notes that West Lothian Community Choices will apply to the budgets set out in the approved West Lothian Community Choices budgets section of the report;
- c) Notes the proposed approaches to be undertaken;
- d) Notes the activities which are currently being developed as part of the approach to West Lothian Community Choices;
- e) Considers the scope for partner organisations to help facilitate the processes and enhance community engagement.

3. Discussion

Background

Participatory Budgeting (PB) is usually referred to as 'Community Choices' in Scotland, and is a democratic process which empowers communities to have more say on how resources in their area are used. It is based on the view that communities (which can be a community of interest, a community of identity or community based on place) are best placed to be involved in or make decisions around their own needs.

COSLA and the Scottish Government agreed a Community Choices framework, including the calculation and application of a 1% target, based on a council's revenue budget net of council tax income.

The framework was approved by COSLA Leaders in October 2017 and provides local authorities with discretion on how to achieve the 1% target. The framework allows each local authority to decide what is allocated to the local decision making process, capital or revenue budgets, the services and the budget themes.

Community Choices is not about identifying separate and/or additional resources. It is about involving communities in decisions on allocation of current resources. The 1% target is to be achieved by the end of March 2021 with reporting to the Scottish Government being similar to the approach undertaken for the annual efficiency statements that councils submit to COSLA.

Mainstream Community Choices in West Lothian

As a base for the calculation of the 1% target for West Lothian, the 2020/21 local government finance settlement has been used, providing a West Lothian 1% target as follows:

1% target = £409.819m – £64.554m *1% =£3.453 million

It has therefore been assumed that the target to be achieved is £3.5 million

West Lothian Council already undertakes a number of consultation and engagement exercises with communities in West Lothian, including budget consultations, Place Based approaches to the implementation of Open Space capital projects, engaging with communities on the development of regeneration plans and liaising with housing tenants on approach to the rent strategy. The processes and practices that are already in place will be built upon as part of the development of the approach to Community Choices in West Lothian, to deepen and expand existing conversations with communities.

A co-ordinated approach to developing Community Choices in West Lothian will link in with other strategic developments, to allow resources to be efficiently utilised. The aim is to maximise the positive impact on communities and service providers.

A working group has been established, chaired by the Head of Finance and Property Services. The working group has service representatives for the identified service area budgets, who are the community choices champions for their service area, as well as representatives from key enabler services to support the delivery of WLCC.

Approved West Lothian Community Choices Budgets

A report was approved by Council Executive in November 2019 which set out the budget areas for WLCC as well as high-level information on approaches, and it was agreed that the approaches for each of the budget areas would be reported back to relevant Policy Development and Scrutiny Panels (PDSP) to allow elected members to provide scrutiny and feedback on the proposed processes.

The budgets set out below are approved for Community Choices in West Lothian and officers are currently developing detailed approaches for each budget.

Education – Pupil Equity Funding (PEF) - £167,000

The PEF national guidance for 2019 sets out information on how PB can be used as an innovative and effective mechanism to engage with parents and pupils, in particular those who face barriers to participation. The national guidance encourages the use of Community Choices as part of the process for the allocation of PEF monies. All schools are being supported to allocate at least 3% of their PEF budget via Community Choices processes, with £167,268 being identified and allocated to Community Choices methods in 2019/20.

Feedback from the 2019/20 process will be considered and a 2020/21 PB allocation will be discussed with all schools, for the basis of discussion a 3% allocation has been assumed. The process of Community Choices will continue to be undertaken individually by each school.

Social Policy – Children and Families £878,000

New models of accommodation and support for service users post 16 years of age have been identified as a suitable for Community Choices. A public social partnership approach has started within Social Policy with the appropriate voluntary sector organisations and council officers, with feedback being received from the voluntary sector to include service users from the start of the design process to support young people coming out of the looked after children process. The aim is to increase engagement with service users in designing suitable accommodation and support models empowering service users in participating in and developing new models for accommodation and support post 16 years of age or when ready to leave local authority care.

The Community Choices approach would be through engagement with a community of interest, made up of current and previous service users as well as young people who are currently in care and may benefit from new models of delivery. The young people will be

involved in the full process including idea generation, designing the Community Choices process as well as being part of the bidding process. Consideration will be given to the type of engagement and voting process to ensure that the process is fair and inclusive, and could therefore be a mix of digital and face to face engagement, deliberation and decision making. The Community Choices process has started and is will be progressing over the coming months and will be undertaken every three years as part of the contractual process.

Operational Services – Grounds Maintenance - £1.593 million

The council introduced new service standards for grounds maintenance on 1 April 2019 and the council has set out its priorities within these services standards. There is an opportunity to engage with stakeholders going forward, to enable members of the community to influence the service. The NETs, Land and Countryside budget totals £6.353 million in 2019/20, and it has been identified that there would be benefit in engaging with the public regarding the allocation of resources for an element of this budget for activities related to parks and woodland management and parks and open spaces. A key message and part of the Community Choices process will be to manage expectations by being open and transparent that there is a fixed level of budget but that, by listening to communities, the service could be potentially delivered with different priorities and outcomes. For example localities could decide to reduce grounds maintenance in certain underutilised park areas and redirect resources to the maintenance of entrance corridors (grass verges) into the locality.

The process will commence early in 2020 and will be undertaken on a phased ward by ward basis, which will allow for more detailed conversations to be held with communities to better meet the priorities of each ward and to direct resources to ensure that community needs were being achieved. Carrying out the process on a phased ward by ward basis would also acknowledge the different priorities and diversity of the wards to better meet the needs of the local area, with the potential that the wards could identify slightly different priorities and changes to the grounds maintenance needs in the ward area.

A steering group has been established to ensure that all staff are engaged in the process. The budget will be allocated on a locality/ward basis and it is proposed to hold a number of open sessions in community buildings at different times of the day to engage with local communities face to face. Staff will also attend Community council meetings and a digital questionnaire/engagement platform will be developed to engage with the wider community.

Operational Services – Litter Bins - £300,000

The litter bin budget of £300,000 is for the provision and servicing of litter bins in West Lothian. Presently the installation and provision of public litter bins throughout West Lothian is based on a demand driven service. This has led to a provision of bins that may not always be the most effective in dealing with the issue of littering. It is proposed that a review of all existing litter bins is undertaken to ensure that the type, size and location of our existing litter bins meets community needs and bins meet the criteria set out in the proposed Litter Bin Plan that will be presented to the Council Executive for approval. All communities will be consulted on the review of litter bins.

Similar to the grounds maintenance approach, a steering group will be established and it is proposed to hold a number of open sessions in community buildings at different times of the day to engage with local communities face to face.

Planning, Economic Development and Regeneration - Voluntary Organisations Grants
Budget Two £75,000 Pilot Projects

A change to the 2019/20 voluntary organisation budget allocation process was agreed following approval at Council Executive in October 2018. It was agreed that the change was an interim arrangement and would be reviewed and a new process designed, with a pilot of £75,000 to be disbursed via Community Choices to assess whether this could be up-scaled.

In addition to this a £200,000 time limited fund was approved by Council Executive in September 2019 to support voluntary organisations to modernise their operations and support capacity building.

Taking account of the interim arrangement and the time limited funding; it is proposed that an additional £75,000 pilot is undertaken in 2020/21. The two £75,000 Community Choices pilots will be developed with Voluntary Organisations to test outcomes and engagement methods, with the second pilot being developed based on the learning from 2019/20.

The outcome, evaluation and learning from the 2019/20 pilot will be reported to the Voluntary Organisations PDSP and Council Executive during 2020 to assist in developing the 2020/21 pilot. The two pilots will be used to maximise the potential learning for the use of Community Choices in the context of Voluntary Organisation grants, as well as facilitating the learning for all of the Community Choices processes proposed within the paper and the ongoing development of Community Choices processes.

As set out above two pilots will be undertaken, to build on learning within the council and to assist voluntary organisations in learning from Community Choices processes. The third sector have been involved in the design of the first pilot with the £75,000 being split into two activity streams:

- Health and Wellbeing (£50,000) – This will be carried out in two regeneration areas of similar population size and socio-economic characteristics: Blackburn and Craigshill, with the budget being split equally between the two localities. The scope of this stream of activity is around improving the health and wellbeing of the local community. More detailed criteria will be set based on local engagement findings carried out through the regeneration planning process. This will ensure that the money will be allocated to projects that address the needs of the community. Publicity and marketing for the community choices process will be carried out through social media, and more targeted activity at a local level; using local groups and services to help advertise the voting events. It is proposed that slightly different processes are carried out in each area to test out which methodology works best allowing future processes to gain effective learning.
- Equalities (£25,000) – The second activity stream will be undertaken on a West Lothian wide basis. The aim of the stream of activity will be to promote equalities in West Lothian, inviting projects that help empower local communities to promote inclusion and have a positive impact on equalities. Projects should demonstrate that they have a particular focus on groups defined by the Equality Act 2010; For example, age, disability, gender, sexual orientation, race, religion and belief. Groups and organisations will be invited to apply according to set criteria. Marketing and advertising will be carried out online, using the council and partner's websites and social media platforms to encourage involvement across the county. Targeted marketing will be carried out through equality groups, and third sector groups with an equalities focus. This pilot will be a digital only voting approach with no voting event. It is anticipated that this would be an opportunity to pilot the online platform CONSUL currently being rolled out by COSLA and the Scottish Government, and is considered in section D.9 of this report.

Open Space - Play Areas £266,000 in 2020/21

Based on learning from other local authorities and other PB processes internationally, it is recognised that it is suitable to utilise tangible budgets for community choices to allow the public to recognise and understand the process. Currently the planning and upgrading of play areas across West Lothian is done using a place making consultation tool. There is an opportunity to enhance this to include a more deliberative stage and therefore be allocated via community choices, without having to completely change processes or officer involvement. It is proposed that the future planned investment in play areas is undertaken using community choices. The play areas budget was approved by Council on 28 February 2020 and is approximately £225,000 per annum and is reviewed each year as part of the budget roll forward process. The Community Choices process would be undertaken as part of the planning process for the allocation of the capital budget in line with the review of play area assets.

Open Space – Public Art £55,000 average per annum

Currently place making and public engagement is undertaken to design and award the installation of public art, which is funded via developer contributions and grants. Similar to play areas it is proposed that this process is enhanced and expanded, incorporating community involvement and community choices processes including branding for future planned works within the capital programme. The public art programme budget is approximately £55,000 per annum to 2027/28.

Open Space Planned Improvements £480,000 average per annum

The place making tool is currently used by officers to engage/consult with communities on planned improvement projects. This process could be enhanced to include greater deliberation and decision making and it is therefore proposed that this budget is allocated via Community Choices. As approved by Council on 28 February 2020 the planned improvement budget is averages £480,000 per annum to 2027/28, and is reviewed each year as part of the budget roll forward process.

Tenants Environmental Improvement Project £150,000

HRA currently engage residents for ideas for projects that will improve areas within council housing estates. Initial discussions have been held with the Tenants Panel with encouraging feedback received. The budget is an annual capital budget and was approved by Council on 18 February 20 as being £200,000 in 2020/21-2021/22 and £150,000 in 2022/23. This is updated via the roll-forward process to take into account slippage and overspend. The current process and uptake can vary year on year and depends on the communities and officers involved. It is recommended that the process is updated and expanded to incorporate the community choices approach.

Summary of West Lothian Community Choices Budgets

The following table provides information on the budget value from the proposals:

Budget Area	2019/20 Budget Value £'000
Recurring Budget	
Education – Pupil Equity Funding (PEF)	167
Social Policy – Children and Families	878
Operational Services – Grounds Maintenance	1,593
Operational Services – Litter Bins	300
Open Space - Play Areas	266
Open Space – Public Art	55
Open Space Planned Improvements	480
Tenants Environmental Improvement Project	150
Total Recurring Budget	3,889
Pilot Budget	
Voluntary Organisation Two £75,000 Pilots	150
Total Pilot Budget	150
TOTAL COMMUNITY CHOICES BUDGET	4,039

Developing Community Choices Approaches

The approach to Community Choices will be a continuous process of development. Building on learning from other local authorities, evaluating the processes within West Lothian Council as well as reviewing best practice and innovative technology. The experience and learning from Community Choices will be reflected upon to ensure that West Lothian utilises best practice to enhance its relationships with communities while also focussing on using Community Choices to reduce and remove barriers to participation and equality issues.

Officers are currently working on developing:

- Development of detailed approaches to WLCC.
- Development of enhanced equalities approaches to reduce and remove barriers to participation in community choices processes.
- Development of digital consultation platform, CONSUL.
- Building on best practice and consider potential future areas for community choices.

Potential Areas of Partnership Working

Community Choices is a process to empower communities to have more say on how resources in their area are used, the process should be an inclusive process bringing together all communities to be involved in or make decisions around their own needs. The Community Choices Framework applies to local authorities but it has been acknowledged that Community Planning Partners are a key part of the process to help facilitate and implement community choices, officers have identified potential areas where partners could assist in engaging with communities and supporting communities in this process:

- Advertising and promotion of West Lothian Community Choices – this could be online and via social media, posters and banners within key community buildings and one-to-one engagement with communities who need additional support to participate.
- Being part of steering groups to provide expertise and advice on the particular budget area and the customer.
- Facilitation of events within partner buildings.

It is proposed that discussions are held with Community Planning Partners to investigate options to support the delivery of WLCC.

4. Summary of Implications

Relevant LOIP outcome (s)	We are better educated and have access to increased and better quality learning and employment opportunities; We live in resilient, cohesive and safe communities; People at most risk are protected and supported to achieve improved life chances; We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
Relevant LOIP performance indicator (s)	All
Resources	Budgets for West Lothian Community Choices have been identified and approved by Council Executive in November 2019.
Link to prevention/community engagement	Community Choices is a process to increase community engagement and participation, the identified budgets will engage with all communities in West Lothian.
Impact on inequalities	The design and approach to WLCC will ensure that all processes are inclusive and it is envisaged that the outcome of WLCC will have a positive impact on equalities and communities.
Key risks	n/a

5. Consultations

WLCC is a council wide approach to community engagement and community empowerment and is being developed to be as inclusive as possible. The approach is one of continuous improvement and will result in discussions with a range of partners to improve engagement and participation.

6. Conclusions

This report provides an update on the budget areas that are approved for Community Choices to improve outcomes and ensure that the Community Choices target is achieved, as well as considering areas where Community Planning Partners can help to support further community engagement.

Report written by/contact details/date

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References

Report to Council Executive 12 November 2019 – West Lothian Community Choices

Appendices

n/a