



Livingston North Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

14 January 2021

A meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Webex Virtual Meeting Room** on **Friday 22 January 2021** at **9:30am**.

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence.
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business, declarations of interest in any urgent business and consideration of reports for information.

The Chair will invite members to identify any such reports they wish to have fully considered, which failing they will be taken as read and their recommendations approved.

4. Confirm Draft Minute of Meeting of the Committee held on 10 December 2020 (herewith).
5. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).
6. Service Update - Operational Services - report by Head of Operational Services (herewith).
7. Community Regeneration Update - report by Head of Planning, Economic Development & Regeneration (herewith).

DATA LABEL: Public

8. Workplan (herewith).

NOTE **For further information please contact Lorraine McGrorty on 01506 281609 or email lorraine.mcgrorty@westlothian.gov.uk**

MINUTE of MEETING of the LIVINGSTON NORTH LOCAL AREA COMMITTEE held within WEBEX VIRTUAL MEETING ROOM, on 10 DECEMBER 2020.

Present – Councillors Dom McGuire (Chair), Alison Adamson, Robert De Bold and Andrew Miller; Brian Johnston (Livingston Village Community Council)

In Attendance

Jim Jack – Lead Officer / Head of Operational Services

David Cullen – Open Space & Cemeteries Manager

Stephen Egan – Eliburn Community Council

Julie Henderson – Knightsridge Community Council

Marjorie Mackie – Housing Strategy & Development Manager

Scott McKillop – Community Regeneration Officer

Stuart McNiven – Scottish Fire & Rescue Service

Christopher Nelson – Income Maximisation Manager

Jill Parton – Carmondean Community Council

Sandy Ross – Area Housing Manager

Sgt Ian Wells – Police Scotland

1 DECLARATIONS OF INTEREST

Agenda item 9 - West Lothian Response to Covid-19

Councillor Andrew Miller declared an interest as a volunteer for an organisation involved in the response. As his interest was remote, he would participate in the item of business.

Agenda item 11 - Town Centre Fund 2019/20: Update on Projects

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

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

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

Agenda Item 12 - Town Centre Fund 2020/21: Proposed Funding Awards

Councillor Alison Adamson declared an interest as a former member of the Almond Valley Heritage Trust Board of Trustees. As she was no longer a member, she would participate in consideration of this item.

Councillor Robert DeBold declared an interest in that he had been present during discussion of the applications by the community councils. He would therefore not participate in the item of business.

Councillor Dom McGuire declared an interest as a member of the Almond Valley Heritage Trust Board of Trustees. He would not participate in consideration of this item.

Councillor Andrew Miller declared an interest as a member of the Almond Valley Heritage Trust Board of Trustees. He would not participate in consideration of this item.

Stevie Egan (Eliburn Community Council) declared an interest as he had been involved in submitting the Eliburn Community Council application to the Town Centre Fund; however, he would participate in consideration of this item.

Julie Henderson (Knightsridge Community Council) declared an interest as she had been present during discussion of the Knightsridge Community Council applications. She would not participate in consideration of this item.

Jill Parton (Carmondean Community Council) declared an interest as she had been involved in making applications to the Town Centre Fund. She would not participate in consideration of this item.

2 ORDER OF BUSINESS

The Chair ruled that agenda item 13 (*Workplan*) would be considered before agenda item 12 (*Town Centre Fund 2020/21: Proposed Funding Awards*).

The Chair advised the parties present that as three committee members in attendance had declared an interest in agenda item 12 (*Town Centre Fund 2020/21: Proposed Funding Awards*) and had advised that they would take no part in the consideration of this item of business, the meeting would be inquorate at this item and would require the item to be forwarded to Council Executive for determination.

3 MINUTES

The committee approved the minute of its meeting held on 6 March 2020. The Chair thereafter signed the minute.

4 POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Police Scotland providing members with an update on performance, activities and issues across the Ward for the period up to 28 October 2020.

During discussion, Sgt Keith Jack was thanked for his work with the local community.

It was recommended that the committee note the contents of the report.

Decision

To note the terms of the report.

5 LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT

a. QUARTER 1 2020/21

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on the activity within Livingston North Multi-Member Ward for the period up to 30 June 2020.

Committee members were invited to note and provide comment on the Livingston North Multi-member Ward Performance Report.

Decision

To note the terms of the report.

b. QUARTER 2 2020/21

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on the activity within Livingston North Multi-Member Ward for the period up to 30 September 2020.

Committee members were invited to note and provide comment on the Livingston North Multi-member Ward Performance Report.

Decision

To note the terms of the report.

6 HOUSING, CUSTOMER AND BUILDING SERVICES

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

It was recommended that the committee note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 1 & 2 – 1 April to 30 September 2020.

Decision

To note the terms of the report.

7 SERVICE UPDATE - OPERATIONAL SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Operational Services appraising members of the Operational Services activities for Livingston North from 1 January 2020 to 30 September 2020.

It was recommended that the committee:

1. Note the work carried out by the service within the local area; and
2. Advise of any areas that require further information or investigation.

Decision

To note the terms of the report.

8 WEST LoTHIAN RESPONSE TO COVID-19

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing members of the work done to support communities across West Lothian and in the ward during the COVID-19 crisis.

The committee noted thanks to Julie Henderson (Knightsridge Community Council) and her team of volunteers for their contribution to the response.

It was recommended that the committee note:

1. The role and partnership work carried out between West Lothian Council and the third sector to support communities through COVID-19;
2. The funding directed to support the third sector in its response;
3. The opportunities to build on this partnership working in the future; and
4. The work to support local business and employment support.

Decision

To note the terms of the report.

9 PENSIONERS' CHRISTMAS FUND ALLOCATIONS 2020/21

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing members of the final allocations that had been made from the Pensioners' Groups Christmas Fund 2020-21 to groups in the Livingston North ward, Livingston-wide groups and West Lothian-wide groups. The committee was asked to note the impact that COVID – 19 had had on the application and allocation process regarding the fund. The committee was also asked to note the additional option developed to provide a pre-prepared meal to groups who had indicated their interest.

It was recommended that the committee note:

1. The effect of COVID-19 on the arrangements regarding the Pensioners Groups Christmas Fund in 2020-21;
2. The inclusion of a pre-prepared meal option; and
3. That five groups were supported through the Pensioners Christmas Fund in 2020-21.

Decision

To note the terms of the report.

10 TOWN CENTRE FUND 2019/20: UPDATE ON PROJECTS

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

It was recommended that the local area committee note the updates for Town Centre Fund 2019/20 projects for this ward.

Decision

To note the terms of the report.

11 WORKPLAN

A workplan had been circulated for information.

Decision

To note the workplan subject to the following amendments:

- Provide an update on Deans South estate at the next meeting.
- Remove Deans South update as a separate item, as it would be included in the housing report going forward.

- Provide an update on the Ability Centre update at the next meeting.

12 TOWN CENTRE FUND 2020/21: PROPOSED FUNDING AWARDS

This item was not considered as the meeting was inquorate, and it would therefore be forwarded to Council Executive for consideration.

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

To provide the Local Area Committee with an overview of the service activities within the Livingston North Ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 3 1st October 2020 – 31st December 2020.

C. SUMMARY OF IMPLICATIONS

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

VIII Other consultations

N/A

D. TERMS OF REPORT

D1. Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Livingston North ward.

Housing staff have been working from home as a result of the Covid19 measures, however we have deployed a small number of officers who have been working alongside our central void team in order to ensure that our properties were being relet and ensuring that we were meeting our duty under homeless legislation in providing temporary accommodation.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Oct 2020	%	Nov 2020	%	Dec 2020	%	WL Target %
0-2 weeks	0	0%	1	16.7%	0	0%	55%
2-4 weeks	0	0%	2	33.3%	1	11.1%	30%
4+ weeks	3	100%	3	50%	8	88.9%	15%
Total Lets	3	100%	6	100%	9	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Oct 2020	%	Nov 2020	%	Dec 2020	%	WL Target %
0-2 weeks	1	100%	3	60%	0	0%	55%
2-4 weeks	0	0%	2	40%	1	20%	30%
4+ weeks	0	0%	0	0%	4	80%	15%
Total Lets	1	100%	5	100%	5	100%	100%

Delays in re-letting can occur for a variety of reasons - the type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support

requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement.

D2. Arrears

For the Livingston North ward the collection rate for the YTD in Q3 remains excellent at 98.3%. Livingston North has collected £4,829,397 vs a charge of £4,911,793.

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

In the same week last year Livingston North ward had 136 Universal Credit (UC) households. Since then the number of UC households has increased by 180.9%.

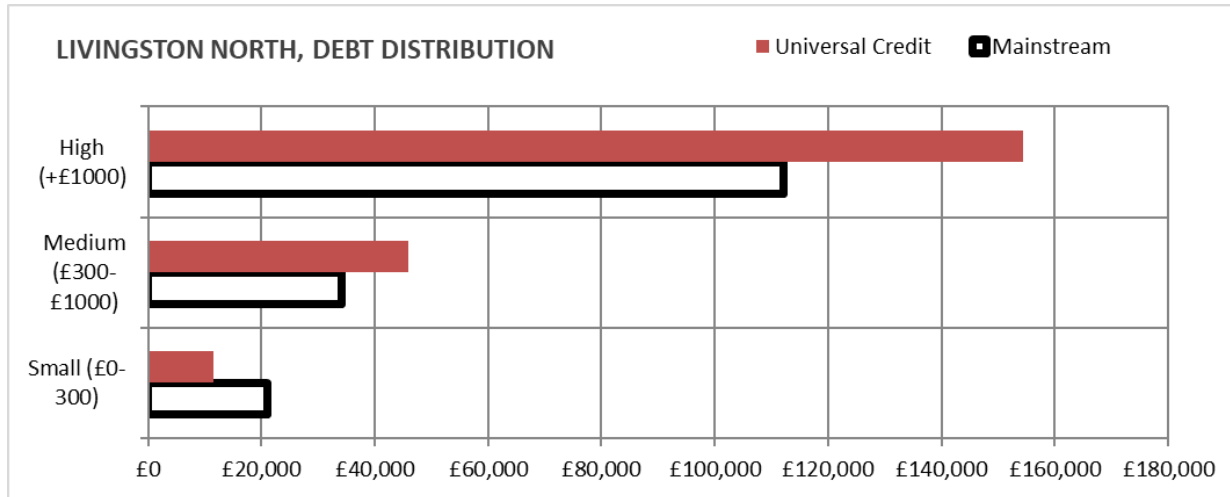
The number of tenancies in arrears in this ward has decreased by 110 since last year. Small debt cases (£300 or less), account for 52.4% of households.

There are 126 serious arrears cases (+£1000 in arrears). These cases are 22.8% of all households in arrears in this area, containing 70.3% of the debt.

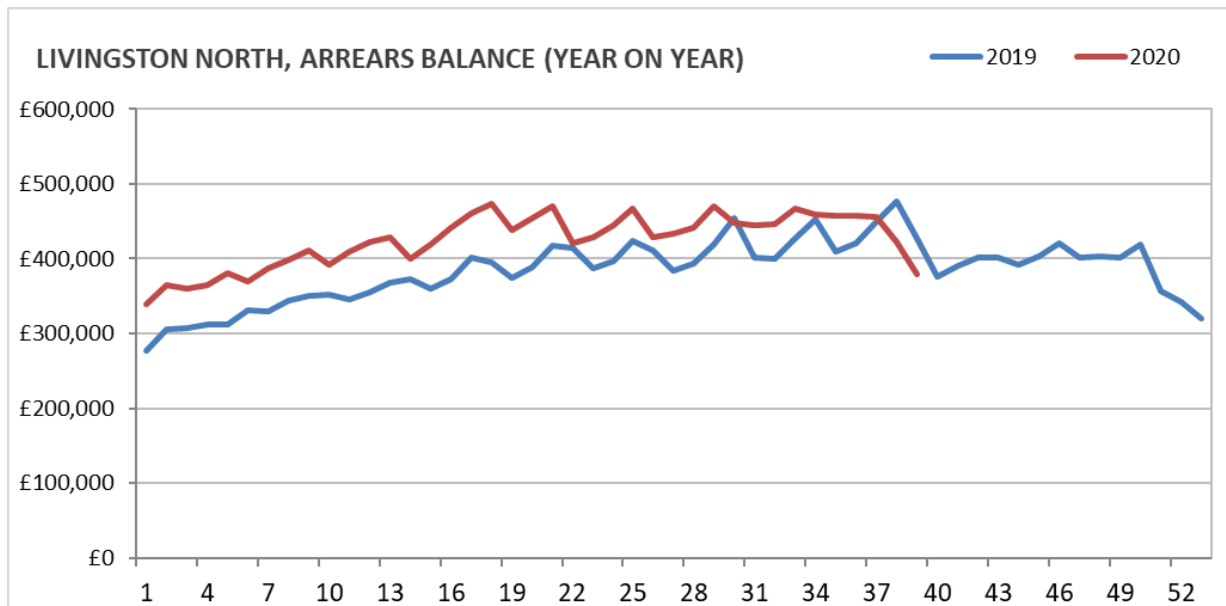
The arrears position for Livingston North Q3 is £379,086. This is a decrease of -£47,370 on last year's position. The West Lothian overall position is currently £3,300,988.

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

- Making best use of resources by considering communicating more with customers through SMS, email and telephone.
- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice.
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.
- Promote Alternative payment methods, particularly the Tenant's Self Service Portal



	2019/20 (WK39)				2020/21 (WK39)			
	Mainstream		UC		Mainstream		UC	
Arrears Banding	Balance	#	Balance	#	Balance	#	Balance	#
£0.01 to £99.99	£6,865	161	£756	11	£4,574	108	£2,081	40
£100.00 to £299.99	£34,926	197	£5,675	28	£16,553	91	£9,399	51
£300.00 to £499.99	£20,007	51	£8,162	20	£9,803	26	£11,871	31
£500.00 to £749.99	£22,232	37	£9,239	16	£13,722	22	£15,838	25
£750.00 to £999.99	£25,997	30	£14,736	17	£10,529	12	£18,153	21
£1000.00 to £1999.99	£48,662	34	£45,727	31	£28,046	22	£71,257	52
£2000+	£52,116	17	£38,519	13	£84,016	26	£83,243	26
Group Total	£210,804	527	£122,813	136	£167,243	307	£211,843	246
Movement					(-) £43,561	(-) 220	(+) £89,029	(+) 110
Overall Total			£333,618	663			£379,086	553
Overall Movement							(+) £45,468	(-) 110



D4 Livingston North Area Team Activity

Officers in the team have over the period in Q3 been working from home as a result of lockdown measures. Officers initially were making contact with as many tenants as possible to offer advice and assistance to ensure that any support and guidance was given and signposting to other services such as Advice Shop and Foodbank.

The focus on rent arrears activity has continued to be a weekly priority task for the team and will continue to work with all our tenants in offering support, advice and assistance. Such assistance includes referrals for money and debt advice, benefit health checks, completion of income and expenditure to help set up a sustainable payment plans and, where appropriate, assist with applications for Discretionary Housing Payments. Officers have also been doing targetted work to encourage tenants to update their universal credit journals as many have not updated their housing costs in April following the rent increase meaning they are losing out on money they are entitled to.

During Quarter 3 whilst we have continued in the main with home working for staff, we have required to mobilise more officers in order to progress requests for mutual exchanges and other essential housing management tasks. This has required a presence within the office/community, whilst adhering to health and safety measures. This has been a challenging time for the service and we have worked with our Health & Safety adviser and Trade Unions to ensure we have safe operating systems, risk assessments and personal protection equipment so that we are safe guarding our staff whilst undertaking key essential tasks at this time

D5. Capital Programme and New Build Council Housing

Ward 3 Livingston North

WLC New Build Activity	Site	No units of	Site Start	No. Houses Handed Over	of Site Completion

WLC	Appleton Parkway	10	Nov-16	10	Sep-17
WLC	Deans South Phase 1	54	Mar-17	54	Apr-19
WLC	Deans South Phase 2	29	Jan-21	0	Apr-22
WLC	Deans Supported Accommodation	28*	Mar-21	0	Mar-22

Deans South Update

*All 28 homes will be supported housing for young people with a unit of 12 and four blocks of four mainstream flats.

The Transaction for the sale of land at Deans South to Springfield is progressing in accordance with the dates included in the Council Executive report from 17th November 2020.

D6. Tenant Participation

During the Autumn months, the TP Team continued to carry out the schedule of meetings with tenants using online resources to ensure TP continues in all aspects of service delivery.

Tenants Panel

Tenant members continued to take part in monthly meetings with senior managers and the Head of Service, discussing service improvements and developments as well as receiving updates from each service area on implementing the changes imposed by the pandemic to deliver services and changes to working protocols. Members have also been involved in performance scrutiny, questioning information and results over this period.

Capital & Repairs Working Group (CaRs)

Managers from Building Services and the Strategy & Development Team met with tenant members to discuss major improvement works, update them on the various projects being carried out and share benchmark information. These meetings ensure that tenants views are taken onboard and offers another method of scrutinising service delivery.

Tenant Participation Development Working Group (TPDWG)

Members meet to ensure TP stays high on the services agenda, looking at ways of engaging with more tenants. They have also been reviewing the current TP Strategy with an emphasise on digital engagement and inclusion. The TP Team have carried out a review of the roles and remit of each group and discussed this with members for their understanding and approval.

Editorial Panel

With the use of Adobe Reader, members are now able to review publications and propose changes online prior to meeting. This was carried out with them in September/October for the services annual Landlord Report, detailing performance information from across the service relating to the Indicators contained in the Annual Return on the Charter; a requirement of the Scottish Housing Regulator.

Scottish Government Consultation

Tenants were supported by staff from Housing Need and TP Team to complete a consultation document from the Scottish Government on the Modifying of Local Connection Referrals. This was completed, agreed and submitted online in just one meeting.

Review of website

The TP Team commenced a review of the TP pages within the council's website which will be discussed and agreed with the Editorial Panel in the new year before changes are made to ensure they are current and relevant to the work we are carrying out.

TP Facebook Group

The TP team continue to see a steady rise in the number of tenants following posts on the TP Facebook Group Page. The team post useful information from various sources such as Scottish Government, NHS and the Council's Corporate websites as well as queries from tenants and light-hearted quotes and phrases. The team are working with the Tenant Participation Development Working Group to ensure they have a method of communicating with fellow tenants.

Tenants Learning & Development Sessions

Tenant sessions resumed in the latter part of 2020 with tenants joining us virtually to learn about the Scottish Housing Implementation Plan (SHIP) and a session on 'Land Assembly and New Build Terminology'. A new training schedule for 2021 has been developed and we hope to add to the topics that tenants can learn about as we progress.

TP Scrutiny sessions with other organisations

Tenants and officers attended virtual meetings with tenants and officers from other local authorities and housing associations from across Scotland, to share and discuss engagement and scrutiny methods during Covid-19.

Tenant Information Services (TIS) Awards Ceremony

In November, TP staff and tenants joined the first virtual online award ceremony with TIS. With over 150 people celebrating the success and hard work of all those who have carried out TP activity throughout the pandemic and before. Our own Tenant Inspectors were shortlisted for one of these awards for the work they do as Tenant Inspectors, but unfortunately were not successful in lifting the trophy this year.

D7. Safer Neighbourhood Council Officer Ward Information

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

The outcome returns for Quarter 3 – October, November and December 2020 are from both teams in the West and East zones. Officers continue to add their details of enquiries/incidents and ASB cases onto the Open Housing system.

During Quarter 3, the Covid19 pandemic continued to have an impact on the service that officers were able to provide although constraints were lifted slightly and under Tier 3 restrictions. During October 2020, Service Recovery Plans enabled the Safer Neighbourhood Team Officers to be able to be mobilised within the communities again and have the ability to take formal legal action where necessary for some enquiries. Officers worked a blended model of working, carrying out some home working as well as office and community based work for enquiries.

Within the communities and within agreed safety guidelines, SNT officers could speak to complainers and alleged perpetrators, gather witness statements and evidence for enquiries and be able to witness some antisocial behaviour. They were also able to (distantly) meet with Police and other partners for joint visits.

From home, officers continued to provide a telephone service were able to telephone complainers and alleged perpetrators as well as corresponding with written letters and e-mails. They have provided advice and assistance, telephone mediation, issued warning letters where there was evidence to do so and increase partnership working.

SNT Liaised with Police updates on recent incidents relating to an ongoing case.

Reports of antisocial behaviour were received regarding noise from a WLC tenancy in Deans. A letter drop was carried out in the area. Police, SNT, Housing Officers and other services have been involved and a warning has now been served. The case is being closely monitored by SNT.

A letter drop has been carried out in relation to reports of antisocial behaviour from a private let property in Eliburn. To date no further issues have been reported and no other neighbours have come forward.

A letter drop was carried out regarding two separate cases in close proximity in the Deans area.

General

No significant issues were reported within the ward during November. Enquiries were dealt with by way of general advice being given on how to report any future incidents and any complaints received were of low-level nuisance behaviours.

Mediation

Mediation was offered to neighbours regarding ongoing noise complaints in Knightsridge.

E. CONCLUSION

This has been a challenging period where officers have been adapting to working from home, embracing new ways of working and change.

Officers have been providing advice and assistance to tenants and customers and working with colleagues in other services areas to ensure that service delivery continued as far as possible.

F. BACKGROUND REFERENCES

None

Contact Person: Sandy Ross, Housing Manager, Housing, Customer and Building Services

Email; Sandy.ross@[westlothian.gov.uk](mailto:Sandy.ross@westlothian.gov.uk)

Tel: 01506 283973

Date: 22nd January 2021

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

SERVICE UPDATE – OPERATIONAL SERVICES

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To appraise members of the Operational Services activities for Livingston North from 1 October 2020 – 31 December 2020.

B. RECOMMENDATION

The Local Area Committee is asked to:

1. Note the work carried out by the service within the local area.
2. Advise of any areas that require further information or investigation.

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

The report covers the activity for the period 1 October 2020 – 31 December 2020.

D2 NETs, Land and Countryside Services

Grounds Maintenance Routine Works

The majority of hedges have been cut in the ward, although some are being in reduced in height for health and safety reasons. This work will continue into January. The annual pruning/tidy up visits to shrub beds has also started, with approximately 75% of the beds in Deans completed.

The most recent Land Audit Management inspection was scored at 60. The target score is 67.

D2.1 Grounds Maintenance Enquiries

In total 44 ground maintenance related enquiries were received and dealt with during this reporting period for 2020.

	2020	2019
Adopt Open Spaces in Priv.Est	0	1
Bonfire Enquiries	6	4
Complaint Grounds Maintenance	1	1
Drainage Flooding Grass Areas	2	1
Enforcement Officer Enquiries	0	1
Fencing Enquiries	0	1
Grass Area Damaged	1	4
Grass Cutting Enquiries	1	4
Grass Cutting Missed Not Cut	1	0
Grass Highway Verges	0	1
Ground Ownership Enquiries	1	0
Grounds Property Vandalised	2	1
Hedge Cutting Enquiries	4	9
Illegal Adverts Estate Signs	1	0
Neighbourhood Env. Teams	1	0
Public Park Enquiries	1	1
School Grounds Enquiries	0	1
Shrub Bed Enquiries	0	2
Shrub Bed Overhanging Path	12	14
Shrub Beds Not Maintained	2	0
Shrub/ Vegetation Sight Lines	1	0
Sports Facility Enquiries	2	0
Weeds General Enquiries	5	1
Weeds on Paths or Roads	0	3
Total	44	50

D2.2 Garden Maintenance Routine Works

The Garden Maintenance Scheme will restart in April.

D2.3 Garden Maintenance Enquiries

There were four garden maintenance enquiries received during this period for 2020.

	2020	2019
Complaint Garden Maintenance	0	1
Garden Maintenance General Enquiries	3	0
Garden Maintenance Grass Not Cut	1	0
Garden Maintenance Hedge Cutting	0	1
Total	4	2

D2.4 Cleaner Communities Routine Works

The Street Cleansing service continues to carry out routine works over the period following COVID-19 guidance. This has consisted of emptying litter and dog fouling bins, clearing litter from foot paths, roads and open spaces, mechanically sweeping footpaths and road channels.

During the period, resources were directed towards dealing with leaf fall and staff have provided support to essential services within the Council as required.

Cleaner Communities Enquiries

In total 187 cleaner communities enquiries were received and dealt with during this period in 2020.

	2020	2019
Complaint Street Cleansing	1	1
Dead Animals	8	5
Dog Fouled Grass Open Space	2	1
Dog Fouling on Paths/Roads	10	2
Dog No Fouling Sign Request	0	1
Dog Waste Bin New Request	4	0
Dog Waste Bin Overflowing	0	1
Glass on Paths or Open Spaces	6	3
Graffiti Non Offensive	1	0
Graffiti Racist or Offensive	2	0
Illegal Fly Posting	1	0
Illegal Fly Tipping/Dumping	63	37
Litter Bin Full Overflowing	2	3
Litter Bin New Request For Bin	2	0
Litter General Enquiries	7	2
Litter in Grass Open Space	1	1
Litter In Shrub Beds	1	0
Litter on Paths/Roads/Verges	11	14
Needles Syringes Abandoned	2	1
Street Sweeping Enquiries	34	16
Trolleys Abandoned/ Dumped	3	1
Vehicles Abandoned	26	13
Total	187	102

Fly Tipping Enquiries (Full Year)

	2020	2019	2018	2017	2016
Illegal Fly Tipping/Dumping	253	205	223	169	139

D2.5 Enforcement Action

The Education, Engagement and Enforcement team have continued to deal with enquiries as they are logged following COVID-19 guidance.

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries. There have been 63 enquiries in relation to fly tipping for the period compared to 37 for the same period in 2019, which has shown a significant increase in fly tipping offences.

In dealing with abandoned vehicles, Officers have gained compliance from vehicle owners with said vehicles getting removed from the streets and where appropriate, requests have been sent to WLC contractors for removal.

Throughout West Lothian, officers continue to engage with volunteering groups, attend regeneration group meetings and render the necessary assistance needed to encourage the exercise they currently perform. There has also been a significant increase in the purchase of litter picking equipment's by WLC as volunteer groups are expanding.

There has been two Fixed Penalty Notices issued in Livingston North for Fly tipping for the period of October 2020 - December 2020.

D2.6 Parks and Woodland Enquiries

In total 38 Parks and Woodland related enquiries were received during this reporting period.

	2020	2019
Tree Advice or Consultations	0	1
Tree Blocking Light	0	1
Tree Branches Overhanging	9	9
Tree Broken Damaged or Dead	2	2
Tree Dangerous or Unsafe	1	0
Tree Enquiries General	16	11
Tree Felling Work Unauthorised	1	0
Tree Leaves Causing Problems	9	6
Total	38	30

	2020	2019
Access Rights Way Core Paths	1	2
Total	1	2

No. Rights Of Way / Core Path / Patrols carried out (hours)	7
No. Access Enquiries	1
No. Volunteer hours	18

Ranger Service

A mix of home working, site visits and park patrols have continued throughout 2020 and into 2021. Since the start of the pandemic there has been a Ranger 'on duty' every day.

The Ranger Service has reached out via the Regeneration Officers and Community Council's to see if they can assist communities in improving access through path upgrades using the town improvement fund. The Ranger Service applied for and were awarded money to improve Core Paths WL19 East Whitburn to Stoneyburn and Blackmoss Nature Park. Quotes have been received and the projects have been awarded to a contractor, works to begin in early 2021.

D2.7 Open Space Capital Programme

Peel Park. Works began before Christmas - completed works include: some path resurfacing, bin replacement, drainage, street furniture relocation/refurbishment, signage and vegetation management. Further path resurfacing and the refurbishment of the timber steps is to take place in the New Year. Trees will be planted if the budget allows.

Livingston Village Park. Bins have already been replaced / relocated. Main works are to be completed by March 2021. This will consist of path resurfacing, drainage, street furniture upgrades, new signage and vegetation management.

Livingston North Blue Green Network. Discussions are taking place with NHS Lothian, Community Regeneration, Howden Park Centre and local community groups about the use of greenspaces near St John's Hospital for community growing/conservation activities, to support health and wellbeing.

Elburn Park Play Area, Elburn. New wheelchair swing complete. Town Centre Fund contribution (ELI02).

Sutherland Way Play Area/Ball Court, Knightsridge. Play area and ball court refurbishment including new multi-unit pending.

Conclusion

The Capital Programme is progressing as planned.

Open Space Enquiries

There were five open space enquiries received during this period in 2020.

	2020	2019
Childrens Play Enquiries	5	0
Total	5	0

D3 Roads and Transportation Service

Street Lighting Routine Works

There are no Capital Street Lighting works scheduled for the Livingston North Area for the remainder of this financial year.

During the period we received and dealt with 110 customer enquiries from residents. Throughout the same period last year, we received 137 enquiries from residents.

Roads Maintenance and Operations - Capital Road Maintenance Programme

During the period, works have taken place on the Nell Burn – Lochshot path, Eliburn to improve accessibility and to ensure safety under the Spaces for People category.

Works have also been completed to improve access from the car-park to the old Newyearfield farm building, Ladywell. The footpath has been resurfaced and bollards installed which hopefully will stop inconsiderate parking and provide a clear drop-off area for those wishing access to the 'farm' building. These works were carried out under the Town Centre Fund – Capital Grant 2019/20.

Design works are underway to construct a footpath that will provide footpath access from Livingston Crematorium to the bus-stop on the west verge at the Crematorium on Starlaw Road. This work is being carried out under the Cycling Walking Safer Street (CWSS) budget. It is hoped these works can take place during February / March 2021.

In relation to the architectural works and re-development of the Ability Centre at Carmondean, design works have also been approved to provide a drop off area with better access and egress from the Ability Centre at Carmondean, along with a new vehicular exit at the east end of the car park. Works are programmed to begin in early January 2021.

Although these works are not actually in the Livingston North Ward, they are just outside the ward boundary on the north east corner, situated on the A899 from Dechmont to Dechmont Roundabout. Works are currently being considered to provide a footpath link from the small roundabout at the Dechmont end of the A899 to the existing bus-stop on the west verge. Overall, this will mean footpath provision for pedestrians from Dechmont to the Dechmont roundabout at Dobbies.

D4 Waste Services

Customer Enquiries

During the period we received and dealt with 737 customer enquiries from residents in Livingston North. During the same period last year, we received and dealt with 722 customer enquiries.

120 customer enquiries were received and dealt with relating to missed bin collections in the local area. During the same period last year, we received and dealt with 135 customer enquiries.

212 customer enquiries were received and dealt with relating to requests for new grey, blue or brown bins from local residents. During the same period last year, we received and dealt with 216 customer enquiries relating to new bin and caddy requests. The higher figure in 2019 is due to the introduction of the comingled food and garden waste service in September 2019.

E. CONCLUSION

The Open Space Capital Programme is progressing as scheduled.

There has been an increase in Waste customer enquiries and a decrease in the number of missed bins and bin requests for local residents compared to the same period last year.

F. BACKGROUND REFERENCES

Open Space Strategy

Capital Programme

Appendices/Attachments: none

Contact Persons:

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Jim Jack
Head of Operational Services
22 January 2021

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

COMMUNITY REGENERATION UPDATE

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to update the Local Area Committee on activities to support communities in Knightsridge and across the ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes:

1. progress within regeneration work in Knightsridge;
2. the brief update on Town Centre Fund related activity;
3. progress towards improvements to the Logan Way precinct;
4. an update on Vennie activity; and
5. an update on progress towards Livingston North Partnership Centre.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Community regeneration reinforces the council's commitment to community planning at a local level.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance indicators relating to the activity within the plans are captured within the set of regeneration key performance indicators.
V	Relevance to Single Outcome Agreement	- We are better educated and have access to increased and better quality learning and employment opportunities.

- We live in resilient, cohesive and safe communities.
 - We live longer, healthier lives and have reduced health inequalities.
 - We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
- VI Resources - (Financial, Staffing and Property)**
- Activities are mostly funded from existing budgets or external sources.
 - Town Centres Budget 2019/20: £138,510 allocated to ward.
 - Town Centres Budget 2020/21: £51,008 allocated to ward
- VII Consideration at PDSP** Annual updates on regeneration plans will be presented to PDSP.
- VIII Other consultations** None.

D. TERMS OF REPORT

D.1 Background

The report updates the committee on the work of the Community Planning and Regeneration Team and its partners to support communities in Livingston North with a particular focus on Knightsridge, one of 13 areas covered by the local plans required by the Scottish Government as part of their Community Empowerment approach and reported through the Community Planning Partnership.

These areas were identified as priority areas due to being within the bottom 20% of data zones in the Scottish Index of Multiple Deprivation. The first version of the plan was presented to members in November 2018 following extensive community consultation and development and development by the Knightsridge Regeneration Group.

The plan is developed and updated by community representatives and services on the Knightsridge Regeneration Group.

D.2 Updates

D.2.1 Regeneration Group

Meetings of the Knightsridge Regeneration Group were held in August and October 2020.

The August meeting focussed on providing a response from a Knightsridge/Livingston North perspective on the Community Planning Partnership consultation on the priorities for anti-poverty work moving forward in the context of Covid-19/Post Covid-19. This response was subsequently submitted.

The October meeting focussed on the Vennie's response and activity to the Covid-19 pandemic within Knightsridge. This was largely around their expanded Food Outlet provision which, for a time, was provided from the main hall in Mosswood Community Centre. The Vennie manager also reported on progressing with

reopening the Vennie services at that time.

D2.2 Town Centre Fund

As the Local Area Committee meeting on 10 December was unable to consider the Town Centre Fund 2020/21: Proposed Funding Awards report, it was referred to the Council Executive meeting of 15 December and subsequently approved. The decisions made on the report were as per recommendations which were initially to be heard by the Local Area Committee.

Members may also note that the Council Executive also decided that:

- any unused funding from the 2019/20 funding round can now be carried forward and added to the funding available within the same ward for 2020/21;
- as projects are implemented the detail and associated costs may change and the Head of Planning, Economic Development & Regeneration is delegated to agree such changes and to re-allocate any money that becomes available as a result from funding for both years to other projects in the ward, both so long as projects remain within the aims, purposes and overall intent of the original applications and approvals.

Since then, applicants have been advised of the outcome of their applications and, where relevant, received Conditions of Funding forms to sign and return.

Timescales

Officers will provide support as best they can to ensure that delivery deadlines of projects having contracts committed by 31 March 2021 and having projects completed by 30 September 2021 are met. These deadlines apply to projects funded through the 2019/20 fund also.

Raising Awareness of the Fund

At the previous meeting of this Local Area Committee, officers were asked to provide more information regarding the community consultation process around the fund.

Community Councils and management committees of community centres were emailed directly around the fund. Community Regeneration Officers also emailed and shared information around the fund with the services and community groups they work with in their respective areas.

In addition to this, there was promotion of this via the council's social media channels. This led to an increased amount of interest in the fund in comparison with the previous year's allocation of the fund.

ELI20-01 – Eliburn Community Council

One project funded through this year's Town Centre Fund with particular funding conditions is the ELI20-01 'Improving Safety' project led by Eliburn Community Council. One of the funding conditions is for officers to assess whether a project is feasible within the timescales and funding levels for this.

Therefore, officers held a site visit on 22 December with a representative of Eliburn Community Council to clarify the concerns of parents and scope out possible

solutions.

Following this, officers have been drawing up and costing options for an assessment to be made on.

CAR01/CAR20-01 – Carmondean Underpass and Bus Shelter project

The Community Council are hoping to progress reviewing the tender applications and then conducting the zoom interviews in January. They hope the work will be able to begin around February but anticipate there may be delays due to the current pandemic restrictions.

The additional funding of £5,000 from this year's allocation will enable them to improve the underpass between Harburn Avenue and Morrison's supermarket. This will mean that the all the underpasses in Carmondean will be included in this project.

D2.3 Logan Way improvements

Housing, Building and Customer Services have advised that the tender for the works to improve the Logan Way precinct will be issued on Public Contracts Scotland in early January for a duration of 2 weeks.

In turn, a contractor should be in place quickly thereafter with a site start likely at sometime in February, weather permitting.

D2.4 The Vennie

Following the most recent restrictions, the Vennie has taken the decision to close its building and the clubs it was providing within it.

However, they are still providing the outreach youth work. There has been reports of continued problematic alcohol and drug use by young people.

The Food Outlet is also continuing to be provide for the local community during this time, enabled by staff and volunteers.

D2.5 Livingston North Partnership Centre

Primary construction work has now been completed and the council has taken possession from the contractor. Work is now commencing on improvements to the car park (including new access and egress arrangements) and undertaking works to improve accessibility. The car park and access works are expected to be completed by the end of February / Early March. Initial operational commissioning will commence subject to COVID restrictions and guidance. This will include IT installations, installation of furniture and furnishings etc.

Prior to full commissioning and services physically relocating to the building a number of risk assessments, management protocols and arrangements will be established and capacity reviewed to ensure that the centre is effectively and efficiently managed and reflects current issues relating to COVID. There will for instance, be additional signage, sanitising stations and additional access and circulation arrangements put in place. It should be noted that the relocation of services will only occur when COVID restrictions and national guidance on non-essential activities permit these to be undertaken safely.

The intention is that subject to the works outlined being able to be completed and

restrictions being eased sufficiently that full mobilisation and opening can occur. Subject to restrictions and guidance it is proposed that prior to opening there will be the opportunity for elected members, the community and partners to view the property.

E. CONCLUSION

Members are asked to note the activities taking place in the ward and in particular the work to support planning in Knightsridge.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

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Craig McCorriston, Head of Planning, Economic Development and Regeneration
22 January 2020.

DATA LABEL: PUBLIC



West Lothian
Council

LIVINGSTON NORTH LOCAL AREA COMMITTEE – AS OF JANUARY 2021

	Report	Purpose	Lead Officer	Date
1	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	March 2021
2	Police Report	Quarterly update on police/NRT activity	PC Alan McMahon	March 2021
3	Fire and Rescue	To provide an update on Operational Services activity	Gordon McGuire	March 2021
4	Ability Centre Update	To update on plans regarding future use of the Ability Centre.	Jo MacPherson	March 2021
5	Housing Report	Quarterly update on Housing Services activity (inclusive of Deans South and Springfield updates)	Ann Marie Carr	May 2021
6	Operational Services Report	To provide a quarterly update report on activity	Jim Jack	May 2021
7	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	May 2021
8	Economic Development and Regeneration Report	To update on regeneration activity within the ward	Craig McCorriston	June 2021
9	Police Report	Quarterly update on police/NRT activity	PC Alan McMahon	June 2021
10	Fire and Rescue	To provide an update on Operational Services activity	Gordon McGuire	June 2021