



East Livingston and East Calder Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

25 November 2021

A meeting of the **East Livingston and East Calder Local Area Committee** of West Lothian Council will be held within the **MS Teams Virtual Meeting Room** on **Thursday 2 December 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 9 September 2021 (herewith).
5. Police Ward Report - report by Police Scotland (herewith).
6. Fire Service Ward Report - report by Scottish Fire & Rescue Service (herewith).
7. Anti-Poverty Service Update - report by Head of Finance and Property Services (herewith).

8. Almond Housing Update - report by Almond Housing Association (herewith)
9. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).
10. Service Update - NETS, Land & Countryside - report by Head of Operational Services (herewith).
11. Covid-19 Local Recovery and Renewal Fund - report by Head of Planning, Economic Development and Regeneration (herewith).
12. Pensioners Groups Christmas Fund Allocations 2021/22 - report by Head of Planning, Economic Development & Regeneration (herewith).
13. Report on Progress of Regeneration Planning - report by Head of Planning, Economic Development and Regeneration (herewith).
14. Workplan (herewith).

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

CODE OF CONDUCT AND DECLARATIONS OF INTEREST

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

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

NAME	MEETING	DATE

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

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

Other key terminology appears on the reverse.

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

SUMMARY OF KEY TERMINOLOGY FROM REVISED CODE

The objective test

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

The General Exclusions

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

Particular Dispensations

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

The Specific Exclusions

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

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

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

MINUTE of MEETING of the EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE held within VIRTUAL MEETING ROOM, on 9 SEPTEMBER 2021.

Present – Councillors Damian Doran-Timson, Frank Anderson, Carl John and Tom Ullathorne

In Attendance

David Maule, Lead Officer, West Lothian Council

Dougie Grierson, Regeneration and Employability Team Leader West Lothian Council

Andy Johnston, Operational Services, West Lothian Council

Paul Kettrick, Property Services, West Lothian Council

Phyllis McFadyen, Housing Customer and Building Services, West Lothian Council

Jonathan Bertram, Almond Housing Association

Barbara Boertien, Almond Housing Association

Jane Deary, Spark

James Robertson, Scottish Fire & Rescue Service

Sergeant Iain Wells, Police Scotland

Eleanor Blair, Mid Calder Community Council

Chris Davidson, East Calder & District Community Council

John Sives, Kirknewton Community Council

1. DECLARATIONS OF INTEREST

Agenda Item 7 (Presentation by Spark) - Councillor Frank Anderson declared an interest as Chair of the Craigshill Good Neighbour Network. He would participate in the item of business.

Chris Davidson (Community Council Representative) – declared an interest as a member of the East Calder Development Trust; and

Councillor Carl John – declared a non-financial interest as a member of the East Calder Development Trust.

2. MINUTE

The committee confirmed the Minute of its meeting held on 3 June 2021.

3. POLICE WARD UPDATE

The committee considered a report (copies of which had been circulated) by Police Scotland providing an update on performance, activities and issues across the ward for the period up to 30 June 2021

Sergeant Wells also took the opportunity to remind local ward members of the importance of community-led intelligence which helped Police Scotland build up a picture of what was happening in local communities.

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

Decision

To note the terms of the report.

4. FIRE UPDATE

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on the activity within the ward for the period up to 30 June 2021.

In relation to a question raised with regards to new legislation on the fitting of smoke alarms in all domestic homes from February 2022 onwards, the Fire Officer undertook to provide local ward members with a link to the Scottish Government website that provided a range of useful information and which could be shared with constituents.

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

Decision

1. To note the terms of the report and
2. To note that James Robertson, Scottish Fire and Rescue would provide local ward members with information on what was required in accordance with new legislation on the fitting of smoke alarms in domestic homes from February 2022 onwards.

5. SPARKS - PRESENTATION BY JANE DEARY

The committee heard a presentation by Jane Deary on behalf of Spark which was the new name for the Craigshill Good Neighbour Network.

Jane proceeded to provide an overview of the activities the group was involved in to support the community particularly during the pandemic. Whilst the focus of the group's activity was mainly in the Craigshill and south Howden area people accessed their services from all over West Lothian and included referrals from the council's Advice Shop, Age Scotland and Wellbeing Scotland.

The aim of the group was to help people build their support networks and access employment and/or education and to experience good health and well-being in the community.

During the pandemic focus was on their 200 members and included the delivery of activity packs which were tailored to each of their members and included items such as toiletries, pet food; and household items.

Through their Facebook page the group were able to connect with over 1300 people and used this medium to conduct quizzes, online games, and a virtual theatre show. This was to keep people entertained and

connected during what was a very difficult time for many suffering from social-isolation.

Jane continued by advising that now Covid-19 restrictions were easing the group were now able to start hosting groups and events once again in person and it was becoming evident that mental health remained an ongoing challenge.

Jane concluded her presentation by advising committee that the group would be holding an open event on 30 September to which all committee members were invited. This would include a re-launch of their new brand/name and to celebrate the receiving of the Diversity Scotland Charter Mark, the first group to do so in Scotland.

The Chair thanked Jane for the very informative presentation and invited members to ask questions on the work of the group.

Decision

1. To note the content of the presentation by Jane Deary on behalf of Spark; and
2. To note the event that would be taking place on 30 September 2021 to re-launch the group and celebrate the awarding of the Diversity Scotland Charter Mark.

6. ALMOND HOUSING UPDATE

The committee considered a report (copies of which had been circulated) by Almond Housing Association providing an update on housing and community activity in the Craigshill area, including maintenance works and a number of initiatives to support tenants.

The committee were also advised of the “Growing Together” project operating in the Craigshill area and which had been conducted in conjunction with the Youth Action Project. Further details on the project including a link to short You Tube video were contained in the report.

Decision

To note the terms of the report.

7. HOUSING WARD UPDATE

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 the Armadale & Blackridge ward.

In presenting the report the Housing Manager highlighted that in the Financial Summary section of the report there were some errors which would be corrected and a revised copy sent to members.

In addition, the report now included further detail relating to the work of the Safer Neighbourhood Team and committee was asked if they found the additional information helpful and to advise of anything else that could be included in future reports.

It was recommended that the committee note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 1 – 1 April to 30 June 2021.

Decision

1. To note the terms of the report;
2. To agree that the inclusion of additional information relating to the work of the Safer Neighbourhood Team was welcome;
3. To ask if information relating to the different stages that each of the cases that the Safer Neighbourhood Team were dealing with could be included in future reports; and
4. To note that the information contained in the section of the report on “Financial Summary” was inaccurate and that revised information would be forwarded to ward members.

8. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services advising members of the recent activity of the NETs, Land & Countryside Services teams for the period 1 April to 30 June 2021

Committee were also advised that the service had secured an additional one-off grant funding of £165,000 which would fund two Nets teams to deal with the removal of fly tipping and the removal of the litter collected by the volunteer litter pickers. The service had also appointed a Strategy Officer with one of their early tasks being to look at a Litter Prevention Action Plan. And finally, committee were advised that one-off grant funding of £150,000 had also been secured for the funding of new litter bins including Bellybins which contained compacting abilities and the locations of which would be subject to community consultation.

In relation to fly-tipping committee were advised that the matter of fly-tipping on private land was an issue that would be looked into by the new Strategy Officer and that the council was keen to work with responsible land owners.

It was recommended that the committee:

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

Decision

To note the terms of the report.

9. TOWN CENTRE FUND UPDATE 2019/20 AND 2020/21

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 agreed by the committee on 7 October 2019 for the 2019/20 Fund and on 23 December 2020 for the 2020/21 Fund.

It is recommended that the local area committee notes the updates for Town Centre Fund 2019/20 and 2020/21 projects for this ward and notes that the Scottish Government had been approached with regards to the pending deadline of the end of September for projects to be complete.

Decision

To note the content of the report

10. REPORT ON PROGRESS OF REGENERATION PLANNING

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration informing the committee of progress on regeneration planning within the East Livingston and East Calder ward.

In presenting the report the Head of Planning, Economic Development and Regeneration noted that there were some formatting issues with the report and as a result some information was absent. Committee were advised that the report should have advised that in relation to the business gateway update there were 5 new businesses started and 23 existing businesses supported within the ward in the first Quarter of current financial year.

It was recommended that the local area committee notes :-

1. The progress and developing actions and activity of the local regeneration plan; and
2. Notes the draft bins audit.

Decision

To note the content of the report

11. GENERAL SERVICES CAPITAL PROGRAMME UPDATE

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

by the Head of Finance and Property Services providing the local area committee with an update on general services investment in the ward during 2020/21 and planned investment for the seven-year period 2021/22 to 2027/28.

It is recommended that the local area committee notes:

1. The progress made in delivering the approved general services capital programme within the East Livingston and East Calder ward in 2020/21;
2. The approved capital projects planned for the ward in 2021/22 to 2027/28;
3. That detailed allocations of block budgets for the period 2023/24 to 2027/28 to specific programmes attributable to specific wards will not be undertaken until 2022;
4. Progress in delivery of the 2021/22 programme will be reported to Council Executive following detailed budget monitoring exercises during the course of the year; and
5. An updated capital investment programme will be presented to Council for approval in February 2022.

Decision

To note the content of the report

12. WORKPLAN

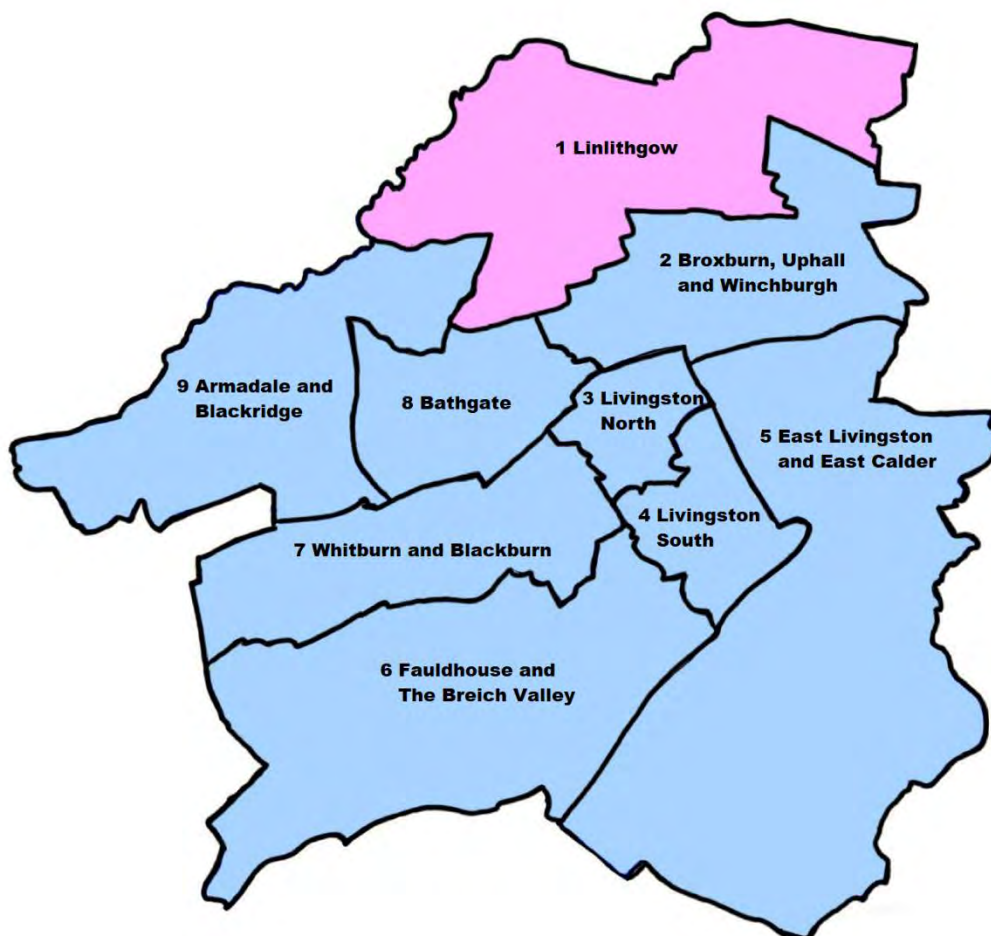
A workplan had been circulated for information.

Decision

1. To note the workplan; and
2. To ask the Lead Officer to Officer to ascertain if a report would be coming back to the local area committee in terms of the artwork proposed for the cemetery

West Lothian Area Command

Lothian and Scottish Borders



Ward 1 Linlithgow Multi Member Ward Report

Quarter 2 – 2021/2022

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 3rd October 2021.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Performance relative to the same period in 2020; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

Introduction:

This document is intended to provide a summary of the performance of West Lothian Area Command for the reporting period of Quarter 2 2021/2022. The report references the police priorities within the Local Police Plan for West Lothian 2020-2023, namely:

- Protecting The Most Vulnerable People
- Reducing Violence and Anti-Social Behaviour
- Reducing Acquisitive Crime
- Improving Road Safety
- Tackling Serious and Organised Crime

The data provided in this report is for information purposes to allow Partnership Members to conduct their scrutiny responsibilities.

Linlithgow Community Engagement Priorities:

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

Linlithgow Community Officers

PC Christopher Ashley

Executive Summary:

Officers in West Lothian have been focused on delivering, with our key partners, our Local Policing Priorities, and meeting our commitment to Keep People Safe.

- **Protecting the most vulnerable people**

Domestic abuse crimes is an area of focus in terms of providing confidence to report, undertaking professional investigations, providing victim support, pursuing perpetrators and managing offenders. Although West Lothian has an increased number of domestic incidents reported, strong links have been established with both internal and external partners allowing increased confidence to report along with excellent support services for victims.

During Q2, Medics Against Violence, in partnership with Police provided further online ASC (Ask Support Care) online training sessions to major employers within West Lothian in conjunction with DAPDG. At the time of writing, over 100 individuals have been trained allowing additional support and guidance to be given to victims of crime, complementing the response from officers. All major employers in West Lothian have been made aware of this training and the uptake has been positive. Further training sessions are being planned.

As has been described in previous papers, our officers have had cause to deal with an increasing number of people who have been experiencing mental health crisis. With thanks to our partners in NHS Lothian, since 2020 we agreed protocols allowing operational officers to access the Acute Care and Support Team (ACAST) in West Lothian, a Mental Health Community Triage System. The ACAST system frees up capacity at A&E/Out of Hours, whilst ensuring that those people who met the criteria, receive the most appropriate support at source. During this process, officers remain with the individuals ensuring support is provided throughout. In Q2, ACAST was utilised over 59 times by officers.

The Herbert protocol has been rolled out within West Lothian with officers being made aware of this initiative and the benefit of it. We have now part of the pilot scheme for the Autism Protocol which is a further development to ensure that police are focused on protecting vulnerable people.

- **Reducing Violence and Anti-Social behaviour**

Recent patterns relating to Anti-Social Behaviour continue with incidents of Vandalism and Fireraising - continue to fall following the 5 year average.

Through the work of the West Lothian Community Safety Partnership, (Police, SFRS, WLC SNT, Housing, WLYAP and Criminal Justice) we identify emerging trends, problematic areas, repeat ASB locations and establish strategies to deal with issues. This frequently involves joint visits and follow up disclosures to enable partner interventions, ASBO applications etc.

In identifying problematic areas, officers are tasked with high visibility patrols to provide reassurance to the local community. We have also ran a series of "pop-up" engagement events which allow communities the opportunity to approach and engage with officers about any concerns they have in their communities. Further "pop-up" events are planned over the next few months.

There continues to concerns raised about the use of off-road bikes in both urban and rural settings. This is an issue across the whole of Scotland. This is being assessed at the Community Safety Partnership to identify an overall partnership approach to address the issue. There has been a number of media requests to identify those responsible however there has been very little community intelligence coming through naming the persons involved.

There has been significant work with partners in relation to Bonfire season with SFRS taking the lead. This includes joint patrols between SFRS / Police and policing plan for the weeks running up to the 5th November and close links to various other WLC depts. And other agencies.

Since West Lothian schools returned after the summer break, School Link Officers have positively engaged with pupils at Whitburn, St Kents, St Margarets, Inveralmond and the Inclusion and Support services. These officers delivered various prevention inputs including knife crime, drugs and alcohol. The funding for these posts comes direct from each of the schools.

Police are working closely with WLC Housing and SNT in relation to three addresses in the ward area where there are repeat incidents of ASB. This has included joint intervention visits and disclosures to enable further action to be considered by the local authority under ASBO legislation.

- **Reducing Acquisitive Crime**

Dealing with Acquisitive Crime to Protect People by reducing the financial and personal pressure on individuals and communities remains a priority.

Recently, there has been numerous Housebreakings reported with various high powered vehicles stolen. Local and National resources have been investigating and a number of arrests have been made. We have utilised social media to highlight this type of crime and to share preventative messages.

Rural Crime - West Lothian Partnership against Rural Crime (WLPARC), in conjunction with Police Scotland and West Lothian PSYV, held an information event at Beecraigs Country Park to highlight rural crime, partnership approaches and reporting methods in relation to

suspicious activities within rural and urban areas. This was extremely well received and WLPARC will be developing their remit further over the coming months.

West Lothian Police Scotland Youth Volunteers (PSYV), have assisted in providing prevention advice across West Lothian. The young people completed 168 hours of voluntary work assisting in various activities including letter drops in relation to off-road bikes, inconsiderate parking, rural crime, delivering Keep Safe packs and working alongside WLPARC. An application process for new youth volunteers members has now closed with multiple applicants.

The Neighbourhood Watch Scheme is increasing in numbers with 1400 members. Police Scotland continue to utilise social media to encourage members of the community to sign up for regular updates. <http://www.neighbourhoodwatchscotland.co.uk/>. Police Scotland provide regular updates for the online alerts, to highlight crime trends and local issues.

During Q2, our Prevention and Intervention Officer conducted 7 Crime Prevention Surveys to victims of crime providing advice and guidance on keeping themselves and their property safe. Officers have also been working in conjunction with the WLPARC to share information and identify prevention opportunities.

- **Improving Road Safety**

Road safety is a priority for the police and local authority. Officers in West Lothian work in partnership with the council address road safety issues and educate the public to prevent incidents from occurring.

Officers in the West Lothian area work closely with partners to prevent collisions from occurring. During Q2, Roads Policing officers continued with Local and National Campaigns including National Motorcycle Safety Campaign, National Speeding Campaign and National Drug Driving Campaign. Preparations have also commenced for the yearly festive Drink Drive Campaign.

Between July and September 2021, Road policing officers undertook proactive speed checks in 27 locations, resulting in 32 offences detected, including 41 warnings in relation to manner of driving and construction and use defects.

Consultation is continuing with partner agencies regarding the delivery of Westdrive 2021, however due to Covid restrictions, final decisions are still to be made as to what format this may take.

In relation to 20 mph speed limits, Police Scotland will continue to monitor this trial with WLC. Such limits should be 'self-enforcing' and sustainable, either as a result of the current road layout, existing vehicle speed data or through the addition of appropriate physical speed reduction measures. Deployment of resources must prioritise sites which represent the greatest risk and should only be undertaken where considered necessary and in the interests of casualty reduction.

There is no data around pre/post 20 mph in relation to accident statistics or enforcement, however Roads Policing officers work closely with the highways department to identify "hotspots" for them to consider road engineering solutions to improve safety.

- **Tackling Serious and Organised Crime**

Reducing Drug supply, Production and Cultivation linked to Organised Crime is a policing priority for the West Lothian local authority area and the wider Lothian & Scottish Borders Division of Police Scotland.

During Q2, 25 General evidence / Misuse of Drugs Act Warrants were executed which resulted in multiple drugs seizures and a substantial amount of money recovered. Seized cash usually

forms part of criminal cases and further investigation under Proceeds of Crime legislation to disrupt organised crime. If applicable, police will disclose information with registered social landlords in relation to MDA enforcement action at their properties to enable follow up in relation to breaches of tenancies.

Operation Phantom (OCG disruption) executed simultaneous warrants at two West Lothian addresses in relation to the supply of controlled drugs. During this, two West Lothian males were arrested and charged with MDA offences. Nearly £37,000 worth of drugs were seized along with a quantity of cash.

Any drug supply/possession offences are due to proactive police work which is greatly assisted by intelligence from local residents. This can be reported to the police via 101 or anonymously via the charity "Crimestoppers" on 0800 111 555.

During Q2, officers working on Operation Hutchen commenced an enquiry into recent Transit van thefts in both Lothian and Scottish Borders and Forth Valley Divisions. During this enquiry, a 26 year old male was identified as being responsible. This was due to excellent forensic work by detectives and resulted in him being reported for 24 vehicle related offences.

We continue to focus our activity on disrupting Organised Crime groups, particularly referencing drugs supply, larger scale cultivations and class A drugs.

We continue to develop drugs intelligence from the local community. Drugs enforcement requires information from sources to build a picture and fill in the pieces of the jigsaw and the use of community intelligence in this cannot be underestimated.

Reporting Period July 2021 – September 2021			
Linlithgow	Recorded		
Crime Type	YTD	LYTD	% Diff
Robbery	1	3	-66.6%
Serious Assault	3	4	-25.0%
Sexual Crimes	12	6	+100.0%
Housebreaking dwelling	11	3	+266.6%
Housebreaking non-dwelling (sheds/garages)	1	4	-75.0%
Housebreaking Other Premises	7	2	+250.0%
Theft of motor vehicle	5	7	-28.5%
Theft from motor vehicle (OLP)	2	0	+200.0%
Vandalism	27	39	-30.7%
Total drugs supply	2	1	+100%
Possession of Drugs	7	5	+40.0%
Common Assault	43	45	-4.4%
Common Assault - emergency worker	1	0	+100.0%
Total Crimes and Other Offences	304	310	-1.9%

Through local engagement we will continue to work with communities and partners to deliver a quality service which responds to their needs.

Together we can increase community resilience and prevent crime.

Data Label: Public



West Lothian
Council

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

EAST LIVINGSTON AND EAST CALDER MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the East Livingston and East Calder Local Area Committee on the activity within East Livingston and East Calder Multi-Member Ward for the period up to 30th September 2021.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

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

VIII Consultations

West Lothian Citizen's Panel Survey, July 2014.

D. TERMS OF REPORT

D.1 Background

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

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

Following the publication of the East Livingston and East Calder Multi-member Ward Operational Plan, the Local Senior Officer for Falkirk and West Lothian has produced a Performance Report detailing activity against the key priorities.

The seven key priorities within the East Livingston and East Calder Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Unwanted Fire Alarm Signals

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Special Services (excluding RTC's).
- Reduction in RTC Fatalities and Casualties

E. CONCLUSION

The East Livingston and East Calder Multi-Member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2018, the West Lothian Strategic Assessment of Community Safety and continues with the excellent partnership working on Community Safety, which is evident in West Lothian.

F. BACKGROUND REFERENCES

None.

James Robertson
Station Manager, Scottish Fire and Rescue Service
October 2021

Appendix 1 - East Livingston and East Calder Multi-Member Ward Performance Report



West Lothian Council Area

Ward Performance Report

Quarter 2 2021

East Livingston and East Calder

DISCLAIMER

The figures included in this report are provisional and subject to change as a result of quality assurance and review. The statistics quoted are internal management information published in the interests of transparency and openness.

The Scottish government publishes Official Statistics each year which allow for comparisons to be made over longer periods of time.

Please ensure any external partners in receipt of these reports are aware of this.

Introduction

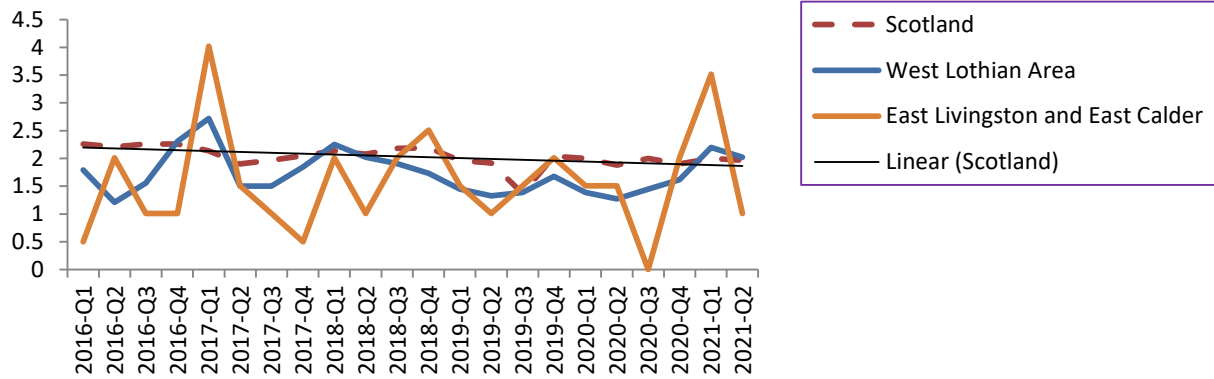
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per head of population.

Whilst using historic statistical benchmarking data, consideration must be taken of the somewhat random nature of fire related incidents and events, and how this can pose difficulties in interpreting emerging patterns and trends. This is of specific relevance where ward level data is analysed due to the relatively small number of actual incidents/events that occur in ward areas.

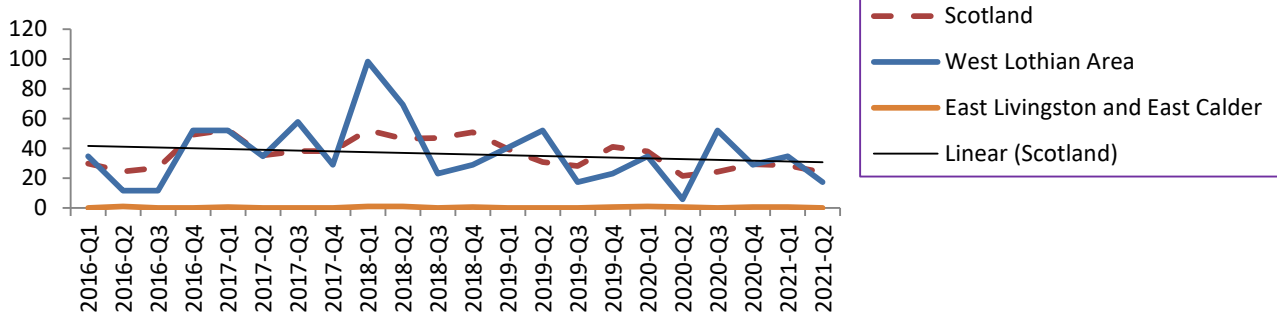
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



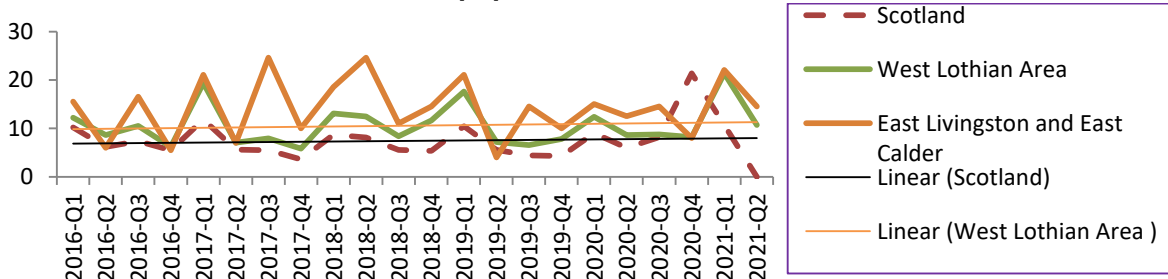
During the 2021-22 year to date reporting period SFRS have dealt with 2 accidental dwelling fires in comparison to 3 during 2020-21 year to date reporting period.

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



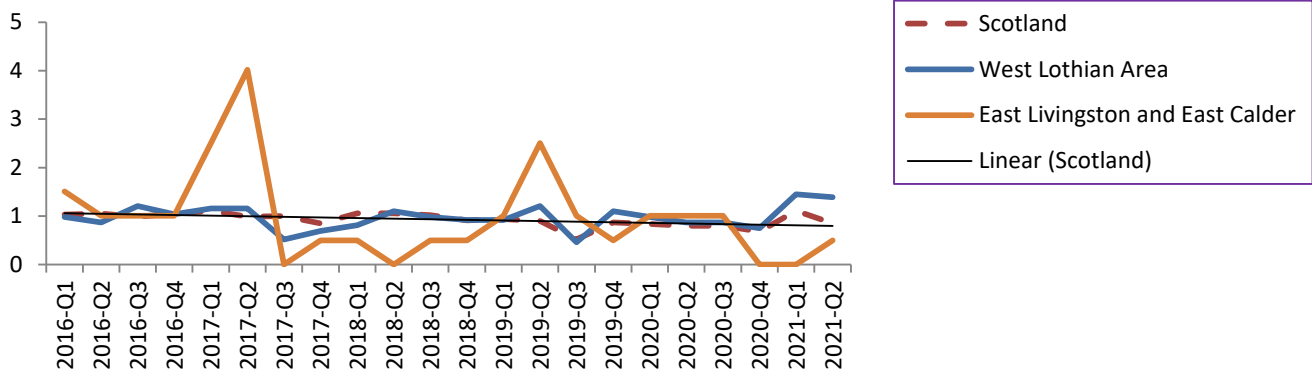
During the 2021-22 year to date reporting period SFRS have dealt with 0 Casualties and Fatalities due to fire in comparison to 1 Casualty and 0 Fatalities during 2020-21 year to date reporting period.

Deliberate Fires Per 10,000 head of population



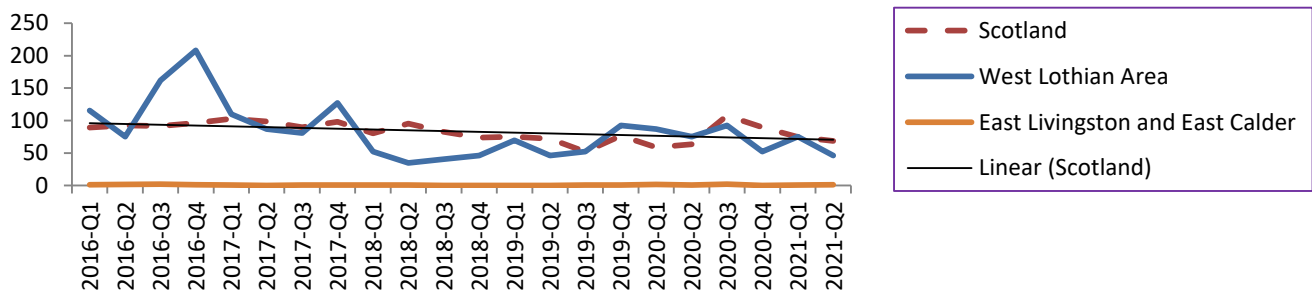
SFRS have dealt with 29 Deliberate fire incidents during 2021-22 year to date reporting period in comparison to 25 during 2020-21 year to date reporting period.

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



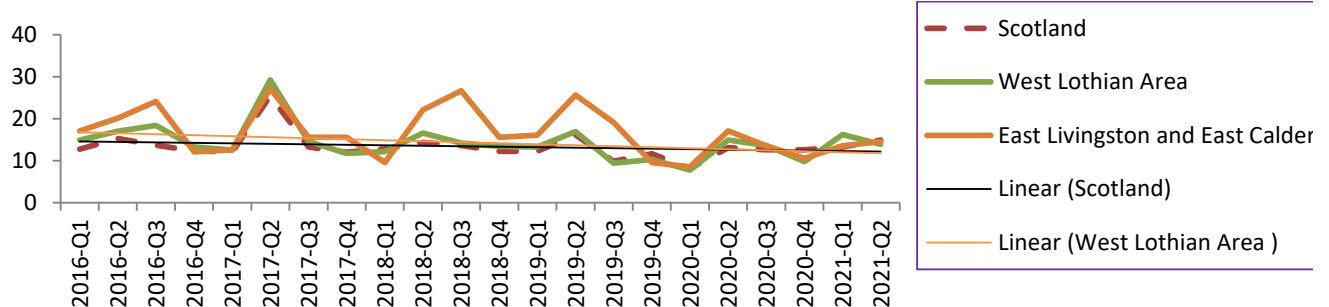
SFRS have dealt with 1 non domestic fire incidents during 2021-22 year to date reporting period in comparison to 2 during 2020-21 year to date reporting period.

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



SFRS have dealt with 2 casualties from Special Services during 2021-22 year to date reporting period in comparison to 1 casualty during 2020-21 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

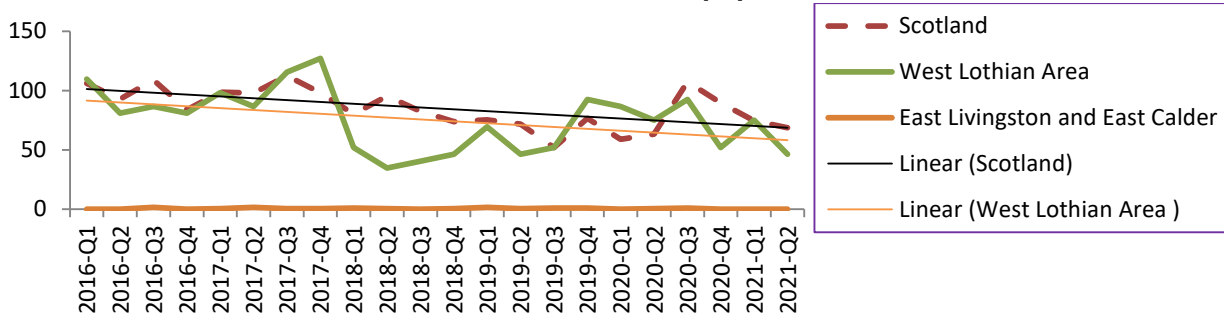


SFRS have dealt with 29 UFAS incidents during 2021-22 year to date reporting period in comparison to 35 during 2020-21 year to date reporting period.

Additional Comments

SFRS is committed to 'Working Together for a Safer Scotland' and to engage with business partners to reduce demand from Unwanted Fire Alarm Signals (UFAS).

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



During the 2021-22 year to date reporting period SFRS have dealt with 0 Casualty and Fatalities from RTC's in comparison to 1 Casualty and 0 Fatalities during 2020-21 year to date reporting period.

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

ANTI-POVERTY SERVICE UPDATE

REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES

A. PURPOSE OF REPORT

The purpose of the report is to inform the Local Area Committee of the work undertaken by the Anti-Poverty Service from April 2020-March 2021.

B. RECOMMENDATION

It is recommended that the committee notes:

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

C. SUMMARY OF IMPLICATIONS

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

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

D. TERMS OF REPORT

D.1 Background

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

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

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

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

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

D.2 Provision

Over the past year the service has:

- Fully supported customers throughout the covid-19 pandemic through using pro-active and reactive measures and successfully adapting to challenges and restrictions ensuring all customers who required support received this.

- Digitalisation of areas of the service, improving efficiencies and offering more choice to customers at a time which suits them. This has included online forms, self-help tools and video conferencing software adding a new service delivery channel increasing accessibility to the service.
- Developed and implemented new software to improve accessibility and processing timescales for Blue Badges.
- Worked with Housing, Customer and Building Services to implement the Rapid Rehousing Transition Plan particularly focussing on preventions and early intervention.
- Introduced PayPoint as a cash pay-out service for SWF Grants which significantly improved reach and reduced traveling costs for vulnerable customers.
- Implementation of the FORT referral and tracking system to allow internal and external services and organisations to easily refer customers ensuring customers receive the support required at the earliest point. 48 partners are currently using the system which resulted in 3910 referrals being received in the 2020/21 period.
- The service recorded our best ever Housing Benefit and Council Tax Reduction performance with new housing benefit claims being processed on average within 11 days against a Scottish average of 17 days.
- Completed implementation of a revised Housing Benefit and Council Tax Reduction verification policy and the ability for customers to provide evidence in support of applications digitally.
- Developed and implemented processes to improve uptake on Free School Meals and Milk, Clothing Grants and Education Maintenance Allowance.
- Payment of an additional School Clothing Grant in January 2021 totalling £622,080 and supporting 7,776 children.
- Application for Education Maintenance Allowance was fully digitalised with all applications made online.
- Supported 436 households experiencing fuel poverty by paying £48,650 in grants.
- Working with customers and partners to increase uptake of the Discretionary Housing Payment. This supported 180 households with payments amounting to £119,011.
- Development and introduction of the Improving the Cancer Journey service offering a holistic service to those affected by cancer alongside the Macmillan@WestLothian and Macmillan Benefits teams.

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

Local Provision

The below section shows the number of people the Anti-Poverty service has worked with over the last year in the East Livingston and East Calder area and further information on the Anti-Poverty Service.

The Advice Shop has helped 1,313 customers to manage their money and to resolve benefit problems within the East Livingston and East Calder ward. This is a 16% increase from the previous year and resulted in 7,149 additional enquiries and contacts from these customers. As a result, customers have a better understanding of their situation and options available to them. Feedback shows this has a positive impact on individuals by increasing knowledge and understanding and ultimately improving the customer journey and empowering customers.

Anti-Poverty Service

Since the start of the COVID-19 pandemic West Lothian Council's Anti-Poverty Service has continued to offer help and support to constituents across West Lothian. The service has pro-actively adapted to the current situation to maximise the help and support on offer to individuals and the information and results of this support is detailed below;

Advice Shop

In 2020/21 The Advice Shop has supported 14,258 individuals resulting in 72,540 additional enquiries and contacts from these customers, covering money and debt, energy, housing and welfare benefits. This is a 4% increase from the previous year.

The Advice Shop generated £30,026,258 in extra income and successfully managed £5,334,196 in debt.

163 appeals were lodged to help customers appeal a DWP benefit decision. 88% of appeals had their decisions overturned. This is a 63% decrease in the number of appeals compared to the previous year.

83% of money advice customers debt was successfully managed in 2020/21 which is a 10% increase on the previous year. Total debt amounted to over £4.1million.

1,707 customers were provided money and energy advice to help improve household income. This is a 14% increase from the previous year. 17% of these customers were aged 60 years and over.

A range of targeted support and campaigns have been delivered over the period to support self-employed, those who may have been entitled to Discretionary Housing Payment, increasing uptake in new Social Security Scotland payments and, help and advice relating to energy. Advisors were able to support customers to engage with charities and third sector organisations which had received additional, one-off funding to help the most vulnerable as a result of the Covid-19 pandemic; this included access to white goods, one off payments for energy or transport costs.

Service delivery has also had to adjust to the current restrictions and new requirements. Implementation of new digital outreach sessions and appointments have been well received by customers and staff.

Improved processes and system digitalisation has also meant that we have managed to continue to fully support customers. This includes the benefit check and budgeting calculator which is freely available to customers. Self-help guides and information continues to be developed and publicised by the service which information such as the West Lothian Food Map. The service has continued to provide face to face appointments where alternative options are not suitable.

Benefits

In 2020/21, 1,103 Housing Benefit applications have been received and 18,362 change of circumstance notifications. Despite the demand, performance remains high and within the target, new housing benefit claims were processed within 11 days and change of circumstances within three days.

There were 4,623 applications received for Council Tax Reduction and 38,385 change of circumstance notifications. Again, despite the demand performance remains within the target with new Council Tax Reduction claims processed within 10 days and change in circumstances within 3 days.

Scottish Welfare Fund

In 2020/21 there was a significant increase in the number of Crisis Grant applications received compared to pre Covid-19 levels. There were 12,789 crisis grant application received between 1 April 20 and 31 March 21, compared to the 8,647 in 2019/20. The total financial support provided via Crisis Grants for this period in 2020/21 is £1,022,126 compared to £375,801 in 2019/20. There is a significant increase in the cost of the grants due to households requiring increased grant amounts to cover the impact on the loss of household income due to furlough and redundancies.

2,872 Community Care Grant applications were received during the same period which resulted in £1,084,269 in Community Care Grant payments.

Self-Isolation Grant

This grant was introduced on 12 October 2020 to provide financial assistance to individuals who are required to self-isolate. Individuals are awarded a £500 payment if they are working, unable to work from home during self-isolation and will lose income as a result. Individuals also have to be in receipt of a qualifying benefit. In 2020/21 from mid-October to 31 March 2021, 1,409 applications were received and 404 individuals awarded a grant.

In 2021/22 from 1 April to 22 October 21, which covers roughly the same number of months as the analysis for 2020/21, 2,461 applications have been made to the fund with 997 individuals awarded a grant.

School Clothing Grants/Meals

In 2020/21, over 4,943 children were awarded free school meals and school clothing grants were awarded to 8,594 pupils.

Children eligible for Free School Meals have also benefited from financial support during the school holidays. In the summer of 2021/22, a total of £729,570 was paid to parents to help with the purchase of food during school holidays and in the October school break, a total of £92,070 was paid. In total 3,303,482 was paid throughout the 2020/21 period.

Discretionary Housing Payments

In 2020/21 the service has made 6,105 awards for discretionary housing payments amounting to £3,411,751.

1146 awards amounting to £632,989 were awarded for financial hardship and 4,959 awards amounting to £2,778,762 for under occupancy.

Family Pandemic Payments

The service administered the Scottish Government Family Pandemic Payments of £100 per child paid in December 2020 to children in receipt of Free School Meals based on low income. This resulted in payment amounting to £608,200

Priorities 2021/22

The Anti-Poverty Service has identified the following priorities for development over the 2021/22 year, which are:

- Continuing to work with partners and customers to mitigate the effects of the Covid 19-Pandemic for customers, including targeted advice and support to those who have been affected in areas such as furlough, redundancy and Cancer.
- Supporting customers affected by debt through Improving the Debt Journey to improve understanding and maximise tailored support for long term benefits.
- Supporting the roll out of the Child Disability and Adult Payment.
- Supporting payments for the Tenants Grant Fund.
- Payment of Scottish Governments Low income Pandemic payment of £130 to approximately 16,000 eligible households in receipt of Council Tax Reduction or qualifying Council Tax exemption.
- Retain Scottish National Standards for Information Advice Providers.
- Meal payments during school holiday periods with payments already made in the summer and October 2021 amounting to £1,042,625
- Payment of the Scottish Government Family Pandemic Payment of £100 per child.
- Automation of Education Benefits starting with School Clothing Grants and Free School Meals followed by Education Maintenance Allowance.
- Introduction of a new operating system by the National Entitlement Card Production Office.
- New Under 22 travel scheme for all those with a Young Scot card.

E. CONCLUSION

The report summarises the work of the Anti-Poverty service in the East Livingston and East Calder ward area and provide an overview of the service as a whole. The Local Area Committee is asked to note the contents of the report and to consider how the service could better target its resources in this area. It is the intention to report on activity in the ward area on an annual basis.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

Contact Person: Nahid Hanif, Anti-Poverty and Welfare Advice Manager

Tel: 01506 283022 Email: nahid.nanif@westlothian.gov.uk

Donald Forrest

Head of Finance and Property Services

Date of meeting: 02nd December 2021



HOUSING AND COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA

Report for East Livingston and East Calder Local Area Committee

December 2021

ALMOND REPORT ON HOUSING & COMMUNITY ACTIVITY IN THE CRAIGSHILL AREA FOR EAST LIVINGSTON & EAST CALDER LOCAL AREA COMMITTEE MEETING

2021-22 Planned Maintenance Programme

It is proposed that the Association's 2021-22 Planned Maintenance programme will include for a variety of works including new "A" rated boiler installations, new windows, external doors, render/roughcast, fencing, insulation, electrical testing and smoke alarm upgrades.

These works are currently being procured and will be subject to Board approval prior to starting on site.

Below is a summary of the projects planned:

Boiler Upgrades and Full Central Heating Installations

Installation of new 'A-rated' energy efficient gas boilers in 198 properties, some within Craigshill.

Fencing

We are replacing the fencing in the following areas:

Spruce Grove	Hazel Grove	Fir Grove	Yew Grove
Poplar Grove	Pine Grove	Maple Grove	Linden Grove
Willow Grove	Craigswood		

Electrical Installation Condition Reports/USB Sockets/Smoke Detection

We are currently on track to have all our properties upgraded to the new Tolerable Standard for fire safety by February 2022.

We will also have an electrical installation condition report in each of our properties by that date and these inspections will be scheduled every 5 years.

Window and Door Replacements

We plan on replacing windows in 231 properties in Craigshill this year.

External Render/Roughcast

We plan on replacing the render on 42 properties contained within 6 blocks in Fir Grove, Hazel Grove and Juniper Grove this year along with 13 houses in Pine Grove.

Electrical Rewires

We have carried out a pilot project to rewire, replace skirtings, facings and doors, full plaster skim to all walls in a property in Poplar Grove and plan on another in Shiel Walk. If successful, we plan to carry these works out in further properties in the next financial year.

New Entrance Door

We have replaced the entrance door and door entry system at 37-42 Yew Grove.

Energy Efficiency

We are installing solar PV systems onto some properties in Craigshill to reduce electricity bills for tenants.

Landscaping Improvements

We will be carrying out landscaping improvements in Oak Grove to include raised beds and new paving.

Cyclical Decoration

We are carrying out external cyclical decoration in all of the Groves in Craigshill.



Growing Together – Additional Scottish Government Funding Secured until March 2022

Investing In Communities funding has been secured to extend the lifetime of the Craigshill Growing Together project until March 2022. In this next phase of the project, we will be introducing a new partner to work alongside us. The Conservation Volunteers (TCV) will provide the practical expertise, resources and training to support us to achieve phase two of the project.

Funding will pay for a TCV Co-ordinator to work in Craigshill 3 days per week until March 2022. Activity will be driven by the residents but will include weekly social gardening sessions, volunteer action days and a series of growing and cooking workshops.



For customers struggling to pay their bills and buy food, the festive season serves as a reminder of their isolation and poverty. Working together, we can help alleviate some of the strain through our 'Operation Happy Christmas' campaign. After another difficult year we want to reach out and help our customers who are facing poverty and our preparations for this year's activities have already begun and will include:



Winter Wellbeing Checks - 350 elderly and vulnerable customers will receive a Winter Wellbeing visit to check on them over the winter and a winter gift pack.

Festive Food Parcels - Festive Food Parcels packed with essential store cupboard items and recipes which will be delivered to tenants in need week.

Xmas Eve Deliveries - Surplus food redistributed by our Community Fridge partners ensuring customers in need have a hot meal over the festive period.

Nominate a Neighbour - We have reintroduced our 'Nominate a Neighbour' initiative. With the successful nominations receiving a festive gift or food hamper.

Children's Christmas Gifts - Distributing toys alongside RiverKids to ensure no child wakes up on Christmas morning without a gift.

A Community Christmas – local residents are leading the way preparing the Rowan Grove community garden for the festive season. The garden will be hosting a series of nature themed activities facilitated by a range of local groups. Mickey & Minnie Mouse will be visiting too, for festive themed storytelling sessions as part of our Imagination Library. If not too busy, Santa might be able to pop along too.

Housing Officer Retirement

Finally, I wanted to take this opportunity to inform the committee that Sharon Gillies, who worked in Craigshill as a Housing Officer for the Association for the past 13 years, retired in October. She was an immensely dedicated professional and will be missed. As a result, following a successful recruitment process the Association have now appointed our new Housing Officer who is due to start with us in January 2022.

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER 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 East Livingston and East Calder 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 2 1st July to 30th September 2021.

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 impacts 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 East Livingston and East Calder ward.

To ensure that our properties are being re-let and that we were meeting our duty under homeless legislation, the Housing Team has continued throughout the Covid19 pandemic prioritising resources to complete the letting process for both temporary and mainstream properties.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jul 2021	%	Aug 2021	%	Sep 2021	%	WL Target %
0-2 weeks	1	20%	1	20%	1	50%	55%
2-4 weeks	0	0%	0	0%	0	0%	30%
4+ weeks	4	80%	4	80%	1	50%	15%
Total Lets	5	100%	5	100%	2	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Jul 2021	%	Aug 2021	%	Sep 2021	%	WL Target %
0-2 weeks	0	0%	0	0%	0	0%	55%
2-4 weeks	0	0%	0	0%	0	0%	30%
4+ weeks	0	0%	0	0%	0	0%	15%
Total Lets	0	100%	0	100%	0	100%	100%

Delays in re-letting can occur for a variety of reasons. The type or location of the property the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement. There were 1 policy voids in the ward for this period a reduction in last reporting period.

Void period weeks	Number of properties	PV reasons
<4	0	
4 – 12	0	
13 – 16	0	
26 +	1	Decant

D2. East Livingston and East Calder – Financial Summary

For the East Livingston and East Calder ward the collection rate for the YTD in Q2 remains excellent at 96.1%. The ward has collected £1,794,764 vs a charge of £1,866,891.

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, the East Livingston and East Calder ward had 142 Universal Credit (UC) households in arrears. Since then the number of UC households in arrears has increased by 17.6%.

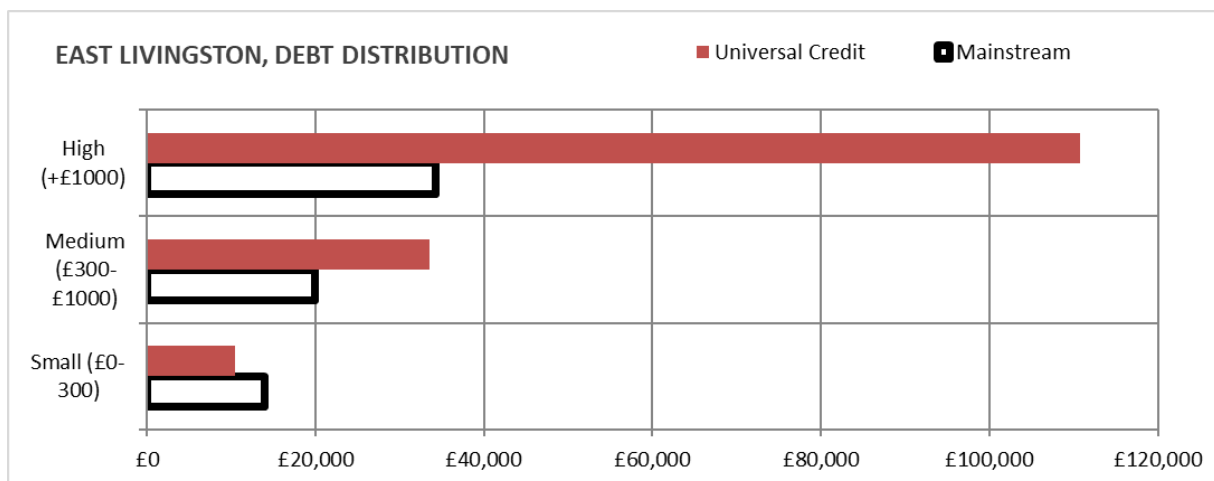
The number of tenancies in arrears in this ward has increased by 27 since last year. Small debt cases (£300 or less), account for 54.8% of households.

There are 58 serious arrears cases (+£1000 in arrears). These cases are 16.8% of all households in arrears in this area, containing 65.1% of the debt.

The arrears position for East Livingston and East Calder for Q2 is £222,911. This is an increase of £18,907 on last year's position. The West Lothian overall position is currently £4,150,768.

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

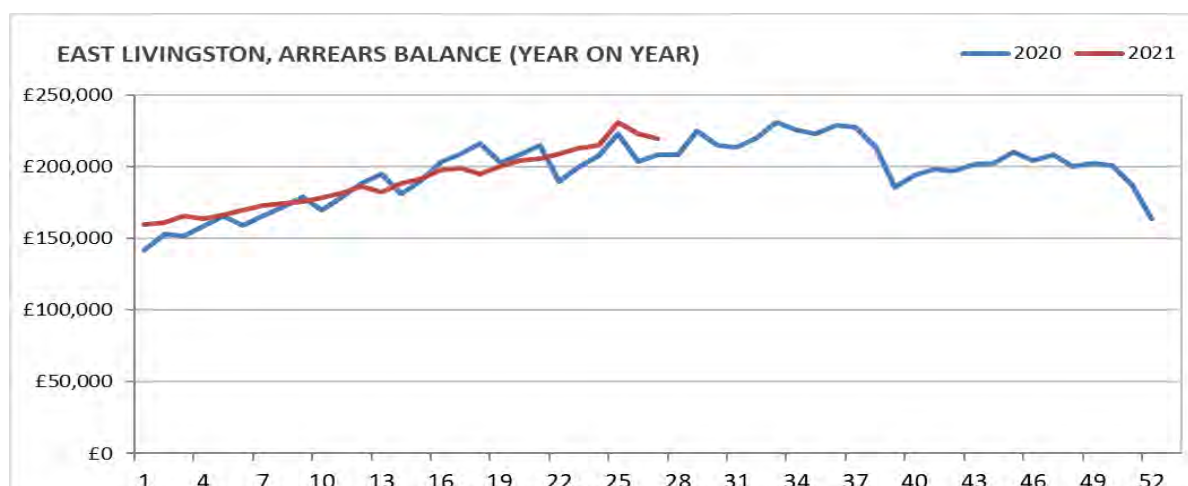


Arrears Banding	2020/21 (WK26)				2021/22 (WK26)			
	Mainstream		UC		Mainstream		UC	
	Balance	Cases	Balance	Cases	Balance	Cases	Balance	Cases
£0.01 to £99.99	£2,572	61	£1,144	18	£2,416	59	£1,103	17
£100.00 to £299.99	£10,345	61	£4,980	25	£11,554	65	£9,368	48
£300.00 to £499.99	£7,826	20	£10,012	25	£8,440	21	£11,709	28
£500.00 to £749.99	£3,473	6	£9,171	15	£5,472	9	£15,629	26
£750.00 to £999.99	£3,560	4	£20,447	24	£5,992	7	£6,152	7
£1000.00 to £1999.99	£17,346	11	£27,314	19	£12,110	9	£32,492	22
£2000+	£38,630	13	£47,183	16	£22,225	8	£78,250	19
Group Total	£83,752	176	£120,251	142	£68,208	178	£154,703	167
Movement					(-) £15,545	(+) 2	(+) £34,452	(+) 25

Overall Total
Overall Movement

£204,003 318

£222,911 345
(+) £18,907 (+) 27



D3. Area Team Activity

Over the period Q2 officers in the team have had a blended working approach, predominantly working from home but also out in the ward on a duty basis or as required undertaking essential tasks, such as letting properties, supporting vulnerable customers and dealing with priority issues which have arisen. We continue to work with our Health & Safety advice 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.

The focus on rent arrears activity continues to be a weekly priority task for the team and officers 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 plan and where appropriate, assist with applications for Discretionary Housing Payments.

Officers have also been working to resolve disputes between tenants, tenancy management issues including arranging decants to allow repairs to be carried out. Providing assistance and support to help tenants sustain their tenancies.

D4. Capital Programme and New Build Council Housing

There is ongoing general capital activity in all areas such as assisted decoration scheme, fencing, rhones etc.

New build housing - WLC completions 157, RSL completions 59

WLC New Build Activity	Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
WLC	Cawburn Road (Complex Care Housing)	16	Nov -21	0	Nov-22
RSL New Build Activity	Site	No of Units	Site Start	No of Units Handed Over	Site Completion
Homegroup	Calderwood	69	Jan-21	0	Mar-23
Places for People	Calderwood	66	July-21	0	Nov-22

D5. Tenant Participation

The TP Team continued to carry out the schedule of meetings with tenants using online resources to ensure Tenant Participation remains high on the services agenda. The tenants take a well-earned rest during July and come back in August refreshed and ready to scrutinise service performance and share their views on service delivery.

Tenants Panel

Tenant members 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 any changes to service delivery. Members have also been involved in performance and financial scrutiny, questioning information on spend, budgets, performance targets and results.

Capital & Repairs Working Group (CAR's)

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. Members were updated on Capital Programme projects and spend, the launch of HCBS Community Choices within the west of the county and updates on various projects including the Central Voids Team and Estates Management.

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 continue to review the current TP Strategy with an emphasis on digital engagement and inclusion. They have recently received updates from the new CX Team on tenant engagement and how the team ensure they promote traditional tenant participation, with the aim of encouraging more tenants to get involved.

Editorial Panel

Members are in the process of producing the Annual Landlord Report and the winter edition of Tenants News. With the use of Adobe Reader, members are now able to review publications and propose changes online prior to meeting up to finalise all articles.

TP Facebook Group

The FB Group Page has around 360 members. The TP Officer posts useful information from various sources such as Scottish Government, NHS and the Council's Corporate websites as well as HCBS information and consultation matters. Recently, the Tenant Participation Development Working Group (TPDWG) have committed to review the FB content at regular meeting and propose articles of interest to post, thus keeping tenants well informed.

Learning & Development Sessions for customers

Tenants and service users continue to meet online to hear about various topics in our learning and development sessions. Within this period, senior managers and staff have given presentations on changes to the Scheme of Assistance (Tenement Management Scheme). Tenants were also asked to share their views and contribute to the consultation from the Scottish Government on the Scottish Social Housing Charter review.

D6. 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. The working remit of the team is to engage with customers and work with partner services and agencies to reduce noise and antisocial behaviour (ASB) within our communities.

During the Covid restrictions, officers have been working a blended model carrying out some home working as well as office and community-based work for enquiries and to engage with customers. From home, officers have been providing a telephone service to complainants 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 continue with our partnership working.

Partnership working involves the local housing team, council officers 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 colleagues from the voluntary organisations including West Lothian Youth Action Project, Mental Health advisory workers and private landlords in order to reduce antisocial behaviour and support members of our community who have been affected.

Outcomes

The outcomes that officers still managed to achieve throughout the period for Quarter 2 – July, August and September 2021 are detailed below:

General ASB	SNT have attended several calls regarding low level complaints, some reflecting general household noise. Some of these calls have been attended jointly with a housing officer. A number of general uncorroborated noise complaints were resolved by way of general advice being given on how to report any future incidents.
Letter Drop	SNT attended a meeting with a Housing Officer to discuss ongoing issues with a customer. A Letter drop and discussion with the neighbour was agreed as best course of action. No further incidents have been reported since.
Possible HMO	Complaint received of possible illegal House of Multiple Occupancy (HMO) in Mid Calder. The Landlord was notified as WLC were unable to carry out a visit at the time to clarify the situation. Enquiries ongoing.
Warning	A First stage ASB warning was served against a perpetrator regarding an assault. Since the warning was served, no further complaints have been received.
Warning	Following reports of loud music received re a property in East Calder, SNT officers attended and witnessed excessive noise. The occupier of the property was spoken to. Unfortunately, the occupier did not agree with the officers and became argumentative and verbally abusive to them. The incident was followed up with a written warning. No further reports received.

Livingston East and East Calder Data

Table 1: The following tables set out details of the number of new cases opened each month, overall number of active cases; number of cases resolved. Not all incidents become a case and officers will open a case where further investigations are necessary

Cases and Incidents	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Incidents Reported to SNT	35	16	17	21	20	24						
Number of new cases	0	0	2	3	1	1						
Number of Active Cases	2	1	4	5	6	3						
Number of resolved cases	1	2	1	0	0	1						

Table 2: The following table provides an overview of the types of incidents that are being reported to the SNT.

Incident Types	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
ASB Complaint	24	7	12	9	11	14						
ASB Noise Complaint	5	4	2	8	7	5						
Dog Barking	0	1	0	0	0	2						
ENV Health Complaint	2	3	1	0	0	1						
Non ASB Noise Complaint	2	0	2	0	1	0						
SST Section 3 Tenancy Management	2	1	0	1	0	0						
Youth Disorder	0	0	0	3	1	2						
Grand Total	35	16	17	21	20	24						

Table 3: The following table provides numbers of ASBO that are current in ward and compared to all of West Lothian.

ASBO	Q1	Q2	Q3	Q4
Number of ASBO's current	1 Interim	0		
All of West Lothian	12	12		
Age of perpetrator	-	-		

Table 4: The following table provides number of all active cases and total number of incidents for West Lothian

West Lothian	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Total Number of Active Cases	73	72	121	104	83	68						
Total Number of Incidents	484	402	456	448	461	441						

D7. CONCLUSION

The void and let turnover remains low and officers continue to provide advice and assistance to customers on their housing options. The team are continuing to provide support and assistance to customers dealing with a range of tenancy management issues.

Income management continues to be one of our main focuses of work to ensure customers are supported and that officers maintain good income collection.

Officers within the overall service have been continuing work engaging with customers through tenant participation and capital programme works.

Joint working has continued with police colleagues and wider community safety partners in dealing with issues of anti-social behaviour

D8. BACKGROUND REFERENCES

None

D9. APPENDICES / ATTACHMENTS;

None

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2 December 2021

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NET's Land & Countryside Services teams for the period 1 August 2021 to 31 October 2021.

B. RECOMMENDATION

The Local Area Committee is asked to:

1. Note the work carried out by the service within the local area.
2. Advise on 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 August 2021 to 31 October 2021.

D2 Grounds Maintenance Routine Works

Grounds staff have completed 10 grass cycles and will complete one further cut in before the end of the cutting season.

Weed Spraying will cease mid-October with two cycles having been successfully completed within the ward.

One off cuts and garden tidy ups for Housing Services are on course to be completed.

Enquiries and Councillors request are being dealt with on a daily basis.

We have recently recruited three new Apprentices Horticulturists/Gardeners on a three- year contract.

Grounds Maintenance Enquiries

In total 83 grounds maintenance related enquiries were received and dealt with during this reporting period in 2021.

	2021	2020
Ball Game Enquiries	1	1
Burns or Watercourses	0	1
Complaint Grounds Maintenance	6	1
Emergency Tree Out of Hours	0	1
Enforcement Officer Enquiries	1	1
Fencing Enquiries	1	3
Grass Area Damaged	6	0
Grass Cutting Enquiries	12	7
Grass Cutting Missed Not Cut	4	5
Grass Highway Verges	1	1
Grass Left on Paths or Roads	1	1
Ground Ownership Enquiries	1	3
Grounds Property Vandalised	0	2
Hedge Cutting Enquiries	6	10
Manholecover Damaged In Grass	1	0
Neighbourhood Env. Teams	1	0
Public Park Enquiries	5	4
School Grounds Enquiries	1	0
Shrub Bed Enquiries	4	5
Shrub Bed Overhanging Path	22	16
Shrub Beds Not Maintained	4	7
Shrub/ Vegetation Sight Lines	1	1
Sports Facility Enquiries	0	1
Weeds General Enquiries	2	3
Weeds on Paths or Roads	2	0
Total	83	74

D3 Garden Maintenance Routine Works

The Garden Maintenance Scheme will meet their target of eleven cuts.

Garden Maintenance Enquiries

In total there were seven garden maintenance related enquiries received and dealt with during this reporting period in 2021.

	2021	2020
Complaint Garden Maintenance	3	2
Garden Maintenance General Enquiries	2	15
Garden Maintenance Grass Not Cut	2	17
Garden Maintenance Standard of Cut	0	1
Total	7	35

D4 Cleaner Communities Routine Works

During this period staff have continued to empty street litter and dog waste bins on a regular basis and carry out routine works in the area. Also, litter picking footpaths/ open spaces and road verges and dealing with enquiries as they arise. The street orderly has also continued with their duties over the period clearing litter and emptying litter bins in and around the town centre.

The compact mechanical street sweeper has continued to sweep footpaths and kerb edges and we have two HGV sweepers that are used to clean roads and channels during this time.

Resources have also been deployed to tackle excessive leaf fall during this period.

We continue to have lots of volunteer's litter picking in the Ward and we have assisted with the uplift of bags and debris that have been collected.

There has also been additional funding granted to recruit more personnel to assist the NETs team in bulky uplift collections, fly tipping removal and lifting bags of waste collected by volunteers.

Cleaner Communities Enquiries

In total 215 cleaner communities related enquiries were received and dealt with during this reporting period in 2021.

	2021	2020
Complaint Street Cleansing	0	1
Dead Animals	6	5
Dog Bin Overflowing	2	5
Dog Bin New Request for Bin	2	2
Dog Fouled Grass Open Space	1	1
Dog Fouling on Paths Roads	13	6
Dog No Fouling Sign Request	0	1
Fly Posting	3	2
Fly Tipping Dumping	129	106
Glass on Paths or Open Spaces	2	5
Graffiti Non-Offensive	1	1
Graffiti Racist or Offensive	1	1
Litter Bin Burnt Damaged	0	1
Litter Bin Overflowing	0	2
Litter General Enquiries	3	8

Litter Paths Roads Verges	13	21
Needles Syringes Abandoned	0	1
Street Sweeping Enquiries	14	9
Trolleys Abandoned/Dumped	1	7
Trolleys Dumped in Livingston	0	2
Vehicle Abandoned	24	18
Total	215	205

Fly Tipping Enquiries (January-December)

	2020	2019	2018	2017	2016
Illegal Fly Tipping/Dumping	448	364	352	254	234

Enforcement Community Action

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries. There have been 129 enquiries in relation to fly tipping for the period compared to 106 for the same reporting period in 2020.

In dealing with abandoned vehicles, Officers have gained compliance from vehicle owners with said vehicles getting removed from public highways or getting taxed in most cases. Where appropriate, requests have been sent to WLC contractors for removal. However, there are instances where vehicle owners are not compliant and result to moving their vehicles between streets. When presented with such tactics, officers have resulted to contacting the DVLA and VOSA for support.

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 been an increase in the amount of equipment supplied to facilitate litter picking volunteers, which has increased in line with activity.

There was no Fixed Penalty Notice issued in Ward 5 for the period of 1 August 2021 – 31 October 2021. For the same period in 2020 there was also no Fixed Penalty Notice issued within the Ward.

Costs for fly tipping for the period 1 August 2021 – 31 October 2021

Fly tipping is covered by the NETs teams who also carry out other non-routine works for Grounds. We are unable to split costs over specific ward areas or from the other works they carry out, but can give the yearly cost for the NETs teams with an estimate of their time spent on fly tipping which we currently estimate as 85% of their time. For 2020 the estimate was 80% of their time.

Weights for fly tipping brought into the transfer station are provided as a weekly total Monday – Sunday.

Fly tipping costs:

1 August 2021 – 31 October 2021	54.64 tonnes
Cost of disposal including costs for NETs team/vehicles, October-December	£35,679.92
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL	£35,679.92

The number of enquiries received between 1 August 2021 – 31 October 2021 for the Ward was 129 out of 419 enquiries for the whole of West Lothian equating to 30.8% of fly tipping enquiries relating to Ward 5.

Percentage wise this would equate to an approximate cost for the Ward of £10,989.42 for disposal of fly tipping between 1 August 2021 and 31 October 2021 including cost for Staff/vehicles. (This does not include the removal of asbestos by the Councils asbestos team).

Costs for fly tipping for the period 1 August 2020 – 31 October 2020

1 August 2020 – 31 October 2020	78.3 tonne
Cost of disposal including estimated costs for NETs team/vehicles	£51,129.90
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL	£51,129.90

The number of enquiries received between 1 August 2020 – 31 October 2020 for the Ward was 106 out of 556 enquiries for the whole of West Lothian equating to 19.1% of fly tipping enquiries relating to Ward 5.

Percentage wise this would equate to an approximate cost for the ward of £9,765.81 for disposal of fly tipping between 1 August 2020 and 31 October 2020 including cost for Staff/vehicles. (This does not include the removal of asbestos by the Councils asbestos team). The removal of fly tipping by contractor was not within Ward 5.

D5 Parks and Woodland

In total 35 Parks and Woodland related enquiries were received during this reporting period.

	2021	2020
Tree Advice or Consultations	4	1
Tree Blocking Light	0	1
Tree Branches Overhanging	13	20
Tree Broken Damaged or Dead	0	2
Tree Dangerous or Unsafe	0	3
Tree Enquiries General	17	23
Tree Leaves Causing Problems	1	1
Total	35	51

	2021	2020
Access Rights Way Core Paths	3	2
Complaint Country Parks/ Trees	2	2
Country Park Forestry or Woods	0	2
Country Park General Enquiries	1	2
Ranger Almondell & Calderwood	1	1
Total	7	9

Ranger Service Update

No. Rights Of Way / Core Path / Patrols carried out (hours)	30.5
No. Access Enquiries	5
No. Volunteer hours	47

Two Assistant Rangers and two Assistant Operatives have been employed from 28th June 2021, funded by NatureScot as part of their Better Places Green Recovery Fund. The Assistant Rangers have carried out patrols in hotspot areas, run five pop-up events in Ward 5 engaging the public on a range of access related issues, SOAC (Scottish Outdoor Access Code) and responsible dog walking behaviour. They have been running activity sessions for schools across West Lothian, including one at Letham Primary School.

Hannah Crow has left her Ranger post to take up one of the new Ecology and Biodiversity Officer posts.

The Ranger Service put a post out on the council's Facebook page about the fire risk, after a couple of abandoned campfires were found smouldering at Beecraigs and Witchcraig. The post was seen by 21,000 people, with active engagement from 1,300 people.

Officers attended the quarterly West Lothian Cycle Forum, updating from an access perspective on district-wide issues.

The Ranger Service attended the Forth & Borders Ranger meet up (virtual) to discuss Rangering during Covid and our recovery plans, the challenges land managers and ranger services are facing, and different ways of tackling issues seen on sites across the wider countryside.

The service has also been assisting Green Action Trust (GAT) by reviewing their map of potential 'missing link' habitat sites across the district and providing additional biodiversity / access information.

Access

The Ranger Service has been monitoring access on the path linking East Calder Main Street and running past St Paul's Primary to Langton Road (R75) where new development had blocked access unnecessarily. Fencing has now been removed with access available for all users.

The service was called out to look at the badger setts and access arrangements on a development site at East Calder. The police have asked that the badger protection plan is updated and the core path/R75 cycleway reopened as this closure cannot take place without a section 21 from the Ranger Service and discussion with Sustrans.

The Ranger Service undertook a site inspection at Linn Jaw in August to see the state of current access. Officers also inspected from the Morton side, and from Oakbank to Linhouse Loop, to see where best to place semi-permanent signage to inform people that there is currently no safe crossing of Linhouse Water. The signage will be put up on the Linhouse Circular, at Morton (with permission from landowner) and at Linhouse itself (again, with permission from the landowner). In September the service received two further public enquiries asking about access to the waterfall, and have recently received three new reports of new obstructions at Linn Jaw, in the form of a padlocked gate and tree felling on the right of way. Officers have scheduled a site visit as soon as possible.

A locked gate that gives access to Corston Hill was reported as having barbed wire across it. Officers are fairly certain it's not an obstructive act by the landowner but will investigate.

Almondell and Calderwood Country Park

Almondell was busy with good weather through the summer, proving popular for outdoor gatherings during Covid.

The Ranger Service have been gathering photo evidence and survey data to support the Parks & Woodlands application to the Rural Tourism Infrastructure Fund, for upgrading and modernising the toilet facilities at Almondell & Calderwood Country Park. This is set against a backdrop of ongoing issues with the septic tank systems and capacity over the summer, especially after periods of heavy rain. This has been investigated by Property Services.

Restoration works for the Almondell Historic Wall Project, and the Disabled Car Park, are now complete. Comments from visitors are very positive.

Woodland Management Works have been on hold for the summer with plans ongoing for new signage and mapping boards. The Friends of Almondell met for their project, with volunteer works based in and around the Visitor Centre Garden. New bins have been installed with the award of a grant from NatureScot.

Construction works for the Mid Calder Weir Project and installation of fish pass started on 23 August and were due to continue until 7 December 2021. Although we have recently been advised by Flood Prevention that this work is now likely to extend into the first quarter of 2022. Officers will update communications accordingly once this is confirmed. The riverside path linking Mid Calder to Almondell (R75) is temporarily closed for reasons of health and safety for the duration of this project. The recommended diversion is by pavement / road between Mid Calder and the South Entrance or Railway Path entrance on East Calder Main Street B7015. The temporary closure has been advertised on the Council's website and social media, and by Sustrans along with other partner organisations. Additional signage was placed to divert visitors entering from viaduct and other additional entrances, and to divert Shale Trail users.

The Ranger Service assisted the Tree & Woodland officer to help organise a celebratory event at Almondell & Calderwood Country Park in late October, to mark 50 years as a Country Park. This included over 80 children from St Paul's and East Calder primary schools planting over 400 trees in the South Drive Wood. Over 1000 new trees were planted in the park over the course of the weekend.

Ecology and Biodiversity

A new team has been developed to address growing biodiversity and climate change issues across West Lothian. Becky Plunkett and Hannah Crow have recently been appointed as Ecology and Biodiversity Officers, with a third person to be recruited this autumn.

More information on the officers' roles and responsibilities will follow, and updates will be regularly provided in the local area committee reports.

D6 Open Space and Cemeteries

Open Space Capital Programme

Almond Park, Craigshill - Contract to repair the boardwalk and timber steps has been awarded. Programme has yet to be finalised.

Cunnigar Park, Mid Calder - Tree planting is to take place in November 2021.

East Calder Park – 3G pitch construction is complete. Pitch is yet to be officially handed over to users.

Langton Park, East Calder - Contract to carry out park works has been awarded. Programme has yet to be finalised.

Letham Park, Pumpherston - Contract to carry out park works has been awarded. Programme has yet to be finalised.

Kirknewton Park - broken fencing behind goalpost is to be replaced. Contract has been issued.

Open Space Enquiries

In total there were four open space related enquiries received and dealt with during this reporting period in 2021.

	2021	2020
Children Play Enquiries	2	2
Glass or Litter in Play Areas	2	0
Total	4	2

Cemeteries Routine Works

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

Cemeteries Enquiries

In total there were 31 cemeteries related enquiries received and dealt with during this reporting period in 2021.

	2021	2020
Cemeteries General Enquiries	3	6
Complaint Cemeteries & Burials	1	1
Lair Enquiries	2	3
Lair Sunken or Uneven	0	1
Memorial/ Headstone Works	7	6
New Interment Booking	12	12
Purchase of Interment Lair	6	8
Total	31	37

E. CONCLUSION

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries.

A new team has been developed to address growing biodiversity and climate change issues across West Lothian.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

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Jim Jack

Head of Operational Services

02 December 2021

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

COVID-19 LOCAL RECOVERY AND RENEWAL FUND

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of the report is to invite the committee to consider and agree the allocation of the £150,000 budget from the COVID-19 Recovery and Renewal Fund for East Livingston and East Calder Ward as set out in the report.

B. RECOMMENDATION

It is recommended that Local Area Committee (LAC):

1. Considers the list of proposed and potential expenditure as set out in the report;
2. Agrees what work should be delivered from the list to the value of £150,000; and
3. Notes that any balance remaining, in that ward will be reported back to Council Executive for a decision.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The Covid-19 Local Recovery & Renewal Fund was approved by Council Executive on 22 June 2021. The report itself does not raise any strategic environmental assessment, equality or risk issues but these may be considerations at implementation stage.
III Implications for Scheme of Delegations to Officers	The proposals set out in this report do not have any implications for the scheme of delegation.
IV Impact on performance and performance Indicators	None
V Relevance to Single Outcome Agreement	Relevant to all outcomes.
VI Resources - (Financial, Staffing and Property)	A total of £1,350,000 for the fund was agreed at Council Executive on 22 June 2021 to be split equally across all 9 wards giving a fund of £150,000 for each ward.

Delivery will be by council staff or appointment of contracts as is normal practice for works of this nature.

VII Consideration at PDSP Not required. Council Executive instructed officers to report back to Local Area Committees.

VIII Other consultations All council service areas.

D. TERMS OF REPORT

D.1 Background

At the Council Executive meeting on 22 June 2021, funding of £150,000 for each of the nine wards was agreed to support recovery and renewal in towns and villages following to COVID-19 pandemic. The funding was part of a wider response by the council to issues arising from the Covid-19 pandemic. Council Executive agreed that the funding was to be used to enable the refresh and renewal of the physical environment in neighbourhoods, including town and village centres.

D.2 Allocating Funds

As agreed at the Council Executive on 16 November 2021 this report sets out a costed list of proposed and potential expenditure for the East Livingston and East Calder ward. The list of potential expenditure covers towns, villages and in the case of Livingston, neighbourhoods within the town. The LAC is invited to agree the allocation of funding up to a total value of £150,000. Expenditure can only be from the items listed in Appendix 1. Any money not allocated from the £150,000 will be referred back to the Council Executive on 21 December 2021.

The work detailed in Appendix 1 totals £345,197, and the LAC is asked to consider the potential investments identified and agree the allocation of the £150,000 available.

Following approval by the LACs, or where necessary Council Executive, officers will commence implementation of the funding in accordance with, normal procurement arrangements.

In accordance with normal budgetary arrangements officers will look to have as much of the funding committed and implemented by 31 March 2022 but there is a recognition that this may stretch beyond 31 March 2022 given known challenges with material supplies and appointment of contractors.

E. CONCLUSION

The expenditure of the Covid-19 Local Recovery and Renewal Fund in accordance with the process set out in this report identified will support the refresh and renewal of the physical environment within neighbourhoods, villages and town centres in accordance with the decision of Council Executive on 22 June 2021 and 16 November 2021

F. BACKGROUND REFERENCES

Council Executive Reports 22 June 2021 Updated Covid-19 Recovery and Renewal Plan and Draft 2020/21 General Fund Revenue Budget Outturn and Update on Unallocated 2021/22 One-off Funding Resources.

Council Executive Report 16 November 2021 COVID-19 Local Recovery and Renewal Fund

Appendices/Attachments: Appendix 1 List of Proposed Investment

Contact Person: David Maule, David.Maule@westlothian.gov.uk

Craig McCorriston
Head of Planning Economic Development & Regeneration
2 December 2021

Appendix 1

List of Proposed Investment

Ref	Proposal	Service Lead	Cost Estimate	Comment
Operational Services				
ELEC1	Road Channel Cleaning - Category A Road	NETS	6,252	Cost based on channel length per road length. Costs include cleaning of channels on roundabouts and traffic islands.
ELEC2	Road Channel Cleaning - Category B Road	NETS	3,641	Cost based on channel length per road length. Costs include cleaning of channels on roundabouts and traffic islands.
ELEC3	Road Channel Cleaning - Category C Road	NETS	1,844	Cost based on channel length per road length. Costs include cleaning of channels on roundabouts and traffic islands.
ELEC4	Road Channel Cleaning - Category U Road	NETS	3,911	Cost based on channel length per road length. Costs include cleaning of channels on roundabouts and traffic islands.
ELEC5	Deep Clean of Town Centre Hard Surfaces including Chewing Gum Removal	NETS	34,048	Cost based on Town Centre area.
ELEC6	Smart Solar Compactor Bins - Ward (2 per Ward)	NETS	8,000	Cost based on £4,000 per unit.
ELEC7	Smart Solar Compactor Bins - Country Parks (2 per park)	NETS	8,000	Cost based on £4,000 per unit. 2 to be sited at Almondell & Calderwood Country Park.
ELEC8	Smart Solar Compactor Bins - District Parks, Neighbourhood Parks & Skateparks	NETS	32,000	Cost based on £4,000 per unit. 1 bin located in each of the following parks: Kirknewton Park, Letham Park, East Calder Park, East Calder Skatepark, Cunnigar Park, Almond Park, Marrified Park
ELEC9	Bench renewal/replacement	NETS	8,000	Cost based on £1,000 per bench.

Ref	Proposal	Service Lead	Cost Estimate	Comment
ELEC10	Handrail renewal/replacement/installation to improve access	Roads	36,500	General funding allocation. Funding to be focused on priority risk areas. Exact locations will be finalised after allocated sum is agreed. Risk that projects may not be fully delivered by 31 March 2022 due to contractor availability and weather conditions.
Elected Member				
ELEC11	Ash Grove Garden Project. There is a piece of derelict ground between the rows of houses in this street. I think it belongs under play parks. Between 46/47 and behind 30/31 Ash Grove. Could this be repaired, suitable for a community garden with raised beds to grow fruit/veg for self-help by residents. The group will make the beds themselves and maintain. They will work in conjunction with the Growing Together project and possibly the Community Council for seeds/funding.	NETS	N/A	Community Gardens require public consultation and constituted groups to be established for maintenance. The proposal is undeliverable within the prescribed timescales.

Ref	Proposal	Service Lead	Cost Estimate	Comment
ELEC12	Almond Interchange/Bridge. (Craigshill Gateway) There is a piece of ground as you head towards Craigshill and pass under the bridge of the A899. It is to the left of the Almond Interchange Road heading towards the roundabout (Evans Halshaw) with the Almond Road. The first part would be to clear and rotovate this piece of ground suitable for flower/tree planting. There are groups who would be prepared to maintain this ground, working with residents, Spark, Community Council and Craigengar, Youth Action Project to tackle mental health and isolation. The second part would be to paint a large mural on the support wall of the bridge. This would have wording like 'keep Craigshill beautiful and tidy. It would involve local youth in design and painting. A cost could be had from the YAP.	NETS	N/A	This area will be included in the Community Choices consultation planned for Summer/Autumn 2022.
ELEC13	Repainting the street furniture in Craigshill, much of which has never been done. This includes street bollards, fences and lamp posts as starters much of which is the Council's. This would enhance the aesthetics of the area. We could discuss with Almond for potential match funding. The intention would be to join up with the long-term unemployed programme, employ local young people and train them, if possible to a qualification that would enhance their employability. Irrespective of any possible employment opportunity, the cost of renewing the paintwork of street furniture will far exceed the available finance. I believe that Almond would be a willing participant, having already floated the idea with them.	NETS	50,000	General funding allocation. The funding would be available for repainting benches, bollards, fences and lamp posts. A condition survey is required to identify and prioritise the assets to be painted.

Ref	Proposal	Service Lead	Cost Estimate	Comment
ELEC14	Kirknewton -The most supported idea was to have work done on the garden area behind the village hall. As the members of the LAC will remember the last Town Centre Fund given to Kirknewton was for upgrading then interior of the village hall including a sound and light system and complete redecoration. The hall is also getting new signage and doors. The garden could have a patio area with two or three picnic tables and a barbecue/pizza oven. There would also be an outdoor play area for the smaller children. If this proposal was accepted it would further enhance the village hall making it the hub for village activities throughout the year and would complement the work already done at the pavilion in the park.	NETS	5,000	General allocation. Further details and feasibility study would be required to determine costs. Actual costs would be subject to contractor price.
ELEC15	Kirknewton -The area around the railway station on the B7031. Currently there is one bench which is surrounded by long grass etc. It would be good to have this area having raised flower beds and signage for passengers indicating various locations in and around the village.	NETS	N/A	Wildflower areas will be included in Community Choices consultation. General funding allocation for signage and related works in ELEC19.
ELEC16	Mid Calder - As the 20mph speed limit is going to disappear we would like traffic calming measures from the school down to Market Street and also right down Calderhouse Road. The 20 certainly made motorists go slightly slower so we would like to see this continue.	Roads	N/A	Traffic calming requests are dealt with through the council's annual Accident Investigation and Prevention (AIP) programme. Statutory consultation and traffic regulations may be required.

Ref	Proposal	Service Lead	Cost Estimate	Comment
ELEC17	Double yellow lines and all road markings need to be repainted as we have brought this up for the last 4 years	Roads	30,000	General funding allocation. Funding to be focused on town centres areas and other priority risk areas. Exact locations will be finalised after allocated sum is agreed. Risk that projects may not be delivered by 31 March 2022 due to contractor availability and weather conditions.
ELEC18	Mid Calder - We need more litter bins and dog waste bins. We can give you a list of where we would like these placed and we would be interested in Smart Bins for the areas we have just done up.	NETS	N/A	Consultation on litter bins requirements planned for Spring 2022. Sensors being used to determine need. SMART Bins have been identified as a separate initiative.
ELEC19	Cleaning of street signs and removing old ones that are no longer relevant (school sign at corner of school lane as there is no longer a playgroup or school there)	Roads	30,000	General funding allocation. Exact locations will be finalised after allocated sum is agreed. Risk that projects may not be delivered by 31 March 2022 due to contractor availability.
ELEC20	Mid Calder - More grit bins are needed	NETS	N/A	The Council has an approved policy for the provision of grit bins. Any requests for new grit bins would be assessed and would need to achieve the criteria set out in the Council's Winter Service Policy.
ELEC21	Mid Calder - Footpath from the school down to the cemetery needs to properly maintained.	NETS	8,000	General funding allocation for repairs to potholes etc. Risk that projects may not be fully delivered by 31 March 2022 due to contractor availability and weather conditions.
ELEC22	Mid Calder - We also agree that the pavements all need cleaned and the weeds removed	NETS	N/A	Included in routine cyclical work. Work already started in ward.

Ref	Proposal	Service Lead	Cost Estimate	Comment
ELEC23	Mid Calder - Planting and replanting on common grounds in the village would also be good to see we are also interested to see if there would be some money available for Mid Calder in Bloom	NETS	N/A	Wildflower areas will be included in Community Choices consultation.
ELEC24	Resurfacing of the Road in Roman Camps village – although think this might be a private road	Roads	N/A	Road is not adopted.
ELEC25	Removal of the Community Portacabin in Roman Camps Village and replace with a 'shed' – used by Roman Camps Community Association	Property	80,000	Facility is not a council property. Cost estimate based on similar size structure. Replacement unit may require planning permission and building warrant, and depending on use may also require drainage works etc if not already in place. Cost based on service assessment, final cost subject to contract award. Delivery by March 2022 would be unlikely.
	Total		345,197	

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS GROUPS CHRISTMAS FUND ALLOCATIONS 2021/22

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the final allocations that were made from the Pensioners' Groups Christmas Fund 2021-22 to groups in the East Livingston and East Calder Ward, Livingston-wide groups and West Lothian-wide groups. The committee is asked to note the continuing impact that COVID – 19 has had on the application and allocation process regarding the fund. The panel is also asked to note that applicants were offered, as they were in 2020, an additional option of a pre-prepared meal as an alternative to a direct grant award.

B. RECOMMENDATION

It is recommended that the committee notes:

1. The effect of COVID-19 on the arrangements regarding the Pensioners Groups Christmas Fund in 2021-22
2. The continued inclusion of a pre-prepared meal option and
3. Eleven groups in East Livingston and East Calder Ward are being supported through the Pensioner's Christmas Fund 2021-22

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. providing equality of opportunities; developing employees; making best use of our resources; working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The report does not raise any health or risk assessment issues. No strategic environmental assessment is required.
III Implications for Scheme of Delegations to Officers	The Head of Planning, Economic Development and Regeneration Services has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	This will be reported against indicator EDR061_9b.1b; Number of community organisations funded or supported through funding managed or administered by Community Planning and Regeneration.

V	Relevance to Single Outcome Agreement	Older people are able to live independently in the community with an improved quality of life.
VI	Resources - (Financial, Staffing and Property)	£29,000 agreed by the Council with £4,603.06 allocated to groups in East Livingston and East Calder Ward.
VII	Consideration at PDSP	The Voluntary Organisations PDSP is updated annually.
VIII	Other consultations	A similar report will be made to all Local Area Committees

D. TERMS OF THE REPORT

D.1 Background

Each year the Council approves the Pensioners' Groups Christmas Fund. In 2021-22 the total fund amounts to £29,000 which is allocated through an application process. Funding is paid out on the basis of a pro-rata allocation based on the beneficiary numbers identified by the applicants. In 2020/21 this saw 6 organisations and 546 beneficiaries supported with an allocation of £8.64 per head.

D.2 2021 and the ongoing effect of COVID-19

In 2021, as was the case in 2020, due to ongoing effect of COVID-19, many groups will not be delivering support in the same manner as usual if at all, at Christmas 2021.

In 2020, the council in partnership with the West Lothian Food Network, offered applicants the option of a pre-prepared chilled Christmas meal as an alternative to a direct grant award as a contribution towards the costs an event or activity, this option was offered again to applicants in 2021.

The meal will be prepared and delivered to groups with support from the Council's Anti-Poverty Service. The meal will be delivered to groups to deliver to their members. The value of the meal is equivalent to the amount that groups receive per capita in a grant payment.

D.3 Applications 2021/22

Officers contacted all previous recipients of the fund in East Calder and East Livingston Ward, Livingston Wide and West Lothian Wide by email or phone to ask if they were intending to provide a service this year and if so would they be interested in the provision of a pre-prepared meal or would they prefer a direct grant payment.

Fourteen groups in total were contacted in East Livingston and East Calder Ward. When contacted, three groups declined to apply to the fund including East Calder Old Folks Club, Society of St. Vincent de Paul (St Andrews Conference) and Craigengar Park Social Club, the latter group advising they had disbanded. Two further groups, Boghall Drop In Centre and the Society of St. Vincent de Paul (Whitburn Conference) when contacted, indicated that they deliver to beneficiaries across multiple wards. The two groups have been moved from their respective wards to the West Lothian Wide list.

As a result of this work:

East Livingston and East Calder Ward

- Fourteen groups in East Livingston and East Calder Ward were contacted and eleven applied to the fund
- Three of the East Livingston and East Calder Ward groups declined funding including one group that noted they had disbanded
- Nine of the East Livingston and East Calder Ward groups that applied to the fund requested a grant payment
- Two of the East Livingston and East Calder Ward groups that applied to the fund requested the meal option

Livingston Wide

- One Livingston Wide group was contacted and applied to the fund
- The group requested a grant payment

West Lothian Wide

- Two West Lothian Wide groups were contacted and applied to the fund
- Both groups requested a grant payment
- Two groups were added to the West Lothian Wide list
- One of the additional groups requested a grant payment
- One of the additional groups requested both a grant payment and a meal option to be delivered to the groups they support across two wards

All applicants will be supported.

As in previous years the fund is divided equally by the total number of beneficiaries of the fund, which in 2021-22 will see £6.71 per head allocated to recipients in the East Livingston and East Calder Ward, Livingston Wide and West Lothian Wide.

Appendix 1 shows the overall breakdown by ward, Livingston Wide and West Lothian Wide.

Letters and e-mails will be issued to groups advising them of the amount of funding they are to receive in a grant payment or its equivalent in the form of a pre-prepared meal. Payments will be made to the bank accounts of groups via Pecos or BACs for those groups not on PECOS.

This will also advise that they must follow Scottish Government guidelines with regard to the delivery of hampers, gift packs and / or meals, for example, around minimising contact with individuals, car sharing, shopping and visiting care homes etc. and that if they were unable to follow guidelines they would be required to return all funding received to the council.

E CONCLUSION

The report asks the committee to note the continuing effect of COVID-19 on the uptake and allocation of the Pensioners' Groups Christmas Fund in 2021-22 and the continued inclusion of the pre-prepared chilled meal option this year.

The report advises of the allocations that will be made from the Pensioners' Groups Christmas Fund 2021-22 to groups in the East Livingston and East Calder Ward, Livingston Wide and West Lothian Wide.

Letters and e-mails will be issued to groups advising them of the amount of funding they will receive in a grant payment or its equivalent in the form of a pre-prepared

meal. Payments will be made to the bank accounts of groups via Pecos or BACs for those groups not on PECOS.

A satisfaction survey will be conducted with applicants in January 2022.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: Appendix 1 Pensioners Groups Christmas Fund Allocations 2021-22

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Craig McCorriston
Head of Planning, Economic Development and Regeneration

2 December 2021

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2021/22

REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION

Appendix 1: 2021/22 Allocations to groups in the East Livingston and East Calder Ward, Livingston-wide groups and West Lothian-wide groups.

East Livingston and East Calder Ward Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Craigshill Good Neighbour Network	Finance Option	50	£335.50
Cunnigar House Social Group	Finance Option	20	£134.20
East Calder 50+ Activity Club	Finance Option	44	£295.24
East Calder Bowling Club (OAP Association)	Finance Option	60	£402.60
Kirknewton Community Development Trust	Finance Option	250	£1,677.50
Manse Court Coffee Morning	Meal Option	30	£201.30
Mid Calder Senior Citizens Club	Finance Option	47	£315.37
Mid Calder Womens Group	Finance Option	45	£301.95
Oakbank Bowling Club	Finance Option	50	£335.50
Pumpherston Senior Citizens	Finance Option	45	£301.95
Uphall Station OAP Association	Meal Option	45	£301.95
Totals		686	£4,603.06

Livingston-Wide Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Braid House Day Centre	Grant Payment	67	£449.57
Total		67	£449.57

West Lothian-Wide Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Boghall Drop-In Centre	Grant Payment	200	£1,342.00
Society of St Vincent De (Paul (Whitburn Conference))	Grant Payment and Meal Option	135	£905.85
West Lothian 50+ Network	Grant Payment	388	£2,603.48
West Lothian Financial Inclusion Network	Grant Payment	100	£671.00
Total		823	£5,522.33

Notes: Fourteen groups in East Livingston and East Calder Ward were contacted and invited to apply to the fund. Eleven groups applied to the fund. Three groups declined funding including one that advised they have disbanded. One Livingston Wide group was contacted and applied to the fund. Two West Lothian Wide groups were contacted and applied to the fund. Two groups that indicated that they delivered a service across multiple wards applied to the fund and were moved from their respective wards to the West Lothian Wide List.

DATA LABEL: PUBLIC



EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE

REPORT ON PROGRESS OF REGENERATION PLANNING

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of progress on partner activities, regeneration planning and other activities within the ward.

B. RECOMMENDATION

It is recommended that the committee notes the report.

C. SUMMARY OF IMPLICATIONS

- | | |
|---|--|
| I Council Values | Focusing on our customers' needs. Being honest, open and accountable. providing equality of opportunities; developing employees; making best use of our resources; working in partnership. |
| II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | <p>Community regeneration reinforces the council's commitment to community planning at a local level.</p> <p>Local authorities have a statutory requirement for developing locality plans for targeted communities in their area. Regeneration Plans fit this requirement for West Lothian.</p> <p>The projects set out do not require a strategic environmental assessment. The projects to different degrees seek to address health and equality issues.</p> |
| 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 | <ul style="list-style-type: none">- 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 will be funded from existing budgets or external sources.
VII Consideration at PDSP	Annual updates on regeneration plans will be presented to the Community Planning Partnership.
VIII Other consultations	None.

D. TERMS OF THE REPORT

D.1 Background

The report updates the committee on the work of the Economic Development and Regeneration Team and its partners to support communities in East Livingston and East Calder, with a particular focus on the communities of Craigshill, 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.

This area was identified as a priority area due to being within the bottom 20% of data zones in the Scottish Index of Multiple Deprivation.

D.2 Partner updates

D2.1 Craigsfarm

A Traders Fair was held on Saturday, 9th October at which there were 22 stalls and 316 people attended. Planning is underway for a December Traders Fair which will take place on Saturday, 18 December from 10-4pm.

Craigsfarm continues to provide programmes to the community through the activities of tenants as well as public services such as the NHS and have welcomed a number of new groups to the Hub including Churches and a new dance group.

There are a number of Community Well-being and Resilience Programme being delivered including a Yoga Programme, Active Listening and Stepping Stones – Bereavement Support Course.

D2.2 West Lothian Youth Action Project (WLYAP)

In excess of 20 Street work sessions have been carried out in the Craigshill location during the period up to end of November 2021. A number of sessions were carried out in the build up until bonfire night with some minor issues reported. Displays were more supervised with a number of families out on bonfire evening.

Eight sessions were carried out across Uphall Station and Pumpherston focusing on the pump track with two sessions in East Calder and Mid Calder, with no reports from this area.

WLYAP continue to work closely with Police/Fire Service/Safer Neighbourhood Team and other services as required attending the regular TAC meetings.

D.2.3 SPARK (Craigshill Good Neighbourhood Network)

Spark continues to provide some outreach services but is pleased to be delivering activities within the Centre, with many members and volunteers returning, with a fairly full week of activities now up and running.

They have held the Celebration/Launch event and now have Gail Porter as their Ambassador and have some film-based projects planned over the coming year to add to the range of offerings.

Spark Creations has been improving month on month in comparison to last year, with successful events adding further to the progress of the social enterprise activities. They are developing their Business Plan and a Strategic Plan to go alongside, setting out more immediate objectives alongside longer term objectives, which will step Spark up a level or two in progressing real change.

The Asset transfer continues to progress, with Stage 2 currently being developed as part of the wider strategic plan.

D.2.4 Transform Craigshill Community Action group

The group are now confirmed as a Scottish Charitable Incorporated Organisation (SCIO).

D.3 Business Gateway Support

Business Gateway provides confidential and impartial support to residents looking to start-up in business, local firms, new and existing 3rd sector organisations and our major employers. All engagement with Business Gateway is client-led. Support is provided to individual clients and business owners/decision makers. Business Gateway also work closely with the West Lothian Social Enterprise Network to ensure network members receive the business support they need.

The team's key outcomes include helping residents to start their own business, enabling local firms to grow in a sustainable and inclusive manner and providing a single point of contact for our strategic employers.

As part of Council's long-term commitment to retain and attract the best businesses and to grow our value-added sectors, a commercially-focused website, <https://www.investinwestlothian.com/why-west-lothian/> has been developed to highlight the range of support available. It also sells West Lothian as an inward/mobile investment destination. Initial feedback from stakeholders has been positive with work on-going to ensure the site remains relevant and compelling.

Economic challenge has always been considered as a driver of new start businesses. In the half-year to September 2021:

New Business Starts East Livingston and East Calder Ward	New Business Starts West Lothian
18	146
Businesses engaged with in East Livingston and East Calder Ward	Businesses engaged with in West Lothian
53 commercial firms supported including 4 social enterprises	412 inc. 42 Social Enterprises (19 operate across WL)

The 146 new businesses started trading with help from Council's Business Gateway

advisers. Customer feedback remains consistently positive as the team continue to deliver the range of start-up services remotely. The vision and commitment of local people to start their own business, especially in such challenging circumstances, is commendable. These new start firms have created over 188 new jobs. The main business sectors are personal, professional and local services. Around 20% of all early stage firms go on to take premises, employ staff and grow the scale of the business. New starts are worth over £10.5 million to the local economy every year.

The Business Gateway team also includes advisers who deal with existing, growing and relocating firms to West Lothian. The advisers provided direct support to over 400 local firms in the half-year to September 2021. Our priority sectors include Life Sciences, Manufacturing, Engineering, Construction and enabling technologies. As restrictions were eased during the year, West Lothian firms engaged with us around new premises, new markets, working capital, Research & Development, export regulation, digital marketing and carbon reduction projects. Council's Business Gateway advisers support firms who have combined annual sales in excess of £1.41 Billion per annum. While these businesses employ over 8,300 staff, it is only 11% of total jobs in West Lothian. However, they account for more than 30% of the annual gross value add (GVA) of the West Lothian economy.

With the end of the furlough scheme at the end of September and higher unemployment than pre-pandemic, we have focused on creating demand among local firms for additional staff. Our "Volume Job Grant" is funded with £1 million approved by Council Executive in June 2021.
<https://www.investinwestlothian.com/business-support/develop-your-business/job-creation-fund/> Support is targeted at viable local firms. Success will be the creation of at least 300 new jobs. Each new role must be permanent and pay a starting salary of approximately £21k+ pa. The new recruits must be currently unemployed and aged 25+. Support for our younger people aged 16-24 will see an additional 100 places offered as part of the successful Steps N2 Work programme.

In summarising the work to date of the Business Gateway team, it is not all about sales and wider economic impacts. The advisers have the trust of local people, working with them to find solutions often in complex circumstances.

D.4 Employment support

Access2employment provides employability support to residents throughout West Lothian. Support is provided to residents who are unemployed and who are in employment but are in uncertain employment or are struggling financially to make ends meet. Support is provided via 1 to 1's with individual clients and through the delivery of a range of courses including one day specific courses to 6 week personal development and employability courses, Women n2 Work and Men n2 Work.

Advisers will work with clients until they have meet their individual goals to secure sustainable employment including better paid employment and education opportunities.

In March 2020 the service moved supported remotely during the pandemic with 1 to 1 support and courses being delivered remotely via video calls, web-based platforms, emails and the telephone. The service was expanded to provide support in the evenings and weekends to meet the needs of clients whose life circumstances had changed as a result of the pandemic. The service developed a weekly bulletin that contain information on the latest local vacancies for West Lothian Job seekers. This is sent weekly to job seekers and services supporting clients. The service also introduced a service offer to support parents who are currently unemployed or in work but in insecure employment or financially struggling. This is the delivery model

that is still in place for the service during 2021.

From the 1st April 2021 – 30th September 2021 the service delivered the following:

	West Lothian	East Livingston and East Calder Ward
Number of new registrations to the service	392	51
Number of clients supported into employment education or training	194	13

Overall 1136 new and existing customers were supported over the six months with 60 workshops and 4 short terms N2W courses delivered.

The service was also successful in securing 200 Chromebooks and internet connections to give to unemployment clients seeking work that currently did not have any digital connectivity.

D.5 Town Centre Capital Fund 2019/20 and 20/21

As previously reported the Community Regeneration Officer continued to support the delivery of the previously committed projects in the ward. A final completion report will be brought to the all Local Area Committees at a future meeting.

D.6 Community Council Elections 2021

The Community Planning and Regeneration Team has been supporting the delivery of the inaugural meetings of the newly elected Community Council's across West Lothian including the East Livingston and East Calder Ward.

At the time of writing the process has been completed for all of the Community Council's in East Livingston and East Calder Ward.

The Committee should note that one Community Council in the ward, Uphall Station, will not be inaugurated following a lack of nominations during the election. There will be a second call after six months.

D.7 Enhanced Vaccination Drop-In

Community Planning and Regeneration worked with our partners in Health to promote additional local drop-in vaccination programmes in areas with identified hot spots. Craigshill was the area in the ward identified by NHS Lothian and three sessions were delivered with 220 local residents attending to receive either their first or second vaccination. Across West Lothian a total of 962 attended similar sessions. These were residents that were unlikely to have received the vaccination without the additional promotion and sessions.

The sessions were promoted with short sharp promotional campaign to retailers and leaflets through doors in key streets identified by NHS along with cascading details to schools, community councils, community groups and media.

E CONCLUSION

Economic Development and Regeneration continue to deliver and support the work of partners in the ward. The report highlights some of the areas of work in the ward and in particular the activities of partners in Craigshill.

F. BACKGROUND REFERENCES

None

Appendices/Attachments:

None

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Craig McCorriston

Head of Planning, Economic Development and Regeneration

02 December 2021

EAST LIVINGSTON AND EAST CALDER LOCAL AREA COMMITTEE – DECEMBER 2021 - WORKPLAN 2021/22

Issue	Purpose	Lead Officer	Date
Housing report	Quarterly update on housing issues	Phyllis McFadyen	All Meetings
Police/NRT report	Quarterly update on Police/NRT activity	Sgt Iain Wells	All Meetings
SFRS report	Quarterly report on activity	Stuart McNiven	All Meetings
NETs Report	Update report on NETs activity	David Lees	All Meetings
Almond Housing Association	Quarterly update on Almond Housing	Jonathan Bertram	All Meetings
Regeneration Plans	To provide an update on regeneration plans	Lesley Keirnan	All Meetings
Villages Improvement Fund	To present all applications received to the VIF	Lesley Keirnan	As required
Town Centre Fund updates	To provide updates on Town Centre Fund in the Ward	Lesley Keirnan	As required
Covid 19 - Local Recovery and Renewal Fund	To provide update on Local Recovery and Renewal Fund	Craig McCorriston	December 2021
Advice Shop	To provide an annual update on activity on the ward	Christopher Nelson	December 2021
Pensioners Fund	To provide an update on Pensioners Annual Fund	Lesley Keirnan	December 2021
West Calder High School	To provide an annual report on activity and attainment at the school	Greg McDowall	March 2022
Inveralmond High school	To provide an annual report on activity and attainment at the school	Suzie Young	TBC
St Margaret's Academy	To provide an annual report on activity and attainment at the school	Siobhan Mc Garty	TBC
Housing presentation	To provide a presentation on Renewable Heat Source within housing	Colin Morrison	TBC
WARD Planning update	Local WARD planning report	Chris Alcorn	yearly