



Broxburn, Uphall and Winchburgh Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

14 October 2022

A hybrid meeting of the **Broxburn, Uphall and Winchburgh Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre, Livingston** on **Friday 21 October 2022 at 10:30am**.

For Chief Executive

BUSINESS

Public Session

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

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

4. Confirm Draft Minutes of Meeting of Broxburn, Uphall and Winchburgh Local Area Committee held on Friday 02 September 2022 (herewith)
5. Police Ward Report - Report by Police Scotland (herewith)
6. Fire Service Report - Report by Scottish Fire and Rescue Service (herewith)
7. Service Update - NETs, Land and Countryside - Report by Head of Operational Services (herewith)

8. Housing, Customer and Building Services - Report by Head of Housing, Customer and Building Services (herewith)
9. Anti-Poverty Service Update - Report by Head of Finance and Property Services (herewith)
10. COVID-19 Local Recovery and Renewal Fund - Report by Lead Officer (herewith)
11. Pensioners Groups Christmas Fund Allocations 2022/23 - Report by Deputy Chief Executive, Education, Planning and Economic Development (herewith)
12. Workplan (herewith)

NOTE **For further information please contact Anastasia Dragona on tel. no. 01506 281601 or email anastasia.dragona@westlothian.gov.uk**



CODE OF CONDUCT AND DECLARATIONS OF INTEREST (2021)

This form is a reminder and an aid. It is not a substitute for understanding the Code of Conduct and guidance.

Interests must be declared at the meeting, in public.

Look at every item of business and consider if there is a connection.

If you see a connection, decide if it amounts to an interest by applying the objective test.

The objective test is whether or not a member of the public with knowledge of the relevant facts would reasonably regard your connection to a particular matter as being so significant that it would be considered as being likely to influence your discussion or decision-making.

If the connection does not amount to an interest then you have nothing to declare and no reason to withdraw.

If the connection amounts to an interest, declare it as soon as possible and leave the meeting when the agenda item comes up.

When you declare an interest, identify the agenda item and give enough information so that the public understands what it is and why you are declaring it.

Even if the connection does not amount to an interest you can make a statement about it for the purposes of transparency.

More detailed information is on the next page.

Look at each item on the agenda, consider if there is a “connection”, take advice if necessary from appropriate officers in plenty of time. A connection is any link between the item of business and:-

- you
- a person you are associated with (e.g., employer, business partner, domestic partner, family member)
- a body or organisation you are associated with (e.g., outside body, community group, charity)

Anything in your Register of Interests is a connection unless one of the following exceptions applies.

A connection does not exist where:-

- you are a council tax payer, a rate payer, or a council house tenant, including at budget-setting meetings
- services delivered to the public are being considered, including at budget-setting meetings
- councillors’ remuneration, expenses, support services or pensions are being considered
- you are on an outside body through a council appointment or nomination unless it is for regulatory business or you have a personal conflict due to your connections, actions or legal obligations
- you hold a view in advance on a policy issue, have discussed that view, have expressed that view in public, or have asked for support for it

If you see a connection then you have to decide if it is an “interest” by applying the objective test. The objective test is whether or not a member of the public with knowledge of the relevant facts would reasonably regard your connection to a particular matter as being so significant that it would be considered as being likely to influence your discussion or decision-making.

If the connection amounts to an interest then:-

- declare the interest in enough detail that members of the public will understand what it is
- leave the meeting room (physical or online) when that item is being considered
- do not contact colleagues participating in the item of business

Even if decide your connection is not an interest you can voluntarily make a statement about it for the record and for the purposes of transparency.

The relevant documents are:-

- [Councillors’ Code of Conduct, part 5](#)
- [Standards Commission Guidance, paragraphs 129-166](#)
- [Advice note for councillors on how to declare interests](#)

If you require assistance, contact:-

- James Millar, Interim Monitoring Officer and Governance Manager, 01506 281613, james.millar@westlothian.gov.uk
- Carol Johnston, Chief Solicitor and Depute Monitoring Officer, 01506 281626, carol.johnston@westlothian.gov.uk
- Committee Services Team, 01506 281604, 01506 281621
committee.services@westlothian.gov.uk

January 2022

MINUTE of MEETING of the BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE, LIVINGSTON, on 2 SEPTEMBER 2022.

Present – Councillors Angela Doran-Timson and Diane Calder

Apologies – Councillors Ann Davidson (Chair) and Janet Campbell

In Attendance:

Jim McGinley, Lead Officer, West Lothian Council
Gordon Brown, Operational Services Service Manager, West Lothian Council
Douglas Grierson, Community Regeneration Officer, West Lothian Council#
Paul Harvey, Scottish Fire & Rescue Service
Eirwen Hopwood, Park & Woodland Manager, West Lothian Council
Phyllis McFadyen, Housing Manager, West Lothian Council
Lynda McGivern, Dechmont Community Council
Keith McLeod, Broxburn Community Council

1 DECLARATIONS OF INTEREST

There were no declarations of interest made.

2 ORDER OF BUSINESS

The Chair ruled under Standing Orders 10 and 25 that agenda items 10 (*Place Based Investment Programme 2022/23 Town Centre Capital Fund*) and 11 (*Schedule of Local Area Committee Venues*) would be moved to the end of the agenda and that the meeting would be adjourned to allow for a quorum to be present in order for decisions to be made on these items. In addition, agenda item 9 (*COVID-19 Recovery and Renewal Fund*) would be further considered at the reconvened meeting.

Agenda item 6 (*Fire Service Update*) was considered after agenda item 7 (*Service Update – NETs, Land and Countryside*).

3 MINUTES

- a The committee approved the minutes of its meeting held on 1 April 2022.
- b The committee approved the minutes of its meeting held on 17 June 2022.

4 POLICE WARD REPORT

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 3 July 2022.

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

Decision

To note the terms of the report.

5 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 March 2022 – 30 June 2022.

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 require further investigation or inclusion in future work plans.

Decision

To note the terms of the report.

6 FIRE SERVICE REPORT

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on the activity within the Broxburn, Uphall and Winchburgh Multi-Member Ward for the period up to 30 June 2022.

It was recommended that the committee note and provide comment on the Broxburn, Uphall and Winchburgh Multi-Member Ward Performance Report.

Decision

To note the terms of the report.

7 HOUSING, CUSTOMER AND BUILDING SERVICES

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

It was recommended that the committee note Housing, Customer and Building Service activity as detailed in the ward report for Quarter 1 – 1 April 2022 to 30 June 2022.

Decision

To note the terms of the report.

8 COVID-19 RECOVERY AND RENEWAL FUND

The committee considered a report (copies of which had been circulated) by the Lead Officer providing an update on the projects allocated funding from the £150,000 COVID-19 Recovery and Renewal Fund approved by the committee on 14 December 2021. The report also provides an update on projects from the original list that were to be funded from resources available under the Town Centre Management Fund.

It was recommended that the committee note the update on the approved projects.

Decision

1. To note the terms of the report.
2. To provide a further update on the projects at the next meeting.

9 WORKPLAN

To note the workplan, subject to the following additions:

- Update on arrangements for Ukraine refugees
- Winchburgh Partnership Centre update.

10 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 an update on general services capital investment in the ward during 2021/22 and planned investment for the six year period 2022/23 to 2027/28, subject to the review of future expenditure requirements as part of the process for preparing the next ten year capital programme for 2023/24 to 2032/33.

It was recommended that the committee note:

1. The progress made in delivering the approved general services capital programme within the Broxburn, Uphall and Winchburgh ward in 2021/22;
2. The approved capital projects planned for the ward in 2022/23 to 2027/28, subject to the review of expenditure requirements as agreed by West Lothian Council on 15 February 2022;
3. That detailed allocations of block budgets for the period 2024/25 to 2027/28 to specific programmes attributable to specific wards will be undertaken as part of the development of the new ten year

programme;

4. Progress in delivery of the 2022/23 programme will be reported to Council Executive following detailed budget monitoring exercises during the course of the year;
5. An updated capital investment programme will be presented to Council for approval in early 2023.

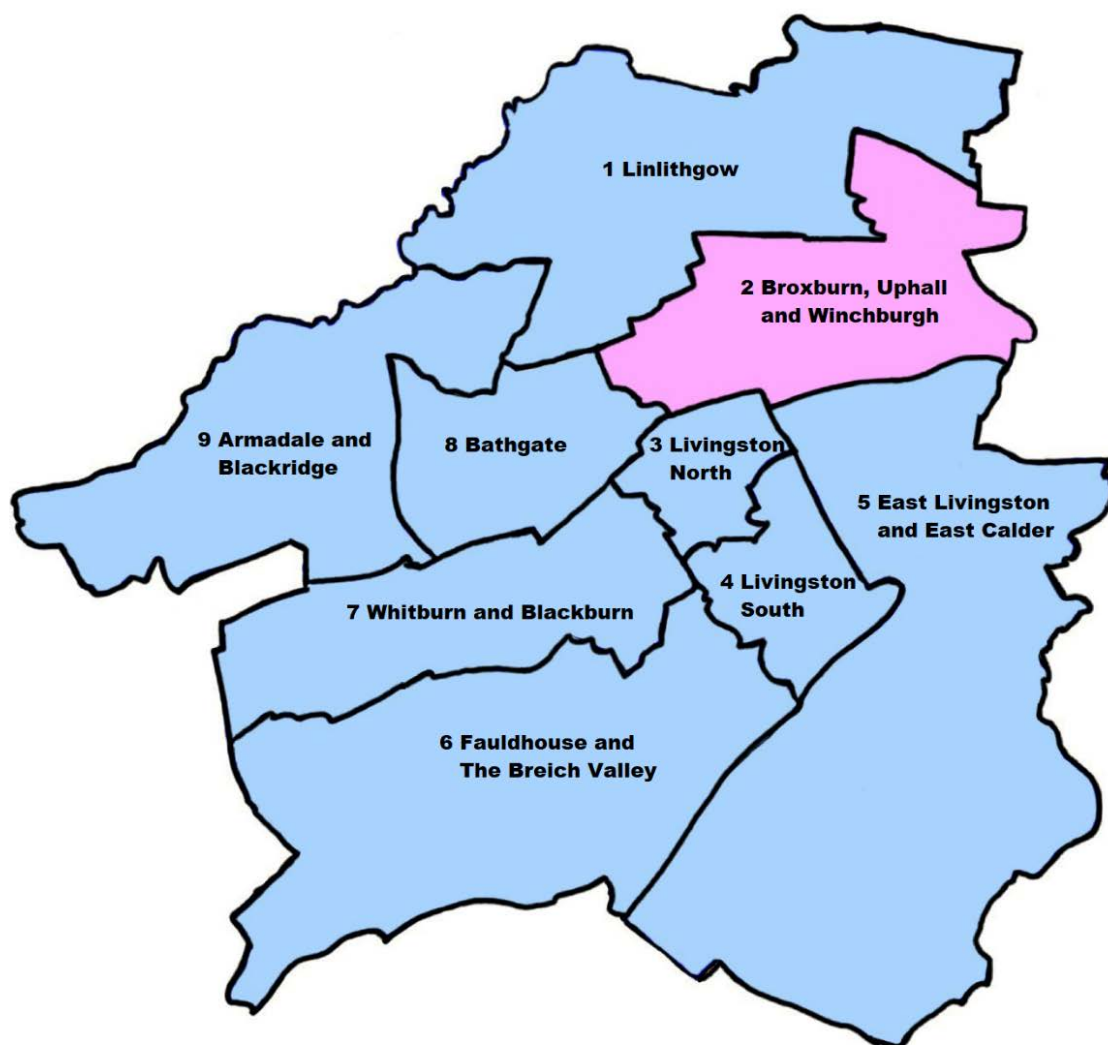
Decision

To note the terms of the report.



West Lothian Area Command

Lothian and Scottish Borders



Ward 2 Broxburn, Uphall & Winchburgh Multi Member Ward Report Quarter 2 – 2022/2023

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 1st October 2022.

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 2021; 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 2022/23. 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.

Broxburn, Uphall and Winchburgh Community Engagement Priorities:

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

Broxburn, Uphall and Winchburgh Community Officers

PC Russell Rosie

PC Fiona Bell

Executive Summary:

Officers in West Lothian have been focused to 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.

The Disclosure Scheme for Domestic Abuse Scotland (DSDAS) has two main approaches. The “Right to Ask” is open to anyone who has concerns about a new partner’s abusive past or has concerns about another person’s new partner. The “Power to Tell” is when we receive information or intelligence about the safety of a person who may be at risk, this information is thereafter disclosed to the person concerned so they are able to make informed decisions about their personal safety. During Q2, there was 58 applications in the last Quarter (121 YTD), this is 17 more than the previous quarter and highlights the ongoing commitment to keeping people safe.

We had recorded 34 crimes under the Domestic Abuse Scotland Act 2018 by the end of Q2 – domestic offences relating to controlling and coercive behaviours. This shows better recording of this crime type and understanding amongst officers. Detection rate is at 76.5%

which is expected to increase as many enquiries take time to collate all the necessary evidence.

During Q2, there were five individual missing person incidents pertaining to adults living with Dementia, the individuals concerned were traced safe and well. Since the implementation of the protocol in 2020, West Lothian has dealt with 22 individuals who met the criteria. In September, we supported World Alzheimer's day, whilst using the opportunity to extensively promote this protocol in Social Media.

The ACAST mental health triage system is still widely utilised by officers when appropriate. By the end of Q2, this service was utilised 54 times providing support and advice to individuals suffering from a mental health crisis.

At the start of the educational year, local Community officers attended the Fresher's Fayre held at West Lothian College where Hate Crime awareness and crime prevention advice was shared to those in attendance. Advice regarding student online safety was also distributed to all students at West Lothian College as well as those attending Oatridge agricultural college.

We know that Hate Crimes continue to be massively underreported, and we continue to work with external agencies to support reporting mechanisms, including remote, online and 3rd party reporting.

The local CBOs in Broxburn have also attended various critical review and professional concerns meetings to help protect the most vulnerable members of the local community through a multi-agency approach. Both CBOs and Sgt Brodie have also continued to support youth protection centres and care providers both by attendance where appropriate and advice, including Strathbrock.

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

We continue to tackle Anti-Social Behaviour in its various forms with our partners.

During Q2, West Lothian Police worked alongside Lothian and Country buses and ran a 'decoy bus' initiative throughout the county. The initiative was instigated following a number of incidents of buses being vandalised in various towns throughout the county. During the initiative there were no incidents of vandalism to the decoy bus or any service buses, however during the initiative a number of youths were identified as being in possession of alcohol which was subsequently seized. Similar operations are being planned for Q3.

The anti-social behaviour use of off road vehicles continues to be a concern in a number of communities in the county. Local community officers have been carrying out letter drops in communities where regular reports occur in an attempt to establish the identity of those involved. Such information was provided to officers after an incident in Livingston which resulted in a 17 year old male being identified and charged with numerous offences.

During 2022, Police Scotland promoted the National Firearms Surrender Campaign which allowed members of the public to hand in unwanted or illegal firearms and ammunition anonymously, if required, without prosecution. To date, 23 firearms were surrendered to West Lothian Police Stations, this included Lethal, Imitation and Airsoft Weapons. Various types of ammunition were also surrendered, including cartridges, ball bearings and powders. Although firearm offences remain low, the removal of unwanted weapons from criminal availability will help to reduce the risk of harm to the public and our communities.

The 'It'll Cost You' proxy purchasing campaign continued in Q2 with the assistance of the Police Scotland Youth Volunteers (PSYV). The aim of this campaign was to raise awareness with off licence premises. To date, there has been no FPN tickets issued although premises staff are fully cited on the consequences should their business fail any future proxy purchase.

The ward officers have been particularly involved in efforts to tackle off-road bikes with both CBOs and PS Brodie attending incidents in the area particularly near to the local 'bings', allowing them to gather information as well as carrying out interventions where possible. This is a particular area of focus for the local CBOs and Supervisors. Work is continuing with support of various partner agencies and a further day of action has been planned for October 2022.

- **Reducing Acquisitive Crime**

Dealing with Acquisitive Crime to protect people by reducing the impacts of theft on individuals and communities remains a priority.

During Q2, our Preventions and interventions Officer along with Community Officers held several Community Surgeries in Broxburn, Linlithgow, Bathgate and Armadale. During these surgeries, officers were on hand to provide home security advice with focus on practical and often inexpensive ways for communities to protect their homes. Vehicle security advice was also provided as well as through our social media accounts. Due to the positive feedback from communities and elected members, further surgeries are being considered.

Furthermore, with the darker nights closing in, the Rural Watch Scotland alert scheme is being utilised to encourage those living in our rural communities to report any suspicious activity witnessed in their area. As always, all suspicious activity can be reported via 101, the 'contact us' form on the Police Scotland internet page or anonymously through Crimestoppers on 0800 555 111.

During Q2, pro-active patrols (with both marked and unmarked vehicles used) continued at identified vulnerable premises, and pro-active team officers will continue to target recidivist offenders. When possible, our Community officers have also been carrying out high visibility patrols in both urban and rural areas within their community, working with partners and 3rd sector organisations to assist in the prevention of crime.

- **Improving Road Safety**

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

Sadly Q2 saw four fatalities in West Lothian. Extensive enquiries are also still ongoing into previous fatalities from 2021/22 which is unfortunately reducing abilities to engage with the usual speeding initiatives.

We will continue to support the Roads Policing campaign calendar during 2022/23. During Q2, we supported the Summer Drink Drug Drive, Commercial Vehicle Week and Vulnerable Road Users Week.

With school returning during Q2, local community officers visited a number of schools during drop off/collection times to assess inconsiderate parking. No offences were detected during visits however it is acknowledged that the volume of traffic around schools during peak times is high. Schools are encouraged to partake in the 'Parksmart' scheme which includes pupils from the schools providing educational advice in relation to inconsiderate parking/driving outside schools to parents and carers

The ward officers have recently deployed on push-bikes at events with large youth presence in an effort to engage with members of the public and promote cycle safety. They have also responded to several reports of poor parking within the ward and issued advice to inconsiderate motorists.

- **Tackling Serious and Organised Crime**

Drugs supply has a close link to Organised Crime Groups (OCG), and is a blight on any community. We focus to those who bring harm to our communities, and particularly those who are involved in drugs supply, cultivation/production and the sale and distribution in particular, but not exclusively, of Class A drugs.

West Lothian Pro-active Crime Team continue to develop and carry out enforcement on members of organised crime groups based in West Lothian (Operation Wingman) that are involved in the supply of controlled drugs. By the end of Q2, Op Wingman removed over £643,769 worth of drugs from West Lothian streets, along with nearly £130,000 in cash along with numerous items linked to proceeds of crime.

Our divisional approach is now well established which introduces multi-agency engagement and recording of all Non-Fatal Overdoses. We send notification of any NFO to the local addiction services who ensure the individual is offered support. This programme is seeing an increased engagement with local drug support groups and is allowing for intelligence streams around developing drug trends and potentially harmful products. By the end of Q2 we had referred 55 people for direct intervention via our Non-Fatal Drugs Overdose processes.

During Q2, Police Scotland Counter Terrorism Liaison officer delivered further Counter Terrorism and Prevent Awareness Training to new recruits at HMP Addiewell. ACT e-learning package has also been prepared and rolled out to staff based at Howden Park Centre with plans to complete face-to-face training once online training has been completed.

Two sessions of Postal Threats Training was delivered at ESC for Livingston COPFS staff during Q2. This training was completed by the Police Scotland Counter Terrorism Liaison Officer. Further sessions are currently in the planning.

Community officers have assisted in both local and national operations within their community utilising their knowledge of local trends to feed information and intelligence in order to target organised crime groups.

Please note: Police Scotland have recently migrated to a new data source as its single source of truth for our reporting requirements. During the transition it was identified that significant improvements could be made to the completeness and accuracy of our geo-spatial data. Over the last eight to nine months we have been developing, deploying and quality assuring a number of processes that would improve these data. We are now in the final stages of the transition process and working on the outputs required at MMW and datazone levels. We hope to launch revised products in the near future. Subsequently, MMW figures will be unavailable until validity checks have been completed.

Data Label: Public



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

BROXBURN, UPHALL AND WINCHBURGH MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Broxburn, Uphall and Winchburgh Local Area Committee on the activity within the Broxburn, Uphall and Winchburgh Multi-Member Ward for the period up to 30th September 2022.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

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

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 2021, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

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

Following the publication of the Broxburn, Uphall and Winchburgh Multi-Member Ward Operational Plan, the Local Senior Officer for Falkirk and West Lothian has produced a Performance Report detailing activity against the key priorities.

The key priorities within the Broxburn, Uphall and Winchburgh 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 Non-Fire Emergencies. (excluding RTCs)
- Reduction in RTC Fatalities and Casualties.

E. CONCLUSION

The Broxburn, Uphall and Winchburgh Multi-Member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2021, 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.

Jim Robertson

Station Commander, Scottish Fire and Rescue Service

October 2022

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



West Lothian Council Area

Ward Performance Report

Quarter 2 2022/23

Broxburn, Uphall and Winchburgh

DISCLAIMER

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

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

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

Introduction

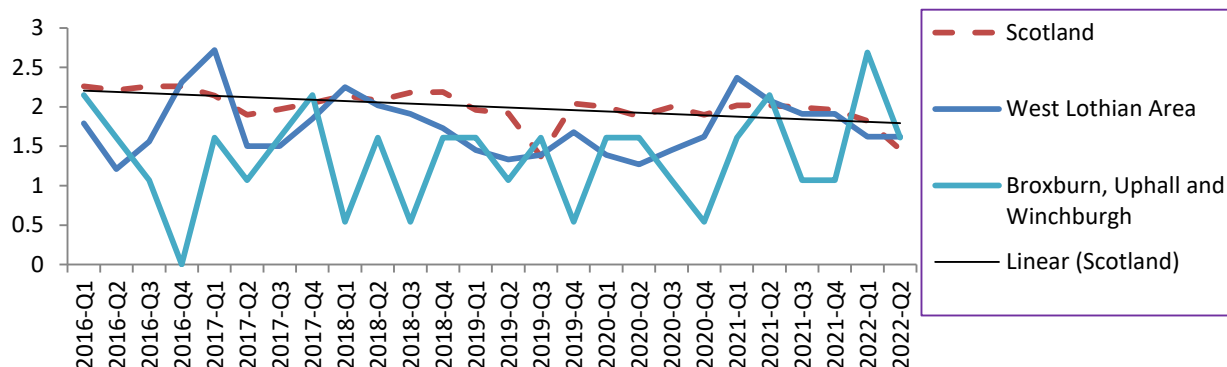
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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

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

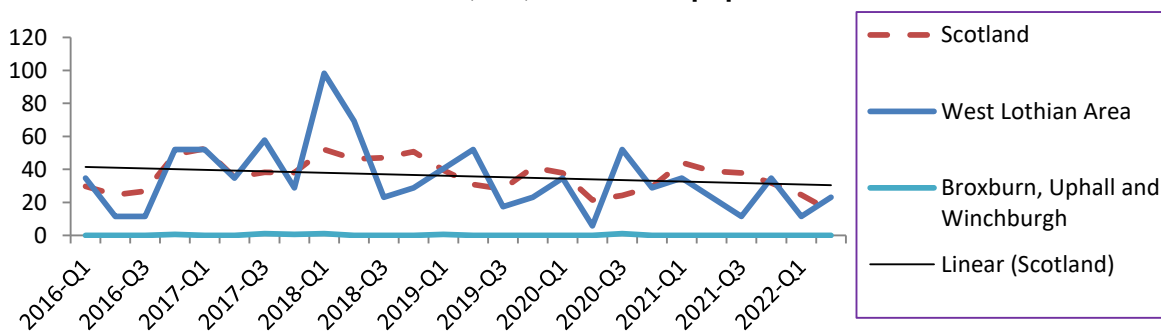
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



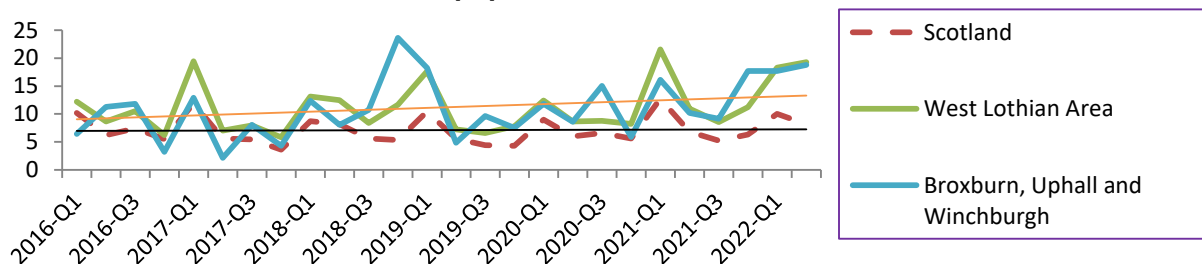
During the 2022-23 year to date reporting period SFRS have dealt with 3 accidental dwelling fires in comparison to 4 during 2021-22 year to date reporting period.

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



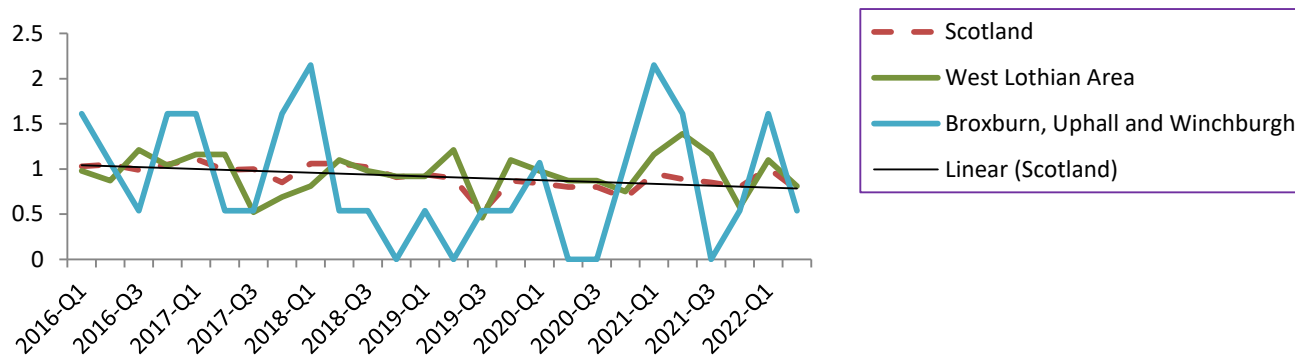
During the 2022-23 year to date reporting period SFRS have dealt with 0 Casualties and Fatalities due to fire in comparison to 0 Casualties and Fatalities during 2021-22 year to date reporting period.

Deliberate Fires Per 10,000 head of population



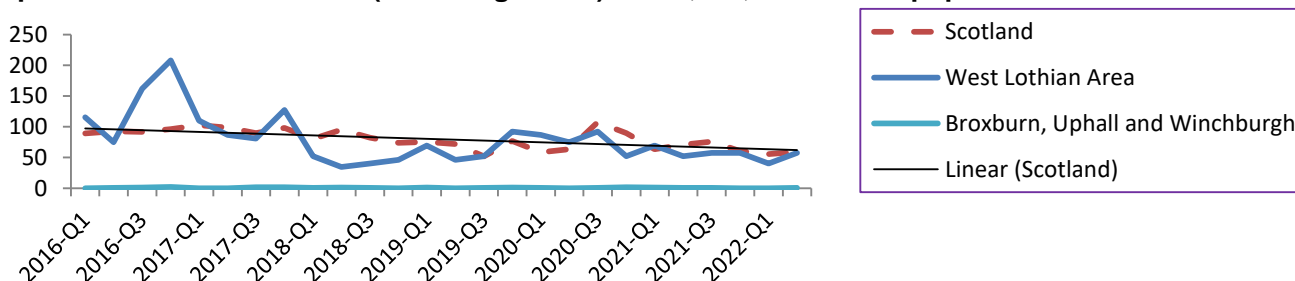
SFRS have dealt with 35 Deliberate fire incidents during 2022-23 year to date reporting period in comparison to 19 during 2021-22 year to date reporting period.

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



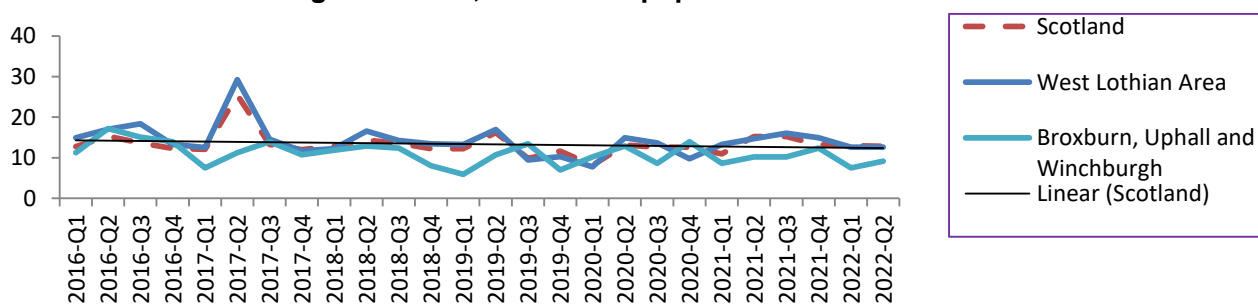
SFRS have dealt with 1 non domestic fire incidents during 2022-23 year to date reporting period in comparison to 3 during 2021-22 year to date reporting period.

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



SFRS have dealt with 1 casualties from Special Services during 2022-23 year to date reporting period in comparison to 1 during 2020-21 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

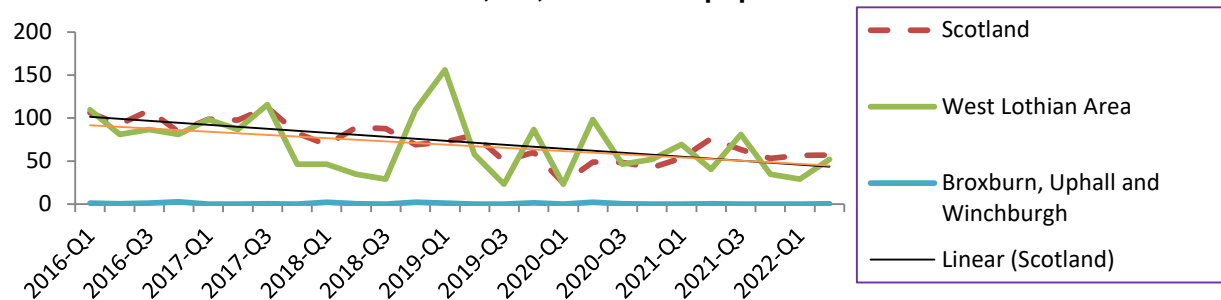


SFRS have dealt with 17 UFAS incidents during 2022-23 year to date reporting period in comparison to 19 during 2021-22 year to date reporting period.

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 2022-23 year to date reporting period SFRS have dealt with 1 Casualties and 0 Fatalities from RTC's in comparison to 1 Casualties and 0 Fatalities during 2021-22 year to date reporting period.



BROXBURN, UPHALL & WINCHBURGH LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NETs, Land & Countryside Services teams for the period 1 July 2022 – 30 September 2022.

B. RECOMMENDATION

Members are requested to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

The report covers the activity for the period 1 July 2022 – 30 September 2022.

D2 Grounds Maintenance Routine Works

The grass cutting team for the ward are on cycle 10 and are on target to achieve the Service Level Agreement of 12 cuts.

All grass areas that required a one-off cut has been completed.

Weed spraying programme - it has been a difficult year for the weed management squads and as stated in previous reports we are currently running behind due to weather conditions throughout the year, and may not complete the second weed spray of our soft landscaping areas.

Enquiries are being dealt with on a daily basis.

D3 Grounds Maintenance Enquires

In total 59 grounds maintenance related enquiries were received and dealt with during this reporting period.

	2022	2021
Allotment Enquiries	0	1
Ball Game Enquiries	0	1
Bench or Seat Enquiries	0	1
Burns or Watercourses	1	2
Enforcement Officer Enquiries	1	1
Fencing Enquiries	3	2
GalaDay Public Event Enquiries	0	2
Grass Area Damaged	1	0
Grass Cutting Enquiries	7	22
Grass Cutting Missed Not Cut	0	3
Grass Highway Verges	0	3
Grass Left On Paths or Roads	1	1
Ground Ownership Enquiries	0	4
Grounds Property Vandalised	9	2
Hedge Cutting Enquiries	5	11
Public Park Enquiries	9	0
Shrub Bed Enquiries	1	4
Shrub Bed Overhanging Path	16	16
Shrub Beds Not Maintained	0	3
Sports Facility Enquiries	1	1
Sports Pitch Marking Request	0	1
Weeds General Enquiries	2	5
Weeds on Paths or Roads	2	2
Total	59	88

Garden Maintenance Routine Works

The Garden Maintenance Scheme is currently on cycle 11 and have met the Service Level Agreement of 11 grass cuts.

Garden Maintenance hedge cutting will commence in early October and weather permitting will be completed by the end of October.

Garden Maintenance Enquiries

In total there were 12 garden maintenance related enquiries received and dealt with during this reporting period.

	2022	2021
Complaint Garden Maintenance	0	2
Garden Maintenance General Enquiries	6	6
Garden Maintenance Grass Not Cut	3	11
Garden Maintenance Hedge Cutting	1	1
Garden Maintenance No Longer Required	1	0
Garden Maintenance Standard Of Cut	1	2
Total	12	22

D4 Cleaner Communities Routine Works

Staff continue to carry out routine works of emptying street litter/ dog waste bins, litter picking and sweeping of footpaths and road channels while dealing with enquiries as they arise.

Officers continue to work with volunteer's litter picking within the Ward and have assisted with arranging the uplift of bags and debris that they have collected.

The NETs team continue to deal with fly tipping enquiries and removing fly tipping from Council ground.

The contract for carrying out road sweeping of category A, B, C & U roads that was approved through the Covid recovery funds within the Ward has been completed.

The service has now received the nine replacement compact sweepers giving us one per Ward.

Cleaner Communities Enquiries

In total 111 cleaner communities related enquiries were received and dealt with during this reporting period.

	2022	2021
Complaint Street Cleansing	0	1
Dead Animals	9	6
Dog Bin New Request for Bin	0	1
Dog Bin Overflowing	1	3
Dog Fouled Grass Open Space	1	0
Dog Fouled Kids Play Area	1	0
Dog Fouling on Paths/Roads	2	2
Fly Posting	3	0
Fly Tipping/Dumping	48	42
Glass on Paths or Open Spaces	1	3
Graffiti Racist or Offensive	1	2
Litter Bin Burnt Damaged	0	4
Litter Bin New Request for Bin	0	3
Litter Bin Overflowing	2	0
Litter General Enquiries	2	7
Litter Grass Open Space	0	3
Litter Paths Roads Verges	12	11
Street Sweeping Enquiries	12	8
Trolleys Abandoned/ Dumped	2	0
Vehicle Abandoned	14	33
Total	111	129

Fly Tipping Enquiries (Full year)

	2021	2020	2019	2018	2017
Illegal Fly Tipping/Dumping	224	249	204	144	132

Environmental Community Involvement

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries. For the period of the report there have been 48 enquiries in relation to fly tipping compared to 42 for the same period in 2021.

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.

Officers have also had to educate members of the public that their vehicles with a SORN marker needs to be off public roads and kept in a private drive or inside a garage. This is a scenario that has occurred quite frequently of late.

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.

Officers renewed dog fouling signage and applied dog fouling stencilling on footpaths around Stewartfield Park, Broxburn.

There were no (0) Fixed Penalty Notice issued for fly-tipping and none for littering and None (0) for Dog fouling in Ward 2 for the period of 1 July 2022 –30 September 2022. For the same period in 2021 there was two (2) Fixed Penalty Notices issued for fly-tipping within Ward 2.

Fly tipping costs: Costs for fly tipping for the period 1 July 2022 – 30 September 2022:

Please note the table below for 2022 covers the period of strike action where any fly tipping would have been taken direct to the contractors site instead of the Councils transfer station, and is not included in the figures below.

WARDS	Number of Fly Tipping Enquiries	% of enquiries relating to Ward	Total Tonnage all wards	Cost disposal of including costs for NETs team/vehicles	Contractor removal of Fly Tipping	Removal of Asbestos
1	12	2.32	56.56	£865.10		
2	48	9.28	56.56	£3,460.40		
3	66	12.77	56.56	£4,758.04		
4	98	18.96	56.56	£6,675.25		
5	118	22.82	56.56	£8,506.81		
6	32	6.19	56.56	£2,306.93		
7	64	12.38	56.56	£4,613.86		
8	44	8.51	56.56	£3,172.03		
9	35	6.77	56.56	£2,523.21		
TOTAL	517			£34,574.70		

Fly tipping costs: Costs for fly tipping for the period 1 July 2021 – 30 September 2021

WARDS	Number of Fly Tipping Enquiries	% of enquiries relating to Ward	Total Tonnage all wards	Cost of disposal including costs for NETs team/vehicles	Contractor removal of Fly Tipping	Removal of Asbestos
1	32	6.08	63.38	£2,540.00		
2	42	7.98	63.38	£3,334.89		
3	68	12.93	63.38	£5,399.34		
4	93	17.68	63.38	£7,384.40		
5	144	27.38	63.38	£11,433.91		
6	38	7.22	63.38	£3,017.28		
7	62	11.79	63.38	£4,922.93		
8	29	5.51	63.38	£2,302.66		
9	18	3.42	63.38	£1,429.24		
TOTAL	526			£41,764.65		

D5 Parks and Woodland**Trees and Woodland Enquiries**

In total there were 18 Trees and Woodland related enquiries were received during this reporting period.

	2022	2021
Tree Advice or Consultations	1	6
Tree Affecting Public Utility	2	0
Tree Ash Dieback Disease	1	0
Tree Blocking Light	0	1
Tree Branches Overhanging	6	24
Tree Broken Damaged or Dead	0	1
Tree Dangerous or Unsafe	1	2
Tree Enquiries General	6	25
Tree Felling Work Unauthorised	1	0
Total	18	59

	2022	2021
Access Rights Way Core Paths	1	2
Complaint Country Parks/ Trees	1	0
Ranger Service General Enquiry	1	0
Total	3	2

Ranger Service Update

No. Rights Of Way / Core Path / Patrols carried out (hours)	15.5
No. of Access Issues	1

The six new Assistant Rangers, funded by NatureScot's Better Places Fund 3, have been working with the Ranger team since the start of July. The remit of the Assistant Rangers is to raise awareness of the Scottish Outdoor Access Code, providing information and advice to visitors across West Lothian. They do this by carrying out patrols of 'hotspot' areas, organising and running community events and 'pop-up's', delivering school lessons and generally increasing Ranger presence.

Since July, they have patrolled over 250km, with 160+ hours spent on patrolling hotspot areas. They have patrolled Broxburn Community Woodland on several occasions, speaking to visitors about the Scottish Outdoor Access Code and carrying out litter picks and removing glass.

After contacting all Primary Schools in West Lothian with details about delivering Scottish Outdoor Access Code lessons, the Assistant Rangers have begun teaching lessons to P6/7 children. The lessons consist of a mapping activity and either a guided 'responsible access' walk, or an access-themed obstacle course. Response to the lessons has been great so far, with a high level of engagement from the classes.

The Wild Wednesday events for summer 2022 were a success, with the Assistant Rangers being joined by many different partner organisations, including the Scottish Fire and Rescue Service, RSPB, Hopetoun Ranger Service, Home Energy Scotland, Police Scotland, the Scottish Governments Road Safety Campaign 'Ziggy's Big Day Out' and the West Lothian Council's Waste Strategy Team.

The wildfire fire risk for July was 'Very High' and a number of sites suffered from fire damage and ongoing smouldering fires. The Assistant Rangers attended four fires, along with the Scottish Fire and Rescue Service - three of which were discovered by the Assistants during hotspot patrols. Along with our Countryside Attendants, they then subsequently carried out fire checks of sites to make sure they were not still smouldering and doused smouldering areas with water. Officers continue to receive the weekly fire site updates from the Scottish Fire and Rescue Service and have monitored the fire forecast through the European Forest Fire Information System (EFFIS).

The monthly Volunteer Ranger Service (VRS) sessions continue to be popular with regular and new volunteers. The Ranger team have been able to offer extra sessions due to having the Assistant Rangers in post.

The Ranger Service continue to assist different organisations wishing to run events across West Lothian and within the Country Parks, including running clubs, filming crews, RSPB and Home Energy Scotland.

The information sections submitted by the Ranger Service to the West Lothian Bulletin on all three Country Parks have been published in the Summer edition of the newspaper. These sections contain important information on responsible access, BBQ safety and Lyme Disease, as well as volunteering opportunities.

Access

The Rangers continue to review all West Lothian planning applications for access implications, and submit comments to Planning Services.

The Access Ranger post has been filled, and the Ranger team are in the process of talking through existing access issues and the format for submitting planning comments with the Access Ranger, to move enquiries forward and process new ones. Any access enquiries should continue to be reported through the 'Report it > Core Paths & Rights of Way' section on the Council's website.

The Ranger Service investigated concerns over the moving of earth on an old cricket pitch near Bangour.

Almondell & Calderwood Country Park

Almondell was busy with good weather and school holidays, with many new visitors from the adjacent new housing development enjoying the network of paths and recreational opportunities on offer.

Wild Wednesday pop-up proving popular on 6 July with Ranger Service, Forest Breathing in attendance together with a wool-spinning demonstration.

The Friends of Almondell are as enthusiastic as ever and continuing to regularly volunteer on practical projects around Almondell and Calderwood. They have been managing wildflower areas around the newly rebuilt wall and pruning willow structures in the Visitor Centre Garden. Next month will see the installation of the new Community Heritage Trail that they diligently researched and produced during the pandemic.

Arts Project celebrating the Queen's Jubilee was led by Tansy Lee Moir in Calderwood.

Almondell Visitor Centre bat roost was surveyed. This is for planned gutter replacement works in the future.

The Green Team have been supporting a group of young adults from CAMHs working on a variety of practical conservation projects in Almondell, Calderwood and Oakbank. Projects included tree maintenance, vegetation clearing, habitat creation and outdoor skills. The group very much enjoyed working across the different areas and in the summer sun.

Ecology and Biodiversity

Officers compiled a council response to the Scottish Government's Scottish Biodiversity Strategy (SBS) consultation. The SBS will be a new 10-year overarching strategy for biodiversity, which will influence statutory nature restoration targets set in the new Natural Environment Bill. The council response included a detailed analysis of the draft document, identified shortcomings and proposed amendments for the final strategy. The response was agreed at the WLC Environment and Sustainability PDSP and Council Executive.

Officers continue to comment on and respond to planning applications. For the reporting period, there were 264 planning applications submitted for Ecology and Biodiversity input of those, 30 were in relation to Ward 2. Recently, officers met with a developer to discuss a proposal, highlighting their concerns with regard to protected species. Whilst measures were in place, officers are now working with the developer to ensure protected species are more fully considered in the plan as it progresses. Officers hope this type of proactive working with developers and the planning team will encourage better results for local environments and wildlife in future applications.

Officers have been working on a grass management plan for grounds maintenance in connection with Community Choices. The plan will seek to improve the availability of pollinator plants through management techniques including relaxed grass cutting in appropriate areas chosen by the community. The plan is in early stages but officers have identified Stewartfield District Park OR Station Road Park and areas of the A89 and A899 for investigating further to trial the plan. It is intended that the local community will help make decisions on where relaxed grassland or enhancement measures within suitable areas of open space could be better contributing to the existing B-Lines network.

Work on the "free trees" scheme, a project of the climate emergency funding has been advanced. The scheme, originally intended for uptake by local residents, offering a free tree for their garden received poor uptake (only 12 households across the three areas) and resulted in changes to the scheme whereby tree planting in the local area (subject to checks) was put forward. Any households within the area who applied for a tree will still receive their allocation. Utility checks have been made for the proposed 38 areas in the Broxburn area. The areas were identified through discussion with Open Space, Tree and Woodland, Grounds Maintenance, and Property service colleagues. A final review of the areas and a ground truthing exercise is required ahead of final selection/ planting.

Ecology and Biodiversity Officers are actively engaged in the co-design process for Nature networks and 30 x 30 with NatureScot by participating in workshops. Nature networks and 30 x 30 are two key mechanisms being put forward to meet Scottish Biodiversity Strategy. These workshops are ongoing since June 2022, through to mid-October. The overall intention is for NatureScot to deliver a draft framework development which will be consulted on next spring with the intention on publishing guidance in June 2023. It is hoped this will be used in connection with the forthcoming Local Biodiversity Action Plan.

D6 Open Space and Cemeteries

Open Space Works

Winchburgh – Auldcathie District Park. Phase 1 of the park was officially opened on 25 August. This is privately owned and managed by Winchburgh Developments Ltd.

Open Space Enquiries

There were three open space related enquiries received and dealt with during this reporting period.

	2022	2021
Children Play Enquiries	1	4
Glass or Litter In Play Areas	1	0
Play Area Property Vandalised	1	2
Total	3	6

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 77 cemeteries related enquiries were received and dealt with during this reporting period.

	2022	2021
Bench Donations	0	2
Cemeteries General Enquiries	15	8
Complaint Cemeteries & Burials	1	0
Family History Searches	1	0
Lair Enquiries	9	7
Lair Sunken or Uneven	6	0
Memorial/ Headstone Works	9	30
New Interment Booking	26	33
Purchase of Interment Lair	10	18
Total	77	98

E. Conclusion

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

The Open Space Capital Programme is progressing as scheduled.

F. Background Reference

Open Space Strategy

Capital Programme

Appendices/Attachments: none

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Jim Jack

Head of Operational Services

21 October 2022

DATA LABEL: PUBLIC



BROXBURN LOCAL AREA COMMITTEE

HOUSING CUSTOMER AND BUILDING SERVICES

REPORT BY INTERIM HEAD OF HOUSING CUSTOMER AND BUILDING SERVICES

A. PURPOSE OF REPORT

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

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for Quarter 2 - 1st July 2022 to 30th September 2022.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

D1. Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Broxburn ward. Tables 1 and 2 provide details on letting performance.

Table 1 - Property Void & Let Performance: Mainstream Tenancies

Void Period	July 2022	%	Aug 2022	%	Sept 2022	%	WL Target %
0-2 weeks	2	18.18%	0	0%	1	50%	55%
2-4 weeks	2	18.18%	2	33.33%	0	0%	30%
4+ weeks	7	63.64%	4	66.67%	1	50%	15%
Total Lets	11	100%	6	100%	2	100%	100%

Table 2 - Property Void & Let Performance: Temporary Tenancies

Void Period	July 2022	%	Aug 2022	%	Sept 2022	%	WL Target %
0-2 weeks	0	0%	0	0%	1	50%	55%
2-4 weeks	1	100%	2	33.3%	0	0%	30%
4+ weeks	0	0%	4	66.67%	1	50%	15%
Total Lets	1	100%	6	100%	2	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 24 policy voids in the ward for this period, which is an increase of 4 from last reporting period as set out in table 3 below.

Table 3 – Policy Voids

Void period	Number of properties	PV reasons
<4 weeks	0	-
4 – 12 weeks	5	1 decant; 1 kitchen upgrade, 2 kitchen & bathroom upgrades, 1 structural

13 – 16 weeks	8	1 various upgrade works, 3 kitchen & bathroom upgrades 4 kitchen upgrades
26+ weeks	11	1 fire 6 upgrades 4 decants

D2. Broxburn Financial Summary

For the Broxburn ward the collection rate for the YTD in Q2 remains good at 93.5%. Broxburn has collected £3,257,803 vs a charge of £3,484,760.

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

In the same week last year Broxburn ward had 364 UC households in arrears. Since then the number of UC households in arrears has increased by 8.0%.

The number of tenancies in arrears in this ward has increased by 25 since last year. Small debt cases (£300 or less), account for 48.9% of households.

There are 126 serious arrears cases (+£1000 in arrears). These cases are 17.3% of all households in arrears in this area, containing 65.9% of the debt.

The arrears position for Broxburn Q2 is £553,638. This is an increase of £82,137 on last year's position. The West Lothian overall position is currently £4,780,804.

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

- Making best use of resources by communicating with customers through SMS, email and telephone seeking engagement to enable the service to assist tenants
- 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 and Telephone payments.

Table 4 – Debt Distribution

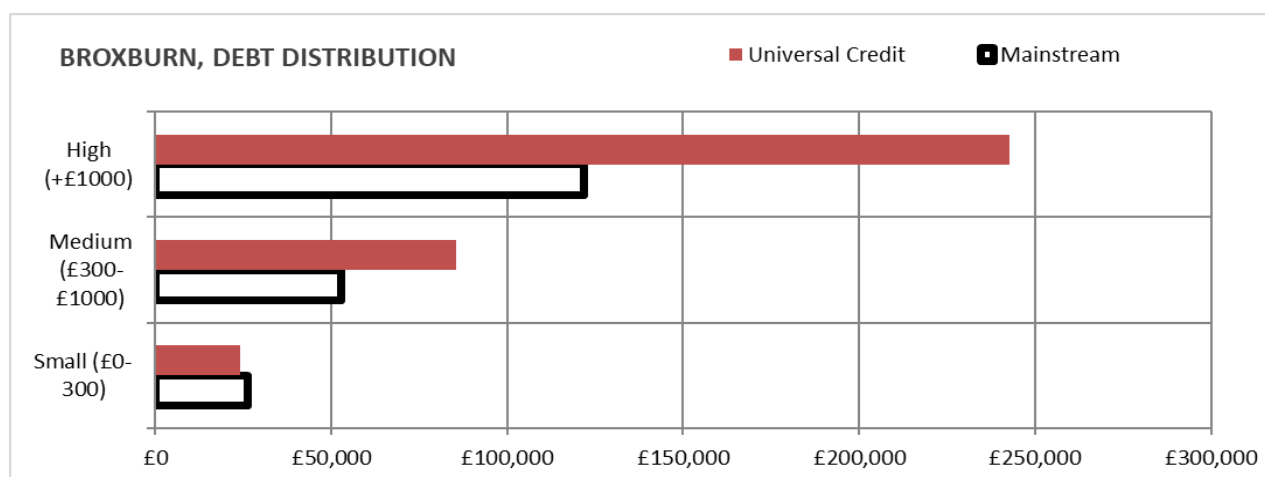
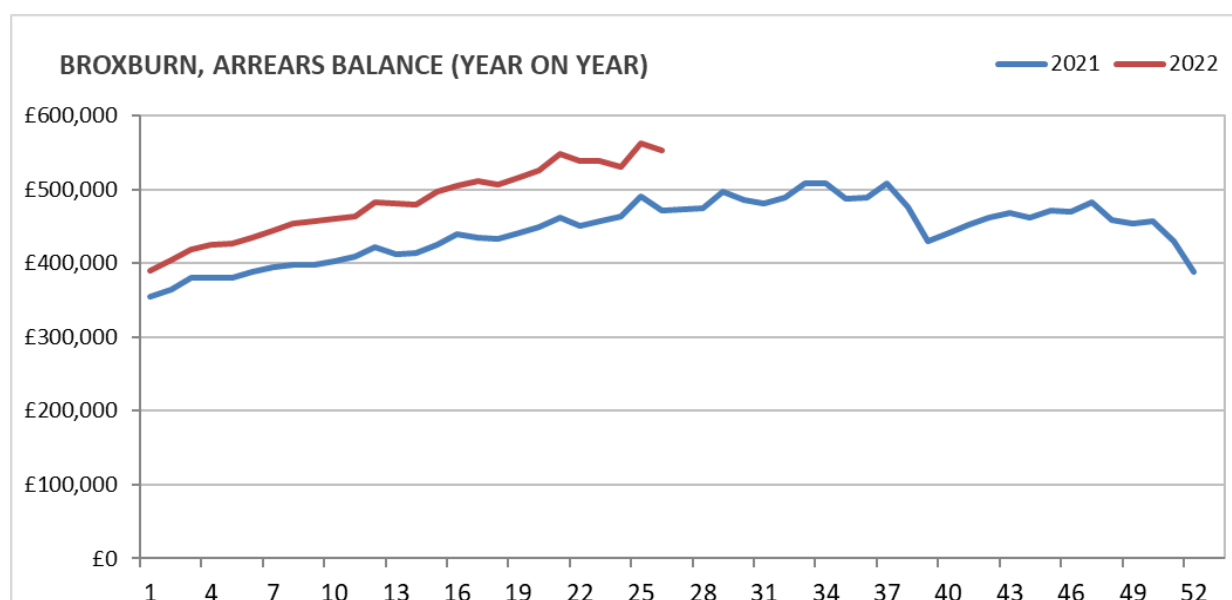


Table 5 – Arrears Banding

Arrears Banding	2021/22 (WK26)				2022/23 (WK26)			
	Mainstream		UC		Mainstream		UC	
	Balance	Cases	Balance	Cases	Balance	Cases	Balance	Cases
£0.01 to £99.99	£3,944	100	£3,159	52	£3,947	87	£2,010	39
£100.00 to £299.99	£21,653	118	£18,089	90	£22,366	117	£22,298	113
£300.00 to £499.99	£18,221	46	£20,819	53	£18,110	46	£26,473	66
£500.00 to £749.99	£14,045	23	£37,249	61	£23,572	37	£33,834	55
£750.00 to £999.99	£10,378	12	£26,839	31	£11,207	13	£25,075	29
£1000.00 to £1999.99	£29,644	21	£54,187	38	£20,692	15	£64,255	45
£2000+	£76,221	19	£137,054	39	£101,299	20	£178,500	46
Group Total	£174,105	339	£297,396	364	£201,192	335	£352,446	393
Movement					(+) £27,087	(-) 4	(+) £55,050	(+) 29
Overall Total			£471,501	703			£553,638	728
Overall Movement							(+) £82,137	(+) 25

Table 6 – Arrears Balance

D.3 Broxburn Area Team Activity

Officers in the Housing team have embraced the council's flexible / hybrid working arrangements since April 2022, working from home, office and out in our communities. The focus on rent arrears activity continues to be a weekly priority task for the team and officers 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.

During quarter 2, officers have continued to work closely with colleagues in Building Services, engaging with tenants to ensure that health and safety work has been completed and all necessary compliance work is undertaken in tenancies to ensure that these meet legislative requirements. As a result we have identified a number of tenants requiring support.

Officers have been working to support a number of tenants in the area alongside colleagues from other service areas and agencies, dealing with a range of tenancy management issues and providing assistance and support to help tenants sustain their tenancies. This can range from being involved in complex care management cases alongside colleagues in social policy

to being involved in assisting to resolve neighbour disputes with Police Scotland and Safer Neighbourhood Team colleagues.

A new Community Housing Officer has been appointed to replace office who left the organisation in the Summer. The Officer will join the team on 3rd October, 2022.

D.4 Capital Programme and New Build Council Housing

There is ongoing general capital activity in all areas such as assisted decoration scheme, fencing, rhones etc. In this Ward in respect of new build completions :-

WLC completions 303

RSL completions – 75

D.5 Tenant Participation

Tenant Participation continued throughout the quarter via digital methods and seen face to face meetings monthly. The customer experience team and tenant participation team have worked together to ensure the best possible service is delivered to our tenants. They have jointly implemented improvements and communication. Such as:

Tenants Panel

Tenant members continued to take part in monthly digital meetings with senior managers and the Head of Service, discussing service improvements and developments and receiving updates from each service area. They have been provided with the HRA and Capital Overview and have been involved in performance scrutiny over the quarter.

Capital & Repairs Working Group (CaRs)

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

Tenant Participation Development Working Group (TPDWG)

Members meet to ensure Tenant Participation stays high on the services agenda, looking at ways of engaging with more tenants. This group have worked with the Tenant Participation Team to review and agree the roles and remit of each working group. They have worked hard to produce a new 5 year Tenant and Customer Participation Strategy. The TPDWG completed their work on the animated video to increase engagement. This has now been launched and widely recognised by TPAS and TIS. This was an excellent piece of work.

Editorial Panel

This quarter the members have been involved in the collation of the Winter edition of Tenants News. The members continue to review the tenant's handbook online to ensure it is still relevant and current.

TP Facebook Group

The Tenant Participation team continue to see a steady rise in the number of tenants engaging with Facebook posts. The members have recently reviewed what content should be shared on the Facebook page and how the 397 members would like to be involved in Tenant Participation. These discussions have resulted in implementing the tenant's talk scheme, where tenants become experts on our social media platforms. We share our surveys in digital form on the Facebook page for tenants to complete. We will soon be investigating how we can implement focus groups using the Facebook group.

D.6 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, as part of their working remit to reduce noise and antisocial behaviour (ASB). Partnership working involves the local housing team, council officer within 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 voluntary organisations including West Lothian Youth Action Project, mental health advisory workers and private landlords in order to reduce antisocial behaviour.

Broxburn, Uphall and Winchburgh Ward Data

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

Table 7 – Cases and Incidents

<i>Cases and Incidents</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>
Incidents reported to SNT	58	63	46	45	37	31
Number of new cases	4	4	5	1	5	3
Number of active cases	9	10	7	9	12	8
Number of resolved cases	4	3	3	4	3	3

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

Table 8 – Incident Types

<i>Incident Categories</i>	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>
ASB Part 2 Complaint	18	33	32	32	21	17
ASB Part 5 Noise Complaint	25	21	7	8	9	13
Dog Barking	6	1	0	0	0	0
ENV Health Complaint	0	1	1	0	1	0
Non ASB Noise Complaint	5	0	2	0	0	0
SST Section 3 Tenancy Management	3	5	1	3	5	1
Youth Disorder	1	2	2	1	1	0
Unauthorised Encampment	0	0	0	1	0	0
Grand Total	58	63	45	45	37	31

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

Table 9 – Anti-Social Behaviour Orders

ASBO	Q1	Q2
Number of ASBO's current	2	2
All of West Lothian	7 plus 1 Interim	8 plus 1 Interim
Age of perpetrator	21 and 54	21 and 54

West Lothian Ward Data

The following table provides number of all active cases and total number of incidents for West Lothian.

Table 10 – Active Cases and Incidents

West Lothian	Apr	May	Jun	Jul	Aug	Sep
Total Number of Active Cases	45	47	51	61	51	58
Total Number of Incidents	309	339	324	327	333	229

Examples of SNT work during Quarter 2

Partnership working is essential to reaching outcomes. **Joint Visits** with Housing Operations, Social Policy, Police and SRFS have taken place across the Ward. There have been **multi-agency discussions** which have taken place in tackling issues in relation to a private landlord. The case has been complex due to adult protection concerns. Staff worked with Housing Officers and Police on potential hate crime. **Warnings** were issued to residents for loud music, noise nuisance, disturbance and threats. These warnings could be issued as there was evidence to do so. Officers continue to monitor cases. **Letter drops** are also actively used to assist SNT gather further information from neighbourhoods when officers have difficulty in obtaining independent corroboration and seek witnesses to come forward with information. A **Notice to Quit** was issued for 2 separate illegal encampments. One party moved on, the other party required legal intervention for decree to evict from Council land.

E. CONCLUSION

The void and let turnover remains steady and officers continue to provide advice and assistance to customers on their housing options. The team continue to provide support and assistance to new tenants moving into their tenancies both in mainstream and temporary accommodation.

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.

Officers within the team have supported colleagues in Building Services ensuring that compliance work is completed within our tenancies.

F. BACKGROUND REFERENCES

None

Appendices/Attachments:

None

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Julie Whitelaw, Interim Head of Housing Customer and Building Services

21st October 2022

DATA LABEL: PUBLIC



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

ANTI-POVERTY SERVICE UPDATE

REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES

A. PURPOSE OF REPORT

The purpose of the report is to inform the Local Area Committee of the work undertaken by the Anti-Poverty Service from April 2021 to March 2022.

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 and the 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 Key Highlights 2021/22

Over the past year the service has undertaken the following activities:

- Supported customers throughout the Covid-19 pandemic and recovery period using pro-active and reactive measures and successfully adapting to challenges and restrictions ensuring all customers who required support

implemented 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, video conferencing software and ask the advisor sessions on Facebook adding a new service delivery channel and increasing accessibility to the service.
- Developed and implemented new software to improve accessibility and processing timescales for Blue Badges.
- Continued development of the FORT referral and tracking system to allow internal and external services and organisations to easily refer customers ensuring they receive the support required at the earliest point. 710 users across 88 agencies are currently using the system which resulted in 4998 referrals being received during 2021/22.
- Introduced automation to Education Benefits for Free School Meals and Clothing Grants reducing the FTE required by one. This has allowed resources to be diverted to other areas of pressured work such as Crisis Grants.
- Supported 855 households experiencing fuel poverty by paying £60,025 in grants and issuing 1,783 in fuel vouchers worth £78,171.
- Offered holistic support and advice to customers looking to access the Foodbank. In total 3,768 Foodbank vouchers were issued by the service. The food insecurity project has worked with 77 customers experiencing persistent food insecurity to secure extra income of £119,190.
- Assumed Responsibility for the Under 22 Young Scot Travel scheme, with around 45% of all young people in West Lothian entitlement to the scheme now using it successfully. Efforts to increase take up will continue throughout this financial year and is helped by the delayed Scottish Government campaign that went live on 27 September 22.
- Provided additional support to 359 individuals through the Feeling the Pinch Fund amounting to £79,988.
- The service recorded the third best Housing Benefit and Council Tax Reduction performance in Scotland with new housing benefit claims being processed on average within 13 days against a Scottish average of 18 days.
- Delivered Winter Support Funding of £633,285 to 4,691 Council Tax Reduction recipients with additional vulnerabilities to assist with the additional costs experienced over the winter period.
- Provided direct financial support to Ukrainian refugees and their hosts with £39,950 paid directly to help support 232 individuals and £61,041 in “Thank You” payments made to 50 families hosting Ukrainian refugees.
- 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.

The Anti-Poverty Service continues 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.

D.3 Local Provision

The section below shows the number of people the Anti-Poverty service has worked with over the last year in the Broxburn, Uphall and Winchburgh ward and provides further information on the Anti-Poverty Service.

The Advice Shop has helped 1,309 customers to manage their money and to resolve benefit problems within the Broxburn, Uphall and Winchburgh ward. This

resulted in 15,976 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.

The Advice Shop generated £2,864,849 in extra income and successfully managed £392,392 in debt within the Broxburn, Uphall and Winchburgh ward.

D.4 Work delivered by team within the Anti-Poverty Service

Since the start of the Covid-19 pandemic and throughout the recovery period, 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 2021/22 The Advice Shop has supported 13,433 individuals resulting in 155,374 additional enquiries and contacts from these customers, covering money and debt, energy, housing and welfare benefits. This is a 54% increase compared to 2020/21 figure for contacts and enquiries.

The Advice Shop generated £28,126,573 in extra income and successfully managed £1,325,572 in debt.

109 appeals were lodged to help customers appeal a DWP benefit decision. 84% of appeals had their decisions overturned. This is a 43% decrease in the number of appeals compared to the previous year.

1,800 customers were provided energy advice to help improve household income and savings. This is a 5% increase from the previous year and amounted to £480,439. 13% of these customers were aged 60 years and over.

A range of targeted support and campaigns have been delivered over the period which include 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 have received additional, one-off funding to help the most vulnerable as a result of the Covid-19 pandemic.

Service delivery continued to adjust throughout the pandemic. Further Implementation of new digital outreach sessions and re-introduction of face to face 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.

Benefits

In 2021/22, 1,350 Housing Benefit applications have been received and 21,098 change of circumstance notifications. Despite the demand, performance remains high and within the target, new housing benefit claims were processed within 13 days against a Scottish average of 18 days. Change of circumstances within 3 days

against a Scottish average of 5 days.

There were 2,917 applications received for Council Tax Reduction and 31,959 change of circumstance notifications. Again, despite the demand performance remains within the target with new Council Tax Reduction claims processed within 13 days and change in circumstances within 5 days.

Scottish Welfare Fund

In 2021/22 there continued to be a significant number of Crisis Grant applications received. There were 12,284 Crisis Grant applications received between 01 April 2021 and 31 March 2022, compared to 12,789 for the same period in 2020/21. The total financial support provided via Crisis Grants for this period in 2021/22 was £1,025,212 compared to 2020/21 is £1,022,126. Although the number of applications are slightly down in the last financial year compared to the previous year, the amount paid out on Crisis Grants was marginally higher. This is because the amount paid in each grant was higher. Households continue to struggle with household bills given the current cost of living crisis and it is expected that as we move into the winter months, the demand for Crisis Grants will increase.

2866 Community Care Grant applications were received during the same period which resulted in £1,212,699 in Community Care Grant payments.

Self-Isolation Grant

This grant continued during the 2021/22 financial year but went through a number of changes by Scottish Government in relation to qualifying criteria. During this year, those that qualified received a £500 payment if they are working, unable to work from home during self-isolation and lost income as a result. Individuals also have to be in receipt of a qualifying benefit. In 2021/22 6002 applications were received and 3008 individuals were awarded a grant. The total paid was £1,504,000.

The grant is due to end on 31 October 22 however we await final confirmation from Scottish Government. We are now only receiving a few applications for this grant on a weekly basis. The amount of the award also changed in May 2022 from £500 to £225.

School Clothing Grants/Meals

Education Grants are reported in academic years running from August to June the following year. In the Academic Year 2021/22, over 4,913 children were awarded free school meals and school clothing grants were awarded to 7,468 pupils. From August 2021, all children from P1 to P4 were awarded Universal Entitlement to Free School Meals, this increase to include P5 from January 22.

Children eligible for Free School Meals or living in households with low income, have also benefited from financial support during the school holidays. In the Academic Year, including the summer of 2021, a total of £1,207,254 was paid to over 5,700 children. This was paid to parents to help with the purchase of food during school holidays periods.

Discretionary Housing Payments

In 2021/22 the service has made 6,196 awards for discretionary housing payments amounting to £3,410,786.

1126 awards amounting to £492,204 were awarded for financial hardship and 5,070 awards amounting to £2,918,581 for under occupancy.

Bridging Payments

Scottish Government Bridging payments replaced the previous Family Pandemic Payment and were paid during the 2021/22 Academic Year and continue to be paid until the end of this calendar year. We await information from Scottish Government as to whether these will continue however given the payment is a compensation payment for the late roll out of the Child Payment which is due for roll out at the beginning of 2023, it is unlikely that these will continue. The payment is made to all children who qualify for Free School Meals because they live in a low-income household, or any child entitlement to Universal Entitlement to School Meals if they live in a low-income household. During 2021/22, the October 21 and December 21 payment was £160, however the payment changed and in April 22 and June 22, the payment reduced to £130. Over the Academic Year 2021/22 £3,103,400 was paid to over 5,500 children.

D.5 Priorities 2022/23

The Anti-Poverty Service has identified the following priorities for development over the 2022/23 year, which are:

- Continuing to work with partners and customers to assist in the recovery from the Covid 19-Pandemic which includes targeted advice and support.
- Providing advice and support to customers and partners to help mitigate the effects of the increased cost of living crisis which includes in work poverty.
- Increasing awareness, understanding and knowledge of support available in relation to poverty through arranged events, training and information sharing channels such as social media.
- Providing face to face support in community settings such as Community Hubs, Health Care Settings and Partnership Centres.
- Supporting customers affected by debt through Improving the Debt Journey to improve understand and maximise tailored support for long term benefits.
- Supporting the roll out of the Child Disability and Adult Disability Payment.
- Providing focused support and advice to those affected by addictions with multiple issues and/or a history of none engagement with support services.
- Providing targeted support to customers who have exhausted Foodbank vouchers.
- Retaining Scottish National Standards for Information Advice Providers.
- Making meal payments during school holiday periods with payments already made in October 2022 amounting to £127,995
- Payment of the Scottish Government Bridging Payment until the end of the 2022 calendar year of £130 per child.
- Continuing to support the Under 22 travel scheme for all those with a Young Scot card by promoting the scheme in schools; businesses and on our own website and social media pages.
- Awarding an additional £80 clothing grant to all qualifying children as at January 2023. This is estimated to benefit around 6000 children
- Awarding a £20 fuel payment to all Crisis Grant recipients who apply and are awarded a Crisis Grant that includes a fuel request from 1 October 2022. There is currently a budget of £44,000 for this scheme
- Supporting Ukrainian Refugees to access all available advice and support including financial, housing, debt, energy, training and employment.
- Increasing uptake of the Council Tax Reduction scheme
- Delivering further Winter Support Fund payment of £80 to 4,242 Council Tax

Reduction claimants with additional vulnerabilities to support them with additional costs over the winter period.

E. CONCLUSION

The report summarises the work of the Anti-Poverty service in the Broxburn, Uphall and Winchburgh 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. It is the intention to report on activity in the ward area on an annual basis.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

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Donald Forrest

Head of Finance and Property Services

Date of meeting: 21st October 2022

DATA LABEL: PUBLIC



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

COVID-19 LOCAL RECOVERY AND RENEWAL FUND

REPORT BY THE LOCAL AREA COMMITTEE LEAD OFFICER

A. PURPOSE OF REPORT

The purpose of the report is to provide the committee with an update on the projects allocated funding from the £150,000 COVID-19 Recovery and Renewal Fund approved by the committee on 14 December 2021. The report also provides an update on projects from the original list that were to be funded from resources available under the Town Centre Management Fund.

B. RECOMMENDATION

It is recommended that Local Area Committee (LAC) notes the update on the approved projects.

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

On 14 December 2021 the Broxburn, Uphall and Winchburgh LAC considered the list of costed projects and agreed to allocate the £150,000 available to 17 projects. Following approval by the LAC, officers have progressed the required procurement arrangements and works to be undertaken internally by council services have been progressed. An update on the progress on each project is set out in Appendix 1.

A number of projects are complete and works are ongoing on the remaining projects. Unfortunately, a number of projects have been delayed due to challenges with material supplies and/or the appointment of contractors. Such risks were identified at the time of the previous report to the LAC and have become more acute in a number of areas over the last 7 months.

D.2.1 Update on projects

At the September Committee additional information was requested on a number of projects to clarify further. This is provided in Appendix 1.

E. CONCLUSION

The projects approved by the LAC 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

- Broxburn, Uphall and Winchburgh LAC Report 14 December 2021 Covid-19 Local Recovery and Renewal Fund
- 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: 1

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Craig McCorriston
Broxburn, Uphall and Winchburgh LAC Lead Officer
21 October 2022

Appendix 1

List of Approved Projects

Ref	Proposal	Service Lead	Cost Estimate £	Approved Amount £	Comment	LAC Update
BU&W16	Defib and cabinet at other end of main street near post office.	Property/ED&R(CWB)	2,000	4,000	Cost based on likely work but detailed survey required to provide accurate cost including arrangements for future maintenance.	<p>Funding to cover two locations in Winchburgh and Broxburn and Uphall work funded through TCMG monies.</p> <p>Officers have contacted Winchburgh Golf Club as one potential site and Winchburgh CDT looking at another location.</p> <p>Monies likely to be paid as a grant to be delivered and maintained by local groups should they wish to take this forward.</p>
BU&W29	Ecclesmachan Kirk - removing and replanting	Property	20,000	20,000	Property not owned by the council. Cost based on	Hedge repairs to be progressed

	the Churchyard hedges in the correct position and re-mortaring the top coping stones of the wall.				potential maximum contribution.	with NETS. Contractor currently on site carrying out repointing to the wall. Due to be complete in October.
BU&W33	Broxburn United Sports Club - Putting electricity to the outside enclosure - the enclosure is a dark place and an area, that if it was lit up, would be a place that could be utilised for exercise classes and outdoor meetings. It is also used for people to watch football games and training in the evening and without light it is unsafe to our community.	Property/ ED&R (CWB)	15,000	15,000	Maintenance obligations are with the club. Cost estimated at £15,000. This would be subject to survey and full detailed specification.	Officers to contact BUSC to discuss details to enable the sports club to progress the required works with the £15,000 funding provided by the council.
BU&W36	Lights on trees at Goschen	NETS	2,000	2,000		Delayed due to Roads workload capacity though further discussion required with Street Lighting on detail.
BU&W42	More bollards to stop cars in parking on kerbs	Roads	N/A	3,000	Location needs to be provided. An assessment	One works package is being

					would have to be determined on whether it is justified and a consultation exercise carried out. Unlikely to be deliverable within the prescribed timescales.	prepared for all wards. Officers to contact Elected Members to clarify location
BU&W45	More trees including tree lights where appropriate.	NETS	10,000	10,000	General revenue allocation. Costs of trees are £1000 per tree including the installation of tree pits in hard landscaped areas.	The works have been delayed because planting trees is seasonal and the work to be completed in late October / November. Goschen one area identified for planting but community consultation needed to agree what's needed. This is ongoing. Any lighting aspect needs further discussion with Street Lighting.
BU&W49	Purchasing additional lights for the trees at the corner of the Ecclesmachan Road to	NETS	2,000	2,000		Delayed due to Roads workload capacity though further

	further enhance this corner.					discussion required with Street Lighting on detail.
BU&W53	Replacement of Community notice boards, with ones that have got doors that don't lift overhead - current ones too heavy.	ED&R / Operational Services	2,000	15,000	Approx. £2000 per noticeboard - location required to be confirmed.	Details of the work on the five notice boards to be confirmed through Town Centre Management Group and will be delivered following discussion with TCM and OS within the allocated budget.
BU&W60	Uplighter for the Winchburgh War Memorial	NETS	2,000	22,500		Project delayed due to Streetlighting workload capacity. To be delivered in 2022. Full budget may not be needed.
BU&W69	Additional lighting in the Rows in Winchburgh (some alleys are dark and deemed unsafe for females in particular to walk at night)	Housing	N/A	50,000	The lighting in the Rows is a Council Housing responsibility and issues raised have been passed to Housing Services for consideration.	Budget £30k short and there is no additional funding available for the lighting in the Rows from

						<p>within the Housing Capital Investment programme.</p> <p>There is adopted street lighting on each of the main streets serving the front of each property which would be deemed sufficient.</p> <p>Officers to look at what can be achieved within the allocated budget. LAC could consider use of any returned monies to top up the available monies.</p> <p>Potential to look at the CDA Developer Town Centre Monies as a potential top up fund.</p>
BU&W72	Dechmont - Greenhouse – to bring on plants for their	NETS	4,500	4,500	Purchase of a 10 x 20ft greenhouse £3,500. Ground	Project undeliverable i.e.

	hanging baskets				preparation and services checks etc. £1000. Where would this be situated and would it require power? These are unknowns and would need to be agreed before the commencement of the project and final costing.	greenhouse inappropriate for public park. Budget will be used to purchase plants for hanging baskets in 2022 and 2023.
BU&W73	Dechmont - A Bowser and hose for watering the hanging baskets	NETS	6,000	1,000	£6,000 Purchase cost of a highway water bowser with integral pump. Agreement on security and ongoing servicing and maintenance required.	NETS has agreed the specification of the bowser with the community and procurement is being progressed
BU&W75	Dechmont - New goal posts for the park	NETS	1,000	1,000	£1000 bought and installed	NETS confirm that goalpost have not been replaced but re painted. Full budget not required.
	Total		66,500	150,000		

DATA LABEL: PUBLIC



BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS GROUPS CHRISTMAS FUND ALLOCATIONS 2022-2023

REPORT BY DEPUTY CHIEF EXECUTIVE EDUCATION, PLANNING AND ECONOMIC DEVELOPMENT

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 2022-23 to groups in the Broxburn Uphall and Winchburgh ward, Livingston-wide groups and West Lothian-wide groups. The committee is asked to note that applicants were offered, as they were in 2020 and 2021, an additional option of a pre-prepared chilled meal as an alternative to a direct grant award.

B. RECOMMENDATION

It is recommended that the committee notes:

1. Seven groups in Broxburn Uphall and Winchburgh ward are being supported through the Pensioner's Christmas Fund 2022-23
2. The continued inclusion of a pre-prepared meal option

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 £2,098.80 allocated to groups in Broxburn Uphall and Winchburgh 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 2022-23 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 2022-23 this will see 7 organisations and 318 beneficiaries supported with an allocation of £6.60 per head.

D.2 Additional Meal Option 2022-2023

In 2020 and 2021, 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 2022-2023. No applicants to the fund in the Broxburn Uphall and Winchburgh ward, Livingston Wide or West Lothian Wide requested the meal option in 2022-2023.

D.3 Applications 2022-2023

Officers contacted all previous recipients of the fund in Broxburn Uphall and Winchburgh 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.

Eight groups in total were contacted in Broxburn Uphall and Winchburgh Ward. When contacted, one group, St Andrews Court Social Club, declined to apply to the fund. One new group, Almondvale Gardens Committee, were added to the Broxburn Uphall and Winchburgh ward list. All groups that applied to the fund requested the finance as opposed to the meal option.

As a result of this work:

Broxburn Uphall and Winchburgh Ward

- Eight groups in Broxburn Uphall and Winchburgh Ward were contacted and seven applied to the fund
- One group, St Andrews Court Social Club, declined to apply to the fund
- One new group, Almondvale Gardens Committee, were added to the list
- All seven Broxburn Uphall and Winchburgh ward groups that applied to the fund requested the finance option (a grant payment)

Livingston Wide

- One Livingston Wide group was contacted and applied to the fund

- The group requested the finance option (a grant payment)

West Lothian Wide

- Six West Lothian Wide groups were contacted and five applied to the fund
- One group, West Lothian Financial Inclusion Network, declined to apply to the fund
- One new group, Carers of West Lothian, was added to the West Lothian Wide list
- The additional group requested a grant payment
- In all, five West Lothian Wide groups applied to the fund and all requested the finance option (a grant payment)

All applicants to the fund will be supported.

As in previous years the fund is divided equally by the total number of beneficiaries of the fund, which in 2022-23 will see £6.60 per head allocated to recipients in the Broxburn Uphall and Winchburgh 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 sent to groups advising them of the amount of funding they are to receive in a grant payment. Payments will be made directly to the bank accounts of groups using the BACs payment method.

E CONCLUSION

The report asks the committee to note the allocation of the Pensioners' Groups Christmas Fund in 2022-2023 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 2022-2023 to groups in the Broxburn Uphall and Winchburgh 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. Payments will be made directly to the bank accounts of groups using the BACs payment method.

A satisfaction survey will be conducted with applicants in February 2023.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: Appendix 1 Pensioners Groups Christmas Fund Allocations 22-23

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Elaine Cook

Deputy Chief Executive, Education, Planning and Economic Development

21 October 2022

BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2022-2023

REPORT BY DEPUTY CHIEF EXECUTIVE EDUCATION, PLANNING AND ECONOMIC DEVELOPMENT

Appendix 1: 2022-2023 Allocations to groups in the Broxburn Uphall and Winchburgh Ward, Livingston-wide groups and West Lothian-wide groups.

Broxburn Uphall and Winchburgh Ward Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Almondvale Gardens Committee	Grant Payment	24	£158.40
Broxburn United Sports Club	Grant Payment	50	£330.00
Hanover Court Social Club	Grant Payment	47	£310.20
Holmes Gardens Social Club	Grant Payment	31	£204.60
Society of St. Vincent de Paul (Broxburn Conference)	Grant Payment	80	£528.00
Society of St. Vincent de Paul (Holy Family, Winchburgh Conference)	Grant Payment	50	£330.00
Winchburgh Senior Citizens	Grant Payment	36	£237.60
Totals		318	£2,098.80

Livingston-Wide Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Braid Health and Wellbeing (formerly Braid House)	Grant Payment	73	£481.80
Total		73	£481.80

West Lothian-Wide Organisations

Group	Provision	Number of Beneficiaries	Amount Awarded
Boghall Drop-In Centre	Grant Payment	120	£792.00
Carers of West Lothian	Grant Payment	30	£198.00
Society of St Vincent De Paul (Whitburn Conference)	Grant Payment	120	£792.00
SPARK (formerly Craigshill Good Neighbour Network)	Grant Payment	40	£264.00
West Lothian 50+ Network	Grant Payment	443	£2,923.80
Total		753	£4,969.80

Notes: Eight groups in Broxburn Uphall and Winchburgh Ward were contacted and invited to apply to the fund. Seven groups applied to the fund. One group declined funding. One group was added to the list. One Livingston Wide group was contacted and applied to the fund. Six

West Lothian Wide groups were contacted and five applied to the fund. One group declined funding. One new group was added to the list



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE – October 2022 WORKPLAN 2022/23

	Issue	Purpose	Lead Officer	Date
1	Police Report	Quarterly update on Police/NRT activity in the ward	Sgt Michael Harte	All meetings
2	Fire Report	Quarterly report on activity from SFRS	Paul Harvey	All meetings
3	Housing report	Quarterly update on Housing related activity	Phyllis McFadyen	All meetings
4	NETS & Land Services Report	Quarterly update report on NETs activity	Andy Johnston	All meetings
5	Pensioners Xmas Fund Allocation 2020	To provide update on allocation of pensioners fund to groups in the ward	Douglas Grierson	November 2022
6	Capital Update Report	Annual update on progress of the Capital programme in the ward	Tracy Toner	August 2023
7	Bangour Development	To update on the progress of the development of the Bangour site	Craig McCorriston	TBC
8	Winchburgh Partnership Centre	To update on the plans for Winchburgh Partnership Centre	Craig McCorriston	TBC
9	Update on support for Ukrainian refugees	Update on support for Ukrainian refugees	Lesley White	TBC
9	Presentation for Third Sector Organisation	To inform the committee of the work of a local community organisation	Douglas Grierson	As required
10	Economic Development and Regeneration	Update on ED&R	Douglas Grierson	Twice a year