



Livingston North Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

13 January 2023

A hybrid meeting of the **Livingston North Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre, Livingston** on **Friday 20 January 2023** at **9:30am**.

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 Livingston North Local Area Committee held on Thursday 15 September 2022 (herewith)
5. Scottish Fire and Rescue Service Ward Report - Report by Scottish Fire and Rescue Service (herewith)
6. Police Ward Report - Report by Police Scotland (herewith)
7. Service Update - Operational Services - Report by Head of Operational Services (herewith)

DATA LABEL: Public

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. Community Regeneration Update - Report by Depute Chief Executive, Education, Planning and Economic Development (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 LIVINGSTON NORTH LOCAL AREA COMMITTEE held within COUNCIL CHAMBERS, WEST LoTHIAN CIVIC CENTRE, LIVINGSTON, on 15 SEPTEMBER 2022.

Present – Councillors Anne McMillan (Chair), Alison Adamson, Robert De Bold and Andrew Miller

In Attendance

Greg Welsh, Lead Officer

PS Lee Brodie, Police Scotland

Ronnie Fisher, Design Engineering Manager, West Lothian Council

Pat McArdle, Grounds Maintenance Manager, West Lothian Council

Scott McKillop, Community Regeneration Officer, West Lothian Council

James Robertson, Scottish Fire and Rescue Service

Sandy Ross, Housing Manager, West Lothian Council

Tracy Tonner, Accountant, West Lothian Council

Stevie Egan, Eliburn Community Council

Julie Henderson, Knightsridge Community Council

Diane Loughlin, Livingston Village Community Council

Michael Rae, Carmondean & Deans Community Council

Prior to the start of the meeting the committee observed a two-minute silence in honour of the passing of HM Elizabeth II.

1 DECLARATIONS OF INTEREST

Agenda Item 7 – Community Regeneration Update

Councillor Andrew Miller stated that he was a trustee of the Vennie and a volunteer at the food outlet; he would participate in the item of business.

Agenda Item 8 – Place-Based Investment Programme 2022/23 Town Centre Capital Fund

Councillor Alison Adamson stated that she had been present on several community council meetings when the Town Centre Capital Fund applications were discussed and had taken part in discussion but had not made any comments; she would therefore participate the item of business.

Stephen Egan stated that he had been involved in the submission of the Eliburn Community Council application but would participate in the item of business.

Diane Loughlin stated that she had been involved in the submission of the Livingston Village Community Council application but would participate in the item of business.

Michael Rae stated that he was the Chair of the Carmondean & Deans Community Council and had been involved in the submission of some of the applications but would participate in the item of business.

Agenda Item 11 – Covid-19 Local Recovery and Renewal Fund

Councillor Alison Adamson stated that she had been present on several community council meetings when the Recovery and Renewal Fund applications were discussed and had taken part in discussion but had not made any comments; she would therefore participate the item of business.

2 MINUTES

The committee approved the minutes of its meeting held on 10 June 2022.

3 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 3rd July 2022.

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

Decision

To note the terms of the report.

4 FIRE AND RESCUE SERVICE WARD 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 Livingston North Multi-Member Ward for the period up to 30 June 2022.

It was recommended that the committee note and provide comment on the Livingston North Multi-Member Ward Performance Report.

Decision

To note the terms of the report.

5 COMMUNITY REGENERATION UPDATE

The committee considered a report (copies of which had been circulated) by the Depute Chief Executive (Education, Planning and Economic Development) providing an update on Economic Development and Regeneration activity to support communities across the ward.

It was recommended that the committee note updates on:

1. The Vennie's Food Outlet and their recent adoption of a SCIO legal

structure;

2. Carmondean Library activity; and
3. The Community Connections initiative that was launching a drop-in service within the ward.

Decision

To note the terms of the report.

6 PLACE-BASED INVESTMENT PROGRAMME 2022/23 TOWN CENTRE CAPITAL FUND

The committee considered a report (copies of which had been circulated) by the Depute Chief Executive (Education, Planning and Economic Development) inviting members to consider the allocation of the additional £8,836.41 available to support the Place Based Investment Fund Town Centre Fund projects and to agree the allocation as set out in this report.

It was recommended that the committee:

1. Note that the Council Executive on 21 June 2022 had agreed an additional £8,836.41 to support projects in the ward;
2. Note the three-step process to be used to decide the allocation;
3. Agree to award funding as set out in the report;
4. Note that some of the funding costs remained as estimates and delegate the Head of Planning, Economic Development & Regeneration to finalise award amounts within the overall value of the funding available within the ward;
5. Note that as projects were implemented the detail and associated costs might change and so delegate the Head of Planning, Economic Development & Regeneration to agree such changes and to re-allocate any money that became available as a result to other projects in the ward, both so long as projects remained within the aims, purposes and overall intent of the original applications and approvals; and
6. Note the terms and conditions associated to the awarding of grants as set out in the report.

Decision

1. To note the terms of the report.
2. To agree to allocate funding as set out in the report.
3. To include the actual and final project costs in a future report.

4. To note that comments from the committee would be forwarded to Council Executive for consideration when further funding streams were discussed in future.

7 SERVICE UPDATE - OPERATIONAL SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update on activities for Livingston North from 1 April 2022 – 30 June 2022.

It was recommended that the committee:

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

Decision

To note the terms of the report.

8 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 Livingston North Ward.

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

Decision

To note the terms of the report.

9 COVID-19 LOCAL 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 03 December 2021.

It was recommended that the committee note the update on the approved projects and determine which of the alternative options for LN15 were to be progressed.

Decision

1. To note the terms of the report.

2. To agree that option 3 (appendix 4 in report) should be progressed, on the proviso that the amendments proposed by Carmondean & Deans Community Council in correspondence sent to the council be implemented.
3. To provide an update to a future meeting of the LAC regarding any excess funds.

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 Livingston North 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 would be undertaken as part of the development of the new ten year programme;
4. Progress in delivery of the 2022/23 programme would be reported to Council Executive following detailed budget monitoring exercises during the course of the year; and
5. An updated capital investment programme would be presented to Council for approval in early 2023.

Decision

To note the terms of the report.

11 TIMETABLE OF MEETINGS 2022/23 - AMENDED FOR APPROVAL

An amended timetable of meetings had been circulated to members for approval.

Decision

To approve the amended timetable.

12 WORKPLAN

A workplan had been circulated for information.

Decision

1. To note the workplan.
2. To continue to provide updates on Deans South estate as part of regular reports.

Data Label: Public



LIVINGSTON NORTH LOCAL AREA COMMITTEE

LIVINGSTON NORTH MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Livingston North Local Area Committee on the activity within the Livingston North Multi-Member Ward for the period up to 30th September 2022.

B. RECOMMENDATION

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

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

D.1 Background

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2021, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

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

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

The key priorities within the Livingston North 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 Livingston North 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
November 2022
 Appendix 1 Livingston North Multi-Member Ward Report



West Lothian Council Area

Ward Performance Report

Quarter 2 2022/23

Livingston North

DISCLAIMER

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

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

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

Introduction

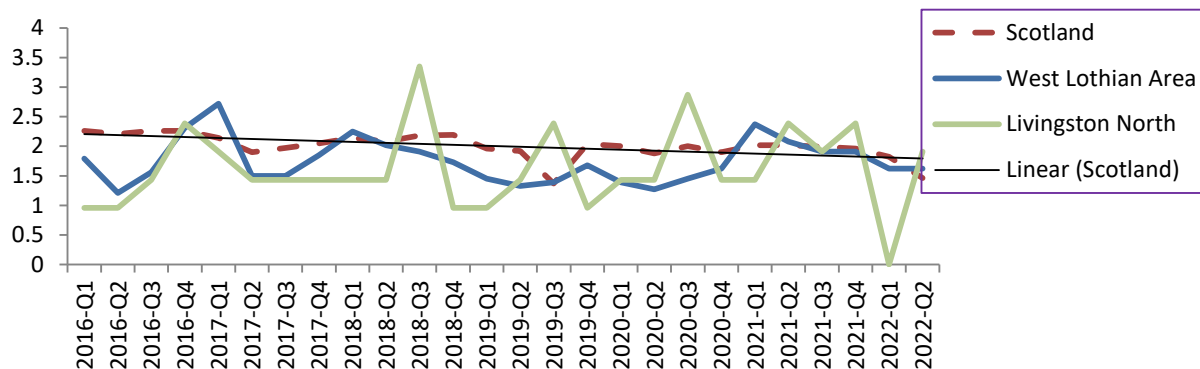
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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

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

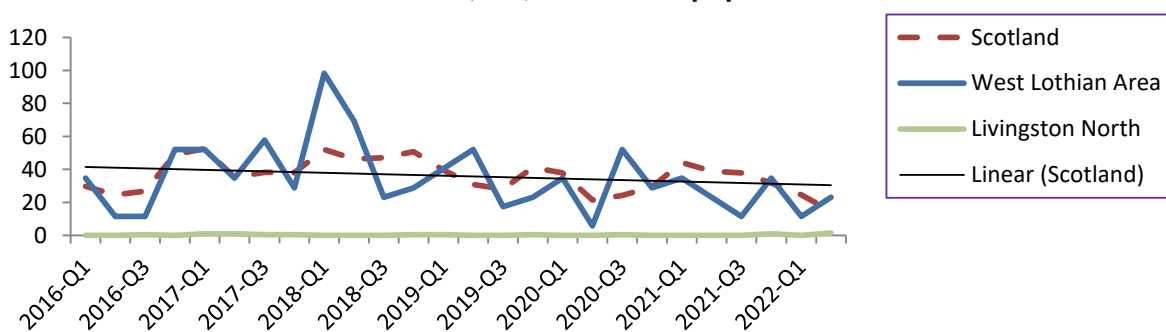
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



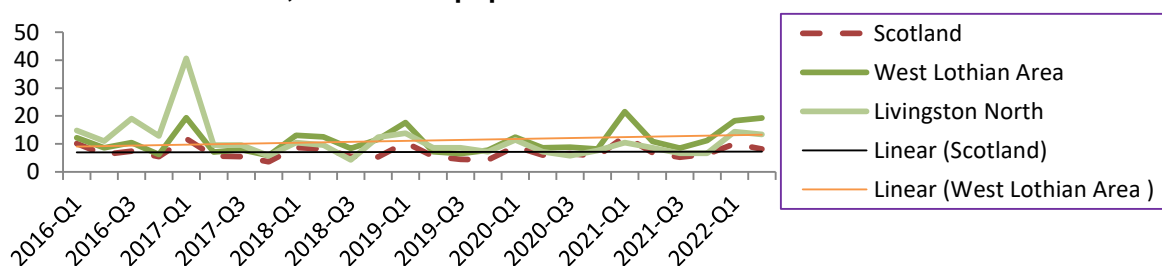
During the 2022-23 year to date reporting period SFRS have dealt with 4 accidental dwelling fires in comparison to 5 during 2021-22 year to date reporting period.

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



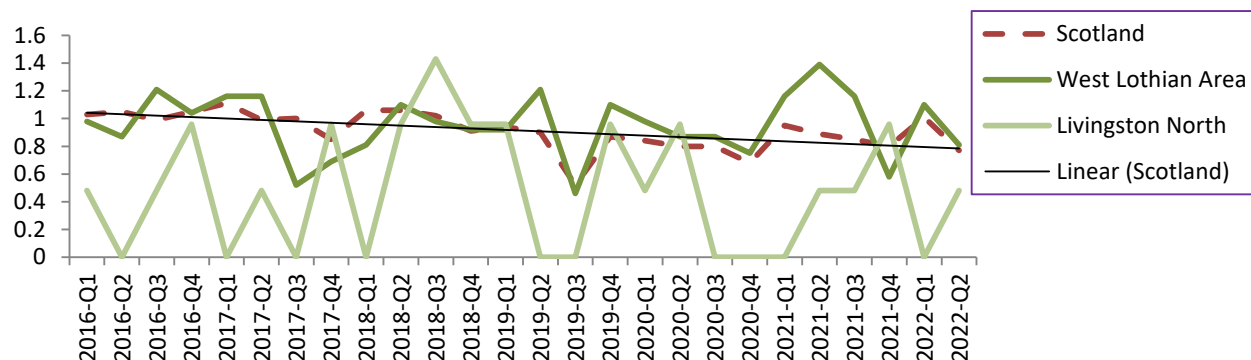
During the 2022-23 year to date reporting period SFRS have dealt with 3 Casualties and 0 Fatalities due to fire in comparison to 0 Casualties and Fatalities during 2021-22 year to date reporting period.

Deliberate Fires Per 10,000 head of population



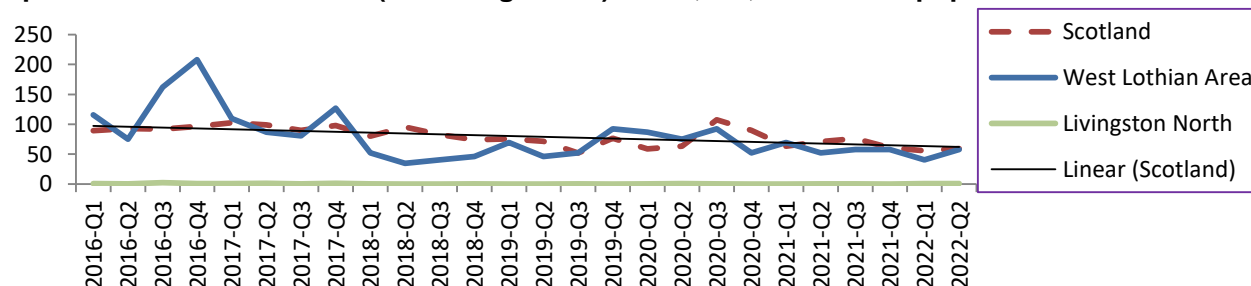
SFRS have dealt with 28 Deliberate fire incidents during 2022-23 year to date reporting period in comparison to 18 during 2021-22 year to date reporting period.

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



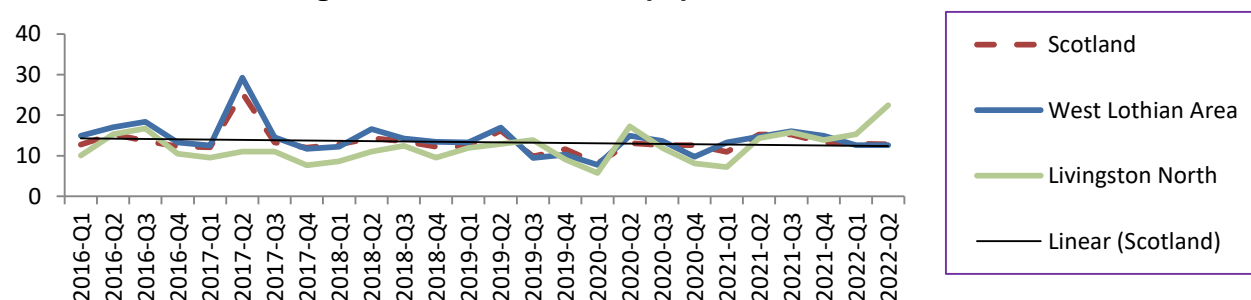
SFRS have dealt with 1 non domestic fire incidents during 2022-23 year to date reporting period in comparison to 1 during 2021-22 year to date reporting period.

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



SFRS have dealt with 2 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

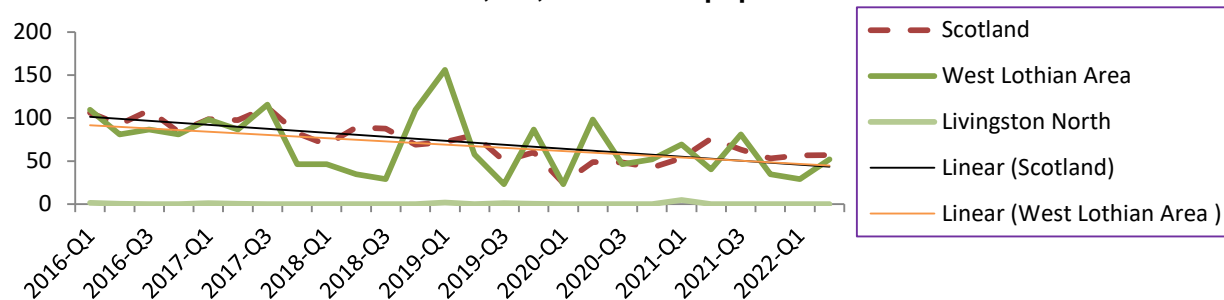


SFRS have dealt with 47 UFAS incidents during 2022-23 year to date reporting period in comparison to 30 during 2021-22 year to date reporting period.

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).

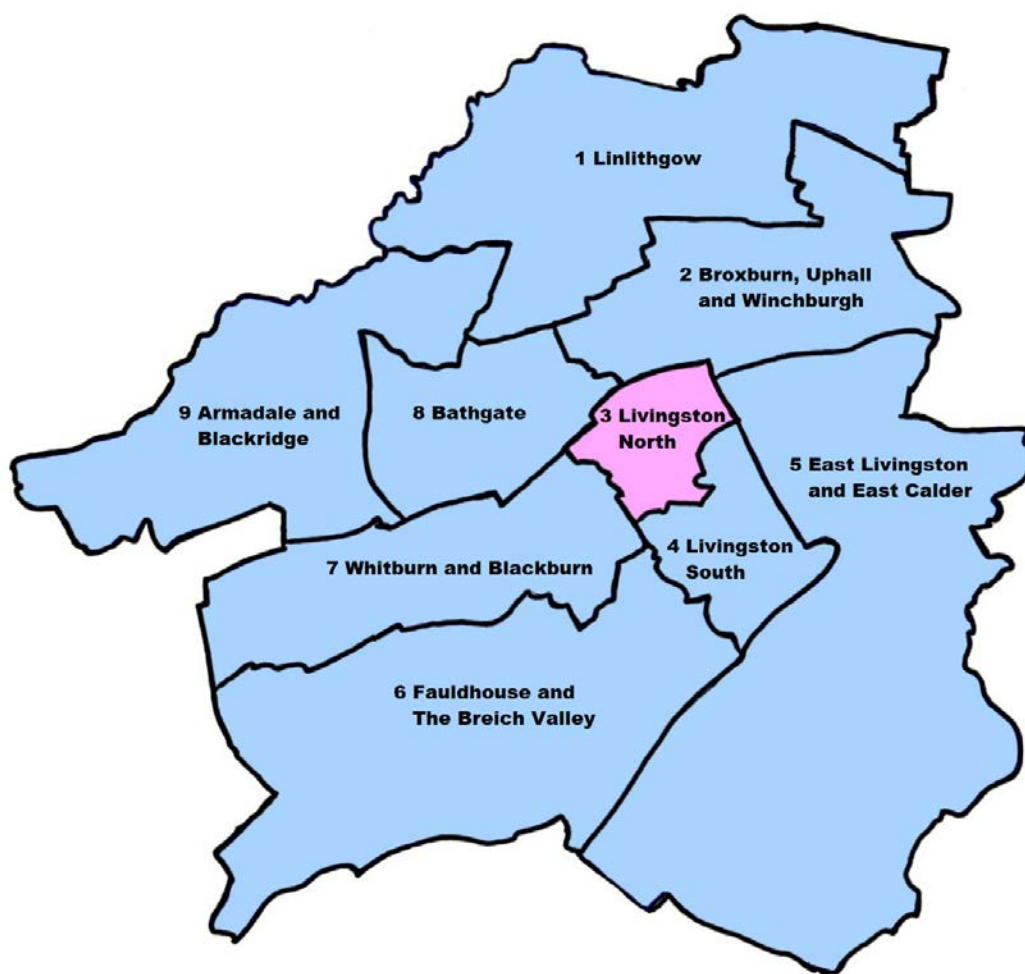
RTC Casualties and Fatalities Per 1,000,000 head of population



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

West Lothian Area Command

Lothian and Scottish Borders



Ward 3 Livingston North 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 2022/2023. 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.

Livingston North Community Engagement Priorities:

- Reducing Anti-Social Behaviour
- Substance Misuse
- Road Safety

Livingston North Community Officers

PC Gillian Minshull

PC Hayley Cunningham

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 School Link Officers within the Livingston North ward have been promoting materials to High School students on a variety of topics including online safety and in particular sexual exploitation. Students have engaged well and officers will continue to promote this and other important messages aimed at keeping our young people safe. The SLOs are supported by CBOs who deliver these messages to youth groups and other forums within the ward also.

- **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.

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 anti-social use of off road vehicles has been a particular focus for the local CBOs, this work has included routine targeted patrols, work with partners, social media messaging and carrying out various letter drops in communities where regular reports occur in an attempt to establish the identity of those involved. These efforts led to a 17 year old male being identified and charged with these offences by one of the ward CBOs. Work continues on this, with days of action and further enquiry continuing into Q3.

- **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 local CBOs have attended a number of parking complaints at a variety of locations within the ward, particularly at or near to a number of building sites. Officers have given advice specifically to the management of these facilities with a clear message regarding enforcement powers and officers continue to monitor a number of locations.

- **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 next couple of months. Subsequently, MMW figures will be unavailable until validity checks have been completed.

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

SERVICE UPDATE – OPERATIONAL SERVICES

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To appraise members of the Operational Services activities for Livingston North from 1 July 2022 – 30 September 2022.

B. RECOMMENDATION

The Local Area Committee is asked to:

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

C. SUMMARY OF IMPLICATIONS

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

D1 Terms of Report

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

D2 NETs, Land and Countryside Services**Grounds Maintenance Routine Works**

Routine grass cutting and weed control tasks have been completed.

Our winter works programme of open space hedge cutting and shrub bed maintenance will start in late October.

We are reviewing our weed spraying operations, and are currently developing a Weed Control Management Plan. This exercise will involve: -

- Looking at new technology
- Investigating alternative methods of weed control
- Working closely with our Open Space Officers and Ecologists

D2.1 Grounds Maintenance Enquiries

In total 93 ground maintenance related enquiries were received and dealt with during this reporting period.

| | 2022 | 2021 |
|---------------------------------|------|------|
| Ball Game Enquiries | 1 | 0 |
| Complaint Grounds Maintenance | 3 | 2 |
| Drainage Flooding Grass Areas | 1 | 1 |
| Emergency Tree Out Of Hours | 0 | 1 |
| Grass Area Damaged | 0 | 1 |
| Grass Cutting Enquiries | 18 | 21 |
| Grass Cutting Missed Not Cut | 1 | 6 |
| Grass Highway Verges | 1 | 2 |
| Ground Ownership Enquiries | 4 | 2 |
| Grounds Main Accident Ins Claim | 1 | 0 |
| Grounds Property Vandalised | 5 | 2 |
| Hedge Cutting Enquiries | 8 | 5 |
| Neighbourhood Env. Teams | 2 | 0 |
| Public Park Enquiries | 7 | 0 |
| Shrub Bed Enquiries | 2 | 6 |
| Shrub Bed Overhanging Path | 20 | 36 |
| Shrub Beds Not Maintained | 2 | 4 |
| Shrub/ Vegetation Sight Lines | 3 | 1 |
| Weeds General Enquiries | 8 | 6 |
| Weeds on Paths or Roads | 6 | 9 |
| Total | 93 | 105 |

D2.2 Garden Maintenance Routine Works

The Garden Maintenance Scheme grass cutting was completed and we have met the Service Level Agreement of 11 grass cuts. Garden Maintenance hedge cutting started in early October and was completed by the end of October.

D2.3 Garden Maintenance Enquiries

There were 29 garden maintenance enquiries received during this period.

| | 2022 | 2021 |
|--------------------------------------|------|------|
| Complaint Garden Maintenance | 3 | 0 |
| Garden Maintenance Change of Address | 1 | 0 |
| Garden Maintenance General Enquiries | 15 | 13 |
| Garden Maintenance Grass Not Cut | 8 | 12 |
| Garden Maintenance Hedge Cutting | 0 | 1 |
| Garden Maintenance Standard of Cut | 2 | 1 |
| Total | 29 | 27 |

D2.4 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.

We have now received the nine replacement compact sweepers giving us one per Ward.

Cleaner Communities Enquiries

In total 135 cleaner communities enquiries were received and dealt with during this period.

| | 2022 | 2021 |
|--------------------------------|------|------|
| Complaint Street Cleansing | 1 | 0 |
| Dead Animals | 7 | 8 |
| Dog Bin New Request For Bin | 2 | 5 |
| Dog Bin Overflowing | 2 | 2 |
| Dog Fouled Grass Open Space | 1 | 1 |
| Dog Fouled Kids Play Area | 1 | 0 |
| Dog Fouling on Paths Roads | 7 | 6 |
| Fly Posting | 0 | 0 |
| Fly Tipping/Dumping | 66 | 68 |
| Glass on Paths or Open Spaces | 2 | 0 |
| Graffiti Racist or Offensive | 0 | 4 |
| Litter Bin Burnt Damaged | 2 | 0 |
| Litter Bin New Request for Bin | 3 | 1 |
| Litter Bin Overflowing | 1 | 1 |
| Litter General Enquiries | 3 | 7 |
| Litter Grass Open Space | 1 | 1 |
| Litter Paths Roads Verges | 10 | 13 |
| Needles Syringes Abandoned | 0 | 1 |
| Street Sweeping Enquiries | 7 | 8 |
| Trolleys Abandoned/ Dumped | 4 | 9 |

| | | |
|-------------------------------|-----|-----|
| Trolleys Dumped in Livingston | 0 | 1 |
| Vehicle Abandoned | 15 | 11 |
| Total | 135 | 147 |

Fly Tipping Enquiries (Full Year)

| | 2021 | 2020 | 2019 | 2018 | 2017 |
|-----------------------------|------|------|------|------|------|
| Illegal Fly Tipping/Dumping | 331 | 253 | 205 | 223 | 169 |

D2.5 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 has been 66 enquiries in relation to fly tipping compared to 68 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.

There was no (0) Fixed Penalty Notice issued in Ward 3 for the period of 1 July 2022 – 30 September 2022. For the same period in 2021, there was one (1) Fixed Penalty Notices issued in the Ward.

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

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

| Wards | Number of Fly Tipping Enquiries | % of enquiries relating to Ward | Total Tonnage all wards | Cost of disposal including costs for NETs team/vehicles | Contract or removal of Fly Tipping | Removal of Asbestos |
|-------|---------------------------------|---------------------------------|-------------------------|---|------------------------------------|---------------------|
| 1 | 13 | 2.51 | 56.56 | £935.38 | | |
| 2 | 49 | 9.46 | 56.56 | £3,525.67 | | |
| 3 | 66 | 12.74 | 56.56 | £4,748.86 | | |
| 4 | 98 | 18.92 | 56.56 | £7,051.34 | | |
| 5 | 117 | 22.59 | 56.56 | £8,418.43 | | |
| 6 | 32 | 6.18 | 56.56 | £2,302.48 | | |
| 7 | 64 | 12.36 | 56.56 | £4,604.95 | | |
| 8 | 44 | 8.49 | 56.56 | £3,165.91 | | |
| 9 | 35 | 6.76 | 56.56 | £2,518.33 | | |
| Total | 518 | | | £37,271.35 | | |

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 | Contract or removal of Fly Tipping | Removal of Asbestos |
|-------|---------------------------------|---------------------------------|-------------------------|---|------------------------------------|---------------------|
| 1 | 32 | 6.08 | 63.38 | £2,450.87 | | |
| 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 | 7.72 | 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 | | 63.38 | £41,675.52 | | |

D2.6 Parks and Woodland Enquiries

In total 59 Parks and Woodland related enquiries were received during this reporting period.

| | 2022 | 2021 |
|--------------------------------|------|------|
| Tree Advice or Consultations | 2 | 4 |
| Tree Blocking Light | 2 | 0 |
| Tree Branches Overhanging | 18 | 28 |
| Tree Broken Damaged or Dead | 5 | 2 |
| Tree Dangerous or Unsafe | 5 | 5 |
| Tree Enquiries General | 23 | 34 |
| Tree Felling Work Unauthorised | 2 | 0 |
| Tree Leaves Causing Problems | 1 | 1 |
| Tree Roots Causing Problems | 1 | 1 |
| Total | 59 | 75 |

| | 2022 | 2021 |
|--------------------------------|------|------|
| Access Rights Way Core Paths | 1 | 0 |
| Beecraigs Fishery Enquiries | 1 | 0 |
| Country Park General Enquiries | 0 | 2 |
| Ranger Service Education | 0 | 1 |
| Ranger Service General Enquiry | 0 | 1 |
| Total | 2 | 4 |

| | |
|---|----|
| No. Rights Of Way / Core Path / Patrols carried out (hours) | 10 |
|---|----|

Tree and Woodland Management

Ash Dieback Disease

Observations have shown that the decline in ash trees due to this disease has not been as rapid as seen over the previous two much wetter years.

However, a repeat survey of some of the areas of trees previously looked at showed the following: -

- 4% showed an improvement
- 71% had the same condition score
- 25% were worse

A condition survey of all the ash trees along the road network managed by WLC, started two years ago, has been completed and once the results have been compiled an update will be published on the Ash Dieback section of the website [Ash Dieback Disease - West Lothian Council](#).

One of the Tree Inspectors, Wayne Murphy, has been appointed to the new post of Ash Dieback Officer. It is proposed that he will be supported by a new Technical Officer in due course and that the Tree & Woodland Team will be strengthened with the appointment of two apprentices.

Preparations are being made to undertake further remedial work along roads and in well-used public open spaces over Winter 2022-23. This will be followed by replanting in suitable locations.

Ranger Service

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. They have been raising awareness of the Scottish Outdoor Access Code through pop-up events, school lessons and patrols of 'hotspot' areas across West Lothian.

Since July, they have patrolled over 250km, with 160+ hours spent on patrolling hotspot areas.

The Assistant Rangers have started delivering Scottish Outdoor Access Code lessons to P5/6/7 classes and visited Carmondean and Deans Primary Schools in September, delivering seven lessons.

A 'Wild Wednesday' event was held in Eliburn Park in July, partnering with the Scottish Fire & Rescue Service, Home Energy Scotland and Ziggy's Big Day Out Road Safety Campaign. The Assistant Rangers provided advice and information on the Scottish Outdoor Access Code (SOAC) and brought crafts and SOAC-themed activities.

The monthly Volunteer Ranger Service (VRS) sessions continue to be popular with regular volunteers, and the team are looking forward to offering more volunteering opportunities and community events now that the Assistant Rangers are in place.

The Ranger Service continue to assist different organisations wishing to run events across West Lothian and within the Country Parks, and have recently processed an application for a school running event at Dechmont Law.

The service is awaiting the release of the leaflets and promotion of the six walking routes mapped by the Ranger Service for Livingston's 60th Anniversary Celebration, which feature routes and talking points chosen by the Ranger Service and additional natural heritage talking points from the Ecology & Biodiversity team.

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 working with them to advise on procedures for access enquiries and issues, and submitting planning application comments. Any access enquiries should continue to be reported through the 'Report it > Core Paths & Rights of Way' section on the Council's website.

There were no new access enquiries logged in this time.

D2.7 Ecology and Biodiversity

Ecology and Biodiversity Officers have been actively engaged in co-design workshops for Nature Networks and 30 x 30, with NatureScot. Nature Networks and 30 x 30 are two key mechanisms being put forward to meet Scottish Biodiversity Strategy targets. Officers have input advice on how Nature Networks and 30x30 (essentially a target to protect 30% of land within Scotland) could work within Scotland, discussing their views with a focus on how the aspirations/ targets would be applied in the West Lothian context. The overall intention is for NatureScot to deliver a draft framework, to be consulted on next spring, with the intention of publishing guidance in June 2023. It's hoped this will be used in connection with our forthcoming LBAP (Local Biodiversity Action Plan).

Government Consultations - Officers compiled a council response to the Scottish Government's Scottish Biodiversity Strategy (SBS) consultation. The SBS will be a new 10-year national strategy for biodiversity, influencing 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.

Planning – Officers continue to provide input to planning applications, to ensure that legislation for the protection of wildlife, and policies and processes to safeguard the environment are followed. This ranges from written responses, to meetings with Planning Officers and developers to discuss particular concerns (for example with regard to protected species). This type of proactive working with developers and the Planning team should encourage better results for local environments and wildlife in future applications. For the reporting period, Ecology and Biodiversity team received 264 planning applications for Ecological comment.

Ash Dieback Disease

Ecology and Biodiversity Officers have been assisting the tree and woodland team with ongoing works relating to Ash Tree removal plans by providing ecological advice and surveying for protected species ahead of operations where required.

Community Choices - Officers have been working on a grassland management plan for grounds maintenance. The plan seeks to improve the diversity of habitats in settlements and to enhance nature networks across the area, through changed land management including relaxed grass cutting, in appropriate areas voted on by communities.

WLC Climate Emergency Fund projects

- Local Biodiversity Action Plan (LBAP) – a new LBAP is being created by officers. Currently, consultants are compiling a map of habitats across the whole of West Lothian and assessing the condition of the habitats. Once this is done, they will also calculate the benefits provided by the habitats, and specifically the benefits provided by the natural assets owned by West Lothian Council. This information will guide how habitats should be managed and enhanced through the LBAP, in order to ensure viable nature networks across the area. An LBAP partnership will be set up with other land owners/managers in West Lothian to work together on this joint plan.
- Green Action Trust have appointed LUC to complete a masterplan/ concept designs for Dechmont Law. This is the first stage with the designs. Plans are to be used for consultation purposes and then used to help create a longer-term management plans for the site, ensuring the site delivers multiple benefits for the community and the wider environment and wildlife. The masterplan/ design is in production and will be reviewed by officers by the end of 2022; the intention being to deliver the site aspirations in 2023.
- Livingston North Blue-Green Network (LNBGN) – All works are complete. Replanting of 1500 trees in Howden Park will be done this winter.

Nature Restoration Fund Projects

- Habitat monitoring – Buglife were employed to organise and lead urban wildflower meadow and freshwater workshops for the public over the summer of 2022. They also assessed the condition of all the B-Lines wildflower meadows created in the last two - three years and compiled a report to aid in the management of these meadows as they develop.

D2.8 Open Space Capital Programme

Raeburn Rigg 143 Play Area - Part 1 of the capital works in the Play Area is complete – this includes replacement of a rotten timber retainer and ball court repairs. Part 2 of the works is scheduled for spring 2023 and will include replacement of the old toddler play unit.

Eliburn Park Play Area - Play Area improvement works are scheduled for winter / spring 2023. This will include additional inclusive equipment such as a wheelchair trampoline and roundabout to facilitate equal play opportunities.

Eliburn Park – repairs were completed in the car park to level and firm in loose surfacing.

Kirkfield West Play Area - Play Area improvement works are scheduled for winter / spring 2023. This will include full refurbishment of the space and play equipment.

Peel Park – Three steel benches have been ordered at the request of Eliburn Community Council using Town Centre funding. These are currently being manufactured and installation is planned for February 2023.

Conclusion

The Capital Programme is progressing as planned.

Open Space Enquiries

There were four open space enquiries received during this period.

| | 2022 | 2021 |
|-------------------------------|------|------|
| Childrens Play Enquiries | 3 | 3 |
| Glass or Litter In Play Areas | 0 | 1 |
| Safety Issues In Play Areas | 1 | 0 |
| Total | 4 | 4 |

D3 Roads and Transportation Service

Street Lighting Routine Works

The provision of underpass lighting for four sites in the Deans / Carmondean area was undertaken during September.

During the period we received and dealt with 42 customer enquiries from residents. Throughout the same period last year, we received 71 enquiries from residents.

Roads Maintenance and Operations - Capital Road Maintenance Programme

Carriageway surfacing works have now completed on Alderston Road between Livingston North and Newyearfield Roundabouts. This work was carried out in conjunction with underpass refurbishment works at Peel Interchange.

The following two schemes have been put forward for inclusion in next year's Capital Maintenance programme for financial year 2023/24.

- Carriageway resurfacing: Roadworks: Aller Place, Eliburn
- Carriageway resurfacing: Primrose Place, Eliburn

A surfaced car parking area beside the Livingston United football pitch in Deans is being funded from the LAC Recovery and Renewal Funding budget. Design options have been considered and this project should be complete before the end of the financial year.

D4 Waste Services

Customer Enquiries

During the period we received and dealt with 1353 customer enquiries from residents in Livingston North. During the same period last year, we received and dealt with 980 customer enquiries.

287 customer enquiries were received and dealt with relating to missed bin collections in the local area. During the same period last year, we received and dealt with 341 customer enquiries.

541 customer enquiries were received and dealt with relating to requests for new grey, blue, green or brown bins from local residents. During the same period last year, we received and dealt with 216 customer enquiries relating to new bin requests.

E. CONCLUSION

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

There has been an increase in Waste customer enquiries, in bin requests and decrease in the number of missed bins from local residents compared to the same period last year. This was primarily due to the delivery of green bins and introduction of the new Twin Stream Recycling Service.

F. BACKGROUND REFERENCES

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Persons:

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Jim Jack
Head of Operational Services
20 January 2023

DATA LABEL: PUBLIC



LIVINGSTON NORTH 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 Livingston North Ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 2 1st July 2022 – 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 Livingston North ward.

Property Void & Let Performance: Mainstream Tenancies

| Void Period | Jul 22 | % | Aug 22 | % | Sep 22 | % | WL Target % |
|-------------------|----------|-------------|----------|-------------|----------|-------------|-------------|
| 0-2 weeks | 2 | 50% | 0 | 0% | 1 | 25% | 55% |
| 2-4 weeks | 0 | 0% | 2 | 25% | 0 | 0% | 30% |
| 4+ weeks | 2 | 50% | 6 | 75% | 3 | 75% | 15% |
| Total Lets | 4 | 100% | 8 | 100% | 4 | 100% | 100% |

Property Void & Let Performance: Temporary Tenancies

| Void Period | Jul 22 | % | Aug 22 | % | Sep 22 | % | WL Target % |
|-------------------|----------|-------------|----------|-------------|----------|-------------|-------------|
| 0-2 weeks | 1 | 33.3% | 0 | 0% | 1 | 25% | 55% |
| 2-4 weeks | 1 | 33.3% | 3 | 100% | 3 | 75% | 30% |
| 4+ weeks | 1 | 33.3% | 0 | 0% | 0 | 0% | 15% |
| Total Lets | 3 | 100% | 3 | 100% | 4 | 100% | 100% |

There was 16 Mainstream lets during Q2 & 10 Temporary Tenancies let during Q2

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

D2. Livingston North - Financial Summary

For the Livingston North ward the collection rate for the YTD in Q2 remains excellent at 95.4%. Livingston North has collected £3,542,463 vs a charge of £3,714,807.

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

In the same week last year Livingston North ward had 298 Universal Credit (UC) households in arrears. Since then the number of UC households in arrears has increased by 15.8%.

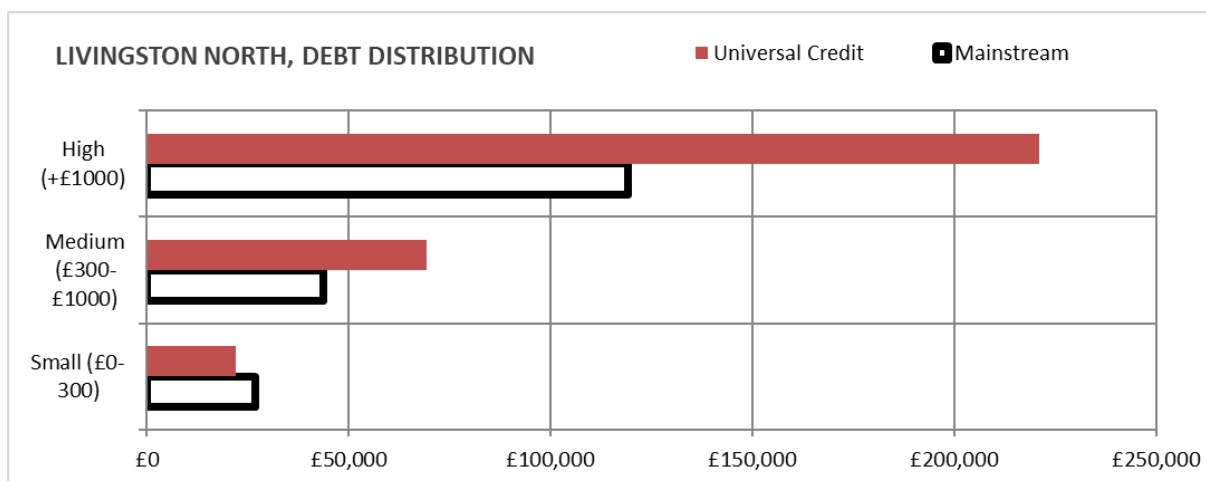
The number of tenancies in arrears in this ward has increased by 39 since last year. Small debt cases (£300 or less), account for 53.1% of households.

There are 119 serious arrears cases (+£1000 in arrears). These cases are 16.9% of all households in arrears in this area, containing 67.7% of the debt.

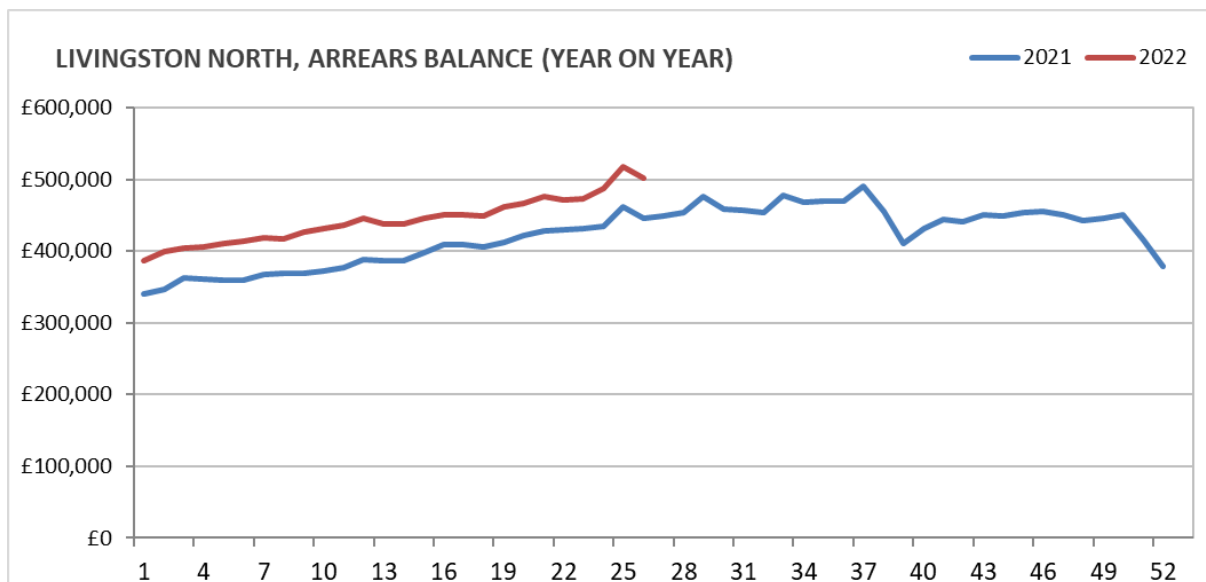
The arrears position for Livingston North Q2 is £502,237. This is an increase of £56,055 on last year's position. The West Lothian overall position is currently £4,780,804.

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

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



| Arrears Banding | 2021/22 (WK26) | | | | 2022/23 (WK26) | | | |
|-------------------------|-----------------|------------|-----------------|------------|-----------------|------------|-----------------|------------|
| | Mainstream | | UC | | Mainstream | | UC | |
| | Balance | Cases | Balance | Cases | Balance | Cases | Balance | Cases |
| £0.01 to £99.99 | £4,696 | 119 | £2,181 | 37 | £4,823 | 112 | £3,074 | 45 |
| £100.00 to £299.99 | £20,407 | 116 | £15,503 | 79 | £22,019 | 119 | £18,905 | 98 |
| £300.00 to £499.99 | £17,436 | 45 | £16,965 | 44 | £17,241 | 45 | £24,124 | 61 |
| £500.00 to £749.99 | £14,932 | 25 | £27,250 | 43 | £17,184 | 29 | £26,201 | 43 |
| £750.00 to £999.99 | £11,436 | 13 | £18,887 | 22 | £9,469 | 11 | £18,959 | 22 |
| £1000.00 to £1999.99 | £44,822 | 30 | £61,503 | 44 | £34,769 | 25 | £60,981 | 41 |
| £2000+ | £82,068 | 19 | £108,096 | 29 | £84,488 | 18 | £160,001 | 35 |
| Group Total | £195,797 | 367 | £250,385 | 298 | £189,993 | 359 | £312,245 | 345 |
| Movement | | | | | (-) £5,804 | (-) 8 | (+) £61,859 | (+) 47 |
| Overall Total | | | £446,182 | 665 | | | £502,237 | 704 |
| Overall Movement | | | | | | | (+) £56,055 | (+) 39 |



D3 Livingston North 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.

D4. Capital Programme and New Build Council Housing

Ward 3 Livingston North

WLC completions 174

RSL completions 12

| WLC New Build Activity | Site | No of units | Site Start | No. of Houses Handed Over | Site Completion |
|------------------------|----------------------|-------------|------------|---------------------------|-----------------|
| WLC | Deans South Phase 2 | 29 | Apr -21 | 10 | Feb-23 |
| WLC | Houston Road, Elburn | 20 | Oct-20 | 20 | Sep-21 |

Deans South Update

West Lothian Council's 29-unit new build project, which will provide a range of family housing and wheelchair accessible bungalows, is currently on site. The revised project completion date is mid November 2022 with the project being delayed due to industry wide supply issues. The project is at final completion stage however, with handover planned in two phases from early November onwards.

With respect to the redevelopment of the wider Deans South area, the developer Springfield is refining proposals with a view to commencing demolition works on site during this financial year 2022/23.

Combined with Phase 1, the completion of Phase 2 and preparation for future phases will ensure the comprehensive redevelopment of the Deans South area.

D5. Tenant Participation Update

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.

D6. Safer Neighbourhood Team Update

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.

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.

Livingston North Ward Data

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

| Cases and Incidents | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|----------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Incidents reported to SNT | 28 | 43 | 57 | 55 | 45 | 35 | | | | | | |
| Number of new cases | 2 | 5 | 2 | 5 | 3 | 3 | | | | | | |
| Number of active cases | 5 | 7 | 8 | 10 | 6 | 10 | | | | | | |
| Number of resolved cases | 0 | 1 | 3 | 1 | 5 | 4 | | | | | | |

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

| Incident Categories | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|----------------------------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| ASB Part 2 Complaint | 14 | 31 | 41 | 37 | 27 | 20 | | | | | | |
| ASB Part 5 Noise Complaint | 9 | 9 | 10 | 13 | 9 | 4 | | | | | | |
| Dog Barking | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | |
| ENV Health Complaint | 1 | 1 | 0 | 0 | 2 | 2 | | | | | | |
| Non ASB Noise Complaint | 0 | 1 | 2 | 0 | 0 | 0 | | | | | | |
| SST Section 3 Tenancy Management | 4 | 1 | 4 | 4 | 5 | 8 | | | | | | |
| Youth Disorder | 0 | 0 | 0 | 0 | 0 | 0 | | | | | | |

| | | | | | | | | | | | | |
|-------------------------------|----|----|----|----|----|----|--|--|--|--|--|--|
| Unauthorised Encampment | 0 | 0 | 0 | 0 | 1 | 1 | | | | | | |
| Unlicensed HMO | 0 | 0 | 0 | 0 | 1 | 1 | | | | | | |
| Unregistered Private Landlord | 0 | 0 | 0 | 1 | 0 | 0 | | | | | | |
| Grand Total | 28 | 43 | 57 | 55 | 45 | 35 | | | | | | |

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

| ASBO | Q1 | Q2 | Q3 | Q4 |
|--------------------------|------------------|------------------|----|----|
| Number of ASBO's current | 1 | 1 | | |
| All of West Lothian | 7 plus 1 Interim | 8 plus 1 Interim | | |
| Age of perpetrator | 32 | 33 | | |

West Lothian Ward Data

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

| West Lothian | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | Jan | Feb | Mar |
|------------------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Total Number of Active Cases | 45 | 47 | 51 | 61 | 51 | 58 | | | | | | |
| Total Number of Incidents | 309 | 339 | 324 | 326 | 333 | 229 | | | | | | |

E. CONCLUSION

To note the contents of the report

F. BACKGROUND REFERENCES

None

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Julie Whitelaw Interim Head of Housing, Customer and Building Services

Date: 20th January 2023

DATA LABEL: PUBLIC



LIVINGSTON NORTH 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 Livingston North ward and provides further information on the Anti-Poverty Service.

The Advice Shop has helped 1,337 customers to manage their money and to resolve benefit problems within the Livingston North ward. This resulted in 14,487

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 £2,584,102 in extra income and successfully managed £485,644 in debt within the Livingston North 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 Livingston North 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: 18th November 2022

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

COMMUNITY REGENERATION UPDATE

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 progress on partner activity, regeneration planning and other activities within the ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes updates on:

1. the Vennie's activity, particularly the Food Outlet, Community Garden and Bike Lending Library;
2. Outreach youth work across Livingston North;
3. Livingston North Partnership Centre;
4. Developments around Dechmont Law;
5. the Community Connections initiative that has launched a drop-in service within the ward; and
6. Updates on the council's access2employment and Business Gateway services.

C. SUMMARY OF IMPLICATIONS

| | | |
|------------|--|--|
| I | Council Values | Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; working in partnership. |
| II | Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | To be assessed on an individual project basis but it is not anticipated that any proposals will require to be the subject of specific assessments. |
| III | Implications for Scheme of Delegations to Officers | The report sets out specific delegations to the Head of Planning, Economic Development & Regeneration. |
| IV | Impact on performance and performance Indicators | None. |

| | | |
|-------------|---|---|
| V | Relevance to Single Outcome Agreement | <p>Outcome 1 – We make West Lothian an attractive place to do business.</p> <p>Outcome 10 – We live in well-designed, sustainable places where we are able to access the services we need.</p> <p>Outcome 12 – We value and enjoy our built environment and protect it and enhance it for future generations.</p> |
| VI | Resources - (Financial, Staffing and Property) | Existing resources unless otherwise stated. |
| VII | Consideration at PDSP | Not applicable. |
| VIII | Other consultations | None. |

D. TERMS OF REPORT

D1 Background

The report updates the committee on the work of the Community Wealth Building Team and its partners to support communities in Livingston North with a particular focus on Knightsridge, one of 13 areas covered by the local plans required by the Scottish Government as part of their Community Empowerment approach and reported through the Community Planning Partnership. The report also updates on other activities that the Community Wealth Building team is undertaking to support groups and communities within the ward.

D1.1 Regeneration Areas

Knightsridge is one of thirteen communities identified as regeneration areas by the West Lothian Regeneration Framework in 2014. A regeneration plan was first presented to members in November 2018 following extensive community consultation and development by the Knightsridge Regeneration Group.

However, the latest Scottish Index of Multiple Deprivation from 2020, shows that other parts of the Livingston North have similar levels of deprivation. Like Knightsridge, Deans has both one datazone within the bottom 10% across Scotland and another datazone within the bottom 20%. Carmondean also has a datazone within the bottom 20%.

Therefore, a new approach in Livingston North will be undertaken. Whilst the Knightsridge Regeneration Group has not met since the end of the Covid restrictions, partly due to the highly concentrated work of the Vennie and Mosswood in providing a range of services for the community, it is proposed to develop new partnership working structures to include Carmondean and Deans and support activity in those areas, particularly around poverty mitigation.

Officers are planning community engagement in these areas to better understand the issues that both services and residents feel are affecting their communities. This will help provide a basis for all types of project for services and community groups going forward.

The engagement will also contribute to a review and updating of locality/regeneration plans in 2023.

This will also link into engagement around the Community Planning Partnership's Local Outcome Improvement Plan (LOIP) which is being undertaken across West Lothian, see D1.2.

D1.2 Local Outcome Improvement Plan (LOIP) and Local Priorities

The Community Wealth Building Team are leading on engagement within all of the regeneration areas for both the LOIP and local plans.

Questions have been designed that will seek the views and opinions on the LOIP Pillars. These Pillars are effectively the West Lothian Community Planning Partnership's priorities and are as follows:

- Creating Skills and Jobs
- Improving Health and Wellbeing
- Creating Affordable and Sustainable Housing; and
- Creating Net Zero Carbon Communities.

Weeks of engagement are being planned for each area with a full team approach being deployed to support meaningful discussions with the community utilising mixed methods and a variety of tools. In Livingston North, this will be in late January.

All data will be collated and will help form the priorities for action within each area. An online version of this engagement will also be undertaken across the areas.

D2 Community Connections – Livingston North

As part of the rollout of the Community Connections (CC) initiative across West Lothian, a weekly drop-in is now being held in Livingston North Partnership Centre with a view to serving the surrounding areas. The drop-in was launched there in November 2022. Livingston North is one of the first four areas in West Lothian where the drop-ins will operate. CC will ultimately be rolled out in 13 locations, by the end of March 2023

The service aims to provide support to individual on numerous issues including advice on benefits, employment, housing, health etc. The project was identified through the Health and Social Care Partnership (HSCP) and has input from a range of partners and services. Whilst drop-ins are supported by staff from the respective services for services related to the above issues, volunteers are being actively recruited at present to enable the drop-ins to expand in the longer term.

The drop-ins for Livingston North are being held on Fridays between 2-4pm change of time. It is hoped this can capitalise on the Ability Centre user groups that also attend at this time. However, the Business Support Officer (BSO) for the project has been developing links with local organisations within the ward to raise awareness of the service and investigate the potential for some outreach work

It is in the early stages and officers are monitoring interest and engagement with the service and will look at changes to times, days and location as necessary. This will go through the board overseeing the project.

There has been engagement with the Vennie's Food Outlet to possibly support this when other services such as the Advice Shop, cannot attend. The BSO has also attending the 'Soul Food' meal club on Tuesday evenings at Mosswood Community

Centre, which is being run by Livingston United Parish Church, to promote the drop-in. There is also ongoing engagement with Carmondean Health Centre. A meeting with staff there is due soon and it is hoped that the project can link into the vaccination centre there.

Staff are planning to setup another information stall set up at Morrisons in Carmondean in January, and to also engage with local school parent councils. More generally, the CC volunteers are looking to develop a publicity group to create more engagement opportunities across West Lothian.

D3 Livingston North Partnership Centre

D3.1 Library Services

An 'open door day' was held at the partnership centre on Saturday 19 November from 11am-3pm with Library and Ability Centre staff taking part. There were two guided tours of the building and a 'Livingston at 60' film was presented over three sessions from Museum Services. Bookbug was there in person to meet the children and to provide a Bookbug session for the children attending. Photos of Livingston from the archives were on display, Boardmaker demonstrations. Library staff were in attendance to assist and share information on library services and Customer Information Service (CIS). There was a good turnout of local people.

For Book Week Scotland in November there were displays, Scottish word quizzes, activities for children and adults, Lego, Boardmaker and PC use.

School visits are going well with Deans and St. John Ogilvie's primary schools visiting regularly. There were over 300 children attended the library over four days. A Customer Services Officer has also been visiting the schools and promoting the library and encouraging children to become members and to read books regularly.

In terms of the plans for early 2023:

- Adult craft sessions are beginning soon and will be held in afternoons.
- Coding classes are also starting for children in January and these will run on Saturdays to begin with.
- The January displays are themed with 'A Long Winter Road' with recommendations for Customers.
- The Author of the Month for January is Alice Hoffman.
- A Burns display is planned for January including a junior section where schools are being encouraged to go along and take part, there will also be quizzes and activities on offer.
- A jigsaw is also available within the library where customers can come along and try to fit in a few pieces.
- A book group for adults is also starting soon as there has been some interest in this from customers.

A Valentines 'Murder Mystery' event is currently being worked on by staff for February with 'Crime of Passion' being the theme.

D3.2 Café Facilities

At the previous meeting of the LAC on 15 September 2022, a query was raised regarding the café facilities at Livingston North Partnership Centre.

Property Services have advised that they had advertised the lease of the café facilities commercially. However, there had been no interest from the market to date.

D4 Livingston North Outreach Youth Work

Over the second and third quarters of this year (July – December 2022) there were 1,883 engagements (interactions) with young people across the ward, mostly within group settings. As approximate percentages, the engagements were in the following areas:

- Carmondean: 18%
- Deans: 21%
- Eliburn: 28%
- Knightsridge 32%

Mental health, alcohol and drugs and fire-raising continue to be the main issues that young people raise with the outreach youth workers.

At present, and in accordance with the Partnership Agreement developed with Youth Services, each week one outreach session is held in Eliburn (with Eliburn Park being the central focus) and the other session in other areas of Carmondean, Deans and Knightsridge.

D5 Vennie Food Outlet

D5.1 Services

The Advice Shop is continuing to support the Food Outlet via staff presence on particular days, engaging with the users and offering support. The member of staff has been attending sessions since summer of 2022 and has built up a relationship and rapport with the community, making the service even more accessible to residents.

Given the high uptake of the Food Outlet within the community, and recognising it serves datazones (neighbourhoods) that are within the most disadvantaged in Scotland, it presents an opportunity for these services to engage with those who may benefit most from them.

It is hoped that through providing services around the Food Outlet that residents who are themselves disadvantaged are able to get the different types of support they need. Having staff present at the Food Outlet also means reduced barriers to these services.

D5.2 Uptake

Between July and December 2022, there were 2,197 customer visits by residents. In terms of the benefits to the wider households of the customers who attend in person, there was a total of 3,755 adults and 1,507 children who benefited during this time. This covered 861 households containing families with children. Additionally, there were 893 beneficiaries of pensionable age over the year. Please note all these figures include repeat visits/beneficiaries rather than the number of different people over the course of this period.

A total of 1,661 volunteer hours were provided across the year to enable this.

The Food Outlet closed over the Christmas period, giving volunteers a much-needed rest but was due to resume during week commencing 9 January.

D6 Vennie Community Garden

The Future Roots funded project, involving young people from the Life Skills Group has now completed. Part of the funded activity was running sessions within the garden with the group, for which photos and other evidence of learning outcomes have been reported to the funder.

During the winter period, when activity at the garden has stopped, the LSG club operates in the Vennie building with activities around preparing and cooking food, and eat it and learning-based discussions.

The Vennie has also made links with the West Lothian Foodbank allotments at Whitehill Industrial Estate. The staff there have offered to work in partnership with the Vennie's community garden, share their expertise involving potential visits both ways, and to help utilise any excess produce from either partner.

D7 Vennie Bike Lending Library

The Vennie's bike project is in its third year of a three-year fund from the Big Lottery Fund.

A dedicated member of staff hires out the bikes, carries out maintenance and oversees the cycle-led rides. The Vennie's stock also includes scooters, skates and skateboards. Two volunteers support the bike project though six have been trained since the project's inception.

Between November 2020 and November 2022:

- On 1764 occasions, bikes have been loaned out to kids aged from 6 to 17 over the period.
- 14 group cycle rides around the local area have been undertaken, using the numerous cycle paths in the area, with anywhere between 6 to 15 cyclists taking part in the rides.
- 8 obstacle course skills training and 'bike-ability' sessions have been held.
- 23 maintenance sessions have been carried out with young people, teaching them basic cycle maintenance such as puncture repairs, brake and gear setup and repairs.
- 16 bikes have been donated to children or young people who do not own a bicycle
- 10 bicycles have been donated to other bicycle projects
- Numerous bicycles have been donated to the library from members of the community

D8 Other Knightsridge Updates

A children and young people's Christmas Party was held on Saturday 17 December. It was held in Mosswood Community Centre, organised jointly between the management committee there and the Vennie. There were over 100 attendees and gifts were provided to all.

The Mosswood pensioner's Christmas lunch took place in Forestbank Community Centre due to a burst pipe in the shower room at Mosswood meant it was unavailable, with transport offered to those attending. These issues have been rectified.

Following the festive break, the Vennie's youth clubs all resume during the week commencing 9 January. Between July and December 2022, there were 2,768 attendances to Vennie youth clubs.

Whilst the Vennie has officially become a SCIO (Scottish Charitable Incorporated Organisation), future proofing it as a community development organisation, as part of becoming a SCIO, they are having to 'dissolve' the previous organisation and will have to evidence this to OSCR (Office of the Scottish Charity Regulator).

The Vennie Youth Forum had 239 attendances between July and December 2022.

D9 Dechmont Law

D9.1 Path Improvements

There are three overlapping areas of action happening concerning Dechmont Law just now. These are:

- the development and implementation of the Town Centre Fund (TCF) project;
- interest in submitting an application to Paths for All to bring in additional funding to complement the above; and
- the development of a longer-term 'concept plan' for Dechmont Law.

In terms of the first area, now that the LAC approved the additional funds, NETs, Land & Countryside Services are developing the specification of work on behalf of, and in partnership with, Deans and Carmondean Community Council.

The community council had expressed an interest in submitting a funding application to the *Ian Findlay Path Fund* which Paths for All (PfA) are administering. As they will fund 70% of a project, this would potentially triple the budget of the TCF award. However, officers feel that the time constraints on the TCF and the high specifications required for the PfA fund (including tarmacked paths) mean this is unlikely. However, the community council are going to speak directly to PfA to discuss this with them.

The project did not receive all the funds it applied for from the original TCF application. However, NETs, Land and Countryside Services have agreed that they can allocate funds to meet the funding shortfall. This means that the improvements outlined in the original TCF application will be implemented, with any support from PfA allowing for higher specification on these paths or expansion of path areas to be improved. Regardless, works will be commissioned by 31 March.

D9.2 Concept Plan

Lastly, NETs, Land & Countryside Services are also working with the Green Action Trust (GAT) who are developing a longer-term concept plan for Dechmont Law. This plan will look to pull together opportunities around:

- Woodland management and creation
- Grassland, wetland and other biodiversity management
- Path improvements
- Signage and other infrastructure improvements

GAT advise that consultation will be undertaken with stakeholders following a draft of the plan being created.

D10 Post Office

At the last meeting of the Local Area Committee in September 2022, concerns were raised around vacant Post Office positions within parts of Livingston North.

Officers have contacted the Post Office to discuss these concerns and ascertain what the status of, and plans for, provision are.

D11 Access2employment

Access2employment (A2E) provides employability support to residents throughout West Lothian, via a presence in local Partnership Centres, DWP offices and community initiatives, such as Community Fridge's, schools and Health Hubs across West Lothian. Support is provided to residents who are both unemployed or who are in employment and seeking to improve their employment situation due to uncertain employment, low pay or limited hours worked impacting on them financially and making it hard to make ends meet, or those whose skills are under-utilised.

Support is provided one to one consultation's with clients and through the provision of a range of courses including one day specific courses to 6-week personal development and employability courses, Women n2 Work and Men n2 Work.

A2E's Employment Adviser's offer tailored support to assist clients achieve their individual goals, with the ultimate aim of securing sustainable employment, improved household financial security and upskilling opportunities.

From 1 April 2022 – 30 September 2022, the service registered 419 new clients, including 43 from the Livingston North ward, with 229 progressing into a positive destination, including 23 from the Livingston North ward. This support has been mostly been provided remotely during the year due to the pandemic, however employment advisers are now delivering a hybrid service in line with client needs, with 22/23 delivery being a mix of face to face and online.

The service delivered 8 online workshops, including 1 face to face Women N2 Work course and 3 Wellbeing Workshops. In total 61 residents attending workshops. In 21/22 the service supported Connecting Scotland by securing over 200 Chromebooks and internet connections to give to unemployment clients seeking work that currently did not have any digital connectivity.

The service continues to provide a weekly Vacancy Bulletin, promoting information on the latest local vacancies for West Lothian job seekers. The Vacancy Bulletin is emailed out to on average 1200 clients and 200 stakeholders and partners weekly and is widely shared. It is estimated that 1500 individuals view the Vacancy Bulletin weekly.

Since October 2021, with funding from the Scottish Government Long Term Unemployed provision, A2E have supported over 50 individuals aged over 25 and who have not worked for more than one year to secure employment. This support builds on a range of targeted interventions currently available which includes dedicated support for young people to assist them progress towards employment and support for parents. During 2021/22 the team introduced two additional services to support parents who are currently unemployed or in work but in insecure employment and an intense family support programme based within Social Policy. This provision seeks to address the identified need for a whole family intervention approach to combat the complex issues the families that are engaging have presented with.

D12 Business Gateway

The council's Business Gateway team provides confidential and impartial support to residents looking to start-up in business, local firms, new and existing third sector organisations and our major employers. All engagement with Business Gateway is

client-led. Support is provided to individual clients and business owners/decision makers.

Business Gateway supports a diverse portfolio of existing and new start social enterprises in West Lothian. Support is tailored to the needs of individual organisations. The support includes advice in areas such as business planning, finance raising, grant and loan applications, property, community benefit leases, asset transfers, income generation, governance and sustainability. In addition, social enterprises are signposted to the wider network of support programs available both locally and nationally. Business Gateway also work closely with the West Lothian Social Enterprise Network to ensure network members receive the business support they need.

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

The vision and commitment of local people to start their own business, especially in such challenging economic circumstances since 2020, is commendable. Across West Lothian, the Business Gateway team supported 325 new start firms in 2021/22. These businesses created 407 new jobs. The main business sectors are personal, professional and local services. Around 20% of all early stage firms go on to take premises, employ staff and grow the scale of the business. New starts are worth over £10.5 million to the local economy every year.

The Business Gateway team also includes advisers who deal with existing, growing and relocating firms to West Lothian. The advisers provided direct support to 811 local firms in the financial year to end of March 2022. This included 41 social enterprises, 20 of whom operate across West Lothian. Our priority sectors include Life Sciences, Manufacturing, Engineering, Construction and enabling technologies. West Lothian firms engaged with us around new premises, new markets, recruiting/training, working capital, Research & Development, export regulation, digital marketing and carbon reduction projects. All against a background of macro-economic challenges including fears of recession, weaker value of sterling, rising inflation and interest rate pressures.

Council's Business Gateway advisers support firms who have combined annual sales in excess of £1.41 Billion per annum. While these businesses employ over 12,000 staff, this represents 15% of total jobs in West Lothian. However, the supported firms account for more than 30% of the annual gross value add (GVA) of the West Lothian economy.

As part of Council's long-term commitment to retain and attract the best businesses, and to grow our value-added sectors, a commercially-focused website, [Why West Lothian? - Invest in West Lothian](#) has been developed to highlight the range of support available for our local firms. It also promotes West Lothian as an inward/mobile investment destination. Our key inward investment partner is Scottish Enterprise (SE). We have built close and productive links with SE over the years. Their ongoing strategic investment in key firms has helped strengthen the West Lothian economy. Feedback from stakeholders is positive with work on-going to ensure the website remains credible, relevant and compelling. The site is responsive and details the range of support for our local firms, highlighting assistance with energy costs, options for low-carbon heating, managing cashflow and also help which is sector-specific [Find Business Support Launches: Cost of Doing Business Section \(investinwestlothian.com\)](#)

In the 6 months to September 2022, a further 9 new start businesses have been established in the Ward with the team's support. This is a healthy level of starts, especially in a strong jobs market with many vacancies. Over the same timescale, the Business Gateway team assisted 85 existing firms in the Ward who between them employ 910 staff and have sales of more than £80 million.

| West Lothian | Livingston North Ward |
|------------------------------------|-----------------------------------|
| April – Sept 2022 | April – Sept 2022 |
| New Business Starts: 134 | New Business Starts: 9 |
| Existing Businesses Supported: 363 | Existing Businesses Supported: 85 |

The Livingston North Local Area Committee is asked to note the team's ongoing contribution to a sustained and inclusive economic recovery.

E. CONCLUSION

Members are asked to note the above activities taking place across the ward.

F. BACKGROUND REFERENCES

None.

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Elaine Cook - Deputy Chief Executive, Education Planning and Economic Development

20 January 2023.

DATA LABEL: PUBLIC



LIVINGSTON NORTH LOCAL AREA COMMITTEE

PENSIONERS GROUPS CHRISTMAS FUND ALLOCATIONS 2022-2023

REPORT BY THE 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 Livingston North 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 Christmas meal as an alternative to a direct grant award.

B. RECOMMENDATION

It is recommended that the committee notes:

1. Six groups in Livingston North ward have been 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 £2,873.20 awarded to groups in Livingston North 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 saw 6 organisations representing 440 beneficiaries in Livingston North Ward supported with an allocation of £6.53 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. One applicant in Livingston North Ward requested the meal option. No Livingston Wide or West Lothian Wide applicants to the fund in requested the meal option in 2022-2023.

D.3 Applications 2022-23

Officers contacted all previous recipients of the fund in Livingston North Ward, Livingston Wide and West Lothian Wide by email or post 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.

Thirteen groups in total were contacted in Livingston North Ward, Livingston Wide and West Lothian Wide. Twelve groups applied to the fund. Eleven groups requested the finance option and one the meal option.

As a result of this work:

Livingston North Ward

- Six groups in Livingston North Ward were contacted and all six applied to the fund
- Two new groups including Knightsridge Community Council and Restondene Care Home were added to the Livingston North Ward list
- One Livingston North group that applied to the fund requested the meal option
- Five Livingston North groups that applied to the fund requested a grant payment
- In all, six Livingston North groups applied to the fund five of which requested a grant payment and one the meal option.

Livingston Wide

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

West Lothian Wide

- 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 a grant payment

All applicants to the fund were supported.

As in previous years the fund is divided equally by the total number of beneficiaries of the fund, which in 2022-23 saw £6.53 per head allocated to recipients in the Livingston North Ward, Livingston Wide and West Lothian Wide.

Appendix 1 shows the overall breakdown of grants awarded to groups by ward, Livingston Wide and West Lothian Wide.

Letters and e-mails were sent to groups in October advising them of the amount of funding they were to receive in a grant payment or its equivalent in the form of a Christmas meal. Payments were 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 were made from the Pensioners' Groups Christmas Fund 2022-2023 to groups in the Livingston North Ward, Livingston Wide and West Lothian Wide.

Letters and e-mails were issued to groups advising them of the amount of funding they were to receive in a grant payment or its equivalent in the form of a Christmas meal. Payments were 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 2022-2023

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Elaine Cook
Deputy Chief Executive Education, Planning and Economic Development

20 January 2023

LIVINGSTON NORTH LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2022-2023

REPORT BY THE DEPUTY CHIEF EXECUTIVE EDUCATION, PLANNING AND ECONOMIC DEVELOPMENT

Appendix 1: 2022/2023 Allocations to groups in the Livingston North Ward, Livingston-wide groups and West Lothian-wide groups.

Livingston North Ward Organisations

| Group | Provision | Number of Beneficiaries | Amount Awarded |
|--|---------------|-------------------------|------------------|
| Deans Bowling Club | Grant Payment | 90 | £587.70 |
| Knightsridge Community Council (added 2022) | Meal Option | 50 | £326.50 |
| Livingston Village Community Council | Grant Payment | 80 | £522.40 |
| Mosswood Community Education Association | Grant Payment | 100 | £653.00 |
| Restondene Social Club (added 2022) | Grant Payment | 30 | £195.90 |
| Society of St. Vincent De Paul (St Peter's, Livingston Conference) | Grant Payment | 90 | £587.70 |
| Totals | | 440 | £2,873.20 |

Livingston-Wide Organisations

| Group | Provision | Number of Beneficiaries | Amount Awarded |
|------------------------|---------------|-------------------------|----------------|
| Braid House Day Centre | Grant Payment | 73 | £476.69 |
| Total | | 73 | £476.69 |

West Lothian-Wide Organisations

| Group | Provision | Number of Beneficiaries | Amount Awarded |
|---|---------------|-------------------------|------------------|
| Boghall Drop-In Centre | Grant Payment | 120 | £783.60 |
| Carers of West Lothian (added 2022) | Grant Payment | 30 | £195.90 |
| Society of St Vincent De Paul (Whitburn Conference) | Grant Payment | 120 | £783.60 |
| SPARK (formerly Craigshill Good Neighbour Network) | Grant Payment | 40 | £261.20 |
| West Lothian 50+ Network | Grant Payment | 443 | £2,892.79 |
| Total | | 753 | £4,917.09 |

Notes: Six groups in Livingston North Ward were contacted and invited to apply to the fund. All six groups applied to the fund. Two new groups were added to the Livingston North Ward 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 new group was added to the West Lothian Wide list.



LIVINGSTON NORTH LOCAL AREA COMMITTEE WORKPLAN – 20 JANUARY 2023

| Report | Purpose | Lead Officer | Meeting |
|-----------------------------|---|-----------------|---------------|
| Community Regeneration | To update on regeneration activity within the ward | Elaine Cook | 17 March 2023 |
| Housing Report | Quarterly update on Housing Services activity | Julie Whitelaw | |
| Operational Services Report | To provide a quarterly update report on activity | Jim Jack | |
| Police Report | Quarterly update on police/NRT activity | PS Lee Brodie | |
| Fire and Rescue | To provide an update on Operational Services activity | Paul Harvey | |
| Culture and Leisure | To update on public access to Deans Community High School facilities. | To be confirmed | |
| | | | |
| Community Regeneration | To update on regeneration activity within the ward | Elaine Cook | 23 June 2023 |
| Housing Report | Quarterly update on Housing Services activity | Julie Whitelaw | |
| Operational Services Report | To provide a quarterly update report on activity | Jim Jack | |
| Police Report | Quarterly update on police/NRT activity | PS Lee Brodie | |
| Fire and Rescue | To provide an update on Operational Services activity | Paul Harvey | |
| | | | |