DATA LABEL: Public

West Lothian Council

Community Safety Board

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

17 June 2015

A meeting of the **Community Safety Board** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre, Livingston** on **Monday 22 June 2015** at **2:00pm**.

For Chief Executive

BUSINESS

1. Apologies for Absence.

2. Order of Business, including notice of urgent business.

3. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.

4. Minutes -

   (a) Note the Draft Minute of Meeting of the Board held on 23 March 2015 (herewith).

   (b) Note the Community Planning Steering Group Minute of Meeting held on 23rd February 2015 (herewith).

5. Community Safety Quarterly Strategic Performance Update (herewith).

6. Community Planning Partnership - Community Justice Redesign -

   (a) Presentation (herewith).

(b) Report by West Lothian Community Safety Strategic Steering group (herewith).

7. Draft Community Planning Partnership Development Plan - report by West Lothian Community Safety Strategic Steering Group (herewith).

8. Community Safety Priorities - Update on Development of Action Plans - report by West Lothian Community Safety Strategic Steering Group (herewith).

NOTE **For further information please contact Val Johnston on 01506 281604 or e-mail val.johnston@westlothian.gov.uk**

MINUTE of MEETING of the COMMUNITY SAFETY BOARD of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, LIVINGSTON , on 23 MARCH 2015.

Present – Councillors John McGinty (Chair), Tony Boyle (substituting for Cathy Muldoon), Peter Johnston and Anne McMillan; Graham Hope (Chief Executive, WLC), Graeme Struthers (Depute Chief Executive, WLC), Alistair Shaw, (Head of Housing, Construction and Building Services, WLC), Chief Superintendent Gill Imery (Police Scotland), Fiona Young (Lothian & Border Community Justice Authority), Sergeant John Jackson (Police Scotland), Gary Laing (Scottish Fire & Rescue Service), Steven Michie (Scottish Fire & Rescue Service), Tim Ward (Senior Manager, Health & Care Partnership, WLC), Yvonne Beresford (Policy & Performance Manage Officer, WLC), Lorraine Gillies (Community Planning Development Manager, WLC) and Colin Heggie (Partnership Analyst, Police Scotland)

Apologies – Councillors Frank Anderson and Cathy Muldoon; Audrey Park, Addiewell Prison.

1. DECLARATIONS OF INTEREST

Agenda Item 6 (Quarterly Performance Report) – Councillor Tony Boyle declared a non-financial interest arising from his position as the council's appointed Chair of the Licensing Board.

2. MINUTE

The Board confirmed the Minute of its meeting held on 8 December 2015. The Minute was thereafter signed by the Chair.

3. MINUTE COMMUNITY PLANNING STEERING GROUP

The Board noted the Minute of the meeting of the Community Planning Steering Group held on 23 February 2015.

4. COMMUNITY SAFETY QUARTERLY PERFORMANCE UPDATE

Prior to consideration of the following item of business the Chair ruled that amended statistics relating to road safety performance be circulated to Board members.

The Board considered a report (copies of which had been circulated) providing information from Covalent (the council's performance monitoring system) showing Community Safety Performance indicators for the year to date.

Yvonne Beresford, Policy and Performance Officer, then provided an overview of some of the main performance measures contained in the report.

Following discussions and questions it was agreed that officers would provide elected members with further details of how the figures were compiled for Performance indicator cspV002 (Number of Licensed Premises not Complying with Licensing Board policy or Licensing Legislation).

Decision

1. To note the contents of the report; and.

2. Agreed that further details be provided on Performance indicator cspV002 (Number of Licensed Premises not Complying with Licensing Board policy or Licensing Legislation to members of the Board

5. COMMUNITY SAFETY PRIORITIES

The Board considered a presentation and accompanying report (copies of which had been circulated) seeking approval for the 2015-18 proposed Community Safety priorities to be published by 1 April 2015, following which a Community Safety Strategy would be prepared incorporating aspects of the strategic assessment and joint action plans.

The report advised that the proposed Community Safety priorities for 2015-18 were discussed at the Joint Tasking Group meeting on 9 February 2015 and the following priorities were determined:-

- Antisocial Behaviour including Hate Crime and Internet Safety.
- Road and Home Safety
- Substance Misuse
- Violence
- Adults at Risk of Financial Harm

The report advised that Adults at Risk of Financial Harm was included due to the complex and wide ranging nature of this type of exploitation. Whilst some victims would be considered in legislative terms as adults in need of support and protection this was included as a Community Safety priority to ensure that activity was ongoing to protect the wider at risk population.

Consideration was also given to making Serious and Organised Crime a priority. The group believed separate work streams were in place to cover this area of business and that no separate work would be required in this area. It was recognised that specific actions surrounding Organised Crime Groups would be incorporated into Strategic Action Plans, where appropriate.

The report went on to advise that Performance Indicators would be reviewed and action plans created for each priority area. The action plans

would incorporate work around the key themes identified by the Strategic Assessment. Initial discussions would concentrate on these key themes to avoid duplication of work in action plans against existing strategies within the partnership.

The report concluded that once approval was granted, action plan development groups would meet during April and May and draft a framework for discussion at the Strategic Steering Group in May and the next Board meeting in June.

These plans would then determine the performance measures and outcomes to be met for the coming year and would be reviewed annually to reflect any emerging threats.

The report recommended that the Community Safety Board approve the Community Safety Priorities 2015 – 2018.

Following discussions the following additional priority was suggested:-

- Organised Crime/Counter Terrorism

It was also suggested that when this item of business was brought back to the Board meeting in June 2015 that it was to include details of how the Action Plans would relate to local communities and the involvement of the council's Local Area Committees.

Decision

1. To note the contents of the presentation and its accompanying report;

2. To approve the contents of the report;

3. Agreed the inclusion of the following additional priority:-

   "Organised Crime/Counter Terrorism"; and

4. Agreed that the report to the June meeting of the Community Safety Board include details of how the Action Plans would relate to local communities and the involvement of the council's Local Area Committees

6. COMMUNITY SAFETY FUNDING 2015-16

The Board considered a report (copies of which had been circulated) providing the results of the approved West Lothian Community Safety fund for the period 2015 – 2016.

The report provided an overview of the types of preventative work that would take place across the Community Safety Partnership during the year. It was recognised that best practise in West Lothian was for services to work together in order to prevent and reduce incidents occurring, and increase the safety within the communities.

Some of the funding initiatives were to varying extents, multi-agency in their approach. To date, each of the funding applications approved for the period 2015 – 2016 offered a repeat service provision.

The report advised that during 2014 it was decided that £50,000 funding for the DASAT (Domestic Abuse and Sexual Assault Team) would be ring-fenced until further notice to ensure that crucial early intervention and prevention work around domestic abuse and sexual violence would continue to take place.

The report listed a number of initiatives that were key to preventing and addressing domestic violence and sexual assault in the long term, and contributed to reducing re-offending and re-victimisation. These preventative initiatives aimed to reduce violence and increase resilience and recovery for victims.

The report also advised that in addition, the Community Safety Partnership was keen to utilise other funding streams in an attempt to retain as much funding as possible. This would enable partners to utilise any retained funding and respond to any trends and emerging threats that arose throughout the year.

With this in mind, Police Scotland requested funding of £2.5k from their Community Partnership Fund to go towards Westdrive. Similarly, WLC sports were requested to apply to Youthink Scotland for £10,850 to utilise an underspend in WL Cashback for Communities fund.

The fund was currently showing a total available spend for the budget period of £4,741 although it could increase to as much as £17,821 if the alternative funding sources were confirmed. This would ensure that the maximum funding was available for any unforeseen emerging threats within community safety in the following year.

In conclusion, whilst acknowledging the good work carried out by Partners and the great outcomes achieved, the Community Safety Strategic Steering Group recognised the need for a review on future funding processes. Given the current financial climate, changes in the way funding allocations were determined in future was highly likely.

The report recommended that the Community Safety Board acknowledge the current agreement of funding approved for expenditure during 2015/16 and the proposal to make changes to the allocation of funding from 2016/17.

Decision

Approved the terms of the report.

7. POLICE SCOTLAND YOUTH VOLUNTEERS

The Board considered a report (copies of which had been circulated) advising of Police Scotland's intention to introduce the Police Scotland

Youth Volunteers (PSYV) programme in West Lothian.

The report advised that the objectives of the PSYV were to:-

- Promote a practical understanding of policing amongst all young people;
- Encourage the spirit of adventure and good citizenship;
- Support local policing priorities through volunteering;
- Give young people a chance to be heard; and
- Inspire young people to participate positively in their communities.

The report went on to advise that youth volunteers would undertake a range of training sessions to gain confidence, take part in physical activities, learn about community safety, make friends and develop leadership skills.

At the same time there were opportunities to acquire recognised awards such as Youth Achievement Awards. It was anticipated that volunteers would use the volunteering to gain new experience, gain qualifications and enhance their CV's.

One of the original targets intended within the PSYV programme was that 30% of all participants would fit with vulnerable criteria, although this was changed to 25% to keep in line with England and Wales.

Sergeant Jackson advised that volunteers would have to apply through normal channels. Volunteers would be engaged in a range of volunteering experiences that were uniquely available through police resources and opportunities.

Police Scotland's perspective was that youth volunteers would be a physical representation of Police Scotland's commitment to supporting young people in Scotland.

The West Lothian PSYV programme was fully funded by the Scottish Government and would be co-ordinated by School Link Officer Constable Macaulay, supported by Constables Thomson and Corner and staff from the Community Safety Unit.

The report concluded that the local development of this national programme was a benefit for the West Lothian community. Evaluation of the five pilot areas identified numerous benefits to the Youth and Adult Volunteers, Police Scotland, and the wider community.

The report recommended that the Community Safety Board welcome and support the PSYV programme.

Sergeant Jackson was then asked as to why the programme was being introduced at Bathgate and Armadale Academies only and whether there were plans to expand the programme. The Board were advised that much

careful consideration had been given to the selection of Bathgate and Armadale as the transport links for the young people involved in the programme made their getting out and about much easier and also for when they returned home at the end of the day. Additionally there were a number of events in these areas at which youth volunteers could be put to much use and provide them with an invaluable experience.

Additionally the programme was being funded by the Scottish Government for twenty four places but no further information was available with regards to expanding the programme. The programme was also being seen as an addition to the number of diversionary programmes already in existence for young people.

Decision

To note the contents of the report.

Community Planning Steering Group Conference Room 3, 14:00-16:00	23 February 2015

Minute

Present: Graham Hope (Chair), Angus MacInnes, Mhairi Harrington, Alistair Shaw, Tim Ward, Gary Laing, Alison McCallum, David Greaves, Donald Forrest, Graeme Struthers, Elaine Nisbet, Joanna Anderson, Michael Davis, Lorraine Gillies, Susan Gordon,

Apologies: Carol Bebbington, Steve Field, Mike Neilson

1. Welcome and Apologies

2. Minute of Previous Meeting
The minute was agreed.

3. Matters Arising
The following was discussed in relation to the actions from the November 2014 Steering Group meeting:

Action 1: Jane Kellock to provide further explanation of breastfeeding interventions in secondary schools at the next meeting
Action 3: Local POCA data for 2014/15 will be available in April 2015
Action 5: More detailed information is required on the interventions to improve nursery attainment.
Action 6: More detailed information is required on the review of SOA1301_07 (% schools where P1 PIPS score is below comparator schools)
Action 12: No information has been provided on schools not receiving positive inspection reports – this is to be circulated to the Steering Group before the next meeting

The remaining actions were complete or covered within separate agenda items.

4. SOA Performance Reports

a. High-Level Indicators Report

- **SOA1302_02 (% adults in receipt of key out of work benefits)** – the target of reducing the level of claimants to below 12% by November 2014 has been achieved. It was noted that the WLC housing benefit caseload has shown a slow but steady decline and that more work will be done to look into the cause of this (e.g. impact of benefit sanctions).
- **SOA1302_09 (% of school leavers entering a positive destination)** – good progress is being made. Partners work to maintain information on this group through a shared database, ensuring we can follow up with those not in a positive destination. The 16-17 year olds (not included in the JSA figure) should be picked up by Skills Development Scotland. There will be interventions in schools with pupils before they leave.
- **SOA1302_10 (% of 18-24 year olds claiming JSA)** – the number and rate of claimants are at their lowest levels since this data set became available. December is usually

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positive due to seasonal job and there is likely to be an increase in youth unemployment in the first quarter of 2015, however the underlying trend is encouraging. It was noted that this PI does not show the sum total of all unemployment (e.g. doesn't show 16-17 years) and there is still some work to be done in this area.

- **SOA1303_01 (% survival rate of VAT/PAYE businesses after 3 years)** – it was noted that this data is two years out of date but is the latest available. The declining trend reflects the challenging economic climate.

- **SOA1304_02 (Detection rate for sexual offences)** – sexual offences have increased and solvency has decreased compared to last year-to-date. 1 in 3 crimes are historical, reflecting increased confidence in reporting. Although detection rate has improved there is still work to be done.
- **SOA1304_03 (Number of antisocial behaviour incidents)** – incidents are down by 2%
- **SOA1304_05 (Level of violent crime)** – violent crime is down by 15% but some areas have seen an increase (Broxburn and Blackburn). Children and young people offences are down by 40%. There was one murder and nine attempted murders this year (all detected) compared to four attempted murders last year.
- **SOA1304_13 (Number of deliberate fires)** – there has been a reduction of 19 fires compared to last year-to-date and progress is being made towards the 5% reduction target for the year.
- **SOA1304_14 (Number of accidental dwelling fires)** – there has been a very small decrease of two fires compared to last year. The trend is flattening out and will be monitored to ensure the 2% reduction target is met. Tools to address fires include working with partners, home safety visits and post-fire reassurance visits to neighbours.
- **SOA1304_30 (% of EEI cases 8 to 15 years who do not reoffend within 12 months**) – there has been a dip in performance in recent quarters, potentially due to the increasing focus on young people presenting more risk. Access to the Police database on individual cases will allow more in-depth analysis of what is going on, if we are having a good enough impact on behaviours, if young people are being targeted effectively and if the right interventions are in place.

- **SOA1308_03 (% household waste recycled)** – the roll out of food waste will have an important contribution to household waste levels but there is still work to be done, for example discussions between local authorities and contractors regarding contamination of waste and to reinforce the message to residents about what waste goes in what bins.
- **SOA1308_08 (% reduction in emissions from council's activities and services)** – it was noted that it would be useful to capture partner emissions and that this should be discussed at the Climate Change and Sustainability Working Group.

b. Exceptions Report

There were no comments on the Exceptions Report.

c. Summary Dashboard

There were no comments on the Summary Dashboard.

d. Horizon Scanning

Michael Davis took the Steering Group through a reporting tool he has developed to give the CPP a better understanding of where we are at in terms of performance. It allows us to see the percentage gap between performance and target for each SOA indicator. It is a visual aid that allows us to identify what areas require more work, where an intervention has had an impact and where further interventions are needed. The tool provides an overall picture of where we're at and can be used to inform discussions at the Steering Group. In order to look at the bigger picture, it was noted that related indicators could be linked in so that we are not just focusing on SOA indicators. It is easy to add or tweak data within the tool.

It was noted that Covalent does not currently support this type of analysis but that discussions could be held to explore what can be done. Graeme Struthers agreed to pick this up.

5. Special Looked After Children Meeting

A positive meeting was held on 11 February to discuss Looked After Children outcomes. A follow-up meeting is due to be held on 6 March where individual service actions will be discussed. Contextual information on Looked After Children is to be circulated in advance of this meeting to inform discussions.

6. SOA Review

The current SOA requires updating, as there have been a number of changes to indicators, additional information is now available and wider ongoing reviews and reforms may not be appropriately reflected (e.g. Community Justice redesign and integration of adult health and social care).

Some additional changes were discussed at the meeting and changes to the child poverty indicator were agreed. The Steering Group also agreed that two new indicators would replace the current child protection indicator, however the description for '% of cases where positive progress can be evidenced at the 6-month LAC Review' should make it clear that the measure is the effectiveness of the plan, not just having a plan in place. New MAPPA indicators are being explored but the current SOA MAPPA is ok as it stands for now.

There was some discussion on wider reforms and national activity. It was noted that there is some ongoing national benchmarking activity and that a series of workshops are being held in early March to review the suite of indicators under the National Performance Framework. Information on these sessions is to be circulated to the Steering Group. The group discussed the work of the National Community Planning Group and agreed that any correspondence should be fed back to the CPP.

It was agreed that the SOA should be updated and that members would consider volunteers to assist with the review, sending names to Joanna Anderson by 6 March. It was also agreed that this should be updated every six months to ensure it remains a 'live' document.

7. Draft CPP Workplan

The Steering Group noted the first version of a draft CPP workplan for 2015, which has been developed to ensure that the Steering Group and Board are receiving everything they should and that nothing is being missed out. The first version contains mainly items from the council but it was agreed that this should be circulated to partners for their input. This will then be discussed at the CPP Board on 9 March.

8. Community Safety Strategic Assessment

This item was for information only to inform colleagues. The Strategic Assessment has been completed and will be reported to the Community Safety Strategic Steering Group this week, along with the new set of priorities, before going to the Community Safety Board in March for final agreement. This is the fourth Community Safety strategic assessment and it was this model that informed the CPP strategic assessment. It was noted that this is a good piece of work but that further discussions are required around the changing safer communities and community justice landscape to ensure there is no duplication created.

9. Community Engagement Practitioners Network Minute a) November 2914 and b) January 2015

This item was for information only

10. Draft Agenda for CPP Board 9 March 2015

It was noted that the Accounts Commission and Audit Scotland will be attending the Board in March to give a general overview at the end of the audit and to ask questions of partners on the audit process.

It was agreed that the timings on the draft agenda would be re-adjusted to ensure more time is given for discussion.

Dates of Next Meetings (2-4pm)

Monday 20 April – Environment Thematic Focus (Conference Room 1)
Monday 3 August – Economic Thematic Focus (Conference Room 1)
Monday 2 November – Community Safety Thematic Focus (Conference Room 3)

Actions

No.	Action	Who	When	Update
2. Minute of Previous Meeting				
1	Further explanation of breastfeeding interventions in secondary schools to be provided at the next meeting	Elaine Cook	Report back at 20 April Steering Group	*The following information has been provided by Education:* Curriculum for Excellence - Health and Wellbeing outline young people's entitlements to the broad general education at different levels. Schools then select their own materials to deliver the curriculum on Health and Wellbeing including nutrition and breast feeding. Case Study: Armadale Academy has provided information on their breastfeeding interventions – this is touched on during the SHARE programme when talking about pregnancy and parenthood in S3 and in S5, however there is not a specific lesson on breastfeeding and nutrition. Students studying Biology will also have some experience. Elaine Cook will provide further detail at the 20 April Steering Group
2	More detailed information to be provided on interventions to improve nursery attainment	Elaine Cook	Report back at 20 April Steering Group	Elaine Cook will provide further detail at the 20 April Steering Group
3	More detailed information to be provided on the review of SOA1301_07	Elaine Cook	Report back at 20 April Steering Group	Elaine Cook will provide further detail at the 20 April Steering Group
4	Information is to be circulated on the schools not receiving positive inspection reports	Elaine Cook	Report back at 20 April Steering Group	Elaine Cook will provide further detail at the 20 April Steering Group
4a. High Level Indicators Report				
5	Capturing partner emissions to be discussed at the Climate Change and Sustainability Working Group	Craig McCorriston	Report back at 20 April Steering	It is intended that these discussions will happen at the CPP Board on 25 May when the Carbon Management Plan and Climate Change Strategy are reported to

			Group	partners
4.d. SOA Horizon Scanning				
6	Graeme Struthers to explore how Covalent can support Horizon Scanning	Graeme Struthers	Report back at 20 April Steering Group	Graeme Struthers to report back at the 20 April Steering Group
5. Special Looked After Children Meeting				
7	Contextual information on Looked After Children is to be circulated in advance of this meeting to inform discussions	Jane Kellock	By 6 March	Complete – a profile of LAC in West Lothian and information on care leaver destinations, methods of engagement with LAC, Social Policy services for LAC and a case study were circulated to LAC session attendees in advance of, and informed discussion at the 1st April meeting. It was agreed that a paper would be taken to EMT on actions and next steps.
6. SOA Review				
8	Description for the new PI '% of cases where positive progress can be evidenced at the 6-month LAC Review' to be amended	Tim Ward	By 20 April Steering Group	Description amended and two new PIs have been added to Covalent (SOA1305_14 & 15). SOA1305_08 has been retired.
9	Information on the National Performance Framework review workshops to be circulated to the Steering Group	Joanna Anderson	24 February	Complete
10	Names of volunteers to assist with the SOA review to be sent to joanna.anderson1@westlothian.gov.uk	ALL	6 March	Volunteers were identified and assisted in the SOA review (see Item 6)
7. Draft CPP Workplan 2015				
11	Partners to update and return the draft CPP Workplan with suggested agenda items	ALL	27 February	Complete – final workplan circulated to the Steering Group and Board on 8 April 2015
10. Draft Agenda for CPP Board 9 March 2015				
12	Timings to be re-adjusted on the draft Board agenda to allow more discussion time	Joanna Anderson	2 March	Complete

Community Safety - Quarterly Performance Report

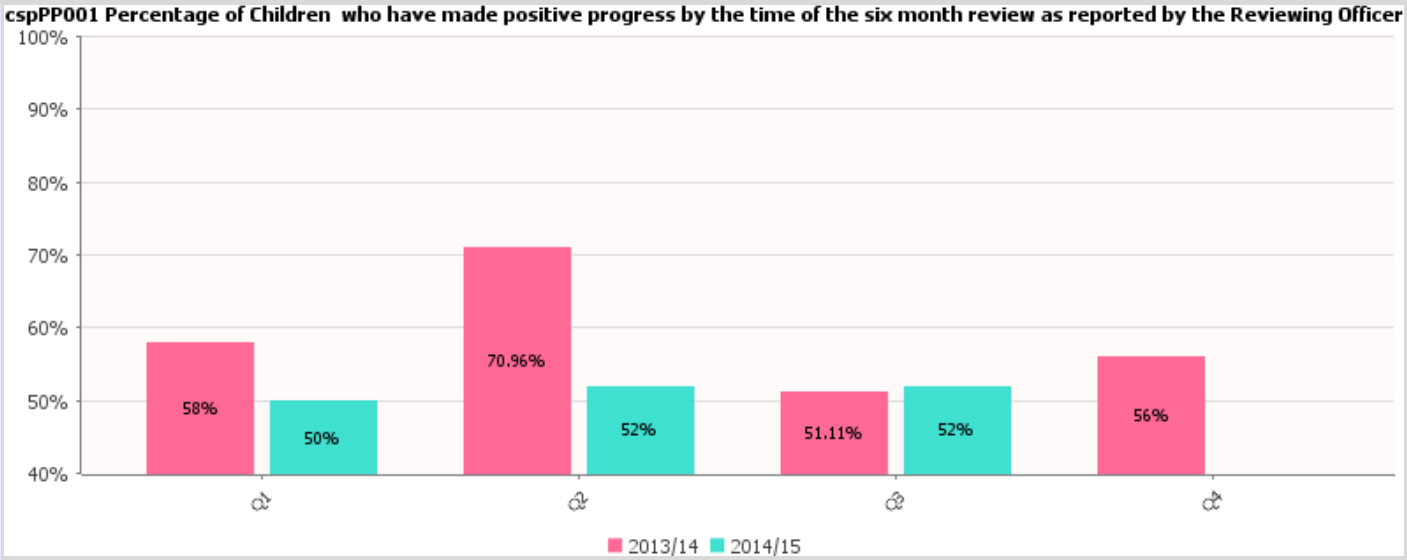
Generated on: 11 May 2015 11:02

Community Safety Board

Agenda Item No 5

1. PUBLIC PROTECTION
1.1 Child Protection

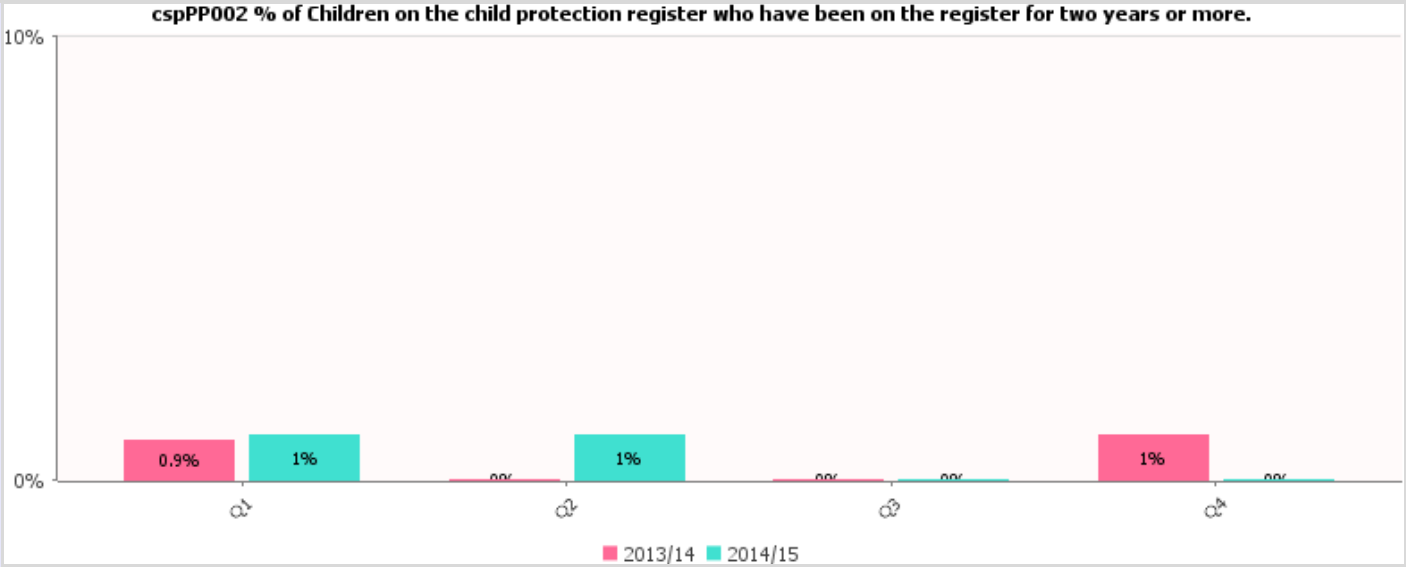
Performance Indicator	**cspPP001 Percentage of Children who have made positive progress by the time of the six month review as reported by the Reviewing Officer**	**Partner Organisation**	CPP_West Lothian Council
Description	This will be a key indicator of the effectiveness of services aimed at improving the lives of children and young people. Following a decision to place the child on the child protection register at a child protection case conference, current procedures and best practice dictate that cases are reviewed regularly. At the six month point a reviewing officer chairs a review meeting and can make an objective and informed decision based on information shared at the review as to whether the childs' circumstances have improved. This should give a useful indication of the effectiveness of key services to improve life chances. The indicator reflects all LAC reviews.	**Responsible Officer(s)**	Nick Clater; Tim Ward
SOA Ref	**Outcome** Vulnerable children are safer	**Data Collection Officer(s)**	Yvonne Beresford



Target	80%
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
This is an indicator of progress that is being made by the time of a 6 month LAC review that focusses at present on children that are accommodated. There is a particularly high number of complex cases reviewed. Data is collected by reviewing officers at LAC reviews. A slight improvement from quarter one from 50 to 52 per cent. As recording becomes more sophisticated and the single childs plan develops, measures will become more refined.	22-Apr-2015 -Indicator now retired

Performance Indicator	**cspPP002 % of Children on the child protection register who have been on the register for two years or more.**	**Partner Organisation**	CPP_West Lothian Council
Description	A core aim of services aimed at protecting children should be to improve their circumstances and reduce the risk posed to them. On that basis registration of children should only be necessary for a period necessary to ensure they are safer and length of time on the register is one of the ways in which services can measure whether childrens circumstances have improved. This is a national measure usually reported annually so the number given is a snapshot as at the end of a particular quarter and related to small numbers which can affect the rends appearance.	**Responsible Officer(s)**	Jane Ridgway; Tim Ward
SOA Ref P:CF053_9b.1b	**Outcome** Vulnerable children are safer	**Data Collection Officer(s)**	Yvonne Beresford; Jane Ridgway; Tim Ward



Target	3%
Frequency	Quarters

Trend Chart Commentary

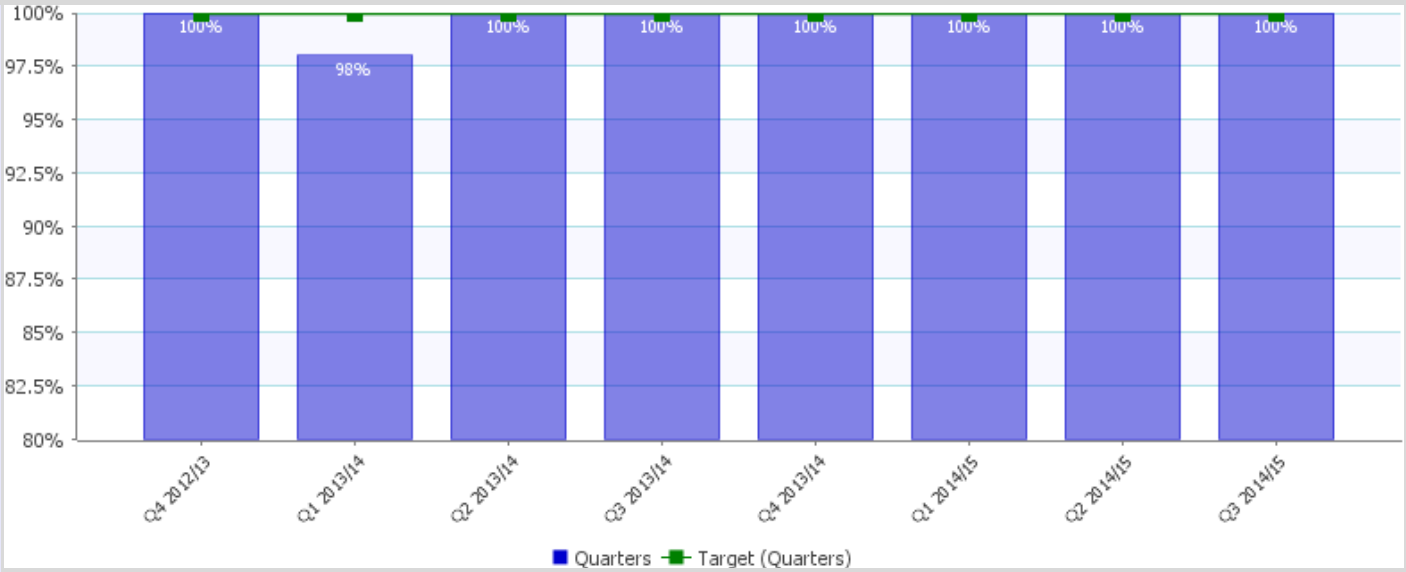
The numbers of children on the child protection register varies considerably over a time period where services who have concerns about children work to manage that risk and aim to have children removed from the register as they become protected better. children on the register for prolonged periods, particularly over two years are a concern and the numbers are very small which does mean shifts in one or two children can change performance quite dramatically. These cases are monitored closely through the child protection committee and the Lead Officer for Child Protection. In quarters 2 and 3 of 2013-14, there were no children on the register for more than two years which is unusual. Even though this had increased to 1 per cent in quarter 4 of 2013-14 and quarters 1 and 2 of 2014-15, quarter 3 saw a return to no children on the register for 2 years or more. Performance is seen as positive.. It should be noted that this is a snapshot at the end of the quarter.

Notes on Latest Data Entry

16-Jan-2014 continued strong performance

1. PUBLIC PROTECTION
1.2 Adult Protection

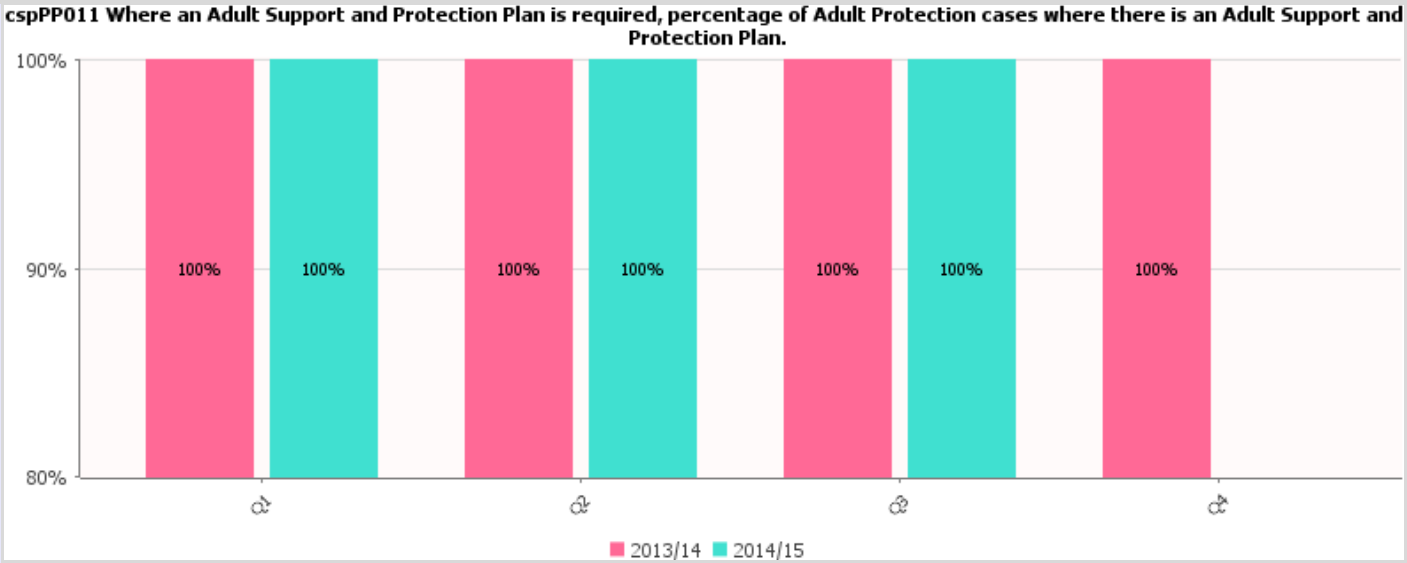
Performance Indicator	**cspPP010 % of Adult Protection cases where an Adult Protection risk assessment has been completed.**	**Partner Organisation**	CPP_West Lothian Council
Description	The Adult Support and Protection (Scotland) Act 2007 was introduced in October 2008. Risk assessment is an integral part of adult protection work and is undertaken through written and verbal reports submitted at an Adult Protection Case Conference. The timely submission of risk assessments is a good indicator that adults are being protected appropriately and within necessary timescales.	**Responsible Officer(s)**	Yvonne Beresford; Nick Clater; Tim Ward
SOA Ref	**Outcome** Known "Adults at Risk" are protected.	**Data Collection Officer(s)**	Yvonne Beresford; Nick Clater



Target	100%
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
Adult Protection has a new suite of Performance Indicators, including two that link into the Single Outcome Agreement. This PI is not part of that suite. No data is currently being collated for this as a consequence.	28-Apr-2015 Adult Protection has a new suite of Performance Indicators, including two that link into the Single Outcome Agreement. This PI is not part of that suite. No data is currently being collated for this as a consequence.

Performance Indicator	**cspPP011 Where an Adult Support and Protection Plan is required, percentage of Adult Protection cases where there is an Adult Support and Protection Plan.**	**Partner Organisation**	CPP_West Lothian Council
Description	It is important that where adults are defined as being in need of protection under the Adult Support and Protection (Scotland) Act 2007, a clear plan is in place to ensure that the risk is reduced. This indicator highlights how efficient this system is.	**Responsible Officer(s)**	Nick Clater; Tim Ward
SOA Ref	**Outcome** Known "Adults at Risk" are protected.	**Data Collection Officer(s)**	Yvonne Beresford; Nick Clater

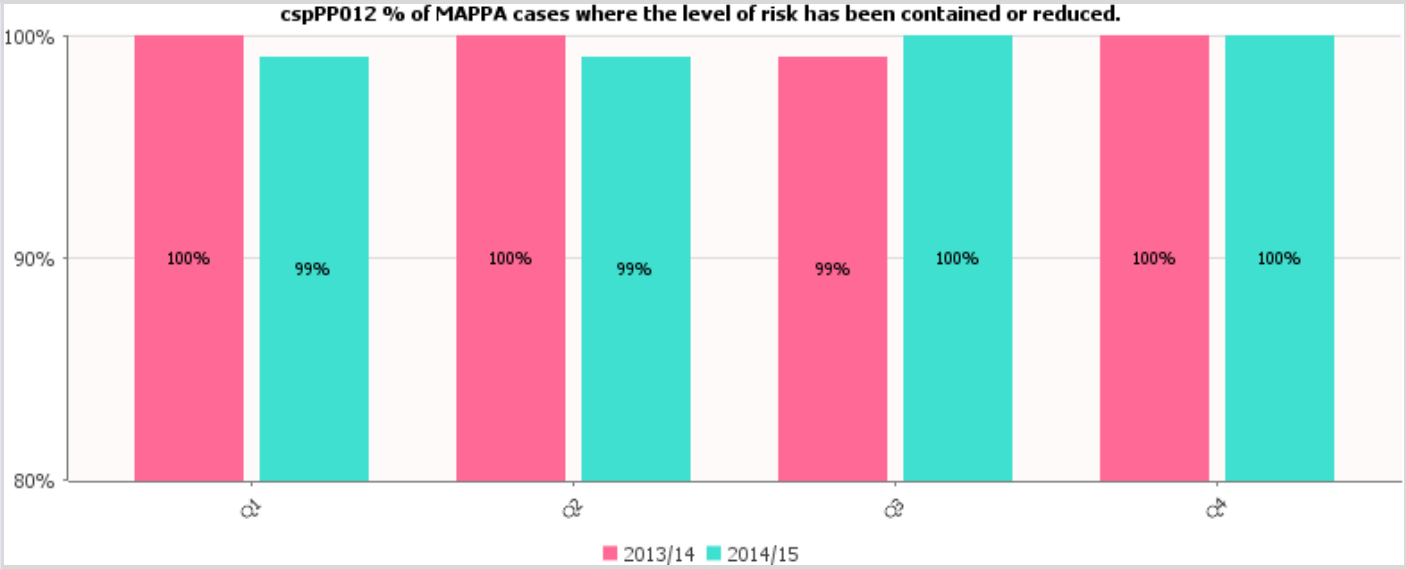


Target	100%
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
Adult Protection has a new suite of Performance Indicators, including two that link into the Single Outcome Agreement. This PI is not part of that suite. No data is currently being collated for this as a consequence.	28-Apr-2015 Adult Protection has a new suite of Performance Indicators, including two that link into the Single Outcome Agreement. This PI is not part of that suite. No data is currently being collated for this as a consequence.

1. PUBLIC PROTECTION
1.3 MAPPA

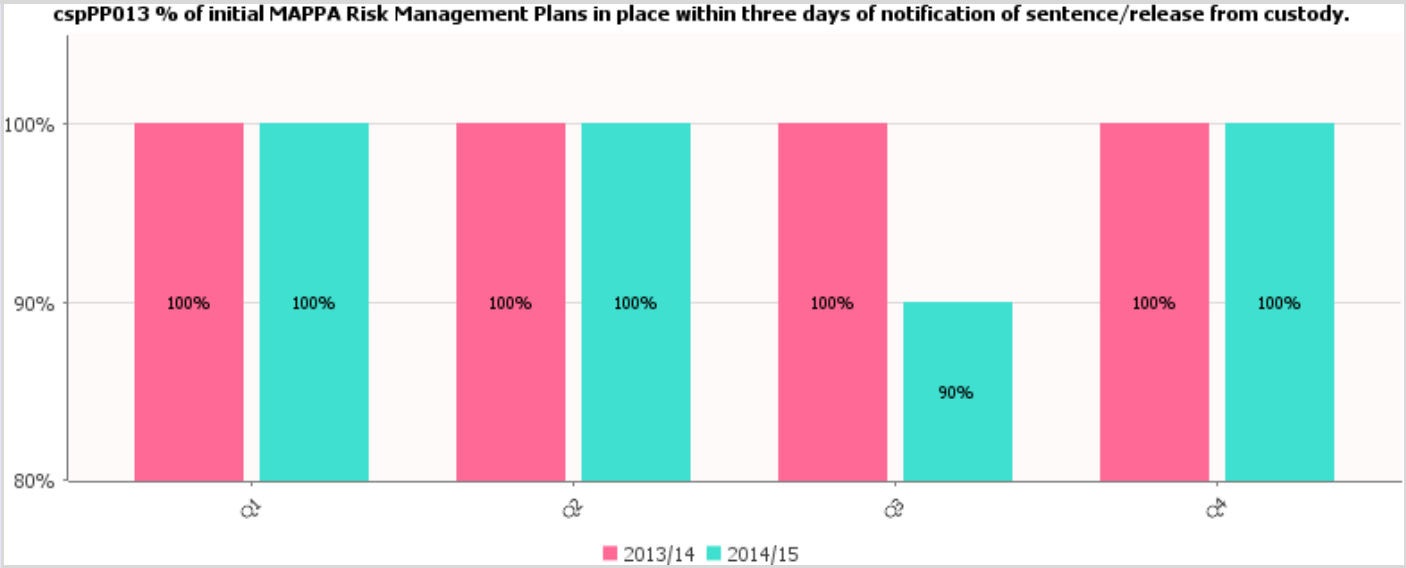
Performance Indicator	**cspPP012 % of MAPPA cases where the level of risk has been contained or reduced.**	**Partner Organisation**	CPP_West Lothian Council
Description	This is an indicator of how many offenders managed under the Multi Agency Public Protection Arrangements have had their level of risk contained or reduced. This demonstrates how effectively the services involved manage risk.	**Responsible Officer(s)**	Robin Allen; Tim Ward
SOA Ref CJ058_9b.2	**Outcome** The risk of serious harm posed to the public by the highest risk offenders is reduced or contained.	**Data Collection Officer(s)**	Robin Allen; Yvonne Beresford



Target	100%
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
Performance in relation to this area of high risk offender management is consistently meeting and exceeding the target expected. Variations can be possible when monitoring a relatively small number of individuals but performance is remaining consistent. The most recent quarters performance stood at 99 per cent which is a positive reflection on partnership arrangements to protect the public.	29-Oct-2013 continuing strong performance

Performance Indicator	**cspPP013 % of initial MAPPA Risk Management Plans in place within three days of notification of sentence/release from custody.**	**Partner Organisation**	CPP_West Lothian Council
Description	This is an indicator of how robust Multi Agency Public Protection Arrangements are in ensuring Risk Management Plans are in place quickly and effectively.	**Responsible Officer(s)**	Robin Allen; Tim Ward
SOA Ref CJ043_9b.1a	**Outcome** The risk of serious harm posed to the public by the highest risk offenders is reduced or contained.	**Data Collection Officer(s)**	Robin Allen; Yvonne Beresford

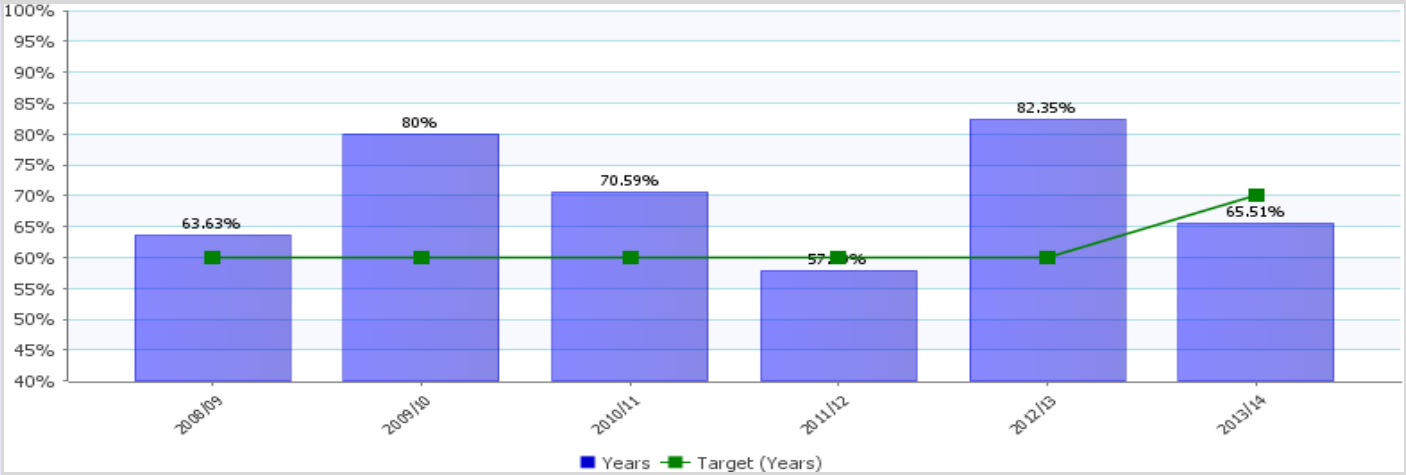


Target	100%
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
Multi Agency Public Protection Arrangements are in place to ensure that there is a robust response to protect the public from the risks posed by serious offenders who are in communities. This indicator is a measure of how effective the range of agencies responsible for managing offenders in the community are at putting plans in place quickly and effectively. Performance is of a high standard and the service monitors this closely. There was a small dip during quarter 3 of 2014-15 which equated to one individual with a plan outwith the 3 day timescale caused by Christmas holidays.	30-Apr-2013 performance consistent

1. PUBLIC PROTECTION
1.4 Domestic Abuse

Performance Indicator	**cspPP020 % of Domestic Abuse perpetrators completing a Probation Order without further incidents being reported to the police**	**Partner Organisation**	CPP_West Lothian Council
Description	Whilst Domestic Abuse Perpetrators may complete a Probation Order without any further criminal convictions, many incidents reported to the Police do not result in Prosecution. On this basis, this indicator demonstrates more strongly the effect that Social Work interventions are having on reducing violence towards women and the addressing the effect this can have on Children and Young People	**Responsible Officer(s)**	Tim Ward
SOA Ref	**Outcome** West Lothian Citizens are protected from incidents of domestic abuse.	**Data Collection Officer(s)**	Norma Paterson; Tim Ward



Target	70%
Frequency	Years

Trend Chart Commentary

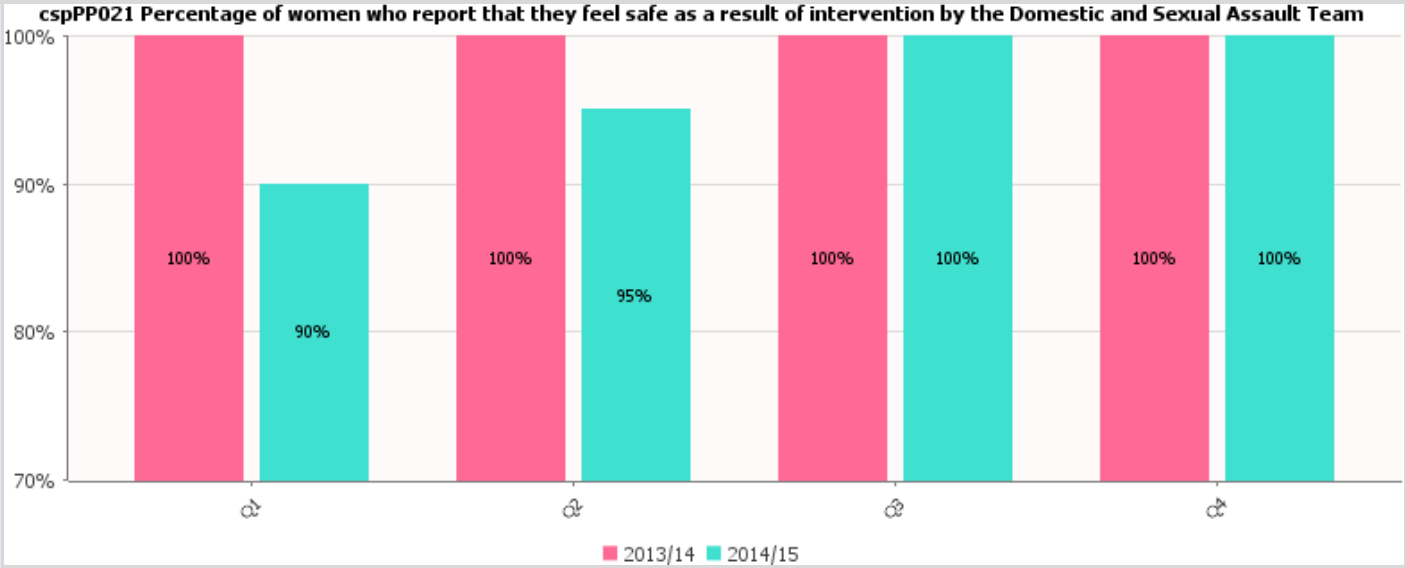
The data we have indicates that People who engage in supervision result in less calls to the police. The process is effective and as well as reducing calls to the police, it is also increases the safety measures to women and children. The target for 2013-14 rose from 60 per cent to 70 per cent. It was felt that this would represent a more challenging target as results in recent years have been in excess of the target. The most recent data showing completions in 2013-14 showed a dip from 82.35 per cent in 2012-13 to 65.51 per cent. Whilst this is a drop in performance from the previous year, it is still felt to be positive performance given the increased numbers of people subject to Community Payback Orders and that these individuals are challenging to manage with highly entrenched behaviour. It should be noted that performance will be influenced by relatively low sample numbers. In this case 19 out of 29 completers did not commit a further offence.

This indicator is reflective of the increased focus the service has on managing the risk posed by perpetrators of domestic abuse and a marked change in Policing policy since the creation of Police Scotland. Through West Lothian Councils commitment to early intervention, time limited funding has been provided to support the development of a group work and one to one programme for domestic abuse perpetrators. This should help improve outcomes in relation to reoffending and reduce impact on victims.

Notes on Latest Data Entry

25-Jul-2013 significant improvement for 2012-13 reflecting increased focus on domestic abuse.

Performance Indicator	**cspPP021 Percentage of women who report that they feel safe as a result of intervention by the Domestic and Sexual Assault Team**	**Partner Organisation**	CPP_West Lothian Council
Description	This relates to the percentage of women who report that they feel safe as a result of intervention by the Domestic and Sexual Assault Team	**Responsible Officer(s)**	Jane Kellock; Jo MacPherson; Tim Ward
SOA Ref	**Outcome** West Lothian Citizens are protected from incidents of domestic abuse.	**Data Collection Officer(s)**	Norma Paterson; Tim Ward



Target	90%
Frequency	Quarters

Trend Chart Commentary

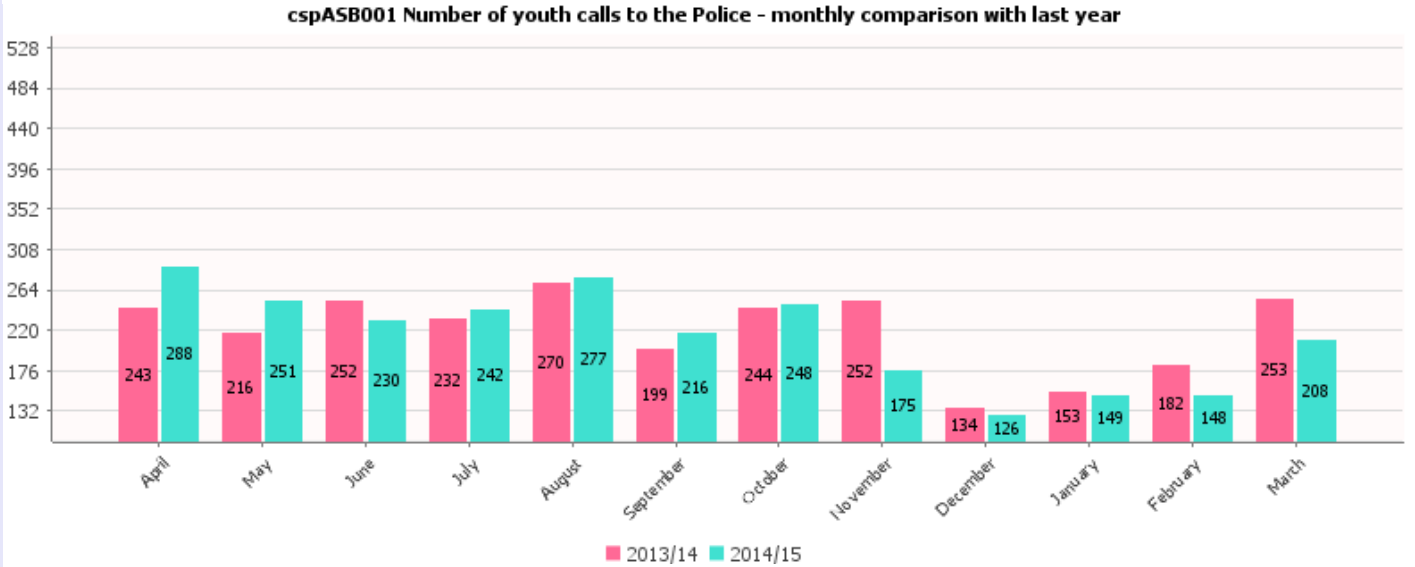
Performance for quarter one of 2014-15 was down on recent months with 90% of women indicating feeling safer as a result of intervention by the DASAT for those who have completed an evaluation. The previous four quarters had a performance of 100 per cent. In quarter two performance had improved to 95 per cent. In quarter 3 performance had returned to 100 per cent and involved all of the 40 women surveyed feeling safer following intervention. From Quarter four of 2014-15 DASAT are introducing a phone follow up with those particularly receiving the court advocacy input which accounts for a large proportion of referrals for the service and would represent a better reflection of the overall work. In 2013-14 DASAT received 1032 referrals for individual adults, a figure nearly double that of 2011-12. The perception of women being protected by services is seen as an important indicator of effectiveness.

Notes on Latest Data Entry

18-Jul-2014 Service users' high levels of satisfaction with the service reflect DASAT's strong and consistent performance and effective multi-agency working.

2. ANTISOCIAL BEHAVIOUR
2.1 Youth Calls

Performance Indicator	**cspASB001 Number of youth calls to the Police - monthly comparison with last year**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of reported youth calls to the police.	**Responsible Officer(s)**	
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	

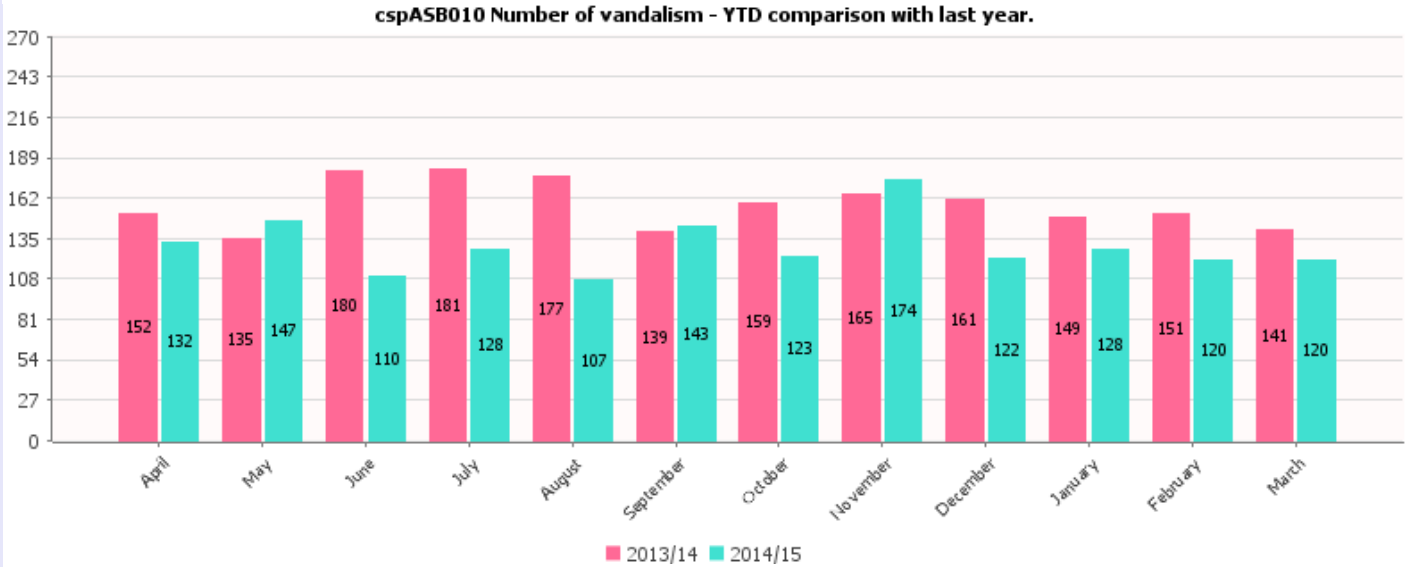


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
Youth calls in 2014/15 decreased by 37 calls from 2593 calls in 2013/14 to 2556 calls. This equates to an overall decrease of 1% in youth disorder. This decrease has been achieved by a reduction in calls in the past six months compared to last. Problem areas for calls included Broxburn, East Livingston and Livingston South. There have been recent increases in calls in particular within Craigshill and East Calder and Uphall with these areas receiving additional police patrols and Streetwork from Youth Action workers at weekends.	06-May-2015 There were 208 calls during March 2015

2. ANTISOCIAL BEHAVIOUR
2.2 Vandalisms

Performance Indicator	**cspASB010 Number of vandalism - YTD comparison with last year.**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of recorded vandalisms to the police.	**Responsible Officer(s)**	
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	

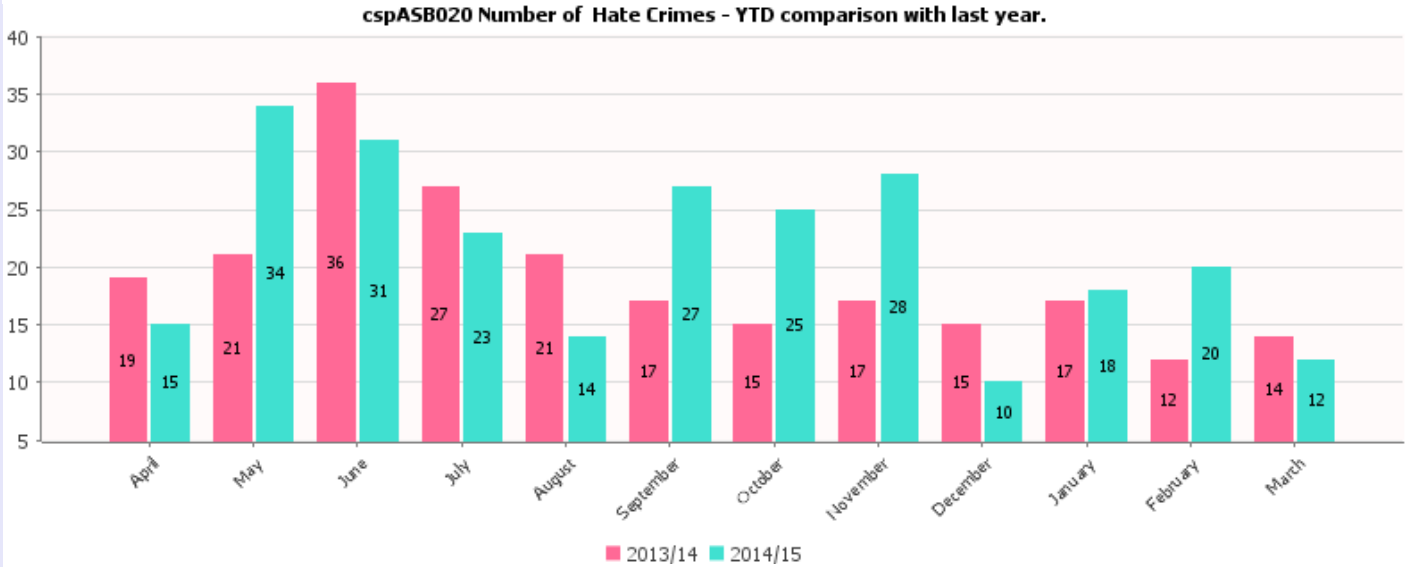


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
Vandalisms have continued to show a positive reduction in the current year totals with an 18% reduction in crime resulting in 336 fewer victims of crime. This level of reduction has remained consistent for the past few months compared to last years totals. The year to date total is 1554 crimes compared to 1890 crimes during 2013/14. There has been a steady decline in vandalisms in recent years and all wards have seen a reduction this year. Only Whitburn and Blackburn ward and Armadale ward have shown a similar number of crimes with only a very small decrease seen in both wards compared to last year. The motive for vandalisms is sporadic with no clear pattern of crime identified.	06-May-2015 There were 120 Vandalism and Reckless Conduct offences in March 2015

2. ANTISOCIAL BEHAVIOUR
2.3 Hate Crimes

Performance Indicator	**cspASB020 Number of Hate Crimes - YTD comparison with last year.**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of reported Hate Crimes to the police.	**Responsible Officer(s)**	
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	

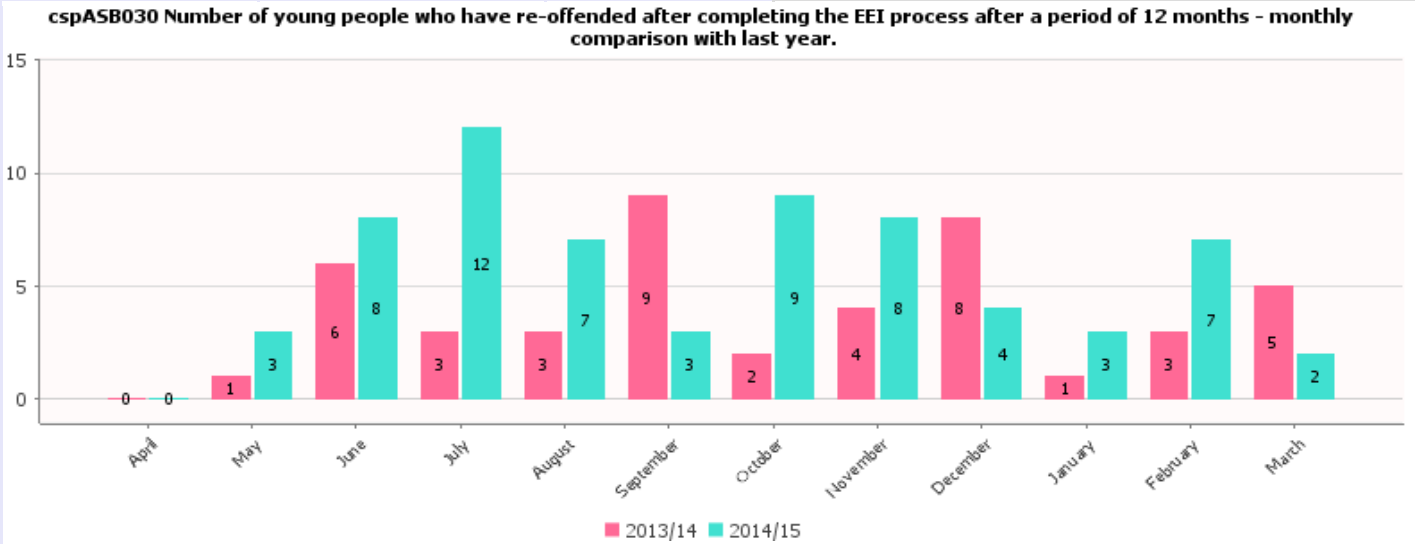


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
The total numbers of hate crimes for the YTD has increased by 26 crimes compared to last year with 257 crimes reported compared to 231 last YTD. Of all the protected characteristics, Race continues to accounts for the vast majority of crimes. Most crimes are classed as verbal abuse with only 31 minor assaults and 12 communications act offences and 22 vandalisms. There were 6 crimes of sectarian behaviour at football matches recorded this year. There has been a reduction in the number of repeat victims of hate crime with very few persons who have reported hate crimes identified as being repeatedly victimized. Police officers remain a high volume of victims with 28 reports identified whereby they were the victims of hate crime.	06-May-2015 There have been 12 Hate crime offences in March 2015.

2. ANTISOCIAL BEHAVIOUR
2.4 Young people who have re-offended

Performance Indicator	**cspASB030 Number of young people who have re-offended after completing the EEI process after a period of 12 months - monthly comparison with last year.**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of young people who re-offend after 12 months	**Responsible Officer(s)**	Yvonne Beresford; Tim Ward
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	

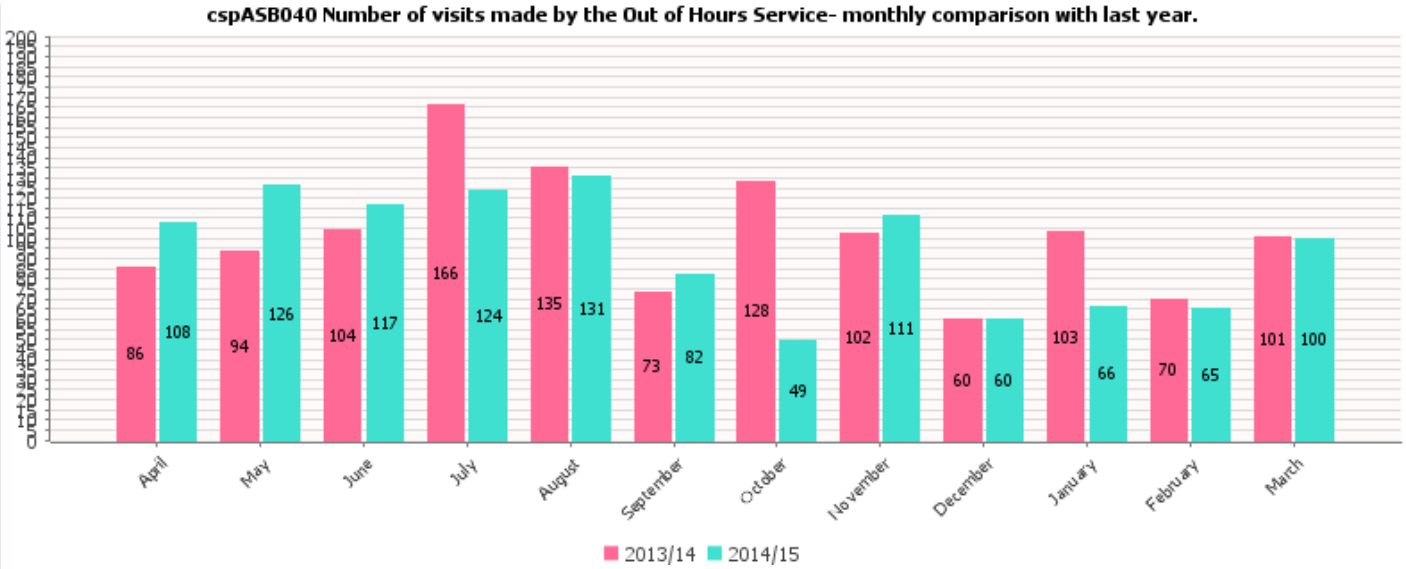


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
Over the last few years there has been a variation in the number of referrals and the consistency of response in relation to EEI. Now there has been an investment in terms of co-ordination and dedicated service delivery, improvement should result over the coming year. Performance over the last few quarters has been steadily improving and is based on figures provided by the Police on names who have been re-referred within `12 months of original referral. There was a dip in performance to 37.5 per cent in quarter two of 2013-14 which was due to a number of higher risk cases that received an intervention in the period. There was an improvement to quarter one levels in quarter three and in quarter four with a further notable improvement to 71.87 per cent. In quarter 1 of 2014-15 performance had dipped slightly to 67 per cent and there has been further dips in quarter 2 and quarter 3 to 60 per cent and 53 percent respectively. In quarter four performance improved to 77 per cent which constituted 34 out of 44 referrals not reoffending. Work to improve capacity to interrogate data has been completed which will improve the service's ability to understand trends in the future. Close monitoring is taking place to ensure that both the target and performance are appropriate. Services are generally beginning to target cases that are higher risk to divert them from the childrens hearing system and have been effective as a consequence in reducing risk of entering external resources. It is worthy of note that there has been a 63.36 per cent increase in referrals from 2012-13 to 2013-14 from 101 to 165.	29-Apr-2015 2 young people have reoffended since being referred to the Early and Effective Intervention programme for the month of March

2. ANTISOCIAL BEHAVIOUR
2.5 Night Noise team - Visits

Performance Indicator	**cspASB040 Number of visits made by the Out of Hours Service- monthly comparison with last year.**			**Partner Organisation**	CPP_Police; CPP_West Lothian Council
Description	This measure relates to the number of visits carried out by the Out of Hours Service			**Responsible Officer(s)**	Siobhan Mullen; Alison Ritchie
SOA Ref		**Outcome**	The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	Yvonne Beresford



Target	
Frequency	Years

Trend Chart Commentary

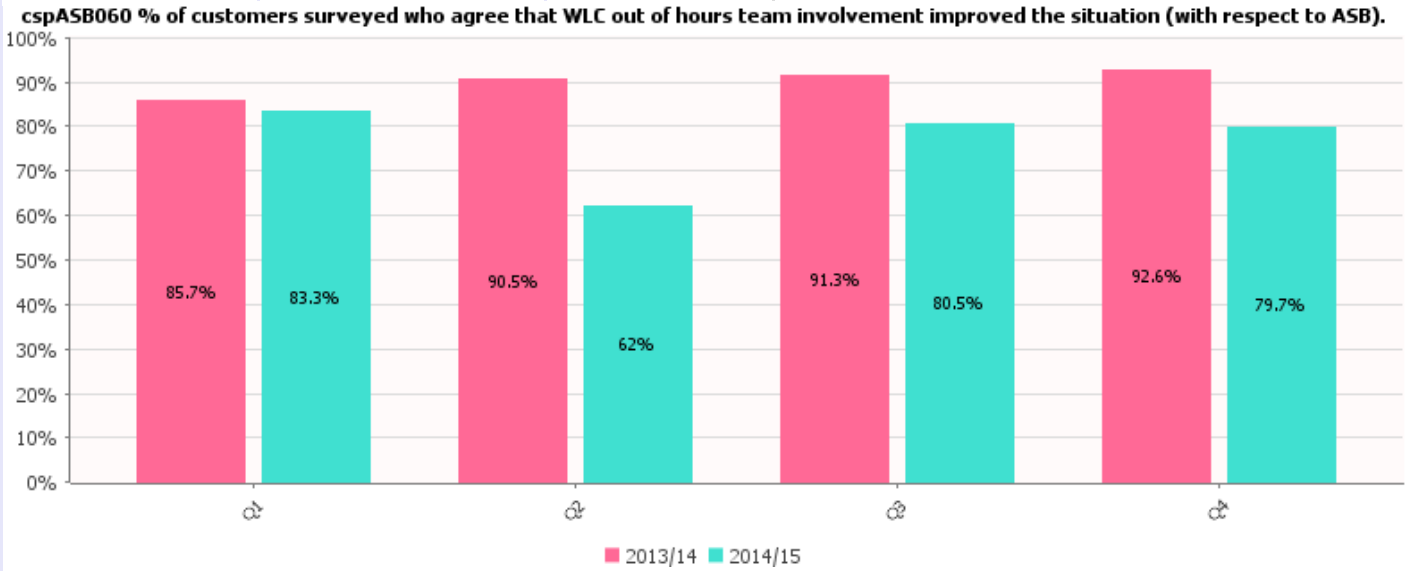
100 visits were made by the Out of Hours Service during March with 3 visits more than the previous year during this time. There were 35 (53.8%) more visits that the previous month. The trend pattern shows a total of 1,269 visits during 13/14 and this year, the year end figure shows a total of 1,139 visits made. In 2015, there were more visits carried out during April, May, June, September and November than last year but vastly greater reductions during October and January. Overall, there were 130 fewer visits made by the Night Noise Team. However, these figures show a continued need for interventions for noise nuisance antisocial behaviour during out of hours. There are no particular areas or reasons that cause more concern than others with only Linlithgow highlighted as having the least calls and visits.

Notes on Latest Data Entry

13-May-2014 101 visits were made during March by the out of hours service in relation to noise nuisance antisocial behaviour.

2. ANTISOCIAL BEHAVIOUR
2.6 Customers satisfaction with WLC Night-Noise team involvement in ASB

Performance Indicator	**cspASB060 % of customers surveyed who agree that WLC out of hours team involvement improved the situation (with respect to ASB).**	**Partner Organisation**	CPP_West Lothian Council
Description	This measure relates to the % of customers surveyed who agree that their ASB issue has improved due to the involvement with the WLC out of hours team.	**Responsible Officer(s)**	Siobhan Mullen; Alison Ritchie
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	Yvonne Beresford



Target	
Frequency	Quarters

Trend Chart Commentary

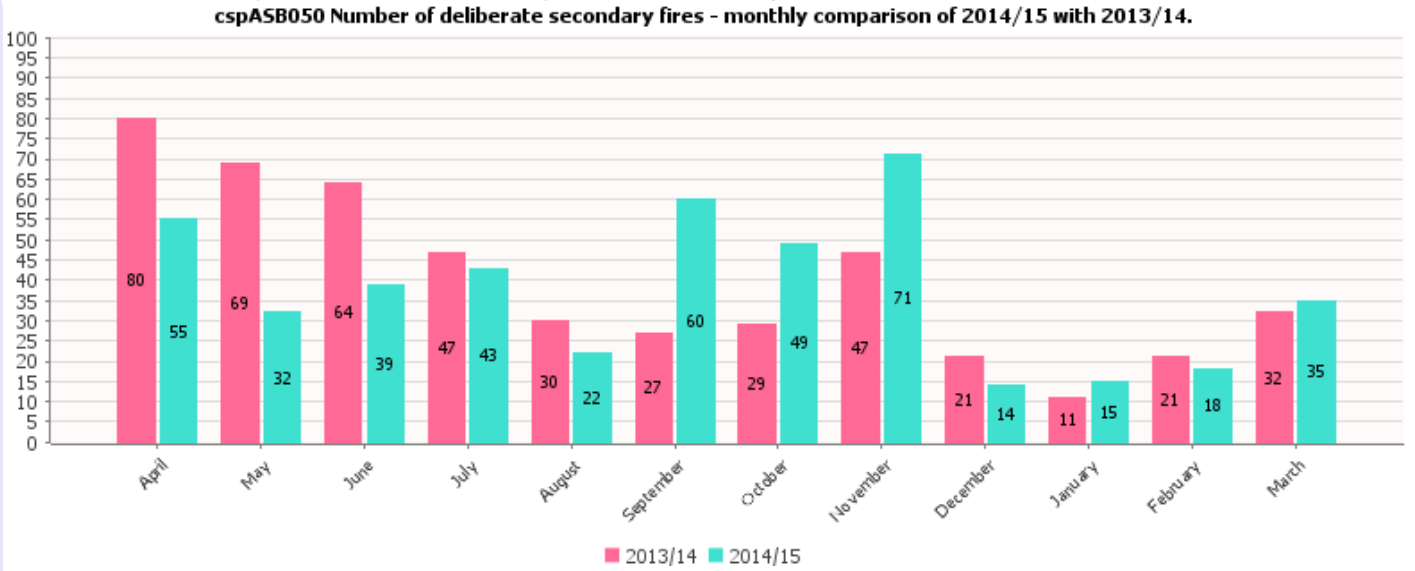
79.7% of the service users (out of a total of 133) who were surveyed since the start of this financial year (2014/15) stated that WLC involvement improved the situation with the out-of-hours service input re ASB. At this time last year, the figure was 92.6 %. This equates to a decrease of 13.9% on last years figure. Last year there were 27 respondents for the year and this year there were 133 respondents equating to an increase of 392.6 %. Due to the huge increase in those surveyed it is difficult to draw comparison with this years data compared to the data supplied for the previous year. The service manager is aware of individual users feedback on the service and will be working to address any issues of dissatisfaction.

Notes on Latest Data Entry

29-Apr-2015 79.7% of the service users (out of a total of 133) who were surveyed since the start of this financial year (2014/15) stated that WLC involvement improved the situation with the out-of-hours service input re ASB. At this time last year, the figure was 92.6 %. This equates to a decrease of 13.9% on last years figure. Last year there were 27 respondents for the year and this year there were 133 respondents equating to an increase of 392.6 %

2. ANTISOCIAL BEHAVIOUR
2.7 Deliberate Secondary Fires

Performance Indicator	**cspASB050 Number of deliberate secondary fires - monthly comparison of 2014/15 with 2013/14.**	**Partner Organisation**	CPP_Fire; CPP_Police
Description	This measure relates to the number of recorded secondary fires.	**Responsible Officer(s)**	David Lockhart; Stuart Stevens
SOA Ref	**Outcome** The incidents of antisocial behaviour are reduced.	**Data Collection Officer(s)**	David Lockhart; Stuart Stevens



Target	
Frequency	Months

Trend Chart Commentary

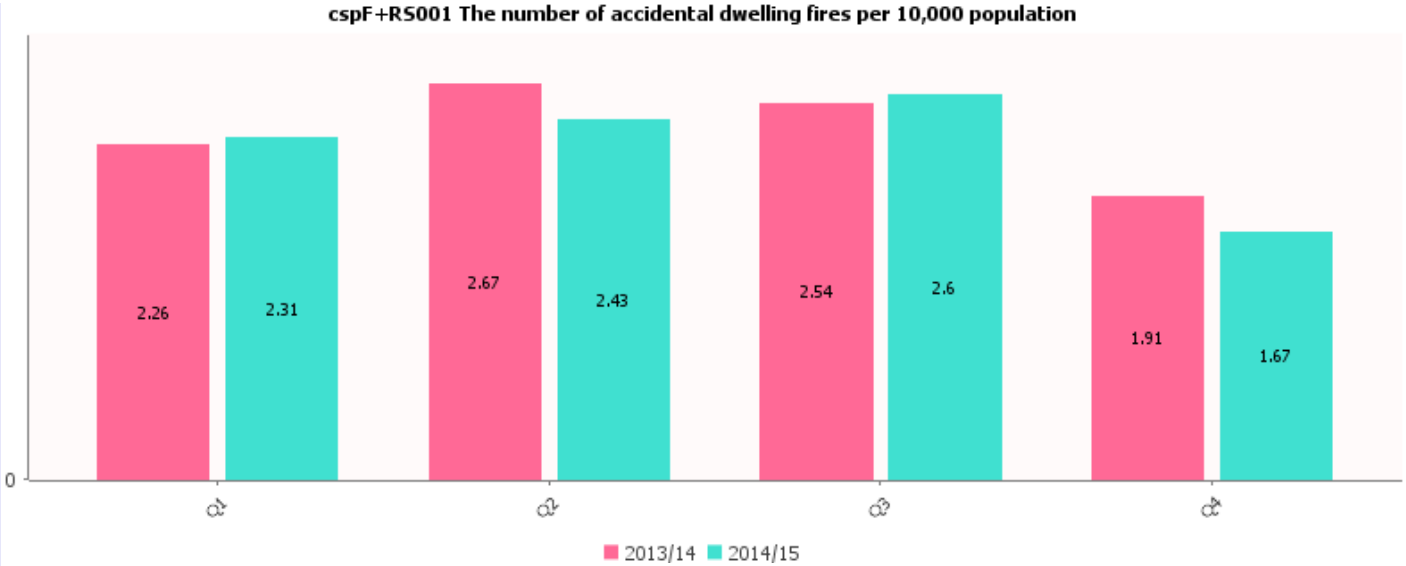
There is a long term continued decline in the number of deliberate secondary fires within West Lothian. Some of this decline can be attributed to the partnership working that takes place through the Daily Tasking Process within the Community Safety Unit. Historically two peaks are seen with regards to increased levels of activity. These are linked to the Easter Holidays and lighter nights and the Bonfire/Firework period. Prolonged periods of dry weather also increase the levels of activity. Preventative activity continues to focus around these issues.

Notes on Latest Data Entry

17-Feb-2015 SFRS attended 134 deliberate secondary fires during Q3 2014-15, which is an increase of 33 incidents when compared to Q3 2013-14 and an increase of 9 incidents when compared to Q2 2014-15. The Daily tasking process continually reviews the issue of deliberate secondary fires to identify opportunities to prevent further incidents.

3. FIRE AND ROAD SAFETY
3.1 Fires

Performance Indicator	**cspF+RS001 The number of accidental dwelling fires per 10,000 population**	**Partner Organisation**	CPP_Fire
Description	This measure relates to the recorded number of accidental dwelling fires.	**Responsible Officer(s)**	David Lockhart; Stuart Stevens
SOA Ref	**Outcome** The number of incidents and casualties from fires is reduced.	**Data Collection Officer(s)**	CPP_Fire; CPP13_Fire; David Lockhart; Stuart Stevens



Target	
Frequency	Quarters

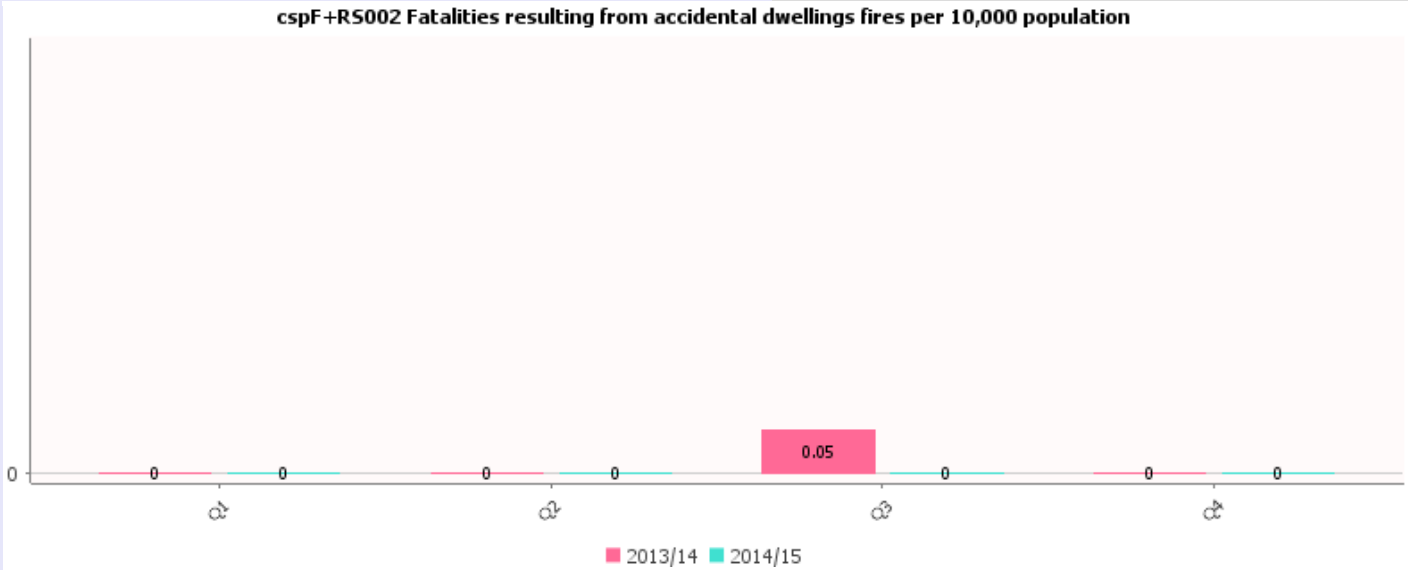
Trend Chart Commentary

Quarterly figures continue to show a consistent number of incidents, the causes of which are continually monitored. The main causes of accidental dwelling fires are cooking, electrical or smoking related. SFRS conducts various initiatives including the targeting sheltered housing premises and a generation of Home Fire safety Visit referrals from agencies who engage with 'vulnerable' people. A positive reduction in 1/4 four evidences the partnership work in relation to reaching those most at risk and SFRS will continue to develop these positive referral pathways.

Notes on Latest Data Entry

24-Apr-2015 Actual number of incidents in Q4 14/15 was 29. This is an decrease of 4 incidents when compared to the same period from 2013/14 and the lowest recorded over the two year period. Population figure of 172,990 used.

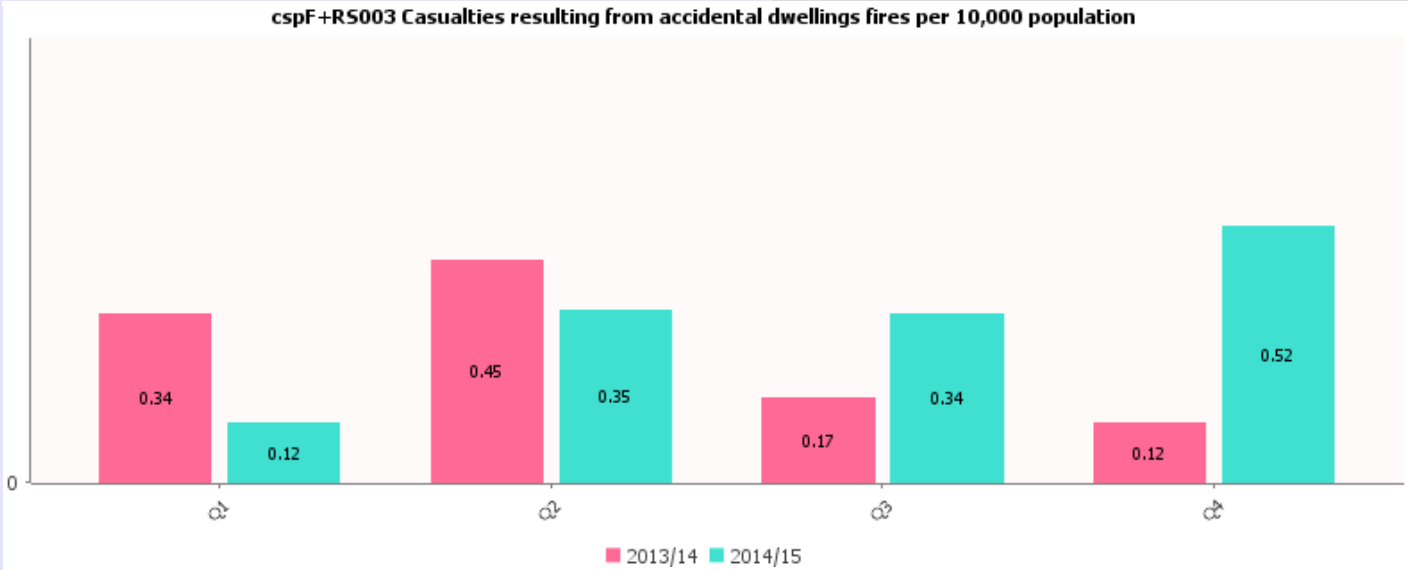
Performance Indicator	**cspF+RS002 Fatalities resulting from accidental dwellings fires per 10,000 population**	**Partner Organisation**	CPP_Fire
Description	This measure relates to the recorded number of fatalities resulting from accidental dwelling fires.	**Responsible Officer(s)**	David Lockhart; Stuart Stevens
SOA Ref	**Outcome** The number of incidents and casualties from fires is reduced.	**Data Collection Officer(s)**	CPP_Fire; CPP13_Fire; David Lockhart; Stuart Stevens



Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
SFRS recognise that those most vulnerable within our communities are most at risk from fire and of becoming a fire fatality. Substantial work has been undertaken in order to target those most at risk from fire. A number of effective partnership agreements and initiatives have been put in place. This year there have been no fire fatalities in West Lothian which is a reduction compared to last year.	24-Apr-2015 This is a rate of 0.00 per 10,000 population. There were no fatalities due to an accidental dwelling fire during quarter 4.Population of West Lothian is taken as 172,990 (General Register for Scotland).

Performance Indicator	**cspF+RS003 Casualties resulting from accidental dwellings fires per 10,000 population**	**Partner Organisation**	CPP_Fire
Description	This measure relates to the recorded number of casualties resulting from accidental dwelling fires.	**Responsible Officer(s)**	David Lockhart; Stuart Stevens
SOA Ref	**Outcome** The number of incidents and casualties from fires is reduced.	**Data Collection Officer(s)**	CPP_Fire; CPP13_Fire; David Lockhart; Stuart Stevens



Target	
Frequency	Quarters

Trend Chart Commentary

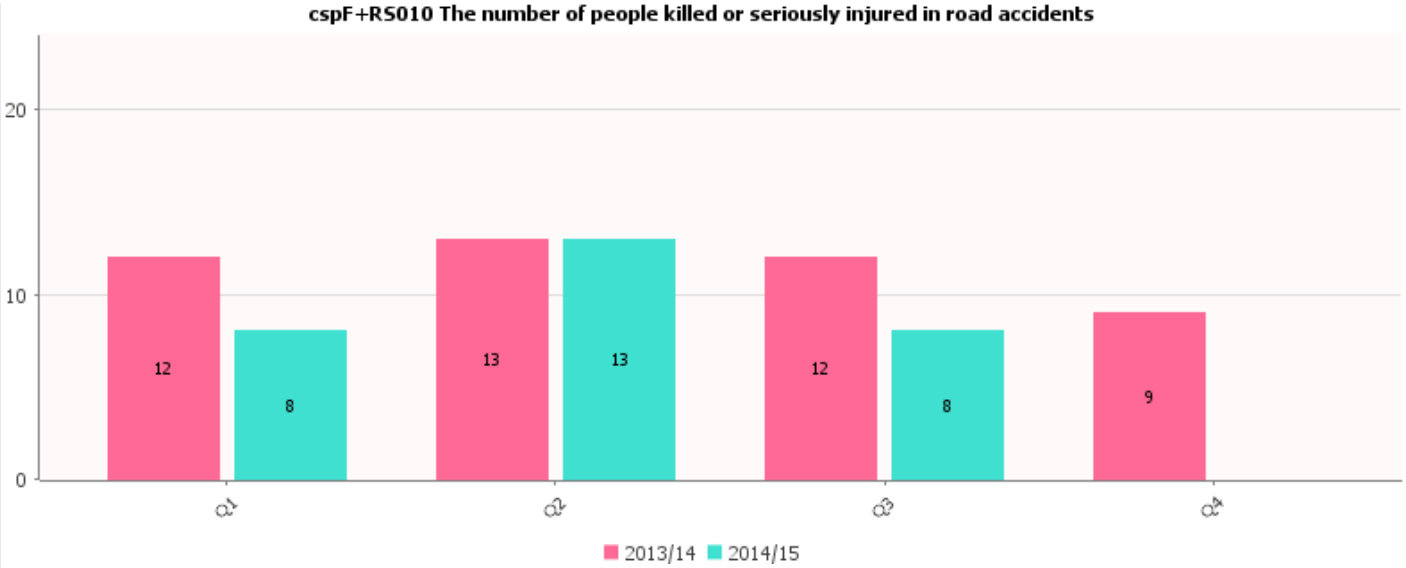
The 5 year trend is one of a reduction in casualties from accidental dwelling fires (ADF). This can be attributed to the on-going Home Fire Safety Visit programme and the provision of domestic smoke detection to ensure that occupants are being alerted to fire before becoming a casualty. This year has witnessed an increase in ADF casualties resulting from predominantly small grill pan / cooking related fires and resulted in mostly precautionary checks (non hospital admittance). SFRS both locally and nationally are striving to reduce the number of cooking related incidents. We will continue to develop strong community links to educate and prevent these incidents. We have undertaken casualty and incident profiling and are working with CSP to identify further targeted initiatives.

Notes on Latest Data Entry

24-Apr-2015 This is a rate of 0.52 per 10,000 population (9 casualties) which is an increase of 4 casualties when compared to the figure recorded for the previous quarter (Q3 2014-15, 5 casualties) and an increase of 7 casualties when compared to Q4 2013-14, 2 casualties. Population of West Lothian is taken as 172,990 (General Register Office for Scotland).

3. FIRE AND ROAD SAFETY
3.2 Road Traffic Accidents

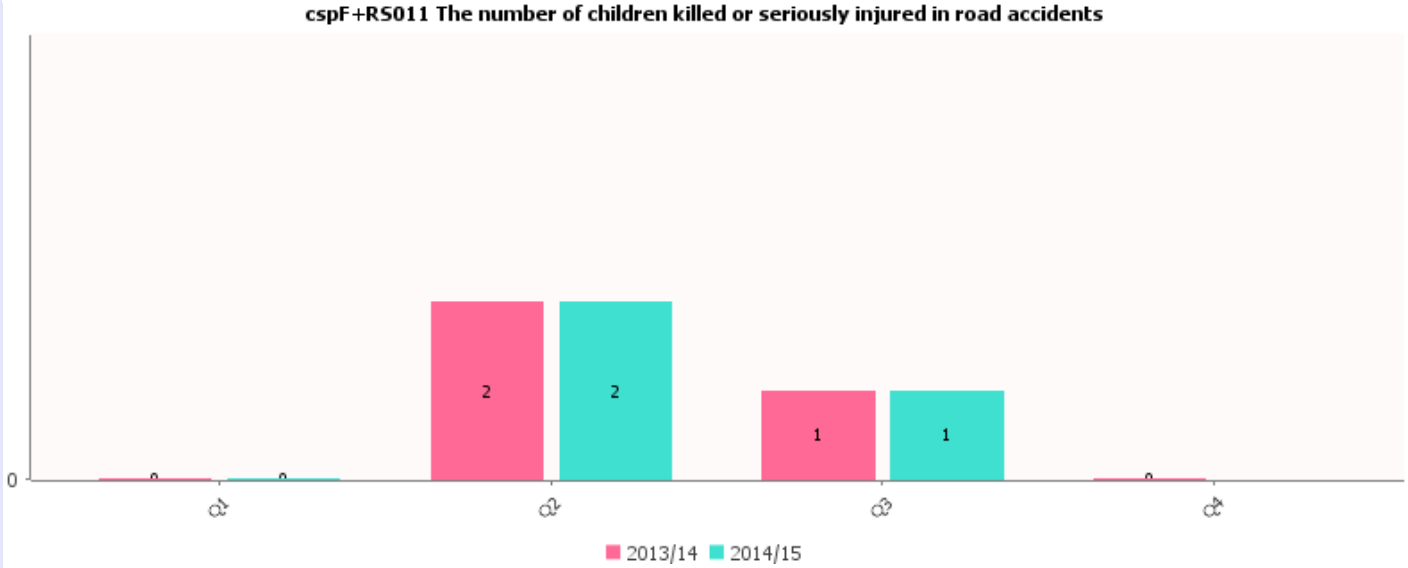
Performance Indicator	**cspF+RS010 The number of people killed or seriously injured in road accidents**	**Partner Organisation**	CPP_West Lothian Council
Description	This measure relates to the recorded number of people killed or seriously injured in road accidents. Target values are the seasonalised averages for the years 2008-2010 and are still under development.	**Responsible Officer(s)**	Kevin Hamilton
SOA Ref	**Outcome** The number of incidents and casualties from road traffic accidents is reduced.	**Data Collection Officer(s)**	Kevin Hamilton



Target	17
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
The number of fatal and serious road casualties in Q3 2014/15 (8 in total) is lower than in the previous year and is considerably lower than the 2008-2010 average (17).	27-Apr-2015 The number of fatal and serious road casualties in Q3 2014/15 (8 in total) is lower than in the previous year and is considerably lower than the 2008-2010 average (17).

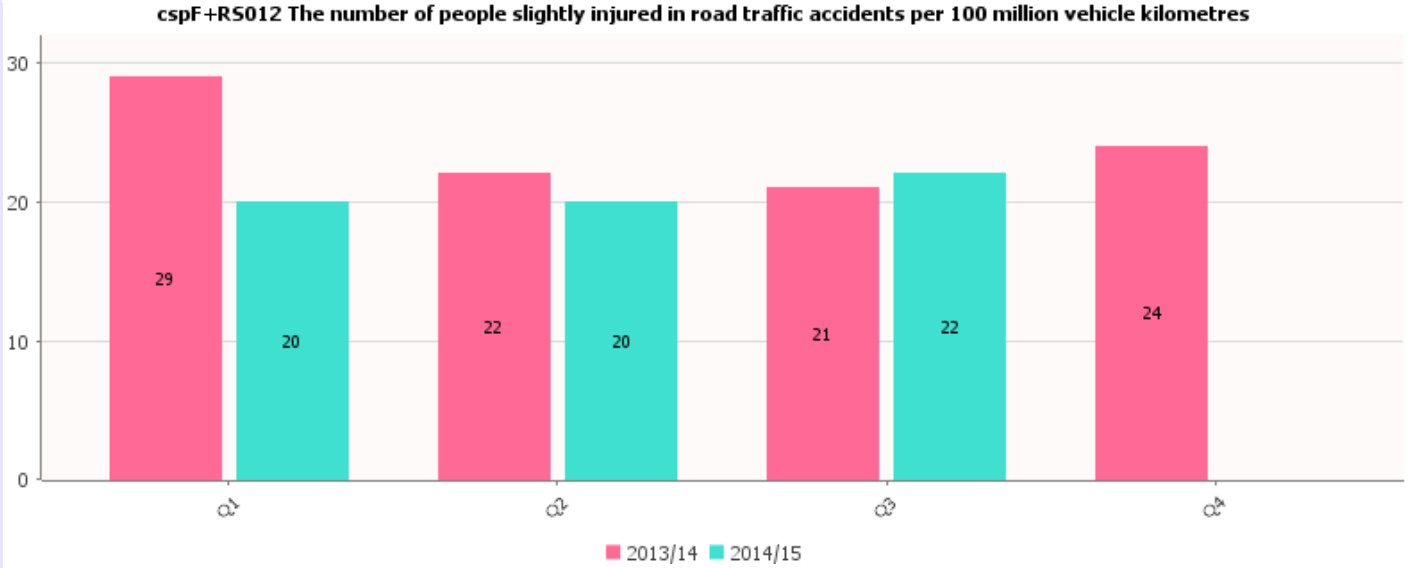
Performance Indicator	**cspF+RS011 The number of children killed or seriously injured in road accidents**			**Partner Organisation**	CPP_West Lothian Council
Description	This measure relates to the recorded number of children killed or seriously injured in road accidents.			**Responsible Officer(s)**	Kevin Hamilton
SOA Ref		**Outcome**	The number of incidents and casualties from road traffic accidents is reduced.	**Data Collection Officer(s)**	Kevin Hamilton



Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
There was 1 child seriously injured in road accidents in the third quarter of 2014/15 (Oct - Dec 2014). This is below the average for 2008-2010 but the numbers are very small and subject to a large degree of seasonal and random variation.	27-Apr-2015 There was 1 child seriously injured in road accidents in the third quarter of 2014/15 (Oct - Dec 2014). This is below the average for 2008-2010 but the numbers are very small and subject to a large degree of seasonal and random variation.

Performance Indicator	**cspF+RS012 The number of people slightly injured in road traffic accidents per 100 million vehicle kilometres**			**Partner Organisation**	CPP_West Lothian Council
Description	This measure relates to the recorded number of people slightly injured in road traffic accidents.			**Responsible Officer(s)**	Kevin Hamilton
SOA Ref		**Outcome**	The number of incidents and casualties from road traffic accidents is reduced.	**Data Collection Officer(s)**	Kevin Hamilton

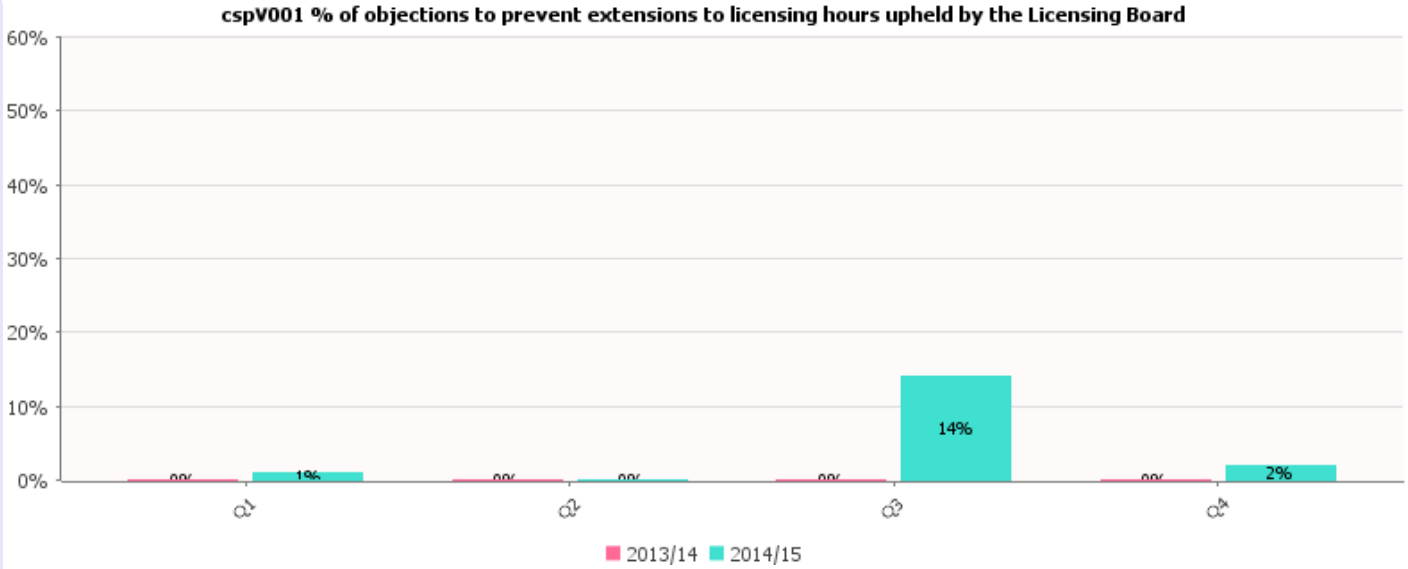


Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
The slight casualty rate for third quarter 2014/15 is estimated to be 22 casualties per 100 million vehicle kilometres. This is the same as the second quarter figure for each of the previous two years.	27-Apr-2015 The slight casualty rate for third quarter 2014/15 is estimated to be 22 casualties per 100 million vehicle kilometres. This is the same as the second quarter figure for each of the previous two years.

4. VIOLENCE
4.1 Alcohol and Licensing

Performance Indicator	**cspV001 % of objections to prevent extensions to licensing hours upheld by the Licensing Board**			**Partner Organisation**	CPP_Police
Description	The purpose of this data is to measure the quality of objections raised by the police in relation to applications for variations to licensed premises, submitted to the Licensing Board.			**Responsible Officer(s)**	
SOA Ref		**Outcome**	The availability of alcohol and its impact on violent crime is reduced.	**Data Collection Officer(s)**	



Target	
Frequency	Quarters

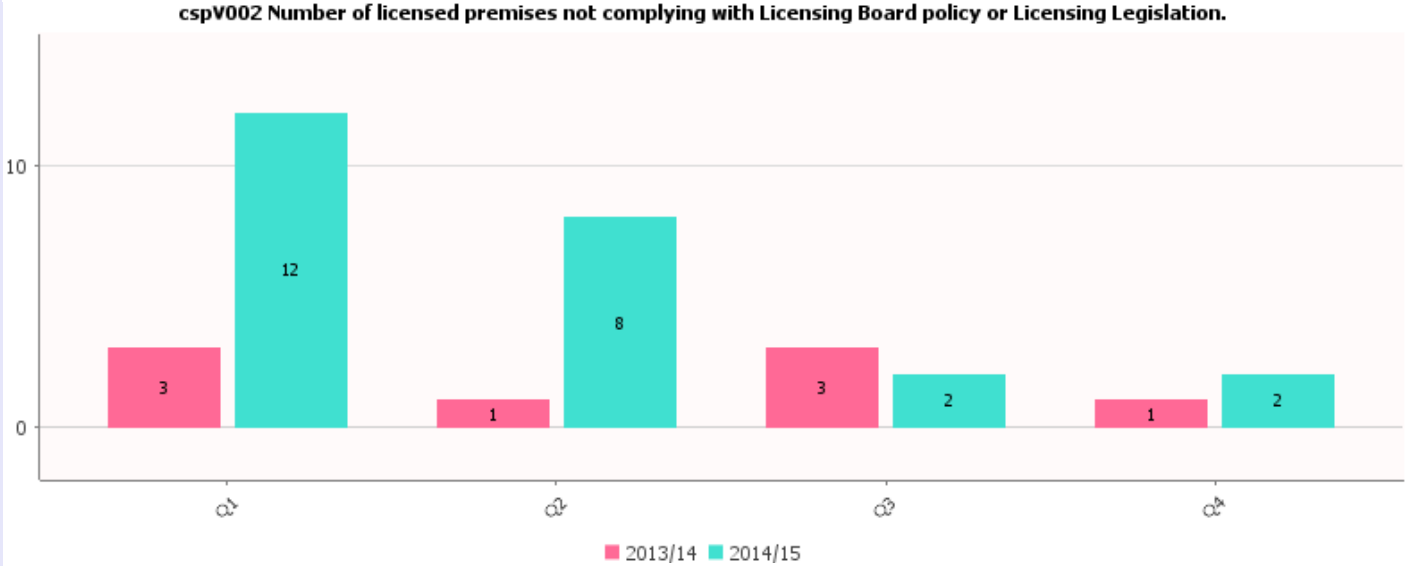
Trend Chart Commentary

The objections related to upcoming events in West Lothian, notably the Riding of the Marches in Linlithgow when licensed premises holders have traditionally applied to open, and are granted, hours outwith the Boards Statement of Licensing Policy. The recommended conditions offered form part of an ongoing process between Police Scotland and West Lothian Licensing Solicitors to standardise a suite of licence conditions.

Notes on Latest Data Entry

06-May-2015 The 2% represents 2 objections however Police Scotland recommended 5 alternative conditions to be applied should the Board not uphold the objections. Only 1 of the 5 conditions was imposed by the Board.

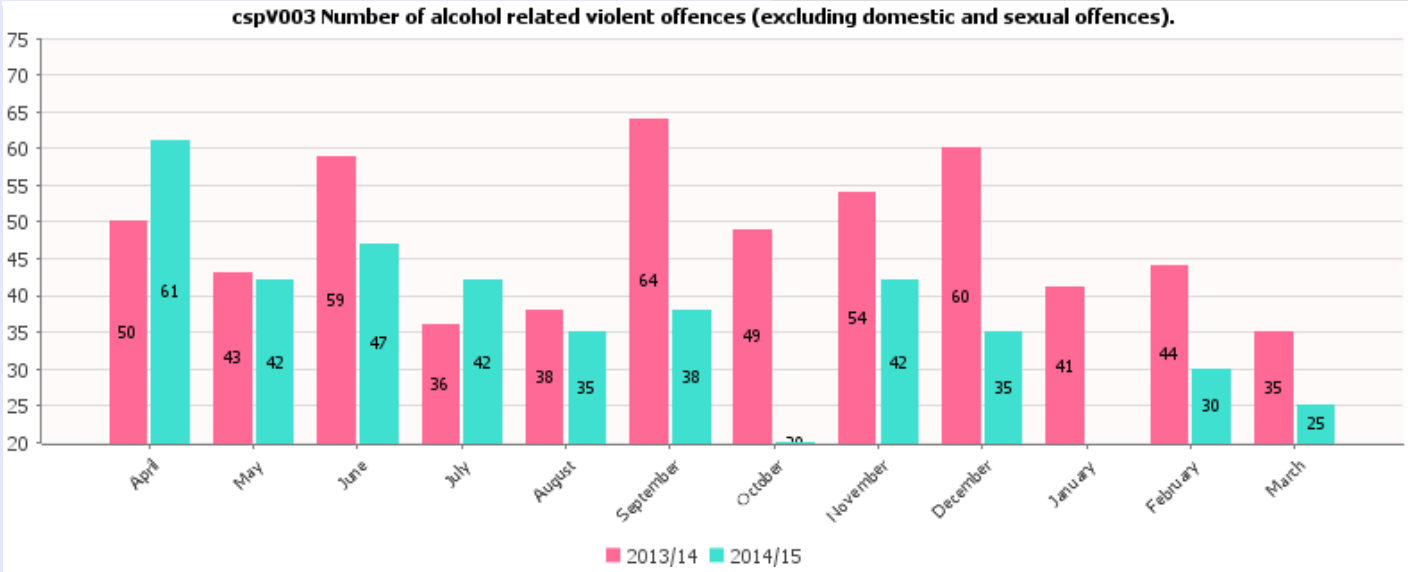
Performance Indicator	**cspV002 Number of licensed premises not complying with Licensing Board policy or Licensing Legislation.**			**Partner Organisation**	CPP_Police
Description	This measure relates to premises where breaches of Licensing Act offences are detected.			**Responsible Officer(s)**	
SOA Ref		**Outcome**	The availability of alcohol and its impact on violent crime is reduced.	**Data Collection Officer(s)**	



Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
The yearly comparison and data shows a continuing trend of non compliance. Police Scotland continue to carry out interventions to work and engage in a positive manner with licensees and premises owners to create a safer environment in the night time economy.	06-May-2015 Of the 2 breaches recorded in Q.4. one premises is being taken to review due to breaches of specific conditions. The other premises have been actively engaging with Police Scotland to ensure no further breaches of legislation, serving alcohol to 2 x 17 year olds. The issues were reported accordingly.

Performance Indicator	**cspV003 Number of alcohol related violent offences (excluding domestic and sexual offences).**	**Partner Organisation**	CPP_Police
Description	This relates to any offences where alcohol is an aggravating factor.	**Responsible Officer(s)**	
SOA Ref	**Outcome** The availability of alcohol and its impact on violent crime is reduced.	**Data Collection Officer(s)**	

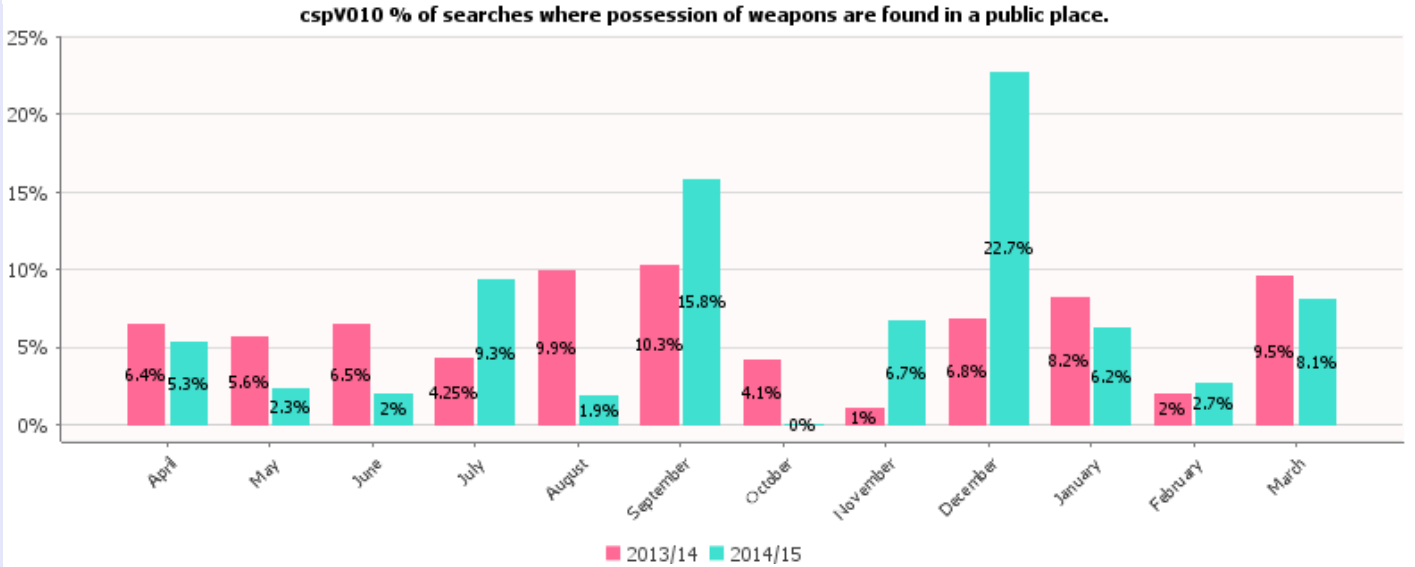


Target	
Frequency	Months

Trend Chart Commentary	**Notes on Latest Data Entry**
The current level of violent related crimes has dropped by 3.5% in West Lothian for the full 2014/15 period compared to the 2013/14YTD. This is a decrease in the final quarter of the period from the 4.5% drop recorded at the end of the last quarter. There has been a decrease of licensed premises in the Bathgate Town Centre area which may have had an impact on alcohol related offences.	29-Apr-2015 The level of alcohol related acts of violence have decreased consistently over the previous four months of 2014-15 compared to 2013-14.

4. VIOLENCE
4.2 Weapons

Performance Indicator	**cspV010 % of searches where possession of weapons are found in a public place.**			**Partner Organisation**	CPP_Police
Description	This figure represents the proportion of positive searches to the total number of searches carried out.			**Responsible Officer(s)**	
SOA Ref		**Outcome**	The availability of alcohol and its impact on violent crime is reduced.	**Data Collection Officer(s)**	

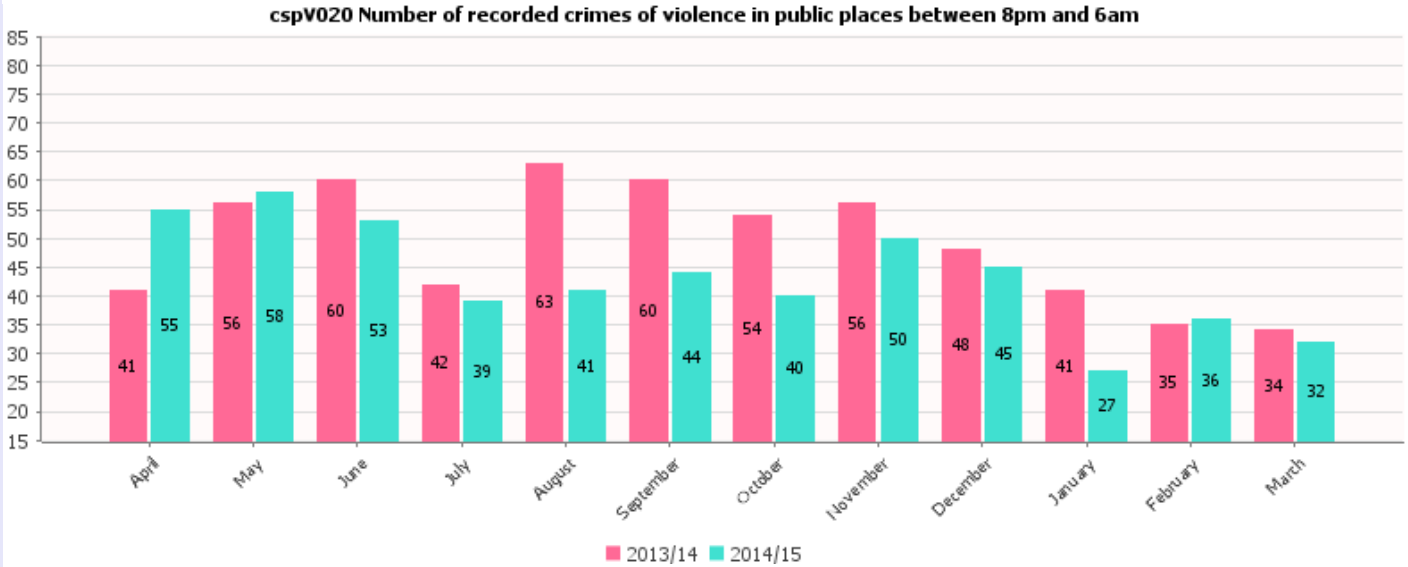


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
The level of searches has dropped in recent months although the percentage of positive searches overall for the division has exceeded the target of 20%. The percentage of positive weapons searches for the YTD was 7% with 42 positive searches from 600 searches carried out. This compares to 6.6% with 77 positive weapons searches from 1170 searches carried out in PYTD.	29-Apr-2015 The level of positive searches has fluctuated as can be seen above although the overall percentage is favourable to the PYTD level.

4. VIOLENCE
4.3 Night-time Economy

Performance Indicator	**cspV020 Number of recorded crimes of violence in public places between 8pm and 6am**	**Partner Organisation**	CPP_Police
Description	Values used in this PI are calculated offline.	**Responsible Officer(s)**	
SOA Ref	**Outcome** West Lothian's 'night-time economy' is a safe place to visit.	**Data Collection Officer(s)**	

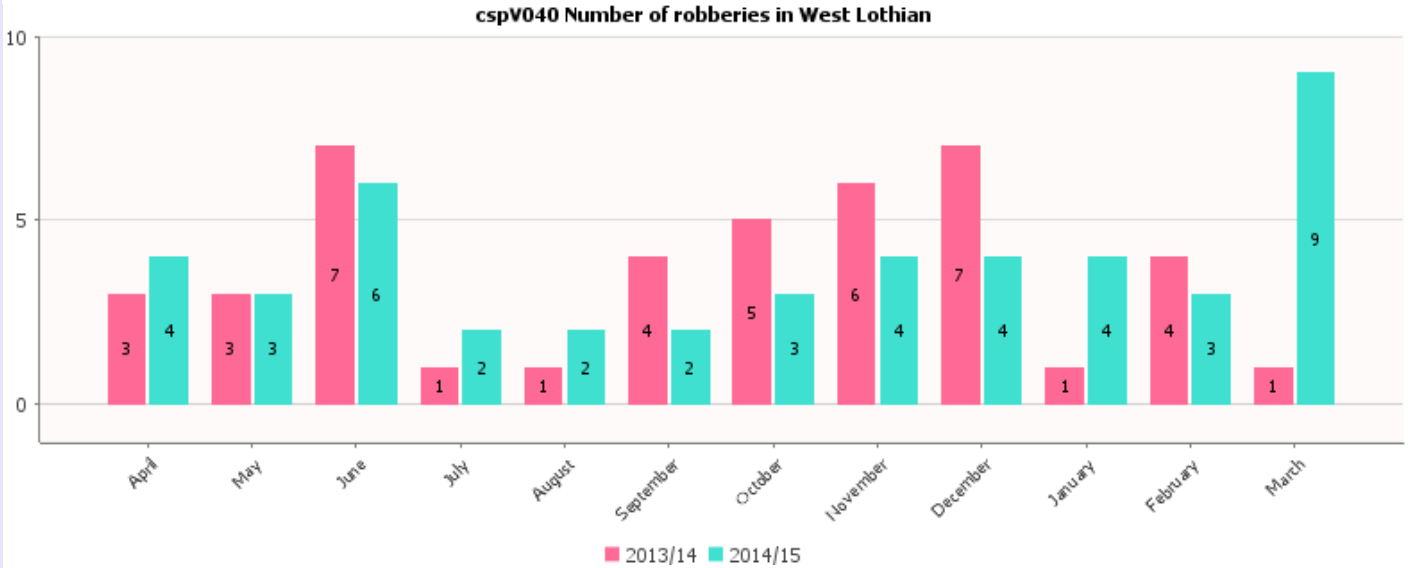


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
The level of public space violence during 8pm-6am has decreased in January albeit the level in February / March is identical in both periods The public space element continues to see a percentage less than the private locations, which is likely to be a reflection on the Police Scotland Domestic abuse policy.	29-Apr-2015 Bathgate town centre remains a focus for public space night economy hour's violence but has diminished slightly in recent months due to the closure of some licensed premises.

4. VIOLENCE
4.5 Violent Crimes.

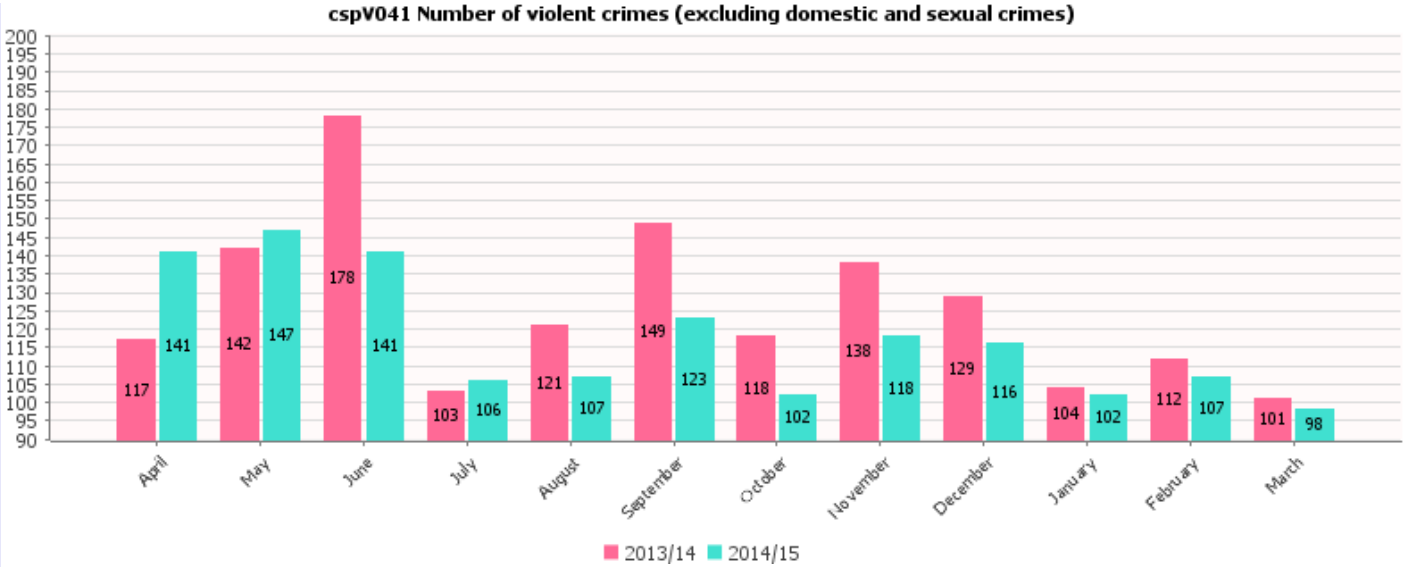
Performance Indicator	**cspV040 Number of robberies in West Lothian**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of recorded robberies.	**Responsible Officer(s)**	
SOA Ref	**Outcome** Violent crime is reduced.	**Data Collection Officer(s)**	



Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
March saw an increase to nine crimes however two were historical crimes dating to September 2014 and were submitted following enquiries into a previous murder. Overall there was a slight increase of three robberies in the full year to the end of March 2015 up to 45 crimes from 42 PYTD.	29-Apr-2015 March figure includes two crimes from September 2014 and all bar two of the March crimes were solved. The figure was down YTD until the March increase which was not normal events.

Performance Indicator	**cspV041 Number of violent crimes (excluding domestic and sexual crimes)**	**Partner Organisation**	CPP_Police
Description	This measure relates to the number of recorded crimes of violence committed during the reporting period.	**Responsible Officer(s)**	
SOA Ref	**Outcome** Violent crime is reduced.	**Data Collection Officer(s)**	

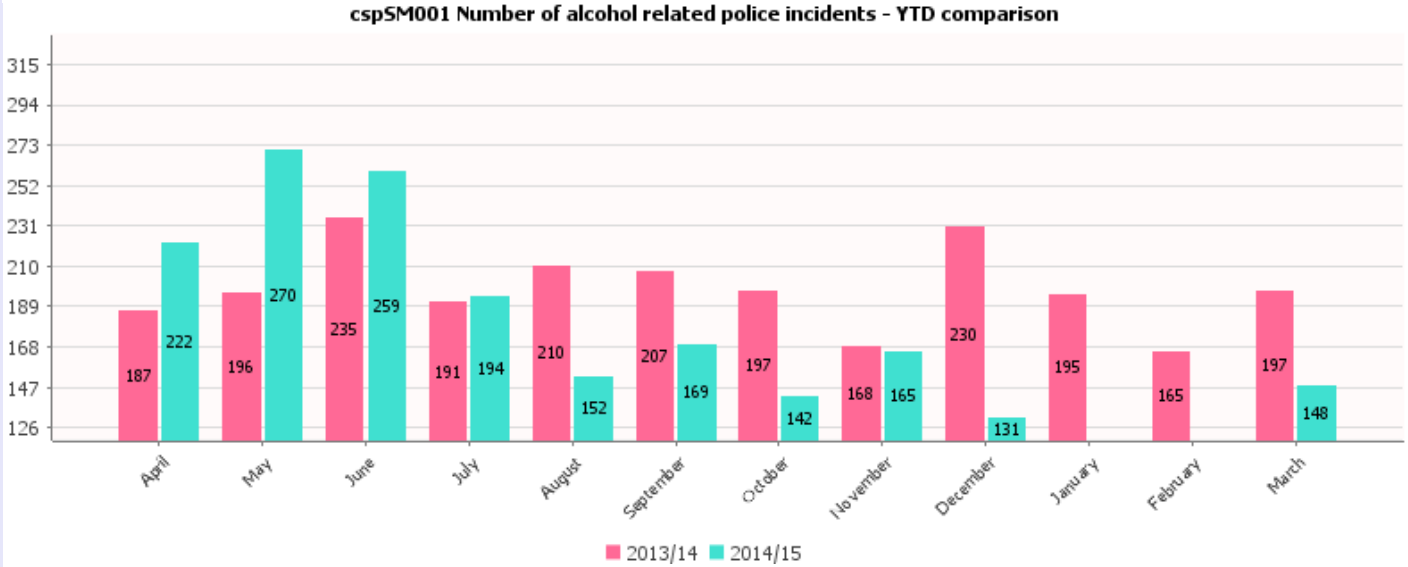


Target	
Frequency	Months

Trend Chart Commentary	Notes on Latest Data Entry
The level of crimes excluding domestic violence has remained fairly static over the four-month period for YTD and has shown a month on month decline against the PYTD as can be seen opposite except for January.	29-Apr-2015 The January period saw an increase of one crime while all other months saw declines in the recorded levels.

5. SUBSTANCE MISUSE
5.1 Alcohol / Drug incidents

Performance Indicator	**cspSM001 Number of alcohol related police incidents - YTD comparison**	**Partner Organisation**	CPP_NHS
Description	This measure relates to the number of recorded alcohol related police incidents.	**Responsible Officer(s)**	CPP_Police; CPP13_Police
SOA Ref	**Outcome** Communities and individuals are safe from alcohol and drug related offending and antisocial behaviour	**Data Collection Officer(s)**	



Target	
Frequency	Months

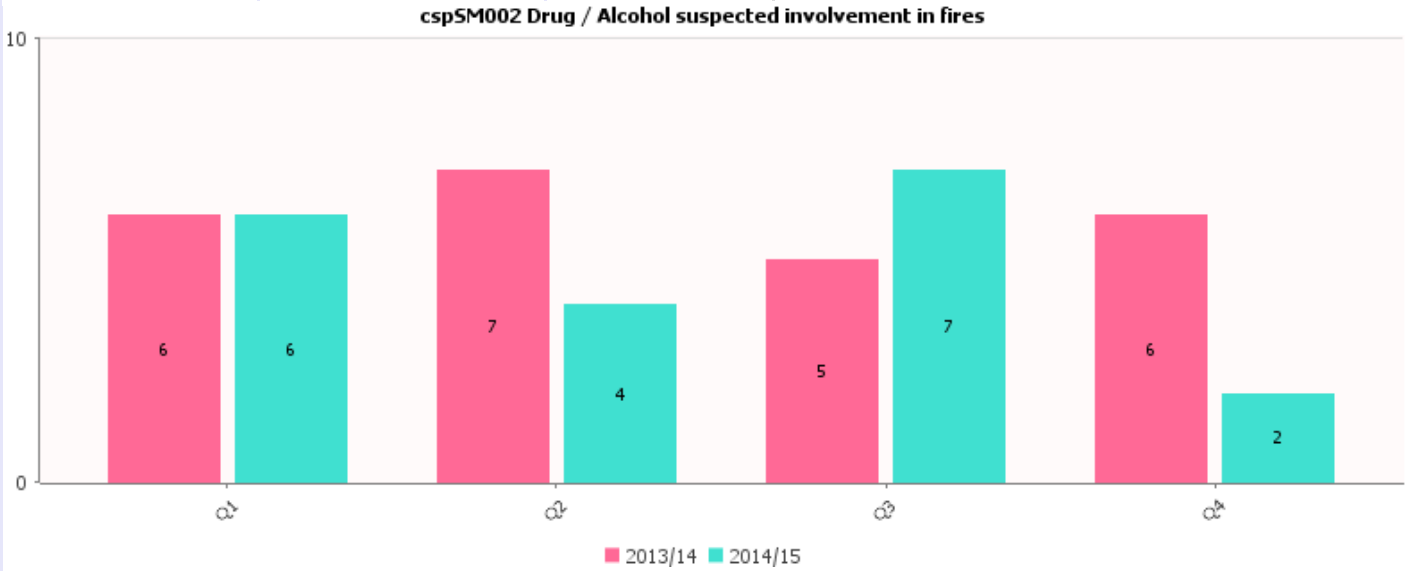
Trend Chart Commentary

Trend Chart Commentary
Alcohol related incidents are now more difficult to capture on Police Systems. There is no way to collate this data on a ward-by-ward basis on the new Police National Call System. Overall calls have decreased by 24.7% this year to date compared to last year. The year to date total now shows 587 fewer calls than at this stage last year with 1783 calls recorded compared to 2370 last year. The reliability of this statistic is unclear as there may be instances when the alcohol marker is not used to identify incidents that are alcohol related. Incidents surrounding licensed premises have reduced, in particular in Bathgate with continued focus on specific problematic premises. Party houses continue to be a risk with several new dwellings still being identified in recent months with currently 16 active premises identified throughout West Lothian. Several dwellings have also been removed from the list as antisocial behaviour has ceased at these locations.

Notes on Latest Data Entry

06-May-2015 There have been 148 alcohol related incidents during March 2015.

Performance Indicator	**cspSM002 Drug / Alcohol suspected involvement in fires**			**Partner Organisation**	CPP_NHS
Description	This measure relates to incidents where the officer completing the Incident Recording System (IRS) has selected that the person(s) involved were suspected under the influence of alcohol or drugs.			**Responsible Officer(s)**	CPP13_Fire
SOA Ref		**Outcome**	Communities and individuals are safe from alcohol and drug related offending and antisocial behaviour	**Data Collection Officer(s)**	CPP13_Fire

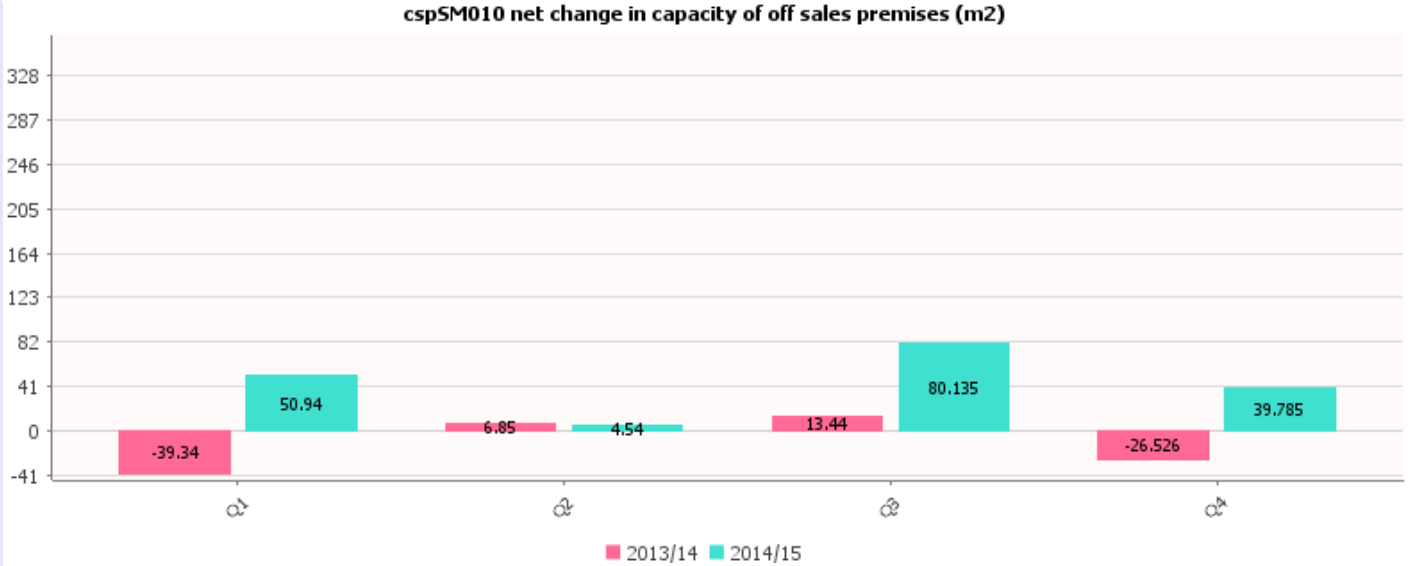


Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
Drugs or alcohol have been identified as a contributory factor in a number of serious injury/fatal fires due to the affect that they have upon the occupant's ability to react appropriately in a fire situation. A number of local and national campaigns highlight this and quarter 4 has returned the lowest number over the last two reporting years which evidences the continued proactive partnership working.	24-Apr-2015 During Q4 2014-15 SFRS attended 2 incidents where the involvement of drugs or alcohol was identified as being a contributory factor to the incident. This is a decrease of 4 incidents when compared to Q4 2013-14.

5. SUBSTANCE MISUSE
5.2 Licensing Standards

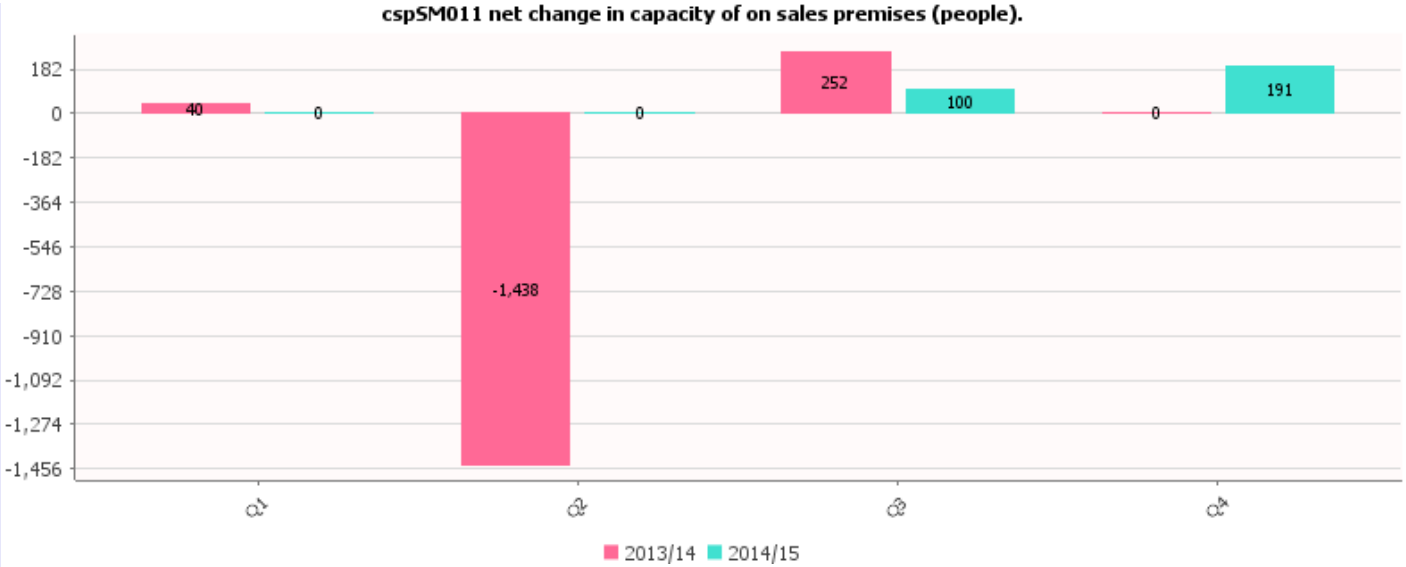
Performance Indicator	**cspSM010 net change in capacity of off sales premises (m2)**			**Partner Organisation**	CPP_NHS
Description	This measure relates to the net change in capacity of off sales premises (m2)			**Responsible Officer(s)**	Elizabeth Butters
SOA Ref		**Outcome**	People live in positive, health-promoting local environments where alcohol and drugs are less readily available.	**Data Collection Officer(s)**	CPP_NHS; CPP13_NHS; Elizabeth Butters



Target	
Frequency	Quarters

Trend Chart Commentary	Notes on Latest Data Entry
Please note that there is a change in the PI. Measurement of capacity in off sales is in m3 (Volume) however m2 (area) has also been an accepted measurement. This PI has captured m2 but has not captured m3 particular this quarter. The PI has also only being measuring net change within each quarter rather than overall changes in capacity. It is intended that this PI will be revised to ensure that it remains relevant. Trends with this PI are very difficult to predict or to analyse as it depends on requests from the alcohol industry to the licensing board. This PI remains difficult to measure as there is no overall recording of capacity for off sales and no target set against the quarterly changes.	06-May-2015 Capacity increases in Armadale, Whitburn and Bathgate. No decreases in capacity this quarter.

Performance Indicator	**cspSM011 net change in capacity of on sales premises (people).**			**Partner Organisation**	CPP_NHS
Description	This measure relates to the net change in capacity of on sales premises (people).			**Responsible Officer(s)**	Elizabeth Butters
SOA Ref		**Outcome**	People live in positive, health-promoting local environments where alcohol and drugs are less readily available.	**Data Collection Officer(s)**	CPP_NHS; CPP13_NHS; Elizabeth Butters

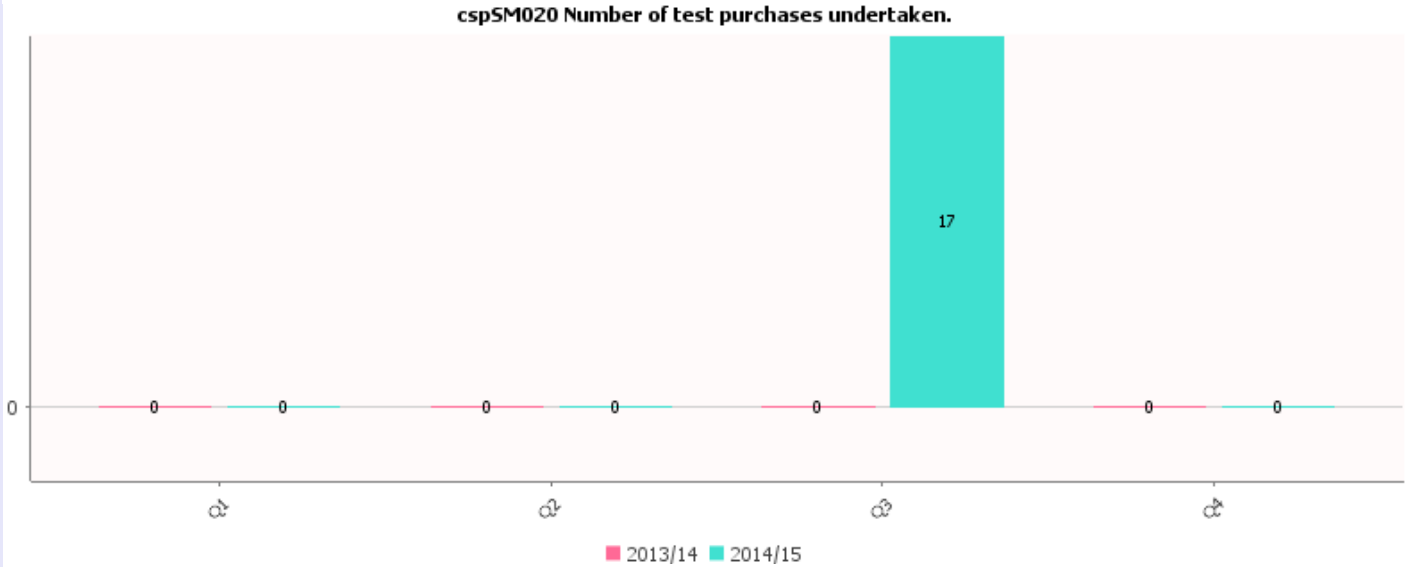


Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
There has been an increase this period for the first time in several quarters. Trends with this PI are very difficult to predict or to analyse as it depends on requests from the alcohol industry to the licensing board. However increases in provision maybe considered to have an impact on alcohol related harm for the individual and the community. Trends with this PI are very difficult to predict or to analyse as it depends on requests from the alcohol industry to the licensing board. This PI remains difficult to measure as there is no overall recording of capacity for on sales and no target set against the quarterly changes.	06-May-2015 There is new premises in Livingston resulting in an increase in capacity by 191 individuals.

5. SUBSTANCE MISUSE
5.3 Police Licensing

Performance Indicator	**cspSM020 Number of test purchases undertaken.**			**Partner Organisation**	CPP_NHS
Description	This measure relates to the number of test purchases undertaken.			**Responsible Officer(s)**	
SOA Ref		**Outcome**	People live in positive, health-promoting local environments where alcohol and drugs are less readily available.	**Data Collection Officer(s)**	



Target	
Frequency	Quarters

Trend Chart Commentary

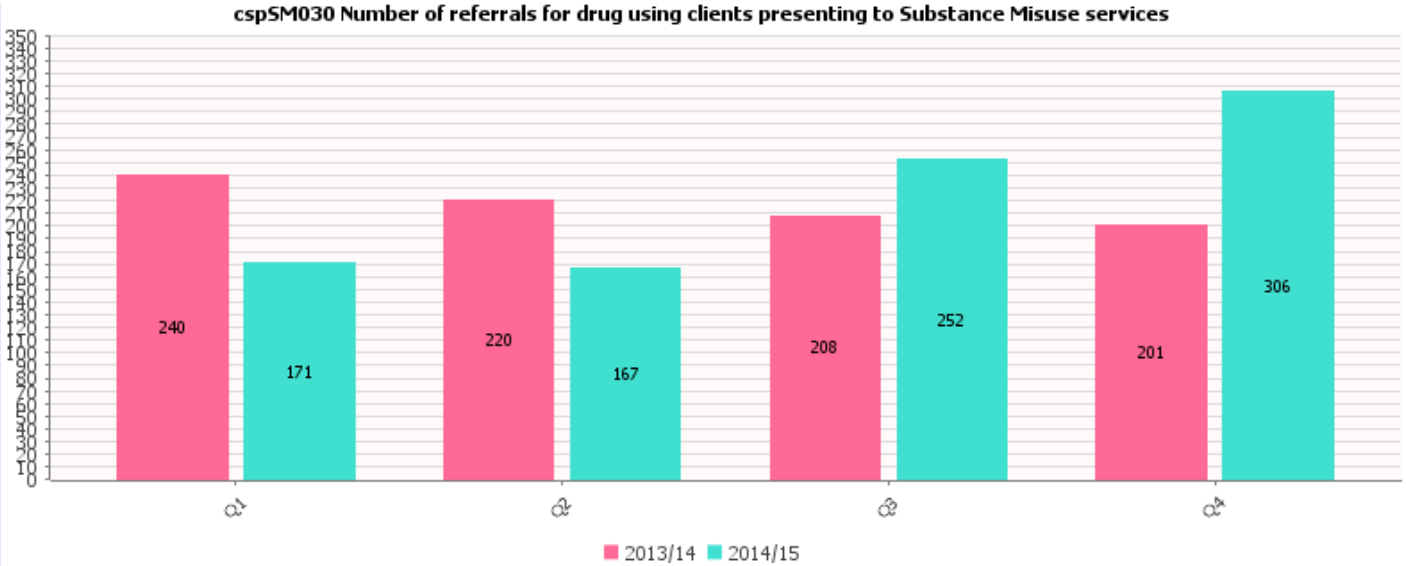
The high volume of test purchase in Q.3 can be attributed to Police Scotland's Festive Campaign and enforcement activities. Police Scotland in J Division moved to a new operating model in early March 2015 and one of the drivers of the move to a new model was to enable resources to actively deal with local issues such as under age drinking and associated ASB. As the model and shift patterns bed in, there will be a push to carry out further test purchase operations on both on and off sales premises.

Notes on Latest Data Entry

06-May-2015 No test purchases were undertaking during January, February and March 2015.
Please see trend chart commentary, this key activity is in the process of being reinvigorated under a new operating Policing model.

5. SUBSTANCE MISUSE
5.4 TADP

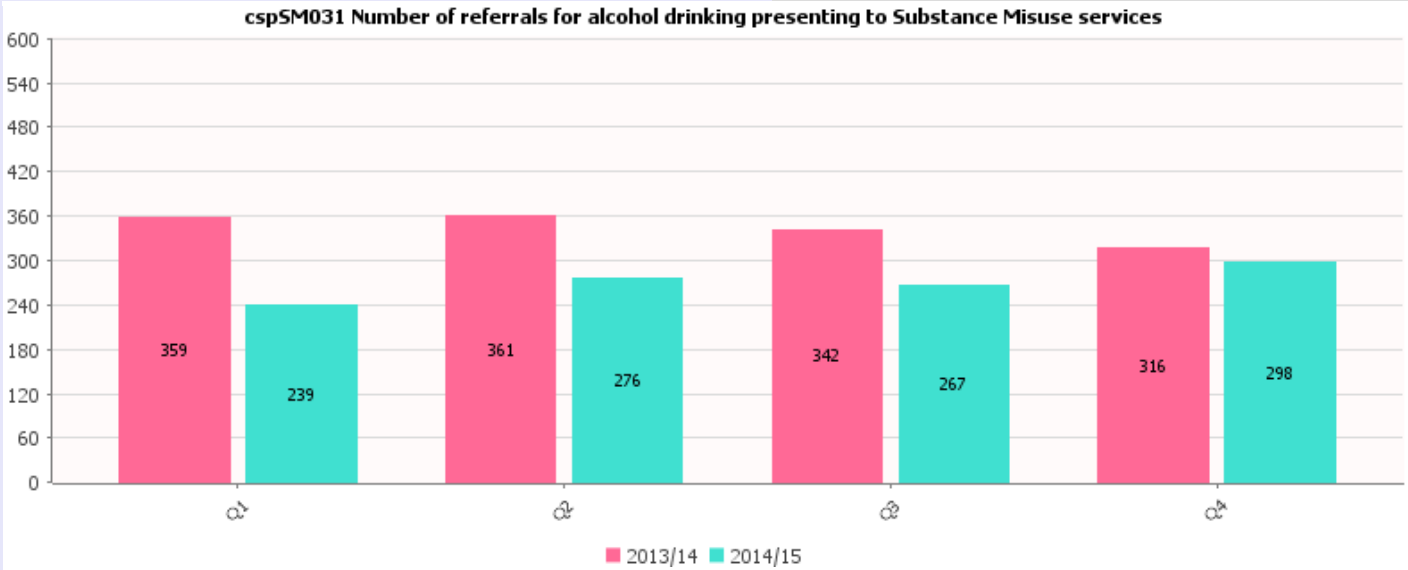
Performance Indicator	**cspSM030 Number of referrals for drug using clients presenting to Substance Misuse services**	**Partner Organisation**	CPP_NHS
Description	This measure relates to the number of referrals for drug using clients presenting to Substance Misuse services.	**Responsible Officer(s)**	Alan Bell; Elizabeth Butters
SOA Ref		**Outcome**	Fewer adults and children drinking or using drugs at levels or patterns that are damaging to themselves or others.
Data Collection Officer(s)	CPP_NHS; CPP13_NHS; Elizabeth Butters		



Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
IT issues have now been resolved and the number of referrals for drug treatment is reflective of the actual clients engaging with the ADP treatment and recovery model.	29-Apr-2015 An increase this quarter reflecting an accurate number of people referred to treatment as all services are now compliant with the national database.

Performance Indicator	**cspSM031 Number of referrals for alcohol drinking presenting to Substance Misuse services**			**Partner Organisation**	CPP_NHS
Description	This measure relates to the number of referrals for alcohol drinking presenting to Substance Misuse services.			**Responsible Officer(s)**	Alan Bell; Elizabeth Butters
SOA Ref		**Outcome**	Fewer adults and children drinking or using drugs at levels or patterns that are damaging to themselves or others.	**Data Collection Officer(s)**	CPP_NHS; CPP13_NHS; Elizabeth Butters



Target	
Frequency	Quarters

Trend Chart Commentary	**Notes on Latest Data Entry**
There is a small decrease from Quarter 2 but this is not a concern. Levels of those accessing alcohol treatment remain fairly consistent.	29-Apr-2015 A small change but this indicator is likely to fluctuate due to the nature of the clients.

Community Justice Redesign

Community Safety Board

22 June 2015

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Background

- Commission on Women Offenders report April 2012 citing poor outcomes for women
- Recommended consideration of national service – 'cluttered landscape'
- Scottish Government Response June 2012
- Consultation December 2012
- Outcome December 2013

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Options

- A - ‘Enhanced’ Community Justice Authorities with greater powers
- B - Local delivery effectively keeping Criminal Justice Social Work within Local Authorities
- C - Consideration of a National Service
- Option B chosen but with a national body created to provide national leadership

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Local Approach

- Single outcome Agreement highlighted Reducing Reoffending as a priority under 'safer communities'
- SOA also had a further outcome reflecting public protection
- Mature approach within West Lothian

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Strengths

- MAPPA approach well established and effective
- Reducing Reoffending Committee established in January 2013 with agreed partnership approach
- 2013-18 Strategic Plan in place informed by Offender Profile

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Challenges

- Duplication for Community Safety
- Community Justice local delivery will be in statute
- Need to undertake Restructure of Reducing reoffending/Community safety
- Engagement of elected members and other partners

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community Empowerment

- The forthcoming Community Empowerment (Scotland) Bill will introduce proposals designed to strengthen community planning, by placing new duties on public sector partners to play a full and active role in CPPs and to deliver outcomes for communities through effective integrated working.

- These community planning arrangements will provide an environment within which local partners can work closely to strengthen community justice, including making the cross-cutting links to how offending connects to prevention planning.

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community Justice Scotland Bill

- Published, 8th May 2015 to take forward the legislative change necessary for a new model for community justice:
- Places responsibility for local planning and delivery of improved outcomes for community justice with a defined set of community justice partners
- Duties on these community justice partners to engage in local strategic planning and be accountable for this

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community Justice Scotland Bill

- Development of a national strategy and a performance framework for community justice
- Creates a new national body, Community Justice Scotland
- Promotes a focus on collaboration – including the opportunity to commission, manage or deliver services nationally where appropriate.

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community Justice Partners

- Local Authorities
- NHS boards
- Police Scotland
- Scottish Fire and Rescue Service
- Health & Social Care Integration joint boards
- Skills Development Scotland
- Scottish Courts and Tribunals Service
- Scottish Ministers in their role as the Scottish Prison Service

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community Justice Scotland

- provide leadership;
- promote innovation, learning and development;
- provide assurance to Scottish Ministers on the delivery of outcomes;
- provide improvement support where needed.

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Milestones

- CPPs commence planning & and capacity building — April 15
- Community Justice Bill introduced — May 15
- CPPs develop local plans by — Jan 16
- Shadow year commences — April 16
- Community Justice Authorities disestablished — Mar 17

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Community planning development

- New model will require a new governance framework
- Work underway to develop a new structure for CPP taking into account ALL movements
- CPP conference on 12 August
- Workshop on leadership and governance

West Lothian
COMMUNITY PLANNING PARTNERSHIP

Agenda Item no 6b

Report To: **West Lothian Community Safety Board** From: **West Lothian Community Safety Strategic Steering Group**
Meeting Date: 22 June 2015

Subject: Future Model for Community Justice in Scotland

1. Purpose of Report

This report provides an overview regarding the future model for Community Justice in Scotland and supports the presentation being made. It also recommends several steps that are required to ensure the new arrangements are in place within timescales.

2. Terms of Report

On 8th May 2015, the Scottish Government introduced the Community Justice (Scotland) Bill that formally commenced the creation of a new model for Community Justice in Scotland. This will result in legislative responsibility for the delivery of Community Justice moving from Community Justice Authorities (CJA's) to Community Planning Partnerships. This will also mean changes to local governance arrangements. It is anticipated that CPPs will be able to assume their new responsibilities under the new model in transition from 1 April 2016 and full responsibility being conferred from 1 April 2017. Community Justice Authorities will be formally disestablished on 31 March 2017 and a new national body, Community Justice Scotland, established during the latter part of 2016/17. The responsibilities of the new body are not yet clear but will include grant allocation and national strategic commissioning as well as performance monitoring and improvement on a national performance indicator set.

The Community Safety Strategic Steering Group has now been in place for a number of years as has the joint tasking structure that sits underneath it. The structure had been beneficial in facilitating joint approaches to community safety issues. Over the last two years Reducing Reoffending has been given a high level of national prominence and a Reducing Reoffending Committee has formed that is driving a number of priorities with strong levels of performance underpinned by a Reducing Reoffending Strategic Plan for 2013-18.

The most recent community safety strategic assessment has identified the following priorities-

- Antisocial Behaviour including Hate Crime and Internet Safety
- Road and Home Safety
- Substance Misuse
- Violence

There are other priorities that exist in the current 2013-23 Single Outcome Agreement, particularly serious and organised crime, counter terrorism, domestic abuse, public protection, substance misuse and violent crime.

The Reducing Reoffending Committee leads on a number of these areas. It has a number of priorities including

- Domestic abuse
- High Risk Offenders
- Women who offend
- Young People who offend
- Short term prisoners
- Persistent Offenders
- Employability
- Housing Needs
- Problematic Substance Misuse
- Difficult to engage offenders

It will be apparent that there are a number of duplications and given the forthcoming legislative requirements it is felt that a review of the work across both community safety and reducing reoffending is required to ensure there is no duplication and the priorities identified within the Single Outcome Agreement are effectively progressed.

It is worthy of note that in the new model the full range of Community Planning Partners will be required to engage in the delivery of Community Justice.

It was agreed at the CPP Board meeting on 9th March proposed that Officers provide a presentation on the relevant changes. It is also suggested that thereafter, relevant staff from community safety and reducing reoffending themed areas undertake to explore how the two areas can be most effectively progressed without duplication and to ensure that positive outcomes in relation to the SOA are maximised. A formal proposal would then be brought back to the CPP Board and to the Community Safety Board for approval as soon as possible thereafter.

This would include recommendations for the board to consider regarding any future changes concerning governance arrangements. It is recommended that this be placed on the agenda for the November meeting.

Summary of Implications

Relevant SOA outcome (s)	
We live in resilient, cohesive and safe communities. People most at risk are protected and supported to achieve improved life chances	
Relevant SOA performance indicator (s)	
Percentage of Early and Effective Intervention cases 8 to 15 years who do not reoffend within 12 months of initial referral One year reconviction rate Total number of recorded hate crimes	
Resources	
None at present	
Link to CPP prevention plan/Community Engagement plan	
Early intervention in relation to Youth Offending	
Impact on inequalities	

Meets clear focus on reducing inequalities outlined in Reducing Reoffending Strategy	
Key risks	
None anticipated	

3. Conclusions

New requirements on Community Planning Partnerships to manage community justice, including statutory responsibilities for criminal justice social work will commence in April 2016 with full responsibility required to be in place by 2017-18. Processes for the range of organisations will require to be reviewed during 2015-16 to ensure this process is robust and effective.

4. Consultation

Consultation would take place across partner agencies and would include;

- Community Safety Board
- Lothian and Borders Community Justice Authority
- Community Planning Partnership Board
- NHS Lothian
- Police Scotland
- Scottish Fire and Rescue Service
- Voluntary Sector Gateway
- Reducing Reoffending Committee
- Community Health and Care Partnership
- Council Executive
- Scottish Government (as appropriate)
- Other bodies as appropriate

5. Recommendation

1. That the Community Safety Board consider and support the proposed approach
2. That a development session takes place to include all relevant agencies following the Board on 25th May to develop a revised structure.
3. That a detailed proposal is taken to the CSB in November 2015 for approval

Glossary of terms –
none

Appendices -
none

Reported By: Tim Ward, Senior Manager Young People and Public Protection
Contact details: tim.ward@westlothian.gov.uk

Date: 22 June 2015

Agenda Item no 7

Report To: **West Lothian Community Safety Board** From: **West Lothian Community Safety Strategic Steering Group**
Meeting Date: 22 June 2015

Subject: Draft Community Planning Partnership development plan

1. Purpose of Report

- To provide the CSB with an overview of the Community Planning Partnership's draft development plan
- To outline plans to continuously improve the CPP.
- To indicate potential impact onto Community Safety arrangements.

2. Terms of Report

A CPP Development Session was held on 4 March 2015 with Community Planning Partners in order to discuss the recommendations of the Audit Scotland report on the West Lothian CPP and to identify potential improvement actions to address the issues raised in the report. Participants divided into groups to discuss areas for improvement, identifying what needs to happen to make this a reality, any risks/costs, when we would want to see the action implemented by, who should have lead responsibility and how we would measure success.

It was noted that this development session was very much a first start at developing actions and that the detail around these should be developed further following consultation with partners. Following the session, participants and Board members unable to attend the session were invited to review and comment on the areas for improvement identified. This then provided the basis for the draft CPP Development Plan.

In order to ensure clear and focused actions, the areas for improvement and associated actions identified at the development session were rationalised and aligned to four key areas: *Governance; Resources, Data & Information and Scrutiny; Culture, Approach and Behaviours; and Delivery Approaches*. The CPP Development Plan takes on board the findings and recommendations from the CPP Audit Report and implementation of the plan is intended to allow the CPP to 'raise its game further' in order to achieve its full potential and improve how it manages resources, reduces the inequalities gap and involves communities in planning and delivering services in their areas.

The CPP Development Plan is a live document. A first draft was discussed at the Community Planning Steering Group meeting on 20 April 2015 and was updated further to incorporate comments from members. The Community planning partnership board approved the attached version on 25 May (see Appendix 1).

This version will form the background to the forthcoming CPP event (planned for 12 August 2015). The aim of this event is to showcase West Lothian's achievements in Community Planning, to provide an opportunity for the partnership to look at approaches that other CPPs/organisations are taking, to explore how we improve Community Planning in West

Lothian, and to confirm and take forward the CPP Development Plan. This is being held in the Linlithgow Burgh Halls and the audience will be wide-ranging.

As part of this event, a workshop discussion on the structure of the community planning partnership will be facilitated by the Improvement service. This will include discussion on how the CPP structure could be reconfigured to take into account movement in a number of areas including community justice, adult health and social care, children and families and community learning and development.

The Development Plan will be updated to incorporate discussion and feedback from the 12 August session and this version will then be submitted to the Scottish Government in August/September 2015 as part of a package of documents to illustrate the continuous work to improve the CPP (including the SOA Annual Report for 2014/15 and the updated version of the SOA, currently being developed). These documents will also be sent to Audit Scotland for information.

Summary of Implications

Relevant SOA outcome (s)	
ALL	
Relevant SOA performance indicator (s)	
ALL	
Resources	
Within resources	
Link to CPP prevention plan/Community Engagement plan	
Early intervention in relation to Youth Offending The Development Plan includes actions around improving prevention and further developing our community engagement approach	
Impact on inequalities	
Meets clear focus on reducing inequalities outlined in Reducing Reoffending Strategy	
Key risks	
That the issues raised in the Audit Report are not addressed and the CPP does not reach its full potential	

Conclusions
A draft CPP Development Plan has been produced, in order to address the areas for improvement identified in the CPP Audit Report and to allow the CPP to 'raise its game further'. It is important to note that this is a live document and the Board are being asked to approve the most up to date version. It is intended that this will be updated further to incorporate discussion at the 12 June CPP Event and then will be submitted to the Scottish Government and Audit Scotland as part of a package of documents by September 2015. The likely outcomes of the CPP session on 12 August will impact on the arrangements for the Community Safety Board.

Consultation
CPP Board members were invited to the CPP Development Session on 4 March to begin to develop improvement actions. Discussions at this session informed the first draft of the CPP Development Plan, discussed at the Community Planning Steering Group on 20 April.

Recommendations

It is recommended that the Community Safety Board:

- Notes the most up to date version of the draft CPP Development Plan
- Notes that a CPP Event will take place on 12 August 2015 in the Linlithgow Burgh Halls
- Notes that the CPP Development Plan will be updated following the 12 August session, as part of an ongoing process to continually develop the CPP
- Notes that the Development Plan will be submitted to the Scottish Government and Audit Scotland by September 2015
- Considers implications to community safety arrangements.

Glossary of terms –
None

Appendices -

Draft CPP Development Plan 2015/16 v2 (May 2015)

Reported By: Lorraine Gillies, Community Planning Development Manager, 01506 281690, 22 June 2015

Draft CPP Development Plan 2015/16 v2 (May 2015)

Document Control

Document Title/Version	Reported To	Update Due
Draft CPP Development Plan (20 April 2015)	CP Steering Group	20 April 2015
Draft CPP Development Plan 2015/16 v2 (May 2015)	**CPP Board**	**25 May 2015**
To be developed	*Celebrating CPP Event*	*12 June 2015*
To be developed	*CPP Board/Scottish Government/Audit Scotland*	*August/September 2015 – submitted as part of a package including the SOA Annual Report 2014/15 and Updated SOA*

Development Process

A CPP Development Session was held on 4 March 2015 in order to discuss the recommendations of the Audit Scotland report on the West Lothian CPP and to identify potential improvement actions to address the issues raised in the report.

Participants divided into groups to discuss potential improvement actions and were asked to think about what needs to happen to make this a reality, what are the risks/costs, when would we want to see the action implemented by, who should have lead responsibility and how we would measure success. Following the session, a template was produced and populated with the improvement areas identified from each group discussion. This template was then circulated to development session participants and CPP Board members for comment/additions and provided the basis of the CPP Development Plan.

In order to ensure clear and focused actions, the areas for improvement and associated actions were rationalised and aligned to four key areas:- Governance; Resources, Data & Information and Scrutiny; Culture, Approach and Behaviours; and Delivery Approaches.

A first draft of the CPP Development Plan was discussed at the 20 April 2015 Community Planning Steering Group meeting. This was then circulated again for further comments and an updated version was produced to incorporate feedback.

This is a live document and the Board will receive the most up to date version at the 25 May CPP Board meeting (Version 2 – see Document Control). It is intended that, following Board approval, this will then be discussed at the 12 June CPP Event. The Development Plan will then be updated to incorporate discussion and feedback from this session and this version will then be submitted to the Scottish Government in August/September 2015 as part of a package of documents to illustrate the continuous work to improve the CPP (including the SOA Annual Report for 2014/15 and the updated version of the SOA). This will also be sent to Audit Scotland for information.

DRAFT CPP DEVELOPMENT PLAN v2

AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
GOVERNANCE			
Clarify CPP governance structures and strengthen understanding of each partners' role and contribution to the CPP - The Board is clear on its own role (particularly in terms of scrutiny) and the role of all the groups that meet across the CPP - There is clarity on the role and remit of each partner organisation and how they contribute to the CPP at each level - Partners are clear on CPP governance arrangements - The Board has oversight of all thematic groups - CPP structures are reviewed to ensure value is added at each level - There is clarity about what is to be reported where – reporting is rationalised and streamlined across the CPP to avoid duplication	• CPP Terms of Reference to be strengthened to clarify governance arrangements, the role and remit of the CPP groups at all levels and scrutiny arrangements • The Public Sector Collaborative Learning (PSCL) has worked with the CPP Team to identify practical actions to support the CPP in relation to governance support and leadership:- - Hold a series of Development Sessions with CPP Board to understand issues, explore Added Value of Board, explore challenge and scrutiny role, understand the role of Board member and what is expected, understand changes to CPP governance arrangements - Strengthen relationships and links between the Board and thematic groups - Review how the Steering Group 'packages' information for the Board and clarify who has the ultimate scrutiny role • The work of the Resource Aligning Group (RAG) will assist in understanding each partners' contribution to the CPP – see RAG implementation plan. RAG Development Plan actions will be discussed and confirmed at a specific RAG workshop at CPP Event on 12th June.	CPP Team CPP Team/PSCL CPP Board members CP Steering Group RAG	By Autumn 2015 By end 2015 Ongoing By Autumn 2015 TBC – RAG Development Plan being developed.
Improve partners' understanding of the changing governance structures coming through	• Relevant items have been included in the CPP Workplan to be discussed at the CPP Board	CPP Team to coordinate	Ongoing throughout 2015

[1] Feedback from CPP Development Session 4 March 2015

AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
public service reform (e.g. Community Justice redesign, integration of health and social care, CLD regulations)	• A workshop on 'Redrawing the Map' will be held at the 12 June CPP Event	CPP Team and Board members, with Improvement Service support	June 2015
Ensure greater accountability for the Children's Services Plan and Corporate Parenting Plan as laid out in the Children and Young People (Scotland) Act 2014	• Discussion at special Looked After Children meetings in early 2015 has led to development of a paper to be discussed at EMT. Further discussion with the CP Steering Group will follow this.	Jane Kellock / Jo MacPherson	EMT paper to be discussed in May 2015. To be fed back to the CP Steering Group August 2015
Develop a risk register to assist the Board identify and mitigate against risks	• The CPP strategic assessment and horizon scanning processes will be the main route for identifying risk	CPP Analyst	The CPP strategic assessment is due to be refreshed in 2016 and horizon scanning takes place quarterly at the SG/Board
RESOURCES, DATA & INFORMATION AND SCRUTINY			
Improve Resource Allocation and Resource Efficiency - Culture of focusing on the outcome – look at the contributions to each outcome (working backwards from the outcome) - Co-location is maximised - Shared services (back-office)	• RAG Development Plan actions will be discussed and confirmed at a specific RAG workshop at CPP Event on 12th June	RAG	TBC – RAG Development Plan being developed.
Strengthen relationship between CPP Board and RAG - Regular reports from Resource Aligning Group	• RAG Development Plan actions will be discussed and confirmed at a specific RAG workshop at CPP Event on 12th June	RAG	TBC – RAG Development Plan being developed.

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AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
- All partners have the opportunity to input into resource alignment discussions	• Regular RAG reports have been added to the CPP Workplan	CPP Team	Updates are due to come to the CPP Board in May and November 2015
Further explore Third Sector Resource Allocation (significant Third Sector resources available) - Mechanism required enabling this to happen - Requires an effective workforce to support this - Maximise the potential of resources available in the Third Sector contributing to SOA outcomes	• RAG Development Plan actions will be discussed and confirmed at a specific RAG workshop at CPP Event on 12th June	RAG	TBC – RAG Development Plan being developed.
Reporting to the public - Use of data is improved - There is clarity on what should be reported and who the audience is - Joined up reporting between partners	• The CPP will continue to produce a publicly available SOA annual report, referring to the CPP Community Engagement Plan to ensure appropriate information is included • All CPP Board and Steering Group minutes and performance reports are publically available	CPP Team/Community Engagement Practitioners Network CPP Team	September 2015 Ongoing
CULTURE, APPROACHES AND BEHAVIOURS			
Need for stronger strategic direction and more scrutiny and challenge at Board level - Clarity on the purpose of the Board and on where scrutiny lies – to ensure more relevant and appropriate discussion - The structure of the Board agenda should reflect this (i.e. clarifies what is for	• Strengthen the CPP Terms of Reference as outlined above • The CPP Workplan will allow the Steering Group/Board to prioritise and schedule discussion at meetings to ensure timely discussion • The PSCL will support the CPP Team to deliver a schedule of Development Sessions to implement changes that will positively	CPP Team CPP Team CPP Team/PSCL	By Autumn 2015 Ongoing By end 2015

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AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
discussion, allows time for discussion, structures discussion around certain themes) - Items come to the Board before they are being signed off – more consultation with partners (not just rubber stamping decisions) - Needs to be a balance with reporting on progress and reporting on challenges (not just reporting on what is going well) - Partners are able to effectively hold each other to account for their contribution to the SOA/CPP through clearer understanding of scrutiny arrangements at each level of CPP	affect behaviours (e.g. Location of meetings, Themed meetings, Key discussion questions on agenda) • Strengthen Board role in local community planning by holding meetings in local area, geographical theme – this will enhance community engagement, visibility of CPP, attach value of 'community'	CPP Team	By end 2015
DELIVERY APPROACHES			
Develop local Community Planning arrangements - Links between SOA/ward action plans/local regeneration plans/locality planning/RAG are explored to improve outcomes in specific local areas - Targeted approach adopted - Resource aligning taken to a local level to enable sharing of resources - Access to data at a locality level - Clarification on what a 'locality' is in this context - Problems are highlighted by datazone - There are clear data sharing principles between partners - Reporting to relevant groups is done at a	• Improve the link between Community Planning/Regeneration/Locality Planning • Progress Local Regeneration Plans • Link joint resourcing work to local 'placemaking' approaches. RAG Development Plan actions will be discussed and confirmed at a specific RAG workshop at CPP Event on 12th June • Clarify 'Localities' • Review the data available and reported on at a local level • Review data sharing arrangements	CPP Team/ Regeneration Team Regeneration Team RAG CPP Team/Integration Joint Board CP Steering Group CP Steering Group	By end 2015 From Summer 2015 TBC – RAG Development Plan being developed. By Autumn 2015 By end 2015 By end 2015

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AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
'locality' level rather than simply WL average			
Further improve prevention approach - Illustrate impact of early intervention - Share information on prevention/effective interventions - Ensure all services/partners are included in prevention journey - Visualise contribution of whole range of partners and effective coordination - Partners ability to identify vulnerability – use of matrix	The PSCL have worked with the CPP Team to identify practical actions around prevention: • Demonstration of practical prevention work and early action • Increase knowledge and skills on prevention approach and understanding of the national 'big picture' in terms of prevention across the Board • Continue to measure and report on the CPP Prevention Plan	Preventative Interventions Board (PIB) PIB/CPP Board PIB	Ongoing November CPP Board meeting Six monthly updates reported to PIB; annual updates to CP Steering Group/Board
Further develop the community engagement approach - Effective involvement of the community in the CPP - The strategic CPP community engagement approach is linked with local Community Planning	• Rollout Community Engagement Training programme and Engaging Communities Toolkit • Link rollout of Toolkit into community engagement processes relating to Local Regeneration Plans • Review implications of the Community Empowerment Bill on the CPP and communities • Explore other CPP's approaches to community engagement • Further develop the Community Engagement Practitioners Network (CEPN)	CEPN CEPN/Regeneration Team CEPN CEPN CEPN	September 2015 Summer 2015 Ongoing Ongoing Ongoing
Reducing Inequalities	• Improve use of data to target effective interventions *(see above*	CP Steering Group	By end 2015

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AREA FOR IMPROVEMENT *What will success look like?*[1]	ACTIONS	OWNER/LEAD	TIMESCALE
- Collectively, the CPP is working to tackle inequalities through the various actions outlined in this development plan (improved use of data, targeting resources, prevention and community engagement), as well as through established plans and strategies, effective use of the equality forums and a refreshed Life Stages approach	*actions)* • Further move to prevention *(see above actions)* • Targeting resources to reduce inequalities – *(see above RAG and locality planning actions)* • Effectively involve the community in decisions that affect them, particularly those experiencing inequality *(see above actions)* • Continued delivery of the Anti-Poverty Strategy and Regeneration Framework • Develop more effective model for CPP Equality Forums • Refresh the Life Stages Programme	PIB RAG CEPN Head of Area Services CPP Team/Equality Officer CPP Team	Ongoing Ongoing Ongoing Ongoing By Autumn 2015 From Summer 2015

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Agenda Item no 8

Report To: **West Lothian Community Safety Board** From: **West Lothian Community Safety Strategic Steering Group**
Meeting Date: 22.06.2015

Subject: Community Safety Priorities – Update on Development of Action Plans

1. Purpose of Report – Background Summary

This report is provided to update members on the progress made with regard to the development of action plans relevant to the West Lothian Community Safety priorities for 2015-18.

2. Terms of Report

At the Community Safety Board meeting held on 23rd March 2015, the West Lothian Community Safety priorities were agreed for 2015-18. Since that meeting, and in accordance with the proposed development of action plans, the following persons have been identified as leads for each of the priorities:

- Antisocial Behaviour - Siobhan Mullen (WLC)
- Violence – Drew Elliot (Police Scotland)
- Substance Misuse – Elizabeth Butter (WLADP)
- Adults at Risk of Financial Harm – John Jackson (Police Scotland)
- Fire & Home Safety – Martyn Brandrick (SFRS)
- Serious Organised Crime & Counter Terrorism – Alistair Shaw (WLC)

A template for the development of the respective plans has been prepared by the Partnership Analysts to include details relevant to priority, objectives and performance measures. It was anticipated that early drafts would be ready for discussion at the Strategic Steering Group meeting held on 26 May 2015, however for a number of reasons including availability of group resources to discuss plan development, these were not all presented. In light of this position it is proposed that a revised timeframe be introduced to complete the work necessary.

Each lead has been requested to complete the objectives for their respective priorities by end of June 2015 and to review the existing Performance Indicators (PIs). Whilst it is anticipated that the majority of current PIs will remain, the introduction of new priorities, such as Financial Harm will necessitate the creation of new indicators. Guidance has been circulated to each lead regarding the development of appropriate indicators. The full suite of action plans and associated performance indicators will be ready for consideration by the Board at the meeting of 21st September 2015.

The first report containing the revised performance framework will be presented to the Board at the meeting to be held on 7th December 2015.

In the interim period, whilst, the development work is ongoing, the performance report will remain unchanged.

3. **Resource Implications**
   Short term there will be minor resource implications in order to develop the action plans.
4. **Equality Issues**
   None identified
5. **Consultation**
   Community Safety Stargeic Steering Group
6. **Recommendation**
   For the Community Safety Board to approve the revised time scales for the development and presentation of the action plans and performance indicators relative to the approved Community Safety Priorities 2015-18.

Reported by: Ronald Megaughin, Police Scotland, Co-chair Community Safety Strategic Steering Group.