



West Lothian
Council

Armadale and Blackridge Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

22 August 2014

A meeting of the **Armadale and Blackridge Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre**, on **Friday 29 August 2014 at 10:00am**.

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.

Public Session

4. Confirm Draft Minute of Meeting of Armadale and Blackridge Local Area Committee held on Friday 23 May 2014.
5. Ward 9 Police Report - Report by Police Inspector Andrew Elliot (herewith).
6. Armadale and Blackridge Multi-Member Ward Operational Plan 2014-2017 - Report by Scottish Fire and Rescue Service (herewith).
7. West Lothian Villages Improvement Fund Applications - Report by Head of Planning and Economic Development (herewith).

8. Housing, Construction and Building Services - Report by Head of Housing, Construction and Building Services (herewith).
9. Alcohol Diversionary Activities - Report by Head of Social Policy (herewith).
10. Community Health Champions - Report by Depute Chief Executive, Community Health and Care Partnership (herewith).
11. Pensioners' Groups Christmas Fund Provisional Allocations 2014 - Report by Head of Area Services (herewith).
12. Community Regeneration Update - Report by Head of Area Services (herewith).
13. Workplan (herewith).

NOTE For further information please contact Eileen Rollo on 01506 281621 or email eileen.rollo@westlothian.gov.uk

MINUTE of MEETING of the ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within CONFERENCE ROOM 1, WEST LOTHIAN CIVIC CENTRE, on 23 MAY 2014.

Present – Councillors Jim Dixon (Chair), Stuart Borrowman

Absent – Isabel Hutton

1. ORDER OF BUSINESS, INCLUDING NOTICE OF URGENT BUSINESS

The Chair agreed in terms of Standing Order 11 to consider Agenda Item 6 (Police Report) after consideration of the Minute.

2. DECLARATIONS OF INTEREST

Agenda Item 10(a) (Alcohol Diversionary Activities – Armadale Youth Space WLYAP Application) – Councillor Jim Dixon declared a non-financial interest in that he was the Chair of the Youth Issues Group and would take no part in the deliberation or decision of this item of business.

Agenda Item 10(b) (Alcohol Diversionary Activities – You are Here Firefly Arts Ltd Application) – Councillor Jim Dixon declared a non-financial interest in that he was a Board Member of Firefly and would take no part in the deliberation or decision of this item of business.

The Clerk advised that Agenda Items 10(a) and 10(b) could not be considered as the meeting would be inquorate due to Councillor Dixon having declared an interest in these items.

3. MINUTE

The committee noted the minute of its meeting held on 21 February 2014. The minute was thereafter signed by the Chair.

4. WARD 9 ARMADALE & BLACKRIDGE - POLICE REPORT

The committee considered a report (copies of which had been circulated) by Inspector Andrew Elliot, Police Scotland, providing an update on police activity within the ward.

The report provided the committee with information on the key performance indicators for the ward, national and community engagement priorities and highlighted issues of note.

The report also provided details of performance statistics up 30 April 2014. The report provided details of the following activities, initiatives and forthcoming events.

- Reducing Anti-Social Behaviour
- Tackling Substance Misuse
- Making Our Roads Safer

Decision

To note the contents of the report.

5. HOUSING, CONSTRUCTION AND BUILDING SERVICES

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

The report provided information in relation to property void and let performance for mainstream and temporary tenancies from January 2014 to March 2014. Comparative arrears performance was outlined in the report. A high profile rent arrears campaign was launched at the beginning of October 2013 with adverts in local media, a press release, posters displayed in council offices, Community Centres, GP Surgeries and council vehicles.

The report advised that the works to the first five houses in the Mayfield Drive project were progressing and were anticipated to be complete by the end of March 2014. These works were to increase the air flow and filling of any excessive voids below floor level to remove any possibility of stagnant air forming, installing a new damp proof membrane and chemical dpc to remove any damp issues that existed.

The report went on to provide brief details of the activities of Tenant Participation, Scottish Social Housing Charter, Capital Programme Working Group, Housing Networks, Safer Neighbourhood Council Officer Ward Information, WLC Officer based in SNT and Youth Worker based in SNT update

Decision

To note the contents of the report.

6. LOCAL FIRE AND RESCUE PLAN FOR WEST LOTHIAN 2014-2017

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an overview of the Local Fire and Rescue Plan for West Lothian 2014-2017. Appendix 1 to the report contained a copy of the Local Fire and Rescue Plan for West Lothian 2014-2017.

The report advised that under the Police and Fire Reform (Scotland) Act 2012 Section 41E, the Scottish Fire and Rescue Service (SFRS) must prepare a Local Fire and Rescue Plan for each local authority area and submit it for approval to the local authority to which the plan related.

Following publication of the SFRS Strategic Plan 2013-2016 and identification of national priorities, the Local Senior Fire Officer for Falkirk and West Lothian produced the Local Fire and Rescue Plan for West Lothian.

In accordance with the Police and Fire Reform (Scotland) Act 2012, the plan set out the following:

- Priorities and objectives for SFRS in connection with the carrying out of duties in West Lothian for SFRS's functions.
- The reasons for selecting each of the priorities and objectives.
- How SFRS proposed to deliver priorities and objectives.
- In so far as was reasonably practicable, outcomes by reference to which delivery of priorities and objectives could be measured.
- How priorities and objectives were expected to contribute to the delivery of any other relevant local outcomes which were identified by community planning.
- Such other matters relating to the carrying out of SFRS's functions in West Lothian.

The report advised that there were seven priorities identified for West Lothian which included:

- Local Risk Management and Preparedness
- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies
- Reduction of Unwanted Fire Alarm Signals

In conclusion the report advised that the Local Fire and Rescue Plan for West Lothian 2014-2017 aligned to the priorities of the West Lothian Strategic Assessment on Community Safety and continued with the excellent partnership working on Community Safety which was evident in West Lothian.

The report recommended that the committee welcome the Local Fire and Rescue Plan for West Lothian 2014-2017 and consider how it could support the implementation within the ward.

It was noted that a draft Ward Plan would be submitted to the next meeting of the LAC and also that quarterly reports would be submitted to the Armadale and Blackridge Local Area Committee meetings. It was also noted that future reports would contain contact details.

Decision

To note the terms of the report and that quarterly reports would be submitted to future Armadale and Blackridge Local Area Committee meetings.

7. VILLAGE IMPROVEMENT FUND

The committee considered a report (copies of which had been circulated) by the Head of Planning and Economic Development advising of applications that had been received seeking funding from the West Lothian Villages Improvement Fund in 2013/14.

The report advised that in 2012 the Council Executive agreed the eligibility criteria for a West Lothian Villages Improvement Fund. Funding of £1.65m was available to support eligible schemes with the funding phased over five years.

Three villages within the Armadale and Blackridge ward were eligible under the scheme as follows:-

- Blackridge - £15,000
- Torphichen - £15,000
- Westfield - £5,000

The report advised that the following three applications had been received:-

- Blackridge Community Council – Millennium Pathway - £8,240.00
- Beechbrae Scotland Limited – Beechbrae Wood Pathway - £8,521.00
- Blackridge Church – War Memorial Stain Glass Windows - £900.00

In conclusion the report advised that the three applications were eligible to apply to the Village Improvement Fund and met the criteria.

The report recommended that the committee:

1. Note that three applications had been received for funding;

2. Note that the proposal met the eligibility criteria;
3. Support funding for the projects; and
4. Agree that the Head of Planning and Economic Development make an offer of funding as per the details set out in the report.

There then followed discussions with regard to a further application that was not included in the report at this time. It was explained that additional guidance on the criteria was required.

Councillor Borrowman wished it recorded that as this application was not included in the report for approval he felt a decision on this application had been taken outwith the Local Area Committee.

Decision

1. To approve the terms of the report.
2. As the meeting was inquorate the Lead Officer would submit a report to Council Executive seeking ratification of the decision.

8. EMPLOYABILITY UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Area Services providing an update on the employability support provided by West Lothian Working Together Group and the impact it was having on employability in the ward.

The report advised that the West Lothian Working Together Group was formed in April 2010 as a result of recognition by key employability partners and organisations of the benefits and need for individual organisations to work together to align service delivery. The ultimate aim of the group was to reduce unemployment and benefit dependency by improving the quality and range of services for claimants while improving the capacity of the West Lothian business base.

The report provided details on key achievements of the group, the labour market summary, key out of work benefits, employability support and provision, welfare reform and employer offer.

The Working Together Group monitored a number of Key Performance Indicators which were aligned to the West Lothian Single Outcome Agreement, specifically under Outcome 2: We are better educated and had access to increased and better quality learning and employment opportunities.

Appendix 1 to the report outlined the significant progress that had been made in tackling unemployment in West Lothian and specifically in the Armadale and Blackridge ward.

In conclusion the report advised that significant progress had been made

by partners in providing support and additional opportunities in response to local need for those not currently in work and to address continued unemployment challenges. Whilst significant achievements had been made employability remained a key challenge for the council and its Community Planning Partners.

The report recommended that the Local Area Committee:-

1. Note the West Lothian Working Together provision in the ward in 2013/14;
2. Note the impact the provision was having in terms of tackling unemployment in the ward highlighted in appendix one.
3. Note the plans to pilot the integration of a range of employability services at Armadale Community Centre in 2014/15.

Decision

To note the terms of the report.

9. COMMUNITY HEALTH CHAMPIONS

The Committee considered a report (copies of which had been circulated) by the Depute Chief Executive (Community Health and Care Partnership) proposing a model to set up a Community Health Champion in every council ward area to work to develop and deliver local health initiatives and be part of the devolved ward local area committee.

It was proposed that initially three officers from public health/health improvement were each linked to a grouping of three Local Area Committees so that the scope and level of activity could be determined with a view to allocating further officers should that be necessary.

The Community Champion remit was outlined in the report.

It was proposed that Local Area Committees would undertake to agree actions to develop and deliver local initiatives that would impact positively on health; represent these issues within the broader council structures and negotiate the necessary resources and be responsible, in partnership with the Community Health Champions, for the monitoring and evaluation of local health initiatives.

The report advised that Local Area Committee members would be offered bespoke training in line with the national NHS Health Scotland resource.

The Depute Chief Executive considered that the proposed creation of a Community Health Champion approach in each multi member ward, with a focus on tackling health inequalities, would build on established good practice and had the potential to contribute to a range of positive health and social outcomes.

It was recommended that the Local Area Committee agree:-

1. That a targeted programme be established to have Community Health Champions in every ward, with a particular emphasis on tackling health inequalities;
2. That a Community Health Champion be invited to attend the Local Area Committee to present their information and reports.

Decision

To note the terms of the report and that a Community Health Champion be invited to attend the LAC to present information and reports.

10. COMMUNITY REGENERATION - WARD ACTION PLAN

The Committee considered a report (copies of which had been circulated) by the Head of Area Services updating members on progress with community regeneration activity in the ward.

Appendix one to the report was the Ward Action Plan showing regeneration, employability and partner activity against the Armadale & Blackridge Ward. The plan had been updated to show progress made to date against the targets set.

The report provided details of the following achievements and further planned work:-

The Healthy Summer Camp and Fantastic Friday early years event, Carers Fair, The Dale Hub, Together for Health, support for Armadale and District War Memorial Association, The Queens Baton Relay and West Lothian Credit Union.

It was recommended that the Local Area Committee note the content of the report and the progress made against the ward action plan in the first year.

Decision

To note the terms of the report.

11. WORKPLAN

The committee noted the workplan.

12. ALCOHOL DIVERSIONARY ACTIVITIES

a) Armadale Youth Space – WLYAP Application

As Councillor Dixon had previously declared an interest in this item of

business and would take no part in the deliberation or decision, this item was unable to be considered as the meeting was inquorate with only one committee member left in attendance.

b) You are Here – Firefly Arts Ltd Application

As Councillor Dixon had previously declared an interest in this item of business and would take no part in the deliberation or decision, this item was unable to be considered as the meeting was inquorate with only one committee member left in attendance.



West Lothian
Council

LOCAL AREA COMMITTEE

WARD 9, ARMADALE

REPORT BY POLICE INSPECTOR ANDREW ELLIOT

A. PURPOSE OF REPORT

Police Update for Armadale and Blackridge.

B. RECOMMENDATION

For discussion by the Chair.

C. SUMMARY OF IMPLICATIONS

I Council Values

Focusing on our customers' needs
Being honest, open and accountable
Providing equality of opportunities
Developing employees
Making best use of our resources
Working in partnership

**II Policy and Legal (including Strategic
Environmental Assessment, Equality Issues,
Health or Risk Assessment)**

**III Implications for Scheme of Delegations to
Officers**

**IV Impact on performance and performance
Indicators**

V Relevance to Single Outcome Agreement

VI Resources - (Financial, Staffing and Property)

VII Consideration at PDSP

VIII Other consultations

D. TERMS OF REPORT

To update the Local Area Committee on performance, activities and issues across the Ward for the period up to 31st July 2014.

“KEEPING PEOPLE SAFE”

NATIONAL PRIORITIES – DELIVERED LOCALLY

The Force has identified its seven, very high priorities for 2013-2014 as:

1. Reduce violence, disorder and anti social behaviour
2. Protect the public
3. Increase road safety and reduce road crime
4. Tackle serious organised crime and terrorism
5. Effectively police major events and threats
6. Maintain high levels of public confidence in police
7. Deliver our equality and diversity outcomes

WEST LOTHIAN PRIORITIES

Your West Lothian Priorities

1. Protecting People
2. Reducing Anti Social Behaviour
3. Reducing Violence
4. Tackling Substance Misuse
5. Making our Roads Safer
6. Tackling Serious and Organised Crime

COMMUNITY ENGAGEMENT PRIORITIES

Your Local priorities

1. Reducing antisocial behaviour
2. Tackling substance misuse
3. Making our roads safer

PERFORMANCE

Crimes Groups 1 to 5 (Ref: Crime Statistics JG Area Command April- June 2014)						
Area	This year to date			Last year to date		
	Rec.	Sol.	% Sol	Rec.	Sol.	% Sol
West Lothian Area	1937	876	45.2	2154	1003	46.6
Armadale and Blackridge (April 14 to June 2014)	146	59	40.4	134	51	38.1

Future statistics will be posted on the Police Scotland Website that can be accessed via the link below.

Ward plans and Community information can also be obtained by using the link to access the website and then tab into 'your community' and enter your postcode to find the Armadale Ward.

<http://www.scotland.police.uk/about-us/our-performance/>

ASB performance for period up to and including 31/07/2014

Armadale Ward					
Month	This month	LYTD	TYTD	% Change	
Youth Calls	20	114	94	-18%	
All ASB Calls	102	407	383	-6%	
Hate Crime	1	7	9	29%	
Vandalism & Reckless Conduct	12	60	50	-17%	
Fire-raising	0	5	3	-40%	
Alcohol-related Incidents	23	48	107	123%	
Public Space Assaults	3	25	35	40%	

ISSUES OF NOTE

- **Exceptional Reporting on the above**

The Community Policing Team is tasked to carry out preventative patrols at key hot spot areas based on local knowledge combined with an analytical intelligence product. This knowledge and directed tasking can lead to a positive effect in our community and we will continue to work towards reducing recorded crime and ensure a safe Armadale for residents and visitors.

As can be seen there continues to be a decrease in youth calls, Anti Social Behaviour and Vandalism calls to the area. The Community Policing Team Officers are keen to be visible in their area and this has a positive effect in youth engagement, prevention and ensures a safer community for all.

Alcohol related incidents have increased and the local Community Team are aware of this. The Community Team is continually looking at methods to reduce incidents where alcohol is a factor. They make every attempt to provide resources in key areas at key times liaise with the licensees via Pub Watch and make licensed premises visits in an effort to detect and deter crime and incidents. Some of the

increase can be attributed to factors such as persons found drinking in public due to the better weather recently experienced, the World Cup effect and also calls regarding persons found under the influence of and in possession of alcohol in a public place. The CPT continues to monitor this to establish if there is a pattern to influence patrols and tasking.

There were no fire raising calls reported in this period and the annual figure to date is slightly down on last year albeit both figures are low. There is no specific pattern to these calls and where required referrals are made for Fire Safety advice.

Public space assaults are up on last year to date however your local community team makes every effort to be in hotspot areas at key times to negate public disorder. In July there were three incidents, which is a 70% reduction on last year at this time.

PREVENTION

- **Activities**

Reducing antisocial behaviour within our communities

The Community team continue to carry out high visibility patrols in local parks and identified hotspot areas to engage with youths as part of their daily tasking.

In an effort to maintain the reduction in youth calls and calls of Anti Social Behaviour the team continue to provide resources at key times in identified areas aimed at reducing ASB and youth calls to the ward.

The Community Policing Team review all calls of ASB in an effort to identify offenders and will progress criminal complaints and ASB complaints to conclusion to ensure a positive outcome. This may involve reporting the person involved or tenancy warning via ASB legislation.

Reducing community and social harm caused by drug and alcohol misuse

The community team continue to carry out stop and searches to deter, disrupt, divert and detect offenders. In the period of this report they have had a number of positive searches for drugs and the drug types recovered have all been cannabis. This has led to 3 persons being reported to the Procurator Fiscal for offences under the Misuse of Drugs Act 1971.

There have been 9 positive on street searches for alcohol and 3 for drugs.

In this period the CPT have proactively policed the streets and 41% of those subject to a search have been found in possession of an item.

- **Initiatives**

Reducing Anti Social Behaviour

The Community Policing Team work closely with the WLC NRT officer for the area and continue to challenge ASB in the home, issue tenancy warnings, and this can lead to Anti Social Behaviour Orders being issued.

There is presently one 'party house' identified in the area.

The Community Policing Team continues to make themselves visible and accessible to their community as they value the importance of public interaction and will attend community and resident meetings where possible.

Tackling Substance Misuse

The Community Policing Team will continue to carry out licensed premises visits and inspections to ensure licensees are supported and patrons can enjoy their night out.

1 licensed premise in the Ward was designated as monitored and this led to increased visits and police presence to both ensure licensing law compliance and safety for the staff and patrons in attendance.

Officers will continue to act on intelligence received regarding misuse of drugs.

Making our Roads Safer

Local officers continue to carry out road checks to provide reassurance and carry out enforcement and education of young drivers to work towards reducing the communities fear in regards anti social driving by young persons. 3 reports were submitted in respect of Road Traffic offences that included driving whilst disqualified, dangerous driving and no insurance. 4 Conditional Offer tickets were issued for a variety of Road Traffic tickets.

FORTHCOMING EVENTS

The Community Policing Team continue to focus on acquisitive crime and to this end will be engaged in circulating security advice literature to areas where crimes have been reported and also circulating to public areas for people to read.

Need the Police? – Call **101**. The 101 campaign is ongoing in an effort to raise awareness of the number for members of the public to use to call the police.

CONTACTS

Inspector Drew Elliot

Andrew.Elliot@Scotland.pnn.police.uk



Sergeant John Fleming john.fleming@Scotland.pnn.police.uk

Community Armadale and Blackridge

ArmadaleCPT@Scotland.pnn.police.uk



PC Richard Morrice
Armadale
Community



PC Helen Woollven
Armadale Community



PC Darryl Macaulay
Armadale Academy High
School Link Officer

Safer Neighbourhoods Team Armadale and Blackridge

PC Matt Higson



PC Steven Leonard

Call 101 any time it isn't 999



ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

**ARMADALE AND BLACKRIDGE MULTI-MEMBER WARD OPERATIONAL PLAN
2014-2017**

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To consult the Armadale and Blackridge Local Area Committee on the draft Armadale and Blackridge Multi-Member Ward Operational Plan 2014-2017.

B. RECOMMENDATION

That Committee Members are invited to provide comment on the Armadale and Blackridge Multi-member Ward Operational Plan 2014-2017 and considers ways in which they can support its implementation within the Local Area Committee area.

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

D.1 Background

Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

D.2 Scottish Fire and Rescue Service (SFRS) Armadale and Blackridge Multi-member Ward Operational Plan 2014-2017

Following the publication of the Local Fire and Rescue Plan for West Lothian 2014-2017, which identifies key priorities for SFRS activities within the local authority area, the Local Senior Officer for Falkirk and West Lothian has produced a ward operational plan for each multi-member ward area to support and deliver against the key priorities.

The seven key priorities identified within the Local Fire and Rescue Plan for West Lothian 2014 – 2017, were assessed in relation to their impact within each ward area. The assessment process included a survey of the West Lothian Citizen's Panel, asking them for their perception of the impact that incidents related to the key priorities had within the ward area that they reside in. The results from this survey are based upon 63 responses to the survey.

The assessment has established that within the Armadale and Blackridge Ward area the key priorities should be given priority in relation to SFRS activity, as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

- Reduction of Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Reduction of Deliberate Fire Setting

Medium Priority

- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies.
- Reduction of Unwanted Fire Alarm Signals.

E. CONCLUSION

The Armadale and Blackridge Multi-member Ward Operational Plan 2014-2017 aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, the West Lothian Strategic Assessment of Community Safety and continues with the excellent partnership working on Community Safety, which is evident in West Lothian.

F. BACKGROUND REFERENCES

None.

Alex Hume
Station Manager, Scottish Fire and Rescue Service
July 2014

Appendix 1 - Armadale and Blackridge Multi-Member Ward Operational Plan 2014-2017.

Armadale and Blackridge Multi Member Ward Operational Plan 2014 - 2017



**Working together
for a safer Scotland**



West Lothian
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West Lothian
COMMUNITY LEARNING PARTNERSHIP

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2. Reduction of Accidental Dwelling Fires
3. Reduction in Fire Casualties and Fatalities
4. Reduction of Deliberate Fire Setting
5. Reduction of Fires in Non Domestic Property
6. Reduction in Casualties from Non Fire Emergencies
7. Reduction of Unwanted Fire Alarm Signals

Review

Contact Us

Glossary of Terms

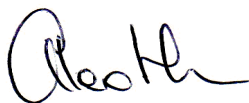
Foreword

Welcome to the Scottish Fire & Rescue Services (SFRS) Operational Plan for the Local Authority Multi Member Ward Area of Armadale and Blackridge. This plan is the mechanism through which the aims of the SFRS's Strategic Plan 2013 – 2016 and the Local Fire and Rescue Plan for West Lothian 2014-2017 are delivered to meet the agreed needs of the communities within the Armadale and Blackridge ward area.

This plan sets out the priorities and objectives for the SFRS within the Armadale and Blackridge ward area for 2014 – 2017. The SFRS will continue to work closely with our partners in the Armadale and Blackridge ward area to ensure we are all “Working Together for a safer Scotland” through targeting risks to our communities at a local level.

This plan is aligned to the Community Planning Partnership structures within West Lothian. Through partnership working we aim to deliver continuous improvement in our performance and effective service delivery in our area of operations.

The SFRS will continue to use data analysis techniques to identify risk and to ensure resources are allocated to the point of need within our communities. While considering the strategic priorities of the SFRS we will develop local solutions to local needs and ensure equitable access to Fire and Rescue resources. Through our on-going involvement with local community safety groups in the Armadale and Blackridge ward area and West Lothian Council we will continue to develop our understanding of local needs and proactively seek out consultation opportunities with all sections of the community. Using this approach we will ensure that the service we deliver is driven by consultation, in line with public expectations and helps to build strong, safe and resilient communities.



Alex Hume

Station Manager

Falkirk and West Lothian LSO Area

Introduction

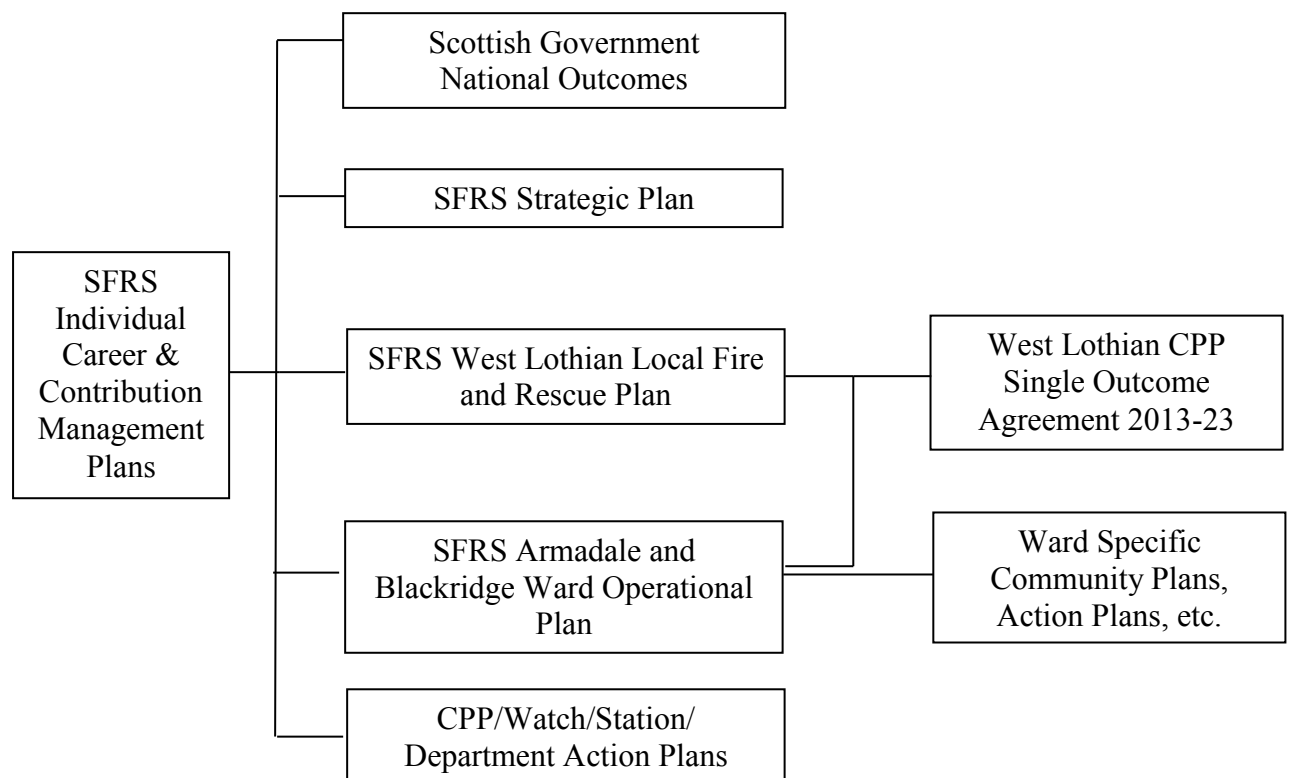
This Armadale and Blackridge Ward Operational Plan is the mechanism through which the priorities contained in the SFRS's Local Fire and Rescue Plan for West Lothian 2014-2017 are delivered to meet the agreed needs of the local area. This plan should be seen as an integral part of the Local Fire and Rescue Plan for West Lothian 2014-2017 which can be read using the following link ([Local Plan](#))

Delivering Frontline Outcomes Locally

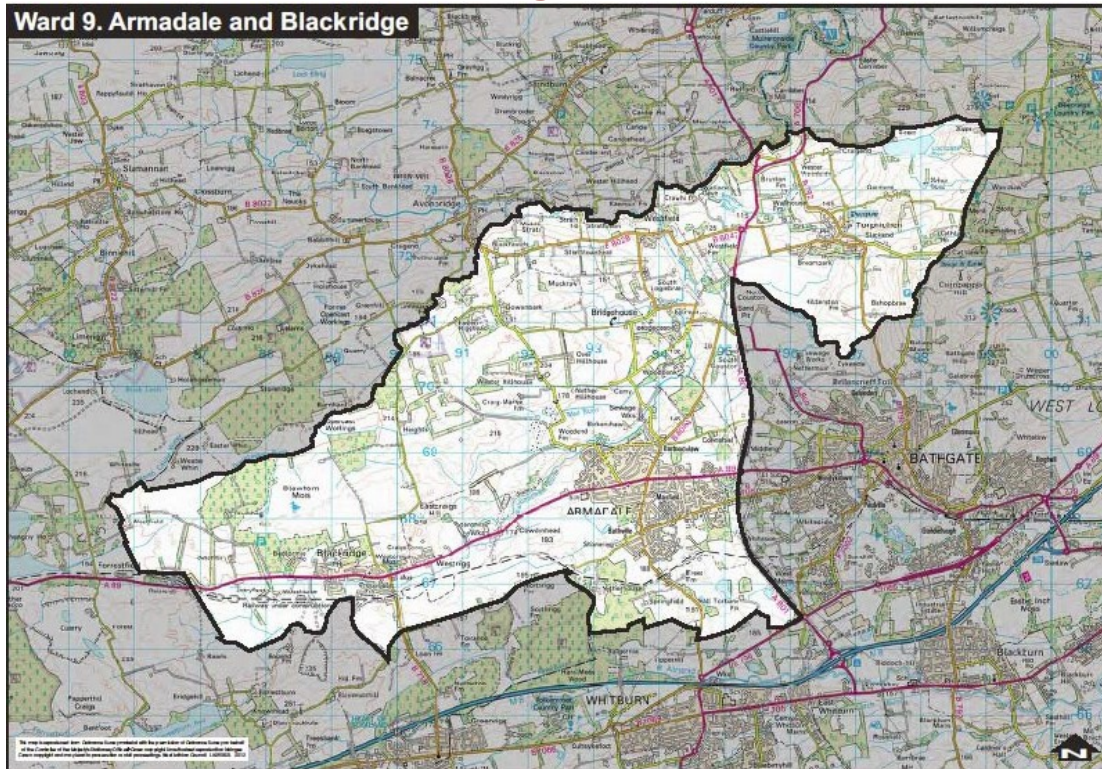
This plan outlines the key delivery mechanisms through which we will deploy and utilise our resources to achieve our agreed priorities and contribute to the achievement of the Scottish Fire & Rescue Service and also our Community Planning Partners' (CPP) outcomes at a local area level.

The diagram below shows the context of this Ward Operational Plan in the overall planning process for the Scottish Fire and Rescue Service.

The diagram below shows the context of this Ward Operational Plan in the overall planning process for the Scottish Fire and Rescue Service.



Armadale and Blackridge Ward Profile



Ward Overview

Understanding the Armadale and Blackridge ward area and the profile of the community is of vital importance in helping the SFRS to develop this plan and identify priorities and objectives to ensure everyone has the opportunity to access our services and reduce their risk from fire and other adverse safety events..

This plan has been prepared within the wider context of the West Lothian Community Planning Partnership and sets out the local priorities for delivering local fire service priorities for the Armadale and Blackridge ward area. Underlying this plan are the key principles of community planning namely; prevention and early intervention; integration of public services around the whole systems approach; transparency, accountability and innovation in our approaches to fire service provision.

Main Settlements

This ward is the smallest in West Lothian with a total population of 14,819 (based on Mid-2010 GRO Population Estimates). Armadale is the largest settlement in the ward with a population of 11,610 (Mid-2010 GRO Population Estimates) and has seen significant increases arising from new housing developments in the last decade. Blackridge, including Westrigg, has a population of 1,840 and has seen a similar increase in population, as has Westfield, whereas Torphichen's population has decreased to 570 over the same period.

Armadale is one of West Lothian Core Development areas which will see continued house building programmes to the south of the town over the coming years. There have also recently been significant investments in the new Armadale Academy and

sports facilities, and Armadale Community Centre which also encompasses the new library.

Armadale Academy's catchment area serves Armadale, Blackridge and Westfield/Bridgehouse (as well as the west of Bathgate) whilst young people in Torphichen will attend Linlithgow Academy. St. Kentigerns Academy also covers all parts of the ward.

Armadale railway station was reopened on 4 March 2011 as part of the new Airdrie-Bathgate Rail link giving a line from Edinburgh to Glasgow and on to Helensburgh and Milngavie.

Age Risk Profile

The proportion of the population who are of "working age" is 62% and very slightly lower than the averages of 63% for both West Lothian and Scotland. Armadale and Blackridge ward has a 13% rate of employment deprivation, similar to the averages for both West Lothian and Scotland. The ward has a 16% level of residents who are income deprived, again similar to the averages for West Lothian and Scotland.

Health Profile

Indicators allow a comparison between key health indicators in the ward against those for West Lothian and Scotland. They show that Armadale and Blackridge ward area has a higher proportion (75/1,000) of people claiming Disability Living Allowance than the average for West Lothian (72/1,000) and (66/1,000) Scotland. There are fewer babies recorded as being breast fed at the 6-8 week review than the West Lothian average, but there is a 100% vaccination rate against diphtheria, tetanus, pertussis (whooping cough), polio, and *Haemophilus influenzae* type b.

There are fewer hospital admissions for Respiratory Disease and fewer recorded Emergency Admissions and admissions for Accidents in Armadale and Blackridge ward. There are however considerably more admissions in relation to Coronary Heart Disease than for West Lothian and slightly higher admissions rates for Elective Surgery and Cancer.

The health indicators in the table above are taken from the Scottish Neighbourhood Statistics site at: - <http://www.sns.gov.uk>

Management of Risk Sites

Within the Armadale and Blackridge ward area there are sites that have been identified as having the potential to pose operational risks to SFRS, their partners and communities, should an incident at the site occur. SFRS and partners gather relevant information, prepare plans for dealing with an incident and carry out training to ensure a multi-agency approach is delivered to achieve a satisfactory conclusion to any incident. Included in this are sites registered under the COMAH regulations (Control of Major Accident Hazards Regulations 1999).

In addition to sites registered under COMAH regulations, SFRS gather information on specific sites that may pose significant risk to firefighter safety when dealing with

an incident. These include:

Large warehouses
Complex Office accommodation
High risk Process sites
Construction industry sites.

Further generic risks such as schools, hospitals and the transport network are also prevalent throughout the Armadale and Blackridge ward area. SFRS prepare for incidents at these types of sites ensuring that there are appropriately trained personnel and equipment available to deal with any incident.

Future Key Developments

Major housing growth is directed towards Armadale core development area which is allocated in the West Lothian Local Plan for 2,070 residential units;

Planning permission was granted 11 March 2011 for Phase 1 of the Armadale core development area for 192 residential units at land to the west of Station Road, Armadale and is currently under construction at Netherhouse;

Armadale currently has planned housing growth of 106 residential units on a number of sites outwith the core development area;

Blackridge currently has planned housing growth of 326 residential units on a number of sites in the town;

Key road proposals include a new distributor road linking the Lower Bathville area with the A801 and a new distributor road linking East Main Street with the B8084;

Employment land is identified at Northrigg, south of Armadale Station;

A new primary school is planned to serve the Armadale Station development. Extensions are also planned at Armadale Primary School and at St. Anthony's Primary School.

Source - West Lothian Council, West Lothian Ward Profile 2012 available at:
<http://www.westlothian.gov.uk/media/downloadoc/ArmBlackWardProfFeb2013>

Local Operational Assessment

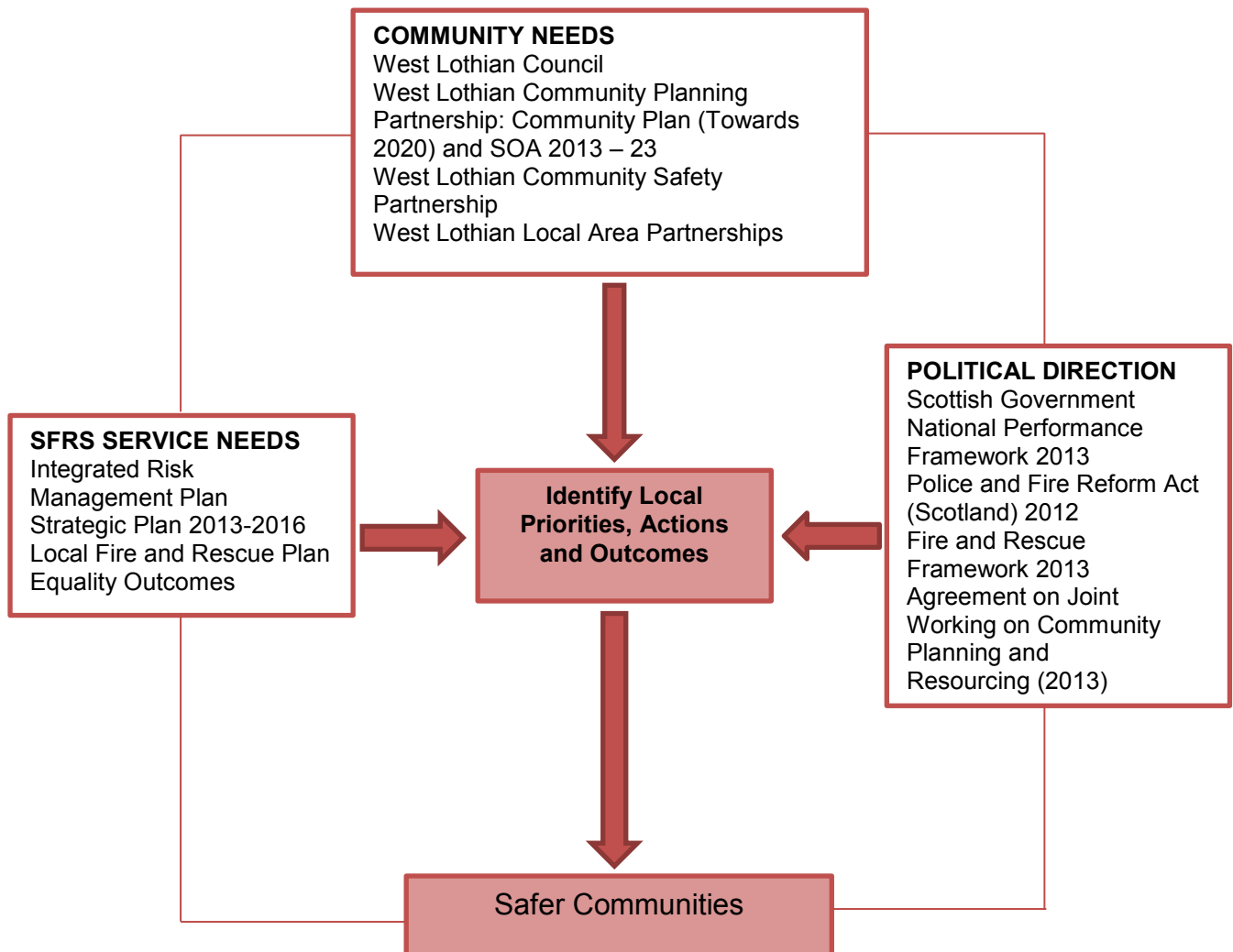
An assessment of local operational activity in the Armadale and Blackridge area informs the SFRS on how to prioritise prevention, protection and intervention initiatives within the local area.

Key Priority	2010/11	2011/12	2012/13	3 year average	Trend
Local Risk Management and Preparedness	N/A	N/A	N/A	N/A	N/A
Accidental Dwelling Fires	15	11	8	11.33	↓
Accidental Dwelling Fires Fatalities	0	0	1	0.33	🚒
Accidental Dwelling Fires Casualties	9	3	0	4	↓
Deliberate Fire Setting	60	57	59	58.67	↓
Fires in Non Domestic Property	1	1	5	2.33	🚒
Casualties from Non-Fire Emergencies	5	6	4	5	→
Unwanted Fire Alarm Signals	97	109	115	107	🚒

Achieving Local Outcomes

Prioritising Risk Pathway

Following a process of identifying local risks within the Armadale and Blackridge ward area, priority actions to address them and expected outcomes have been set within this plan. Local risks were identified following considerations of political direction set by the Scottish Government, community needs identified through consultation and the available operational risk information, resources and capacity of the SFRS.



Priority Risk Setting

The priority setting matrix has been used to evaluate and prioritise the key priorities in the Armadale and Blackridge ward and informs the SFRS and partners on targeting resources to areas of greatest need/risk.

Key priorities	Assessment Factors					Risk Evaluation High/Med/Low**
	Seriousness	Scale	Trend	Community Concern	Strategic Objectives	
	Is the trend line Higher/Lower than West Lothian and Scotland?	Incidents /Unit of population (average over previous 3 years)	Is the trend upwards or downwards over the last 3 years	On a scale – High/Medium/ Low percentage return *.	Aligns to	High/Med/Low**
Local Risk Management and Preparedness.	N/A	N/A	N/A	N/A	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Continuous
Reduction of Accidental Dwelling Fires	Lower than both Scotland and west Lothian.	1.9/ 10,000	Downward.	High – 6.3% Med – 31.7% Low – 62%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction in Fire Fatalities and Casualties	Significantly lower than both Scotland and West Lothian.	0.06/ 1,000,000 (fatal) 0.67/ 1,000,000	Constant.	High – 4.8% Med – 22.2% Low – 73%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction of Deliberate Fire Setting.	Slightly higher than both Scotland and West Lothian.	9.82/ 10,000	Downward.	High – 12.7% Med – 39.7% Low – 47.6%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	High
Reduction of Fires in Non Domestic Property	Higher than both Scotland and West Lothian.	2.5/ 10,000	Downward.	High – 11.1% Med – 25.4% Low – 63.5%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med
Reduction in Fatalities and Casualties from Non-Fire Emergencies	Significantly lower than both Scotland and West Lothian.	0.84/ 1,000,000	Constant.	High – 4.8% Med – 37.1% Low – 58.1%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med
Reduction of Unwanted Fire Alarm Signals.	Significantly lower than West Lothian, lower than Scotland.	17.91/ 10,000	Slightly upward.	High – 6.5% Med – 29% Low – 64.5%	SFRS Strategic Plan 2013-16, Local Fire and Rescue Plan for West Lothian 2014-17, West Lothian SOA 2013-23	Med

* Percentages are calculated on returns from a survey of West Lothian Council Citizens' panel, who were asked for their perception of risk within the ward area that they reside, in relation to the stated specific key priorities.

** The Final Risk Evaluation for each Key priority is determined by analysing the assessment factors. This Risk Evaluation result determines the focus of SFRS's prevention activity, for the duration of the plan. Details of this preventative activity are found in the Priorities, Actions and Outcomes section of this plan.

Performance Reporting

The objectives contained within this plan and a suite of performance indicators will be reported on a quarterly basis to the Policy Development and Scrutiny Panel and the Local Area Committee.

SFRS Resources in West Lothian

Two fire appliances are located at Bathgate Community Fire Station which is staffed by a mixture of Whole-time fire fighters who are located at the station 24 hours a day, seven days a week, and Retained Duty System (RDS) fire fighters who provide a 24 hours a day, seven days a week emergency on call response.

Two fire appliances are based at Livingston Community Fire Station which is staffed by mixture of Whole-time fire-fighters who are located at the station 24 hours a day, seven days a week; Day Duty fire fighters who are located at the station Monday to Friday, during day periods, and RDS fire fighters who provide emergency on call response outside of the working hours of the Day Duty fire fighters.

One fire appliance is based in each of the remaining four Community Fire Stations; Broxburn, West Calder, Whitburn and Linlithgow. Each of these stations are staffed by RDS fire fighters who provide a 24 hours a day, seven days a week emergency on call response.

RDS firefighters are employed on a part time basis and provide a vital service to the community in which they live or work. Most of our RDS fire fighters are women and men who have primary employment in another field, but in addition to their full time job, they provide the same range of emergency services as their Whole-time colleagues.

A team of community safety engagement staff work across West Lothian to support their station based colleagues in delivering the wide range of preventative, awareness and engagement activities. Coordinating this activity is a Local Authority Liaison Officer (LALO), who is based at West Lothian Civic Centre and provides a direct link between West Lothian Council, Community Planning Partners and the Fire and Rescue Service.

Supporting the enforcement of fire safety legislation, within buildings other than domestic premises, are a team of highly trained Fire Safety Enforcement Officers who provide advice on fire safety matters, actively conduct fire safety audits of buildings, consult on building warrant plans and enforce compliance with fire safety legislation.

A management team has responsibility for service delivery and community engagement/enforcement across West Lothian. These officers are responsible for the effective service delivery across the area.

SFRS resources employed across West Lothian will aim to work in partnership and collaboration with other community resources to deliver better outcomes for communities. Sharing of information will be a key enabler in this process and will ensure that duplication of services is reduced and that community focused outcomes are aligned and delivered.

In addition to day-to-day resources based within West Lothian, it is a Strategic Aim of the SFRS that, as a single service, communities will have access to specialist skills and resources from across Scotland.

We will work with the other emergency services and voluntary groups within West Lothian that have an interest in emergency response and specialist rescue. This will allow us to identify resources, such as skills and equipment that are available nationally.

Priorities, Actions and Outcomes

1. Local Risk Management and Preparedness. Risk Evaluation - Continuous

The SFRS has a statutory duty to reduce the risks to our communities and to make certain that they receive the best possible service.

The SFRS monitors existing risks and emerging threats in terms of the fire and other emergency related incidents to inform us of the priorities in the Armadale and Blackridge ward area. We also monitor existing risks and emerging threats posed by the natural and built environment to identify patterns and trends that require mitigation initiatives.

The SFRS is committed to working in partnership with all relevant stakeholders to ensure emergency planning and preparedness arrangements are in place and tested.

The management of risk within our community means:

- Identifying the risks to the community which fall within the scope of responsibility of the SFRS.
- Undertaking a process to prioritise and mitigate these risks.
- Ensuring that appropriate local and national resource capability and trained Fire and Rescue Service personnel are in place to address them.

National Outcomes:	Aligns to:			What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Priority:					
6,8,9,11 and 12.	1,2,3 and 4.	1, 2,3,4,5 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 3,4,7 and 8</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p> <p>East Service Delivery Area Regional Resilience Partnership \ Lothian and Borders Local Resilience Partnership Community Risk Register</p> <p>The Civil Contingencies Act 2004 (Scotland) Regulations 2005.</p>	<p>Ensure our training, staff development and equipment is fit for purpose to meet our current risk profile and adaptable to changing circumstances.</p> <p>Ensure all known risk information is obtained, recorded, communicated and tested.</p> <p>Working locally with partner organisations and agencies to ensure effective response plans are developed for identified risks.</p> <p>Fulfilling our statutory duties in relation to the Civil Contingencies Act.</p>	<p>We will train and exercise to be able to effectively resolve operational incidents.</p> <p>We will service and maintain our equipment and apparatus.</p> <p>We will visit high risk premises</p> <p>We will record and maintain premises risk information</p> <p>We will participate in multi agency exercises.</p>	<p>We will participate in emergency pre-planning to be able to safely and effectively resolve emergency incidents.</p> <p>We will be able to respond effectively to emergency incidents.</p> <p>We will be able to effectively resolve operational incidents.</p> <p>We will be aware of the risks in our area.</p> <p>We will be able to work effectively with our partners at emergency incidents.</p>	<p>Keeping our staff and members of the public safe should any incident occur.</p> <p>Reducing the financial burden and disruption caused to our communities when emergencies occur.</p> <p>The wealth and prosperity of our area will increase.</p> <p>Proactively helping the wider community by preventing emergencies and planning to mitigate their effects when they occur.</p>	<p>We will monitor our effectiveness to resolve emergency incidents through pro-active and re-active auditing and monitoring arrangements. (e.g. pre, during and post operational incident audit, monitoring and review)</p> <p>We will be subject to audit, monitoring and review by external stakeholders (e.g. the Chief Inspector for Fire and Rescue Service, the Health and Safety Executive).</p>

2. Reduction of Accidental Dwelling Fires Risk Evaluation - High

Throughout the Armadale and Blackridge ward area, dwelling fires have occurred within a wide variety of dwelling places. There are direct links to areas of social deprivation and those who are most vulnerable to fire within the community.

Alcohol consumption and/or drugs misuse continues to be 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. In addition, cigarettes and smoking materials remain the primary ignition source in a number of serious injury/fatal fires.

House fires can have a significant negative impact on both individuals and the community, in relation to the human, social and economic cost of fire.

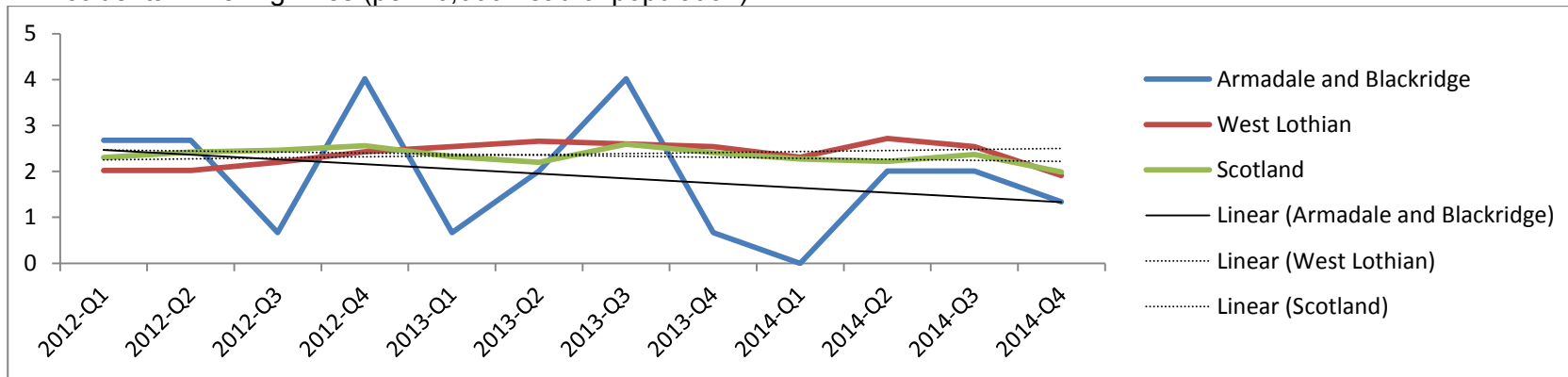
Through our Home Fire Safety Visit Programme and Community Engagement and Education activities, we aim to reduce the risk and impact of fire and the associated losses.

National Outcomes:	Aligns to:			What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Priority:					
6, 8, 9, 11 and 12:	1,2,3 and 4	1, 2 and 3	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 1,2,3,4,5,6,7 and 8 (SOA1304 -14 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Active participation in West Lothian Community Planning arrangements and adopting a partnership approach to risk reduction.</p> <p>Sharing information with partners to help protect the most vulnerable,</p> <p>Develop new partnerships to identify and support at risk groups.</p> <p>Identifying opportunities for engagement with all partners to promote fire safety and good citizenship.</p>	<p>Delivery of fire safety related educational and engagement activities.</p> <p>Delivery of Home Safety Visits.</p> <p>Delivery of Post Domestic Incident Response Visits.</p> <p>Delivery of Thematic Home/Community Safety Initiatives.</p>	<p>We aim to reduce Accidental Dwelling Fires in the Armadale and Blackridge area on a year on year basis, that contributes towards the reduction of incidents in the West Lothian area.</p> <p>We will contribute towards the SFRS target of a 10 % reduction in Accidental Dwelling Fires over a three-year.</p>	<p>Promoting confident and safe communities where residents feel positive about where they live.</p> <p>Our citizens will be protected.</p> <p>Our citizens and communities shall be encouraged to take responsibilities for their own health and well-being.</p> <p>Our communities will be safer.</p> <p>Reducing the potential financial burden on society through the education of citizens.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_14 Number of accidental dwelling fires per 100,000 population.</p> <p>West Lothian Community Safety Board</p> <p>Armadale and Blackridge Local Area Committee</p>

Performance

The graph below provides empirical incident data on performance in relation to Accidental Dwelling Fires in the Armadale and Blackridge ward area.

All Accidental Dwelling Fires (per 10,000 head of population)



3. Reduction in Fire Casualties and Fatalities

Risk Evaluation - High

Fire casualties tend to occur in accidental dwelling fires. Evidence suggests that where occupants of a dwelling misuse alcohol and/or drugs or are elderly or infirm, there is an increased likelihood of becoming a fire casualty/fatality. The absence of a working smoke detector can greatly increase the vulnerability of these individuals.

The human and financial costs associated with fire casualties/fatalities are high due to potentially significant trauma/loss of life to individuals, and societal costs.

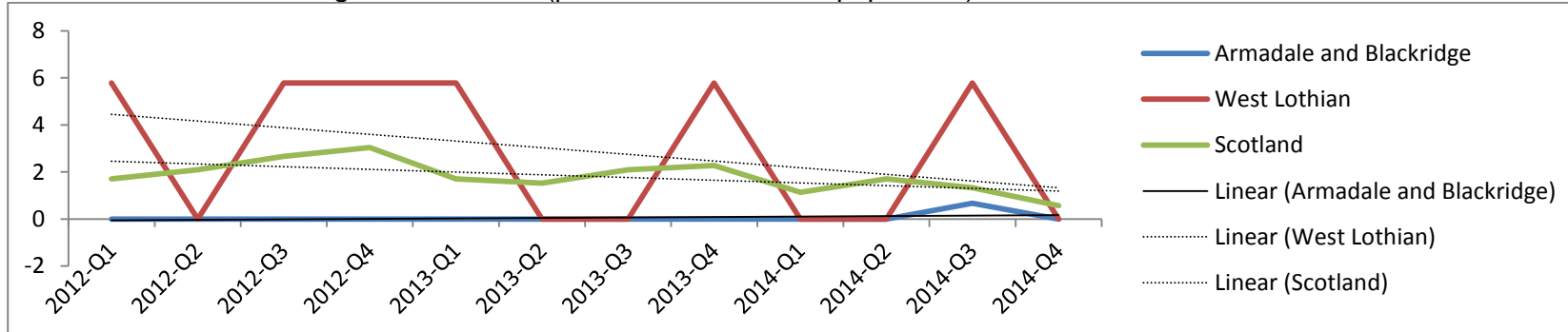
The SFRS in the Armadale and Blackridge ward area aims to target a reduction in these casualties by adopting a partnership approach to reduce the risk to individuals, particularly those that are most vulnerable.

National Outcomes:	Aligns to:			What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Priority:					
6,8, 9,11 and 15	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 1,2,4,5,6 and 7 (SOA1304_13 & SOA1304_14 indicators)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Active participation in West Lothian Council Community Planning arrangements and adopting a partnership approach to risk reduction.</p> <p>Promoting healthier lifestyles through encouraging a reduction in alcohol, drugs and cigarette use.</p> <p>Ensuring our community safety strategy considers all persons at risk from fire.</p> <p>Encouraged citizens to take responsibilities for their own health and well-being.</p>	<p>Delivery of fire safety related educational and engagement activities.</p> <p>Delivery of Home Safety Visits.</p> <p>Delivery of Post Domestic Incident Response Visits.</p> <p>Delivery of Thematic Home Safety Initiatives.</p>	<p>We aim to reduce Fire Casualties on a year on year basis in the Armadale and Blackridge area, that contributes towards a reduction in the West Lothian area.</p> <p>We will contribute towards the SFRS target of a 5 % reduction, in Fire Casualties over a three-year rolling period.</p>	<p>Our citizens will be protected. Our communities will be safer.</p> <p>Reducing demand on other partner services such as local health care and social work partners.</p> <p>Reducing fire casualty hospitalisation times.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Safety Board</p> <p>Armadale and Blackridge Local Area Committee</p>

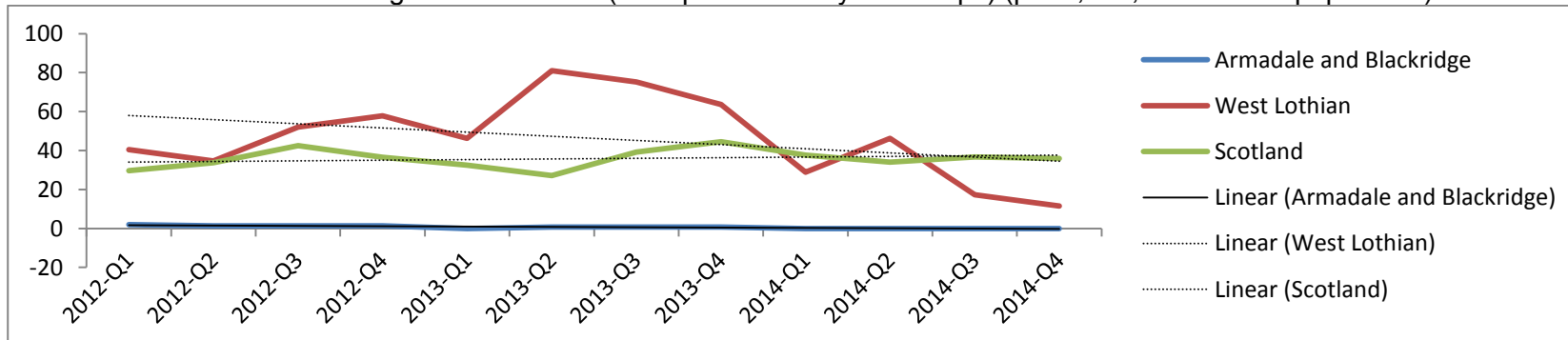
Performance

The graph below provides empirical incident data on performance in relation to Fatalities and Casualties in the Armadale and Blackridge area .

All fatal Accidental Dwelling Fire casualties (per 1,000,000 head of population)



All non-fatal Accidental Dwelling Fire Casualties (excl. precautionary check-ups) (per 1,000,000 head of population).



4. Reduction of Deliberate Fire Setting Risk Evaluation - High

Deliberate fire setting is a significant problem for the SFRS and is responsible for a significant number of secondary fires that are attended across the Armadale and Blackridge West Lothian area. In the main, secondary fire categories are refuse, grassland and derelict buildings incidents. In addition, deliberate fire setting is responsible for a number of primary fires which involve property loss and potential injury/loss of life.

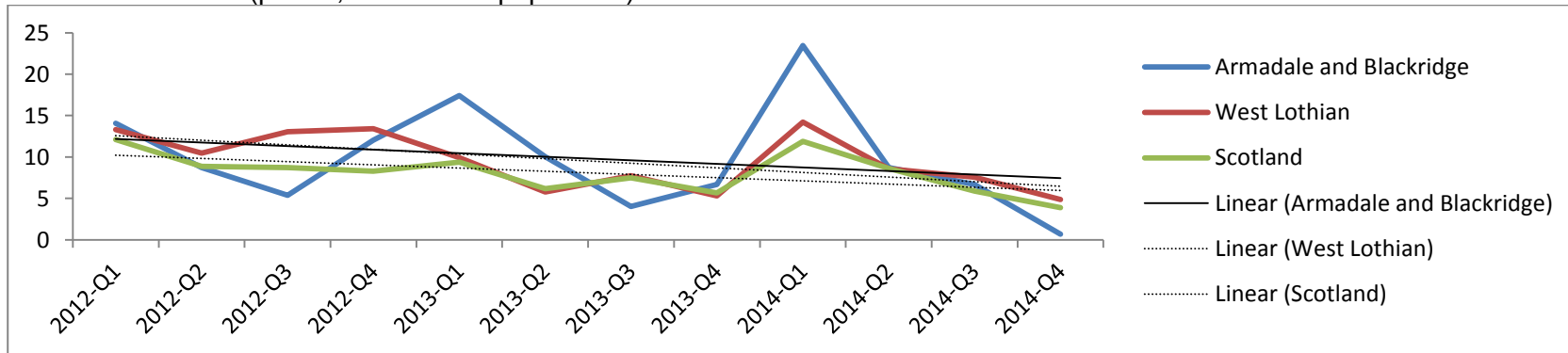
There is a close link between deliberate secondary fires and other forms of anti-social behaviour. By continuing to focus our attention on deliberate fires this will reduce the demand on the SFRS and the burden upon partners and in turn enhance community wellbeing and reduce the environmental impact.

National Outcomes:	Aligns to:			What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Area Priority:					
4,8,9,11,12,14 and 16	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 2,3,4 and 8 (SOA1304_13 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Engaging in a multi-agency approach to tackle deliberate fire setting and fire related anti-social behaviour by the targeting resources to areas of demand.</p> <p>Identify and develop partnerships with organisations who engage with young people.</p> <p>Providing an enhanced level of Fire Investigation within the Armadale and Blackridge area</p>	<p>Deliver youth engagement programmes to reduce anti-social behaviour through diversionary activities and education.</p> <p>Delivery of Thematic deliberate fire reduction Initiatives.(eg Bonfire night).</p>	<p>We aim to reduce Deliberate Fire Setting on a year on year basis in the Armadale and Blackridge area, that contributes to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target to continually reduce Deliberate Fire Setting over a three year rolling period.</p>	<p>Promoting safe and attractive communities in which people want to live.</p> <p>Diverting those persons away from anti-social behaviour by encouraging them to be good citizens.</p> <p>Reducing the adverse effects which deliberate fire setting has on peoples' lives within the West Lothian area.</p> <p>Supporting the national focus towards early and effective intervention.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_13 Number of deliberate fires per 100,000 population</p> <p>West Lothian Community Safety Board</p> <p>Armadale and Blackridge Local Area Committee</p>

Performance

The graph below provides empirical incident data on performance in relation to Deliberate Fire Setting in the Armadale and Blackridge ward area

All Deliberate Fires (per 10,000 head of population).



5. Reduction of Fires in Non-Domestic Properties Risk Evaluation - Medium

All fires in workplaces and business premises are classed as Non-Domestic Fires and come under the scope of the Fire (Scotland) Act 2005.

Fire Safety Enforcement Officers carry out audits to ensure statutory responsibilities are met and provide advice to businesses on fire safety. The types of premises encompassed by the Act can be wide-ranging and include industrial, commercial and those premises providing sleeping accommodation such as residential care premises.

In addition to the costs associated with fires in commercial properties, many businesses who experience a significant fire do not reopen afterwards.

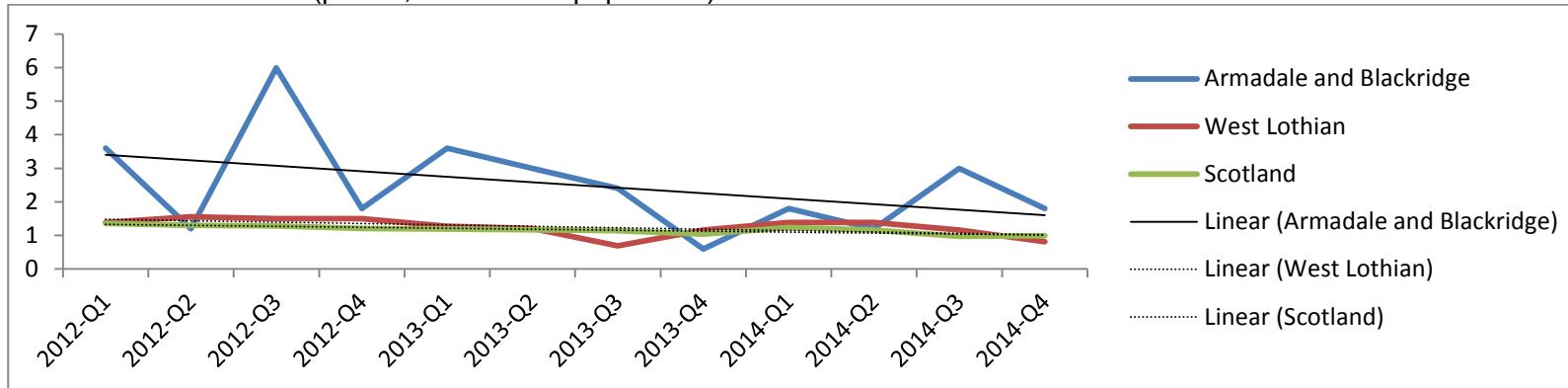
We proactively work as part of a partnership, with local industry to ensure that Businesses Continuity Planning and Emergency Preparedness Arrangements are appropriate, to ensure we can mitigate the impact of fires and other emergencies on business and that we are prepared to respond to adverse safety events.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Area Priority:					
1,6,9,and 12:	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 3,4 and 8 (SOA1304_13 indicator)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Using a risk based approach, auditing of business and commercial premises by Fire Safety Enforcement Officers.</p> <p>Work with the West Lothian Council licensing department to ensure all multiple occupation houses comply with the required standards in relation to Fire Safety.</p> <p>Consultation with West Lothian Council Building Standards Officers and architects.</p>	<p>Undertake targeted audits High Risk Business and Commercial premises.</p> <p>Undertake post fire audits of Business and Commercial premises.</p> <p>Provide information in request to assistance to comply with fire safety legislation.</p>	<p>We aim to reduce the number of Fires in Non-Domestic Premises in the Armadale and Blackridge area on a year on year basis, that will contribute to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target of continually reducing the number of fires in other buildings over a three year rolling average.</p>	<p>The wealth and prosperity in our area will increase. The quality of our infrastructure will help promote growth of the local economy.</p> <p>Safeguarding the wellbeing of residents and employees within relevant premises.</p> <p>Supporting business continuity and employment within the West Lothian area.</p> <p>Our citizens will be protected.</p> <p>Our communities will be safer.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Planning Partnership Board, SOA1304_13 Number of deliberate fires per 100,000 population</p> <p>West Lothian Community Safety Board</p> <p>Armadale and Blackridge Local Area Committee</p>

Performance

The graph below provides empirical incident data on performance in relation to Non-Domestic Fires.

All Non-Domestic Fires (per 10,000 head of population).



6. Reduction in Casualties from Non-Fire Emergencies

Risk Evaluation - Medium

A central part of the SFRS's role is responding to non-fire emergencies such as Road Traffic Collisions (RTCs), other rescue situations and flooding. Operational fire-fighters are trained to a high standard and have at their disposal the most modern equipment for extricating people in rescue situations and administering first aid to casualties.

Attendance at RTCs has become a predominant activity for the SFRS however primary responsibility for road safety lies with Transport Scotland, Police Scotland and Local Authorities. The SFRS has a crucial role in supporting these organisations at a local level and can provide access to hard hitting education programmes aimed at the most at risk groups to highlight the consequences of RTCs and dangerous driving.

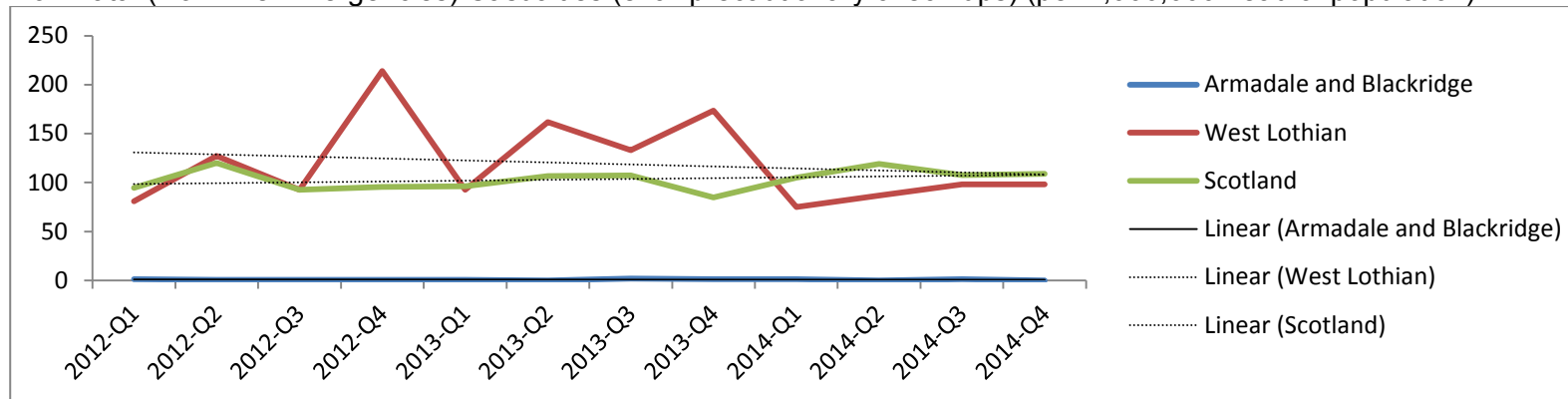
The educational road safety activities that we deliver are designed to increase driver awareness in relation to the consequences of dangerous driving. Particular focus continues to be on young and new drivers.

Aligns to:				What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
National Outcomes:	SFRS Strategic Aims:	SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Area Priority:					
4,6,9,and 15	1,2,3 and 4	1,2,3 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' We live in resilient, cohesive and safe communities No's 2 and 4 (SOA1307_04)</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p> <p>West Lothian Community Safety Partnership: Road Casualty Reduction Plan 2012 – 15.</p>	<p>Continuing our educational programmes, particularly aimed at high risk groups within our communities.</p> <p>Develop innovative ways of delivering the road safety agenda in collaboration with partners.</p> <p>Working with our partners within the West Lothian area to ensure that all agencies can map road incident hotspots.</p>	<p>Deliver Safe Drive Stay Alive initiative.</p> <p>Deliver thematic Road Safety campaigns and initiatives.</p>	<p>We aim to reduce the number of Fatalities and Casualties from Non-Fire Emergencies in the Armadale and Blackridge area on a year on year basis, which will contribute to a reduction in the West Lothian area.</p> <p>We will contribute to the SFRS target of continually reducing the number of Casualties from Non-Fire Emergencies over a three-year rolling period.</p>	<p>Our citizens will be protected.</p> <p>Our communities will be safer.</p> <p>Our citizens and communities shall be encouraged to take responsibilities for their own health and well-being.</p> <p>Reducing the number of hospital admissions, and the associated costs to the NHS and other organisations due to RTC related injuries. Encouraging young drivers and other groups to be responsible road users through active engagement and education.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>West Lothian Community Safety Board</p> <p>Armadale and Blackridge Local Area Committee</p>

Performance

The graph below provides empirical incident data on performance in relation to Non-Fatal (Non-Fire Emergencies) Casualties (excl. precautionary check-ups) in the Armadale and Blackridge ward area.

Non-Fatal (Non-Fire Emergencies) Casualties (excl. precautionary check-ups) (per 1,000,000 head of population).



7. Reduction of Unwanted Fire Alarm Signals Risk Evaluation - Medium

Unwanted Fire Alarm Signals (UFAS) are those occasions when an automated fire alarm system activates and results in the mobilisation of SFRS resources, when the reason for that alarm turns out to be something other than a fire emergency.

UFAS are categorised into three main categories; False Alarm with Good Intent, False Alarm Malicious or Equipment failure.

Within West Lothian UFAS incidents in non-domestic properties account for a significant amount of the total calls attended.

UFAS has a negative impact on the SFRS through the deployment of resources to incidents where their life saving services are not required. This negative impact is also experienced by businesses through loss of production, business continuity or service delivery.

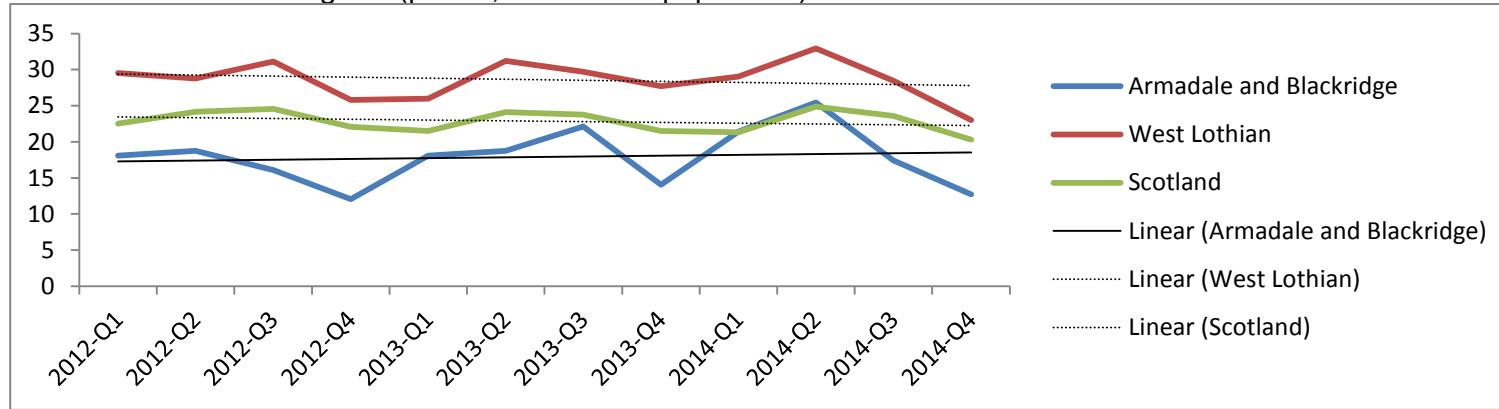
Attendance at UFAS creates a negative financial burden upon the SFRS as well as increasing the road risk and environmental impact within West Lothian.

National Outcomes:	SFRS Strategic Aims:	Aligns to:		What we will do (Examples provided below)	How we will do it (Examples provided below)	Expected Outcomes	In doing so we will add value by:	How it will be measured
		SFRS Equality Outcomes	Armadale and Blackridge and West Lothian Area Priority:					
1,6,9 and 12	3 and 4	1, 2 and 7	<p>West Lothian Community Planning Partnership: Community Plan 'Towards 2020'</p> <p>West Lothian Community Planning Partnership: Single Outcome Agreement 2013-23 'achieving positive outcomes' No's 3, 4 and 8.</p> <p>West Lothian Community Planning Partnership: Strategic Assessment 2013</p> <p>West Lothian Community Safety Partnership: Strategic Assessment 2012-15</p>	<p>Working with the business and commercial sector to provide advice and guidance in relation to the management of unwanted fire alarm signals.</p> <p>Ensure premises with unwanted fire alarm signal occurrences comply with the Fire Safety (Scotland) Regulations 2006.</p>	<p>Implement SFRS policy on UFAS.</p> <p>Provide advice to occupants of premises in how to prevent/reduce UFAS.</p>	<p>We will seek to reduce Unwanted Fire Alarm Signals over a three year rolling trend in the Armadale and Blackridge area.</p> <p>Our target against the SFRS 3-year average is to contribute towards a continued reduction in UFAS.</p>	<p>The wealth and prosperity in our area will increase.</p> <p>The negative impact of UFAS on local business will reduce.</p> <p>Reducing road risk for our emergency services.</p> <p>Reduction of our carbon footprint.</p> <p>Enabling SFRS resources to be available for life saving incidents.</p>	<p>We will monitor our performance quarterly and report on progress to the;</p> <p>West Lothian Council Services for Communities Policy Development and Scrutiny Panel</p> <p>Armadale and Blackridge Local Area Committee</p>

Performance

The graphs below provides empirical incident data on performance in relation to Unwanted Fire Alarm Signals.

Unwanted Fire Alarm Signals (per 10,000 head of population).



Review

To ensure this Ward Operational Plan remains flexible to emerging local or national priorities, a review may be carried out at any time but will be reviewed at least once in its lifetime. A review may also be carried out if the Scottish Minister directs it or if a new Strategic Plan is approved.

Contact Us

If you have something you would like to share with us, you can get in touch in a number of ways:

- Use the feedback form on our website to send an email www.firesecotland.gov.uk
- Contact your local community fire station - details are listed on our website
- Contact Falkirk and West Lothian LSO Area office - 01324 710276
- Write to us at the address at the bottom of this page.

We are fully committed to continually improving the service we provide to our communities and recognise that to achieve this goal we must listen and respond to the views of the public.

We use all feedback we receive to monitor our performance and incorporate this information into our planning and governance processes in order to continually improve our service.

We are proud to say that the majority of the feedback we receive is positive, and we are keen to hear examples of good practice and quality service delivery that exemplifies the standards of care that we strive to provide for the communities of Scotland.

In instances where our standards of service are questioned, we welcome the opportunity to investigate the circumstances, and are committed to correcting any lapses and using the learning outcomes to improve our future service delivery.

If you would like a copy of this document in a different format or a version in another language please contact:

Scottish Fire and Rescue Service, Service Delivery Area East HQ, Main Street, Maddiston FK2 0LG

Tel 01324 710220 Fax 01324 715353 or alternatively visit our website www.firescotland.gov.uk

Glossary of Terms

Accidental: Caused by accident or carelessness. Includes fires which accidentally get out of control.

Casualty: consists of persons requiring medical treatment beyond first aid given at the scene of the incident, those sent to hospital or advised to see a doctor for a check-up or observation (whether or not they actually do). People sent to hospital or advised to see a doctor as a precaution, having no obvious injury, are recorded as 'precautionary check-ups'. Casualty figures do not include fatalities.

Deliberate: covers fires where deliberate ignition is suspected

False Automatic Fire Alarm: is defined as an event in which the Fire and Rescue Service believes they are called to a reportable fire and then find there is no such incident. These can be Malicious, of Good Intent or caused by Apparatus. The False Fire Alarms recorded for our indicator are those caused by Apparatus, as these constitute a significant majority of False Fire Alarm incidents.

Fatality: a casualty whose death is attributed to a fire is counted as a fatality even if the death occurred later. Fatalities associated with Other Incidents can include attendance to assist Police or Ambulance colleagues when a person has been found who has committed suicide, for example. Often there is little we can do as a Service to influence this particular figure.

Primary Fires: includes all fires in buildings, vehicles and most outdoor structures or any fire involving casualties, rescues or fire attended by five or more pumping appliances.

Secondary Fires: These cover the majority of outdoor fires including grassland and refuse fires unless they involve casualties or rescues, property loss or if five or more appliances attend. They include fires in derelict buildings but not chimney fires.



ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATIONS

REPORT BY HEAD OF PLANNING AND ECONOMIC DEVELOPMENT

A. PURPOSE OF REPORT

The purpose of this report is to advise the Local Area Committee of the application received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF) in 2014/15.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that two applications has been received for funding;
2. notes that the proposals meet the eligibility criteria for supported projects;
3. supports funding for the projects; and
4. agree that the Head of Planning & Economic Development should make an offer of funding as per the details set out in this report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; Making best use of our resources; Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The project meets the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business. We live in resilient, cohesive and safe communities.

VI Resources - (Financial, Staffing and Property)	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
VII Consideration at PDSP	These projects have not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.
VIII Other consultations	Area Services.

D TERMS OF THE REPORT

D1 Background

In 2012 the Council Executive agreed the eligibility criteria for a West Lothian Villages Improvement Fund (WLVIF). Funding of £1.65m is available to support eligible schemes with the funding phased over five years. The fund has the following two work streams:

1) A shop frontage/shop improvement scheme, to which local independent retailers can apply. This operates in a similar way to the shop frontage improvement schemes for traditional town centres i.e. a grant of up to £750 and no more than 50% of the cost of the shop front improvement.

2) Small scale village improvements and initiatives, this can include a number of types of investment, including both physical improvements to the streetscape and investment in community provision:

- Provision of street furniture such as seating, cycle stands and direction signs.
- Improved village gateways (e.g.; through planting, landscaping and/or signage).
- Improved sense of place in village centres through hard landscaping, planting and soft landscape improvements.
- Tidying and landscaping of gap sites within villages.
- Access improvements in and around villages.
- Investment in projects that engage and support young people.
- Investment in other local community facilities.

Three villages within the Armadale and Blackridge ward are eligible under the scheme.

Distribution of funding is based on village size. In April 2014 Council Executive agreed to full allocations to each village to add to the monies already announced for 2013-14 the following represent the full money allocated to each of the eligible villages in the ward:

Blackridge	£55,000
Torphichen	£55,000
Westfield	£20,000

D2 Applications

The following applications have been received for this round of funding:

Westfield and Bridgehouse Community Council – Bridgehouse Phone box Restoration

Funding of £2,760 (subject to confirmation of adoption from BT) is being sought to 'adopt' the iconic phone box from BT, repair the fundamental physical damage to the unit and turn the phone box into a defibrillator station. This will be complimented by floral planters and book exchange.

Torphichen Kirk – Renovation of kitchen at St John's Hall

Funding of £15,475 is being sought to modernise and improve accessibility for user groups at the kitchen of St John's Hall. The hall is very well used by the community but the kitchen facilities are in need of upgrading to maximise space, make them more user friendly and improve safety.

E. CONCLUSION

Three villages within the Armadale and Blackridge ward are eligible to apply to the Villages Improvement Fund.

The applications, detailed above, meet the eligibility criteria of the Village Improvement Fund and the Local Area Committee are asked to support them.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013 and 15 April 2014) and Armadale and Blackridge Local Area Committee (August 2013).

Appendices/Attachments: Two

Appendix 1: Westfield and Bridgehouse Community Council – Bridgehouse Phone box Restoration

Appendix 2: Torphichen Kirk – Renovation of kitchen at St John's Hall

Contact Person: Douglas Benson, Community Regeneration Officer, Tel. 01506 281970, douglas.benson@westlothian.gov.uk

Alice Sinnet, Economic Development Manager, Tel. 01506 283079, alice.sinnet@westlothian.gov.uk

Craig McCorriston, Head of Planning and Economic Development
29 August 2014

West Lothian Villages Improvement Fund

Application form

- Please refer to the guidance notes when completing this form
- Please complete in **BLOCK CAPITAL LETTERS** and use **black ink**
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	Westfield & Bridgehouse Community Council (WBCC)
Project title	Bridgehouse Phone box Restoration
Contact person	[REDACTED]
Position	[REDACTED]
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	Community Council
What date was your organisation formed?	Pre-2000
Are you a charity, please quote your number	Not a charity
What are the main activities of your organisation? (please answer in no more than 100 words)	To provide a formal contact point to West Lothian Council for raising and resolving issues that affect residents in our area. We actively seek to improve the local environment and amenities and encourage residents to get involved.

Do you have an equal opportunities policy or statement? If yes please provide a copy	N/A
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	N/A

Are you applying for other funding,	
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if so, please detail	<p style="text-align: center;">Approved Anticipated</p> <p style="text-align: center;">Not applying for other funding.</p>
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2. Project details

Council Ward	Armadale & Blackridge
Project location	Bridgehouse
Project start date	September 2014 (Subject to confirmation of adoption of phone box from BT)
Project finish date	September 2015 (likely earlier, but Restoration will be weather/resource-dependent)
Estimated Outcome	"Classic" cast-iron telephone box preserved and enhanced as community focal point, including defibrillator equipment.

Project description

Describe fully the project for which grant is being sought (background and context of the project, description of works).

In June 2014, BT indicated to West Lothian Council (WLC) that they intended to remove the K6 (classic, cast-iron style) phone box outside the Bridgehouse swing park, due to lack of use and 'physical condition' (it was clipped by a bus several years ago, causing some of the casting to crack in one corner).

Bridgehouse residents were not keen on this proposal, as the box is a key visual part of the hamlet's character and is oft-used for providing directions. The residents have been very proactive in approaching BT, WLC, local elected members, WBCC and the Bridgehouse Community Hall for advice and support on how to prevent the box being removed.

The result is a plan to 'adopt' the box from BT (purchase for £1), repair the fundamental physical damage and then develop the shell into a valuable community resource incorporating defibrillator equipment, a book exchange and floral display.

The defibrillator will be organised through the Community Heartbeat Trust, who are targeting phone-box installations – see here for details on the benefits of community defibrillator installations for locations such as Bridgehouse (and surrounding area) and how the scheme works:

<http://www.communityheartbeat.org.uk/adoptatelephonebox.php>
<http://www.communityheartbeat.org.uk/how.php>

There is a capital cost £2,000 for the equipment, installation and initial training to use the equipment. As part of the scheme, the British Coatings Federation is donating paint to bring the box back to its former glory.

The book exchange will operate as in many guest houses – people simply add books they're done with, which others then borrow, resulting in an ever-changing library resource. Floor-to-ceiling shelving will be built into the box to house the books.

The floral planting will be in the form of baskets or planters fixed to the exterior of the box. It's worth noting that Bridgehouse has no formal 'street planting' at present.

Please see attachments for examples of possible shelving and planting options.

The key steps in the project are as follows:

1. Adopt box from BT [admin]
2. Acquire Public Indemnity Insurance cover for box [admin]
3. Repair physical damage and restore box (glazing, paint, detailing, etc). [specialist metal working, Community]
4. Acquire and install defibrillator + training for use of [CHT, Community]
5. Fit out for book exchange and floral display (shelving, supports, books, planting) [Community]
6. Enjoy! Public celebration to 'open' box [Community]
7. Ongoing Seasonal maintenance replanting [Community]

Following discussion between residents and WBCC, the formal adoption of the box will be carried out by the Bridgehouse Community Hall Association (BCHA). This makes most sense, as it's already the local hub for Bridgehouse community events. WBCC were invited to be the adopters but for various reasons it was felt that the long-term future of the box was best placed 'officially' in the hands of the BCHA.

WBCC's remit is to encourage and support community activities in its area. In this case we are seeking to do this primarily by helping to fund the project, so that the residents can focus on the 'hands-on' (community-building) aspects of the restoration and conversion.

The application is for the initial renovation, outfitting, defibrillator and planting only. Ongoing costs are identified as basic maintenance, seasonal replanting and electricity supply – these are not part of the application and will be met through community fundraising and/or material donations (e.g. home grown plants).


Aside from the obvious amenity benefits of the project, the uncertain future of the box has already triggered an increase in community activity, for example:

- people are stopping and chatting to each other when they pass the box to exchange views and find out more
- cars are pulling up to stop and read the notice;
- there is a resurgence of community spirit that is leading to renewed interest in the Community Hall's activities.
- People are sharing ideas: planting themes, what to do with the box at Christmas, fundraising ideas, what other projects could be done (e.g. street signs). Although we have excellent facilities in the Community Hall, unfortunately it is tucked away slightly out of sight (and out of mind), their leaflets & posters could be left in the box for everyone to pick up/read. Bus timetables and other useful Community information could also be kept in the box.

An additional, peripheral benefit to the project is that local suppliers can be used for many of the materials, retaining the investment within the general geographical area.

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Partners involved (other local organisations you are working with)	Bridgehouse residents Bridgehouse Community Hall Association
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Evidence of need What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of support, or local survey.
The following extracts from related email threads indicate the desire for the project. From: BT Subject: 01501 730272 Craigrigg Cottages Westfield Bathgate EH48 3DH Telephone kiosk Permanent removal Dear Sir or Madam, Please find attached a 90 Day consultation letter and a 42 Day notice for the permanent removal of the above telephone kiosk. Please include the reference number in the subject bar of any reply. Thank you. Yours sincerely ... <hr/> From: Residents ... BT have now gone through the official channels and submitted the necessary paperwork to planning department for permanent removal of our telephone box. As you can see from the comments below the Planning Department have no objections to this. growing number of people who would like to see the box itself 'adopted' and retained as a feature of the village. ... The proposal that I am putting forward, and which is being supported by upwards of 20 residents within the local community, is to 'adopt' the decommissioned box, repair it, paint it and then use it as a feature. Suggestions so far include a lending library; planting it up each year with seasonal flowers; installing a solar light in the roof and decorating it with lights at Christmas. All feedback is welcome. Please also forward to others who may have an opinion. Thanks. Regards, 
Please also see attached 'supporters' list.

Outcomes Describe what your project will deliver. Village Improvements; e.g Number of sites improved Area of landscaping
--

- 1. Local landmark will be preserved**
- 2. Local amenity will be increased (focal point, medical and literary resource)**
- 3. Community will be strengthened through project activities**
- 4. Use of local suppliers (where possible) benefits local economy**

Community Facilities: e.g number of facilities improved
-Projected usage

Defibrillator station (medical resource)
Book exchange
Floral display

3. Project Costs

Amount of funding requested	Up to £2760
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Item of expenditure	Cost
Structural repairs (materials)	£500
Defibrillator (equipment, install, training)	£2000
Shelving/Brackets (materials)	£80
Signage ("No longer property of BT" + contact info)	£20
Plant Containers/brackets (materials)	£80
First season Planting (Compost/Plants)	£80

Project management

Describe how your project will be managed and administered including details of any:

- Design / plans
- Implementation arrangements e.g contract tenders
- Planning Approval

1. Administration (adoption of phone box from BT and organisation of insurance) - BCHA/residents.
2. Project Development and funding – Residents/WBCC
3. Local organisation of activities –Residents

Project development indicates that the physical repair to the box will require welding and probably some replacement parts. We're unable to provide a formal quote at this point, and it may prove difficult to get one, as it's a 'restoration' rather than a standard metal working job, so not of interest to many companies.

Local resident [REDACTED] has volunteered to carry out the repairs and has provided the following indicative costs:

- £200 for portable welder/generator hire
- £100 for rods (high-nickel for cast-iron), cutting/grinding discs
- £200 for replacement parts (metalwork, Perspex glazing)

4. Declaration

We wish to apply for a Village Improvement Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn, if all the conditions are not adhered to. We are willing to co-operate in the monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.

Name	██████████
Position	Secretary
Organisation	Westfield & Bridgehosue Community Council
Date	21 August 2014

Please send your completed forms to:

Catherine Duffin
 Administration Assistant
 Regeneration & Employability
 Area Services
 West Lothian Council
 2nd Floor North
 West Lothian Civic Centre
 Howden South Road
 Livingston
 EH54 6FF

Tel: 01506 283275

E-mail: Catherine.duffin@westlothian.gov.uk

Attachment checklist - as applicable	Please Indicate (x)
Constitution or Articles and Memorandum	X
Committee Members or Directors List	X
Bank Statements - three statements	X
Annual accounts	X

Appendix 2

West Lothian Villages Improvement Fund

Application form

- Please refer to the guidance notes when completing this form
- Please complete in **BLOCK CAPITAL LETTERS** and use **black ink**
- No project should start or commit expenditure before receiving the approval of grant

3. Applicant Organisation Details

Organisation Name	Torphichen Kirk
Project title	Renovation of Kitchen at St John's Hall
Contact person	██████████
Position	██
Address	██
Telephone number	██████████
Email Address	██
Type of organisation	Church of Scotland
What date was your organisation formed?	---
Are you a charity, please quote your number	Scottish Charity Number SC021516
What are the main activities of your organisation? (please answer in no more than 100 words)	Worship, Fellowship, Meetings and Social Events

Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes / No
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes / No Yes

Are you applying for other funding, if so, please detail	No Approved	Anticipated
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4. Project details

Council Ward	Armadale and Blackridge
Project location	Torphichen Kirk
Project start date	October 2014
Project finish date	November 2014
Estimated Outcome	Upgraded community facility delivered

Project description

Describe fully the project for which grant is being sought (background and context of the project, description of works).

We are applying for this grant so that the Kitchen at St John's Hall can be modernised and made more accessible for user groups.

The hall is very well used by the community but the kitchen facilities are in need of upgrading to maximise space, make them more user friendly and improve safety.

Partners involved (other local organisations you are working with)

User groups of St John's Hall

Evidence of need

What evidence is there that your project is needed? It is vital that you show that you have identified the need for your project, eg letters of support, or local survey.

The need for this project has been identified by the local parishioners and user groups of the facility. Nine local groups regularly use the hall:

Brownies
 Youth Club
 Mums and Toddlers
 West Lothian Twin Group
 TACO (Band)
 Torphichen Folk Band

Gala Day Committee
 School PTA
 Dance club

And there are also regular events:

Monthly village coffee mornings
 Ceilidhs
 Quiz nights
 Musical evenings
 Themed events
 Village Halloween party
 Christmas Fair
 Holiday clubs
 Exhibitions
 Public meetings
 Collection point for Rag bag

The hall also houses a second hand book stall and a traidcraft stall.

Outcomes
 Describe what your project will deliver.

Village Improvements; e.g Number of sites improved
 Area of landscaping

The project shall deliver a more compact modern kitchen layout and design. This will make it more accessible, safer and easier to use for the client groups utilising the hall.

Community Facilities: e.g number of facilities improved
 -Projected usage

One site will be improved through the installation of a modern kitchen. This will benefit the nine current regular users groups and also make the hall more appealing for groups looking to use it in the future.

3. Project Costs

Amount of funding requested	£15,475 inc. VAT
Item of expenditure	Cost
Provision of new kitchen units & worktops, splash back	£3,761
Flooring	£500
Appliances	£4,335
Strip out and fitting of kitchen and flooring	£2,300
Electrical upgrade required for replacement of main isolator, new fuse box, installation of breakers	£2,000
Total	£12,896 ex. VAT

<p>Project management</p> <p>Describe how your project will be managed and administered including details of any:</p> <ul style="list-style-type: none"> - Design / plans - Implementation arrangements e.g contract tenders - Planning Approval
<p>The project will be managed by the Depute Fabric Convenor of Torphichen Kirk with support from the Clerk to the Congregational Board. The installation will be undertaken by approved contractors. No planning approval is required.</p>

5. Declaration

<p>We wish to apply for a Village Improvement Capital Grant. The above is an accurate outline of the proposed project. We have read and understood the guidance notes for applicants and agree to the conditions therein. We understand that the grant may be modified or withdrawn, if all the conditions are not adhered to. We are willing to co-operate in the monitoring of the grant scheme and to meet with their representatives if required to do so. We will acknowledge the support of the Fund in any related PR activities.</p>	
Name	[REDACTED]
Position	Clerk to Torphichen Kirk Congregational Board
Organisation	Torphichen Kirk
Date	12 May 2014

Please send your completed forms to:

Catherine Duffin
Administration Assistant
Regeneration & Employability
Area Services
West Lothian Council
2nd Floor North
West Lothian Civic Centre
Howden South Road
Livingston
EH54 6FF

Tel: 01506 283275
E-mail: Catherine.duffin@westlothian.gov.uk

Attachment checklist - as applicable	Please Indicate (x)
Constitution or Articles and Memorandum	
Committee Members or Directors List	X
Bank Statements - three statements	
Annual accounts	X



ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

HOUSING, CONSTRUCTION AND BUILDING SERVICES

REPORT BY HEAD OF HOUSING, CONSTRUCTION AND BUILDING SERVICES

A. PURPOSE OF REPORT

To provide the Local Area Committee with an overview of the service activities within the Armadale and Blackridge ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Construction and Building Service activity as detailed in the ward report

C. SUMMARY OF IMPLICATIONS

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

D. TERMS OF REPORT

Housing Performance Information

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

Property Void & Let Performance: Mainstream Tenancies

Void Period	April 2014	%	May 2014	%	June 2014	%	WL Target %
0-2 weeks	1	12.5	1	10	4	66.67	65
2-4 weeks	2	25	4	40	2	33.3	25
4+ weeks	5	62.5	5	50	0	0	10
Total Lets	8	100%	10	100%	6	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	April 2014	%	May 2014	%	June 2014	%	WL Target %
0-2 weeks	6	75	5	83.3	3	100	70
2-4 weeks	1	12.5	0	0	0	0	20
4+ weeks	1	12.5	1	16.7	0	0	10
Total Lets	8	100%	6	100%	3	100	100%

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

In the year to date there have been 24 mainstream tenancies, and 17 temporary tenancies let by the Armadale and Blackridge team. There are 25 Policy Voids in the ward, one of these properties being the Community House. Most issues relate to electrical, damp/dry rot, fire and properties being held/used as decants for ongoing remedial work in Mayfield Drive.

Arrears Performance

2013/14	Total £Value	2014/15	Total £Value
April 13	104,140	April 14	114,806
May 13	130,702	May 14	137,653
June 13	Unavailable	June 14	134,189
July 13	169,608	July 14	
August 13	178,010	August 14	
September 13	193,323	September 14	
October 13	193,311	October 14	
November 13	188,175	November 14	
December 13	168,640	December 14	
January 14	162,003	January 2015	
February 14	163,501	February 2015	
March 14	98,363	March 2015	

West Lothian Council has for many years been one of the top performing Councils in Scotland

with respect to rent collection and the council's rent arrears process has been widely considered to be best practice, engendering a strong payment culture amongst most of its tenants.

For 2014-15 the Arrears Task Group has agreed, as an interim measure, to monitor against a £1.3m target. This will allow time for some actions from the Rent Strategy to be in place, so the target will be subject to change later in the year.

The Council's high profile rent arrears campaign moved to their Summer Campaign in June with the message being 'This Summer I need to sort out my Rent' and stating a list of options. Posters are being displayed in Council offices, Community Centres, GP Surgeries and on the back of some Council vans.

The workload priorities agreed at the Arrears Task Group ensured that tenants who engaged with the Council were being offered support and advice in relation to applying for Housing Benefit, Discretionary Housing Payment, referrals to the Advice Shop where they can get Money Advice and in making a realistic sustainable payment arrangement.

Articles encouraging tenants to pay their rent were inserted into Tenants News, Applicants News, the Bulletin and on the internet to raise awareness of Welfare Reform changes and their potential impact on our customers.

The table below shows the level of arrears and the number of tenants in arrears in this Ward from end September 2013 at the start of the Rent Arrears Campaign and the level of arrears at the end of March 2014.

Arrears Banding	Balance 27 September 2013	Tenants in arrears	Balance 30 June 2014	Tenants in arrears
£0.01 – £49.99	3,180.53	154	2,291.99	112
£50.00 – £149.99	21,334.57	223	17,011.57	176
£150.00 - £299.99	36,072.43	166	28,118.72	131
£300.00 - £499.99	48,438.56	125	29,742.63	79
£500.00 - £749.00	31,857.13	53	21,436.99	36
£750.00 - £999.99	17,957.32	21	14,797.44	17
£1,000.00 - £1,999	29,396.78	23	21,791.45	17
£2,000+	5,085.78	2	2,331.72	1
Total	£193,323	767	£137,522.50	569

The Arrears Task Group will continue meeting through the financial year 2014-15 as there are many challenges to come in the management of rental income due to the on-going phasing in of Welfare Reform, increasing fuel costs, reducing household income and the negative impact these changes are having on Council tenants.

Office Activity

Officers have worked hard in attempts to make contact and carry out as many face to face interviews as possible, some of which were very difficult and emotional. This continues on a weekly basis as our customers face many changes with their ongoing DWP Benefit Award for various reasons, which has an impact on their ongoing Housing Benefit award.

We will continue to work with all our tenants in offering advice and assistance, for example, referrals for money and debt advice and, where appropriate, application for Discretionary Housing Benefits payments.

Armada Area Team Activity

Officers in the team have a number of tenancies under supervision for issues such as child protection, anti-social behaviour and poor tenancy conditions. Our officers' work with a range of services and agencies to ensure tenants and residents are fully supported, tenancies are maintained and sustained as far as possible and appropriate action is taken, where necessary, as well as ensuring that, where situations arise, other members of the community affected are also supported.

Ward Specific Capital & Environmental Programme

Mayfield Drive Project

Initial works have been carried out to a pilot of five houses to assess the effectiveness of the solutions proposed on the damp and condensation related issues. Three of these properties were previously refurbished under the Scottish Housing Quality Standards scheme (SHQS). The assessment will be carried out on all five properties to determine the effectiveness of this work.

Based on the information gained from initial pilots, we are carrying out further selective trials of the individual or alternative solutions to ascertain which are best fitted to resolve the issues identified.

The above trials will be monitored and the information recorded will be assessed to identify the most effective solutions to allow us to roll out a programme of works for the remaining houses within the area.

Park Road, Blackridge

Practical completion was achieved on 1 July 2014. Some snagging items remain and are currently being dealt with.

Following completion it has become apparent that the secure entry gates would benefit from the installation of internal pull handles. These will be instructed and should be installed at the earliest opportunity.

The improvements have generally been well received although some instances of vandalism have been reported, particularly to the defective tarmac which is easily removed. Adequate repairs should address this problem.

New Build

The Council is making good progress with its 1,000 new build council houses programme. Contractors have been appointed for the first set of sites, lots 1 and 2 which comprise sites in Bathgate, Blackburn, Pumpherston and Broxburn.

Lot 3 is currently out to tender and tender returns are due back on 27 August. Lots 4 and 5 will be tendered over the next few months.

A site at Nelson Park, Armadale is included in Lot 3. Detailed proposals for new build flats at Bathgate Cross are being drawn up.

Tenant Participation Update

Scottish Social Housing Charter

The Scottish Social Housing Regulator asked Landlords to evidence compliance with The Charter outcomes through a process of self-assessment, which involves tenant scrutiny and is a key element of the Charter requirements.

Senior Managers have been working closely with the members of the Tenant Participation Development Working Group to finalise performance measures submitted on 30 May to the Scottish Housing regulator. The results of which will be published on the Scottish Housing Regulators website at the end of August.

Homelessness Housing Network

The development group has been working towards the launch of a new Housing Network, especially for those who have been through the Homeless route, giving them the opportunity to reflect on their homeless experiences in using Council services and help improve and deliver effective services that are required for Service Users.

The Network will be launched with the first meeting on September 25 in Broxburn Family Unit at 11am. Posters and leaflets will be distributed and Housing Needs staff are actively promoting this new group when visiting customers.

Good Neighbour Awards

Nominations are now being taken for the fourth Annual Good Neighbour Awards. This award allows those who deserve to be recognised for their thoughtfulness and consideration to their neighbours.

Application forms are available in the Summer edition of Tenants News or online at West Lothian Council/Council Housing/Tenant Participation related documents closing date for entries is 1st September 2014.

Consultation

Extensive consultation has been taking place with tenants and service users on a variety of issues including the new Allocations Policy, Review of the Repairs categories and the Government's consultation on Anti-Social Behaviour noise regime.

Tenants have been asked for their views by various methods including Tenants Panel, Housing Networks and in Tenants News and the findings will be fed back to help in the Review of Service Delivery.

Safer Neighbourhood Council Officer Ward Information

The Safer Neighbourhood Teams across the nine Multi-Member Wards are an integral part of the Community Safety Unit and are a key feature of partnership working. In the Armadale and Blackridge ward partnership working sees the local housing team, youth worker, council officer within the SNT and Police officers all working together to tackle anti social behaviour (ASB) in the ward.

WLC Officer based in SNT Update – April - June 2014

During the reporting period, 11 tenancy warnings were issued. Paperwork for several cases has been prepared and is now with Legal Services for the purposes of seeking an Anti-Social Behaviour Order (ASBO). These relate to noise nuisance, shouting and causing disturbances in the street.

A property has also been placed on the Party House list by the Police. A number of parties have occurred and this is having a negative impact on the community. Two warnings have been issued and all complainers have been visited by the SNT Officer who has provided further assistance and support.

E. CONCLUSION

To note the contents of the report.

F. BACKGROUND REFERENCES

Appendices/Attachments: None

Contact Person: Lorraine Donnelly, Housing, Construction & Building Services

Email: lorraine.donnelly@westlothian.gov.uk

Tel: 01501 678301

Date: 29 August 2014



ARMADALE & BLACKRIDGE LOCAL AREA COMMITTEE

ALCOHOL DIVERSIONARY ACTIVITIES

HEAD OF SOCIAL POLICY

A. PURPOSE OF REPORT

The purpose of this report is for the Armadale & Blackridge Local Area Committee (LAC) to note the decision made at the ADP Subgroup on 30th May 2014 in regards to the "Armadale Youth Space" application.

B. RECOMMENDATIONS

The ADP subgroup recommended that the "Armadale Youth Space" application return to Armadale & Blackridge LAC. The application did not meet the three outcomes within the ADP Joint Commissioning Plan.

C. SUMMARY OF IMPLICATIONS

I.	Policy and Legal	None.
II.	Implications for Scheme of Delegations to Officers	None.
III.	Impact on performance and performance indicators	Reduction in the number of underage drinking and antisocial behaviour calls registered with the Community Safety Unit.
IV.	Relevance to Single Outcome Agreement	People most at risk are protected and supported to achieve improved life chances. We live longer, healthier lives and have reduced health inequalities
V.	Resources (Financial, Staffing and Property)	The budget for projects is £250,000, £150,000 of which is time limited
VI.	Consideration at PDSP/Executive Committee required	None
VII.	Details of consultations	None

D. BACKGROUND

A new governance process for the Alcohol Diversionary Funding was approved by the Council Executive on 21st January 2014.

The report submitted and approved by the Council Executive, references the LAC involvement when applications do not proceed to Social Policy PDSP:

“Applications which do not meet the criteria / outcomes will be passed back to the LAC with feedback to allow a further review and resubmission of the application.”

The application was supported by Armadale & Blackridge LAC on 9th May 2014. It was considered on 30th May by the Alcohol Drug Partnership subgroup and at this stage it will not progress through the process to Social Policy PDSP and Council Executive.

E. This report provides an update and feedback to the LAC.

CURRENT POSITION

The ADP subgroup has informed the applicant and provided feedback. The applicant is able to resubmit application for reconsideration to Armadale & Blackridge LAC.

F. CONCLUSION

All LACs will be informed about applications that do not proceed to the Social Policy PDSP and Council Executive.

The Armadale & Blackridge LAC is asked to note the decision and feedback for the “Armadale Youth Space” application.

G. BACKGROUND REFERENCES

None

Contact Person: Alan Bell, Senior Manager, Community Care, Support and Services
alan.bell@westlothian.gov.uk Tel: 01506 281937

Elizabeth Butters
ADP Policy Officer

Date: 29th August 2014



ARMADALE & BLACKRIDGE LOCAL AREA COMMITTEE

COMMUNITY HEALTH CHAMPIONS

REPORT BY DEPUTE CHIEF EXECUTIVE, COMMUNITY HEALTH AND CARE PARTNERSHIP

A. PURPOSE OF REPORT

The purpose of this report is to provide a health ward profile to support Community Health Champions.

B. RECOMMENDATION

It is recommended that the Local Area Committee takes note of the Ward Health Profile, with information in the profile to be used to develop ward priorities.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• Focusing on our customers' needs.• Providing equality of opportunities.• Making best use of our resources.• Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	The development of Community Health Champions linked to local area committees offers the opportunity to improve health in our communities and tackle health inequalities.
V Relevance to Single Outcome Agreement	SOA 8: We live longer, healthier lives and have reduced health inequalities.
VI Resources - (Financial, Staffing and Property)	Training and staff support for the development of community health champions, and training for councillors would be carried out within existing budget allocation.

VII Consideration at PDSP	Health and Care PDSP, 27/6/13, Reducing Health Inequalities and Improving Health: What councillors can do to make a difference.
VIII Other consultations	Community Health and Care Partnership; Community Planning; and Community Regeneration.

D. TERMS OF REPORT

D1 Background

A proposal to develop Community Health Champions in each ward area was presented at Local Area Committees in June 2014. The proposal included a commitment to return to the next round of LAC with a Health profile for each ward area.

The Community Health Champion approach supports the overarching theme of the West Lothian Single Outcome Agreement in tackling inequality; outcome 8 relates specifically to the strategic importance of tackling health inequalities.

Health inequalities exist across West Lothian's communities with a difference in male life expectancy of 9.2 years and female life expectancy of 8.7 years between the communities with the highest and lowest average life spans.

The nature of health inequalities is complex and cannot be attributed to a single risk factor. They are the result of social circumstances and reflect the underlying distribution of power and resources in the population. Although lifestyle choices are important, determinants of health include community, economic, cultural and environmental factors. Health inequalities are not only related to socio-economic status. People who are disadvantaged by race, disability, gender and other factors also have poorer health.

Health inequalities do not just affect the most deprived communities and individuals. For almost every health indicator there is a clear gradient showing progressively poorer health with decreasing affluence. The Health Profile has been compiled on these broader determinants of health.

D2 Health profile for Armadale & Blackridge

The Health Profile is based on ward profiles produced by Community Regeneration in 2012 and have been updated where new information is available. There are indicators on quality of life, key statistical information, health and population and benefits. The Citizen Panel Quality of Life survey in 2013 has provided up to date information for quality of life indicators.

Quality of Life

- The sixth West Lothian Quality of Life Survey for the Community Planning Partnership was carried out in 2013
- The percentage of residents who agree or strongly agree that West Lothian has improved in the last few years has decreased by 7%. This reflects a similar drop in West Lothian as a whole

- Percentage of residents who agree or strongly agree that people in their community help each other when there is a problem has shown a nine percent decrease while West Lothian remains the same.
- Residents who engage in physical activity more than once per week has increased by 14 percent exceeding by 5% the increase seen in West Lothian overall

Key Statistics

- S4: Average tariff score all pupils have increased to 211 from 203 in 2009 representing increased attainment. This closely reflects the Scotland picture of an increase of 11.
- The total population of working age is down 1% at 61%. The West Lothian and Scotland rate remains unchanged.

Population and Benefits

- The percentage of 16-24 yrs. olds claiming key benefits at 19% is higher than West Lothian and Scotland rates

Health Indicators

- DLA claimants per 1,000 is higher than that of West Lothian
- Breastfeeding rates at the 6-8 week review while slightly lower than West Lothian rate shows an increase of 6% since last reported

E Conclusion

The health profile has been developed to support the Local Area Committee to prioritise health issues and agree/develop actions. The next step in the community health champion approach is to recruit local people and groups to work towards identifying and addressing issues. Recruits will initially be involved in a shortened version of the Health Issues in the Community Course (HIC).

F BACKGROUND REFERENCES

Scottish Neighbourhood Statistics (SNS)
West Lothian Council Citizens Panel Survey

Appendices/Attachments: One
Armadale & Blackridge Ward health profile

Contact Person: Jane Kellock, Senior Manager – Children and Early Intervention

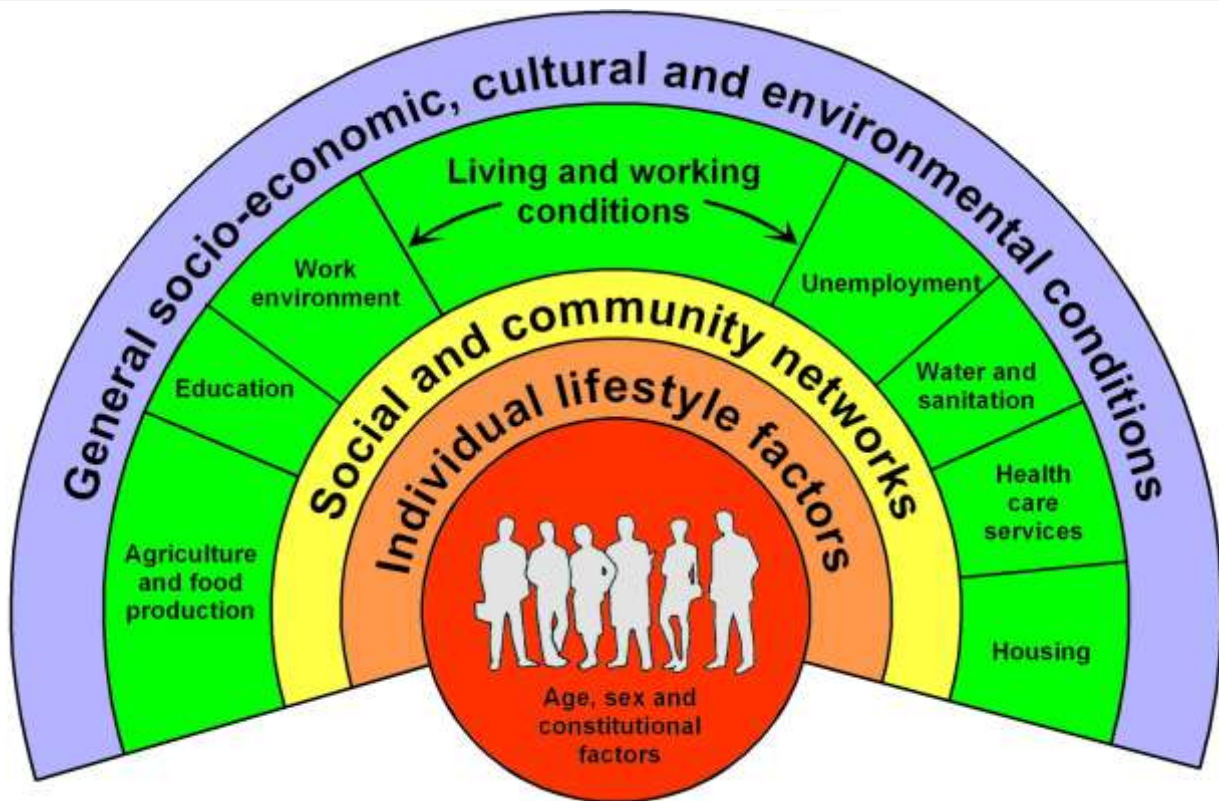
Jane.kellock@westlothian.gsx.gov.uk

01506 281920

Jennifer Scott, Head of Social Policy

29 August 2014

WARD HEALTH PROFILE: Armadale and Blackridge



Source: Dahlgren and Whitehead, 1991

Determinants of Health

Community Health Champions

The West Lothian Council administration made a commitment to set up a Community Health Champion in every council ward area to develop and deliver local health initiatives and to promote greater involvement with our local communities in tackling health inequalities.

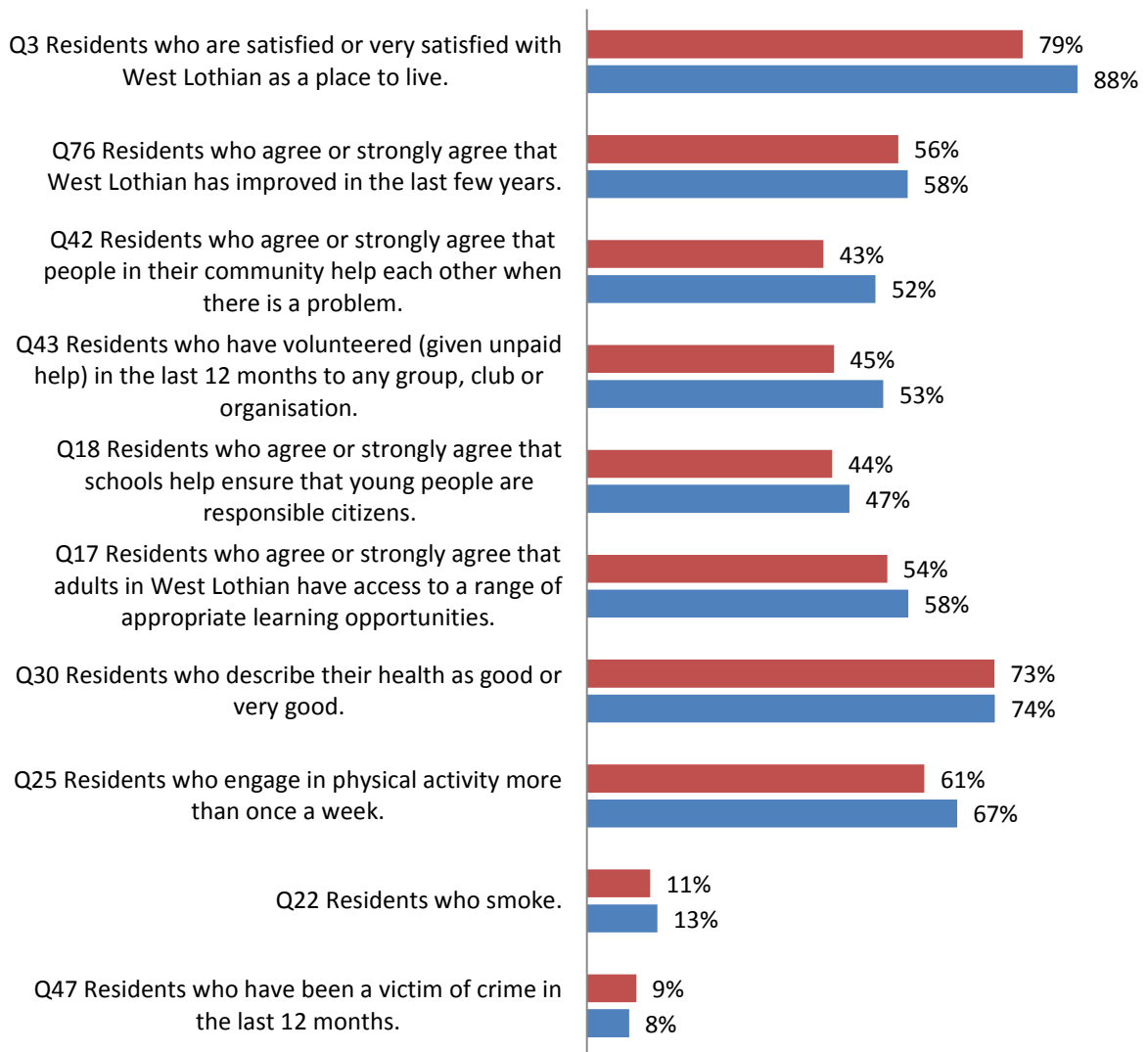
The overarching theme of the West Lothian Single Outcome Agreement is tackling inequality, and outcome 8 relates specifically to the strategic importance of tackling health inequalities.

The community Health Champion approach involves an identified individual utilising a community development approach to tackle health inequalities. The approach includes training and supporting local people to work towards influencing the health of their community and training offered to Local Elected members to support them in their work towards reducing health inequalities in their ward.

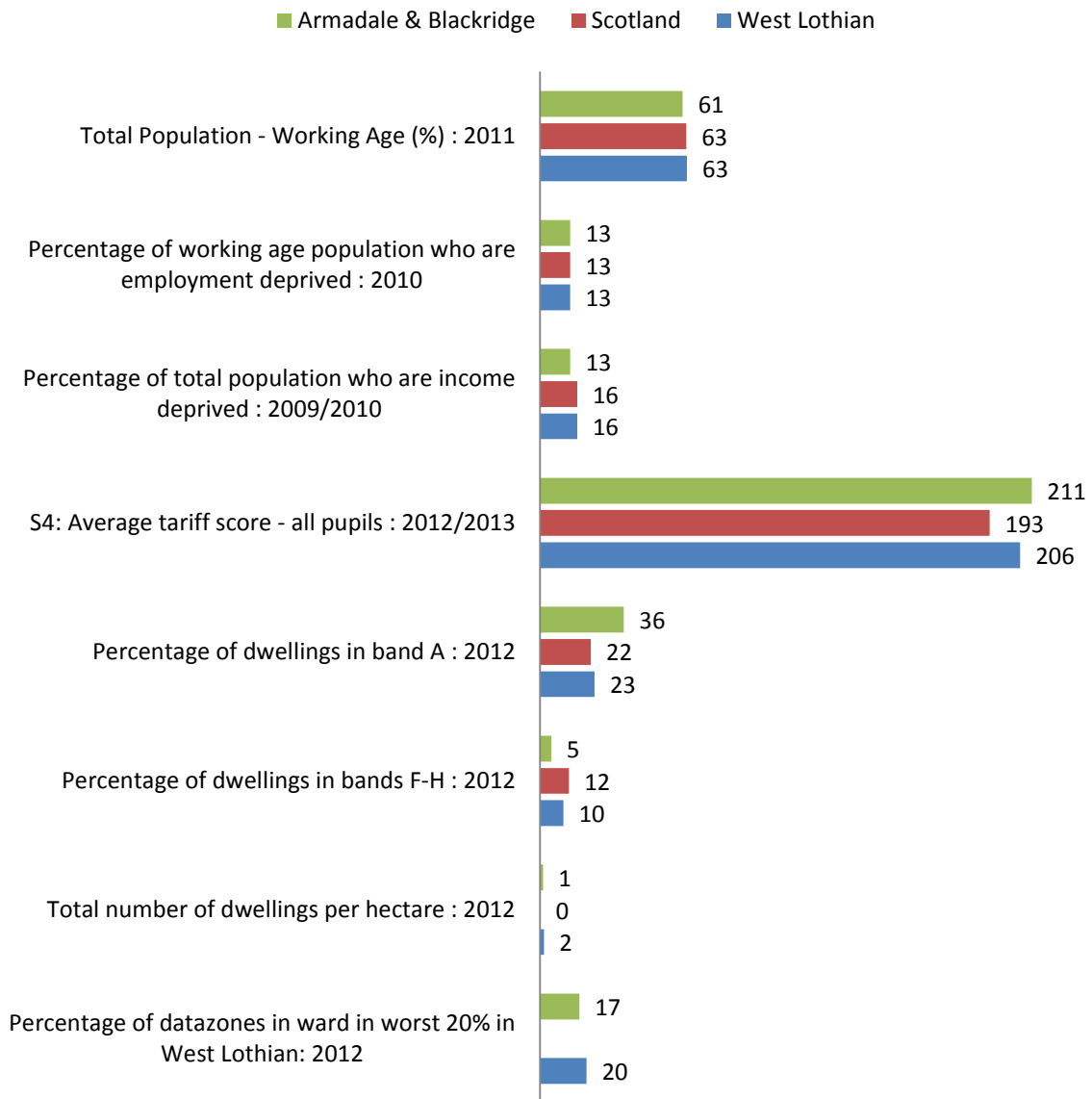
This profile represents the most up-to-date data in regards to indicators that contribute as determinants of health for each Multi-Member-Ward. The profile consists mainly of data taken from Scottish Neighbourhood Statistics (SNS), showing comparisons between the ward and West Lothian and where data is available Scotland as a whole. It also features results taken from the 2013 Quality of Life survey, showing comparisons between each ward and West Lothian relating to determinants of health.

Quality of Life Indicators

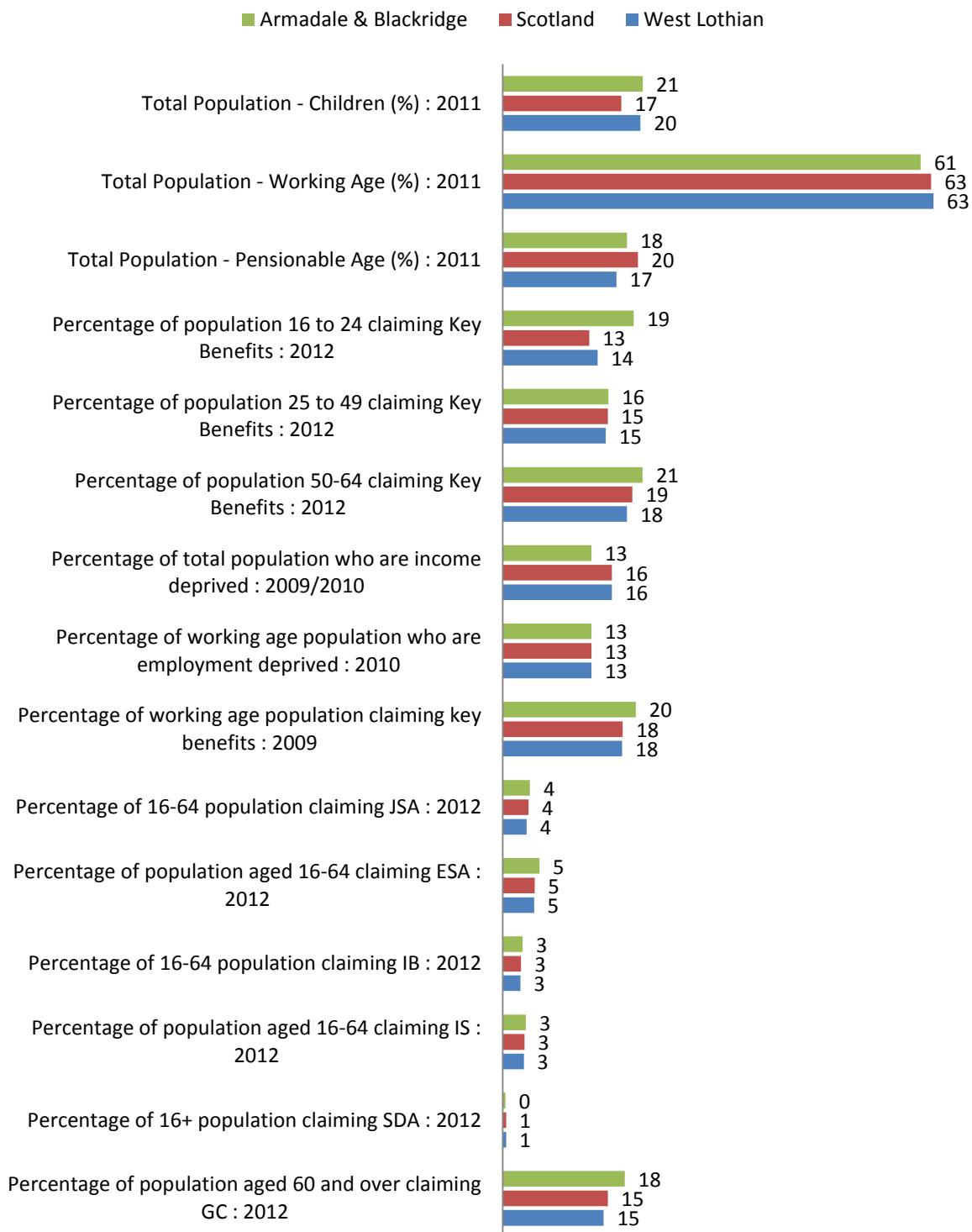
■ Armadale & Blackridge ■ West Lothian



Key Statistics

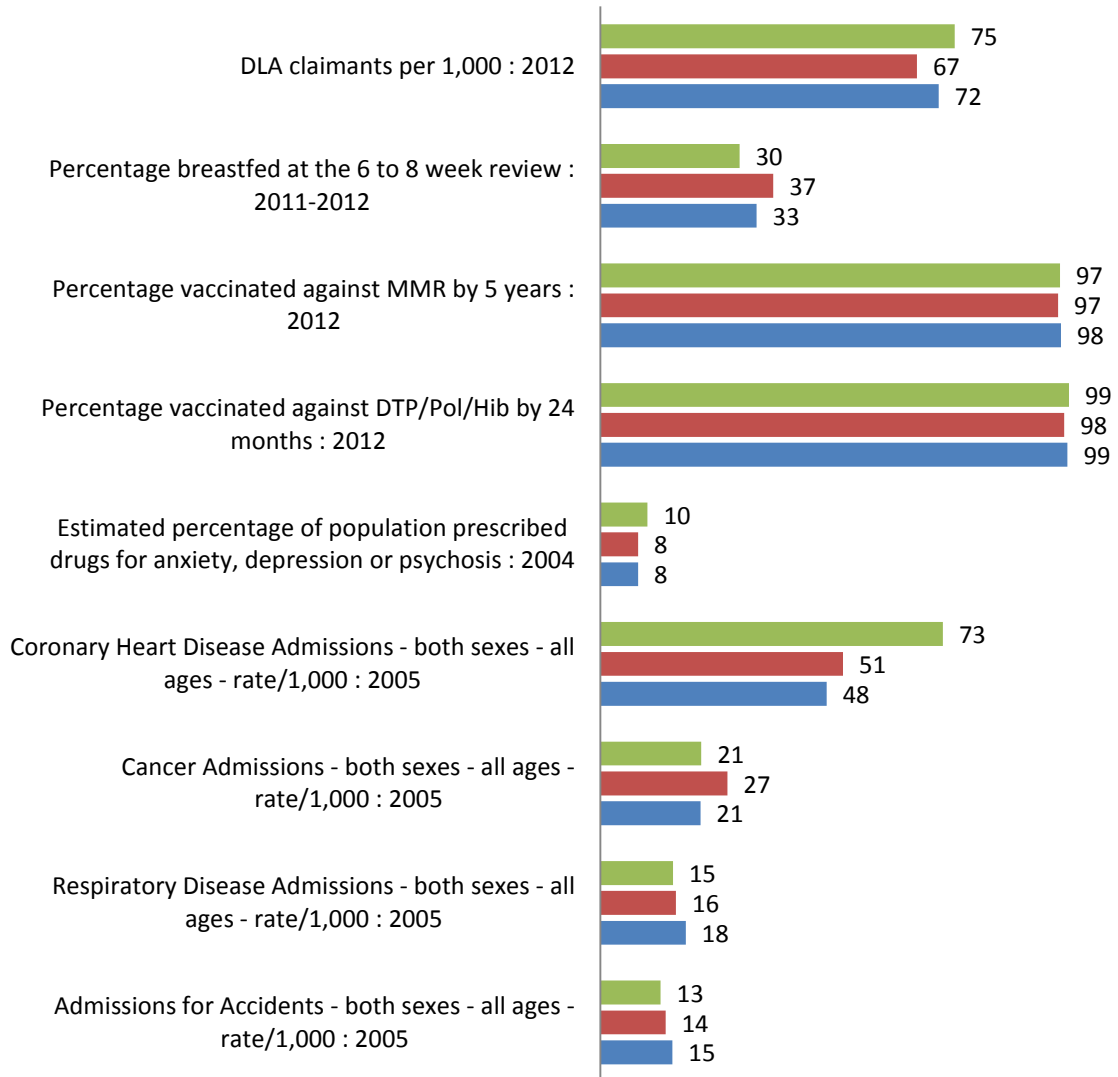


Population and Benefit Indicators



Health Indicators

■ Armadale & Blackridge ■ Scotland ■ West Lothian





ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

REPORT BY HEAD OF AREA SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of the provisional allocations made from the Pensioners' Groups Christmas Fund 2014 to groups in the Armadale and Blackridge ward, Livingston-wide groups and West Lothian-wide groups.

B. RECOMMENDATION

It is recommended that the committee notes that nine groups within Armadale and Blackridge ward have applied to the fund and will be supported.

C. SUMMARY OF IMPLICATIONS

I Council Values	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
III Implications for Scheme of Delegations to Officers	The Head of Area Services has the delegated authority to make the final allocations and payments.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
VI Resources - (Financial, Staffing and Property)	Total fund of £28,481 agreed by Council. £3,382.56 will be distributed in Armadale and Blackridge ward.
VII Consideration at PDSP	Following consideration at all nine Local Area Committees, an update will be prepared for the

Voluntary Organisations PDSP.

VIII Other consultations

Similar reports will be prepared for the other eight LAC's.

D. TERMS OF REPORT

D1 Background

Council approves the Pensioners' Groups Christmas Fund each year. In 2014 the total fund amounts to £28,481 (£28,199 in 2013). The fund is divided by the total number of beneficiaries which, in 2014, provisionally, is 3,637 (4,857 in 2013). By using that number the provisional global unit cost for 2014 is £7.83 (£5.81 in 2013) per beneficiary (£28,481/3,637). In Armadale and Blackridge ward there are 432 beneficiaries and an allocation of £3,382.56. These figures are provisional as one organisation has not yet returned an application form and this is being followed-up. Given the above, no substantive change to the global or ward specific figures is anticipated at this time. If any substantive changes arise in regards to Armadale and Blackridge ward, the LAC will be advised. Otherwise, a full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

D2 Applications 2014: Armadale and Blackridge Ward

Ten application forms were issued to groups across Armadale and Blackridge ward, with nine returned to date. The intent is that all nine will be supported. Appendix one shows the organisations to be supported and the provisional allocation to each.

D3 Applications 2014: Livingston-Wide & West Lothian-Wide Organisations

One application was sent to and, returned by a Livingston-wide group. The intent is that this will be supported. Two applications were issued to West Lothian-wide groups, with one returned to date. The intent is that this group will be supported. Appendix two shows the organisations and the provisional allocation to each.

E. CONCLUSION

The report advises of the provisional allocations that are proposed to be made from the Pensioners' Groups Christmas Fund 2014 to groups in Armadale and Blackridge ward, Livingston-wide groups and West Lothian-wide groups. At this time, no substantive change to the global or ward specific figures is anticipated.

A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive, and payments will be made directly to the bank accounts of groups during November via PECOS.

F. BACKGROUND REFERENCES

Voluntary Organisations Policy Development and Scrutiny Panel, Review of the Pensioners' Groups Christmas Fund Process 2011, Report By Head Of Area Services.

Appendices/Attachments: Appendix 1: Provisional Allocations 2014 Armadale and Blackridge Ward

Appendix 2: Provisional Allocations 2014 Livingston-wide and West Lothian-wide Organisations

Contact Person: Graham Whitelaw, Policy Officer, Regeneration and Employability
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Steve Field, Head of Area Services

Date: 23 August 2013

ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

REPORT BY HEAD OF AREA SERVICES

Appendix 1: Provisional Allocations 2014 Armadale and Blackridge Ward

Group	Number of Beneficiaries	Amount
1. Armadale 50+ Activities Group	40	£313.20
2. Armadale Parish Church Friendship Group	80	£626.40
3. Blackridge, Westrigg and West Craigs Old Folks Committee	180	£1,409.40
4. Colinshiel Court Tenants' and Friends Association	0	£0.00
5. Ochilview Court Tenants Group	40	£313.20
6. The Monday Club	35	£274.05
7. The New Sunshine Club	10	£78.30
8. Tollgate House Social Fund	22	£172.26
9. Torphichen 50+ Recreation Group	14	£109.62
10. Torphichen Kirk Senior Citizens Group	11	£86.13
Totals	432	£3,382.56

Note: Colinshiel Court Tenants' and Friends Association have not applied and will be chased up.

ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

REPORT BY HEAD OF AREA SERVICES

Appendix 2: Provisional Allocations 2014: Livingston-Wide & West Lothian-Wide Organisations

Group	Number of Beneficiaries	Amount
Braid House Day Centre	250	£1,957.50
Total	250	£1,957.50

Group	Number of Beneficiaries	Amount
West Lothian 50+ Network	218	£1,706.94
Total	218	£1,706.94



ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE

COMMUNITY REGENERATION UPDATE

REPORT BY HEAD OF AREA SERVICES

A. PURPOSE OF REPORT

This report provides an update to local members on community regeneration activity in the Armadale and Blackridge ward.

B. RECOMMENDATION

It is recommended that the committee notes the progress of community regeneration activity within the ward particularly in relation to the Queen's Baton Relay, summer provision and the successful funding application for the Armadale Employability Group.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; and working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Community regeneration reinforces the council's commitment to community planning at a local level.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Performance indicators relating to the activity within the plans are included within the Regeneration and Employability key performance indicators. Ward action plans also contain measures to indicate progress towards outcomes.
V Relevance to Single Outcome Agreement	We are better educated and have access to increased and better quality learning and employment opportunities. We live in resilient, cohesive and safe communities. We live longer, healthier lives and have reduced health inequalities.

We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

VI Resources - (Financial, Staffing and Property)	Actions will be delivered within existing resources.
VII Consideration at PDSP	None.
VIII Other consultations	None.

D. TERMS OF REPORT

D.1 Background

Community regeneration activity within the ward is ongoing, with a variety of services and organisations delivering activities. These activities were outlined in the Ward Action Plan presented to the Local Area Committee (LAC) in June 2013. This report highlights the main developments since the last Local Area Committee.

D.2 Queen's Baton Relay

The baton passed through Armadale on Sunday 15 June as part of the route through West Lothian.

There were a number of events within in the town. These were:

- Volunteer Park with world record attempt of the 'Superman' dance.
- Armadale Community Education Centre with a heat for the 'Song for Armadale' competition. Celebration of West Lothian winners past and present exhibition, Come and Try Sessions and the Marathon Storytelling Cycle Challenge.
- Armadale Academy Sports Hub where the Armadale Falcons held a football tournament attracting over 100 teams from across Britain. As part of ongoing health project all players were given a healthy breakfast snack, to start the day.
- Xcite Armadale had Free Joining Fee (Gym), Free Family Swimming Passes, Basic Fitness Testing, Free Aqua Fit Taster Session.

It is estimated that approximately 2,000 people attended the events or came out to see the baton on its route through Armadale.

As well as providing a successful and memorable event for the town, the Queen's Baton Relay also provided an opportunity for community organisations to work in partnership with council services, an experience from which all concerned will hopefully have learned new skills and built new relationships. The day was not only a tremendous celebration for the community but a starting point for the creation of a meaningful legacy of the Commonwealth Games.

D.3 Happy Healthy Summer Camp

At the end of July forty children from across the Armadale and Blackridge ward aged 7-12 years, took part in a fun filled week of healthy activities. Based at Armadale Community Centre, the Happy Healthy Summer Camp programme encouraged a healthy lifestyle and included tips on how to lead a healthy life while at all times having fun. The children started the day off with a healthy breakfast and then took part in a range of fun physical activities including parachute games, obstacle courses, mini Commonwealth games, sports tasters, and smoothie bike.

Towards the end of the week the children prepared a big healthy lunch for their families. After welcoming everyone into the lunch and encouraging everyone to join in with their own healthy song, the children served their families the healthy wraps, salad and fruit they had prepared for them. Lunch was followed with a family fun afternoon filled with games and races.

To congratulate the children on their effort and levels of activity over the week, Lee McGrorty presented the camp certificates and told the children about his own success in Judo at the 2002 Commonwealth Games.

The programme was supported by the Together for Health project, West Lothian Council Youth Services and a range of local partners. An evaluation highlighted that the children all had fantastic fun and that parents were also delighted with the experience the children were offered during the week and the variety of healthy activities included.

D.4 Armadale Employability Group

On Tuesday 3 June Voluntary Sector Gateway joined with West Lothian Council and a number of local organisations to deliver an event at Armadale community centre to showcase the work of volunteers, alongside the opportunity to recruit more volunteers and recognise volunteers. Armadale Employability Group (AEG) were present to survey users and visitors to the centre as part of the group's further research into employability and health.

This research was primarily being carried out by a masters student from Queen Margaret University hosted by the regeneration team.

AEG has been successful in obtaining £25,000 of first year funding from the 'Community Regeneration Fund' to plan and deliver a three stream activity programme of Employability, Health and Person Centred Life Coaching to meet the needs of unemployed/potentially unemployed residents of the Armadale and Blackridge ward. This will be delivered in partnership with the Voluntary Sector Gateway and offer participants the opportunity to improve their employability skills and health. This is an innovative approach as it looks to address the related issues between employability and health. Planning for the delivery of this project is ongoing.

D.5 Armadale Early Years Action Group

In September, Armadale Early Years Action Group (AEYAG) is undertaking an early years workshop. This will look at the families that are most hard to engage using personas which local workers have developed. These will be utilised within the different early years collaborative workstreams, and contribute to the best ways to engage and develop accessible services.

Family Community Development West Lothian (FCDWL) led on delivery of four trips during the summer holidays. These were supported financially by Armadale Community Association and worker support provided by Parent Action and Community Regeneration. 338 people participated across the four trips. Participants under two years old were all free on all the trips to encourage early years participation. Two pick up points at Bathville Cross and the community centre encouraged community intergenerational relationships and fostered cohesion of different community groupings. This was reinforced by using the new 'Dale Hub' and local 'Community centre' for signing up and payment of trips.

D.6 Armadale Town Centre Update

This section provides a brief update on the town centre related matters within Armadale.

Shop Front Improvement

Local businesses within Armadale town centre continue to be able to apply for grant assistance through the Town Centre Shop Front Improvement Scheme. Applications are encouraged from all eligible local businesses situated within the designated Armadale town centre boundary. Advance dialogue is recommended as retrospective applications are not accepted. Grants of up to potentially £750 per premises may be available to assist in costs associated with any external frontage improvements.

Experience of the benefits of the operation of this scheme from across West Lothian highlights that recent investment made by local businesses and the local authority does make a difference. Further interest in and applications will continue to help towards improving the town centre and its physical environment, its wider appearance and attraction to users, whilst also seeking to build up confidence amongst local traders / community.

Since the report made to the previous meeting of the Local Area Committee in June 2014, there have been two further shop front grants approved and awarded.

Environmental Enhancements

Council officers within Economic Development continue to work with representatives of the local community including Community Council and Armadale Traders, to identify, progress and implement floral and other enhancements to the town centre. This is an ongoing and medium term project.

D.7 Health Promotion

The new Café 9 business in Armadale community centre is working with regeneration to promote health. Café 9 was supported to achieve funding to purchase two comfortable sofas to provide a welcoming environment for breastfeeding women while adding something a bit different and colourful to the café area. Breastfeeding promotion and support is guided by a local steering group chaired by regeneration and the group will work with the Café 9 proprietors in the near future to help them achieve the locally recognised Breastfeeding Friendly award. The Breastfeeding Friendly award was presented to Sure start groups in Armadale recently at a small ceremony attended by a good number of local mums and babies.

Family Community Development West Lothian (FCDWL) at their Dale Hub site was delighted to receive the first Smile Award in West Lothian. The West Lothian Oral Health Strategy group (WLOHSG) chaired by the regeneration team has developed the award to promote and support organisations to encourage good practice in oral health. Poor oral health can lead to short and long term ill health having an impact on the individual and family. The award demonstrates the holders' commitment to promote good oral health including the provision of education to support positive behaviour change and encouraging registration at a dentist. FCDWL will present to the WLOHSG in September 2014 detailing their experience of the award and what difference it is making for their customers. The award and associated criteria will be monitored and assessed on a yearly basis.

E. CONCLUSION

The actions detailed above contribute to the Armadale and Blackridge Ward Action Plan and enable Community Planning Partners to support the Single Outcome Agreement at a local level.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

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Steve Field, Head of Area Services

29 August 2014

**ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE
WORKPLAN 2014-15**

AUGUST 2014

	Issue	Purpose	Lead Officer	Date	Referral
1	Housing Report	Quarterly update on housing issues	Lorraine Donnelly	August 2014	No
2	Police/NRT Report	Quarterly update on Police/SNT activity	Inspector Andrew Elliot	August 2014	No
3	Fire Service Report	Update on operational plan for 2014-17	Dave Lockhart	August 2014	No
4	Village Improvement Fund	Update on the village improvement fund	Alice Sinnett	August 2014	No
5	Pensioners Christmas Fund	To advise of allocations for 2014/15	Ross Paterson	August 2014	No
6	Alcohol Diversion Report	Report Application Update	Alan Bell	August 2014	No
7	Community Health Champions	To inform members of the plans for Community Health Champions for each LAC	Jane Kellock	August 2014	No
8	Community Regeneration Report	Quarterly update on Community Regeneration activity/issues in the ward	Douglas Benson	August 2014	No
9	Housing Report	Quarterly update on housing issues	Lorraine Donnelly	November 2014	No
10	Police/NRT Report	Quarterly update on Police/SNT activity	Inspector Andrew Elliot	November 2014	No
11	Older People Report	To inform the LAC of older people provision within the ward	Douglas Benson	November 2014	No
12	Community Regeneration Report	Quarterly update on regeneration activity	Douglas Benson	November 2014	No
13	Armadale Community Centre	Update on the proposal for Armadale Community Centre	Karen Cawte	November 2014	No
14	NETS Report	Annual Update Report on NETs activity	Tony Fleming	November 2014	No