



## ***Bathgate Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

4 December 2018

A meeting of the **Bathgate Local Area Committee** of West Lothian Council will be held within the **Conference Room 14/15, Bathgate Partnership Centre, South Bridge Street, Bathgate** on **Monday 10 December 2018 at 10:00am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minutes of Meeting of the Committee held on Monday 17 September 2018 (herewith)
5. Polar Academy - presentation by Lorna Craig, Bathgate Academy
6. Bathgate Academy - presentation by Grant Abbott, Head Teacher (herewith)
7. Police Ward Report - report by Police Constable Iain Law (herewith)
8. Fire & Rescue Service Report - report by Station Manager (herewith)
9. Service Update - NETS, Land & Countryside - report by Head of Operational Services (herewith)

DATA LABEL: Public

10. Housing, Customer and Building Services Update - report by Head of Housing, Customer and Building Services (herewith)
11. Advice Shop Service Update - report by Head of Finance and Property Services (herewith)
12. Bathgate Ward Service Update - report by Head of Planning, Economic Development and Regeneration (herewith)
13. Pensioners' Christmas Fund Allocations 2018 - report by Head of Planning, Economic Development and Regeneration (herewith)
14. Workplan (herewith)

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NOTE **For further information please contact Lorraine McGroarty on 01506 281609 or e-mail [lorraine.mcgroraty@westlothian.gov.uk](mailto:lorraine.mcgroraty@westlothian.gov.uk)**

MINUTE of MEETING of the BATHGATE LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within CONFERENCE ROOM 14/15, BATHGATE PARTNERSHIP CENTRE, SOUTH BRIDGE STREET, BATHGATE, on 17 SEPTEMBER 2018.

Present – Councillors Harry Cartmill (Chair) and John McGinty

Apologies – Councillor Charles Kennedy

Absent – Councillor Willie Boyle

In attendance -

PC David Arnott, Police Scotland

PC Nadia Munro, Police Scotland

Kenny Stewart, Local Liaison Officer, Scottish Fire & Rescue Service

Tony Fleming, Grounds Maintenance Manager, West Lothian Council

Nairn Pearson, BID & Town Centre Manager, West Lothian Council

Ronnie McLeod, Bathgate Community Council

1. ORDER OF BUSINESS

The committee noted that in terms of the council's Scheme of Administration the meeting was inquorate. Nevertheless, the meeting could proceed with only two ward members present but any resolutions made would require to be reported to the Council Executive for ratification before they became effective.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTE

The Committee approved the minute of its meeting held on 11<sup>th</sup> June 2018. The minute was thereafter signed by the Chair.

4. POLICE WARD REPORT

The Committee considered a report (copies of which had been circulated) by Police Constable Iain Law providing an update on performance, activities and issues across the ward for the period up to 30<sup>th</sup> June 2018.

The report was presented by Police Constables David Arnott and Nadia Munro and provided information on the Police Scotland National Priorities delivered locally, the West Lothian policing priorities and the ward specific community engagement priorities. It provided an overview of the performance statistics and explained that full information could be accessed via the Police Scotland website.

The report then went on to provide members with full information on the number of crimes recorded, solvency rates, warrants issued, etc., that had taken place across the ward during the reporting period on the following before concluding with contact details for the local police team:-

- Reducing anti-social behaviour;
- Tackling substance misuse;
- Making our roads safer; and
- Preventing violence (in the night time economy).

Arising from the discussion PC Arnott reminded members that the Parksmart Initiative required Head Teachers to take action to address inconsiderate parking at schools through their Junior Road Safety Officers, etc., and that Police Scotland could offer visible support should their actions have no impact on bad parking habits.

PC Arnott advised the committee that he would be taking up a new post at the Scottish Police College at Tulliallan in November. On behalf of the committee, the Chair extended his appreciation to PC Arnott for the sterling work he had carried out diligently within the Bathgate community over the years and wished him every success in his new role.

#### Decision

To note the terms of the report.

### 5. FIRE & RESCUE SERVICE REPORT

The Committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service (SFRS) providing an update on the activity within Bathgate Multi-Member Ward for the period up to 30<sup>th</sup> June 2018.

Quarterly reports on the Multi-Member Ward Operational Plans had been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2014-2017.

The report was presented by Local Liaison Officer Kenny Stewart and provided performance information relating to the work undertaken by the service in the Bathgate ward comparing the number of recorded incidents for 2017-18 to the previous year relating to accidental dwelling fires, fire casualties and fatalities, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergencies and unwanted fire alarm signals for Scotland, West Lothian and the ward.

The Committee was asked to note the contents of the report.

#### Decision

To note the terms of the report.

6. SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

The Committee considered a report (copies of which had been circulated) by the Head of Operational Services advising members of the recent activity of the NET's, Land and Countryside teams for the period 1 May 2018 to 31 July 2018.

The report provided information in relation to Grounds Maintenance, Garden Maintenance, Cleaner Communities Routine Works, Environmental Community Action, Parks and Woodland Routine Works and Open Space and Cemeteries.

It was recommended that the Committee:

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

Decision

To note the terms of the report.

7. HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

The Committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of the service activities within the ward for the period 1 April to 30 June 2018.

The report provided details of the property void and let performance for both mainstream tenancies and temporary tenancies.

There were 22 policy voids in the ward area. Reasons for policy voids included properties unable to be let due to health and safety reasons or property being held to assist with decants due to remedial works.

The report examined the ward arrears position and provided a table showing the number of tenants in arrears at the end of the first quarter of financial year 2018/19 compared to the same reporting period in 2017/18. Despite the ward having a strong rent collection rate of 97.0%, arrears had increased by £22,023 on 2017/18. Overall, the arrears position in West Lothian had also increased by £261,111 to £1,879,981. Officers would continue to focus on rent arrears and details of the ongoing initiatives to recover rents was given.

The report then gave an overview of the Bathgate area team activity along with an update on the new build and capital programme. No major capital programmes were taking place in the Bathgate area although a share of

planned and high value active repair programmes was taking place and senior and vulnerable tenants were benefitting from the assisted decoration scheme.

The report concluded with an update on the various tenant participation initiatives together with an overview of the work that had been carried out by the council officer based in the Safer Neighbourhood Team from April to June 2018.

### Decision

To note the terms of the report.

## 8. BATHGATE WARD SERVICE UPDATE

The Committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing an update on progress towards developing a regeneration plan for the ward and other ward activity.

The report provided members with an overview of the number of visitors to the Partnership Centre between May to July 2018 and the various structure programmes that had taken place in the various services located within the centre during the reporting period along. Members noted that due to the implementation of Universal Credit, the number of enquiries received by the council services located within the centre had increased.

The report then provided an update on town centre related matters which were discussed through the regular meetings of the Bathgate Town Centre Management Group. The 2018 calendar of traditional summer events had been completed and arrangements were currently underway for the annual festive celebrations in the town. Officers would continue to work alongside local organisations, individuals, business community and residents to promote the town centre and its public realm areas for formal/informal use/events and members noted that the spaces had been used for a number of informal uses in recent months.

Officers had met with Reconnect Regal Theatre who had a wide range of aspirational plans to revitalise the theatre as a community arts and performance hub for Bathgate. They would host a pantomime and would provide opportunities for local schools and groups to attend special performances. A new logo had been adopted along with a branding exercise to relaunch the theatre.

The Bathgate Business Improvement District had held a ballot during Summer 2018, the outcome of which was to continue with the BID for a 3<sup>rd</sup> five year term from 1<sup>st</sup> September to 31<sup>st</sup> August 2023.

The committee noted that two further defibrillators had been installed within the town centre in recent months; one at Hugh Black & Son's on George Street and one at Bathgate railway station, both of which were externally wall mounted to provide 24/7 access. The George Street facility had been provided through the "Butchers at the Heart of Your

Community Initiative”.

The town centre update then concluded with information on a new bus route that had been launched by Lothian Country Buses which served the town centre with links to West Lothian and Edinburgh. Officers had supported the company through the facilitation of their service launch roadshow and local campaign, including a very successful promotional information even held in the town centre.

The report then moved on to provide members with an overview of the very busy programme of local groups, classes and other activities that had taken place at the Boghall Drop-In Centre including a full overview of the Summer activities programme. The homework club would resume after the school holidays and a new weekly “Press Gang” group would meet to produce a quarterly newsletter and a new monthly disco would be arranged for primary and secondary school children. Finally, the centre staff would be undertaking training through Police Scotland in October and November to allow them to become a Third Party reporting venue.

The report concluded with an update on progress towards developing regeneration plans in 8 key areas of deprivation across West Lothian. Community engagement activities were progressing well in Bathgate with continued work anticipated during the next two months to help to establish the local issues and their relative priority and importance to and within the local community in Bathgate. The area profile was complete and provided a range of supporting statistics on issues such as poverty, income, unemployment, health and access to services. It was envisaged that the local steering group would be reconvened in October to commence discussing the emerging issues highlighted by the engagement and to identify working actions and priorities for inclusion in the draft action plan, which would be presented to the committee in December.

Arising from a discussion, the BIDS Manager advised that street furniture removed during the recent precinct improvement works would be returned by the contractors during the week and would be stored at Eagle Brae until it had been assessed for reuse. Enterprising Bathgate had commenced discussions with their contractors to establish whether the street furniture they had installed on the precinct could be adapted to include backs and arms. The committee considered it was important for council officers, the Town Centre Management Group and Enterprising Bathgate to meet to agree where the street furniture that could be re-used should be placed.

#### Decision

To note the terms of the report.

#### 9. PENSIONERS’ GROUPS CHRISTMAS FUND ALLOCATIONS 2018

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the groups invited to apply for the Pensioners’ Groups

Christmas Fund 2018 in the Bathgate ward, Livingston-wide groups and West Lothian-wide groups.

In 2018, the total amount available was £29,054 with the fund being divided by the total number of beneficiaries. Nine applications had been issued to groups across the Bathgate ward, with three returned to date. The intention was to support all nine groups upon submission of their application. Appendix 1 of the report details those groups proposed to be supported and the approximate number of beneficiaries in each. In addition, Rosemount Court had formally constituted a group that represented 65 residents. The BIDS Manager invited the committee to add the group to the list of organisations. The ward members agreed that Rosemount Court should be added the list of organisations eligible for funding and that the group should be invited to submit an application form for funding.

One application had also been sent to a Livingston-wide group and three applications to West Lothian-wide groups. The intention was to support all of these groups once the applications had been returned. Appendix 2 provided further details on those applications and the approximate number of beneficiaries.

The committee noted that a full report on the final allocations would be presented to the Voluntary Organisations PDSP later in the year with letters to be issued to groups in late October advising of the level of funding they would receive.

The report recommended that the committee note the fourteen groups within the ward that had been invited to apply to the fund and would be supported if applications were received and to include Rosemount Court on the list of providers.

#### Decision

To note the terms of the report and agreed to include Rosemount Court on the list of providers.

### 10. WORKPLAN

A copy of the Workplan had been circulated for information.

#### Decision

To note the Workplan.



# LAC PRESENTATION

Bathgate Academy

December 2018



## •Our Vision and Values

•Our Community

•Our Curriculum

•Our Attainment

•Our Priorities for Improvement

•Our Opportunities and Constraints

•Our lens into the life of Pathgate Academy

***Educating the whole person in a spirit of enquiry, to judge wisely, act fairly and live well.***

**We believe in the values of**

- ✓ **Respect**
- ✓ **Ambition**
- ✓ **Achievement**
- ✓ **Confidence**
- ✓ **Support**
- ✓ **Success**



**And aim to**

*place young people at the heart of everything we do and to be the best they possibly can be*

*prepare our young people for the 21st century's ever changing employment landscape by ensuring a clear and positive ethos that recognises all our young people can achieve*

*be fully responsive to evidence, so perpetual change is seen as a strength, not a weakness*

*actively seek feedback and ideas to help our school improve*

*ultimately ensure that barriers to progress are knocked down, through a strong commitment by a dedicated staff to ensuring all pupils learning and social needs are addressed*

**Underpinned by an Aspirational Agenda & Culture**



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## Bathgate

Regeneration Plan 2017-2027 Updated April 2018

**23,109**  
Estimated population of Bathgate<sup>1</sup>  
6,330 estimated population of Bathgate East

**Community assets and strengths**

- Partnership Centre
- Bennie Museum
- The Regal Community Theatre
- Xcite Bathgate
- Nature reserves
- Cycle routes

**Housing**  
There are 11,152 dwellings in Bathgate.<sup>1</sup>

- 12% Owner Occupied
- 28% Social Rented
- 60% Private Rented

**3 out of the 29** Neighbourhoods in are within the 20% most deprived in Scotland according to the SIMD.<sup>4</sup> Two of these are situated in Bathgate East.

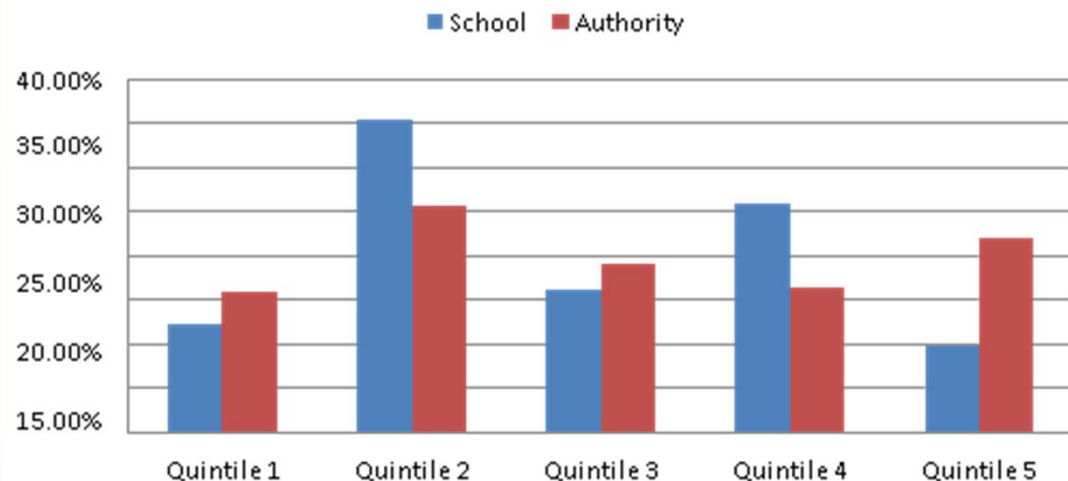
**OUR COMMUNITY CHALLENGES**

- 5.8% are unemployed in Bathgate East compared to the West Lothian average of 5%<sup>1</sup>
- 19.4% of the population prescribed drugs for anxiety/depression/psychosis in Bathgate East compared to West Lothians 16.3%<sup>2</sup>
- 18% is the percentage of children in low income families in Bathgate East compared to West Lothians 16.9%<sup>3</sup>
- 19.6% is the percentage of people living in 16% most 'access deprived' areas in Bathgate West compared to the West Lothian average of 11.7%<sup>5</sup>
- 61.7% (East) and 46.3 (West) are the percentages of the population within 500 metres of a derelict site in Bathgate East compared to West Lothians 20.1%<sup>6</sup>
- 16.1% are in income deprivation in Bathgate East compared to the West Lothian average 12%<sup>7</sup>

Census Roll		2018/19 Census Roll	
2014/15	841	S1	211
2015/16	830	S2	175
2016/17	844	S3	169
2017/18	851	S4	165
		S5	116
		S6	78
		<b>School</b>	<b>914</b>

<b>School Free Meals</b>	13.24%	<b>Authority Free Meals</b>	14.12%
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### Deprivation Profile - Quintile





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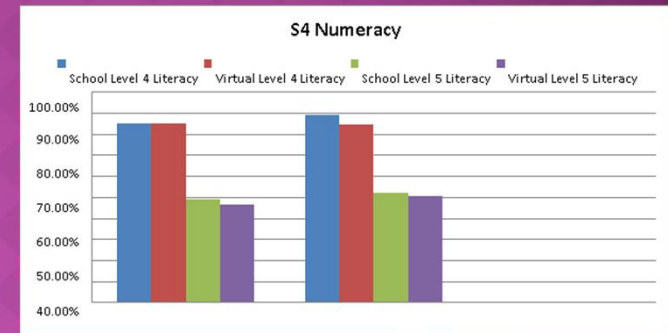
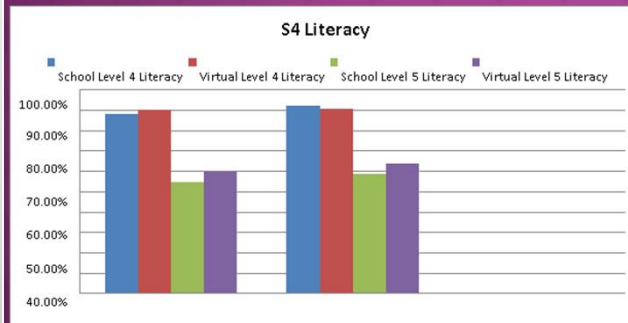
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Measure	All Pupils	LAC Pupils	Most Deprived	Least Deprived	Gap
Pupils Achieving Expected CfE Levels in Literacy	87.73%	#N/A	92.86%	91.30%	-1.55%
Pupils Achieving Expected CfE Levels in Numeracy	80.98%	#N/A	72.22%	66.67%	-5.56%
School Leavers Achieving SCQF Level 5 Literacy	73.43%	0.00%	58.06%	81.82%	23.75%
School Leavers Achieving SCQF Level 5 Numeracy	60.84%	0.00%	45.16%	72.73%	27.57%
School Leavers Achieving 1 or more awards at SCQF Level 6	68.53%	0.00%	50.00%	81.82%	31.82%
School Leavers Entering a Positive Destination	90.91%	0.00%	87.10%	95.45%	8.36%

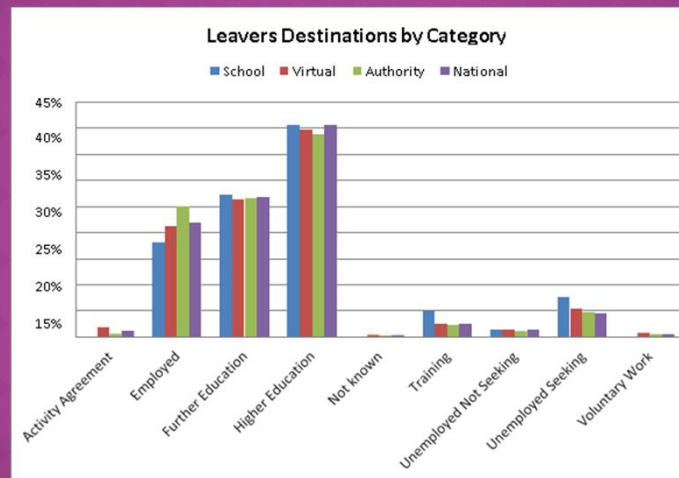
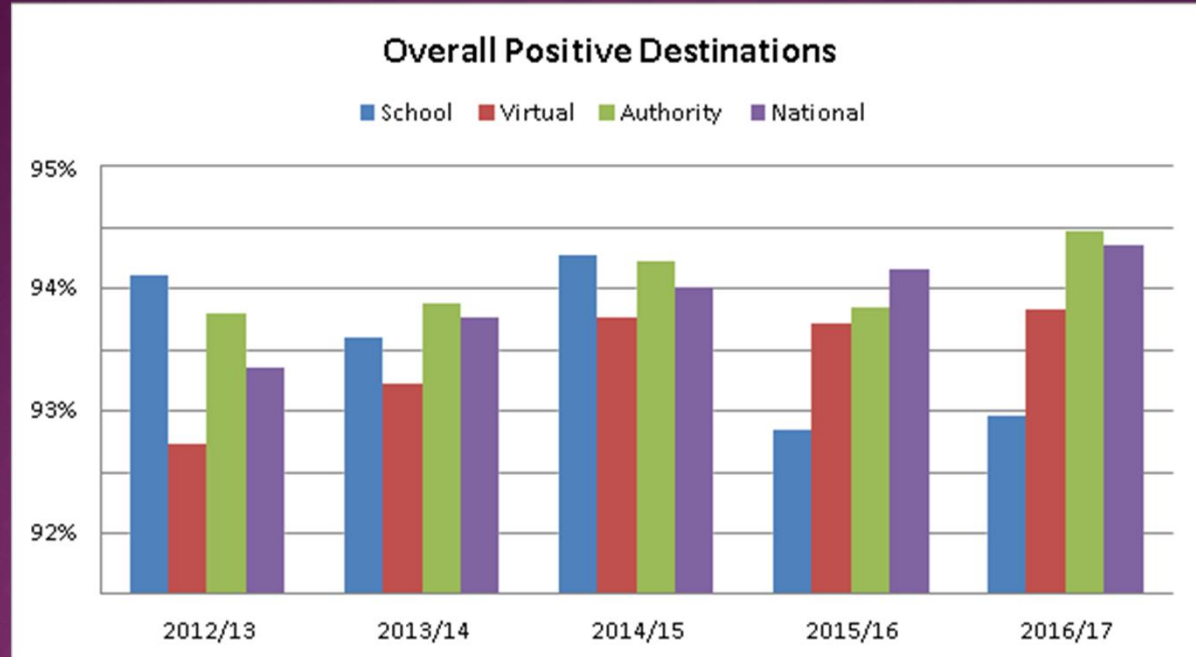




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## Positive Destination Figures







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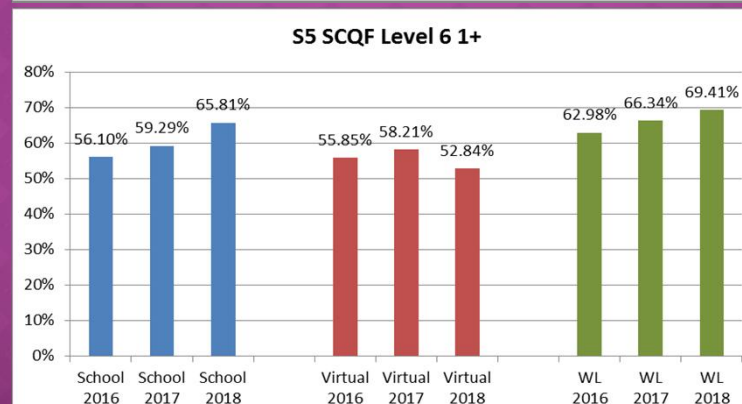
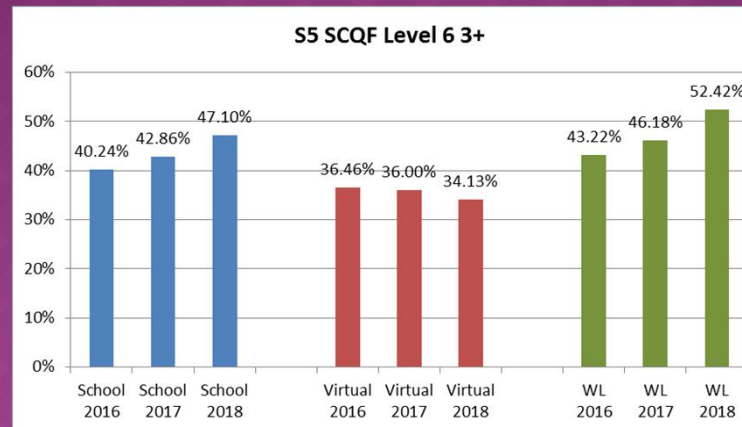
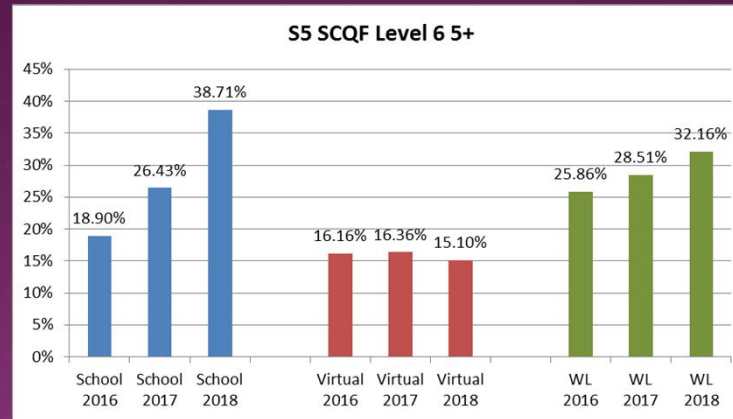
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**PEF**  
**Priorities for session 2018-2019**

In a spirit of enquiry, we will focus our 'narrowing the gap' agenda on more specific professional learning opportunities and introduce a range of targeted interventions, additional resources and learner programmes around the following 3 key themes:

- Attendance & Latecoming**  
On average, pupils living in quintiles 1-2 attend school 5-10% (10-20 days) less than pupils living in quintiles 4-5. This is a significant barrier on attainment.  
Our aim is to improve the attendance of an identified group of pupils to at least 90% attendance in a school session.
- Engagement & Resilience**  
Pupils living in less deprived areas are more likely to have opportunities to positively participate fully in school life.  
Our aim is to better engage with various cohorts of pupils to overcome their barriers to learning by offering skill development opportunities, access to personalised learning programmes, wider opportunities and other options tailored to their specific circumstances.
- Numeracy & Literacy**  
Pupils from lower SIMD and in receipt of FME generally have lower literacy and numeracy levels than others within our school community.  
Our aim is to work closely with an identified group of pupils aiming for at least 85% of children within each SIMD quintile to successfully achieve CfE Third level literacy and numeracy by 2020. (Gov target)



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✓ **Our Improvement Priorities for 2018-2019**



**Raising attainment for all:**

Progress throughout learning can be measured with a high level of confidence



**Raising attainment for all:**

Our curriculum is ambitious and provides opportunities for all learners to engage with and progress in the 4 contexts of learning



**Raising attainment for all:**

All pupils receive high quality learning and teaching in all classrooms to raise attainment and ensure equity



**Raising attainment for all:**

An on-going focus on Classroom Behaviour management techniques to improve learner engagement and attainment through a whole school professional reading and enquiry approach



**Raising attainment for all:**

Increase % of pupils achieving level 3 & 4 numeracy/literacy by the end of S3 from all quintiles



**Raising attainment for all:**

To ensure Pupils with EAL feel supported and have access to appropriate resources



**Improvement in all children and young people's wellbeing:**

Staff share an increased understanding of how all young people develop and learn whilst focusing on those who need targeted support.



**Improvement in all children and young people's wellbeing:**

Relationships across the school community are very positive and supportive, founded on a climate of mutual respect within a strong sense of community, shared values and high expectations.



**Improvement in all children and young people's wellbeing:**

We know and can demonstrate that all of our children and young people feel safe, respected and included.



**Improvement in all children and young people's wellbeing:**

Learner Voice is strengthened through the introduction of a Pupil Parliament model based on principles set out within 'How Good Is Our School' for learners



**Improvement in all children and young people's wellbeing:**

An increased number of staff are proactive in promoting positive relationships in our school by dealing with bullying behaviour.



**Improvement in employability skills and sustained leaver destinations**

The number of pupils achieving a positive destination continues to increase.



**Improvement in employability skills and sustained leaver destinations**

Our staff feel increasingly confident to contribute to delivery of the Career Education Standard.



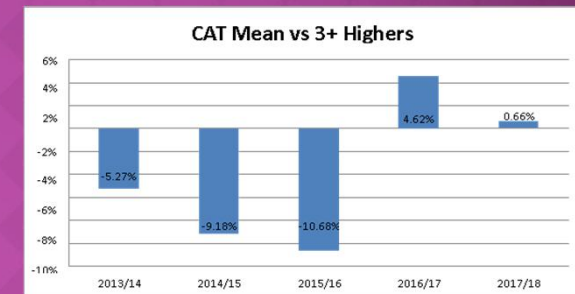
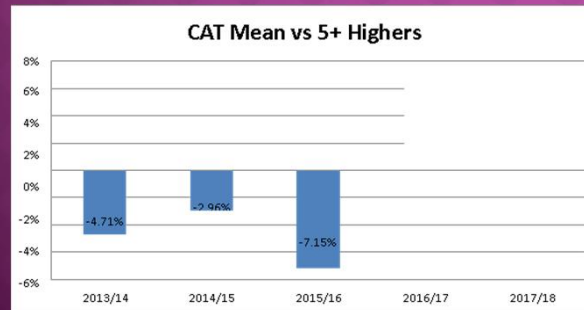


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...lens into the  
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	S1	2013/14	2014/15	2015/16	2016/17	2017/18
School	S5	2017/18	2018/19	2019/20	2020/21	2021/22
Armadale Academy		95.7	94.5	95.1	95.0	93.2
Bathgate Academy		91.9	92.8	92.7	94.6	96.0
Broxburn Academy		96.7	94.4	95.8	90.9	93.9
Deans Community High School		94.7	93.4	94.3	90.9	94.1
Inveralmond Community High School		92.8	93.9	93.4	91.2	92.8
Linlithgow Academy		102.4	108.6	103.3	103.8	102.2
St Kentigern's Academy		94.8	93.3	94.5	89.1	91.8
St Margaret's Academy		95.9	96.8	96.0	96.5	95.7
The James Young High School		96.2	97.8	94.7	96.5	96.2
West Calder High School		95.2	96.7	94.7	94.2	94.8
Whitburn Academy		93.0	95.0	89.0	94.0	95.6
West Lothian		95.5	96.4	95.0	94.4	95.2





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•Our Self Evaluation :Q.I's

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## Our Self Evaluation for this academic year

Quality Indicators for School	Our current evaluations
1.3 Leadership of change	Good
2.3 Learning, teaching and Assessment	Good
3.1 Ensuring wellbeing, equality and inclusion	Good
1.1 Self evaluation for self improvement	Good
2.2 Curriculum	Good





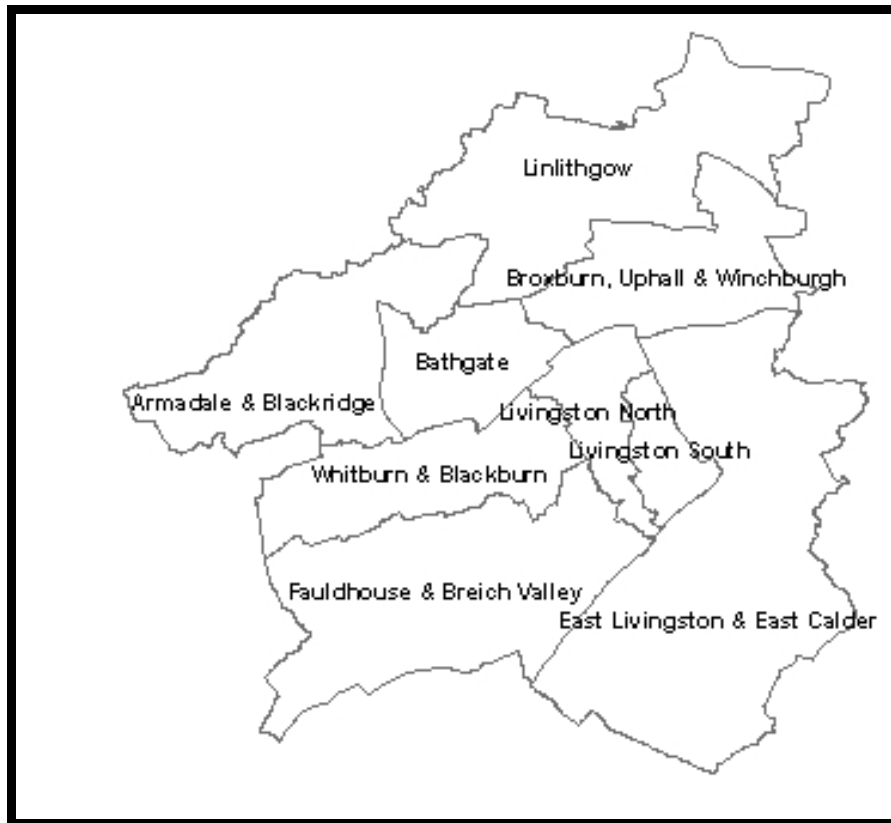


## West Lothian Local Policing

### Bathgate Ward Report for the Local Area Committee

July 2018- Sept 2018

Report compiled by PC Iain Law



## **Our Vision**

Sustained excellence in service and protection.

## **Our Purpose**

To improve the safety and wellbeing of people, places and communities in Scotland.

## **Our Values**

Integrity, Fairness and Respect.



## National Policing Priorities

Violence, Disorder and Antisocial Behaviour	Protecting People at Risk Of Harm
Serious Organised Crime	Road Safety
Counter Terrorism	Acquisitive Crime

Theme as per West Lothian Local Outcomes Improvement Plan 2013 to 2023	Identified Police Priority	Short Term Police Outcome
Protecting People	Child protection	Children at risk are safer and less vulnerable
	Child sexual abuse & exploitation	Children at risk are safer and less vulnerable
	Missing persons	To reduce the instances and harm
	Sexual crimes	To reduce the harm
	Adults at risk	Adults at risk are safer and less vulnerable
	Financial harm including doorstep crime & fraud	To reduce the instances and harm
	Cyber crime	To reduce the harm
Reducing Antisocial Behaviour & Hate Crime	Antisocial behaviour & hate crime	To reduce the harm
Reducing Violence	Domestic abuse	To reduce the harm
	Crimes of violence	To reduce the harm caused by public and private space violence
Tackling Substance Misuse	Misuse drugs & alcohol	To reduce the harm
Reduce Home, Fire and Road Casualties	Road casualties	To reduce the instances and harm
Tackling Serious and Organised Crime and Counter Terrorism	Drugs, financial harm & fear	To reduce the harm
	Extremism & terrorism	To reduce the risk





## **Protecting People**

Recent robberies in the town centre have highlighted the risks posed to our community. Owing to intensive resource deployment and investigation the person responsible for the robberies was apprehended and the threat removed from the community.

In addition officers carried out security and safety checks at all the licensed bookmakers, which was received positively by the establishments and recommendations are being evaluated.

Prolific shoplifters are also being targeted with one individual recently remanded.

Hi visibility police presence, in the town centre, will be a focus of the upcoming festive period to deter and prevent serious or acquisitive crime and ASB.

Visit to sheltered housing residences have been carried out to deliver reassurance and safety advice.

Within the ward locality officers have been routinely tasked with carrying out enquiries into the granting or renewing of air weapon, shotgun and firearms licences. These enquires ensure the continued safe use of all guns within the ward and ensure the person requesting to hold any such license is a suitable person. Should the suitability of a license holder be questioned, officers ensure the quick seizure of any weapons or ammunition, prior to a full enquiry being carried out into the continued suitability of that person.

## **Reducing Antisocial Behaviour & Hate Crime**

Community Ward Officers have dealt with neighbour disputes carrying out early intervention and prevention activities. Partnership working between West Lothian Council Safer Neighbourhood Officers and Housing officers continues, and a number of intervention visits, tenancy anti-social behaviour warnings have been carried out to problematic/repeat houses and locations in the area. This is a key partnership that assists greatly in the reduction of Anti-Social Behaviour in communities.

Youth calls are consistently decreasing, this would also attribute to the decline in ASB calls. Community officers have continued to carry out hi-visibility foot and mobile patrols in areas identified as being problematic for youth calls. Due to a high number of calls over the Halloween period officers targeted prominent youths and spoke to their parents and warned about any unacceptable behaviour on the approaching bonfire night. This had an obvious impact in our area as we had a significantly lower volume of calls than expected.

Members of the public are always encouraged to report crimes and incidents of anti-social behaviour to the police to allow us to respond appropriately and gather information and intelligence. Letter drops have been carried out in areas with issues to promote this.

There have been no significant patterns of hate crime. We have however attended at various schools to engage with pupils and discuss the impact of hate crimes along with delivering an anti-bullying talk.

## **Reducing Violence**

The number of serious assaults continue to reduce in Ward especially within the town centre area around licensed premises. This is in line with the increase in licensed premises visits and routine inspections and is considered best practice across West Lothian. The night time economy detail is now embedded in local Policing in West Lothian and will have a particular focus with the busiest period of the year ahead of us.

The CCTV system in the town centre is fully operational and is monitored 24/7 assisting in keeping Bathgate a safe place to visit and socialise.

Ward officers continue to make regular visits to the numerous licensed premises in the High Street, supporting and advising licensees. They also endeavour to attend the monthly Pub Watch meetings.

Community officers also delivered 'Bystander' training to staff from local licensed premises to improve skills and knowledge in preventing harm to vulnerable people.

## **Tackling Substance Misuse**

Officers have routinely patrolled areas within the ward highlighted by members of the public where alcohol or drug abuse may be occurring.

There were 3 Misuse of Drugs Act warrants in the ward between July and September. All were positive and resulted in person(s) reported to the procurator fiscal.

Officers have carried out weekly visits and inspections of licensed premises during the weekend night time economy hours to deter and disrupt the supply of drugs and ensure adherence to alcohol licensing standards and conditions.

Members of the public are always encouraged to report suspicious activity, so that police can continue to gather intelligence and disrupt those who deal and misuse controlled drugs.

## **Reduce Home, Fire and Road Casualties**

Officers continue to act on information regarding illegal or inconsiderate driving in various areas throughout the ward, to monitor and where necessary issue tickets for speeding and/or other motoring offences. The Police Facebook page and other social media is regularly updated with posts reminding drivers of the expected driving standards.

Locality officers have continued to sign post local Primary Schools to the Parksmart Scheme, on receiving information of complaints regarding inconsiderate parking. Officers will support the scheme and schools at a local level when appropriate. Local schools have access to the relevant materials on Parksmart, however should there be any issues, and the contact within West Lothian Council is Karen McCubbin. [Karen.McCubbin@westlothian.org.uk](mailto:Karen.McCubbin@westlothian.org.uk)

## **Tackling Serious and Organised Crime and Counter Terrorism**

PC Tom White, the local Licensing officer has been recognised by the Immigration Enforcement department for his excellent partnership work at their recent award ceremony. PC White and an immigration officer are responsible for identifying joint working opportunities to tackle persistent foreign national offenders and raising awareness across the divisions and agencies. 8 operations have been actioned, with Locality officers forming part of the enforcement teams, resulting in 13 arrests for immigration offences and a value of £360,000 worth of fines served against rogue employers.

Working with HMRC, 7 cases have been identified which have been passed to the small business team and one which has been retained by the Fraud Investigation Service. Other offences detected include, HMO's, dangerous staff accommodation, theft of electricity and environmental health concerns.

### **Other**

The Divisional Commander and Command Team have congratulated Team 2 Response, West Lothian, who have made it to the final selection at the Annual Force Excellence Awards.

Team 2 Response, West Lothian – Team of the Year

Team 2 Response, West Lothian have shown their continued dedication and commitment to all aspects of policing and serving the public in a challenging area. Through individual commitment, the team has developed an ethos and ethical working practices, resulting in them increasing the performance of the sub division through tracing more domestic offenders, reporting more cases and producing less domestic packages than all others. By doing so, they demonstrated that through cohesive team work, despite other constant demands, they could target force priorities and help keep the public safe in West Lothian.

### **Contacts**

Locality Officers for the Bathgate ward are;

PC Iain Law  
PC Richard Rafeek  
PC Nadia Munro  
PC Ross Walker

Details of your Community Policing Team can be found at:

<http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/west-lothian>

Email: BathgateCPT@Scotland.pnn.police.uk

You can also follow us on Twitter: @WestLothPolice

Tel: 101





## **BATHGATE LOCAL AREA COMMITTEE**

### **BATHGATE MULTI-MEMBER WARD PERFORMANCE REPORT**

#### **REPORT BY SCOTTISH FIRE AND RESCUE SERVICE**

##### **A. PURPOSE OF REPORT**

To update the Bathgate Local Area Committee on the activity within Bathgate Multi-Member Ward for the period up to 30<sup>th</sup> September 2018.

##### **B. RECOMMENDATION**

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

##### **C. SUMMARY OF IMPLICATIONS**

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

## **D. TERMS OF REPORT**

### **D.1 Background**

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

### **D.2 Scottish Fire and Rescue Service (SFRS Bathgate Multi-member Ward Quarterly Report**

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

The seven key priorities within the Bathgate Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

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

## **E. CONCLUSION**

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

## **F. BACKGROUND REFERENCES**

None.

**Alan Cunningham**

**Station Manager, Scottish Fire and Rescue Service**

**September 2018**

Appendix 1 - Bathgate Multi-Member Ward Performance Report



**SCOTTISH**  
**FIRE AND RESCUE SERVICE**  
Working together for a safer Scotland

## West Lothian Council Area

## Ward Performance Report

Quarter 2 2018/19

## Bathgate

### **DISCLAIMER**

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

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

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

## **Introduction**

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

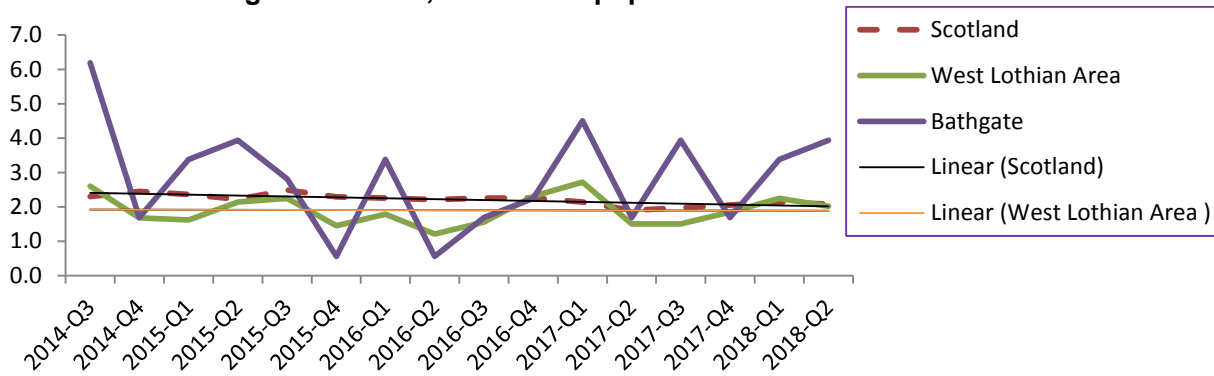
In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per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

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

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

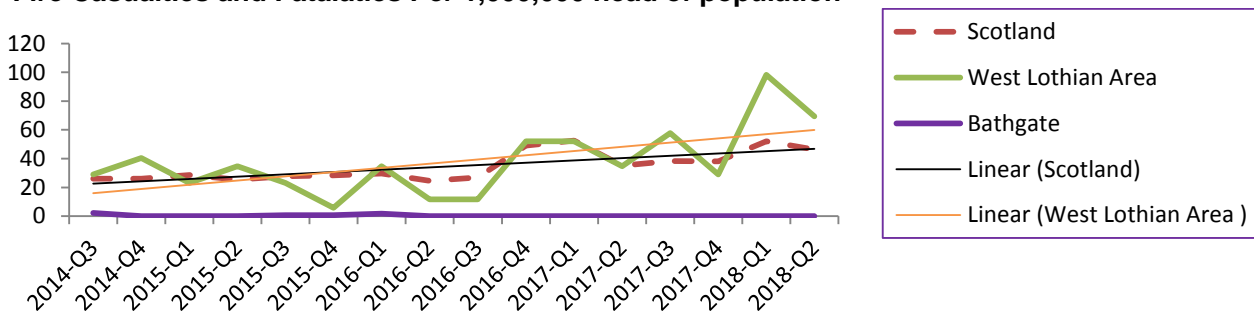


### Accidental Dwelling Fires Per 10,000 head of population



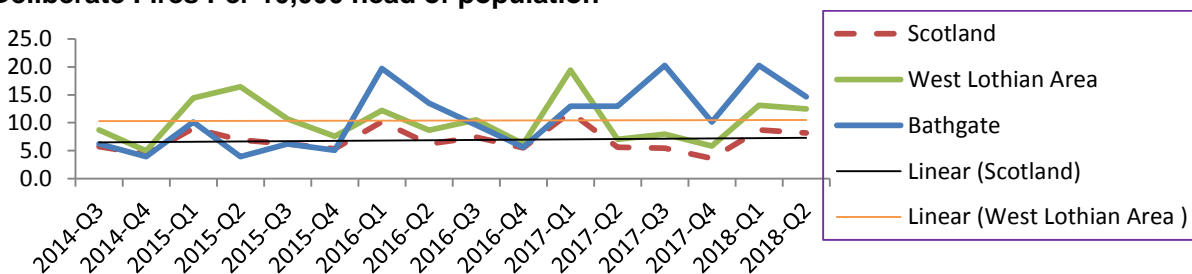
During the 2018-19 year to date reporting period SFRS have dealt with 7 accidental dwelling fires in comparison to 3 during 2017-18 year to date reporting period.

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



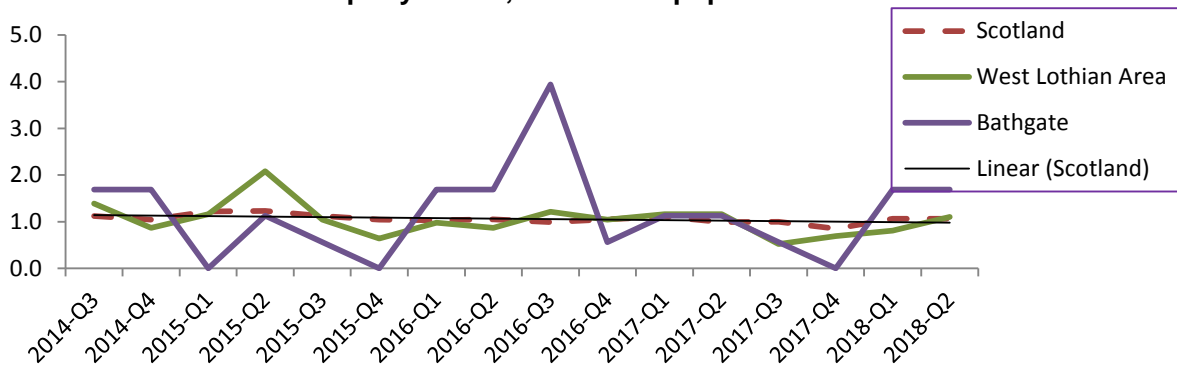
During the 2018-19 year to date reporting period SFRS have dealt with 3 casualties due to fire in comparison to 2 during 2017-18 year to date reporting period.

### Deliberate Fires Per 10,000 head of population



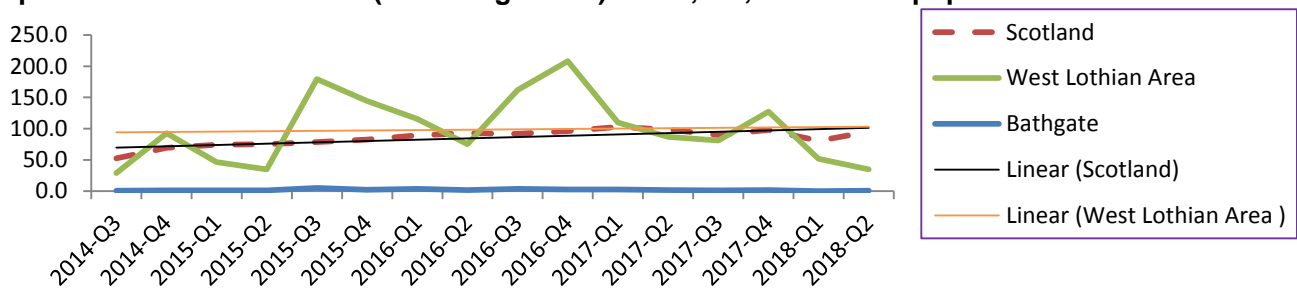
SFRS have dealt with 23 Deliberate fire incidents during 2018-19 year to date reporting period in comparison to 11 during 2017-18 year to date reporting period.

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



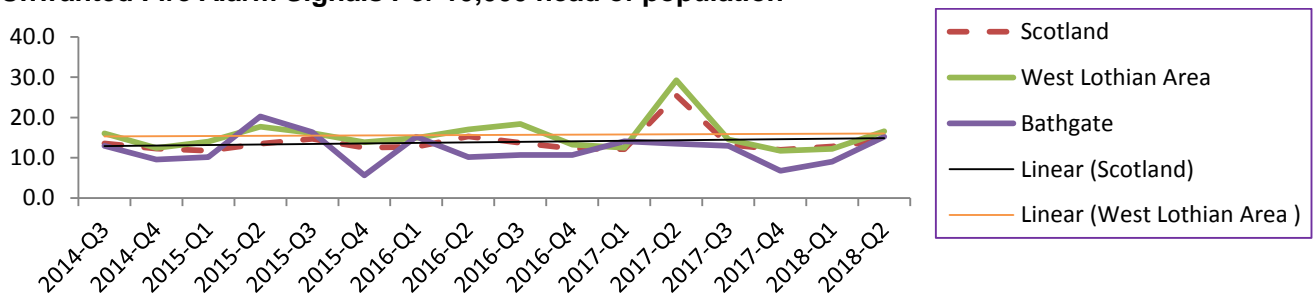
SFRS have dealt with 3 non domestic fires incident during 2018-19 year to date reporting period in comparison to 2 during 2017-18 year to date reporting period.

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



SFRS have dealt with 1 casualties from Special Services during 2018-19 year to date reporting period in comparison to 3 during 2017-18 year to date reporting period.

### Unwanted Fire Alarm Signals Per 10,000 head of population

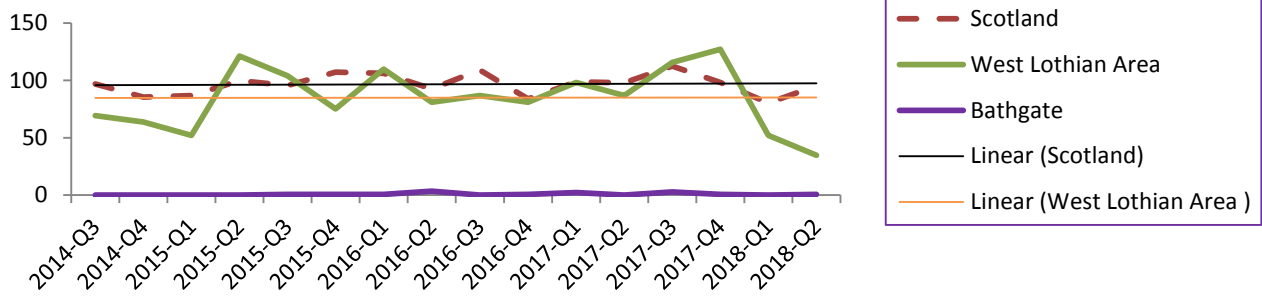


SFRS have dealt with 27 UFAS incidents during 2018-19 year to date reporting period in comparison to 24 during 2017-18 year to date reporting period.

#### Additional Comments

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

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



During the 2018-19 year to date reporting period SFRS have dealt with 1 Casualties or 0 Fatalities from RTC's in comparison to 0 Casualty and 0 Fatalities during 2017-18 year to date reporting period.





**BATHGATE LOCAL AREA COMMITTEE**

**SERVICE UPDATE – NETS, LAND & COUNTRYSIDE**

**REPORT BY HEAD OF OPERATIONAL SERVICES**

**A. PURPOSE OF REPORT**

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1 August 2018 – 31 October 2018.

**B. RECOMMENDATION**

The Local Area Committee is asked to:

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

**C. SUMMARY OF IMPLICATIONS**

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

**D1 Terms of Report**

Report on activity for period 1 August 2018 – 31 October 2018.

**D2 Grounds Maintenance Routine Works**

There have been four grass cutting visits within the reporting period completing the grass cutting for the season and the grass cutting and weed control has been carried out on the central reservation on the A801. Herbicide application on shrub beds and channels/hard areas has also been completed for the year. Work has started on winter maintenance of hedge pruning and work is about to start on shrub beds. Staff are also reacting to enquiries that come in.

The latest Land Audit Management score for the West area was 67, which is the target score.

**Grounds Maintenance Enquiries**

In total 42 ground maintenance related enquiries were received and dealt with during this reporting period in 2018.

	2018	2017
Ball Game Enquiries	1	0
Bench or Seat Enquiries	5	0
Burns of Watercourses	1	0
Drainage Flooding Grass Areas	0	1
Enforcement Officer Enquiries	0	3
Fencing Enquiries	0	2
Flower Bed or Bulb Displays	0	1
GalaDay Public Event Enquiries	1	0
Grass Area Damaged	0	1
Grass Cutting Enquiries	2	9
Grass Cutting Missed Not Cut	2	1
Grass Highway Verges	0	1
Grass Left on Paths or Roads	0	2
Ground Ownership Enquiries	1	1
Grounds Property Vandalised	0	2
Hedge Cutting Enquiries	4	6
Neighbourhood Environmental Teams	0	2
Public Park Enquiries	8	2
Shrub Bed Enquiries	1	2
Shrub Bed Overhanging Path	12	11
Shrub Bed Not Maintained	1	4
Shrub Bed Obscuring Sightline	0	1
Weeds General Enquiries	1	1
Weeds on Paths or Roads	2	3
<b>Total</b>	<b>42</b>	<b>56</b>

### **D3 Garden Maintenance Routine Works**

There have been five grass cutting cycles completed as well as completing the hedge cutting in the gardens in the ward during the reporting period. This work is carried out by a team of four operatives, who also cover 50% of the gardens included on the scheme across the whole of West Lothian. The Garden Maintenance works for the year have now finished and the seasonal contracts for the garden maintenance staff were ended on 3 November 2018.

#### **Garden Maintenance Enquiries**

In total there were 15 garden maintenance enquiries received and dealt with during this period in 2018.

	2018	2017
Complaint Garden Maintenance	0	1
Garden Maintenance General Enquiries	7	10
Garden Maintenance Grass Not Cut	4	5
Garden Maintenance Hedge Cutting	2	2
Garden Maintenance No Longer Required	0	1
Garden Maintenance Standard of Cut	2	1
Total	15	20

### **D4 Cleaner Communities Routine Works**

The ward is covered by a mobile cleansing team consisting of five operatives and one compact sweeper. Bathgate Town Centre area has the additional resource of a street orderly and there is a backshift team of three operatives covering school routes, hot spot areas and enquiries throughout West Lothian. There is also a reduced level of staff on at the weekend covering West Lothian. We also have two HGV sweepers that cover the whole of West Lothian.

Staff are continuing to deal with enquiries and carry out routine works to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward.

## Cleaner Communities Enquiries

In total 93 cleaner communities enquiries were received and dealt with during this period in 2018.

	2018	2017
Complaint Street Cleansing	0	3
Dead Animals	3	7
Dog Fouled Grass/Open Space	0	5
Dog Fouling Kids Play Area	1	0
Dog Fouling on Paths/ Roads	9	25
Dog Waste Bin New Request	2	2
Dog Waste Bin Overflowing	2	2
Glass on Paths or Open Spaces	3	10
Graffiti Non Offensive	2	1
Graffiti Racist or Offensive	0	1
Illegal Fly Tipping/Dumping	32	24
Litter Bin Full Overflowing	1	1
Litter Bin New Request For Bin	1	0
Litter General Enquiries	4	0
Litter on Paths Roads Verges	11	7
Needles/Syringes Abandoned	3	2
Street Sweeping Enquiries	3	6
Trolleys Dumped out with Livingston	4	4
Vehicles Abandoned	12	10
Total	93	110

## Environmental Community Action

The team consists of two Senior Enforcement Officers, two Education Engagement Officers and eight Enforcement Officers. They are split into two teams of six officers to cover seven days a week on shifts, with one team on shift at a time.

Abandoned/nuisance vehicles have been dealt with throughout the ward gaining compliance following negotiation, verbal warnings, warning letters, official notices served or WLC contractor removal. This also included partnership working with SNT regarding a vehicle in Boghall.

Enforcement Officers have attended to all enquiries in relation to various environmental issues within the area and carried out patrols. Compliance gained with a number of enquiries with tenants, owners or landowners. Removal of fly tipping following visits by Enforcement Officers and giving verbal warnings or issuing warning letters and then conducting follow up visits to ensure removal. Officers have also engaged in partnership working with various agencies.

Enforcement Officers assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme by carrying out visits on their behalf as well as assisting colleagues from the Licencing Team to deliver urgent correspondence, complete licencing audits and checks within ward.



Officers have participated in 'Give Your Litter a Lift' a national campaign being conducted by Keep Scotland Beautiful. They also took part during September with the Chewing Gum Action Group in a campaign where posters were displayed in local shops and five temporary signs were erected at the roadside throughout West Lothian in relation to disposing of your gum in the bin. Also assisted Bathgate Early Years Centre in obtaining funding through Wrigley Litter Less Campaign and Chewing Gum Action Group, campaign to start in January.

## **D5 Parks and Woodland**

### **Parks and Woodland Enquiries**

In total 60 Parks and Woodland related enquiries were received during this reporting period. 12 enquiries were inspected but no works generated, 9 enquiries generated works instructions to programme and 20 works instructions were completed.

	2018	2017
Tree works completed for period	20	n/a
Tree works outstanding for LAC area	52	n/a
Tree related Enquiries for report period	21	n/a
Tree Enquiries not generating works orders	12	n/a
Tree Blocking Light	0	1
Tree Branches Overhanging	11	9
Tree Broken/Damaged or Dead	5	2
Tree Dangerous or Unsafe	19	6
Tree Enquiries General	23	11
Tree in the Garden Scheme WLC	1	0
Tree Leaves Causing Problems	1	1
<b>Total</b>	<b>60</b>	<b>30</b>

Balbardie Park - Options for the management of the woods around the park and their extension are being considered

### **Tree Preservation Orders (TPO)**

Trees and woodlands contribute to local amenity and the quality of the natural and historic environment. Tree Preservation Orders protect the most important trees in West Lothian from felling, or from works which might damage them.

Trees can form significant local landmarks and provide food and shelter for wildlife. They add to biodiversity and have an important role in mitigating the effects of climate change. They can be protected in a number of ways.

The council can make, manage and enforce Tree Preservation Orders (TPOs) under powers set out in section 160 of the Town and Country Planning (Scotland) Act 1997 and in the Town and Country Planning (Tree Preservation Order and Trees in Conservation Areas) (Scotland) Regulations 2010 (the 2010 Regulations). Scottish Government Circular 1/2011 Tree Preservation Orders also applies.

In addition to TPOs, trees can be protected by conditions attached to planning approvals.

Trees within conservation areas are not protected in the same way as by a TPO, but if you live in a conservation area and want to carry out works to a tree you will need to inform the council before you do. The council then has six weeks to decide whether to seek any form of protection for the tree.

To clarify the situation, any enquiries regarding trees that are within Conservation Areas or covered by a Tree Preservation Order shall be passed to our colleagues in Planning Services for them to provide any advice.

It is an offence to cut down, lop, top, uproot or wilfully destroy any trees that are protected by a Tree Preservation Order. The maximum penalty for illegal works on a protected tree is £20,000 or twice the amenity value of the tree, whichever is greater.

Any applications to carry out works should be submitted to the Planning Department in the first instance and permission must be received in writing before any work can be undertaken.

For more information please refer to the West Lothian Council web site under Tree Preservation Orders ; - <https://www.westlothian.gov.uk/article/4247/Tree-Preservation-Orders-TPO>

### **Ranger Service Update**

No. Rights Of Way / Core Path / Patrols carried out (hours)	4
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The Ranger Service submitted the full application to the Postcode Lottery Fund for £2000 for two wildlife interpretation panels at Wester Inch, a community litter pick and school engagement.

The Ranger Service carried out a site clean-up at Ravencraig Woods, retrieving ten plus bags of rubbish, mainly made up of drinks cans and glass bottles.

Rangers are working with the Flood Prevention team, SEPA and Forth Rivers Trust on community engagement for forthcoming Bathgate Waters Restoration Project.

## **D6 Open Space and Cemeteries**

### **Open Space Capital Programme**

Boghall Playing Fields, Bathgate. The play area refurbishment is ongoing. This will include replacing old equipment and top up of safer surface. This will be completed in 2018 alongside works to improve access to the area i.e. a new raised tarmac path, which will connect the play area to Alexandra Avenue and Alexandra Drive. Any remaining budget will be used to add additional seating at the play area and repair the skate park.

Standhill Farm, Wester Inch, Bathgate. Installation of a new play area remains outstanding due to the incomplete transfer of land from the housing developer to the council.

Balbardie Park, Bathgate. Upgrade and refurbishment work to the play area is complete, including some new equipment and safer surface top up. Fitness equipment has been removed as it had reached end of life.

Phase one of the wider park improvements is complete including drainage, signage, and path works.

We are now working with CSGNT(Central Scotland Green Network Trust) on Phase two, entailing woodland management, and additional signage and path work in the north of the park. Securing external match funding to upgrade the bike track will follow in phase two.

Marchwood Crescent Park, Bathgate. Work to replace whin-dust paths with tarmac is being planned for completion in 2018/19. We will replace those paths most damaged by water erosion.

### **Open Space Enquiries**

There were nine Open Space enquiries for this reporting period in 2018.

	2018	2017
Children Play Enquiries	7	3
Complaint Childrens Play Areas	1	0
Glass or Litter in Play Areas	0	1
Play Area Property Vandalised	1	0
Total	9	4

### **Cemeteries Routine Works**

Autumn routine works which include – Grass cutting, hedge pruning, weed control and burial duties ongoing across the cemetery estates.

### **Cemeteries Enquires**

There were seven Cemeteries enquiries for this reporting period in 2018.

	2018	2017
Bench Donation	0	1
Cemeteries General Enquiries	5	9
Complaint Cemeteries & Burials	0	1
Lair Enquiries	1	4
Lair Sunken or Uneven	1	2
Total	7	17

## **E CONCLUSION**

Work has started on the winter maintenance of hedge pruning, and work is about to start on the shrub beds.

Enforcement Officers have attended to all enquiries in relation to various environmental issues within area and carried out patrols

Upgrade and refurbishment work to the Balbardie Park play area is complete, including some new equipment and safer surface top up.

**F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Tony Fleming, Whitehill Service Centre, 01506 284611,  
tony.fleming@westlothian.gov.uk

**Jim Jack**

**Head of Operational Services**

**10 December 2018**



**BATHGATE LOCAL AREA COMMITTEE**

**HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE**

**REPORT BY HEAD OF HOUSING, CUSTOMER AND BUILDING SERVICES**

**A. PURPOSE OF REPORT**

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

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1 July – 30 September 2018.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	There is no impact
<b>V Relevance to Single Outcome Agreement</b>	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
<b>VI Resources - (Financial, Staffing and Property)</b>	None
<b>VII Consideration at PDSP</b>	Yes
<b>VIII Other consultations</b>	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, Customer and Building Services, specific to the Bathgate Ward

#### Property Void & Let Performance: Mainstream Tenancies

Void Period	July 2018	%	Aug 2018	%	Sept 2018	%	WL Target %
0-2 wks	3	50%	2	25%	2	29%	55%
2-4 wks	1	17%	2	25%	0	0%	30%
4+ wks	2	33%	4	50%	5	71%	15%
<b>Total Lets</b>	<b>6</b>	<b>100%</b>	<b>8</b>	<b>100%</b>	<b>7</b>	<b>100%</b>	

#### Property Void & Let Performance: Temporary Tenancies

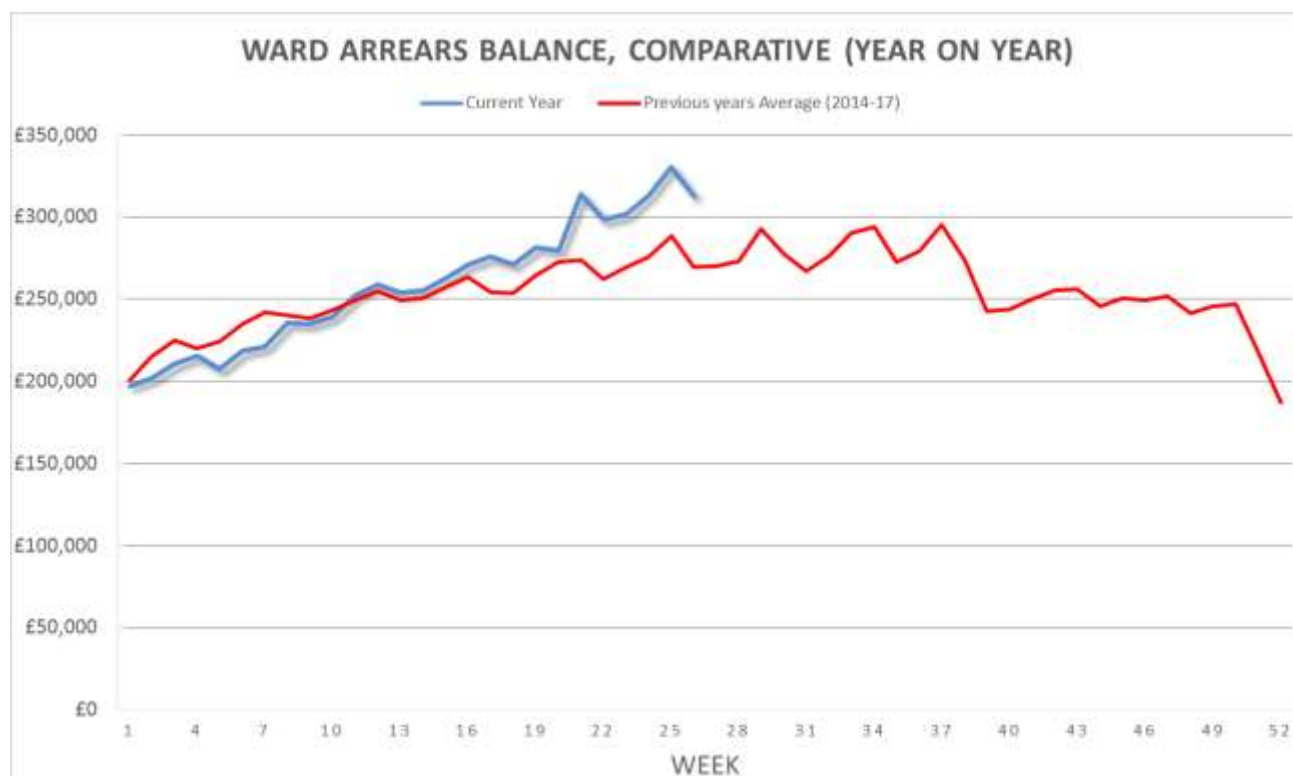
Void Period	July 2018	%	Aug 2018	%	Sept 2018	%	WL Target %
0-2 wks	3	75%	2	40%	3	60%	80%
2-4 wks	0	0%	1	20%	2	40%	15%
4+ wks	1	25%	2	40%	0	0%	5%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>5</b>	<b>100%</b>	<b>5</b>	<b>100%</b>	

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

In the year to date there have been 47 mainstream tenancies and 28 temporary tenancies let by the Bathgate Team. There are currently 28 Policy Voids in the ward. Reasons include properties unable to let due Health & Safety reasons, being held for decant purposes due to remedial works.

## Rent Arrears

For this ward the cumulative rental charge this year (debit) for the housing stock is £4,016,599 and £3,865,717 has been collected giving a strong collection rate of 96.2%



Arrears Banding	2017/18 (WK26)		2018/19 (WK26)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£11,108	243	£9,927	296
£100.00 to £299.99	£52,014	280	£51,823	285
£300.00 to £499.99	£41,257	106	£50,434	128
£500.00 to £749.99	£33,901	57	£45,725	75
£750.00 to £999.99	£27,096	32	£36,982	42
£1000.00 to £1999.99	£51,598	36	£75,587	56
£2000+	£36,049	14	£42,094	17
<b>Total</b>	<b>£253,022</b>	<b>768</b>	<b>£312,571</b>	<b>899</b>

The Ward arrears position for Q2 is £312,571. This is an increase of £59,549 on last year's position. The West Lothian overall position has increased by £593,408 from last year and on 01 October was £2,405,181

While there are 73 serious arrears cases (£1,000+) it should be noted 65% of cases are in the lower bands (£300 or less)

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

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

- Making best use of resources by considering communicating more with customers through email and telephone
- Increase Direct Debit Take Up by targeted work for example tenants who currently pay by Standing Order
- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.
- Promote Alternative payment methods, particularly the Tenant's Self Service Portal
- Undertake a root and branch review of our arrears process to ensure we maximise rental income

### **Bathgate Area Team Activity**

Officers in the team have a number of tenancies under supervision for issues such as child & adult 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 maintained and sustained as far as possible and appropriate action taken where necessary.

Rent arrears activity continues to be a weekly priority task for the team and will continue to work with all our tenants in offering the support, advice and assistance. Such assistance includes referrals for money and debt advice, benefit health checks, completion of income and expenditure to help set up a sustainable payment plan and where appropriate, assist with applications for Discretionary Housing Payments.

### **Capital Programme and New Build Council Housing**

#### Local New Build Update

<b>Site</b>	<b>No. Of Units</b>	<b>Site Start</b>	<b>No. of Houses Handed Over</b>	<b>Site Complete</b>
Wester Inch	86	July 2017	0	July 2019

#### Capital Programme – Local Capital Upgrades

Following on from the completion in Balbardie Avenue last year, no other major programmes are occurring in the Bathgate area this year, but a share of all planned and high value reactive repair programmes take place in the area. Senior and vulnerable tenants are also benefitting from the Assisted Decoration Scheme.

#### **Tenant Participation Update July – September 2018**

**Tenant Led Inspection** – The latest Tenant Led Inspection into areas of Homelessness commenced in August with two experienced tenant inspectors and one new to the process. The team meet weekly to look at how relevant policy and procedures work as well as carrying out interviews with staff and customers. The final report will be presented to Senior Management in December with a full action plan developed soon afterwards.

**‘Al Nour’ (meaning Light)** - The new community group for Syrian Refugees has welcomed new families to West Lothian. The Group was established to allow families an opportunity to meet in a safe and secure environment to become more confident in communicating in English allowing them to integrate into their communities and become more independent. The group have received Office Bearer training and have now elected office bearers and drawn up a Work plan.

**TIS Event** - the TP Team and a member of the Tenants Panel were asked to take part in an event where they gave a presentation on West Lothian approach to scrutiny of the Housing Revenue Account which was received with great enthusiasm



**Street Environmental Site visits** - members of the Capital Programme Working Group visited a few sites with the potential to have work carried out through the Street Environmental projects in the coming months.

**New Tenants Groups** - the TP Team have been working with local offices to support them in starting up new tenants groups. Staff in the Broxburn and West Calder area offices have held initial meetings with tenants from our new build sites in the Kirkhill and Fauldhouse areas who are interested in setting up a tenants group. It is hoped more tenants will come along and discuss local issues pertinent to them and their communities.

**RTO in Bathgate East** – For several months the staff in the local office and the TP Team tried to encourage tenants and residents from the Bathgate East area to get involved with their local group but with many failed attempts the existing membership continued to fall and those few remaining felt it could no longer fulfil the aims of the group. At the September meeting it was agreed that the group would be dissolved.

**Housing Networks** - continue to meet on the third Tuesday of the month at the Tenants Resource Centre in Whitburn. Members of the Network discuss with staff areas of Housing Services and look at performance information to ensure we are accountable for our results.

Tenants who have shown an interest in joining an evening Network will be invited to the first meeting which will be held at the beginning of November.

### **Safer Neighbourhood Team**

#### **WLC Officer based in SNT July – September 2018**

The Safer Neighbourhood Teams (SNT's) continue to work in two teams across the nine multi member ward areas as an integral part of the Community Safety Unit. In all the wards, partnership working involves the local housing team, youth worker, council officer with the SNT and officers from Police Scotland and the Scottish Fire and Rescue Service all working together to tackle antisocial behaviour. When necessary, the partners will liaise with partners from the voluntary organisations including Mental Health advisory workers and private landlords in order to reduce antisocial behaviour. The Safer Neighbourhood team of 9 officers now work in two zones, the East and the West zones. All the officers now deal with noise nuisance calls as part of their working remit.

A case in the West area of Bathgate was closed in relation to loud music and banging. Vulnerable complainants reported loud music from neighbour, but were not confident in reporting when ongoing. Visits were completed to give advice and reassurance, and a letter drop completed. As a result two incidents were witnessed and warnings served. There have been no further incidents in following 6 weeks.

Complaints were received relating to loud music from a property in Bathgate. A Warning was served on the occupier and no further incidents were reported.

## **E. CONCLUSION**

To note the contents of the report.

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Person: [Kate.Ward@westlothian.gov.uk](mailto:Kate.Ward@westlothian.gov.uk)

Tel: 01506 283414

Date: 10<sup>th</sup> December, 2018.





**BATHGATE LOCAL AREA COMMITTEE**

**ADVICE SHOP SERVICE UPDATE**

**REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES**

**A. PURPOSE OF REPORT**

The purpose of the report is to inform the Local Area Committee of the work undertaken by the Advice Shop Service from April 2017-March 2018.

**B. RECOMMENDATION**

It is recommended that the committee notes:

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

**C. SUMMARY OF IMPLICATIONS**

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

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

## **D. TERMS OF REPORT**

### **D.1 Background**

The Advice Shop is a free, impartial and confidential service to help the people of West Lothian with a focus to alleviate poverty, promote inclusion and equality through advice, assistance and advocacy. It does this by providing comprehensive advice to adults and specifically targets those who are:

- Without work or in low paid work.
- Are poor and/or fuel poor.
- Have money/debt issues.
- Have been affected by cancer or other long term conditions.
- Are over 60.

The Advice Shop service is funded through: a core council budget, European Social Fund, Macmillan Cancer Support and the Scottish Legal Aid Board.

All activity across the service is informed and prioritised by the recently refreshed Community Planning Partnership Anti-Poverty Strategy. The overall purpose of this strategy is to help minimise the impact of poverty on the people of West Lothian. Its objective is to ensure that people are equipped to cope with the challenges they currently face and the impact that this has on their health, education and community involvement.

### **D.2 Local Provision**

Appendix one shows the number of people the service has worked with over the last year in the Bathgate area.

The Advice Shop has helped 1942 customers to manage their money and to resolve benefit problems. This resulted in 6543 separate enquiry types. This is an increase of 22% compared to the 2016-17 period. As a result, customers better understand that claimants and benefit administrators have rights, obligations and constraints and have some idea what these are. Customers know how to take the steps they can to sort out their benefit queries and are able to maximise their household income.

The Court Advice Project is funded through the Scottish Legal Aid Board to support anyone who is at court facing eviction and who engages with the service to provide positive outcomes. Customers can be in social or private housing or an owner occupier. The service worked with 32 families in the ward to support them to sustain their home. This is a decrease from the previous year and is mainly due to improved early intervention.

The service has identified the following priorities for development over the 2018/19 year. Namely, to;

- Continue to improve the customer journey through modernisation of the Advice Shop service.
- Work with partners to mitigate the effects of the full roll out of Universal Credit which commenced in May 2018.
- Increase awareness of the One-2-One project which focuses on those with long term poor mental health.

We will be working to embed these services into the local community, continue to work towards National Standards for Advice Providers and to support customers who are affected by the introduction of the council's Contributions Policy.

## **E. CONCLUSION**

The report and attached appendix summarise the work of the Advice Shop service in the Bathgate ward area and an overview of the Advice Shop Service as a whole. The Local Area Committee is asked to note the contents of the report and to consider how the service could better target its resources in this area. It is the intention to report on activity in the ward area on an annual basis.

## **F. BACKGROUND REFERENCES**

None.

Appendices/Attachments:

Appendix 1: Bathgate Ward Profile Report April 2017-March 2018

Contact Person: Elaine Nisbet, Anti-Poverty and Welfare Advice Manager

Tel: 01506 282936 Email: [Elaine.Nisbet@westlothian.gov.uk](mailto:Elaine.Nisbet@westlothian.gov.uk)

Donald Forrest

**Head of Finance and Property Services**

Date of meeting: 10<sup>th</sup> December 2018



# Advice Shop Ward Profile Report

## Bathgate

April 2017 to March 2018

### About Your Community



- 21% Children
- 66% Working Age
- 13% Pensionable Age



Number of people in West Lothian in receipt of out of work benefits

12,720

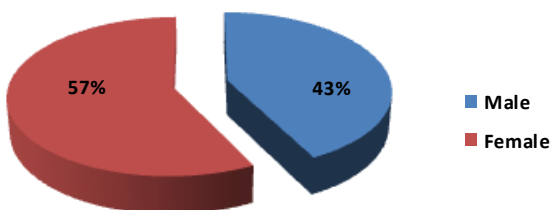
% of children in poverty after housing costs in Bathgate

22%

### Who we have worked with

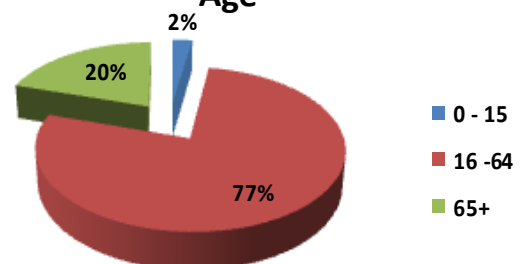
Individual Customers = 1942

#### Gender



Number of Enquiries = 6543

#### Age



# Maximising Income For Customers in Bathgate

Type	Amount	Information
Benefit Awards	£4,233,444	The amount the service has gained in benefits
Appeal Awards	£236,574	The amount the service has gained through appealing unfair decisions
Energy Savings	£23,855	The amount the service assisted customers to make in fuel savings
Debt Managed	£732,914	This is the amount of debt the service help customers manage

## The Advice Shop in Your Community



The Advice shop now has a permanent presence within St Johns Hospital. The new service is called Advice @ St Johns and offers a full Advice Shop service to patients, carers and their families. Advisors carry out ward visits, appointment sessions and information stalls with support of volunteers. The Advice Shop has developed

excellent partnerships with Citizens Advice Bureau and NHS Lothian to ensure customer receive the help at the earliest possible point to aid their recovery and return home.

**NO ONE  
SHOULD FACE  
CANCER  
ALONE**

Macmillan@WestLothian Cancer Information and Support Service offers anyone affected by cancer access to information and support and welcomes visitors with a friendly smile and a listening ear. You may have cancer yourself, be a relative, friend or carer of someone with cancer, or maybe you just want to find out more about cancer. The service continues to grow and support affected customers across West Lothian.

There are hubs at West Lothian Council partnership centres in Bathgate, Fauldhouse, Strathbrock and Blackburn. We also have a hub in Carmondean Connected in Livingston.



# Case Study

Miss H is a single parent with two young children and was referred to the Advice Shop by her Social Worker as she had a very low income.

Client attended the Advice Shop and we were able to establish that her low income was the result of being refused Income Support due to being deemed to have failed the Habitual Residence Test. Her only income was Child Benefit, Child Tax Credit and Disability Living Allowance for one of her children. She was also in rent arrears as Housing Benefit had stopped.

From her circumstances, it was established she should have been receiving Carer's Allowance and an application for this, with three months backdating, was lodged with Department for Work and Pensions.

Working with the Revenues Unit, the Advice Shop were able to get Housing Benefit reinstated under EEA Legislation. This was backdated and the rent arrears were cleared.

We were then able to establish that the client had lodged a Mandatory Reconsideration against the decision to refuse her Income Support Claim, but had never received a decision on this. Due to the time which had elapsed, we raised the case with Department for Work and Pensions as a complaint. It was then discovered that the reconsideration had never been decided on and the case was fast tracked to a specialist decision maker.

Department for Work and Pensions then contacted the Advice Shop to inform us that Income Support had been awarded and again would be backdated. Client was awarded over £2500 Income Support Arrears and now receives all benefits she is entitled to.

## In 2018/19 we plan to

- Become one of the first local authorities in Scotland to gain accreditation of Scottish National Standards for Advice Providers in Welfare Benefits, Money/Debt and Housing Advice.
- To work with customers and partners to support those who have been affected by the new contribution policy in non residential care by ensuring all entitlements are in place and minimising impact and maximising income.
- To continue to modernise the service by introducing new referral methods for partners improving efficiency and early intervention allowing the service to help customers at the earliest point of need.

# Did you know?

In 2017/18 the Advice Shop represented customers at 537 Social Security appeals which was a 46% increase from the previous year. The service had a success rate of 74% which is above the national average of 61%.



The Advice Shop now has a permanent presence within St Johns Hospital. We supported 783 patients in 2017/18 with benefits, housing, money and energy advice enquiries.

In 2017/18 the Advice Shop worked with 8 Syrian Families and generated £169,000 through benefit entitlements.

In 2017/18 we had 41 volunteers working across our service in six different roles.

Volunteers contributed a total of 2325 hours resulting in over 1400 customers contacts across the year.

99% of respondents rated the overall quality of service from the Advice Shop as good or excellent in 2017/18.



The One2One project provides tailored advice and advocacy for the most vulnerable groups in West Lothian.

The majority of customers who have engaged with the project have faced the barriers of mental ill health and being in a jobless household. In addition to this many are affected by substance related issues and criminal convictions. Difficulties with engagement to statutory services have affected all those referred.

In total there have been 264 referrals to the project and a financial gain of nearly £921,548.

## How to contact us

**Email:** [advice.shop@westlothian.gov.uk](mailto:advice.shop@westlothian.gov.uk)

**Phone:** 01506 283000 and select Option 5

**Website:** [www.westlothian.gov.uk/advice-shop](http://www.westlothian.gov.uk/advice-shop)



**BATHGATE LOCAL AREA COMMITTEE**

**BATHGATE WARD SERVICE UPDATE**

**REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION**

**A. PURPOSE OF REPORT**

The purpose of this report is to inform the Local Area Committee of progress towards developing regeneration plans within the ward and other ward activity.

**B. RECOMMENDATION**

It is recommended that the Local Area Committee:

- note the report contents for their information; and
- advise of any areas that should require further investigation

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs; Being honest, open and accountable; Providing equality of opportunities; Making best use of our resources; Working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Economic development and community regeneration and partnership activity reinforces the Council's commitment to community planning at a local level.
<b>III Implications for Scheme of Delegations to Officers</b>	None
<b>IV Impact on performance and performance Indicators</b>	None
<b>V Relevance to Single Outcome Agreement</b>	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.
<b>VI Resources - (Financial, Staffing and Property)</b>	Activities are and will be delivered within existing Council and community partners' resources.
<b>VII Consideration at PDSP</b>	Not applicable

**VIII Other consultations**                      None

**D TERMS OF REPORT**

This report updates the Local Area Committee on activity within the Bathgate ward.

**D1 Bathgate Partnership Centre**

Bathgate Partnership Centre has welcomed 73,475 customers over August to October 2018, averaging at 24,000 customers per month. There were 1,523 CIS transactions in August, 1,376 in September, and 1,479 in October 2018. There were 243 members new to the Simpson Library for the same period.

1,818 over 65's participated in structured programmes within Bathgate Community Centre, ranging from arts and craft classes to exercise classes. 1,698 children aged under 5 participated in structured programmes such as playgroup, Jumping Jacks and activities within Simpson Library.

Bathgate Partnership Centre Payments Office dealt with 9,841 payment transactions during the reporting period, with the Self Service Payments Kiosk dealing with 465 transactions for the same time period.

The Macmillan Cancer Information and Support Centre continue to support members of the West Lothian community through their drop in surgeries within Simpson Library and their Counselling Sessions within Bathgate Partnership Centre. They also deliver Macmillan Services at other locations: Strathbrock Partnership Centre, Fauldhouse Partnership Centre, and Carmondean Connected.

The MacMillan Service within the Advice Shop ran a Coffee Morning within Bathgate Partnership Centre on Friday 28 September 2018 where customers and staff within the building were invited. Tea, coffee and cake were sold along with raffle tickets.

Simpson Library within Bathgate Partnership Centre has also taken part in Book Bug Classes during the months August to October 2018. 364 attendees came along to the book bug sessions, with October being the highest attendance at 213.

As part of the Get Online Week (My West Lothian) a taster session ran for customers and staff within Bathgate Partnership Centre in October 2018. They also held sessions throughout West Lothian.

Due to the continuing implementation of Universal Credit we have continued to see an increase in the level of enquiries to a range of services, such as the Advice Shop, Council Information Services, and Access 2 Employment. Customers requiring help applying for Universal Credit can make an appointment with Access 2 Employment colleagues and can be seen at Bathgate Partnership Centre as well as other locations throughout West Lothian.

**D2 Bathgate Town Centre**

This section provides a brief update on town centre and event activities, many of which are discussed regularly through Bathgate Town Centre Management Group.

The Local Area Committee will be aware that the calendar of traditional events in 2018 in Bathgate town centre is drawing to a conclusion, following the annual Christmas festive celebrations that took place on Saturday 1<sup>st</sup> December 2018. The event was another successful occasion for the local community, and anecdotal dialogue with

a number of local town centre businesses, suggest that custom, footfall and spend was higher on the day than would normally have been expected for a Saturday. As with all events, a review exercise will be undertaken to reflect on the day and see what could perhaps be learnt and adapted, to achieve greater participation on the day. The event coincided with the promotion of Small Business Saturday, a nationwide campaign to encourage the support of small and independent traders. This was a follow on to 'Purple Tuesday' (13 Nov) a new day dedicated to support and promotion of accessible shopping in the run up to Christmas 2018. The aim or purpose being to enable and encourage retailers (online as well), including those within Bathgate, to introduce new measures to make the shopping experience more open, inclusive and accessible for those with disabilities.

In addition to our seasonal activities, Council officers (within Economic Development and Regeneration) continue to work alongside local organisations, individuals, the business community and residents to promote the availability of the town centre and its key public realm areas (The Steelyard and St David Square) for formal and informal use/events. It is envisaged that by seeing increased and more frequent use of the town centre, this will help to maximise community/economic/social opportunities and wider benefits for the town centre and the Bathgate economy.

Since the last meeting of the Local Area Committee, Council officers within Economic Development and Regeneration have had further discussions with Reconnect Regal Theatre, in relation to wider plans for the theatre as a community arts and performance hub for Bathgate. The seasonal 'Aladdin: A Pure Magic Panto' is now running (30 Nov) until the end of December 2018. This comprises a mix of professional cast, students and local children. There are opportunities available for local schools and groups to attend special performances by arrangement. Reconnect Regal Theatre has now 'relaunched' with a new logo and branding.

### **D3 Boghall Drop-In Centre**

Boghall Drop-In Centre / Community wing operates a very busy programme of local groups, classes and other activities throughout the week, whilst also serving as a base for local agencies to work in partnership for the benefit of the Boghall community.

The centre staff has completed 'Third Party Reporting' training with Police Scotland to allow the Community Wing to become a Third Party Venue for reporting hate crimes. This is a great step in community safety and will further enhance and embed the role of the centre, and its staff within the community.

This year the October Sunshine Club focused upon science to deliver an educational fun play setting for the participating children. There were 35 children registered for the week, along with 12 volunteers supporting the delivery of the week's programme.

The 'Lil Ducks' held a Halloween party for the registered children, which was a fun-led session for all the families to enjoy. There were also three other parties held in the centre that evening: starting with a small (free) party for children at the Boghall nursery schools: with almost 100% attendance from Boghall Nursery; and some from St Columba's Nursery. There was then a party for P1 - P3 and P4-S2, with 48 tickets purchased for the younger disco and 39 for the older session. There was £2 per child admission charge to cover the treat bags given out to each child. This year was a Heroes vs Villains theme. There has been very positive feedback received.

Children aged between 8 and 14 have been welcomed to attend a weekly drop in (known as Press Gang) to design a community newsletter which highlights and celebrates the many services available in Boghall, and has the aim for production of a quarterly newsletter that is written by the participating young people.

The implementation of universal credit has seen an increase in families in Boghall experiencing financial and other challenges, that has led to a requirement for food (donations) items for people in need. The centre, working with Fareshare and the Financial Inclusion Network, have been receiving and making available regular donations of food for free. This more recent service provision has been welcomed by many within the community and the feedback to date is very positive.

There is a plan to host a Christmas disco (similar to Halloween) on Friday 14<sup>th</sup> December, with the disco again being split into two to cater for P1-P3, and then P4-P7. There will be an admission cost of £2 per child to meet the costs of the selection boxes. It is anticipated that this will be another busy evening in the centre.

Our annual 'Breakfast with Santa' event (23 December 2018) invites the children from the Lil Ducks and other families, to have breakfast and then go through a variety of themed and decorated rooms to meet and spend time with Santa. This is always a magical and memory-making experience for the children and their whole family.

Last year the centre staff worked with Boghall Church to deliver a small Christmas day community dinner for people in the community who are isolated or without family. This year staff will be working with the Council's Housing team to accommodate some of the families currently living in hotels.

The cooking class has started a new round of creative cooking with local children. At the time of reporting, this is going extremely well and it is planned in December the children will invite their parents to 'come dine with' them, to provide the opportunity for the children to showcase a selection of the dishes they have worked on. The primary objective of these classes is to teach the children how to use ingredients in different ways: preparing them for independent living and to challenge their own taste buds.

The Council's Access2Employment service has started a work club at Boghall Drop In Centre running on Tuesdays between 1pm and 3pm. There will be a WomenN2Work course commencing in January 2018, running for a period of 7 weeks.

#### **D4 Regeneration Planning**

A report was provided to the September 2016 Local Area Committee outlining the background to developing regeneration plans, including the processes, structures and timescales involved. These regeneration areas have been identified based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. In addition to this the Community Empowerment Act 2015 requires Community Planning Partnerships to produce locality plans for their most deprived areas, and West Lothian Community Planning Partnership has adopted regeneration plans as these plans.

Since the report made to the last Committee, community engagement activities in Bathgate have been undertaken to help establish and build upon the local issues identified, and their relative priority and importance to the local Bathgate community. This is being prepared in tandem with area profile that provides a range of supporting statistics, such as poverty, income, unemployment, health, service accessibility.

The local steering group will next meet in January 2019, and then regularly onwards, to discuss the emerging issues and to identify working actions and priorities for inclusion within the draft plan. Progress is therefore being made and it is proposed to present the Draft Plan to the Local Area Committee in March 2019.

#### **D5 West Lothian Voluntary Sector Fund 2019/20**

At the time of reporting, Link Officers for Boghall Drop-In Centre, West Lothian 50+ Network, Bennie Museum and other voluntary organisations are working with the organisations to support them to develop their applications to the fund to obtain funding for the 2019/20 financial year.

Part of this support is to help the groups articulate their links to the wider regeneration work in the area and be explicit about the needs they are looking to address, and the gaps in service provision that they are aiming to fill. The deadline for applications was midnight on Sunday 2 December 2018 with groups being advised on the success or otherwise of their applications by mid-January 2019.

#### **D6 Wester Inch**

Council officers (Economic Development and Regeneration) have met recently with Wester Inch Community Association, to discuss the future of the group and to support them with forward activities. This includes amongst others their Christmas Fayre and the recent public exhibition (by Persimmon) and development proposals for the mixed use development (e.g. neighbourhood centre) at Wester Inch. It is anticipated that an open meeting for residents will be held in December 2018 to discuss the proposals.

Council officers across a range of services (Planning, Economic Development and Regeneration, and Park Rangers) have been working in collaboration with Bathgate Community Council, to develop proposals for wildlife interpretation panels at Wester Inch. At the time of reporting, the outcome of a funding application is awaited, and should this prove successful then work on this initiative will be able to move to the important delivery and implementation stage in the New Year. This project will also include an educational element within the local Wester Inch community.

#### **D7 Kirkton Park**

The Friends of Kirkton Park, with support of Bathgate Community Centre Management Committee, are again providing their annual festive carol singing and fireworks display on Sunday 23 December 2018 at the Park. The festive family fun event will run from 5.00pm to 6.30pm, with no charge for entry.

#### **E. CONCLUSION**

It is recommended that the Local Area Committee note the content of this report and the activities being carried out within the Bathgate ward, for their information.

#### **F. BACKGROUND REFERENCES**

Prior various reports and updates to the Bathgate Local Area Committee.

**Appendices/Attachments:** None

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**Craig McCorriston**  
**Head of Planning, Economic Development & Regeneration**

10 December 2018







**BATHGATE LOCAL AREA COMMITTEE**

**PENSIONERS' CHRISTMAS FUND ALLOCATIONS 2018**

**REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION**

**A. PURPOSE OF REPORT**

The purpose of this report is to inform the Local Area Committee of the allocations made from the Pensioners' Christmas Fund 2018 to groups in the Bathgate Ward, Livingston-wide groups and West Lothian-wide groups.

**B. RECOMMENDATION**

It is recommended that the committee notes that ten groups within Bathgate Ward applied to the fund and have been supported.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Being honest, open and accountable. Focussing on our customers' needs. Making best use of resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The duty of Best Value is set out in the Local Government in Scotland Act 2003.
<b>III Implications for Scheme of Delegations to Officers</b>	The Head of Planning, Economic Development and Regeneration has the delegated authority to make the final allocations and payments.
<b>IV Impact on performance and performance Indicators</b>	None.
<b>V Relevance to Single Outcome Agreement</b>	SOA 5 - Older people are able to live independently in the community with an improved quality of life.
<b>VI Resources - (Financial, Staffing and Property)</b>	Total fund of £29,054 agreed by the council. £2,539.35 will be distributed in the Bathgate Ward.
<b>VII Consideration at PDSP</b>	Following consideration at all nine Local Area Committees, an update will be prepared for the Voluntary Organisations PDSP.
<b>VIII Other consultations</b>	Similar reports will be prepared for the other eight Local Area Committees.

## **D. TERMS OF REPORT**

### **D1 Background**

Council approves the Pensioners' Christmas Fund each year. In 2018 the total fund amounts to £29,054. The fund is divided by the total number of beneficiaries which, in 2018, is 5,663. By using that number the global unit cost for 2018 is £5.13 per beneficiary (£29,054 / 5,663). In Bathgate Ward there are 495 beneficiaries and an allocation of £2,539.35. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters were issued to groups in late October advising them of the amount of funding they will receive and asking for any outstanding information. Payments will be made directly to the bank accounts of groups during November via PECOS.

### **D2 Applications 2018: Bathgate Ward**

Ten application forms were issued to groups across Bathgate Ward, with all ten being returned and the groups supported. One new group has been added to the list. Appendix one shows the groups supported and the allocation to each.

### **D3 Applications 2018: Livingston-wide & West Lothian-wide organisations**

One application was sent to a Livingston-wide group. The application form was returned and the group has been supported. Three applications were issued to West Lothian-wide groups, and two have been returned. The two groups will be supported. The third group, West Lothian Visually Impaired Club has now dissolved. Appendix two shows the groups and the allocation to each.

## **E. CONCLUSION**

The report advises of the allocations that have been made from the Pensioners' Groups Christmas Fund 2018 to groups in the Bathgate Ward, Livingston-wide groups and West Lothian-wide groups.

A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters were issued to groups in late October advising them of the amount of funding they will receive and asking for any outstanding information. Payments 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: Allocations 2018 Bathgate Ward

Appendix 2: Allocations 2018 Livingston-wide and West Lothian-wide Organisations

Contact Person: Nairn Pearson, BID & Town Centre Manager, Economic Development and Regeneration, [nairn.pearson@westlothian.gov.uk](mailto:nairn.pearson@westlothian.gov.uk)

Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 10 December 2018

**BATHGATE LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS LOCATIONS 2018**

**REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION**

**Appendix 1: Allocations 2018 Bathgate Ward**

Group	Number of Beneficiaries	Amount
Acredale House	60	£307.80
Bathgate Stroke Support Group	21	£107.73
Boghall Pensioners Fund	60	£307.80
Carron Court Tenants Group	28	£143.64
Hanover Close Social Club	30	£153.90
Norvell Lodge Social Club	28	£143.64
Rosemount Jane Place Tenants Association	65	£333.45
Royal Scot Court Social Club	43	£220.59
St Marys & St Columba's 60s Club	20	£102.60
Royal British Legion Scotland Bathgate Branch Club	140	£718.20
<b>Totals</b>	<b>495</b>	<b>£2,539.35</b>

**Note: Rosemount Jane Place Tenants Association has been added this year.**



**BATHGATE LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2018**

**REPORT BY HEAD OF PLANNING ECONOMIC DEVELOPMENT AND REGENERATION**

**Appendix 2: Allocations 2018: Livingston-Wide & West Lothian-Wide Organisations**

Group	Number of Beneficiaries	Amount
Braid House Day Centre	150	£769.50
<b>Total</b>	<b>150</b>	<b>£769.50</b>

Group	Number of Beneficiaries	Amount
West Lothian 50+ Network	350	£1,795.50
West Lothian Financial Inclusion Network	400	£2,052.00
<b>Total</b>	<b>750</b>	<b>£3,847.50</b>

**Note: West Lothian Visually Impaired Club has now dissolved.**



**BATHGATE LOCAL AREA COMMITTEE**

**WORKPLAN 2018-2019**

<b>Item</b>	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>	<b>Referral</b>
1	Housing Report	Quarterly update on housing issues	Head of Housing, Customer and Building Services (Kate Ward)	December 2018	
2	Police Report	Quarterly update on police/SNT activity	Police Sergeant Vince Hughes (PC Iain Law)	December 2018	
3	Fire & Rescue Service Report	Quarterly update on operational plan for 2014-17	Station Manager (Alan Cunningham)	December 2018	
4	NETs, Land and Countryside Services Report	Quarterly update on NETS, Land & Countryside Services activity	Head of Operational Services (Tony Fleming)	December 2018	
5	Ward Service Update	Quarterly update on local activity	Head of Planning, Economic Development and Regeneration (Nairn Pearson)	December 2018	
6	Bathgate - Polar Academy	Project Presentation	External Presentation (Lorna Craig)	December 2018	
7	Bathgate Academy	Annual update	Head Teacher (Grant Abbot)	December 2018	
8	Advice Shop	Annual update	Head of Finance and Property Services (Elaine Nisbet)	December 2018	
9	Pensioners' Group Christmas Fund Allocations 2018	Annual Update	Head of Planning, Economic Development and Regeneration (Nairn Pearson)	December 2018	

1	Housing Report	Quarterly update on housing issues	Head of Housing, Customer and Building Services (Kate Ward)	March 2019	
2	Police Report	Quarterly update on police/SNT activity	Police Sergeant Vince Hughes (PC Iain Law)	March 2019	
3	Fire & Rescue Service Report	Quarterly update on operational plan for 2014-17	Station Manager (Alan Cunningham)	March 2019	
4	NETs, Land and Countryside Services Report	Quarterly update on NETS, Land & Countryside Services activity	Head of Operational Services (Tony Fleming)	March 2019	
5	Ward Service Update	Quarterly update on local activity	Head of Planning, Economic Development and Regeneration (Nairn Pearson)	March 2019	
6	St Kentigern's Academy Presentation	Annual update	Head Teacher (Andrew Sharkey)	March 2019	
1	Housing Report	Quarterly update on housing issues	Head of Housing, Customer and Building Services (Kate Ward)	June 2019	
2	Police Report	Quarterly update on police/SNT activity	Police Sergeant Vince Hughes (PC Iain Law)	June 2019	
3	Fire & Rescue Service Report	Quarterly update on operational plan for 2014-17	Station Manager (Alan Cunningham)	June 2019	
4	NETs, Land and Countryside Services Report	Quarterly update on NETS, Land & Countryside Services activity	Head of Operational Services (Tony Fleming)	June 2019	
5	Ward Service Update	Quarterly update on local activity	Head of Planning, Economic Development and Regeneration (Nairn Pearson)	June 2019	

Bathgate Local Area Committee

Monday 10 December 2018