

## West Lothian Local Access Forum

3<sup>rd</sup> Meeting

Tuesday 6<sup>th</sup> June 2023

2.00pm to 4.00pm

by TEAMS call

# Decision Record

	Agenda Item	Summary of Item / Decision Taken	Action to be Taken	By Whom
1	Welcome and apologies Introductions	<p>The Meeting commenced at 2:05pm.</p> <p>IN ATTENDANCE: <b>Gordon Allan</b> <b>Malcolm Hill</b> <b>Pippa Plevin</b> <b>Sammy Saunders</b> <b>Sandy Edgars</b> <b>Jamie Smart - CHAIR</b> <b>Jo Young</b> <b>Clr Alison Adamson</b> <b>Clr Tom Conn</b></p> <p>West Lothian Council: <b>Tony Mason</b> – Access Ranger <b>Beverly Stirling</b> - Ranger Services Manager <b>Tracey Smith</b> - Ranger <b>Victoria Mungall</b> – Active Travel</p> <p>APOLOGIES RECEIVED: <b>Nick Drainey</b> <b>Michael Eagers</b> <b>Ross Walker</b> (Corr. Member)</p> <p>Jamie Smart was welcomed as the new Chair in this his first full meeting and having not attended the inaugural meeting of the Forum introduced himself as the NFU representative on the Forum.</p> <p>A welcome and thank you to was also extended to the Full Members of West Lothian's Local Access Forum (WL LAF) in attendance today.</p>	NONE	
2	Approval of Minutes of previous meetings	<p>The Minutes of the Meetings 2nd May 2023 and 19th May 2023 were unanimously confirmed.</p>	<p>The Minutes to be uploaded to the WL LAF page of the WLC website once updated</p>	TM

3	Correspondent Members	<p>The Forum were advised that 2 new Correspondent Members had been appointed to the WL LAF being:</p> <ul style="list-style-type: none"> <li>• <b>Ross Walker</b> of Police Scotland; and</li> <li>• <b>Martin Duncan</b> of Forestry Scotland</li> </ul>	An updated Membership List will be circulated to all Full Members	TM
4	<p>Action Points arising from meeting of 2 May 2023:</p> <ul style="list-style-type: none"> <li>• Privacy Notices</li> <li>• Training ideas</li> <li>• Links to online materials</li> <li>• quiet roads</li> </ul> <p>(where not on agenda below)</p>	<p><b>Privacy Notices:</b> Agreed that WLC would assist in the drafting of a Privacy Notice and Data Sharing Notice for the LAF</p> <p><b>Training Ideas</b> Training for the next meeting was to be arranged at the National Path Demonstration Site at Oatridge. Suggestions and ideas for training at subsequent meetings is welcomed.</p> <p><b>Online materials</b> WL will continue to circulate relevant materials but all Members can contribute</p> <p><b>Quiet Roads</b> <a href="#">Quiet Roads - West Lothian Council</a></p> <p>The Forum agreed they would support the introduction of additional Quiet Roads at identified locations across West Lothian particularly where there were no available off-road paths.</p> <p>MH was of the view that the need for targeted Quiet Roads should be addressed again and that the previous Initiative had led to insufficient and/or limited action taken.</p> <p>MH also felt the Bathgate Venture Group could make a welcome contribution to the discussion as he was aware that had previously done a lot of work on the Quiet Roads Initiative</p> <p>JS agreed that more could be done and thought more Quiet Roads around Bathgate in particular were needed but also elsewhere in West Lothian should be considered again</p>	<p>Privacy Notice and Data Sharing Notice for the LAF to be drafted</p> <p>Suggestions to be made to the Chair or to the Access Ranger</p> <p>Relevant educational materials which are available online or which can be scanned can be circulated to all members either directly or through the Chair or Access Ranger</p> <p>This Item to be brought back to the Forum at the next LAF meeting for a fuller discussion</p> <p>TM to approach the Bathgate Venture Group and invite them to contribute to the discussion.</p>	<p>TM</p> <p>ALL</p> <p>ALL</p> <p>CHAIR</p> <p>TM</p>

		<p>TC thought more should be done to introduce quiet roads where these were needed but this would require need proper assessment and public consultation</p> <p>JS, as the NFU representative on the Forum, advised that local farmers supported an extension of the Quiet Road scheme.</p> <p>MH felt that this issue should be looked at alongside the Council's Open Space Strategy.</p> <p>GA was concerned that lack of resource within the Council would make it difficult for this project to be taken forward.</p>		
5	WL LAF webpage & bios	<p>Agreed that short bios based on the LAF applications for those e members still to submit these. thereafter the WLC webpage for the LAF would be updated.</p>	<p>TM to draft bios for any members who had not already submitted these based on the information given in the application forms.</p>	TM
6	Subgroup creation and terms of reference	<p>The Forum agreed that subgroups would be set up as and when needed particularly in relation to urgent or complex matters but that at present no subgroups were needed</p>	NONE	
7	<p>Questions on: National Access Forum matters – latest meeting for which minutes available:</p> <p><a href="#">National Access Forum - 8 February 2023   Scottish Outdoor Access Code (outdooraccess-scotland.scot)</a></p>	<p>The NAF papers had been previously circulated and were discussed by the Forum including:</p> <p><b>School curriculum</b> The Forum unanimously were of the view that the school curriculum should include compulsory modules on the Scottish Outdoor Access Code.</p> <p>SE questioned why the Outdoor Access Code it was not already on the school Agenda and why it was left to be dealt with piecemeal by schools or left to external organizations.</p> <p>JS felt the Government should be lobbied.</p> <p>JY felt that the lack of education within schools was making problems relating to Outdoor Access far worse and in particular was resulting in problems for landowners. JY supported a call for a national debate on this Issue.</p> <p>TC felt there should be a more coordinated approach and WLC could have a role in this with a more consistent use of bulletins and social media to help get the message out.</p> <p>GA referred the Forum to the online materials prepared by Nature Scot:</p>	<p>The Forum agreed that the Forum would write to the Scottish Government / Nature Scot and to NAF to ask for a national debate on the teaching in schools of access laws and requesting that the Scottish Outdoor Access Code should be made a compulsory element of the Scottish school curriculum</p>	CHAIR

		<p><a href="https://www.nature.scot/professional-advice/young-people-learning-outdoors-and-developing-skills/activities-your-class">https://www.nature.scot/professional-advice/young-people-learning-outdoors-and-developing-skills/activities-your-class</a></p> <p>TS advised that the Ranger Service had helped NatureScot develop the online materials and that the Ranger Service had for some years successfully run classes across WL schools on the Outdoor Access Code. It was clear however that knowledge of the Outdoor Access Code was poor in schools (both pupils and teachers) and consequently the classes were clearly of great benefit. There was however a limit to what the Ranger Service could do within its budgets/resources, particularly as this year (2023) West Lothian (like many other access authorities) had received no funding from NatureScot to employ Assistant Rangers.</p> <p>In conclusion the Forum agreed they would welcome a national debate on this and the Forum resolved that letters should be written to Scottish Government/Nature Scot and the NAF asking for a debate to be prioritised and in particular asking that the school curriculum should be extended to include mandatory teaching of the Scottish Outdoor Access Code</p>		
8	Police Scotland report (verbal)	<p>In the absence of Ross Wallace who had made his apologies and was unable to attend the Meeting, JS gave a short summary of the work of the WLPARC (the West Lothian Partnership Against Rural Crime) which included the following priorities:</p> <ul style="list-style-type: none"> <li>• Fly tipping</li> <li>• Criminal theft</li> <li>• Irresponsible access</li> <li>• Off-road vehicles</li> <li>• Fires</li> </ul> <p>There followed a general debate on rural crime including:</p> <p>JS felt that there was often a disconnect between police advice and strict Access legislation</p> <p>There was a recognition that there was a need to act pro-actively in dealing with irresponsible biking and the concern this gave to private landowners.</p> <p>It was observed that access using motorised vehicles was not permitted under the 2003 Act and that those responsible can be asked to leave and/or the police can confiscate any trail bikes.</p> <p>In relation to off-road vehicles, TS supported the use of posters offering</p>	NONE	

		off-road advice and information to include advice on how to report issues (anonymously) to the police or crimestoppers.		
9	Update on John Muir Way @ Fishers Brae	TM confirmed that the verge between Fishers Brae and Mill Road industrial Estate (both sides) had been cut back and that this section of the John Muir Way had been added to one of the Council's verge cutting routes	NONE	
10	Active Travel Plan  <a href="#">Active travel planning and projects - West Lothian Council</a>	<p>Victoria's Mungall gave a presentation on the draft updated Active Travel Plan 2023-28 (see attached Slides).</p> <p>WLC are presently looking for feedback via a survey administered by external consultants, Jacobs UK Ltd on behalf of West Lothian Council, and the Forum were encouraged to contribute the ongoing survey:</p> <p><a href="#">West Lothian Active Travel Plan Refresh (2023-28) - West Lothian Council</a></p> <p>Active travel is primarily defined as making journeys by non-motorised means and the Council's Active Travel Plan aims to link people to places by active travel means.</p> <p>The Scottish Government has ringfenced £320 million from the roads budget for Active Travel purposes across Scotland. West Lothian's share was £1million.</p> <p>TC asked why the West Lothian share of the global Scottish Active Travel budget was not higher.</p> <p>VM advised that the assessment process favoured urban areas although the Scottish Government had acknowledged this was unfair to rural councils and had indicated they intended to review the allocation criteria.</p> <p>MH agreed that the assessment process prejudiced rural councils (when compared to urban schemes) as the distances involved in any rural scheme tended to be greater with fewer people directly benefitted.</p> <p>SE also agreed that the budget allocation needed to be reviewed but that any money was welcomed to create new off-road schemes.</p> <p>JS wished it noted that farmers with agricultural vehicles should not be forgotten and they should be consulted on any Active Travel proposals where this was appropriate.</p>	The Forum Members to contribute to the Active Travel Plan 2023-28 Consultation either collaboratively or if time does not allow independently	ALL

11	<p>Control of Dogs - Education</p> <p><a href="#">Dogs (Protection of Livestock) Act 1953 (legislation.gov.uk)</a></p> <p><a href="#">Responsible dog walking in Scotland flyer (nature.scot)</a></p> <p><a href="#">Dog training and resources   Scottish Outdoor Access Code (outdooraccess-scotland.scot)</a></p>	<p>MH raised his concern that dogs not under control and off lead have become an increasing problem in West Lothian.</p> <p>Many dog owners do not recognise the damage their dog can do. MH argued that there should be a clear Scotland-wide message promoting responsible dog ownership and more effort focussed on educating dog owners on what they acting responsibly 'should do' rather than can do under the 2003 Act.</p> <p>The Forum discussed whether more could be done to promote the responsible dog owner message using social media and also whether there was a need for changes in the law.</p> <p>The Forum however acknowledged that stricter laws would be difficult to enforce and could result in more confrontation.</p> <p>JS felt that the debate needed to extended beyond farmers and to include the need to keep dogs under control where there were nesting birds.</p> <p>In summary, the Forum were of the view that this needed a wider debate and resolved that letters should be written to Scottish Government / NatureScot and to NAF asking for a national debate.</p>	<p>The Forum agreed that the Forum would write to the Scottish Government / Nature Scot and to NAF to seek a change in the law to tighten legislation and guidance the dogs under control legislation</p>	CHAIR
12	<p>Training:</p> <ul style="list-style-type: none"> <li><a href="#">Local Access Forums - a guide to good practice</a></li> </ul>	<p>Training was given on the duties and powers of West Lothian Council under the Land Reform (Scotland) Act 2003 and how the LAF's advisory role fitted into this picture.</p>	NONE	
13	Any Other Business	NONE		
14	Date of next meeting(s) & Close	<p>The next meeting of the Forum is on 3 October 2023 at 13:30 (to 16:30) convening at Oatridge College and commencing with a guided tour of the National Path Demonstration Site.</p> <p>The meeting closed at 4:25pm</p>	<p>If any Member has any item that they wish added to the Agenda could these be brought to the attention of the Chair or the Access Ranger well on advance of the meeting.</p>	ALL

# Appendix

**Presentation Slides on the draft updated Active Travel Plan 2023-28**

# West Lothian Council Active Travel Plan 2023 - 2028





## OVERVIEW

West Lothian Council are currently at consultation stage for delivering the new 2023 to 2028 Active Travel Plan

The new plan will supersede the previous 2016 - 2021 plan which is now out of date. There are numerous reasons for this delay and in particular the pandemic which saw many changes around how and where we travel and numerous staff deployed to other critical services.

Jacobs have been appointed (Sept 22) as consultants to assist West Lothian Council in preparation and delivery of the new plan.

## FUNDING 2023/24

Various funding streams are available to Local Authorities to encourage Active Travel.

31 March 2023 WLC received notification from Transport Scotland of grant allocation of 1.1M - to be spent by 31 March 24

Funding has come from:

- Scottish Government for Cycling Walking and Safer Routes (CWSR)
- Sustrans (Scotland) for Places For Everyone (PfE) and Paths for All for Smarter Choices Smarter Places (SCSP)

This funding contributes to the development of the new Active Travel Plan.

## PLACES FOR EVERYONE ALLOCATED FUNDING

Sustrans has approved funding to progress design for:

- Development of New Active Travel Plan (£65k)
- Cycle path Link Stoneyburn to Fauldhouse inc. bridge crossing over A706 (£14k)
- Key links to Bathgate town centre as part of the Bathgate Meadows Nature Park Project (£112k)

## SMARTER CHOICES SMARTER PLACES PROGRAMME (Paths for All)

Submission by WLC for allocation of £166k has been made identifying the following strategies and schemes:

- I Bike Project
- Love to Ride
- Signing Strategy for Walking and Cycling Network
- Education Driven Projects
- Parksmart Initiative
- Other Initiatives

## WHERE ARE WE CURRENTLY WITH THE NEW PLAN?

We are currently at consultation stage with the new ATP

Consultation with stakeholders and the general public is running concurrently and is expected to last 4 weeks

Outlets include WLC's website, news outlets, social media accounts

Contact has also been made with:

- Community councils
- Community groups
- Disability West Lothian
- Cycling Scotland
- Other Key Stakeholders

We have had significant engagement from the public alone with over 300 responses within the first week

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For more information, and to comment, please visit  
[https://www.westlothian.gov.uk/active-travel-plan-refresh.](https://www.westlothian.gov.uk/active-travel-plan-refresh)

**Note, the closing date for comments is 9.00 am on Tuesday 20<sup>th</sup> June.**

# PROGRAMME

Task list:		
Task Ref.	Task description	Percentage complete
<b>Project Management</b>		
1	General	75.00%
2	Inception Meeting	100.00%
3	Produce revised method statement, resource plan and costings for sign-off	100.00%
4	Client sign-off	100.00%
<b>Review of Existing Active Travel Plan</b>		
5	Assessment of current ATP	100.00%
<b>Engagement</b>		
6	Initial engagement	33.00%
7	Christmas holidays	100.00%
8	Gateway Review 1	0.00%
<b>Develop 2022-27 Active Travel Plan</b>		
9	Review of policy context	100.00%
10	Current travel behaviour and community aspirations	50.00%
11	Develop Vision, Objectives and Outcomes	10.00%
12	Infrastructure Improvements	0.00%
13	Behaviour Change Plan	0.00%
14	Delivery Plan and M&E Framework	0.00%
15	Draft ATP	10.00%
16	Follow-up engagement	0.00%
17	Gateway review 2	0.00%
<b>Identify Key Projects and Scheme Hierarchy Levels</b>		
18	Identify key projects and scheme hierarchy levels	0.00%
<b>Design Standards</b>		
19	Design Standards development	15.00%
20	Draft Design Standards completed	0.00%
21	Client review workshop	0.00%
<b>Deliverables</b>		
22	Final Design Standards	0.00%
23	Final Report	0.00%



## LIST OF KEY PROPOSED CWSR PROJECTS 2023/24

- A89 junction of Newhouses Road Broxburn
- A705 Redmill Nursing Home, East Whitburn
- B8084 North Street, Armadale
- Calder Park Road, Mid Calder
- Church Street Addiewell
- Hardhill Road, Bathgate
- Kirkton South Road, Livingston
- Lower Bathville at Heathervale Walk
- Main Street Mid Calder
- Murieston West Road, Livingston
- Preston Road, Linlithgow
- Removing barriers to Accessibility
- Springfield Road, Linlithgow
- Wester Inch to Whitehill Ind Estate
- Whitburn Town Walks Phase 2
- Heartlands to Whitdale Roundabout
- Edinburgh Road Guildiehaugh to Train St, Bathgate
- Whitdale Roundabout Connections

*All Above Construction, 4 below Design*

### RESERVE LIST:

- B7066 Heartlands to Whitdale Roundabout (Construction)
- Edinburgh Road Bathgate (Construction)

## CONCLUSION

It is anticipated that the draft plan will be concluded late October and this will be taken to the PDSP for review.

Following approval by West Lothian Council the plan will become available to all.