



## West Lothian Council Community Benefits List

Ref	Community Benefit	Description	Points	Service Contact if selected
1	Participation in a Work Experience placement – School pupil	<ul style="list-style-type: none"> <li>5-day placement for a school pupil as S4 Work Experience.</li> </ul> <p>This information changes annually, and for the current academic session year 2024/2025 work experience will happen in the following months:</p> <ul style="list-style-type: none"> <li>May – Armadale Academy, Bathgate Academy</li> <li>June – Inveralmond Community High School, James Young High School</li> <li>September – Linlithgow Academy</li> <li>October – Deans Community High School, St. Margaret’s Academy</li> <li>November – Whitburn Academy</li> <li>Flexible – Broxburn Academy, Cedarbank School, Inclusion and wellbeing service, St. Kentigern’s Academy, West Calder High School</li> </ul>	10	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
2	Participation in an extended Work Experience placement – School pupil	<ul style="list-style-type: none"> <li>Support a pupil who is not engaging in school with a placement for a half day per week during term time</li> </ul>	20	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
		<ul style="list-style-type: none"> <li>Support a pupil at school with an extended work placement of half a day per week during term time matched to their future chosen career</li> </ul>	20	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
		<ul style="list-style-type: none"> <li>Support a pupil undertaking a Foundation Apprenticeship with work experience one day a week, term time, during their second year. Foundation Apprenticeship are in – <ul style="list-style-type: none"> <li>Construction</li> <li>Creative and digital media</li> <li>Engineering</li> <li>Social Services and Healthcare</li> <li>Social Services: Children and Young People</li> </ul> </li> </ul>	20	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>

Ref	Community Benefit	Description	Points	Service Contact if selected
		<ul style="list-style-type: none"> <li>Automotive Skills</li> </ul>		
3	Work experience placement - College student	<ul style="list-style-type: none"> <li>Support a 5-day placement for a college pupil</li> </ul>	10	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
4	Mock interviews	<ul style="list-style-type: none"> <li>Participation in mock interviews for S6 pupils. Mock interviews will be held in the last two weeks in February each year from 9am – 3pm in all secondary schools in West Lothian.</li> </ul>	10	<a href="mailto:clare.mctiernan@westlothian.org.uk">clare.mctiernan@westlothian.org.uk</a>
5	Provision of a Career Ready placement for a West Lothian young person	<ul style="list-style-type: none"> <li>Participation in the Career Ready Programme for a West Lothian young person at high school. Participation in the programme involves a monthly monitor meeting and a paid full time 4-week placement during the summer. The placement must be paid minimum wage.</li> </ul>	20	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
6	Extended work experience - supported	<ul style="list-style-type: none"> <li>Provision of an extended work experience placement for a young person aged 16 – 19 on a supported employability programme. Placement to be 4 days per week for 5 months. Young people on the programme will also be supported by a key worker.</li> </ul>	40	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
7	Extended work experience - supported	<ul style="list-style-type: none"> <li>Provision of an extended work experience placement for a young person aged 16 – 19 on a supported employability programme. Placement to be 2 days per week for 10 weeks. Young people on the programme will also be supported by a key worker.</li> </ul>	30	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
8	Employer visits	<ul style="list-style-type: none"> <li>Half day educational sessions for a group of either school pupils or young people engaged in a post school employability programme, including tour of a facilities and opportunity to learn about the job roles within the organisation.</li> </ul>	10	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>
9	Provision of industry related training	<ul style="list-style-type: none"> <li>Provision of industry training or accredited qualification for young people engaged in employability programmes.</li> </ul>	10	<a href="mailto:Dawn.rodan@westlothian.gov.uk">Dawn.rodan@westlothian.gov.uk</a>

Ref	Community Benefit	Description	Points	Service Contact if selected
10	Careers fayres	<ul style="list-style-type: none"> <li>Participation at careers fayres at a West Lothian Secondary School, input to cover job roles within the organisation and career routes into the industry. Sessions to last up to 3 hours.</li> </ul>	10	<a href="mailto:Dawn.roden@westlothian.gov.uk">Dawn.roden@westlothian.gov.uk</a>
11	Creation of an Apprenticeship – Young person (Paid)	<ul style="list-style-type: none"> <li>Creation of an apprenticeship for a local young person aged 16 - 24 relevant to the organisations industry.</li> </ul>	100	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
12	Creation of an Apprenticeship – Adult (Paid)	<ul style="list-style-type: none"> <li>Creation of an apprenticeship for a local resident aged 25 and over relevant to the organisations industry.</li> </ul>	100	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
13	Creation of an Apprenticeship for a young person with a disability (Paid)	<ul style="list-style-type: none"> <li>Creation of an apprenticeship for a young person who is engaged in employability programmes delivered through the Supported Employment Service.</li> </ul>	100	<a href="mailto:Amy.Rae@westlothian.gov.uk">Amy.Rae@westlothian.gov.uk</a>
14	Graduate Apprenticeship (Paid)	<ul style="list-style-type: none"> <li>Creation of a graduate apprenticeship relevant to the organisations industry.</li> </ul>	100	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
15	Creation of an employment opportunity (Paid)	<ul style="list-style-type: none"> <li>Creation of an employment opportunity for a West Lothian resident, minimum 12 months employment at Living Wage.</li> </ul>	200	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
16	Creation of an employment opportunity – targeted recruitment (Paid)	<p>Creation of an employment opportunity for a West Lothian resident from one of the following groups;</p> <ul style="list-style-type: none"> <li>parents with three or more children,</li> <li>minority ethnic parents,</li> <li>parents with a child under one year old,</li> <li>parents who are under 25 years of age,</li> <li>parents with a disability,</li> <li>long-term unemployed residents,</li> <li>young people aged 16 - 24,</li> <li>Veterans</li> <li>other underrepresented groups such as the BME community.</li> </ul>	200	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>

Ref	Community Benefit	Description	Points	Service Contact if selected
		Minimum 12months employment at Living Wage.		
17	Provision of industry related training – unemployed	<ul style="list-style-type: none"> <li>Provision of industry training or accredited qualifications for unemployed residents who are looking to return to the labour market.</li> </ul>	20	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
18	Provision of industry related training – Parents	<ul style="list-style-type: none"> <li>Provision of industry training or accredited qualifications for parents who are looking to return to the labour market, where available on-site childcare to be provided.</li> </ul>	20	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
19	Mentorship	<ul style="list-style-type: none"> <li>Provision of a mentor opportunity with a member of staff and a local resident to support career development. Mentoring to consist of a minimum of one session per month for up to 12 months.</li> </ul>	50	<a href="mailto:Dawn.roden@westlothian.gov.uk">Dawn.roden@westlothian.gov.uk</a>
20	School Engagement	<ul style="list-style-type: none"> <li>Provision of career talks, site visits, or shadowing opportunities for young people about to leave school and being supported by Access2Employment's school-leaver programme.</li> </ul>	20	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
21	Job Fairs	<ul style="list-style-type: none"> <li>Attend local job fairs to provide information on vacancies and the pathways into the relevant industry. Attendance is required for a half day.</li> </ul>	10	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>
22	Targeted work placement opportunities	<p>Provide short-term work placements opportunities for the following groups:</p> <ul style="list-style-type: none"> <li>parents with three or more children,</li> <li>minority ethnic parents,</li> <li>parents with a child under one year old,</li> <li>parents who are under 25 years of age,</li> <li>parents with a disability,</li> <li>long-term unemployed residents,</li> <li>young people aged 16 - 24,</li> <li>Veterans</li> </ul>	40	<a href="mailto:Alexa.davey@westlothian.gov.uk">Alexa.davey@westlothian.gov.uk</a>

Ref	Community Benefit	Description	Points	Service Contact if selected
		<ul style="list-style-type: none"> <li>other underrepresented groups such as the BME community.</li> </ul> <p>Placements should provide the opportunity to learn about the roles within the organisation.</p>		
23	Advise and support for West Lothian Start-up and Microbusinesses	<p>Provide advise sessions to West Lothian Start-up and Micro- businesses on areas such as:</p> <ul style="list-style-type: none"> <li>Finance</li> <li>Tax advice</li> <li>HR</li> <li>How to identify new markets</li> <li>Recruitment</li> <li>Book keeping</li> </ul> <p>This may be delivered as: one to one or group, minimum of 2 hours per session.</p>	20	<a href="mailto:Linzi.Winton@westlothian.gov.uk">Linzi.Winton@westlothian.gov.uk</a>
24	Mentoring support for West Lothian Business	<p>Provide mentoring support to help build capacity in local Small-Medium Enterprises, Microbusinesses, Social Enterprises, Third Sector Organisations and Supported Businesses.</p> <p>Mentoring to help grow confidence and knowledge - covering areas such as, but not limited to, new markets, business objectives, emerging opportunities, business growth, tendering and HR. This may be delivered as: one to one mentoring or group mentoring. Minimum 5 hours of mentoring provided.</p>	40	<a href="mailto:Linzi.Winton@westlothian.gov.uk">Linzi.Winton@westlothian.gov.uk</a>
25	Supply Chain Briefings	Supply chain briefings to be held to encourage and provide opportunities for local businesses to become new entrants to the contractors supply chain.	20	<a href="mailto:Linzi.Winton@westlothian.gov.uk">Linzi.Winton@westlothian.gov.uk</a>

Ref	Community Benefit	Description	Points	Service Contact if selected
		Briefings should be aimed at engaging with a minimum of 10 local West Lothian Small-Medium Enterprises (SME), Social Enterprises, Supported Businesses and Third Sector Organisations to develop awareness of supply chain opportunities. Minimum 2 hours to be provided.		

Additional, specific Community Benefits can be reviewed and selected from the [WLC Community Wish List](#)