



West Lothian  
Council

## ***Broxburn, Uphall and Winchburgh Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

28 September 2017

A meeting of **Broxburn, Uphall and Winchburgh Local Area Committee** of West Lothian Council will be held within **Council Chambers, West Lothian Civic Centre** on **Thursday 5 October 2017 at 9:00 a.m.**

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 Minute of Meeting of Broxburn, Uphall and Winchburgh Local Area Committee held on Thursday 15 June 2017 (herewith).
5. Police Scotland Update - Report by Inspector Scott Robertson (herewith)
6. Scottish Fire and Rescue Service - Performance Update Report (herewith)
7. Housing, Building and Customer Services Update - Report by Head of Housing, Building and Customer Services (herewith)

DATA LABEL: Public

8. Service Update - NETs, Land & Countryside - Report by Head of Operational Services (herewith)
9. Edinburgh Airport Airspace Change - Update - Report by Head of Planning, Economic Development and Regeneration (herewith)
10. West Lothian Villages Improvement Fund - Application - Report by Head of Planning, Economic Development and Regeneration (herewith)
11. Pensioners' Groups Christmas Fund Provisional Allocations 2017 - Report by Head of Planning, Economic Development and Regeneration (herewith)
12. Workplan 2017-18 (herewith)

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**NOTE For further information please contact Elaine Dow on 01506 281594 or email [elaine.dow@westlothian.gov.uk](mailto:elaine.dow@westlothian.gov.uk)**

MINUTE of MEETING of BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 15 JUNE 2017.

Present – Councillors Angela Doran (Chair), Chris Horne and Janet Campbell

Apologies – Councillor Diane Calder

In attendance

Alan Bell, Lead Officer, West Lothian Council

Andrew Blake, Environmental Health and Trading Standards Manager, WLC

Gordon Brown, Senior Engineer, WLC

Hazel Hay, Tourism and Town Centre Officer, WLC

Eirwen Hopwood, Parks & Woodlands Manager, WLC

Phyllis McFadyen, Area Housing Manager, WLC

Chris Nicol, Engineer, WLC

Stuart Watson, Watch Manager, Scottish Fire & Rescue Service

Ian Wells, Sergeant, Police Scotland

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The committee noted the contents of the minute of Broxburn, Uphall and Winchburgh Local Area Committee held on 16 February 2017.

3. POLICE SCOTLAND UPDATE

The committee considered a report (copies of which had been circulated) by Inspector Scott Robertson providing an update on performance, activities and issues across the ward for the period up to 30 April 2017.

The report provided information for the period up to 30 April 2017 relating to antisocial behaviour statistics, with comparative figures for the same period in 2016 for Broxburn, Uphall and Winchburgh ward area, as well as comparative figures for all West Lothian. The report also highlighted details involving a number of initiatives and local priorities which included matters relating to violence, disorder and antisocial behaviour, road safety, dishonesty and drug dealing and misuse.

Sgt Wells provided the committee with details of Operation Monarda, a Scotland wide operation targeting bogus workmen. Operation Borah continues to target cannabis cultivations and was ongoing within the Broxburn sector. The committee also noted that a Community Officers Surgery was held in Dechmont recently to increase visibility of police officers in the area and to enable local issues to be highlighted, which would be ongoing.

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

Decision

Noted the contents of the report.

4. SCOTTISH FIRE AND RESCUE SERVICE UPDATE

The committee considered a report (copies of which had been circulated) by Stuart Watson, Station Manager, providing details of activity within the ward for the period up to 31 March 2017. The appendix to the report provided performance information relating to the work undertaken by the service in Broxburn, Uphall and Winchburgh ward area for the reporting period. In addition to the ward based activity information the performance report also compared historical information in West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report were based on incidents/events per head of population.

The Station Manager then responded to questions from members of the committee confirming that preventative intervention initiatives engaging with schools and the local community were ongoing raising awareness of the dangers of fire related incidents.

The Station Manager then provided details of the work being carried out, in partnership with the Scottish Ambulance Service, to enable staff to provide early intervention assistance to cardiac arrest patients. A defibrillator training programme was underway at the moment.

The Broxburn, Uphall and Winchburgh Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2014-2017, the West Lothian Strategic Assessment of Community Safety and continues with the excellent partnership working on Community Safety, which was evident in West Lothian.

The committee was invited to note and provide comment on the report.

Decision

Noted the contents of the report.

5. HOUSING BUILDING AND CUSTOMER SERVICES UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Housing, Building and Customer Services, providing an update of the service activities within the ward for the period 1 January to 31 March 2017.

The report provided details of the property void and let performance for both mainstream and temporary tenancies. There were 18 policy voids in the ward for various reasons, such as decant, structural, asbestos and

electrical issues. Four of these properties were within the block in Greendykes Road which suffered a gas explosion and would be undergoing work until January 2018.

In relation to rent arrears the report provided a graph comparing rent arrears for the same period in 2014, 2015 and 2016. There was a reduction in the rent arrears position within the ward for the reporting period of £2,520 compared to the same period the previous year.

The Housing Manager then provided members with an update on the capital programme and new build council housing within the ward area.

Details of other activities carried out in the ward were also outlined in the report which included an update relating to local area team activity and tenant participation information. A tenant participation annual report has been developed, the purpose of which was to document the substantial development work which has taken place during 2016/17 to promote tenant participation, find new interested tenants and new ways to enable them to participate. The report would be published on the intranet and council website.

Details of the work carried out by the Safer Neighbourhood Team were also outlined within the report. As requested by the committee at the previous meeting the Housing Manager provided an update relating to the amalgamation of the Out of Hours and Safer Neighbourhood teams. The new team amalgamates the Out of Hours Night Noise Team and Safer Neighbourhood Team (SNT) to create one 12 person strong team of officers who would deal with both antisocial behaviour cases and enforcement of noise nuisance legislation. The team would also adopt additional responsibilities for the enforcement of unlicensed Housing in Multiple Occupations (HMOs), unregistered private landlords and unauthorised gypsy/traveller encampments. The merger of the two teams would enable the service to target and deploy resources effectively to respond to noise nuisance and other anti-social behaviour activity/calls.

In response to a question from the committee, the Housing Manager undertook to provide elected members with details relating to the specific powers available to Registered Landlords dealing with antisocial behaviour in private lets.

The Housing Manager also provided details of the work being carried out to support and keep tenants and members of the community updated about Universal Credit, particularly in relation to the digital support available.

The Local Area Committee was asked to note the Housing Building and Customer Service activity detailed in the ward report for the period 1 January to 31 March 2017.

#### Decision

1. Noted the contents of the report;
2. Noted the update from the Housing Manager on the amalgamation of

the Out of Hours and Safer Neighbourhood teams; and

3. Noted that the Housing Manager undertook to provide members with details relating to the specific powers available to Registered Landlords dealing with antisocial behaviour in private lets following the meeting.

6. SERVICE UPDATE - NETS, LAND & COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing details of the activity of the NETs, Land & Countryside Services teams for the period 1 February to 30 April 2017.

The report provided details of the work carried out in relation to grounds maintenance, garden maintenance, cleaner communities, environmental community involvement, parks, woodland and open spaces and cemeteries routine works and enquiries.

The report confirmed that winter grounds maintenance works were complete. Grass cutting and weed spraying commenced at the beginning of April and the Garden Maintenance Scheme started on 10 April 2017.

A number of customer enquiries were also received relating to various service areas throughout the period. The service aimed to maintain its strong performance dealing with enquiries within target timescales.

Councillor Campbell then raised concerns on behalf of Winchburgh Community Council relating to the plans of work being carried out at Tippet Knowe Park, Winchburgh. It was thought that the planned improvements could lead to the loss of the football field facility. The Parks and Woodlands Manager undertook to check with colleagues in Open Spaces and provide an update to members following the meeting.

The Parks and Woodlands Manager also provided the committee with an update on the activity programme for young people provided by the Ranger Service over the summer months.

It was recommended that the committee note the work carried out to date and the future planned work, and advise of any areas that required further investigation or inclusion in future work plans.

Decision

1. Noted the contents of the report; and
2. Noted that the Parks and Woodlands Manager would provide members of the committee with an update following the meeting on whether the plans of work at Tippet Knowe Park would have an impact on the football pitch.

## 7. ECCLESMACHAN ROAD SAFETY REVIEW

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update relating to Ecclesmachan Road Safety Review following the Ecclesmachan Community Council meeting held on 7 March 2017.

The report advised that the following issues were addressed relating to Ecclesmachan road safety review, further details of which were outlined in the report:

- The installation of an additional car park at the playpark in Byburn;
- The installation of passing places on the U17; and
- The installation of a priority system at the College Road/Byburn section.

The outstanding concerns that were raised by the Community Council have all been addressed and the necessary information has been provided. There was no further action that officers in Roads and Transportation could take at this time regarding the issues raised.

Finally, it was reported that the Ecclesmachan area and surrounding road network would continue to be monitored through the annual Accident, Investigation and Prevention programme and any areas highlighted through this process would be investigated and analysed accordingly.

The Senior Engineer then responded to questions from committee members. Councillor Campbell raised a question on behalf of Ecclesmachan Community Council relating to road safety concerns due to the proximity of the playpark to Byburn Road as well as the lack of parking in this area and concerns about students speeding going to and from the college. The Senior Engineer advised that there were speed bumps in the college access road, however, college staff were looking into ways to reduce students speeding by possibly installing further measures and making students aware of their speeding. He also highlighted that there was a fence around the playpark and there was no space or funding available to provide additional parking in this area without considerable expense. He confirmed that he would attend the next Ecclesmachan Community Council meeting to provide an update.

It was recommended that the committee note the road safety review and agree that monitoring continues through West Lothian Council's annual Accident Investigation and Prevention programme.

### Decision

1. To note the contents of the report; and
2. To note that the Senior Engineer undertook to attend the next meeting of Ecclesmachan Community Council to provide an update.

8. EDINBURGH AIRPORT 'AIRSPACE CHANGE PROGRAMME' CONSULTATION

The committee considered a report providing details of the response to the Edinburgh Airport consultation on airspace changes, which was agreed at the Council Executive on 25 April and submitted on behalf of the council. The response submitted at stage 1 consultation, the response submitted at stage 2 consultation and the letter of concern sent to the Civil Aviation Authority were attached as appendices to the report.

The report recalled that in June 2016, Edinburgh Airport launches 'Let's Go Further', airspace change programme. The stated aim was to examine the potential impact of altering flightpaths to allow for maximum operational benefits and to minimise community impact. Following the initial activities the airport embarked on a two phase public engagement and consultation process, details of which were outlined in the report.

The Environmental Health & Trading Standards Manager advised that West Lothian Council has no statutory powers to regulate air traffic routes or aircraft noise. Air Traffic Routes were regulated by the Civil Aviation Authority. The council has responded to both stages of the consultation and has also written to various organisations, and the airport, raising concerns about the restricted consultation process. To date only one response has been received.

It was recommended that the committee:

1. Notes that the agreed response was submitted to the airport;
2. Notes that letters were sent to a range of bodies in relation to concerns about the consultation process; and
3. Agrees that Environmental Health maintain a watching brief over any progression and advise members appropriately of any activity.

Decision

Noted the contents of the report and agreed that Environmental Health maintain a watching brief over any progression and advise members appropriately of any activity.

9. BROXBURN AIR QUALITY MANAGEMENT AREA ACTION PLAN UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development & Regeneration providing an update regarding the Air Quality Action Plan process for the Broxburn Air Quality Management Area.

The report explained that the declaration of the Air Quality Management Area (AQMA) in Broxburn required the local authority to develop an Action Plan in pursuit of the achievement of air quality standards and objectives.



The draft Air Quality Action Plan (AQAP) was presented to the Broxburn, Uphall and Winchburgh LAC on 25 February 2016 as part of the official consultation process. A further report was provided for the LAC on 8 September 2016 following the consultation on the draft AQAP which took place between 7 March and 18 April 2016. Funding to allow completion of the final AQAP by external advisors was provided by the Scottish Government. The final AQAP document was completed and made available in February 2017. A summary of the 23 measures for improving air quality proposed within the plan were included in Appendix 1 to the report. A complete copy of the AQAP was also attached as an appendix to the report, which was provided for information only at this stage as it was required to be approved by the Council Executive.

Details of the next stages required before the final AQAP could be adopted were outlined in the report. The activities being undertaken were part of the process of approving the air quality action plan and ensured that those involved had an opportunity to contribute. Ongoing support of local elected members in the delivery of the AQAP for Broxburn was essential. Further reports would be provided for the committee in terms of developments in the plan once it had been agreed and adopted by the Council Executive.

It was recommended that the committee:

1. Note and comment on the content of this report; and
2. Note that further reports would be prepared and presented to the Environment PDSP and Council Executive regarding the final Air Quality Action Plan and final consultation on the plan.

#### Decision

Noted the contents of the report, the measures currently listed in the final AQAP and Broxburn Air Quality Action Plan.

#### 10. STRATHBROCK PLACE, BROXBURN TRAFFIC FLOW CHANGE OF DIRECTION

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing details of the ongoing traffic management proposal to reverse the traffic flow direction on Strathbrock Place.

The report recalled that a number of reports had been considered by the LAC which were connected in part to the air quality management issues in Broxburn town centre. The approval to commence the statutory procedures for the change in direction and the proposed banned left turn into Strathbrock Place were approved by the Council on 20 September 2016.

The initial statutory consultation took place in November 2016 and involved contact with the statutory consultees who were considered to have an interest in the proposed measures. This included the emergency

services, the Traffic Commissioner, Freight Transport Association, Road Haulage Association and Broxburn Community Council. Although the Police supported the principle of the proposal they raised two specific points regarding appropriate signage and parking issues. The detailed design of the scheme had not commenced and the issue of signing would be addressed as part of that process. A meeting was also being arranged with Police Scotland to discuss the parking aspect further.

The next stage of the statutory process was that further consultation would take place on the proposed traffic order to implement the change to the one way system. This consultation stage would engage with the local community and give residents an opportunity to comment on the proposed measures. An on line public consultation would be set up on the council's web site to enable members of the public to participate as fully as possible.

The proposed traffic management changes were consistent with the aims of the Broxburn air quality management area action plan. Finally, members were advised that the wider community engagement consultation had yet to take place and that any objections to the proposal would be considered by Council Executive under the terms of standing orders.

The Engineer then responded to questions from members of the committee. In response to a question relating to when the statutory public consultation would commence, he undertook to confirm this to members following the meeting. He also noted Councillor Horne's comments regarding the consultation being carried out during the holiday period, which could have an impact on some members of the public participating. A suggestion was made to investigate the possibility of extending the consultation period which would provide further opportunities for community engagement. The Engineer undertook to seek advice regarding this from the council's legal service.

Councillor Campbell then raised her concerns about the serious implications reversing the traffic flow direction at Strathbrock Place would have on the safety of children living in Almondell Road, particularly in winter conditions and found it difficult to accept the fact that changing the traffic flow direction at Strathbrock Place would assist with reducing air pollution in this area.

It was recommended that the committee note that the statutory public consultation has not yet taken place and when undertaken any objections would be reported to Council Executive in accordance with standing orders.

### Decision

1. Noted the contents of the report; and
2. Noted that the Engineer undertook to confirm when the statutory public consultation was due to commence and investigate whether it would be possible to extend the length of the consultation process.

11. WEST LOTHIAN VILLAGES IMPROVEMENT FUND - APPLICATION

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development & Regeneration providing details of the application received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF).

The report recalled that three villages within the Broxburn, Uphall and Winchburgh ward area were eligible to apply to the Villages Improvement Fund. An application received from Dechmont Community Council to carry out a number of village improvements was eligible under the scheme and the Local Area Committee was asked to support the application.

It was recommended that the committee:

1. Notes that one application has been received for funding;
2. Notes that the proposal meets the eligibility criteria for supported projects;
3. Supports funding for Dechmont Community Council – village improvement project; and
4. Agrees that the Head of Planning, Economic Development and Regeneration makes an offer of funding as per the details set out in the report.

Decision

To agree the terms of the report.

12. DEVELOPER CONTRIBUTIONS TOWARDS TOWN AND VILLAGE IMPROVEMENTS IN CORE DEVELOPMENT AREAS APPLICATIONS

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development & Regeneration providing details of the applications received from within the local area committee area seeking funding from the West Lothian Town and Villages Core Development Areas Fund (WLCDAF).

The report explained that the West Lothian Local Plan requires developers within core development areas (CDAs) to contribute £250 per house towards town and village centre improvements within the CDA in which they were operating. Developers have the option to propose a package of equivalent value improvements, or to make a financial contribution of £250 into an improvement fund, with that fund being administered by the council.

In February 2017 the Council Executive agreed the eligibility criteria for a

West Lothian Town and Villages Core Development Areas Fund, details of which were outlined in the report.

An application received from Winchburgh Community Development Trust to engage consultants to produce and agree with the community a Village Improvement Design Guide to provide a framework for subsequent projects was eligible under the scheme.

It was recommended that the committee:

1. Notes that one application has been received for funding;
2. Notes that the proposal meets the eligibility criteria for supported projects;
3. Supports funding for the Winchburgh Town and Village Plan project; and
4. Agrees that the Head of Planning, Economic Development and Regeneration make an offer of funding as per the details set out in the report.

#### Decision

To note the contents of the report and support the Head of Planning, Economic Development and Regeneration to make an offer of funding as per the details set out in the report.

### 13. PROPOSED REVISED TIMETABLE OF MEETINGS 2017-2018

The committee considered the revised timetable of meetings for Broxburn, Uphall & Winchburgh Local Area Committee for 2017/2018 (copies of which had been circulated) providing details of the proposed dates for forthcoming meetings.

Councillor Campbell commented that meetings held at 8.00 a.m. could exclude members of the public from attending as meetings would not be as accessible or convenient for them.

Councillor Horne stated that he would be agreeable to meetings commencing at 8.00 a.m. on a trial basis.

#### Motion

To agree the revised Timetable of Meetings for Broxburn, Uphall & Winchburgh Local Area Committee with meetings commencing at 8.00 a.m. on a trial basis.

Moved by Councillor Doran, seconded by Councillor Horne.

#### Decision

To agree the terms of the motion.

14. WORKPLAN 2017-18

The committee noted the workplan (copies of which had been circulated).

Decision

To note the contents of the workplan.



**DATA LABEL: PUBLIC**



**Broxburn, Uphall & Winchburgh , LOCAL AREA COMMITTEE**

**REPORT BY PI Scott Robertson**

**A. PURPOSE OF REPORT**

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 31st July 2017

**B. RECOMMENDATION**

It is recommended that the Local Area Committee notes the content of the report.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None.
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	Performance relative to the 5 Year Average; set out in the report.
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	None.
<b>VII</b>	<b>Consideration at PDSP</b>	None.
<b>VIII</b>	<b>Other consultations</b>	None.

**D. TERMS OF REPORT**

Inspector Scott Robertson

### **NATIONAL PRIORITIES – DELIVERED LOCALLY**

Based on our assessment of national priorities, the following have been identified for action for the communities of West Lothian:

- Violence
- Public protection
- Terrorism
- Serious and organised crime groups
- Antisocial behaviour
- Drug and alcohol misuse

### **WEST LOTHIAN PRIORITIES**

The community priorities identified for West Lothian through our Community Planning Partnership are:

- Reducing community and social harm caused by drug and alcohol misuse
- Protecting vulnerable groups
- Reducing antisocial behaviour within our communities
- Reducing casualty rates from fires and road traffic collisions

### **COMMUNITY ENGAGEMENT PRIORTIES**

Broxburn, Uphall and Winchburgh

- Violence, Disorder and Antisocial Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety



## 1.1 Community Safety Unit – ASB Data

West Lothian (Up to and Including 31.07.17)						
Month	Jul-17	Jul-16	% Change	TYTD	LYTD	% Change
Youth Calls	169	298	-43%	930	1063	-13%
All ASB Calls	1000	976	2%	4122	3968	4%
Hate Crime	11	22	-50%	88	76	16%
Vandalism & Reckless Conduct	98	139	-29%	521	549	-5%
Fire-raising	18	9	100%	38	42	-10%
Public Space Assaults	35	78	-55%	310	318	-3%

Broxburn Ward						
Month	May-17	May-16	% Change	TYTD	LYTD	% Change
Youth Calls	22	45	-51%	56	87	-36%
All ASB Calls	99	143	-31%	189	272	-31%
Hate Crime	1	3	-67%	3	3	0%
Vandalism & Reckless Conduct	12	15	-20%	25	31	-19%
Fire-raising	1	2	-50%	3	2	50%
Public Space Assaults	5	12	-58%	10	18	-44%

Broxburn Ward						
Month	Jun-17	Jun-16	% Change	TYTD	LYTD	% Change
Youth Calls	25	25	0%	81	112	-28%
All ASB Calls	99	118	-16%	288	390	-26%
Hate Crime	2	1	100%	5	4	25%
Vandalism & Reckless Conduct	10	16	-38%	35	47	-26%
Fire-raising	1	2	-50%	4	4	0%
Public Space Assaults	5	3	67%	17	21	-19%

Broxburn Ward						
Month	Jul-17	Jul-16	% Change	TYTD	LYTD	% Change
Youth Calls	18	57	-68%	99	169	-41%
All ASB Calls	113	110	3%	401	500	-20%
Hate Crime	1	2	-50%	6	6	0%
Vandalism & Reckless Conduct	19	23	-17%	54	70	-23%
Fire-raising	2	0	+200%	6	4	50%
Public Space Assaults	4	7	-43%	25	28	-11%

## **2 Local Priorities**

### **2.1 Violence, Disorder and Antisocial Behaviour**

### **2.2 Road Safety**

Complaints have been received regarding the speed of vehicles on East Main Street, Broxburn near to a new housing development. As a result, council funded officers have been conducting speed checks in the area.

### **2.3 Dishonesty**

A man has been charged during this reporting period with 11 break-ins to sheds and garages in the ward area which occurred in the first quarter of the year.

### **2.4 Drug Dealing and Misuse**

Operation Borah continues to target Cannabis cultivations and is ongoing within the Broxburn Sector. 4 persons were charged with drugs supply related offences during this period.

### **3.0. Other.**

## **4 Contacts**

Details of your Community Policing team can be found at:

[http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/west-lothian/Broxburn/Uphall and Winchburgh](http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/west-lothian/Broxburn/Uphall%20and%20Winchburgh)

Email: <mailto:BroxburnUphallWinchCPT@Scotland.pnn.police.uk>

You can also follow us on Twitter: @WestLothPolice

Tel: 101



**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**BROXBURN, UPHALL AND WINCHBURGH MULTI-MEMBER WARD PERFORMANCE REPORT**

**REPORT BY SCOTTISH FIRE AND RESCUE SERVICE**

**A. PURPOSE OF REPORT**

To update the Broxburn, Uphall and Winchburgh Local Area Committee on the activity within Broxburn, Uphall and Winchburgh Multi-Member Ward for the period up to 30<sup>th</sup> June 2017.

**B. RECOMMENDATION**

That Committee Members are invited to note and provide comment on the Broxburn, Uphall and Winchburgh 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

**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 2014 – 2017, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

**D.2 Scottish Fire and Rescue Service (SFRS) Broxburn, Uphall and Winchburgh Multi-member Ward Quarterly Report**

Following the publication of the Broxburn, Uphall and Winchburgh 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 Broxburn, Uphall and Winchburgh 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 Non-Fire Emergencies.

**E. CONCLUSION**

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

**F. BACKGROUND REFERENCES**

None.

**Stuart Watson**

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

**5 October 2017**

Appendix 1 - Broxburn, Uphall and Winchburgh Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Year to Date April to June 2017

## Broxburn, Uphall and Winchburgh

#### **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**

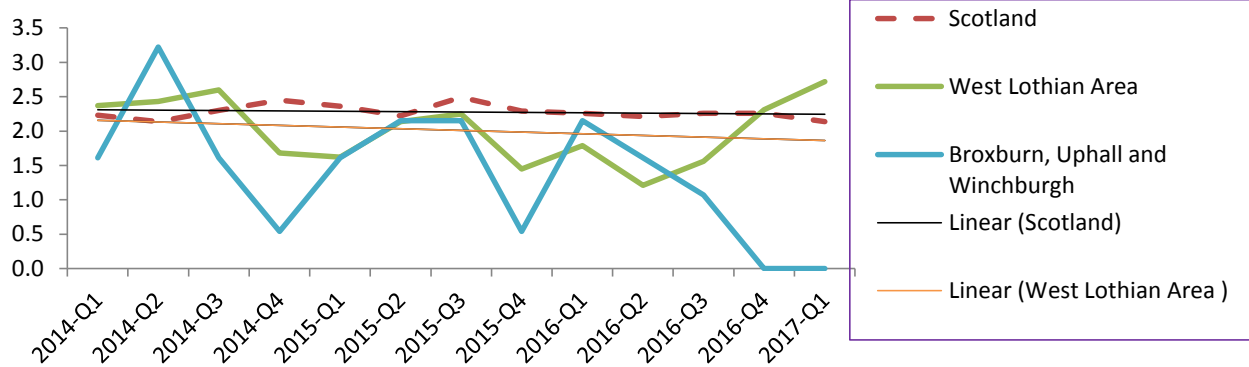
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

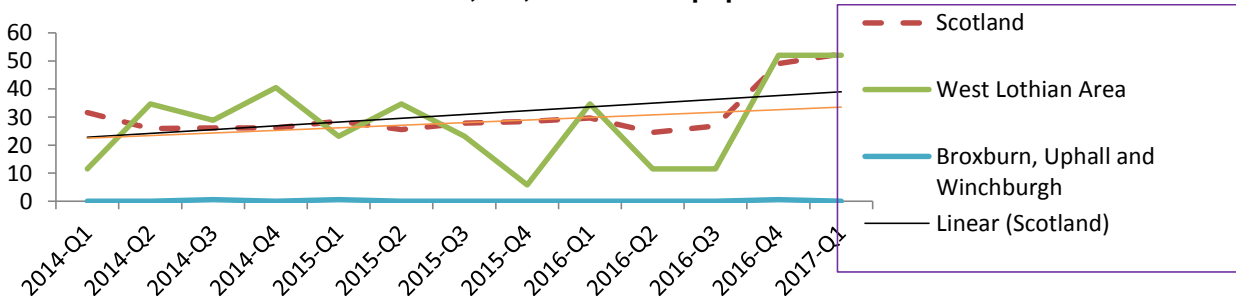
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



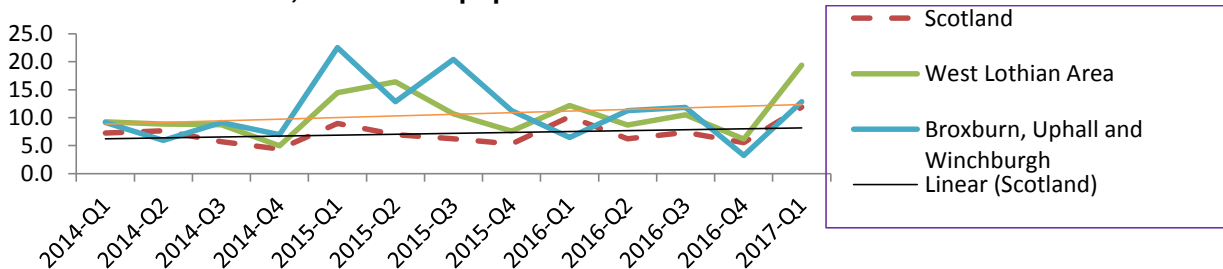
During the 2017-18 year to date reporting period SFRS have dealt with 3 accidental dwelling fire in comparison to 4 during 2016-17 year to date reporting period.

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



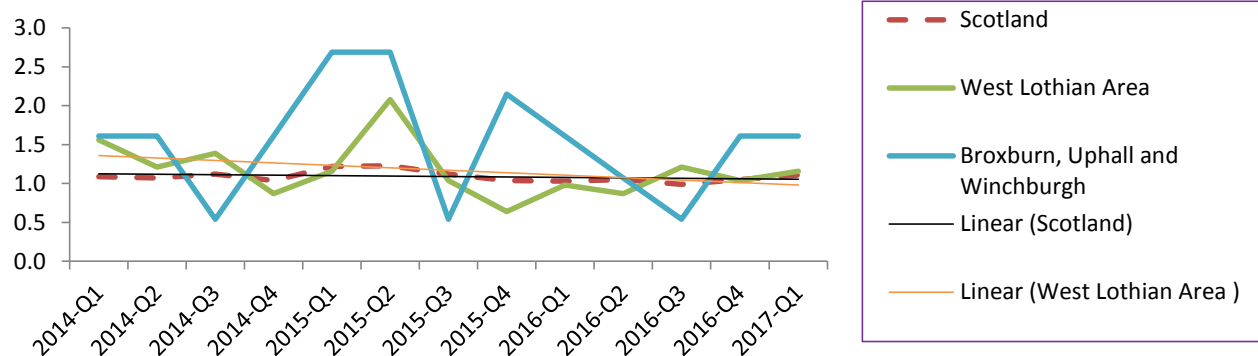
During the 2017-18 year to date reporting period SFRS have dealt with 0 casualties due to fire in comparison to 2 during 2016-17 year to date reporting period.

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



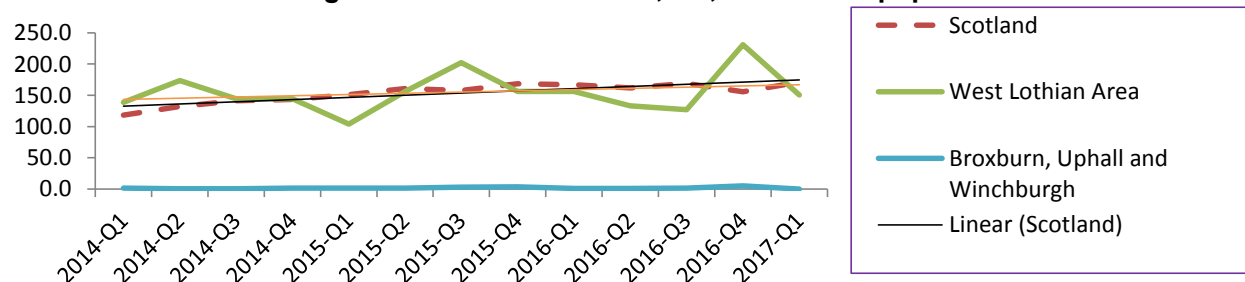
SFRS have dealt with 24 deliberate fires incidents during 2017-18 year to date reporting period in comparison to 12 during 2016-17 year to date reporting period.

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



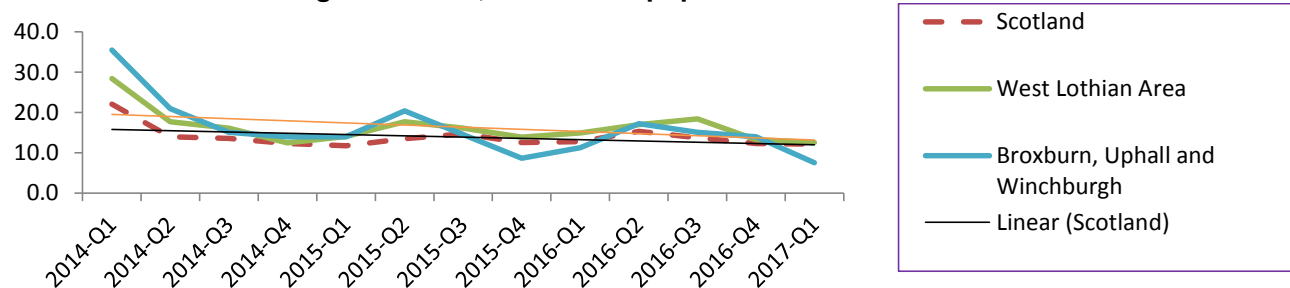
SFRS have dealt with 3 non domestic fires incident during 2017-18 year to date reporting period in comparison to 3 during 2016-17 year to date reporting period.

### Non-fatal Non-Fire Emergencies Casualties Per 1,000,000 head of population



SFRS have dealt with 0 casualties from non-fire emergencies during 2017-18 year to date reporting period in comparison to 2 during 2016-17 year to date reporting period.

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



SFRS have dealt with 14 UFAS incidents during 2017-18 year to date reporting period in comparison to 21 during 2016-17 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).





**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**HOUSING BUILDING AND CUSTOMER SERVICES UPDATE**

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

**A. PURPOSE OF REPORT**

To provide the Local Area Committee with an overview of the service activities within Broxburn, Uphall and Winchburgh ward.

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Building and Customer Service activity as detailed in the ward report for the period 1<sup>st</sup> April – 30<sup>th</sup> June 2017.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>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</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	There is no impact
<b>V</b>	<b>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</b>	<b>Resources - (Financial, Staffing and Property)</b>	None
<b>VII</b>	<b>Consideration at PDSP</b>	Yes
<b>VIII</b>	<b>Other consultations</b>	N/A

**D.**

## Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Building and Customer Services, specific to the Broxburn, Uphall and Winchburgh ward.

### Property Void & Let Performance: Mainstream Tenancies

Void Period	Apr 2017	%	May 2017	%	Jun 2017	%	WL Target %
0-2 weeks	7	58%	8	73%	10	67%	55%
2-4 weeks	2	17%	1	9%	1	7%	30%
4+ weeks	3	25%	2	18%	4	26%	15%
<b>Total Lets</b>	<b>12</b>	<b>100%</b>	<b>11</b>	<b>100%</b>	<b>15</b>	<b>100%</b>	<b>100%</b>

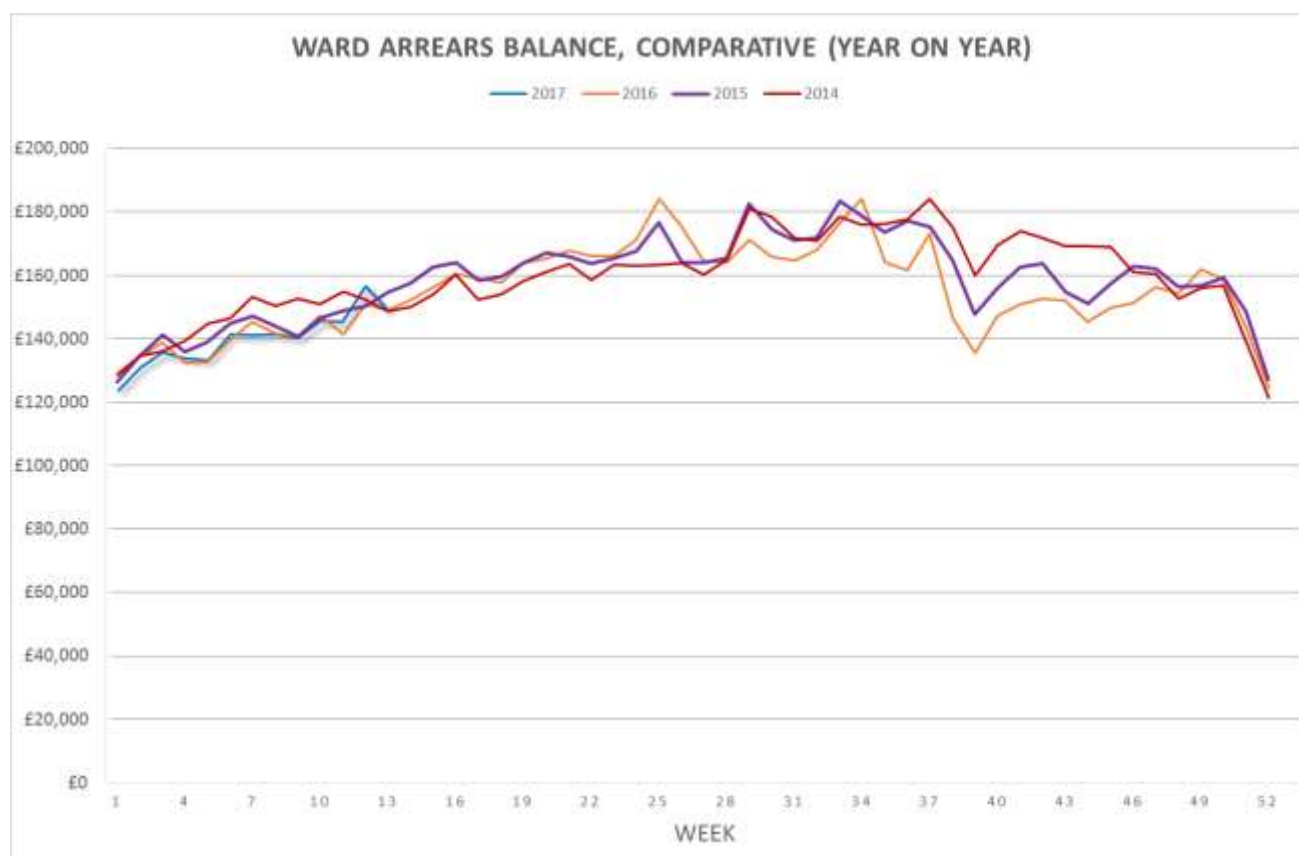
### Property Void & Let Performance: Temporary Tenancies

Void Period	Apr 2017	%	May 2017	%	Jun 2017	%	WL Target %
0-2 weeks	2	40%	6	75%	3	100%	55%
2-4 weeks	2	40%	1	12.5%	0	0%	30%
4+ weeks	1	20%	1	12.5%	0	0%	15%
<b>Total Lets</b>	<b>5</b>	<b>100%</b>	<b>8</b>	<b>100%</b>	<b>3</b>	<b>100%</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.

There are 18 Policy Voids in the ward for various reasons such as decant, structural, asbestos and electrical issues. 4 of these properties are within the block in Greendykes Road which suffered the gas explosion and will be undergoing work until January 2018

## Arrears



Arrears Banding	2016/17 (WK13)		2017/18 (WK13)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£10,106	214	£9,194	193
£100.00 to £299.99	£27,457	143	£24,401	131
£300.00 to £499.99	£27,361	69	£23,676	62
£500.00 to £749.99	£26,024	43	£19,802	33
£750.00 to £999.99	£19,541	22	£15,637	18
£1000.00 to £1999.99	£29,398	23	£40,685	29
£2000+	£9,155	4	£15,460	6
Total	£149,041	518	£148,857	472

The Ward position for Q1 of 2017/18 is £148,857. This is a decrease of -£0,185 on last year's position. The West Lothian overall position has increased by £89,115 from last year and at week 13 was £1,618,870

While there are 35 serious arrears cases (£1,000+) it should be noted 66% of cases are in the lower bands (£300 or less)

Although overall the position remains positive and we are tracking below last year we will continue focusing on the following:

- Arrangements to pay - increase the visibility of tenants with arrangements within the performance model to identify trends in missed payments for follow up action
- 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.

### **Local 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 are 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, energy 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**

<b>Ward 2 Broxburn, Uphall and Winchburgh</b>	<b>Site</b>	<b>Number of Units</b>	<b>Site Start</b>	<b>No. of houses handed over</b>	<b>Site Completion</b>
	Kirkhill, Broxburn	230	August 2015	37	To be confirmed
	West Main Street, Broxburn	18	April 2014	18	January 2017
	Winchburgh CDA	41	March 2017	0	To be confirmed

Broxburn, Uphall and Winchburgh	Broxburn	Aitken Orr Drive	Roof and structure	0%	These works, following the works at Patersons Court, are still in operational planning stage and updates will be provided as soon as works begin.
Broxburn, Uphall and Winchburgh	Newton	Newton Place	Renew Roofs	100%	All 10 roofs completed and the PV panels fitted. No outstanding issues or complaints.
Broxburn, Uphall and Winchburgh	Winchburgh	The Rows	Fit firewalls in roof spaces between properties	0%	Detailed asbestos survey requirements caused some delay and Works are due to start on site in September 2017.
Broxburn, Uphall and Winchburgh	Broxburn	Almondell Road	Upgrade rear enclosure	0%	Awaiting a conclusion of legal issues preventing the necessary demolitions of the outbuildings which are needing done before all other works can start.

## **Tenant Participation Update**

**TP Annual Report & 2017/18 Development** - The final tenant's participation annual report was published in April. The purpose of the report is to document the substantial development work which has taken place during 2016/17 to promote tenant participation, find new interested tenants and new ways to enable them to participate. The report has been published on the intranet and website.

**West Lothian Housing Network** - A decision was taken earlier this year by tenants to merge the former Cairn Brock and Five Sisters Housing Networks into one new Network for West Lothian. The purpose of this was to improve efficiency for both tenants and service colleagues, as well as release TP team resources to trial and implement an evening Network meeting, which tenants have recently requested. The AGM took place in May, with the first business meeting in June.

**Tenants Panel Financial Scrutiny** - A new approach to managing tenant scrutiny of the Housing Revenue Account (HRA) was implemented during May. We are also now using the information to inform and generate queries and interest from a wider pool of tenants.

**TIS National Excellence Awards 2017** - The Service's suite of new initiatives to promote tenant participation in 2016/17 was shortlisted for the Tenant Information Service (TIS) Excellence Awards 2017, under the Tenant Participation Excellence category. The council was successful at the awards and announced as the winner at the prestigious ceremony which took place in Glasgow on 10th June.

**Tenant Participation Strategy 2017-2021** - The draft Tenant Participation Strategy was presented to Senior Management Team during June. The Strategy has been approved by senior management team during June and will now be presented through the appropriate governance. While the key elements of the Strategy remain similar to previous, there is increasing emphasis on our widening approach to one-off consultations and discussions with tenants as well as further focus on the use and development of electronic and social media interaction.

## **Safer Neighbourhood Team**

The Safer Neighbourhood Team (SNT) across the nine multi member ward areas are an integral part of the Community Safety Unit and are a key feature of partnership working. In all wards, partnership working involves the local housing team, youth worker, council officers with the SNT and officers from Police Scotland and the Scottish Fire and Rescue Service all working together to tackle antisocial behaviour in the wards. 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.

Joint intervention visits were carried out with the police at various addresses in Broxburn. No further complaints received at these addresses. Warnings were issued in Almondell Road regarding ongoing antisocial behaviour issues and no further complaints received.

Joint visit were carried out with WESLO Housing Association regarding an ongoing case which has improved due to joint intervention and continues to be monitored.

A meeting was attended with the local councillor and police representatives regarding ongoing issues at an address in Winchburgh. Following this meeting a final warning was issued and joint visits were carried out with the police to reassure the local community.

The current ASBO's in the ward are: 1 Interim and 1 Full ASBO's.

## **E. CONCLUSION**

To note the contents of the report.

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: none

Contact Person: Phyllis.McFadyen@westlothian.gov.uk Tel No.01506 775512

Date: 5 October 2017





West Lothian  
Council

**BROXBURN, UPHALL & WINCHBURGH 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<sup>st</sup> May – 31<sup>st</sup> July 2017.

**B. RECOMMENDATION**

Members are requested to:

1. Note the work carried out to date and future planned work.
2. Advise of any areas that require further investigation or inclusion in future work plans.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; making best use of our resources; working in partnership
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	None
<b>V</b>	<b>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</b>	<b>Resources - (Financial, Staffing and Property)</b>	In line with available revenue and capital budgets
<b>VII</b>	<b>Consideration at PDSP</b>	None
<b>VIII</b>	<b>Other consultations</b>	None

## **D1 Terms of Report**

Report on activity for period 1<sup>st</sup> May – 31<sup>st</sup> July 2017.

## **D2 Grounds Maintenance Routine Works**

The routine grass cutting cycles continue, although the overall programme is currently behind schedule due to the wet weather during June and July.

The first application of chemical for weed control has now been completed. The second application will commence in August and will consist of only spot treating any weeds that are present when the operatives are working in specific areas.

The weed control trial that has been set up to assess other chemical and cultural methods for weed control to try and further reduce the use of Glyphosate is ongoing and is planned to be complete at the end of September. Thereafter the results of the will be reported to the Environmental PDSP in November 2017.

All the football pitches have now been marked out for start of the season. The lines will be burned in to keep them visible to allow teams to over mark as necessary.

The most recent Land Audit Management System, (LAMS) inspections resulted in a slight reduction in the overall score from 67 to 64. 67 is the target figure. LAMS inspections rate the quality of ground maintenance in randomly selected areas. The reduction in scoring was due to the wet weather causing grass cuttings to be drawn onto footpaths and hard surfaces by the grass cutting equipment.

### **Grounds Maintenance Enquires**

In total 54 grounds maintenance related enquiries were received and dealt with during this reporting period.

Bench or Seat Enquiries – 4  
Drainage Flooding Grass Areas - 1  
Gardens Competition Enquiries - 8  
Grass Cutting Enquiries – 11  
Grass Cutting Missed/Not Cut – 2  
Grass Highway/Verges – 2  
Ground Ownership Enquiries – 4  
Hedge Cutting Enquires – 4  
Neighbourhood Env. Team – 1  
School Grounds Enquiries – 1  
Shrub Bed Enquiries - 3  
Shrub Bed Overhanging Path – 6  
Shrub Bed Not Maintained – 1  
Sports Facilities Enquiries - 1  
Weeds General Enquiries – 4  
Weeds on Paths or Roads - 1

## **D3 Garden Maintenance Routine Works**

Garden Maintenance Scheme grass cutting cycles continue to progress on schedule.



## **Garden Maintenance Enquiries**

In total 24 garden maintenance related enquiries were received and dealt with during this reporting period.

Garden Maintenance Change of Address - 1  
Garden Maintenance General Enquiries – 14  
Garden Maintenance Grass Not Cut - 5  
Garden Maintenance Hedge Cutting - 1  
Garden Maintenance Standard of Cut – 3

## **D4 Cleaner Communities Routine Works**

Cleaner Communities staff are continuing to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward.

## **Cleaner Communities Enquiries**

In total 96 cleaner communities related enquiries were received and dealt with during this reporting period.

Env. Enforcement Officers – 2  
Dead Animals – 6  
Dog Fouled Grass/Open Space – 2  
Dog Fouling on Paths/Roads – 10  
New Dog Fouling Bin Request – 3  
Dog Waste Bin Overflowing - 2  
Glass on Paths or Open Spaces – 6  
Graffiti Non Offensive – 1  
Illegal Fly Posting - 2  
Illegal Fly Tipping/Dumping – 29  
Litter Bin Burnt/Damaged – 1  
Litter Bin Full/Overflowing - 1  
Litter General Enquiries – 3  
Litter in Grass/Open Space - 1  
Litter On Paths/Road Verges – 7  
Needles/Syringes Abandoned - 2  
Street Sweeping Enquiries – 8  
Vehicle Abandoned – 11

## **Litter Prevention Action Plans**

The statistics above show that the number of enquiries relating to incidents of fly-tipping and abandoned vehicles is significantly higher across the ward than other enquiries. This is a trend that is increasing across West Lothian and also across the majority of other local authorities nationally.

To tackle the increasing issues of littering and fly-tipping, the service has identified a need to develop a strategy and action plans to encourage partnership and joint working in litter and fly-tipping prevention. The strategy will be aimed at preventing littering and fly-tipping, identifying a range of delivery partners who are required to influence behavior and ultimately deliver the aims of the strategy.

Litter Prevention Action Plans (LPAP) to ensure the council is complying with the Scottish Government's National Litter Strategy, "Towards a Litter free Scotland" will be developed to encourage joint-working in litter and fly-tipping prevention.

This approach will be aimed at improving the transparency of the service with our customers and stakeholders whilst improving the efficiency and effectiveness of the service through coordinated activities and encourage innovation through the sharing of knowledge and expertise.

Work has begun with partnership organisations, Zero Waste Scotland and Keep Scotland Beautiful, to develop an over-arching LPAP for the whole Local Authority Area allowing for specific plans to be developed and adopted by organisations and community groups.

A report will be presented to PDSP in November 2017 for consideration.

### **Environmental Community Involvement**

1 Dog Fouling Offender reported to Procurator Fiscal following non-payment of Fixed Penalty Notice.

Enforcement Officers carried out a number of patrols with regards lunch time littering. Pupils found littering reported to school and warning letters issued to parents/guardians. Education & Engagement Officers highlighting issues with littering in local community to pupils. Littering stencils put onto footpaths on problem routes.

Enforcement Officers dealt with enquiries in relation to various Environmental issues within area and carried out patrols.

Several Abandoned/Nuisance vehicles have been dealt with and removed from streets by gaining compliance following negotiation, verbal warnings, warning letters, Official notices served or WLC contractor removal.

Enforcement Officers carried out Audits on School Transport Buses and Taxi's on behalf of Transport Department.

Enforcement Officers carried out Audits on Taxi's on behalf of Social Policy Department.

Enforcement Officers assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme.

Enforcement Officers assisting colleagues from Licencing Department carrying out Audits and delivering urgent correspondence.

Education & Engagement Officers have attended several residents and community group meetings and followed up any concerns raised. They also have commenced a Cigarette Litter campaign and are progressing a number of other initiatives.

Officers have also engaged in partnership working with various agencies such as Police Scotland, Scottish Canals, Housing Associations, Woodlands Trust Scotland, Forestry Commission, WLC Countryside Rangers, WLC Housing and WLC Waste Services on a range of issues.

Compliance gained with a number of Enquiries with tenants, owners or landowners removing Fly Tipping following issues raised by Enforcement Officers.

## **D5 Parks and Woodland**

The Ranger Service is carrying out rights of way, signage and district patrol surveys in the area.

### **Parks and Woodland Enquiries (31)**

Tree Advice or Consultations – 1  
Tree Branches Overhanging – 13  
Tree Broken/Damaged/ Dead – 1  
Tree Dangerous or Unsafe – 3  
Tree General Enquiries – 11  
Tree Felling Work Unauthorised – 1  
Tree Leaves Causing Problems - 1

## **D6 Open Space and Cemeteries**

### **Open Space**

#### **Glebe Park, Uphall**

Works ongoing, essentially complete with seeding, planting and snagging works to be completed.

#### **Tippet Knowe Park, Winchburgh**

Work to improve access from the north west corner of the park will be completed in 2017/18. This work will improve access to the new play area and wider park for new residents occupying the ongoing housing developments.

### **Capital Programme**

Badgers Brook, Broxburn, Ecclesmachan and Tippetknowe, Winchburgh Play Areas are scheduled for refurbishment or installation in the 17/18 Capital programme.

Both Badgers Brook and Tippetknowe are complete and open to the public

### **Open Space Enquiries**

Children Play Enquiries – 1  
Glass or Litter in Play Areas – 1  
Safety Issues in Play Areas – 3  
Public Park Enquiries - 2

### **Cemeteries Routine Works**

Summer maintenance and grass cutting now underway across the cemetery estate.

### **Cemeteries Enquires (13)**

Bench Donations – 2  
Cemeteries General Enquiries – 5  
Lair Enquiries – 5  
New Interment Booking - 1

## **E. Conclusion**

Routine works are currently progressing as scheduled. The weed control trials will be assessed on a regular basis with the outcomes reported at the end of the season.

The Enforcement Officers been involved in a number of community projects within the ward, with the aim of raising awareness of environmental issues.

Littering and fly-tipping is becoming a major issue within the ward and across the local authority area. A strategy and LPAP are being developed to address the issue and will be presented to PDSP in November 2017.

## **F. Background Reference**

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Person: Eirwen Hopwood, Beecraigs Country Park, 01506 284500

[david.lees@westlothian.gov.uk](mailto:david.lees@westlothian.gov.uk)

**Jim Jack**

**Head of Operational Services**

**5 October 2017**



**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**EDINBURGH AIRPORT AIRSPACE CHANGE - UPDATE**

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

**A. PURPOSE OF REPORT**

The purpose of this report is to advise the committee of the most recent developments in Edinburgh Airport's airspace change proposals and to advise that the council has exhausted all avenues to influence the change process.

**B. RECOMMENDATION**

It is recommended that the panel:

1. notes the current position with regard to Edinburgh Airport's intentions, and
2. notes that the process is regulated by the Civil Aviation Authority (CAA) and that West Lothian Council has no further opportunity to influence the outcome.

**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; and working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	West Lothian Council has no statutory powers to regulate air traffic routes or noise. Air Traffic Routes are regulated by the Civil Aviation Authority (CAA).
<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>	We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.
	We live longer, healthier lives and have reduced health inequalities.
<b>VI Resources - (Financial, Staffing and Property)</b>	None.
<b>VII Consideration at PDSP</b>	Environment PDSP 16 February 2017 – Edinburgh Airport airspace Change Programme Consultation.
<b>VIII Other consultations</b>	None on this occasion.

## **D. TERMS OF REPORT**

### **D1 Background**

The 2011 Edinburgh Airport Masterplan highlighted the potential need for future increase in airspace capacity to cope with traffic growth by the introduction of new technology. It further stated that there was '*potential that extra airspace capacity can also be delivered via changes to approach routes and Standard Instrument Departures (SIDs) routes*'. The draft 2016 Masterplan references the 'Let's Go Further' consultations, and advises that '*Investment in airspace changes and on airport infrastructure will enable a maximum of circa 56-59 air traffic movements per hour to use [the main runway]*'.

In summer 2015 Edinburgh Airport carried out a trial of a potential western departure flight path known as TUTUR. This took air traffic over an area covering Uphall and the Bathgate Hills, neither of which had been significantly exposed to air traffic disturbance previously.

During this trial, Environmental Health commissioned independent noise readings in the area. The results showed minor increase in the 16hr average noise level however it also showed significant individual impact as each flight flew over the monitor. Had these individual events occurred due to land based noise, i.e. within the regulatory domain of Environmental Health, the service would be investigating the matter further with a view to assessing the noise impact.

The airport carried out two phases of consultation and WLC responded to each one via governance procedures, obtaining agreement through the Council Executive as appropriate.

### **D2 Current Position**

The process for flight path change is set out in the regulatory document CAP725. It requires the airport to consider options and consult with those who may be impacted before submitting a change request for consideration by the CAA. Edinburgh Airport has followed this process.

On 2 August Edinburgh Airport contacted those who had responded to the earlier consultations advising that they had taken in to consideration the comments received, made alterations they considered reasonable, and intended to submit the change application to the CAA on 3 August. The email directed interested parties to web information containing details of the changes they had considered during the consultation process. A summary of the changes is included at Appendix A to this report.

It is noted that a media article released in August 2017 confirmed that work had begun on an £80m expansion at Edinburgh Airport following predictions of a significant rise in passenger numbers. The expansion was in relation to terminal and retail units and there was no mention of runway improvements which may have delivered improved departure/arrival rates.

During initial trials and consultations, errors were noted within the documents and environmental health wrote to Edinburgh Airport and the CAA raising these concerns. Edinburgh Airport subsequently contacted the authority for more accurate population figures, which were provided.

The CAA was also recently contacted by environmental health in relation to further information provided by a resident who will be negatively impacted by the changes. The resident raised concern relating to the suitability of using London Gatwick flight profiles to assess noise impact from Edinburgh. Although not independently verified, these concerns were considered valid, therefore were brought to the attention of the CAA. The CAA was also asked if the change application would be made public. This communication was very recent and as yet no reply has been received.

## **E. CONCLUSION**

Changes in the use of the airspace over West Lothian will have a detrimental noise impact to some of our communities. The process is regulated by the Civil Aviation Authority. West Lothian Council has contributed at every available opportunity to reduce any impact on residents. Despite the concerns, the airport has progressed with an application and the decision by the CAA is awaited.

## **F. BACKGROUND REFERENCES**

Council Executive 25 April 2017 – Edinburgh Airport Phase 2 Consultation on Airspace Change.

Appendices/Attachments: Appendix 1 – Consultation Outcome Report.  
Contact Person: Andrew Blake, Environmental Health & Trading Standards Manager,  
Telephone - 01506 282381, e-mail – Andrew.blake@westlothian.gov.uk

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

Date of meeting: 5 October 2017.

## Appendix A

Edinburgh Airport Airspace Change Programme – ‘Lets go further’ consultation outcomes report.

### Key Points

- The [published report](#) gives Edinburgh Airport Limited’s (EAL) statistical and quantitative analysis of the consultation responses;
- The report does not make any specific proposals for route change. It does not comment how the responses may affect its submission to the CAA for airspace change;
- Where less than three responses raised a matter (‘theme’), it is not reflected in the outcome. This means matters specific to West Lothian Council are not necessarily reflected or given appropriate weight, in particular the potential implications for the Local Development Plan.

### Introduction

The initial three month public consultation took place in 2016 to gauge broad issues without proposing any specific routes.

This report covers the analysis of the feedback given to Edinburgh Airport’s ‘[Let’s Go Further](#)’ consultation, which ended in April 2017. This consultation was the second in a series relating to Edinburgh Airport’s desire to change airspace use around the airport to increase capacity. It proposed a number of principal desired routes, each with multiple variations and invited comment. Of note for West Lothian were:

- The inclusion of major flight paths over the Winchburgh area, which had under the phase one consultation been excluded from being affected; and
- The direct overflight of a number of areas identified for housing development in the Local Development Plan, potentially risking their viability.

### Specific Observations

#### 1. Nature of Consultation

- EAL takes the view that it is not seeking to persuade consultees. Rather it is consulting prior to finalising its proposals for airspace change.
- EAL acknowledges the integrity of the consultation to have been questioned due to the changes in communities potentially affected and how populations were assessed.

#### 2. Scope of Proposals

- The introduction acknowledges the inclusion of areas out with the scope of the original consultation to be controversial. This is said to be due to adjustments made following the phase 1 (2016) consultation.

#### 3. Need for Airspace Change

- Edinburgh Airport continues to promote the need for air expansion as being good for Scotland, socially, economically and sustainably. The report acknowledges the widespread views that EAL failed to provide evidence for the necessity for change.



- Page 7 makes explicit that the desire for 1 minute departure intervals is the driver for routes diverging as close as possible to the end of the runway.

#### 4. Assessment of responses

- Respondents from West Lothian made up the largest percentage of the respondents by local authority area at 41% (1579) of the responses received. West Lothian individual responses also accounted for the highest percentage of the population at 0.87%.
- EAL acknowledges the use of 2011 population data neither reflects the current community positions nor developments already planned. It does not, however, propose any methodology for addressing this.
- The relative weight of responses does not appear to have been considered. West Lothian Council's response appears to carry no more or no less weight than that of a citizen responding.
- Based on response numbers alone, existing settlements can make more responses than less populated rural areas or communities which are awaiting or under development.

#### 5. Noise

- Comments relating to noise accounted for 16% of the total comments. This reflects concerns amongst the public at large.
- No consideration has been made to *change* in noise level relative to population affected. For example, those already affected by traffic noise are less likely to perceive the same increase in noise than those in an existing tranquil area. Decisions are based purely on (flawed) population density.
- The potential but variable and unknown impact associated with vectoring from the published flightpaths is acknowledged, but not quantified.

#### 6. Planning Issues

- The impact on multiple planned and already developing settlements in West Lothian is not explicitly acknowledged, although the impact on Winchburgh is noted. What is not acknowledged is the broader impact on the viability of the Proposed Local Development Plan, on which Edinburgh Airport was consulted. Should the Local Development Plan's viability be affected, the council is foreseeably likely to be subject to increased speculative planning applications and associated appeals.

## Comparison of recorded outcomes with matters raised by West Lothian Council

The Council Executive report details the council's response to the consultation was tabled on [25 April 2017](#). This table identifies the degree to which the council's response to the consultation is reflected in EAL's consultation report.

<i>West Lothian Council Response</i>	<i>Reflected in Second Consultation Report</i>	<i>Comments</i>
<p>Route A6 directly overflies East Calder and the associated Calderwood Core Development Area, identified in the Local Development Plan on which Edinburgh Airport was consulted</p> <p>No population figures are provided for East Calder, this has resulted in a misleading view of the population overflow [by route A6] therefore the consultation is flawed.</p>	<p>The CACI population database does not appear to reflect committed and planned developments.</p> <p>Comments reflect overflight of new-build homes and large consented development.</p> <p><b>Not explicitly reflected</b></p>	<p>This is the nearest 'compliant' left turn for aircraft leaving Edinburgh travelling west. The closer the turn, the easier to provide 1 minute departure intervals.</p> <p>The absence of a population figure to reflect East Calder's planned size makes it appear more attractive than other options</p> <p>22% of respondents disagree or strongly disagree with this proposal. However 31% of West Lothian responses supported this proposal. (This may be due to the existing low East Calder affected population). Organisations overwhelmingly disagreed with A6.</p>
<p>The proposed route [A6] directly overflies the planned sites for the new Calderwood Primary and East Calder High Schools.</p> <p>If selected, it [A6] should not be used for night time flights due to the population impact</p>	<p>Comments reflect overflight of new-build homes</p> <p>Night time flight noise acknowledged, but no commitments given. Concerns are raised at the proximity to RAF Kirknewton</p>	
<p>The proposed route [B2] exposes West Lothian residents to an increase in noise and air pollution. The vectoring factor allows for significant deviation from the route which would expose West Lothian residents to increased noise and air pollution.</p>	<p>Acknowledged in general terms.</p>	<p>West Lothian residents were on balance supportive of proposed route B2.</p>

<i>West Lothian Council Response</i>	<i>Reflected in Second Consultation Report</i>	<i>Comments</i>
B1 directly overflies the centre of Broxburn and Ecclesmachan at low altitude and will expose areas of tranquillity to unacceptable new noise.	Effect on tranquil / rural areas acknowledged.	
B2 directly replicates the effects of the TUTUR1C trial route and will expose areas of tranquillity to unacceptable new noise. During the trial the community of Uphall raised significant concerns which should be listened to.	Uphall overflight acknowledged. Effect on tranquil / rural areas acknowledged.	
B5 and B6 overfly Livingston, but the combination of greater altitude and higher background noise levels lessens the impact on the community and is closer to the existing routes which residents are already accustomed to.	Comments received advocate moving away from B5 over the densely populated Livingston.	However, west Lothian individual and organisational respondents are more supportive of B5 than option B1. Organisational responses are more negative than positive.
C5 directly overflies the east Broxburn and Winchburgh Core Development Areas including Winchburgh Primary School. Edinburgh Airport was consulted on these during development of the Local Development Plan. An unacceptable degree of noise intrusion is foreseeable with low altitude, high power turning manoeuvres taking place.	The first sentence is directly quoted. Low altitude high power turning manoeuvres are noted as concern, but no commitments are given. Lack of recognition of Winchburgh population and current growth acknowledged. Suggestion received to move C5 west to fly between Winchburgh and Threemiletown.	45% of West Lothian residents are against the proposal. 32% support it. C1, C2 and C3a are the most supported options.
This route is entirely unsuitable for night traffic, particularly as it closely mirrors D0 on its initial stages.	Night time flight noise acknowledged, but no commitments given.	The combined predicted daily aircraft (based on 2016 figures) would be 53-57 aircraft over East Broxburn / Winchburgh, greater than any other route. This is predicted to rise to 75 per day by 2023
No population figures were provided for the expanded Winchburgh or recognising the expanding east	Lack of recognition of Winchburgh population and current growth	

<i>West Lothian Council Response</i>	<i>Reflected in Second Consultation Report</i>	<i>Comments</i>
<p>Broxburn. This has led to misleading conclusions on population overflow.</p> <p>The phase 1 consultation clearly showed Winchburgh to be out with the design envelopes, yet has been chosen as the preferred route.</p> <p>C4 would unacceptably expose Uphall and Ecclesmachan to low altitude manoeuvres on high power.</p> <p>C3 is undesirable due to its direct overflight of Linlithgow; C3a provides a slightly better alternative.</p> <p>C2 directly overflies Dechmont and the large homes development planned for the former Bangour Hospital site. Flying over allocated housing land will reduce the attractiveness to developers and buyers.</p> <p>C1 is a general improvement on the status quo.</p> <p>D0 directly overflies the east Broxburn and Winchburgh Core Development Areas. Edinburgh Airport was consulted on these during development of the Local Development Plan.</p> <p>An unacceptable degree of noise intrusion is foreseeable with low altitude, high power turning manoeuvres taking place. This route is entirely unsuitable for night traffic, particularly as it closely mirrors C5 on its initial stages.</p> <p>No population figures were provided for the expanded Winchburgh or recognising</p>	<p>acknowledged.</p> <p>Acknowledged.</p> <p>Uphall and Ecclesmachan overflight acknowledged.</p> <p><b>Not reflected</b></p> <p><b>Not reflected</b></p> <p><b>Not reflected</b></p> <p>Acknowledged.</p> <p>Night time flight noise acknowledged, but no commitments given.</p> <p>Low altitude high power turning manoeuvres are noted as concern, but no commitments are given.</p> <p>Acknowledged</p>	<p>Said to have been included following phase 1 community consultation. However, Winchburgh residents and future residents were not included in the phase 1 consultation to provide an alternative view.</p> <p>45% (42% of West Lothian individuals) of respondents disagree or strongly disagree with this proposal. D5 is the most supported alternative.</p>

<i>West Lothian Council Response</i>	<i>Reflected in Second Consultation Report</i>	<i>Comments</i>
<p>the expanding east Broxburn. This has led to misleading conclusions on population overflow.</p> <p>The phase 1 consultation clearly showed Winchburgh to be out with the design envelopes, yet has been chosen as the preferred route.</p> <p>D1 closely mirrors C5 in its initial stages. It would expose both Broxburn and Winchburgh to unacceptable low altitude overflight with associated noise and air pollution.</p> <p>D2 closely would expose central Broxburn to unacceptable low altitude overflight.</p> <p>D3 closely mirrors the TUTUR1C trial flightpath, exposing Uphall to low level overflight</p> <p>D5 overflies Linlithgow and surrounding areas of tranquillity.</p>	<p>Acknowledged</p> <p><b>Not explicitly reflected</b></p> <p><b>Not reflected</b></p> <p>Uphall overflight acknowledged.</p> <p>Effect on tranquil / rural areas acknowledged.</p>	<p>The combined predicted daily aircraft (based on 2016 figures) would be 53-57 aircraft over East Broxburn / Winchburgh, greater than any other route. This is predicted to rise to 75 per day by 2023</p>





## **BROXBURN AND UPHALL LOCAL AREA COMMITTEE**

### **WEST LOTHIAN VILLAGES IMPROVEMENT FUND- APPLICATIONS**

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

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

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

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

It is recommended that the Local Area Committee:

1. notes that one application has been received for funding;
2. notes that the proposal meets the eligibility criteria for supported projects;
3. supports funding for the St Philomena's Catholic Church – village improvement project;
4. agree to release the £10,000 previously agree for the Winchburgh Bowling club toilet upgrade without the need to match fund as project now reduced in size.
5. agrees that the Head of Planning, Economic Development and Regeneration should make an offer of funding as per the details set out in this report.

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

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; Making best use of our resources; Working in partnership.
<b>II</b>	<b>Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The project meets the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the project does not raise any equality or health issue.
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None.
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	None.

<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.  We live in resilient, cohesive and safe communities.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	A total of £1.65m capital fund is available for projects and the proposal can be met from within this budget.
<b>VII</b>	<b>Consideration at PDSP</b>	This project has not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.

#### **VIII Other consultations**

### **D TERMS OF THE REPORT**

#### **D1 Background**

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

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

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

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

Three villages within the Broxburn, Uphall and Winchburgh ward are eligible under the scheme.

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



- Dechmont - £55,000 (£46,000 remaining)
- Eccelsmachan/Oatridge - £20,000 (£0 remaining)
- Winchburgh - £55,000 (£20,957 remaining)

## **D2 Applications**

The following application has been received for this round of funding:

### St Philomena's Catholic Church -Village Improvement

St Philomena's Catholic Church are applying for £15,000 to support and match fund the re-roofing of St Philomena's church. To ensure a safe place to worship, failure to do so could result in the long term closure of this village facility.

### Winchburgh Bowling Club- Village Improvement

Winchburgh Bowling Club have agreed to reduce the toilet improvement project to a manageable size which can be accommodated within the previously agreed funding of £10,000. They request that the previously agreed funding of £10,000 now be release without the need to find match funding as the works can be accommodated within this budget.

## **E. CONCLUSION**

Three villages within the Broxburn, Uphall and Winchburgh ward are eligible to apply to the Villages Improvement Fund. The application from St Philomena's Catholic Church to carry out the re-roofing is eligible under the scheme and the Local Area Committee is asked to support the application.

## **F. BACKGROUND REFERENCES**

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013) and Linlithgow Local Area Committee (September 2013).

Appendices/Attachments: Appendix 1: St Philomena's Catholic Church\_Village improvement fund application

Contact Person:

Hazel Hay, Town Centre Manager, Tel. 01506 283098

[hazel.hay@westlothian.gov.uk](mailto:hazel.hay@westlothian.gov.uk)

Alice Mitchell, Economic Development & Regeneration Manager, Tel. 01506 283079,

[alice.mitchell@westlothian.gov.uk](mailto:alice.mitchell@westlothian.gov.uk)

**Craig McCorriston**

**Head of Planning, Economic Development and Regeneration**

**5 October 2017**

## West Lothian Villages Improvement Fund

### Application form

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

#### 1. Applicant Organisation Details

<b>Organisation Name</b>	St Philomena's Catholic Church
<b>Project title</b>	St Philomena's Roof Project
<b>Contact person</b>	██████████
<b>Position</b>	Chair, Roof Project Finance and Bids Committee
<b>Address</b>	██ ██████████
<b>Telephone number</b>	██████████████████████████████
<b>Email Address</b>	████████████████████
<b>Type of organisation</b>	Religious
<b>What date was your organisation formed?</b>	St Philomena's was built in 1924/25
<b>Are you a charity, please quote your number</b>	St Philomena's is a parish within the Archdiocese of St. Andrews and Edinburgh which is a registered charity no. SC008540
<b>What are the main activities of your organisation?</b>  (please answer in no more than 100 words)	St. Philomena's is a place of worship at which daily religious services are available and from where pastoral care is provided to the parishioners.

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

Are you applying for other funding, if so, please detail	<b>Approved</b>	<b>Anticipated</b>
LandTrust		£20,000
Viridor Credits		£20,000
National Churches Trust		£20,000
St. Philomena's Social Club	£25,000	
Funds generated by Parish	£70,000	

## 2. Project details

<b>Council Ward</b>	Ward 2: Broxburn, Uphall & Winchburgh
<b>Project location</b>	28 Niddry Road Winchburgh EH52 6RY
<b>Project start date</b>	Spring 2018
<b>Project finish date</b>	Approx. 10-12 weeks
<b>Estimated Outcome</b>	Repairs to St Philomena's Church roof will ensure that the congregation can continue to worship in Winchburgh and not have to make a journey to the Catholic church in Broxburn.

<b>Project description</b>
Describe fully the project for which grant is being sought (background and context of the project, description of works).
Over the years, ongoing repairs have been carried out to the Church roof to address persistent water ingress. A Construction and Property Consultant, Summers Inman, were employed to survey the overall condition of the roof and concluded that it was suffering from nail sickness causing tiles to slip and so facilitating the water ingress.
It was also established that the roof coverings were at the end of their serviceable life and need to be replaced. Further surveys revealed evidence of sagging in places which will require additional structural work.
A solution has been developed to address the problems and a comprehensive tender package issued to five experienced, competent contractors. Subsequently a company was identified as the preferred contractor.

All surveys, structural engineering drawings and the tender package can be made available if required.

**Partners involved  
(other local  
organisations you  
are working with)**

Winchburgh Community Development Trust

**Evidence of need**

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

The surveys referenced above clearly identify that to ensure a safe place of worship, this project must be undertaken. Failure to do so could result in the long term closure of this valuable village facility.

With approximately 460 new houses occupied, the population of Winchburgh is estimated to be about 3,500. A further 3,000 houses are allocated by West Lothian Council – this could bring the overall population to around 10,000. This will increase the size of the congregation at St Philomena's by perhaps a factor of 3. The Church has proved a place where catholic newcomers are welcomed and integrated into the community.

Various individuals have petitioned the Archbishop to support the project and we have the support of the Winchburgh Community Development Trust.

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<b>Outcomes</b>	<p>Describe what your project will deliver.</p> <p>Village Improvements; e.g Number of sites improved Area of landscaping</p> <p>St. Philomena's Church is a large building in the centre of Winchburgh. Whilst the grounds have been improved over the years by mono blocking and the provision of some off street parking, the replacement of old worn tiles and the correction to the sagging of the roof will continue to improve the overall look of the building and so the aesthetics of Niddry Road.</p> <p>The roof project will ensure a vibrant future for the church for both the Roman Catholic parishioners and community of Winchburgh. If the church were to fall into disrepair, without the roof project being completed, it could mean the collapse of a community that has sustained its identity and independence as a place of worship for nearly 100 years. Winchburgh is expanding bringing very substantial numbers of additional parishioners to the church. It is therefore a priority to carry out the necessary works to repair the roof of St Philomena's Church.</p> <p>The project fully supports the local development priorities, which are noted above, by ensuring existing and new parishioners as well as the public in general, have a safe and welcoming church in the heart of the village. At a time of development and expansion it is critical that this valuable resource is made available for current and future generations.</p>
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<b>Community Facilities: e.g number of facilities improved</b>	
<b>-Projected usage</b>	<p>Securing the existence of the Church will ensure a continued public benefit to the entire village not just the Catholic community. St Philomena's has a very close ecumenical association with the Winchburgh Parish Church community and holds numerous joint events throughout the year.</p> <p>St Philomena's parish community provides social welfare assistance to all of Winchburgh's residents, regardless of their religious belief, when in need. It sustains a church hall that is a focal point for many Community organisations for meetings, leisure and social activities.</p>

The church has a very strong sense of social responsibility and, each year, uses its facilities to raise considerable amounts of money for local, national and international charities.

### 3. Project Costs

<b>Amount of funding requested</b>	£15,000
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Item of expenditure	Cost
General Items	£12,800
Alterations	£ 7,600
Joinery	£14,000
Roof Coverings	£91,400
Rainwater Goods and Decoration	£ 3,800
Provisional Sums	£26,500
Dayworks	£ 5,600
Surveys and Management Fees	£14,700

#### **Project management**

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

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

The project has been surveyed, designed and will be managed by Summers Inman, Construction and Property Consultants. All documentation can be made available as required.

### 4. Declaration

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

<b>Name</b>	
<b>Position</b>	Chair, Roof Project Finance and Bids Committee
<b>Organisation</b>	St. Philomena's RC Church
<b>Date</b>	August 27 2017

Please send your completed forms to:

Community Regeneration Officer for your area in the first instance (see guidance notes for contact details)

Or

Hazel Hay  
Town Centre Manager  
Economic Development  
West Lothian Council  
1st Floor North  
West Lothian Civic Centre  
Howden South Road  
Livingston  
EH54 6FF

Tel: 01506 283098

E-mail: [Hazel.Hay@westlothian.gov.uk](mailto:Hazel.Hay@westlothian.gov.uk)

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







**BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017**

**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 provisional allocations made from the Pensioners' Groups Christmas Fund 2017 to groups in the Broxburn Uphall and Winchburgh ward, Livingston-wide groups and West Lothian-wide groups.

**B. RECOMMENDATION**

It is recommended that the committee notes that nine groups within Broxburn Uphall and Winchburgh ward have applied to the fund and will be 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 £28,766 agreed by the council. £3,564.69 will provisionally be distributed in the Broxburn Uphall and Winchburgh ward.
<b>VII Consideration at PDSP</b>	Following consideration at all nine Local Area Committees, an update will be prepared for the

## **VIII Other consultations**

Similar reports will be prepared for the other eight Local Area Committees.

### **D. TERMS OF REPORT**

#### **D1 Background**

Council approves the Pensioners' Groups Christmas Fund each year. In 2017 the total fund amounts to £28,766 (£29,106.54 in 2016). The fund is divided by the total number of beneficiaries which, in 2017, provisionally, is 3,704 (4,659 in 2016). By using that number the provisional global unit cost for 2017 is £7.77 (£6.24 in 2016) per beneficiary (£28,766 /3,704). In Broxburn Uphall and Winchburgh ward there are 516 beneficiaries and a provisional allocation of £3,564.69. These figures are provisional as a number of organisations have not yet returned an application form and these are being followed-up. A full report on the final allocations will be made to the Voluntary Organisation PDSP later in the year. Letters will be issued to groups in late October advising them of the amount of funding they will receive and payments will be made directly to the bank accounts of groups during November via PECOS.

#### **D2 Applications 2017: Broxburn Uphall and Winchburgh ward**

Ten application forms were issued to groups across Broxburn Uphall and Winchburgh ward, with nine being returned. The intention is that the nine groups will be supported. The remaining application is being followed up. Appendix one shows the organisations to be supported and the provisional allocation to each.

#### **D3 Applications 2017: Livingston-wide & West Lothian-wide organisations**

One application was sent to a Livingston-wide group. The application form has not been returned and this is being followed-up. Two applications were issued to West Lothian-wide groups and both have been returned. The intention is that these groups will be supported. Appendix two shows the organisations and the provisional allocation to each.

### **E. CONCLUSION**

The report advises of the provisional allocations that are proposed to be made from the Pensioners' Groups Christmas Fund 2017 to groups in Broxburn Uphall and Winchburgh 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 will be issued to groups in late October advising them of the amount of funding they will receive, and payments will be made directly to the bank accounts of groups during November via PECOS.

### **F. BACKGROUND REFERENCES**

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

Appendices/Attachments: Appendix 1: Provisional Allocations 2017 Broxburn Uphall and  
Winchburgh Ward

Appendix 2: Provisional Allocations 2017 Livingston-wide and  
West Lothian-wide Organisations

Contact Person: Graham Whitelaw, Policy Officer, Regeneration  
Tel: 01506 281101  
E-mail: [graham.whitelaw@westlothian.gov.uk](mailto:graham.whitelaw@westlothian.gov.uk)

Craig McCorriston, Head of Planning Economic Development and Regeneration

Date: 5 October 2017



**BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017**

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

**Appendix 1: Provisional Allocations 2017 Broxburn Uphall and Winchburgh Ward**

Group	Number of Beneficiaries	Amount
Almondell Court Social Committee	16	£124.26
Golden Age Club	25	£194.15
Hanover Court Social Club	0	£0.00
Holmes Gardens Social Club	70	£543.63
Old Town Centre	24	£186.39
St Andrews Court Social Club	30	£232.99
Society of St Vincent De Paul (Broxburn Conference)	150	£1,164.93
St Vincent De Paul Conference (Winchburgh Conference)	50	£388.31
Uphall 50+ Friendship Club	46	£357.25
Winchburgh Senior Citizens	48	£372.78
<b>Totals</b>	<b>459</b>	<b>£3,564.69</b>

**Note:** One group has not applied to the fund and this is being followed up



**BROXBURN UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2017**

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

**Appendix 2: Provisional Allocations 2017: Livingston-Wide & West Lothian-Wide Organisations**

Group	Number of Beneficiaries	Amount
Braid House Day Centre	0	£0.00
<b>Total</b>	<b>0</b>	<b>£0.00</b>

Group	Number of Beneficiaries	Amount
West Lothian Visually Impaired Club	10	£77.66
West Lothian 50+ Network	173	£1,343.55
<b>Total</b>	<b>183</b>	<b>£1,421.21</b>





## **BROXBURN, UPHALL & WINCHBURGH LOCAL AREA COMMITTEE WORKPLAN 2017-18**

	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>	<b>Referral</b>
1	Police Report	Standing Report	Insp Scott Robertson	All meetings	
2	Housing	Standing Report	Phyllis McFadyen	All meetings	
3	NETS & Land Services	Standing Report	David Lees	All meetings	
4	Fire Scotland	Standing Report	Desmond Donnelly	All meetings	
5	Air Traffic Noise in Ward	Update members on the air traffic noise monitoring and related matters	Craig McCorriston	All meetings	
6	Pensioner Groups Christmas Fund provisional allocation	Update members on of the provisional allocations made from the Pensioners' Groups Christmas Fund 2017 to groups in the Broxburn, Uphall and Winchburgh ward	Craig McCorriston	5 October 2017	