



## ***Whitburn and Blackburn Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

26 February 2019

A meeting of the **Whitburn and Blackburn Local Area Committee** of West Lothian Council will be held within the **East Whitburn Community Centre, Hens Nest Road, East Whitburn** on **Monday 4 March 2019** at **10:00am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence.
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business.
4. Confirm Draft Minutes of Meeting of the committee held on 3 December 2018 (herewith).
5. Police Ward Report - report by PC Carol-Ann Wilson (herewith).
6. Fire & Rescue Service Report - report by Station Manager Alan Cunningham (herewith).
7. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).
8. Service Update - NETS, Land & Countryside - report by Head of Operational Services (herewith).

DATA LABEL: Public

9. Community Regeneration Update - report by Head of Planning, Economic Development & Regeneration (herewith).
10. Timetable of Meetings 2019-2020 (herewith).
11. Workplan (herewith).

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

MINUTE of MEETING of the WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE held within SEAFIELD COMMUNITY CENTRE, REDHOUSE ROAD, SEAFIELD, EH47 7AL, on 3 DECEMBER 2018.

Present – Councillors George Paul (Chair), Bruce Fairbairn and Kirsteen Sullivan.

Absent - Councillor Jim Dickson

In Attendance –

Scott McKillop, Community Regeneration Officer, West Lothian Council  
Alan Cunningham, Scottish Fire & Rescue  
Kenny Stewart, Scottish Fire & Rescue  
Gary Stoddart, Housing Manager, West Lothian Council  
Archie Morrison, Ranger, West Lothian Council  
Beverley Akinlami, Education Services, West Lothian Council  
Christopher Nelson, Income Maximisation Manager, West Lothian Council  
Tracy Johnston, Whitburn Community Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The committee approved the draft Minute of its Meeting held on 10<sup>th</sup> September 2018. The Minute was thereafter signed by the Chair.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by PC Fergus Middleton providing an update on police activity within the ward for the period July to September 2018.

The report provided information on the Police Scotland National Policing Priorities delivered locally and the West Lothian policing priorities as per the West Lothian Local Outcomes Improvement Plan 2013-2023. It gave an overview of the West Lothian Area Command Performance for the period April to June 2018 and provided a link to the Police Scotland website where ward specific performance statistics could be obtained.

The report then provided members with full information on the various actions undertaken within the ward to protect people; reduce anti-social behaviour and hate crime; reduce violence; tackle substance misuse; reduce home, fire and road casualties and tackle serious and organised crime and counter terrorism. The report concluded with information on the locality officers within the ward.

In the absence of an officer from Police Scotland, the committee agreed to

request that information on drink driving figures for the ward be included in future reports to committee.

#### Decision

To note the terms of the report.

### 4. FIRE SERVICE REPORT

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on activity in the ward for the period to 30<sup>th</sup> September 2018.

The committee was advised that following the publication of the Whitburn & Blackburn Multi-Member Ward Operational Plan, the Local Senior Fire Officer for Falkirk and West Lothian had produced quarterly performance reports detailing activity against key priorities.

The seven key priorities for the ward were outlined in the report and a series of graphs provided a breakdown of accidental dwellings fires, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergencies and unwanted fire alarm signals for Scotland, West Lothian and the ward.

It was recommended that the local area committee note and provide comment on the Whitburn & Blackburn Multi-member Ward Quarterly Performance Report.

Arising from the discussion regarding anti-social behaviour at Blaeberryhill Wood, the committee heard that a tree management plan was currently being developed for the area. The Fire Service confirmed that it would continue to monitor the area should problems be ongoing as the better weather approached in April. The committee also heard that partners had held a debrief meeting following the 2018 bonfire night issues in Blackburn with a view to alleviating problems in future years.

#### Decision

To note the contents of the report

### 5. WEST LOTHIAN COMMUNITY LEARNING AND DEVELOPMENT INSPECTION

The committee considered a report (copies of which had been circulated) by the Head of Education (Learning, Policy and Resources) providing an overview of the findings of the Education Scotland Inspection of Community Learning and Development in West Lothian which took place in August and September 2018.

A report arising from the inspection which had been provided as an appendix to the report outlined the findings from the strategic inspection of community learning and development and the place-based inspection

which had focussed on Armadale and Whitburn. The purpose of the inspection was set out in the report.

Members noted from the report that partnership had contributed to the preparation of joint self-evaluations, the collection of evidence and the inspection timetable and focus groups and visits. The inspection team had spoken to a variety of children, young people, adults and community organisations, as well as elected members, senior leaders and staff across the range of partner organisations.

The Interim Community and Policy Manager then spoke more about the variety of local groups within the ward who had been involved in the inspection. She also commented on the sense of civic pride which the inspectors had noted.

The report concluded that the inspection had noted the high quality of leadership, self-evaluation and that partners had a good understanding of their strengths and areas for improvement to ensure communities were achieving well and recommended that committee note the outcome of the inspection.

#### Decision

To note the terms of the report.

### 6. ADVICE SHOP SERVICE UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Finance and Property Services reporting on the work undertaken by the Advice Shop Service from April 2017 – March 2018.

The report advised that the Advice Shop was a free, impartial and confidential service aimed to alleviate poverty and promote inclusion and equality through advice, assistance and advocacy. Activity across the service was informed and prioritised by the recently refreshed Community Planning Partnership Anti-Poverty Strategy.

The report explained that the Advice Shop had dealt with 7833 separate enquiries from 2315 customers, an increase of 21% compared to the same period in the previous year. An appendix to the report demonstrated local provision in more detail. The Court Advice Project, which was funded through the Scottish Legal Aid Board, had worked with 99 families to support them sustain their homes. The number had decreased from the previous year mainly due to improved early intervention.

The report went on to outline the priorities for development during 2018-19 and set out the intention to embed services into the local community; continue towards National Standards for Advice Providers; and to support customers affected by the introduction of the council's contribution policy.

The committee was invited to note:-

- (a) The Advice Shop provision in the ward; and

- (b) The impact provision was having in terms of supporting the outcomes of the Community Planning Partnership's Anti-Poverty Strategy 2018-23.

Arising from the discussion, officers agreed to review publicity of the various Advice Shop initiatives and services within the town to ensure customers were aware of the options and engaged with officers at the earliest opportunity. They also agreed to explore whether MacMillan@WestLothian information and support service could be offered from the Harrison Hall whilst the new partnership centre was being created.

#### Decision

To note the terms of the report.

### 7. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update on the recent activity of the NETS, Land and Countryside Services teams for the period 1<sup>st</sup> August 2018 to 31<sup>st</sup> October 2018 and highlighting future works planned for the locality. The outcome of the most recent Land Audit Management System inspection in the West area was in line with the target score.

The report then provided an overview of the routine works and enquiries that had been carried out by the grounds maintenance and cleaner communities' and garden maintenance teams and provided information on the grounds maintenance enquiries received during the reporting period against the same period in 2017.

The report then moved on to provide members with an overview routine works and enquiries dealt with by the cleaner communities team before moving on to provide an overview of the various community enforcement action activities that had been undertaken. It continued with information on park and woodland and open space and cemeteries routine works along with statistical information for the same period in 2017.

Arising from discussion, officers agreed to explore the feasibility of placing No Dog Signs in distinct play park areas across the ward.

The committee was invited to note the content of the report.

#### Decision

To note the terms of the report.

### 8. HOUSING, CONSTRUCTION AND BUILDING SERVICES

The committee considered a report by the Head of Housing, Customer and Building Services (copies of which had been circulated) providing an overview of housing performance for the period 1<sup>st</sup> July to 30<sup>th</sup> September

2018.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report and the committee noted that for the period July to September 2018 there was a total of 69 properties let for mainstream tenancies and 20 properties for temporary tenancies. There were currently 36 policy voids in the ward. The report explained that delays in re-letting properties occurred for various reasons.

The report provided an overview of the cumulative rent charge for the year and advised that there was a strong collection rate of 94.9%. The arrears in the ward at the end of quarter 2 was £491,711, an increase of £145,989 on the same period in the previous year. The position overall in West Lothian had increased by £593,408 from the previous year and at 1<sup>st</sup> October 2018 was £2,405,181. Despite 112 serious arrears cases in the ward, 63% of cases fell in the lower bands with rent arrears of £300 or less.

The overall increase in arrears compared to the previous financial year was attributed to the roll out of the Full Service Universal Credit, other Welfare Benefit reforms and the current economic climate. The report listed the priorities officers would focus on during the year to address arrears.

The report went on to provide members with information on the following:-

- Whitburn & Blackburn Area Team Activity;
- Capital Programme and New Build Council Housing;
- Tenant Participation Update; and
- Safer Neighbourhood Team Update.

The report recommended that members note the content of the Housing, Customer and Building Services activity report.

In response to a question, members noted that the figures for property voids may change in future reports as they were now reported to ARC on the basis of the number of the days the property had been void which would give a clearer indication than the current 4+ weeks.

### Decision

To note the contents of the report.

## 9. PENSIONERS' GROUPS CHRISTMAS FUND ALLOCATIONS 2018

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the allocations made from the Pensioners' Christmas Fund 2018 to groups in the Whitburn & Blackburn Ward, Livingston-wide groups and West Lothian-wide groups.

The report recalled that the fund had been established to support groups

across West Lothian and £29,054 was available for allocation in 2018. The groups which had been supported and the amounts allocated to those within the Whitburn & Blackburn ward were detailed in Appendix 1 to the report. Appendix 2 detailed the award of grants to one Livingston-wide and two West Lothian-wide groups. A full report on the final allocations made from the Fund in 2018 would be submitted to the Voluntary Organisations PDSP later in the week.

The report recommended that committee note the 8 groups within the Whitburn & Blackburn ward had applied to the fund and had been supported.

### Decision

To note the terms of the report.

## 10. COMMUNITY REGENERATION UPDATE

The committee considered a report by the Head of Planning, Economic Development and Regeneration (copies of which had been circulated) providing an update on regeneration activity within the Whitburn and Blackburn ward.

Regeneration plans had been developed for both areas after extensive work between Community Regeneration Officers and steering groups from the local area.

The report set out in detail the main regeneration activities associated with the plans and the wider efforts of partners within Whitburn as follows:-

- progress to take forward the outcomes contained within the Whitburn Masterplan and first version of a regeneration plan for the town;
- the planned provision of a summer lunch scheme in 2019;
- a potential allotments project within Burnhouse school grounds;
- work with Community Action Blackburn and Whitburn Development Trust to support them to develop applications for funding from the Voluntary Sector Fund 2019/20;
- completion of the Twin Towns project;
- an update of the town centre shopfront improvement scheme;
- an update on the ongoing engagement with owners of vacant and under-utilised sites and buildings on West Main Street and throughout the town centre;
- environmental enhancements at the east end approach to/from Whitburn;



- an update on the ordering and delivery of town gateway signage;
- ongoing work of the Friends of Polkemet Park;
- an overview of the various updates on Whitburn Community Development Trust activities; and
- an update on the creation of a new Whitburn Partnership Centre.

The report then proceeded to inform the committee of regeneration activities and wider efforts of partners in Blackburn on:-

- the work of the Blackburn Future Group and production of a draft Blackburn's Future Plan and initiatives being driven forward by partner groups; and
- the official launch of the Blackburn's Future Plan and interactive map which would be added to various websites to promote use by local people;

The report concluded that the process for developing regeneration plans was underway with local action groups established with local action groups establishment with evidence gathering and consultation exercises undertaken to produce draft plans. The plans were live documents that would be monitored and reviewed on an ongoing basis.

In response to the discussion, the committee requested that Property Services ensure that ward members and Mill Centre tenants be kept informed of ongoing discussions with the Head Tenant following the council's decision to terminate its lease at the Mill Centre, Blackburn.

The report recommended that committee note:-

- (a) update on Whitburn regeneration group;
- (b) updates on Whitburn Town Centre related matters;
- (c) update on the progress of developing Whitburn Partnership Centre;
- (d) that a launch event was in place for the Blackburn Regeneration Plan; and
- (e) the update on Community Action Blackburn activity.

### Decision

To note the terms of the report.

## 11. WORKPLAN

The committee approved the workplan for the period to March 2019.

Decision

To approve the workplan.



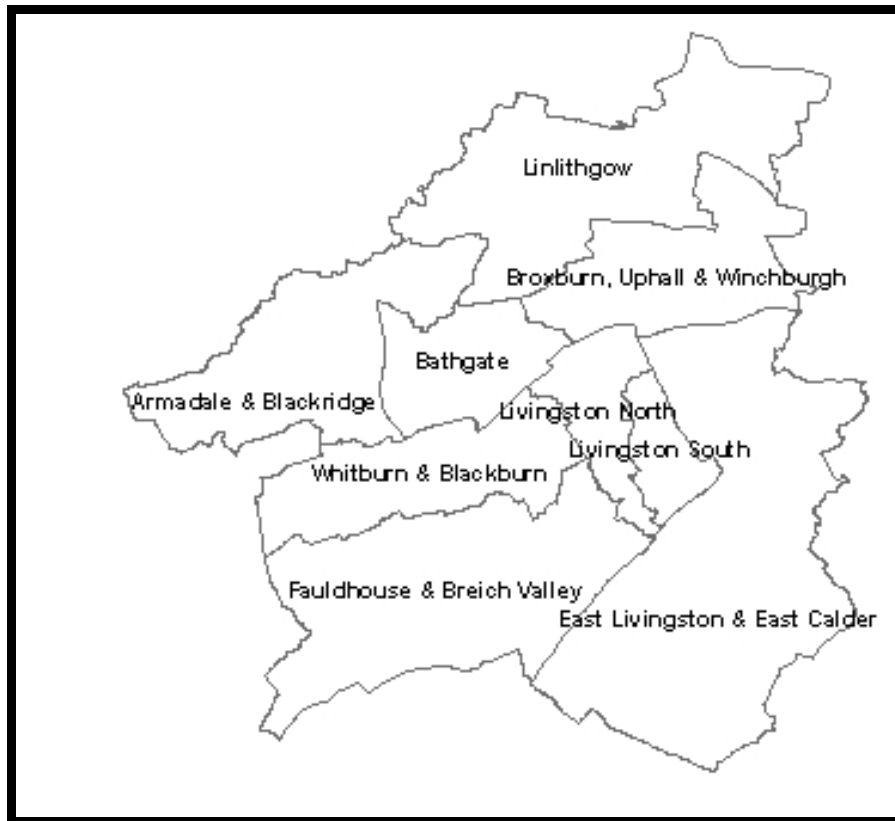
**West Lothian Local Policing**

**Whitburn and Blackburn Ward**

**Report for the**  
**Local Area Committee**

**Oct 2018- Dec 2018**

Report compiled by PC Carol-Ann Wilson



## **Our Vision**

Sustained excellence in service and protection.

## **Our Purpose**

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

## **Our Values**

Integrity, Fairness and Respect.

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

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

## PERFORMANCE

For full details, please use the below link to access the Police Scotland Internet site.

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



## **Protecting People**

Within the ward, locality officers have carried out a number of warrant initiatives to ensure people are brought before local courts to answer for their crimes committed in the community or who are making attempts to evade justice.

They have also carried out a visit to a care home regarding a male who had been loitering outside. Letters were delivered to all residents regarding personal safety.

A Joint visit was carried out with Scottish Fire & Rescue Service and West Lothian Council Housing, to visit a vulnerable male who had been regularly targeted and his windows smashed.

Since the closing of the Community Centre in Blackburn, vandalism to both the exterior and interior of the building has occurred, leaving the building, at times insecure. Due to the potential risk to persons entering the building from the damage caused and the possible exposing of asbestos containing construction materials within the building, extra patrols were carried out to ensure the security of the building.

Locality officers attended Connolly Campus School and had an engagement session with the older pupils, focusing on how the police could help them and to tackle their misconceptions and negative experiences of the police.

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

In an effort to reduce the number of calls of anti-Social Behaviour and violence, officers when possible provide resources at key times in identified areas aimed at reducing ASB and violence within the ward.

Partnership working continues alongside West Lothian Council Safer Neighbourhood Team with visits to problematic tenancies when identified by either Police or West Lothian Council. Early identification and intervention can result in fewer incidents reported.

Operation Moonbeam was the Police Scotland response as part of the multi-agency approach to antisocial behaviour before and during the evening of bonfire night. Specialist resources were utilised on bonfire night to address a small but persistent group, who were intent on causing disorder. Following bonfire night, enquires were carried out to identify the main protagonists and others carrying out illegal acts.

The locality officers continue to maintain a good relationship with local licenced premises and off licences, visiting and supporting them in an effort to reduce ASB resulting from either over consumption of alcohol or underage drinking.

There have been no significant patterns of hate crime.

## **Reducing Violence**

When persons living within the ward are released from court with bail curfew conditions, locality officers visit the individuals to check compliance with the conditions, to minimise the disruption to the community and discourage further offending.

Following significant incidents in the community locality officers have conducted re-assurance patrols of the affected areas to facilitate the community returning to normal as quickly as possible, allowing residents and businesses to go about their daily routines without fear or anxiety.

Patrols have also been carried out in known hotspot areas to deter and prevent incidents of violence.

Operation Glistening was carried out over the festive period, with officers conducting regular visits to licensed premises and providing hi-visibility patrols of areas known to have a festive night time economy.

## **Tackling Substance Misuse**

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

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

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

The locality officers continue to act on information regarding illegal or inconsiderate driving in various areas throughout the ward, to monitor and where necessary issue tickets for speeding and/or other motoring offences. The Police Facebook page and other social media is regularly updated with posts reminding drivers of the expected driving standards. When such areas are identified, locality officers will liaise with Roads Policing officers with a view to adding this into their patrol matrix.

Since the start of the new school term there has been a decrease in the number of complaints received regarding inconsiderate/dangerous parking in and around schools. It is hoped that the Parksmart scheme, operated by West Lothian Council is having an impact on this and parents are reassessing their own parking practice.

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

There have been no significant issues or involving serious & organised crime or terrorism related incidents.



## Other

Five West Lothian officers were amongst sixty people who were recognised for acts of outstanding bravery and heroism at the Emergency Service and Voluntary awards which was presented by the First Minister, Nicola Sturgeon.

The awards ceremony took place at Edinburgh Castle and recognised the work that the officers had carried out which included, whilst off-duty disarming a violent male with a knife, also whilst off duty challenging and assisting to apprehend a male who had committed a robbery with a firearm and for evacuating occupants including disabled persons from a burning building.

Police Scotland has launched its first dedicated internet page and social media channel dedicated to the children and young people of Scotland. The new platforms are a result of feedback from national consultation with young people, who requested better access to information and modern ways to communicate with Police. This became one of the key commitments to young people when developing the 'Children and Young people 2016/20 – Our Approach' plan.

To view the internet page, go to [www.scotland.police.uk/youth-hub](http://www.scotland.police.uk/youth-hub) and the new Facebook channel can be found at [www.facebook.com/Police](https://www.facebook.com/PoliceScotlandYouthHub) Scotland–Youth Hub. You are encouraged to share these details with young people within schools and communities in your local area as a recognised Police resource.

## Contacts

Locality Officers for the Whitburn and Blackburn Ward are;

PC Carol-Ann Wilson  
PC Phil Wilkin  
PC Fergus Middleton  
PC Andrew Hendry

Details of your Community Policing Team can be found at:  
<http://www.scotland.police.uk/your-community/the-lothians-and-scottish-borders/west-lothian>

Email: [WhitburnBlackburnCPT@scotland.pnn.police.uk](mailto:WhitburnBlackburnCPT@scotland.pnn.police.uk)  
You can also follow us on Twitter: @WestLothPolice  
Tel: 101





## **WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

### **WHITBURN AND BLACKBURN MULTI-MEMBER WARD PERFORMANCE REPORT**

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

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

To update the Whitburn and Blackburn Local Area Committee on the activity within Whitburn and Blackburn Multi-Member Ward for the period up to 31st December 2018.

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

That Committee Members are invited to note and provide comment on the Whitburn and Blackburn 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 2018, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

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

Following the publication of the Whitburn and Blackburn 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 Whitburn and Blackburn Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

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

**E. CONCLUSION**

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

**F. BACKGROUND REFERENCES**

None.

**Alan Cunnigham**

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

**March 2019**

Appendix 1 - Whitburn and Blackburn Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Quarter 3 2018/19

## Whitburn and Blackburn

#### **DISCLAIMER**

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

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

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

## **Introduction**

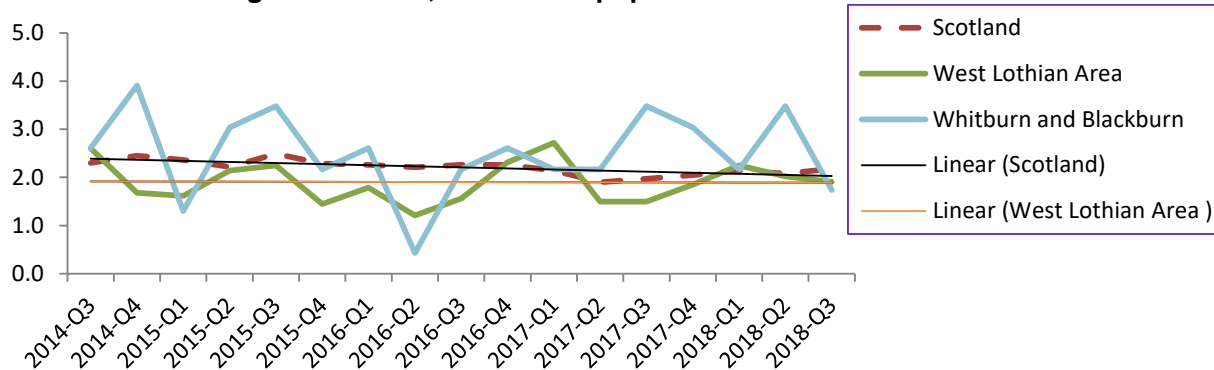
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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

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

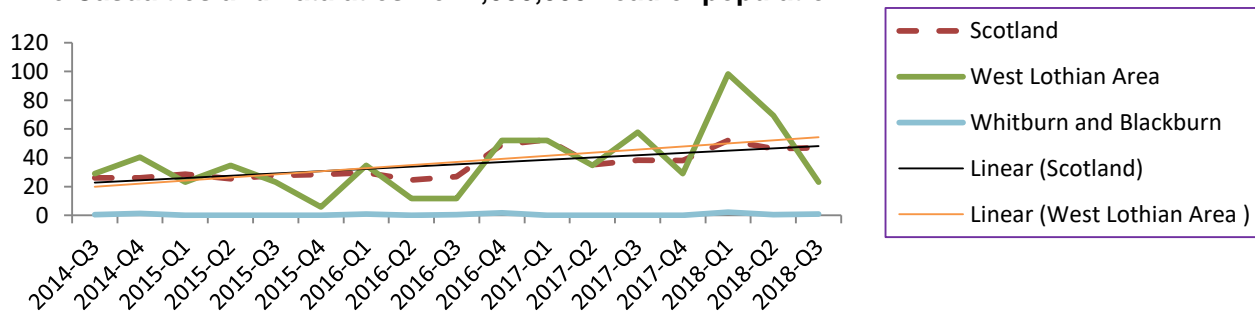
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



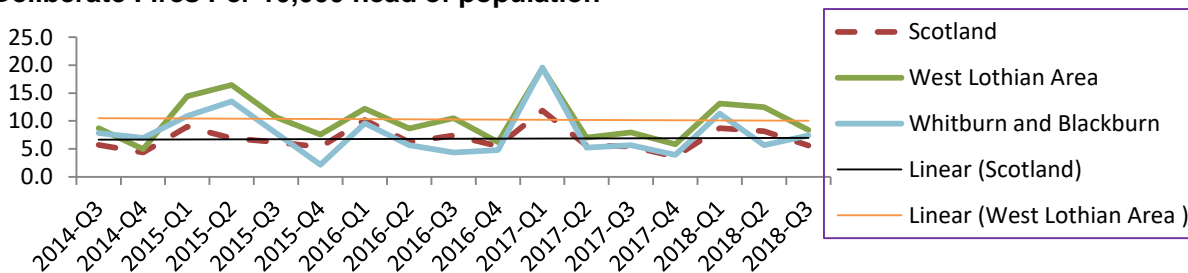
During the 2018-19 year to date reporting period SFRS have dealt with 4 accidental dwelling fires in comparison to 6 during 2017-18 year to date reporting period.

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



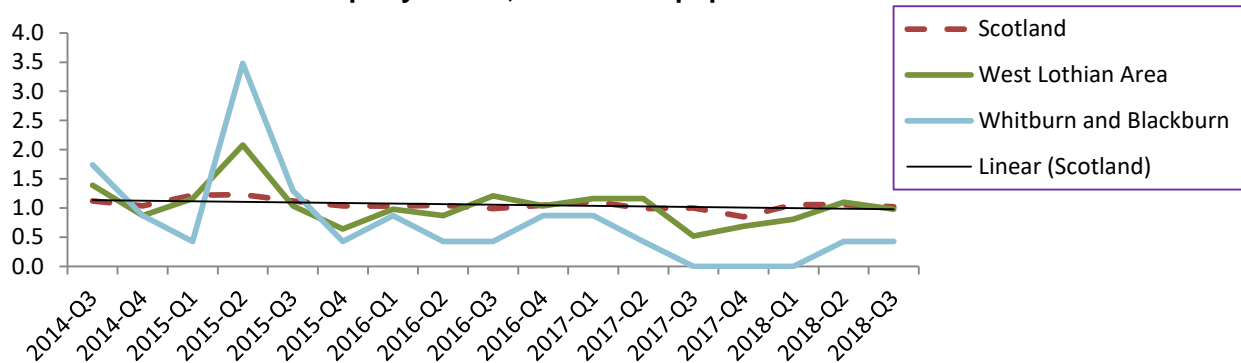
During the 2018-19 year to date reporting period SFRS have dealt with 2 Casualties and 0 Fatalities due to fire in comparison to 3 Casualties and 0 Fatalities during 2017-18 year to date reporting period.

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



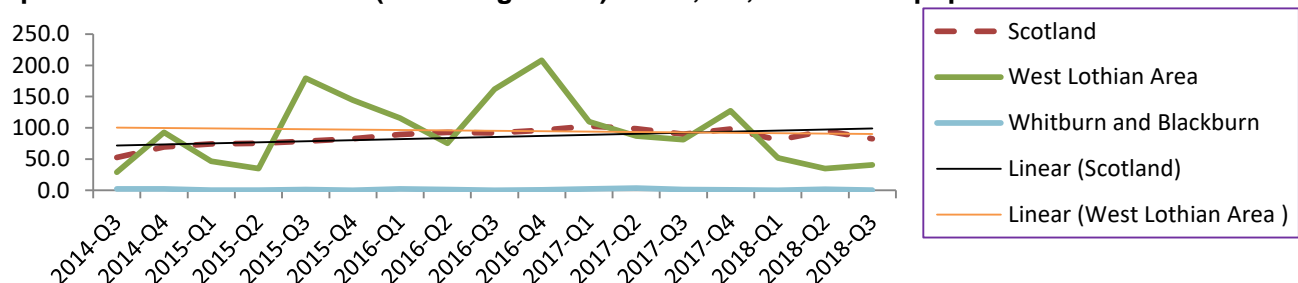
SFRS have dealt with 17 Deliberate fire incidents during 2018-19 year to date reporting period in comparison to 26 during 2017-18 year to date reporting period.

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



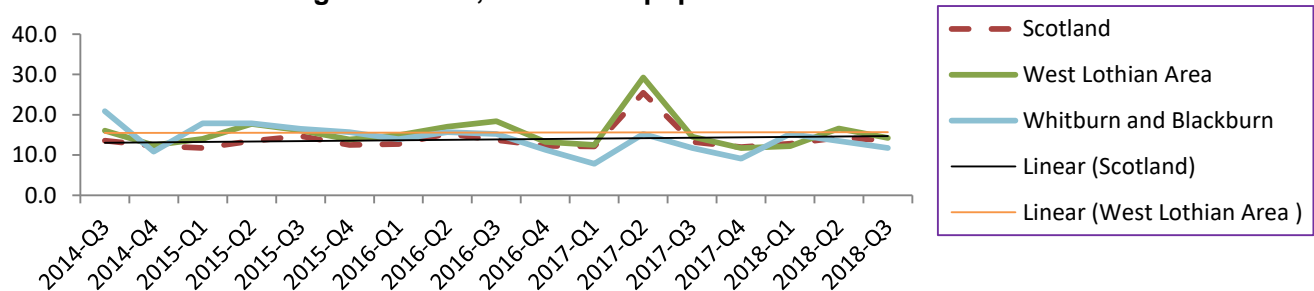
SFRS have dealt with 1 non domestic fires incident during 2018-19 year to date reporting period in comparison to 1 during 2017-18 year to date reporting period.

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



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

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



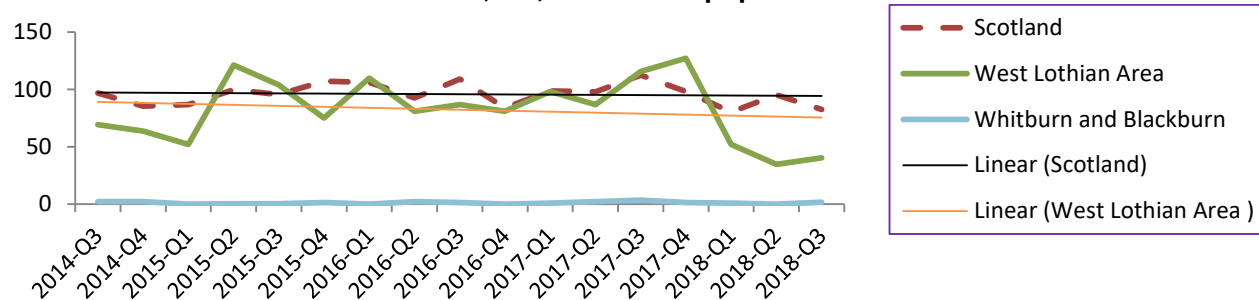
SFRS have dealt with 27 UFAS incidents during 2018-19 year to date reporting period in comparison to 31 during 2017-18 year to date reporting period.

#### Additional Comments

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



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



During the 2018-19 year to date reporting period SFRS have dealt with 1 Casualties and 0 Fatalities from RTC's in comparision to 3 Casualties and 0 Fatalities during 2017-18 year to date reporting period.





**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE**

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

**A. PURPOSE OF REPORT**

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

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period 1 October 2018 – 31 December 2018.

**C. SUMMARY OF IMPLICATIONS**

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

**D. TERMS OF REPORT**

## Housing Performance Information

The purpose of this report is to provide the Local Area Committee with an overview of the activities of Housing, Customer and Building Services, specific to the Whitburn and Blackburn Ward.

### Property Void & Let Performance: Mainstream Tenancies

Void Period	October 2018	%	November 2018	%	December 2018	%	WL Target %
0-2 wks	14	41%	21	45%	12	75%	55%
2-4 wks	0	0%	4	8%	0	0%	30%
4+ wks	20	59%	22	47%	4	25%	15%
<b>Total Lets</b>	<b>34</b>	<b>100%</b>	<b>47</b>	<b>100%</b>	<b>16</b>	<b>100%</b>	

### Property Void & Let Performance: Temporary Tenancies

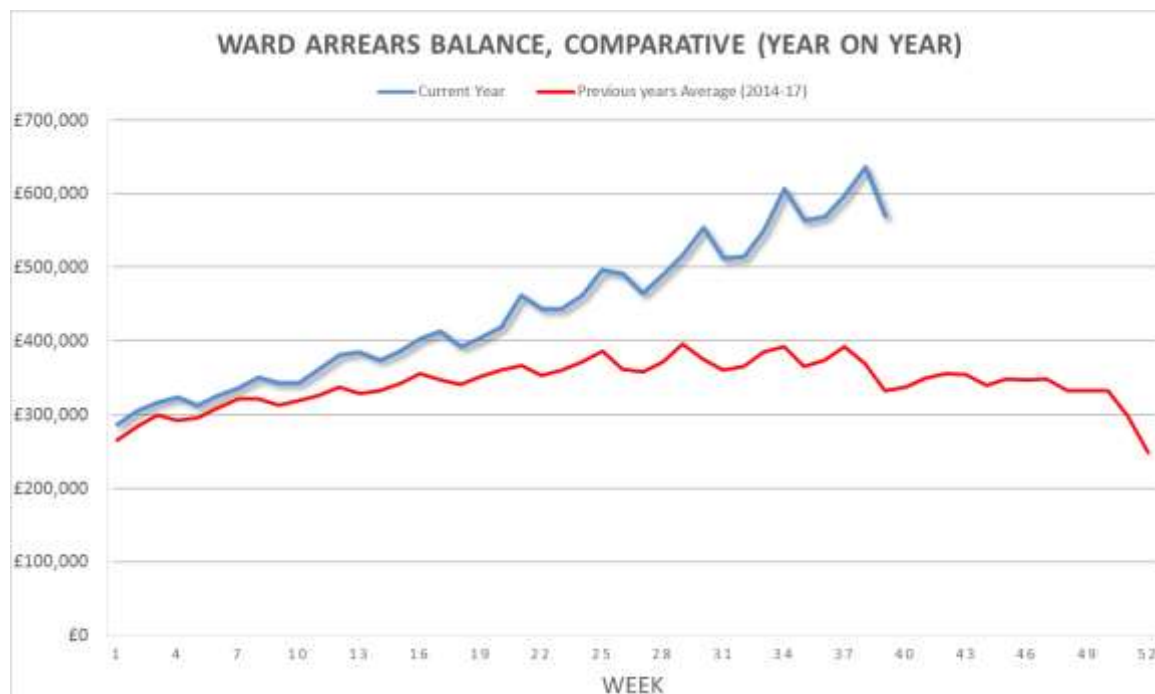
Void Period	October 2018	%	November 2018	%	December 2018	%	WL Target %
0-2 wks	7	54%	2	22%	6	50%	80%
2-4 wks	4	30%	5	56%	4	33%	15%
4+ wks	2	16%	2	22%	2	17%	5%
<b>Total Lets</b>	<b>13</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>12</b>	<b>100%</b>	

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

In the year to date there have been 228 mainstream tenancies and 70 temporary tenancies let by the Whitburn and Blackburn Team. There are 28 Policy Voids in the ward, reasons for being vacant include properties unable to let due Health & Safety reasons, 5 properties are being held for decant purposes due to remedial works, all of the decant properties are occupied.

## Rent

For this ward the cumulative rental charge this year (debit) for the housing stock is £7,875,422 and £7,464,458 has been collected giving a strong collection rate of 94.8%



Arrears Banding	2017/18 (WK39)		2018/19 (WK39)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£13,868	322	£15,921	504
£100.00 to £299.99	£59,755	327	£70,122	380
£300.00 to £499.99	£61,979	160	£67,892	175
£500.00 to £749.99	£60,836	100	£88,991	143
£750.00 to £999.99	£50,267	58	£69,127	81
£1000.00 to £1999.99	£81,363	61	£177,441	131
£2000+	£43,226	15	£79,871	30
<b>Total</b>	<b>£371,293</b>	<b>1043</b>	<b>£569,364</b>	<b>1444</b>

The Ward arrears position for Q3 is £569,364. This is an increase of £198,071 on last year's position. The West Lothian overall position has increased by £879,735 from last year and on 01 October was £2,698,513

While there are 161 serious arrears cases (£1,000+) it should be noted 61% of cases are in the lower bands (£300 or less)

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

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

- Making best use of resources by considering communicating more with customers through email and telephone

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

### **Whitburn and Blackburn Area Team Activity**

Officers in the team have a number of tenancies under supervision for issues such as child & adult protection, anti-social behaviour and poor tenancy conditions. Our officers' work with a range of services and agencies to ensure tenants and residents are fully supported, tenancies maintained and sustained as far as possible and appropriate action taken where necessary.

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

The Housing Team continue to be based in the temporary office space in Blackburn and there continues to be a presence of housing staff within the library at Whitburn enabling Housing and CIS staff to continue to deliver customer service in Whitburn. Staff continue to visit the communal bin areas and take action where there is evidence of rubbish being dumped, pro-active action is taken where rubbish is identified, and arrangements are made for this to be uplifted in order for waste services to be able to carry out the programmed service to empty the bins.

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

#### Local New Build Update

<b>Site</b>	<b>No. Of Units</b>	<b>Site Start</b>	<b>No. of Houses Handed Over</b>	<b>Site Complete</b>
Redhouse	100	July 2016	100	October 2018

#### Capital Programme – Local Capital Upgrades

<b>Blackburn</b>	Ladeside	Upgarde BISF Properties to EESSH standard	95%	Progressing well, No issues.
<b>Whitburn</b>	The Loch Scheme	Structural roof works: Stairs and balcony repairs: Insulation: render upgrades:paths: intel & cills where required	10%	Individual properties completed that required urght major repairs. Programme is still at development stage and requires a Legal Agreement to approve the strategy
<b>Whitburn</b>	Empire Street, Baillie Street and Bog Road	Roofs & Roughcast to all: Heating upgrades and chimney removals:steps and paths	95%	On site and progressing well, no issues
<b>Whitburn</b>	Glebe Road, Union Road, Armadale Road, Manse Avenue,	Roofs & Roughcast to all: Heating upgrades	90%	Year 5 of the programme which is progressing well.

	Griffith Drive, Dick Gardens	and chimney removals:steps and paths		
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### **Tenant Participation Update - Oct-Dec**

**Homeless Tenant Led Inspection** – a team of Inspectors have carried out an inspection into the Housing Need Service. The inspectors are expected to report back their findings early in 2019 to the Head of Housing, Senior Managers and officers working within the Housing Need Service. An action plan will be developed following the feedback session

**TIS Award for Best Innovative Practise** – The TP Team were successful in the Council's Celebrating Success Awards, receiving the 'New and Innovative Services for our Communities' award for the team's work on Digital Involvement with tenants through the use of text messaging and the services Facebook Group, specifically for council tenants.

### **Evening Housing Network**

The first evening network meeting was held in the Civic Centre on the 7<sup>th</sup> November. 13 new tenants attended and advised they would be interested in attending other sessions in 2019. The session included an overview of Tenant Participation, to show those attending the ways they can get involved in improving and shaping service delivery.

### **Tenants Repairs Policy Scrutiny Session**

A working group was formed from members of the West Lothian Tenants Housing Network, to review the repairs policy with officers from Building Services. Two sessions were held, one on 23<sup>rd</sup> October and the other on the 7<sup>th</sup> November at the Whitburn Tenants Resource Centre.

### **Good Neighbour Award Ceremony**

The annual award ceremony was held on Friday 26<sup>th</sup> October in the Civic Centre,. The awards are held to celebrate those neighbours nominated for being a kind and considerate neighbour. Both tenants and residents can be nominated and we promote this award in the e summer edition of Tenants News

### **Focus Groups**

Four meetings were held on the 21<sup>st</sup> and 22<sup>nd</sup> November (am and pm sessions) in Whitburn and East Calder to discuss tenant satisfaction, following the 2017 Tenant Satisfaction Survey. Tenants attended for an informal discussion, focussing on four questions relating to decision making, quality of their home, good value for money and whether or not support was required with their tenancy. Officers are currently reviewing the comments/feedback received.

### **Tenants Training**

A session was held on the 5<sup>th</sup> December with tenant representatives from throughout West Lothian, to help increase awareness on the Housing Allocation Policy, with practical insights and information provided on how applications are processed and assessed.

### **Safer Neighbourhood Team**

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

SNT officers attended the Greenrigg Community Council Meeting, Officers also dealt with an unauthorised encampment in Blackburn, this was investigated, a notice to quit was served with the encampment moved on.

There was a report of racial abuse investigated, the perpetrator was charged with the offence and was also served a warning notice with no further complaints received.

There were 144 incidents reported over this period, 39 of these related to noise with 12 new cases opened.

There are 4 Interim ASBO's and 1 full ASBO active within the ward area.

#### **E. CONCLUSION**

To note the contents of the report.

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

None

Appendices/Attachments: None

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Tel: 01506 776162

Date: 4<sup>th</sup> March 2019





**WHITBURN & BLACKBURN 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 NETs Land & Countryside Services' teams for the period 1 November 2018 – 31 January 2019.

**B. RECOMMENDATION**

The Local Area Committee is asked to:

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

**C. SUMMARY OF IMPLICATIONS**

<b>I</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>	We make the most efficient and effective use of resources by minimising our impact on the built and natural environment
<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**

To report on activity for period 1 November 2018 – 31 January 2019.

## D2 Grounds Maintenance Routine Works

All hedges in the ward have been cut as scheduled.

Shrub bed renovations have been completed in Greenrigg, East Whitburn, Blackburn and Seafield have been completed. Staff are currently working through the Whitburn beds and these are scheduled to be completed around mid-February

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

Preparation works are underway to prepare for the delivery of the new Ground Maintenance service standards, with summary information attached in Appendix (1). This will result in changes to some grass areas, in particular in Livingston Greenways and some road verges.

### Grounds Maintenance Enquiries

In total there were 19 grounds maintenance related enquiries received and dealt with during this reporting period in 2018.

	2018	2017
Ball Game Enquiries	0	1
Bench or Seat Enquiries	1	0
Bonfire Enquiries	3	0
Drainage Flooding Grass Areas	1	0
Enforcement Officer Enquiries	1	1
Fencing Enquiries	1	2
Grass Cutting Enquiries	1	0
Grass Highway Verges	1	0
Grounds Ownership Enquiries	1	2
Grounds Property Vandalised	1	1
Hedge Cutting Enquiries	1	2
Neighbourhood Env Team	1	0
Public Park Enquiries	2	1
School Grounds Enquiries	2	0
Shrub Bed Overhanging Path	1	1
Weeds General Enquiries	1	0
Total	19	11

## D3 Garden Maintenance Routine Works

The Garden Maintenance Scheme finished at the end of October last year. Staff are currently being recruited to recommence the scheme on the 8th April 2019.

### Garden Maintenance Enquiries

In total there were two garden maintenance related enquiries received and dealt with during this reporting period in 2018/19.

	2018/19	2017/18
Garden Maintenance General Enquiries	1	3
Garden Maintenance Hedge Cutting	1	0
Total	2	3

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

The ward is covered by a mobile cleansing team consisting of five operatives and one compact sweeper. Whitburn has the additional resource of a street orderly and there is a backshift team covering the area from Whitburn Academy to the main street daily in the afternoon. There is a reduced level of staff on at the weekend covering West Lothian, and Whitburn Main Street is one of the areas covered by them. We also have two HGV sweepers that cover the whole of West Lothian.

Staff dealing with enquiries and carrying out routine works to remove litter, fly tipping and debris on roads, footpaths and open spaces throughout the ward.

Street Cleansing staff have also been carrying out leaf clearance throughout West Lothian. Leaves are lifted from footpaths and roadways and staff will target known areas of concern and react to enquiries that come in from the public.

#### **Cleaner Communities Enquiries**

In total 87 cleaner communities related enquiries were received and dealt with during this reporting period in 2018/19.

	2018/19	2017/18
Complaint Street Cleansing	1	0
Dead Animals	5	2
Dog Fouled Grass/Open Space	5	2
Dog Fouling on Paths/Roads	17	13
Dog Waste Bin New Request	2	3
Glass on Paths or Open Spaces	3	3
Graffiti Non Offensive	1	0
Graffiti Racist or Offensive	1	1
Illegal Fly Posting	1	0
Illegal Fly Tipping/Dumping	18	25
Litter Bin Full Overflowing	1	2
Litter Bin New Request for Bin	1	0
Litter General Enquiries	2	3
Litter in Grass/Open Space	0	2
Litter On Paths/Road Verges	6	13
Needles/Syringes Abandoned	1	1
Street Sweeping Enquiries	4	13
Trolleys Abandoned/Dumped	2	0
Vehicle Abandoned	16	5
Total	87	88

#### **Enforcement Community Action**

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

Officers have issued two Fixed Penalty Notices for Fly Tipping Offence. There have also been two reports submitted to the Procurator Fiscal for non-payment of Fixed Penalty Notices. A Dog Fouling Appeal hearing has been attended and evidence given. The appeal was unsuccessful.

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

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 Taxis on behalf of Transport Department as well as assisting colleagues in Community Learning & Development Youth Services through the positive destinations programme. They have also carried out checks on behalf of Licencing.

Officers have been engaged in partnership working with various other departments and external agencies on a range of issues affecting communities. This has included visits to residents giving verbal warnings and warning letters issued in relation to dog fouling or fly tipping in order to change behaviours following complaints from members of public, neighbours and housing officers. Compliance gained with affected areas being cleaned up.

Education & Engagement Officers have attended residents and community group meetings and supported Community Clean Up events by supplying equipment and removal of waste. They have carried out dog fouling and litter stencilling in problem areas along with signage to promote behaviour change.

Invitations have been sent out to community groups and schools to register for National Spring Clean 2019.

## **D5 Parks and Woodland Enquiries**

In total 11 Parks and Woodland related enquiries were received during this reporting period. Seven enquiries were inspected, six enquiries required no action, one enquiry generated works instructions to programme and 12 works instructions were completed.

	2018/19	2017/18
Tree works completed for period	12	n/a
Tree works outstanding for LAC area	29	n/a
Tree related Enquiries for report period	7	n/a
Tree Enquiries not generating works orders	6	n/a
Tree Branches Overhanging	3	4
Tree Broken/Damaged or Dead	1	0
Tree Dangerous or Unsafe	1	2
Tree Enquiries General	4	6
Tree Leaves Causing Problems	2	2
Tree Preservation Orders	0	1
Total	11	15

### **Blaeberryhill Park, Whitburn**

Outline plans for woodland management to improve safety and reduce incidents of fire raising in the woods within Blaeberryhill Park have been prepared. A meeting with residents of houses neighbouring the woods on the south side of the park was organised by Whitburn Community Council, and attended by one of the Rangers and the Tree & Woodland Officer, to discuss some possible options.

This was followed by a similar discussion at the November meeting of the Community Council, which was also attended by a representative of Police Scotland. There were differing views from some of the neighbours as to which approach they preferred, which may be difficult to resolve.

A map and two suggested options for a way forward, including some limited work is being undertaken within the next few months by the Council. It is proposed that this is followed by a grant applications to Forestry Commission Scotland and others funding sources to undertake a programme of work to bring the woods throughout the park and adjacent to Croftmalloch Primary School back into management. The Community Council office bearers have intimated that they are in agreement with this approach. A "drop-in" session is planned at the Community Centre on 7 February which has been advertised around the park and via the community council to gather views / ideas from those who use the park.

### **Ranger Service Update**

No. Rights Of Way / Core Path / Patrols carried out (hours)	17
No. Volunteer hours	115

The Friends of Polkemmet have continued with path clearance work over the autumn. The Friends of Polkemmet had a great end to the year, celebrating everything they've achieved in 2018. A meeting is planned for early 2019 to look at projects for the coming year - to restart in the New Year.

Students from Whitburn Academy have been carrying out Conservation work on Monday mornings at Polkemmet for four weeks learning to use hand tools.

Volunteer Ranger Service started back after Christmas break. Working on pond clearance at Calderwood, peatland restoration work at Easter Inch Moss, Orchard pruning, pathwork and meadow management at various sites across the district.

Patrols carried out Easter Inch Moss, Whitrigg and Blaeberry Woodlands.

## **D6 Open Space and Cemeteries**

Redhouse Place Green, Blackburn. Works are largely complete. Works included installation of a new toddler play area, kick pitch, seating and bins. We also completed some minor tree works, removed a broken fence, and concealed the remnants of a brick wall with concrete. Only outstanding works are to add some ground graphics when temperatures allow.

Seafield Green Local Park. All planned works are complete. Additional play equipment has been installed, ball court has been refurbished, park furniture has been refurbished or replaced, and the small woodland area to the east of the school has been thinned and desire lines through this area cleared of vegetation. These works were funded by the Village Improvement Fund.

Greenrigg Primary School Play Area and Greenrigg Park. Work to discourage anti-social access with motorised vehicles has been complete. Two entrances to the park and Greenrigg Community Woodland have had gates and fences repaired and heavy logs added to prevent access for quad bike. We have also recently added a concrete plinth to seating at the play area. We will look to repair (potholes) the access track to Greenrigg Park in Spring 2019.

Blaeberryhill Park, Whitburn. Work to improve drainage at the Raeburn Crescent entrance to the park has been programmed for February/March 2019. These works are designed to address consistent flooding across the tarmac path at this entrance.

### **Open Space Enquiries**

There were no Open Space enquiries for this reporting period in 2018/19 or in 2017/18.

### **Cemeteries Routine Works**

#### **Whitburn Cemeteries**

Winter routine works which include leaf lifting, grave reinstatement works, pruning and burial duties ongoing across the cemetery estates.

### **Cemeteries Enquiries**

There were 10 Cemeteries enquiries for this reporting period in 2018/19.

	2018/19	2017/18
Bench Donations	0	1
Cemeteries General Enquiries	8	10
Cemetery Property Vandalised	0	2
Lair Enquiries	2	2
Lair Sunken or Uneven	0	3
Total	10	18

## **E. CONCLUSION**

Shrub bed renovations have been completed in Greenrigg, East Whitburn, Blackburn and Seafield have been completed.

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

The Open Space Capital Programme is progressing as scheduled.

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: one

- (1) Grounds Maintenance – Service Delivery 2018/19

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**Jim Jack**  
**Head of Operational Services**  
**4 March 2019**

## **Grounds Maintenance – Service Delivery 2018/19**

### **Background**

#### **The Environmental Protection Act 1990**

The Environmental Protection Act 1990 (The Act) imposes a duty on local authorities and certain other landowners and occupiers (the duty bodies) to keep specified land clear of litter and refuse so far as is practicable. The Act also places a duty on local authorities or Scottish Ministers to keep public roads clean so far as is practicable, including keeping roads and footpaths clean of detritus and from weed growth.

The Act does not place any duties on local authorities or land owners on the standards of grounds maintenance that should be achieved. Therefore it is at the discretion of local authorities to establish service standards for the maintenance of its open spaces, parks and woodlands.

The Code of Practice on Litter and Refuse issued under section 89 of The Environmental Protection Act 1990 defines standards of cleanliness which are achievable in different locations and under differing circumstances. It is concerned with how clean land is, and not grounds maintenance activities other than the removal of weed growth..

The Code of Practice is based on the following two principles:

- Areas which are habitually more heavily trafficked should have accumulations of litter, detritus and weed growth cleared away more quickly than less heavily trafficked areas; and
- local authorities and other land owners should develop zones to create an environmental hierarchy to enable services to be delivered on a priority basis.

Therefore, the service has developed grounds maintenance zones for service delivery which is consistent with the approach taken for cleansing activities.

#### **Grounds Maintenance Zones**

Zoning is based on location and land use with land types being divided into broad categories or zones according to land use and volume of traffic. Within the broad range of zones it will be the local authority or other duty body to allocate geographical areas to a particular zone. Zones within West Lothian are as follows:

**Zone 1:** town centre

**Zone 2:** high density residential

**Zone 3:** low density residential

**Zone 4:** sports fields and facilities

**Zone 5:** open spaces and parks

**Zone 6:** industrial areas

**Zone 7:** classified road and verges not included in zones 1 - 3

**Zone 8:** rural roads and verges

## SERVICE STANDARDS

As previously indicated, the Environmental Protection Act 1990 does not stipulate the standard of grounds maintenance that Local Authorities are required to provide, and is more concerned with the cleanliness standard of the environment. However in order to provide a degree of operational planning, service standards for grounds maintenance activities have been designed around resource availability, zoning methodology and the Code of Practice on Litter and Refuge that defines standards for cleanliness and weed growth. The grounds maintenance standards that are maintained and are as follows:.

Zone / Category		Zone Summary / Remarks	Grass Cutting	Weed Spraying	Hedge Cutting
1	Town Centre	This would include areas of high footfall associated with educational establishment, particularly secondary and primary schools	12 x annually	2 x annually	1 x annually
2	Residential (high density)	Terraced, tenemental, flatted housing and educational establishments	12 x annually	2 x annually	1 x annually
3	Residential (low density)	Detached and semi-detached Housing and educational establishments	12 x annually	2 x annually	1 x annually
4	Sports fields and facilities	Football pitches, athletic fields etc. and all sports facilities managed by West Lothian Council	12 x annually	2 x annually	Ad Hoc
5	Open spaces and parks	Open spaces and parks not classified as common ground	12 x annually	2 x annually	Ad Hoc
6	Industrial areas	Areas of common ground within industrial estates	12 x annually	2 x annually	Ad Hoc
7	Classified roads and verges not included in zones 1 - 3	Classified Roads (A, B and C) linking towns and residential areas	1 x annually	Ad Hoc	Ad Hoc
8	Rural roads and verges	These areas have specific health and safety requirements to ensure safe operation	Sightlines as required	Ad Hoc	Ad Hoc





## **WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

### **COMMUNITY REGENERATION UPDATE**

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

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

The purpose of this report is to update members on regeneration activity within the Whitburn and Blackburn ward.

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

It is recommended that members note:

1. updates on Whitburn regeneration activity;
2. updates on Whitburn town centre related matters;
3. an update on the progress of developing Whitburn Partnership Centre;
4. updates on Blackburn regeneration activity; and
5. an update on Community Action Blackburn.

##### **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>	<p>Community regeneration reinforces the council's commitment to community planning at a local level.</p> <p>Local authorities have a statutory requirement for developing locality plans for targeted communities in their area. Regeneration Plans fit this requirement for West Lothian.</p> <p>The projects set out do not require a strategic environmental assessment. The projects to different degrees seek to address health and equality issues.</p>
<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 indicators relating to the activity within the plans are captured within the set of Regeneration key performance indicators.

<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	<ul style="list-style-type: none"> <li>- We are better educated and have access to increased and better quality learning and employment opportunities.</li> <li>- We live in resilient, cohesive and safe communities.</li> <li>- We live longer, healthier lives and have reduced health inequalities.</li> <li>- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</li> </ul>
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	The activities set out are funded from existing budgets and relevant external sources.
<b>VII</b>	<b>Consideration at PDSP</b>	Annual updates on regeneration plans will be presented to the Community planning Partnership.
<b>VIII</b>	<b>Other consultations</b>	Whitburn Regeneration Group and Whitburn Town Centre Management Group regarding the review of the Placemaking in Whitburn masterplan. Blackburn's Future Group is involved in the development of a plan there.

## **D. TERMS OF REPORT**

### **Background**

A report was provided to the Local Area Committee in 2016 outlining the background to developing regeneration plans, including the processes, structures, and timescales involved. Thirteen regeneration areas have been identified, based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. Whitburn and Blackburn are two of these communities.

The Regeneration Plans are the local plans required by the Scottish Government as part of their Community Empowerment approach and reported through the Community Planning Partnership.

Regeneration plans have been developed for both Whitburn and Blackburn, after extensive work between Community Regeneration Officers and steering groups from the local area which consist of the various community group representatives and personnel from public services and voluntary agencies operating in those areas.

The first versions of both the Whitburn and Blackburn regeneration plans have been presented to the Local Area Committee in September 2018. These identify the priorities that have been developed for the areas and provide the context for the updates below.

### **Whitburn Regeneration Plan**

The regeneration plan for Whitburn pulls together the work of the various partnership groups in the town, namely Whitburn Regeneration Group, the Whitburn Town Centre Management Group and the recently formed Whitburn Services Group.

Whitburn Services Group (consisting of the services working in Whitburn) met on 5 December 2018 and 23 January 2019. The next meeting of the group is being planned for March. Whitburn Regeneration Group (consisting of representatives from the community organisations/ volunteers) met last on Wednesday 30 January.

It is emphasised that these groups have different focusses, as is detailed below, and the Community Regeneration Officer for the area works with others to ensure their efforts are complementary rather than duplicative. Regeneration activity is also being delivered via the Development Worker at Whitburn Community Development Trust, therefore, a summary of their activities is also included in the following updates:

### **Summer Lunch Provision 2019**

A representative from Volunteer Scotland attended the Whitburn Regeneration Group meeting to discuss child protection and disclosure processes with the community groups. It was anticipated that there would be a meeting in February to begin planning this year's programme.

Planning at this stage recognises the need to look wider for funding sources, as well as the desire to have a coordinator in place to manage the programme, and to build in time to recruit and give basic training to volunteers. The Development Worker at Whitburn CDT has offered their services in the planning of this year's programme.

### **Community Garden Proposal**

At the previous meeting of the Local Area Committee, it was reported that staff from the Inclusion and Well-being Service based at the building formerly referred to as Burnhouse School were considering whether part of the area to the south of the school (within the school grounds) could be used for allotments.

Following input from officers in Operational Services, staff are now looking at a the project as more of a community garden which will still utilise the existing polytunnels out the back but require the building of beds for plants and food-growing.

The school are now looking to engage other schools in the project, particularly those in near proximity, which would also help break down barriers and pre-existing negative perceptions of the school.

### **West Lothian College/ Adult Learning**

Officers from Economic Development & Regeneration, Adult Learning and Whitburn Academy recently met with representatives from West Lothian College and Whitburn Community Development Trust to develop plans to pilot outreach work by the college in the town.

They are scoping out what college, employability and adult learning opportunities would be feasible to provide in the Whitburn area. These options will be aligned to local employment opportunities. It is likely that any new provision would be looking to tie in with the new academic year but is intended to be course delivery as opposed to one-off 'taster' sessions.

Officers are also keen to link this approach in with the family learning agenda of the schools in the town.

### **Whitburn Community Development Trust (Whitburn CDT)**

Updates on Whitburn CDT activity include:

Polkemmet Park Run: Whitburn CDT are developing plans with parkrun UK into utilising Polkemmet Park. parkrun UK only provide 50% of the £6,000 start-up costs, therefore Whitburn CDT have been pursuing the remainder of this. They have received £1,000 from a health grant and at its meeting in February. the Whitburn Town Centre Management Group agreed to provide up to £4,000 towards these costs.

Financial Inclusion Worker – the CDT has developed a proposal with Citizens Advice Bureau (CAB) for a dedicated worker for Whitburn for financial and legal support. A successful funding application to the West Lothian Development Trust means that Whitburn CDT/CAB now have 50% of the costs for a Financial Inclusion Worker for the town. They are looking to LEADER funding to provide the remainder and developing an application for this. This project would provide additional resource in the town to support people with financial/ legal difficulties.

### **Whitburn Town Centre**

Town Centre Shopfront Improvement: Whitburn town centre traders and businesses continue to be eligible to apply for grant assistance through the Shopfront Improvement Scheme, to assist with costs associated with any external frontage improvements. Since the inception of the current operational scheme, there have been a total of 33 approved grants and awards made. The scheme is funded through the budget allocation made from the Whitburn Town Centre Improvement Fund. There is a similar scheme available elsewhere across the Whitburn and Blackburn ward area, for local indigenous retailers and traders.

Whitburn East End Enhancements: Members will be aware that funding had been committed through the Whitburn Town Centre Improvement Fund to work with the Central Scotland Green Network Trust (CSGNT) and the Woodland Trust (WT) to implement environmental improvements at the east end approach to/from Whitburn. This work has now been completed and formed part of a wider comprehensive project that extends into East Whitburn.

Whitburn Town Gateway Signage: Following engagement and identification of proposed signage locations with local community stakeholders, delivery of new bespoke designed town entrance features at gateways to Whitburn is under way. Three gateway signs, to be sited on the eastern, northern and southern approaches to Whitburn, have been procured and awaiting installation in early 2019. These have been funded through Whitburn Town Centre Improvement Fund.

Memorial Cairn: The Town Centre Manager is continuing to work with the Ancre Somme Association Scotland (ASAS) who are leading this project. ASAS are continuing to fundraise through crowdfunding whilst the Town Centre Management Group have agreed to fund up to £2,500 towards the project costs.

### **Whitburn Partnership Centre**

Updates on progress include:

- The community can expect to see works begin in March/April with the contractor preparing the site for (part) demolition and building works to commence.
- Traffic management will be attended to by the contractor to minimise any adverse impact on the community.

- Officers met with the Key Community Organisations group (KCO) in January and updated them on progress, so they are able to update their networks.
- A website for the partnership centre project is being developed and an electronic mailbox has been made available ([whitburnpartnershipcentre@westlothian.gov.uk](mailto:whitburnpartnershipcentre@westlothian.gov.uk)) for the public to comment or enquire to directly.
- Early discussions have taken place with the Museums Officer to ensure museum space in the new facility is maximised.
- Officers have discussed whether provision of an interim town clock was required during the period of building work with the KCO group. It was agreed that this would not be required therefore will not be provided.

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

As members will be aware, two key community organisations in the ward – Community Action Blackburn and Whitburn Community Development Trust - have had reductions in funding provided when compared with what they received in 2018/19.

The respective Community Regeneration Officers working with these groups have offered their support to them over the coming months given this reduction will have an impact on their service delivery.

### **Blackburn's Future Group (BFG)**

Blackburn's Future Group (BFG) is the local regeneration partnership group for Blackburn. Its meetings are now taking place bi-monthly with the subgroups beginning to meet monthly.

The new Recreation, Learning and Youth Provision subgroup is branching out looking at the two main elements, learning as one element and youth provision as a further element. The first meeting to look into the learning element is scheduled for March with attendance from a representative from West Lothian College attending to discuss outreach learning in the community.

### **Redhouse Place Park**

Improvements to Redhouse Place Park are almost complete with additional funding being awarded to support landscape work and a small fence around the kick about area. This project has been led by a subgroup of BFG involving local residents and partners that were involved from the start of the project.

The subgroup looked at ways to redevelop the area including a new play park, thinning out of trees, planting of an edible walkway and making the area accessible and safer. To ensure community involvement was undertaken a consultation process was carried out with local schools to help identify what play equipment should be installed.

Along with additional play equipment, a second phase to the project included a new kick about area with goals with a soft surface, basketball hoops and additional seating. Following completion of this phase the subgroup will be looking at planting an edible walkway using fruit trees to benefit the community.

### **The Change in Blackburn Group (CIB)**

This is an established group of young people supported by CAB are working on actions to look at different elements in the Poverty, Health and Wellbeing theme.

The group are currently working on designing a mental health awareness event to be delivered later in the year. This coincides with the statistical data relating to the number of people in Blackburn who are on prescription drugs for depression, anxiety or psychosis.

### **The Keep Safe – I am Me initiative**

This initiative is within the care and maintenance theme and is being rolled out in Blackburn in partnership with Police Scotland who attended the last BFG meeting to discuss the initiative and to identify the best way to progress. The BFG will support this initiative and work with colleagues in Police Scotland to provide safe venues for people who may be vulnerable or afraid.

Colleagues in the Fire Service have organised a multi-agency meeting to discuss the issues faced in Blackburn around bonfire night and fireworks. Representation by community regeneration will be at the meeting to look at how best to support partners to reduce anti-social behaviour around that time of year.

### **Health Issues in the Community (HIIC)**

A new HIIC is being delivered in partnership with West Lothian Council, Aspiring West Lothian and Community Action Blackburn. HIIC is aimed at increasing community capacity, increasing community participation and establishing community development approaches to tackling inequalities in health. It is hoped that between eight and ten people will take up this free course and be incorporated into supporting the BFG and the actions from the plan into the community.

### **Community Action Blackburn (CAB)**

Support is being given to Community Action Blackburn (CAB) relating to the reduction in funding and the challenges that the group will face going forward. The current project manager is retiring at the end of the financial year and as such an advert is now live on the Goodmoves job website for a new project manager.

## **E. CONCLUSION**

The process for developing regeneration plans is underway within the Whitburn and Blackburn ward. Local action groups have been established with evidence-gathering and consultation exercises having been undertaken, the first drafts of these have been produced. These will be 'live' documents that will be monitored and reviewed on an ongoing basis.

## **F. BACKGROUND REFERENCES**

Placemaking in Whitburn masterplan available on  
<https://www.westlothian.gov.uk/whitburn>

West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None.

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**Craig McCorriston, Head of Planning, Economic Development and Regeneration**  
4 March 2019.

DATA LABEL: Public

## WHITBURN LOCAL AREA COMMITTEE

### TIMETABLE OF MEETINGS 2019-2020

Finalised Reports to committee officer by 12 noon	Final Agenda Issue	Meeting Date	Venue
Monday 2 September 2019	Tuesday 3 September 2019	<b>Monday 9 September 2019</b>	To be confirmed
Monday 25 November 2019	Tuesday 26 November 2019	<b>Monday 2 December 2019</b>	To be confirmed
Monday 24 February 2020	Tuesday 25 February 2020	<b>Monday 2 March 2020</b>	To be confirmed
Monday 25 May 2020	Tuesday 26 May 2020	<b>Monday 1 June 2020</b>	To be confirmed

All meetings will be held at 10.00 am unless otherwise advised





# **WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE WORKPLAN – AS OF MARCH 2019**

<b>No.</b>	<b>Subject</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
1	Housing Report	Quarterly update on housing issues	Gary Stoddart	June 2019
2	Police Report	Quarterly update on police/NRT activity	Sgt. Vincent Hughes	June 2019
3	Economic Development and Regeneration Report	To update local members on Economic Development and Regeneration service activity in the ward.	Craig McCorriston	June 2019
4	Fire and Rescue Report	Quarterly report on activity	Lee Clark	June 2019
5	Operational Services Report	Quarterly report on activity	Jim Jack	June 2019