



## ***Armadale and Blackridge Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

14 March 2019

A meeting of the **Armadale and Blackridge Local Area Committee** of West Lothian Council will be held within the **Thistle Suite, Armadale Partnership Centre, Armadale** on **Thursday 21 March 2019** at **2:00pm**.

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 the Committee held on 13 December 2018 (herewith).
5. Armadale Academy Update - report and presentation by Graham Paris, Head Teacher (herewith).
6. Police Ward Report - report by PC Ross Walker (herewith).
7. Fire & Rescue Service Report - report by Station Manager Alan Cunningham (herewith).
8. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).

DATA LABEL: Public

9. Service Update - NETS, Land & Countryside - report by Head of Operational Services (herewith).
10. Community Regeneration Update - report by Head of Planning, Economic Development and Regeneration (herewith).
11. Timetable of Meetings 2019/2020 (herewith).
12. 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 ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE held within THISTLE SUITE, ARMADALE PARTNERSHIP CENTRE, ARMADALE, on 13 DECEMBER 2018.

Present – Councillors Andrew McGuire (Chair), Stuart Borrowman and Sarah King

In attendance –

Elaine Cook, Lead Officer, West Lothian Council  
Michelle Kirkbright, Community Regeneration Officer, West Lothian Council  
Lorraine Donnelly, Housing Manager, West Lothian Council  
Eirwen Hopwood, Park & Woodland Manager, West Lothian Council  
PC Nadia Munro, Police Scotland  
Kevin Hamilton, Network Manager, West Lothian Council  
David Cullen, Open Space and Cemeteries Manager, West Lothian Council  
Beverley Akinlami, Education Services, West Lothian Council  
Chris Nelson, Income Maximisation Manager, West Lothian Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The committee confirmed the minute of its meeting held on 20 September 2018 as a correct record. The minute was thereafter signed by the Chair.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Police Scotland providing an update on performance activities and issues across the ward for the period up to 30 June 2018.

The report was presented by PC Nadia Munro and provided information on the Police Scotland National Priorities (delivered locally), the West Lothian priorities and the ward specific priorities. The report provided members with an overview of the performance statistics for the West Lothian Area Command for the period April to June 2018. Ward specific figures were not available as there was currently no partnership analyst within the Community Safety Unit and therefore no access to the previously provided statistics.

The report then provided the committee with an overview of the variety of prevention activities that had taken place across the ward during the reporting period, which included:

- Protecting People;
- Reducing Antisocial Behaviour and Hate Crime;

- Reducing Violence;
- Tackling Substance Misuse;
- Reducing Home, Fire and Road Casualties; and
- Tackling Serious and Organised Crime and Counter Terrorism.

The report concluded with information on the Team 2 Response Team from West Lothian who had made it to the final selection at the Annual Force Excellence Awards and of the galas and festivals which had taken place during the reporting period all of which passed without major incident.

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

#### Decision

To note the contents of the report and the update from PC Munro.

#### 4. FIRE AND RESCUE SERVICE REPORT

The committee considered a report (copies of which had been circulated) by the Scottish Fire and Rescue Service providing an update on the service's activity within the Armadale and Blackridge Multi-Member Ward for the period to 30<sup>th</sup> September 2018.

The quarterly reports were produced to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2018, which was a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E. A list of the seven key priorities for the ward, against which performance had been monitored, was listed within the report.

An appendix to the report provided members with a series of graphs showing details of accidental dwelling fires, fire casualties and fatalities; deliberate fires, fires in non-domestic properties, special services casualties (excluding RTC's), unwanted fire alarm signals and RTC casualties and fatalities for Scotland, West Lothian and the ward.

The report recommended that the local area committee notes and provides comment on the Armadale and Blackridge Multi-member Ward Performance Report.

#### Decision

To note the contents of the report.

#### 5. HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

The committee considered a report (copies of which were tabled) by the Head of Housing Customer and Building Services providing an overview

of housing performance for the period 1 July to 30 September 2018.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report. The committee noted that for the period July to September 2018, a total of 28 properties had been let for mainstream tenancies and 12 properties had been let for temporary tenancies. There were 43 policy voids in the ward.

A graph within the report demonstrated the position for rent arrears for Q2 compared to the same period the previous year. The Ward arrears position for Q2 was £250,587. This was an increase of £60,307 on last year's position. The West Lothian overall position has increased by £593,408 from the previous year and on 1 October 2018 was £2,405,181.

The Housing Manager advised the committee that the overall increased arrears in comparison to the previous year were 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. Information on the various initiatives to continue to tackle rent arrears was given.

Further information was contained within the report on the following:

- Local area team activity;
- Capital programme and new build activity;
- New build programme;
- Tenant participation update; and
- Safer neighbourhood team update.

The report recommended that members note the contents of the Housing, Customer and Building Services activity report for the period 1 July to 30 September 2018.

#### Decision

To note the contents of the report.

### 6. 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 August to 31 October 2018 and highlighting future works planned for the locality.

The report provided an overview of the works that had been carried out on grounds maintenance, garden maintenance and cleaner communities' routine operations. An overview was also provided on the various environmental community activities that had been carried out by the

enforcement officers, together with information on the work they had carried out on behalf of other council services and partnership agencies.

The report concluded with information on Parks and Woodland enquiries and the routine works carried out by the Open Space and Cemeteries teams.

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

#### Decision

To note the contents of the report.

### 7. 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 was appended 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.

### 8. ARMADALE CROSS TRAFFIC SIGNALS

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing information on the Armadale Cross signal timings and constraints on reducing congestion following a question at the meeting of West Lothian Council held on 25<sup>th</sup> September 2018.

The report recalled that Councillor Borrowman had submitted a question to the Executive Councillor for the Environment inquiring whether the current disposition of traffic lights, phasing, location of bus stops, etc. was appropriate to ensure the safe and smooth flow of traffic at Armadale Cross. The council had agreed to refer the matter to officers to prepare a report for the local area committee.

The report described the existing layout of Armadale Cross, traffic light controls, approach roads, waiting restrictions and bus stops. These were illustrated in a map which was appended to the report.

Members heard that a modelling exercise had been undertaken by officers to establish current performance of the junction which had been validated by on-street observations. An appendix to the report outlined the results of that exercise and concluded that the junction was operating very near capacity.

The report explained that within the last two years, the council's traffic signal engineer had examined options to introduce right turn filters on both the north-south and east-west arms, as well as splitting the phasing on all four arms, the results of which were also set out in an appendix. That modelling exercise had demonstrated that each of those options would take the junction well over its capacity that would lead to considerably extended queues and traffic delays. The physical constraints of the layout meant that capacity could not be increased.

In addition to traffic light sequences, officers had also observed that the location of most of the bus stops was unlikely to impact on junction capacity. They noted that the southbound bus stop on South Street was relatively close to the junction and on occasion, when a bus was stationary, it led to short additional delays at the junction. On site observations had shown that the bus stop was well used by passengers with a maximum of 10 buses per hour during the day. Careful consideration had been given to relocating the bus stop away from the junction but officers had concluded that there was no scope to relocate it without adversely affecting bus passengers' ability to access the town centre or creating other traffic issues.

The report advised that officers had concluded that the existing arrangements at Armadale Cross were the best compromise for the site at the present time. The junction performed well within capacity for much of the time although there were peak periods when it was operating at capacity with resultant queues and delays. Delays caused by increased traffic levels as a result of new developments and increased car ownership were being experienced across West Lothian and the UK.

Members raised a variety of questions regarding the options that had been investigated and asked whether there was scope to chamfer the corners of the junctions to allow buses to manoeuvre easier and allow traffic to continue to flow. The officer responded to matters raised and would feedback the committee's comments regarding further impact on traffic movement if new housing sites were developed at Armadale Stadium and Standhill and a new Eastertoun Primary School was built.

The committee was invited to note the information contained in the report.

#### Decision

To note the terms of the report.

### 9. 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 4151 separate enquiries from 1408 customers, an increase of 17% 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 38 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.

#### Decision

To note the terms of the report.

### 10. INVITATION TO COMMUNITY COUNCILS FOR FUTURE MEETINGS



The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration seeking approval to invite all active community councils in the ward to future meetings of the committee.

The report explained that whilst the council had a duty to have a Scheme for Establishment of Community Councils in its area, community councils were not part of the council's structure. They were independent bodies who ran their own affairs.

Local area committees were forums through which local issues were discussed and they encouraged discussion between local members, officers and the wider community. In terms of the council's standing orders, each local area committee was able to invite such third parties as it deemed appropriate to attend its meetings. The report invited members to agree that the three active community councils in the ward, namely: Armadale, Blackridge and Torphichen, be invited to attend future meetings of the committee on an ongoing basis. There was no community council currently active in Westfield & Bridgehouse.

The committee was invited to agree that all active community councils within the ward be invited to future meetings of the committee on an ongoing basis.

#### Decision

To approve the terms of the report.

### 11. PENSIONERS' 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 Armadale and Blackridge 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 Armadale and Blackridge 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 six groups within the Armadale and Blackridge ward had applied to the fund and had been supported.

#### Decision

To note the terms of the report.

## 12. COMMUNITY REGENERATION UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing details of the progress made towards developing a regeneration plan within the ward, and other related activities.

The Community Regeneration Officer advised the committee that the priorities identified within the plan reflected the data collected from the community engagement consultation, the statistical data from Scotpho and SIMD along with professional knowledge of the steering group, therefore using a three pronged approach to identifying community need.

The overarching priority determined by the Regeneration Group was Poverty, Health and Wellbeing, with specific actions around reducing inequality. The main themes to be addressed by the overarching priority were mental health, children living in poverty, education, training and employment. Other priorities identified by the community through the consultation were:-

1. Traffic and parking;
2. Derelict sites, streets and space;
3. Facilities: shops and health; and
4. Play, leisure and recreation.

Further community engagement with males was scheduled for the new year with sessions and clubs identified for approach. Pubs in the area would also be targeted. These actions would reduce the significant gap between male and female involvement and ensure a more equal demographic of consultees.

The Health & Well Being sub-group was led by an NHS Lothian representative. Due to recent issues at Armadale Academy around young people's mental health, the group would prioritise actions to support and implement new initiatives. A multi-agency group had been scheduled to progress an action plan to support the school and its pupils and representatives from the Health & Well Being sub-group would attend. Funding to provide specialist mental health training to volunteers to support community groups was being sought to allow additional support to young people in settings outwith educational establishments to strengthen the capacity within the area and provide a wider support network for young people in the Armadale and Blackridge ward.

Members noted that traffic and parking would be merged with the derelict sites, street and space sub-group to avoid duplication and to encourage more involvement for community members. Actions were being progressed with external organisations including Living Streets being invited and agreeing to support specific actions around pavement parking.

The plan would be renamed by the end of the year with comments invited via an online survey that would then be voted on by the community. The new name would thereafter be incorporated in all online documentation in the New Year. The plan would be showcased at two events in December to inform and update the community on its progress and to seek additional membership to the main steering group and sub-groups.

The report went on to provide updates from regeneration partners within Armadale, including The Dale Hub and Armadale Partnership Centre.

Finally, it was noted that Armadale Regeneration Plan continued to gain momentum with the steering group considering specific actions to address the overarching priority and community priorities.

It was recommended that the committee notes:

- The progress to date with regards to developing a regeneration plan for the town and associated activities;
- The Armadale Regeneration Plan and its launch; and
- The updates from regeneration partners within Armadale, The Dale Hub and The Partnership Centre.

#### Decision

To note the contents of the report and the update from the Community Regeneration Officer on the progress made to develop a regeneration plan.

### 13. WORKPLAN

The committee considered the workplan for the Local Area Committee (copies of which had been tabled).

#### Decision

To note the contents of the workplan.





**ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE**

**ARMADALE ACADEMY UPDATE**

**REPORT BY HEADTEACHER OF ARMADALE ACADEMY**

**A. PURPOSE OF REPORT**

To inform the Committee of the outcome of the Education Scotland (HMI) inspection at Armadale Academy.

**B. RECOMMENDATION**

It is recommended that the members note the contents of the report and the school's arrangements for continuing improvement.

**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; developing employees; 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>	Education (Scotland) Act 1980, Children and Young People (Scotland) Act 2014, Education (Additional Support for Learning) (Scotland) Act 2014
<b>III</b>	<b>Implications for Scheme of Delegations to Officers</b>	None
<b>IV</b>	<b>Impact on performance and performance Indicators</b>	Education Scotland quality indicators are used to measure the performance of schools – How Good Is Our School
<b>V</b>	<b>Relevance to Single Outcome Agreement</b>	Positive inspection reports are used as a key outcome measure in the Single Outcome Agreement. Positive is measured by satisfactory or better in the quality indicator used by Education Scotland.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	School's Devolved Budget/Pupil Equity Funding
<b>VII</b>	<b>Consideration at PDSP</b>	N/A

**D. TERMS OF REPORT**

**Context of the School**

Armadale Academy is a comprehensive secondary school which serves the Blackridge, Armadale and Bathgate catchment areas of West Lothian. Due to considerable house building and redevelopment the school roll has grown significantly. The mission statement “Learning Together, Achieving Together” underpins the school ethos and the collaborative approach taken in school every day. Armadale Academy benefits from a supportive and proactive Parent Council who work closely together with staff.

The newly appointed headteacher Mr Graham Paris who took up post on 4th March 2019 will continue and develop the school’s plans to drive forward improvements required in the identified areas.

**D1. The Report**

In October 2018, a team of inspectors from Education Scotland visited Armadale Academy. They spoke to parents/carers and young people and worked closely with the headteacher and staff.

The inspection team found the following strengths in the school’s work:

- The positive collaborative relationships led by the headteacher, leading to a caring and inclusive ethos, which is supportive of staff and young people.
- Young people with a clear sense of pride in their school. They are polite and well-mannered and interact positively with their teachers. They are keen to learn and most work diligently on the tasks planned for them.
- The school offers an increasing variety of courses and awards for young people to study. This is helping to meet the needs and aspirations of all learners. The targeted support for pupils when required is also supporting better outcomes.
- The encouraging trends in aspects of the achievement as well as positive attainment outcome in some subjects areas. The good practice in these areas should continue to be shared with all staff.

The following areas for improvement were identified and discussed with the headteacher and a representative from West Lothian Council:

- School leaders should continue to increase and improve teacher, pupil and partner leadership opportunities. This will enable all in the community to have a sense of ownership in moving the school forward.
- There should be a continued focus on improving outcomes for all young people to make sure they achieve as much as possible during their time at school. Staff should continue to ensure that young people experience high quality learning and teaching in all classes. Teachers should build on existing good practice to ensure consistent experiences for all.

- All young people should be well supported to improve their sense of wellbeing as they progress through school. Staff should consider how best to involve the whole community in discussing and agreeing areas of wellbeing.
- Staff at all levels should continue to build their skills in the use of data in order to be able to track young people's attainment and also to provide the right support at the right time.

## E. CONCLUSION

Inspectors are confident that the school has the capacity to continue to improve and will make no more visits in connection with this inspection. The school is well supported by West Lothian Council.

The new headteacher is committed to engaging with staff, students, parents and the wider community, including local and national employers, to shape a shared vision for delivering both excellence and equity moving forward.

Key priorities moving forward are to address the areas for improvement in the Inspection report whilst also working closely with the community to restore community trust and pride in the school.**Error! Bookmark not defined.**

## F. BACKGROUND REFERENCES

Education Scotland Report:

<https://education.gov.scot/assets/inspectionreports/armadaleacademyins290119.pdf>

Summarised Inspection Findings:

<https://education.gov.scot/assets/inspectionreports/armadaleacademysif290119.pdf>**Error!**

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Appendices/Attachments: None**Error! Bookmark not defined.**

Contact Person: Graham Paris, Head Teacher, Armadale Academy, 01506 282145  
[graham.paris@westlothian.org.uk](mailto:graham.paris@westlothian.org.uk)

Date of meeting: 21 March 2019





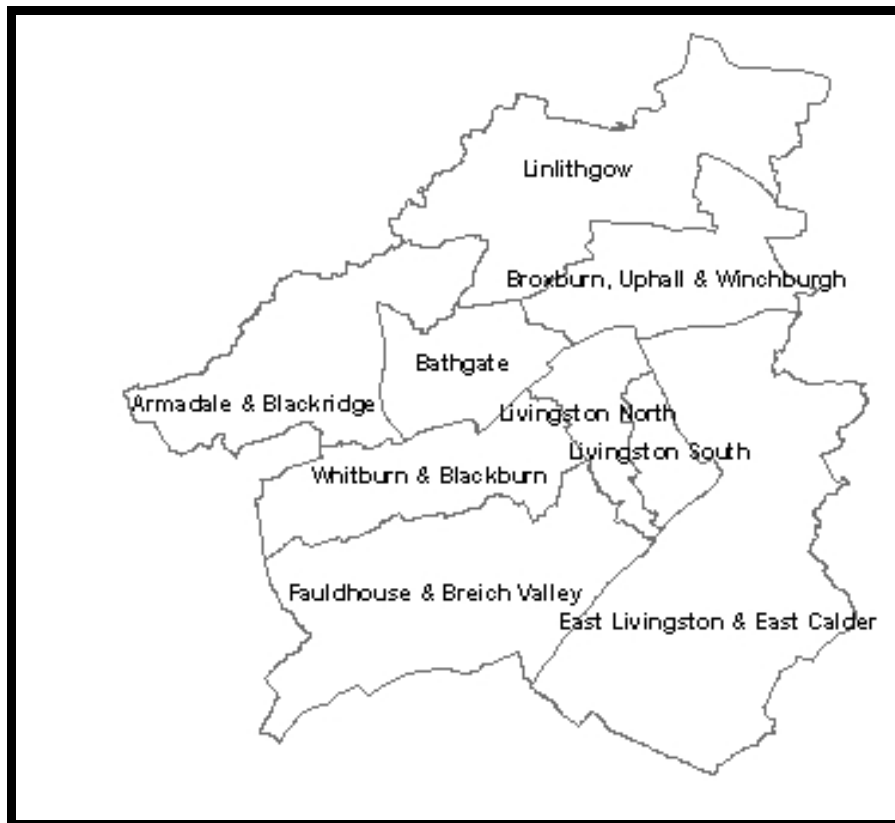


## West Lothian Local Policing

### Armadale Ward Report for the Local Area Committee

Dec 2018- Mar 2019

Report compiled by PC Ross Walker



## **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.

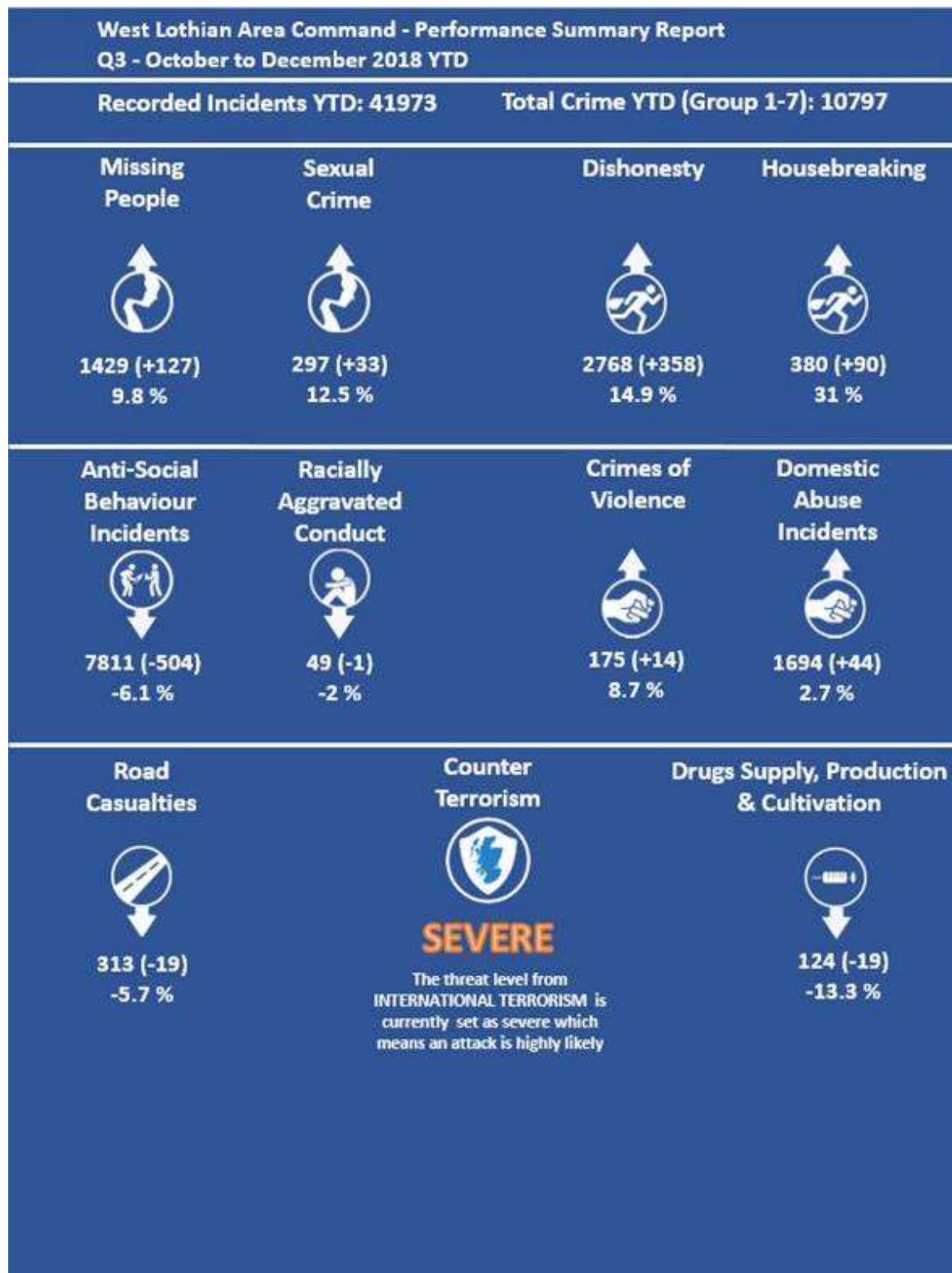
National Policing Priorities	
Violence, Disorder and Antisocial Behaviour	Protecting People at Risk Of Harm
Serious Organised Crime	Road Safety
Counter Terrorism	Acquisitive Crime

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**

Local Response and Community ward Officers routinely attended incidents involving missing persons, Domestic incidents as well as concern for incidents within the ward. These incidents can be complex, therefore Officers work closely with partner agencies in an effort to solve and prevent further issues.

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

There has also been recent success with several persons in the community wanted on priority warrants being traced and put before the courts.

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

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

There have been a number of youth calls reported within the ward in the last few weeks. Youths have been identified and charged with offences detected. Intervention visits were also carried out by local Community Officers along with West Lothian Council's Safer neighbourhood Team whereby those responsible were warned and advised of the Anti-Social Behaviour legislation and their responsibilities to adhere to it. Parents were also advised of this legislation.

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

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

## **Reducing Violence**

The number of violent crimes within West Lothian has risen slightly and a number of open space Assaults have occurred within the ward over the last quarter, most notably

an incident in Blackridge in January 2019. Local Community ward Officers assisted West Lothian CID with their enquiries and as a result person/s were reported to the Procurator Fiscal.

Despite this, local Community ward Officers have and will continue to monitor these incidents and at this time there does not appear to be any emerging trends.

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

### **Tackling Substance Misuse**

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

There were several Misuse of Drugs Act warrant in the ward in the last quarter and resulted in person(s) reported to the Procurator Fiscal.

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

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

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

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

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

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

As previously mentioned a warrants initiative was carried out and person involved in organised crime were specifically targeted. This resulted in sizeable amounts of drugs being recovered and individuals being arrested.

## **Other**

The number of Theft by Housebreakings have increased throughout West Lothian. Thieves are currently targeting rural properties, business premises as well as homes with high value vehicles outside. A rural Crime prevention day is being planned by local Community Ward Officer's and additional Hi-Viz patrols during evening hours are being carried out.

Crime prevention advice for local residents can be found on the Police Scotland website: [www.scotland.police.uk/keep-safe/home-and-personal-property](http://www.scotland.police.uk/keep-safe/home-and-personal-property)

Operation Glistening was a festive campaign directed throughout West Lothian. In Armadale we focused on licensed premises and night time economy and during the day focused on priority warrants and substance misuse.

## **Contacts**

*Locality Officers for the Bathgate ward are;*

*PC Iain Law*

*PC Richard Rafeek*

*PC Nadia Munro*

*PC Ross Walker*

*Details of your Community Policing Team can be found at:*

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

*Email: BathgateCPT@Scotland.pnn.police.uk*

*You can also follow us on Twitter: @WestLothPolice*

*Tel: 101*







## **ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE**

### **ARMADALE AND BLACKRIDGE MULTI-MEMBER WARD PERFORMANCE REPORT**

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

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

To update the Armadale and Blackridge Local Area Committee on the activity within Armadale and Blackridge Multi-Member Ward for the period up to 31<sup>st</sup> December 2018.

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

That Committee Members are invited to note and provide comment on the Armadale and Blackridge 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 Armadale and Blackridge Multi-member Ward Quarterly Report**

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

**F. BACKGROUND REFERENCES**

None.

**Alan Cunningham**

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

**March 2019**

Appendix 1 - Armadale and Blackridge Multi-Member Ward Performance Report



## West Lothian Council Area

### Ward Performance Report

Quarter 3 2018/19

## Armadale and Blackridge Ward

#### **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**

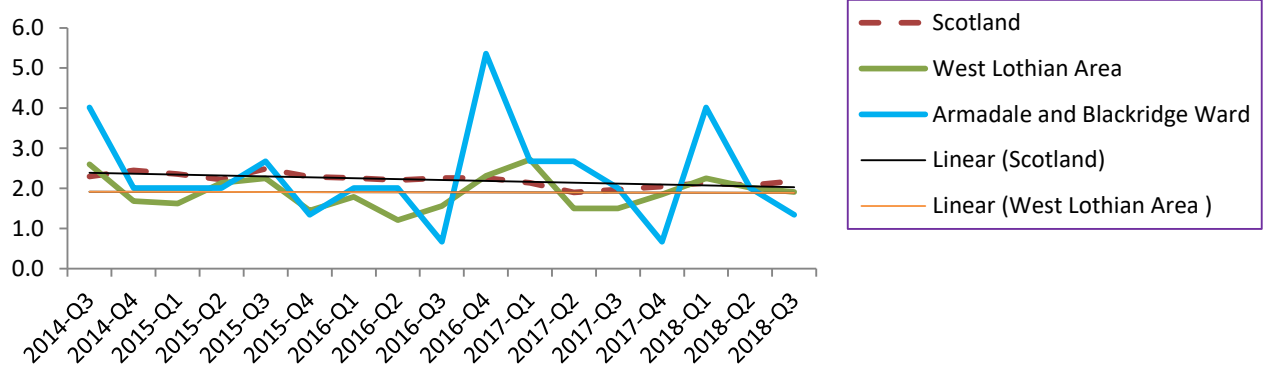
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

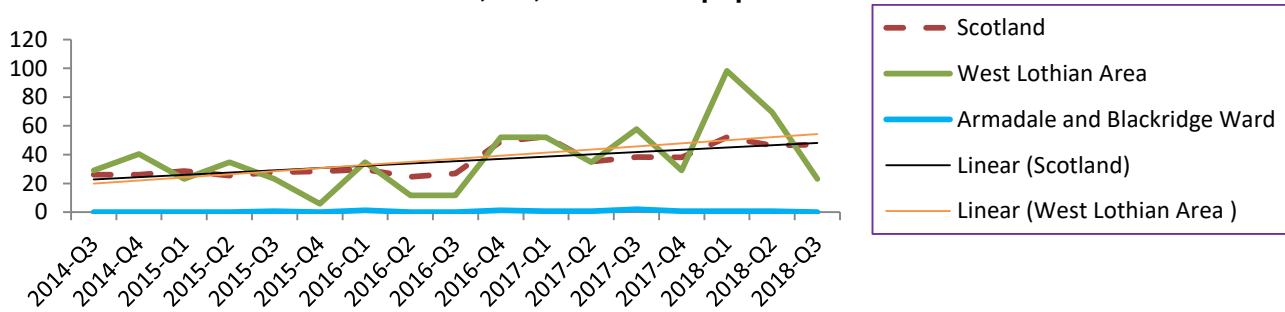
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



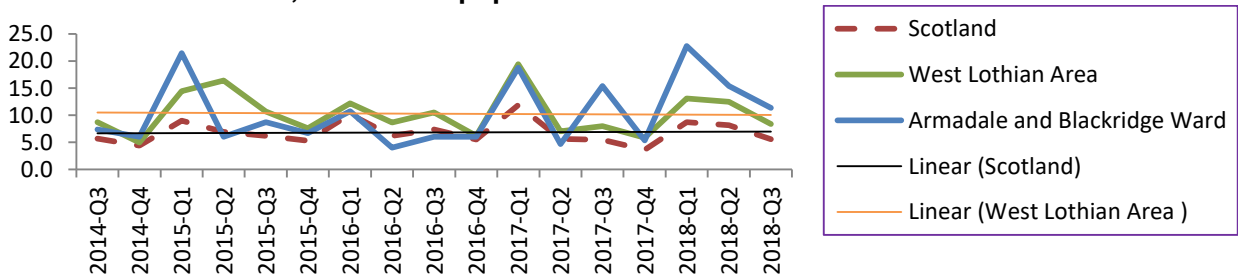
During the 2018-19 year to date reporting period SFRS have dealt with 2 accidental dwelling fires in comparison to 5 during 2017-18 year to date reporting period.

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



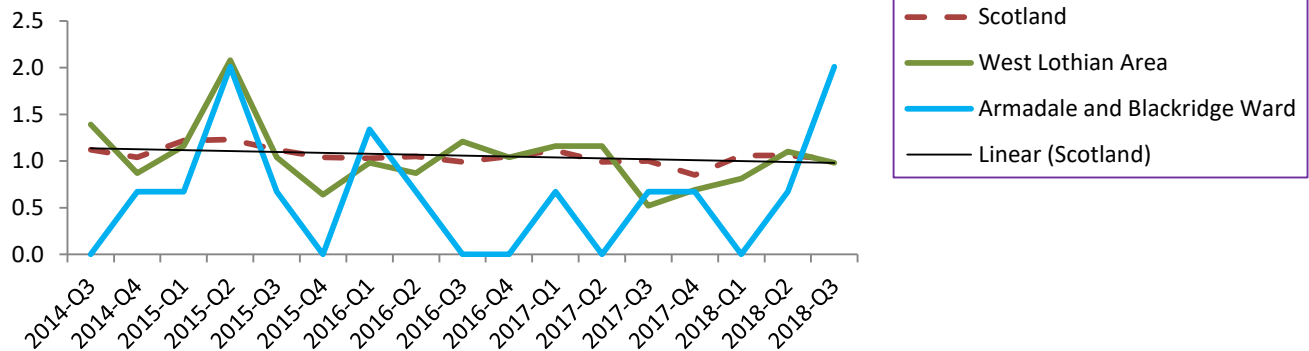
During the 2018-19 year to date reporting period SFRS have dealt with 0 Casualties or Fatalities due to fire in comparison to 3 Casualties and 0 Fatalities during 2017-18 year to date reporting period.

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



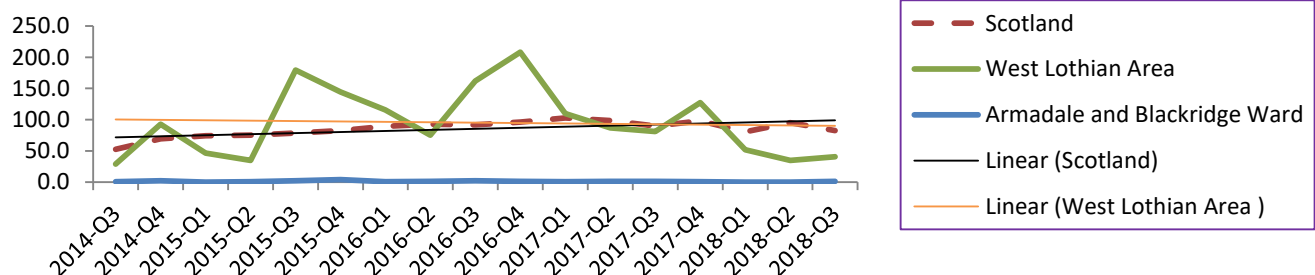
SFRS have dealt with 17 Deliberate fire incidents during 2018-19 year to date reporting period in comparison to 13 during 2017-18 year to date reporting period.

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



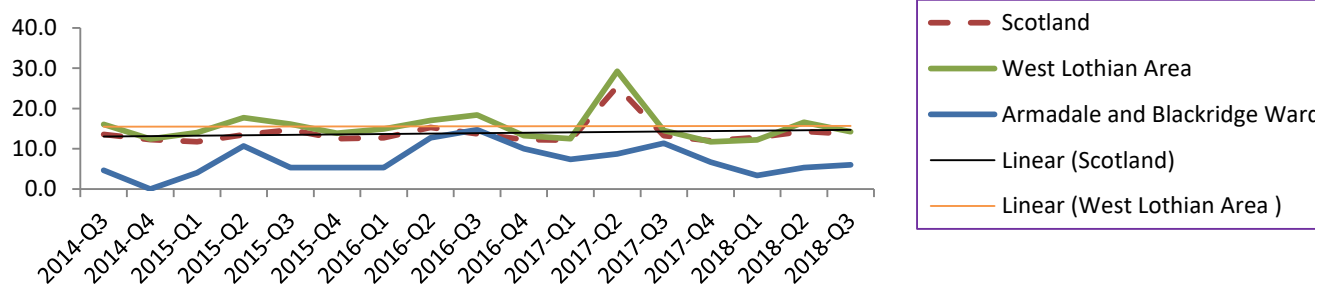
SFRS have dealt with 3 non domestic fires incident during 2018-19 year to date reporting period in comparison to 2 during 2017-18 year to date reporting period.

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



SFRS have dealt with 2 casualties from Special Services during 2018-19 year to date reporting period in comparison to 2 during 2017-18 year to date reporting period.

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

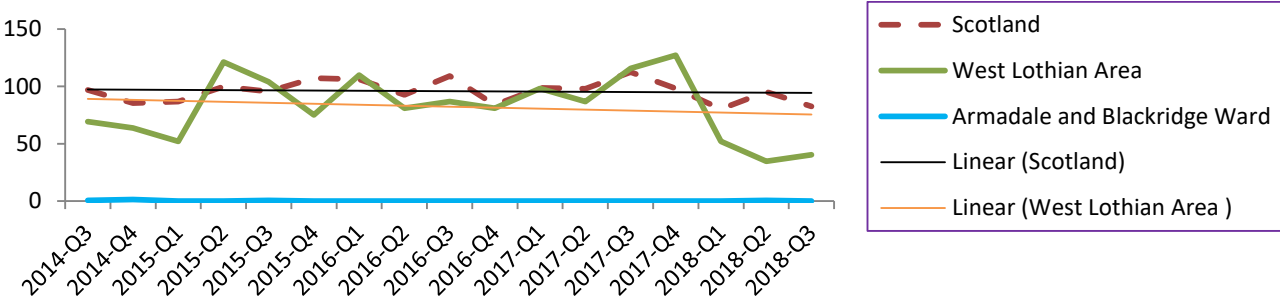


SFRS have dealt with 9 UFAS incidents during 2018-19 year to date reporting period in comparison to 20 during 2017-18 year to date reporting period.

#### 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 0 Casualties and 1 Fatality from RTC's in comparision to 1 Casualties and 0 Fatalities during 2017-18 year to date reporting period.

1







## **ARMADALE AND BLACKRIDGE 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 Armadale and Blackridge ward.

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

The Local Area Committee is asked to note Housing, Customer and Building Services activity as detailed in the ward report for the period 1<sup>st</sup> October – 31<sup>st</sup> 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. 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 Armadale and Blackridge ward.

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

Void Period	Oct 2018	%	Nov 2018	%	Dec 2018	%	WL Target %
0-2 weeks	19	79.17%	13	68.42%	9	56.25%	55%
2-4 weeks	1	4.2%	0	0%	0	0%	30%
4+ weeks	4	16.7%	6	31.6%	7	43.8%	15%
<b>Total Lets</b>	<b>24</b>	<b>100%</b>	<b>19</b>	<b>100%</b>	<b>16</b>	<b>100%</b>	<b>100%</b>

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

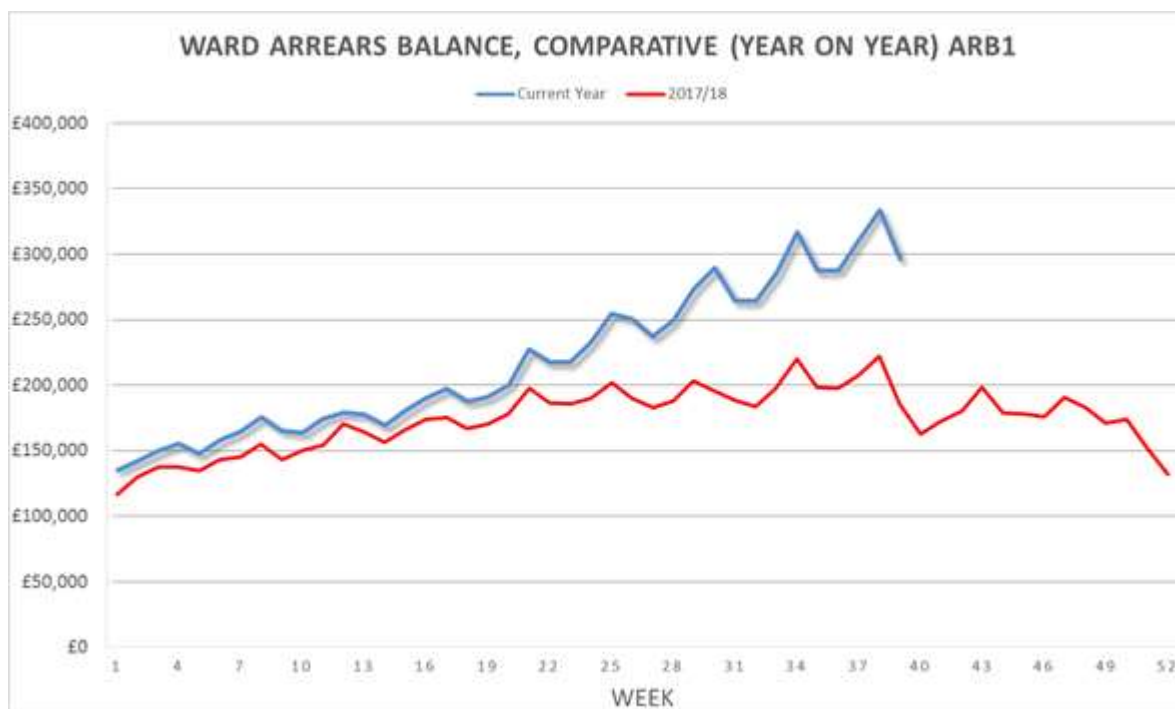
Void Period	Oct 2018	%	Nov 2018	%	Dec 2018	%	WL Target %
0-2 weeks	3	75%	2	33.3%	0	0%	55%
2-4 weeks	1	25%	3	50%	1	33.3%	30%
4+ weeks	0	0%	1	16.7%	2	66.7%	15%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>6</b>	<b>100%</b>	<b>3</b>	<b>100%</b>	<b>100%</b>

Delays in re-letting can occur for a variety of reasons i.e. 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 is 36 policy voids in the ward - 4 awaiting demolition, 4 due to legal purposes, 1 being held for decant, and 27 due to undergoing major works i.e. electrical, wood rot, structural, asbestos removal and H&S issues.

## Rent Arrears

For this ward the cumulative rental charge this year (debit) for the housing stock is £4,588,376 and £4,364,268 has been collected giving a strong collection rate of 127.0%



Arrears Banding	2017/18 (WK39)		2018/19 (WK39)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£8,554	184	£8,090	232
£100.00 to £299.99	£37,801	205	£41,815	227
£300.00 to £499.99	£33,606	89	£40,925	103
£500.00 to £749.99	£30,619	50	£39,390	64
£750.00 to £999.99	£20,885	24	£44,371	51
£1000.00 to £1999.99	£40,046	30	£91,695	67
£2000+	£14,278	6	£30,092	11
<b>Total</b>	<b>£185,788</b>	<b>588</b>	<b>£296,378</b>	<b>755</b>

The ward arrears position for Q3 is £296,378. This is an increase of £110,590 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 78 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

### 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 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

#### Capital Programme Update

Street	Works	Progress 2018/19	
Bathville flats	Major Refurbishment	5%	Phases 1 & 2 were completed within 2017/18. The issue with title deeds delaying phases 4 and 5 is being addressed currently with phase 4 titles completed and phase 5 title amendments ongoing. A Bat survey is causing additional delays.
Bedlormie Drive, Ogilface Crescent	Roof and roughcast	0%	Awaiting the building warrant.
53 – 107 Lower Bathville	Roof and render repairs, chimney removal and all external repairs	30%	On site. No ongoing issues. Environmental works to follow on completion of Upgrade works.
Park Road flats	Repairs to path surface	100%	Works were completed by ISS. Some local vandalism caused damage that has been rectified. Additional resurfacing works will be carried out by the environmental contractor ISS due to additional defects.
Park Road flats	Repairs to security gate magnetic locks and common entry door systems	85%	Repair works to the common gates and common doors are being carried out by Building Services.
Strathlogie	PV Panels	99%	The 2018/19 works are progressing well on site, following the roof renewal works.

Other information	Planned programmes, central heating, aids & adaptations and testing (legionella, electrical condition etc.)	All progressing well.	Planned maintenance at 34 Strathavon Terrace, Westfield - render only – job now completed.  Farquhar Square, Blackridge – roofs only – completed 30/09/2018 with only snagging works ongoing.
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#### New Build Programme

Site	No of units	Site Start	No. of houses handed over	Site Completion
Mayfield, Armadale	22	Aug 2016	20	November 2018
Bathville Cross	3	Apr 2016	3	October 2018
Bathville Cross	12*	Apr 2016	0	2019/20 (estimated)

\*Number of new build units reduced at Bathville will be replaced with buy backs in Armadale

\*The Nelson Park site for 26 units will not proceed. This will be replaced with buy backs in the Armadale and Blackridge ward.

#### **Tenant Participation**

**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 HC&BS, 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 2018. Thirteen (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 2018 and the other on the 7<sup>th</sup> November 2018 at the Whitburn Tenants Resource Centre.

#### **Good Neighbour Award Ceremony**

The annual award ceremony was held on Friday 26<sup>th</sup> October 2018 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 2018 (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 within their tenancy. Officers are currently reviewing the comments/feedback received.

### **Tenants Training**

A session was held on the 5<sup>th</sup> December 2018 with tenant representatives from the West Lothian area, 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, 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 voluntary organisations including mental health advisory workers and private landlords in order to reduce antisocial behaviour. The Safer Neighbourhood team of 9 officers now work in two zones, the East and the West zones. All the officers now deal with noise nuisance calls as part of their working remit.

Multiple calls were received regarding a disturbance at a party which had got out of hand. Police attended and had cause to target the occupier with a Taser. Joint visits were carried out – appears parents were away and son caused multiple issues during their absence. Tenants of property warned. There have been no further incidents.

A case in Armadale involving damage to property, verbal abuse and threatening behaviour was closed. A joint visit was arranged. The complainant was apprehensive about speaking to Police, but did give details to SNT. There had been numerous incidents over a number of weeks. A letter drop was completed, and further witnesses found. A warning was served on the perpetrator. Since the joint visit and warning, there have been no further incidents.

There are 3 full ASBOs in the area.

### **E. CONCLUSION**

To note the contents of the report.

### **F. BACKGROUND REFERENCES**

None.

Contact Person: [Lorraine.donnelly@westlothian.gov.uk](mailto:Lorraine.donnelly@westlothian.gov.uk) Tel No.01506 284056

Date: 21<sup>st</sup> March 2019



**ARMADALE & BLACKRIDGE 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**

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 November 2018 – 31 January 2019.

**D2 Grounds Maintenance Routine Works**

All hedge cutting and shrub bed renovations in the ward have been completed as scheduled.

The latest Land Audit Management score for the 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 seven grounds maintenance related enquiries were received and dealt with during this reporting period.

	2018/19	2017/18
Adopt Open Spaces in Priv Est	2	0
Burns of Watercourses	0	1
Complaint Grounds Maintenance	0	1
Enforcement Officer Enquiries	1	0
Grass Area Damaged	0	1
Grounds Ownership Enquiries	1	0
Hedge Cutting Enquiries	2	0
Public Park Enquiries	1	2
Shrub Bed Overhanging Path	0	2
Weeds General Enquiries	0	2
Total	7	9

**D3 Garden Maintenance Enquiries**

The Garden Maintenance Scheme finished at the end of October last year. Staff are currently being recruited to recommence the scheme on the 9th April 2019.

**Garden Maintenance Enquiries**

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

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

**D4 Cleaner Communities Routine Works**

The ward is covered by a mobile cleansing team consisting of five operatives and one compact sweeper. Armadale has the additional resource of a street orderly and there is a backshift team that cover the school route and the main street daily in the afternoon.



There is a reduced level of staff on at the weekend covering West Lothian, and Armadale 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 63 cleaner communities related enquiries were received and dealt with during this reporting period.

	2018/19	2017/18
Dead Animals	2	3
Dog Fouled Grass Open Space	1	4
Dog Fouling on Paths/Roads	14	18
Dog Waste Bin New Request	1	1
Dog Waste Bin Overflowing	1	1
Glass on Paths or Open Spaces	0	1
Graffiti Racist or Offensive	0	1
Illegal Fly Posting	1	1
Illegal Fly Tipping Dumping	25	11
Litter Bin New Request for Bin	1	0
Litter General Enquiries	2	2
Litter On Paths Roads Verges	3	2
Needles Syringes Abandoned	0	1
Street Sweeping Enquiries	3	7
Vehicles Abandoned	9	2
Total	63	55

### **Environmental Community Action**

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

Enforcement Officers dealt with enquiries in relation to various environmental issues within the area and carried out targeted patrols in respect of dog fouling complaints.

Several Abandoned/nuisance vehicles have been dealt with and removed from streets throughout the ward gaining compliance through negotiation with owners and where necessary by officers using legislation to have the vehicles removed and destroyed.

Enforcement Officers carried out audits on School Transport Buses and Taxis on behalf of Transport Department. Also assisted colleagues in Community Learning & Development Youth Services through the positive destinations programme. Assisted colleagues from Licencing Department on several occasions by checking identification and authorisation of window cleaners, carrying out audits at licensed premises and ensuring the appropriate legal notices are being displayed.

Education and Engagement and Enforcement Officers have worked with local residents, schools and groups to carry out several clean-ups throughout the ward. They have also attended residents and community group meetings and followed up any concerns raised. Officers have also engaged in partnership working with various agencies such as Police Scotland, Housing Associations, Woodlands Trust Scotland, Forestry Commission, WLC Countryside Rangers, WLC Housing and WLC Waste Services on a range of issues.

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

## **D5 Parks and Woodland**

In total there were six Parks and Woodland related enquiry received during this reporting period. All enquires were inspected with one not generating a works instructions to programme. Four works instructions were completed. 12 works orders were outstanding for the period.

	2018/19	2017/18
Tree works completed for period	4	n/a
Tree works outstanding for LAC area	12	n/a
Tree Enquiries not generating works orders	1	n/a
Tree Advice or Consultations	0	2
Tree Branches Overhanging	1	2
Tree Dangerous or Unsafe	3	2
Tree Enquiries General	1	3
Tree Leaves Causing Problems	1	2
Tree Preservation Orders	0	2
Total	6	13

## **Ranger Service Update**

No. School groups attending Outdoor Education / Forest School Sessions	1
No. Pupils attending Outdoor Education / Forest School Sessions	23
No. Access Enquiries	1
No. Conservation Surveys / Tasks	1
No. Volunteer hours	236

Butterfly Conservation 'Bog Squad' volunteers have been out installing additional peat dams at Blackmoss Nature Park as part of the on-going Peatland Restoration Project funded by SNH (Scottish National Heritage).

Rangers worked with the Armadale After School Club and Beechbrae to remove tree tubes at Blackmoss Nature Park.

Volunteer Ranger Service started back after Christmas break, working on pond clearance, peatland restoration work, orchard pruning, pathwork and meadow management at various sites across the district.

Access enquiry at Bridgehouse being investigated by the Ranger Service.

## **D6 Open Space and Cemeteries**

### **Cemeteries Routine Works**

Winter routine works underway including weed control, hedge cutting, leaf lifting, shrub bed pruning & grave reinstatement works and burial duties ongoing across the cemetery estates.

### **Cemeteries Enquiries**

There were five cemetery related enquiries received and dealt with during this reporting period in 2018/19.

	2018/19	2017/18
Cemeteries General Enquiries	3	2
Lair Enquiries	2	2
Total	5	4

### **Open Space Routine Works**

St Anthony's Park, Armadale. We will continue to monitor performance of the drainage features. A small goal has been added to the amenity grassland area.

Wood Park, Armadale. All planned improvement works are now complete. This included a drainage upgrade, refurbishment of the play area, addition of fitness equipment, and thinning trees and clearing scrub in the shelter belts. We have also recently added an toddler play unit with slide.

Hillside Drive Park, Blackridge. Planned works have been delayed due to withdrawal of our selected contractor. We will select a replacement in 2019/20. Planned work includes reinstatement of a footpath within the park, replacing damaged safer surface, and adding some game panels.

Torphichen Park. Works to utilise a Village Improvement Fund project underspend have been programmed for March/April 2019. The paved (south) entrance to the Community Centre will be repaired and expanded, removing the existing muddy area. We will also clean and repair the seating area at the play area.

### **Open Space Enquiries**

There was no open space related enquiries were received and dealt with during this reporting period in 2018/19 or 2017/18.

## **E CONCLUSION**

All hedge cutting and shrub bed renovations in the ward have been completed as scheduled.

Enforcement Officers dealt with enquiries in relation to various environmental issues within the area and carried out targeted patrols in respect of dog fouling complaints.

Works to utilise a Village Improvement Fund project underspend for Torphichen Park. have been programmed for March/April 2019.

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: One

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

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

**Jim Jack**

**Head of Operational Services**

**21 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 Refuse 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



## **ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE**

### **COMMUNITY REGENERATION UPDATE**

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

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

The purpose of this report is to update members on regeneration activity within the Armadale and Blackridge Ward.

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

It is recommended that the members note:

1. the progress to date with regards to the Active Armadale plan for the town and associated activities relating to actions within the plan;
2. the support being provided to Westfield 'Big Smile Little Smile' parent council regarding community engagement to determine the needs of the community; and it is recommended that members support the proposals for projects through the Town Centre Improvement Fund (TCIF).

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

<b>I Council Values</b>	Focusing on our customers' needs; Being honest, open and accountable; Providing equality of opportunities; Developing employees; 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>	Community regeneration reinforces the council's commitment to community planning at a local level.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	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 environment.</li> </ul>
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	Activities will be funded from existing budgets or external sources.
<b>VII</b>	<b>Consideration at PDSP</b>	Annual updates on regeneration plans will be presented to the Community Planning Partnership board.
<b>VIII</b>	<b>Other consultations</b>	None.

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

### **D1 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. Armadale is one 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 Armadale, 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 version of the Armadale regeneration plan has been presented to the Local Area Committee in September 2018. This identifies the priorities that have been developed for the area and provide the context for the updates below.

### **D2 Regeneration Plan**

The new regeneration plan known as the Active Armadale Plan has been developed, and was presented to the Local Area Committee in September 2018. It is one of thirteen plans covering communities in West Lothian.



The plan was showcased at two community events in December, one event was in the Partnership Centre and the second event was held in The Dale Hub. The Plan will be live on the Council's website for the community to view and will be updated on a monthly basis ensuring it is current.

The overarching priority has been determined as 'Poverty, Health and Wellbeing', with specific actions around reducing inequality. The main themes to be addressed within this overarching priority are: mental health; children living in poverty; education; training and employment. The other priorities that have been identified by the community through the consultation process are:

- traffic and parking;
- derelict sites, streets and space;
- facilities, shops and health; and
- play, leisure and recreation.

It is important that there is a correlation and understanding on community issues and that working to address these will in turn have an impact on the overarching priority of reducing inequality.

Engagement to target males in the area has begun with customers in the Goth public house completing H-diagrams. Further engagement is being planned to help reduce the gap in specific demographics. All new data will be compiled and added to existing data to ensure the plans actions are still working on addressing the needs of the community of Armadale.

The Health and Wellbeing sub-group for the plan is being led by an NHS Lothian representative. The second meeting was attended by the Practice Manager from Armadale Medical Practice. During discussion on the issues raised through the community consultation, it was agreed that specific projects to support communication between the Medical Practice and the community will be planned with campaigns highlighting key elements such as the number of missed appointments, what local pharmacies can offer and social prescribing.

Scottish Mental Health First Aid (SMHFA) training started on 22 February looking at young people's mental health. This is taking place at Armadale Academy and is being delivered to 20 people including class teachers and pupil support workers.

Work to support the Anti-poverty Strategy in particular Children Living in Poverty is being planned with the group identifying key campaigns to ensure those who are in need are receiving support.

### **D3 The Dale Hub**

Support is being given to Family Community Development West Lothian (FCDWL) and the Dale Hub relating to the reduction in funding and challenges that the group will face going forward. Additional funding avenues are being identified that may be able to be utilised for specific projects delivered from the Dale Hub. The Dale Hub continue to be an active member of the Active Armadale group with the meetings taking place from their premises.

The Aspiring West Lothian Development Worker is leading on activities linked to priorities within the Active Armadale plan. Funding has been secured to purchase a community fridge that will be sited at the Dale Hub. The community group who have been working on this project are now registered with FareShare Go and the Community Fridge Network and have organised with ASDA for food to be donated on a weekly basis starting in June 2019. A further grant has been awarded to the group to help with equipment costs. The group are also in contact with the councils Environmental Health team to ensure that the fridge meets necessary requirements. A visit to Kersiebank Community Larder has been organised in order for the group to see how this community project operates and to take forward aspects that could work well in Armadale.

#### **D4 Westfield Big Smiles Little Smiles**

Support is being given to the parent council who are known as, 'Big Smiles Little Smiles' (BSLS), at Westfield Primary School to help them to determine the needs of the wider community. An initial engagement event will be delivered on 3 April at an Easter coffee morning held within the school to begin community consultation. Further engagement events will be planned with the BSLS, and the school with an initial planning meeting taking place on 13 March which will be attended by the Regeneration Officer, discussion on various methods and events including a doorstep community consultation, an online survey and the use of the Place Standard tool involving local children within the school will be explored. It is envisaged that, with support, the BSLS will be able to develop an action plan for the village and to strengthen their membership with more people from the community joining to support their work.

#### **D5 Town Centre Improvement Fund**

Work is underway to support various proposals for projects utilising the Town Centre Improvement Fund and members are asked to support the following:

- The Goth signage and historic notice board
- Derelict land next to Thistle Football Club

The Goth has submitted a project proposal to replace the signage to the tower of the building. The signage would be restored to that of circa 1900's to the front of the tower with more traditional signage in keeping with the age of the building being used for the sides of the tower. The committee would also like to promote the building as a community asset and an historical interest by installing an information lectern on the pavement to the front of the building. This will provide the community with the history of the building and the Gothenburg public house system. The need for this project has been identified from community consultation with young people from the area who feel it would provide the community with identity due to the uniqueness of the building in the heart of the town. Costing for the signage has been provided from a local sign company, which are £2200 and include installation. The lectern history board quote has been provided by a company that has previously carried out similar projects for West Lothian Council and have estimated the cost for design, supply and installation

at £1600. Planning permission will be required and this will cost an additional £200. Therefore this project would cost approximately £4000.

Armada Thistle Football Club has submitted a proposal to tidy up a current vacant piece of land owned by West Lothian Council. The club would like to clear the land from building materials left after the demolition of the toilet block and place wooden sleepers and decorative bark alongside sympathetic planting and a suitably designed seating area. Retro-styled football related ground ornaments that date back to the 1930's will be purchased and used as a centrepiece in the bedding area to welcome visitors to the ground. Costing from the local Mill Garden Centre have been sought who have estimated the cost to undertake the work to be £3000 this would be materials only as the Football and Mill Garden Centre will be seeking volunteers to undertake the labour as a community based project. This project would significantly reduce the chance of unwanted youth activity of them scaling of the wall and using the temporary fencing to gain access into the park where damage has been caused. The project would benefit the community by turning a derelict piece of land into an aesthetically pleasing area.

A project to look at increasing positive usage of the Blackmoss Nature Reserve has been identified by the Active Armadale Group who have utilised community consultation data and statistical evidence relating to the needs and aspirations of the community. The group would like to see new and improved signs to the four main entrances to the nature reserve along with specific interpretation boards providing information on the flora, fauna and habitats for local species along with maps of walks to promote activities and enjoyment within the reserve. It is hoped that improvements to the entrance points of the reserve will encourage more positive usage and more people to become active in a new reinstated 'friends of environmental group' who are looking at establishing. The estimated project cost for the for this would be £4800 for the design, supply and installation

Future planning for the TCIF will include partnership working involving key local groups in Armadale including Armadale Community Council. This will ensure funds are directed to projects that meet the needs of the wider community and will help strengthen partnership working to benefit the Armadale area.

## **E. CONCLUSION**

The Active Armadale Planning group is continuing to grow with involvement from a range of partners and members of the public. Subgroups are organically developing looking at specific themes within the plan.

Work to support projects for the Town Centre Improvement Fund is being provided by the Community Regeneration Officer. The potential projects have been identified through community engagement and work with the local groups and committees including the youth forum and the Goth committee.

Engagement to identify community need within Westfield is being planned with support from the Community Regeneration Officer providing support at an event in April. Further planning to carry out community engagement will be undertaken utilising different methods and targeting the wider demographic of the village.

A further update on progress will be presented to the next Local Area Committee.

## **F. BACKGROUND REFERENCES**

West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None

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[michelle.kirkbright@westlothian.gov.uk](mailto:michelle.kirkbright@westlothian.gov.uk)

**Craig McCorriston**

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

21 March 2019

DATA LABEL: Public

## ARMADALE LOCAL AREA COMMITTEE

### TIMETABLE OF MEETINGS 2019-2020

Reports to committee officer by 12 noon	Agenda Issue	Meeting Date	Venue
Thurs 12 Sept 2019	Friday 13 September 2019	<b>Thursday 19 September 2019</b>	Armadale Partnership Centre
Thurs 5 Dec 2019	Friday 6 December 2019	<b>Thursday 12 December 2019</b>	Armadale Partnership Centre
Thurs 12 Mar 2020	Friday 13 March 2020	<b>Thursday 19 March 2020</b>	Armadale Partnership Centre
Thurs 28 May 2020	Friday 29 May 2020	<b>Thursday 4 June 2020</b>	Armadale Partnership Centre

All meetings will be held at 2.00 pm unless otherwise advised



**ARMADALE AND BLACKRIDGE LOCAL AREA COMMITTEE    WORKPLAN 2019**  
**June 2019**

	<b>Issue</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>	<b>Referral</b>
1	Housing Report	Quarterly update on housing issues	Lorraine Donnelly	June 2019	No
2	Police/NRT Report	Quarterly update on Police/NRT activity	Sgt Vince Hughes	June 2019	No
3	Nets, Land and Countryside Services	Quarterly update on Nets, Land and Countryside Services	Tony Fleming	June 2019	No
4	Scottish Fire & Rescue	To provide a quarterly update	Lee Clark	June 2019	No
5	Community Regeneration	Update on progress towards Armadale Regeneration Plan	Michelle Kirkbright	June 2019	No
5	Work Plan	Provide an update on report dates due for the year	Michelle Kirkbright	June 2019	No
7	Confucius – Armadale Hub	To provide update on activity.	TBC	TBC	No
8	St Kentigern's Academy	To provide an update on performance and activity	Andrew Sharkey	September 2019	No
9	Advice Shop	To provide an annual update on activity on the ward	Elaine Nisbet	November 2019	No
10	Pensioners Christmas Fund	To advise the committee of final payments from the fund	Michelle Kirkbright	November 2019	No
11	Armadale Academy	To provide an update on performance and activity	TBC	March 2020	No