



West Lothian  
Council

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

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

17 February 2015

A meeting of the **Whitburn and Blackburn Local Area Committee** of West Lothian Council will be held within the **Whitburn Burgh Halls, East Main Street, Whitburn, West Lothian** on **Monday 23 February 2015 at 10:00am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence.
2. Order of Business, including notice of urgent business.
3. 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.
4. Confirm Draft Minute of Meeting of the Committee held on 24 November 2014 (herewith).
5. Schools Presentation - Bathgate Academy (herewith).
6. Whitburn & Blackburn Multi-Member Ward Quarterly Performance Report - report by Scottish Fire and Rescue Service (herewith).
7. Police Ward Report - report by Inspector Tidy (herewith).

DATA LABEL: Public

8. Whitburn Town Centre Update - report by Head of Planning and Economic Development (herewith).
9. Housing, Construction and Building Services - report by Head of Housing, Construction and Building Services (herewith).
10. Advice Shop and Adult Basic Service Update - report by Head of Area Services (herewith).
11. Placemaking in Whitburn - report by Head of Area Services (herewith).
12. Community Regeneration Update - report by Head of Area Services (herewith).
13. Progress Report on Outstanding Issues Raised at Meetings of the Local Area Committee (herewith).
14. Workplan (herewith).

-----

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 of WEST LoTHIAN COUNCIL held within EAST WHITBURN COMMUNITY CENTRE, HENS NEST ROAD, EAST WHITBURN, on 24 NOVEMBER 2014.

Present – Councillors George Paul (Chair), Jim Dickson, Mary Dickson and Barry Robertson.

In Attendance –

Alistair Shaw, Lead Officer, West Lothian Council  
Scott McKillop, Community Regeneration Officer, West Lothian Council  
Inspector Steven Tidy, Police Scotland  
David Lockhart, Scottish Fire and Rescue Service  
Gary Stoddart, Housing Manager, West Lothian Council  
Nairn Pearson, BIDS Manager, West Lothian Council  
Alison Kerr, Blackburn Community Council  
Peter McInnes, Seafield Community Council  
Tracy Johnstone, Whitburn & Greenrigg Community Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTE

The committee confirmed the draft Minute of its Meeting held on 18<sup>th</sup> August 2014. The Minute was thereafter signed by the Chair.

3. POLICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Inspector Tidy, Police Scotland, which summarised police activity in the ward for the period to October 2014.

The report provided information on national police priorities, West Lothian priorities and the ward specific priorities. It outlined performance and solvency rates in the ward for the period to October 2014, together with comparator figures for the years to date and to the same period in October 2014.

The report went on to list the various crime prevention activities that had taken place in the ward during the reporting period and concluded with information on forthcoming events and officer contact details.

Decision

To note the terms of the report.

4. SCOTTISH FIRE AND RESCUE RESOURCE BASED CREWING ARRANGEMENTS

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service advising of changes to the way the Scottish Fire and Rescue Service deployed its resources through a Resource Based Crewing Model at Bathgate Fire Station.

The report explained that in terms of the legacy arrangement of the former Lothian & Borders Fire and Rescue Service, dedicated whole-time fire-fighters had been used to crew all specialist appliances. Resource Based Crewing (RBC) had been in operation for a number of years in local authority areas that were covered by other antecedent Scottish Fire and Rescue Services. RBC used whole-time fire fighters to combine crews to maintain fire appliance availability as opposed to having a dedicated crew for each appliance. To achieve the principles of Fire Reform, the Scottish Fire and Rescue Service was seeking to employ a consistent approach to crewing specialist appliances across Scotland.

The report stressed that there would be no reductions to frontline emergency service delivery in Bathgate and West Lothian areas, as the physical resources remained in place and unchanged. The change simply related to how the Fire and Rescue Service would crew these appliances. Appendices to the report demonstrated how the new arrangements would operate within West Lothian and how the frontline fire staff and rescue and tender and Incident Support Unit at Bathgate Fire Station would be mobilised to various scenarios using the RBC model.

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

Decision

To note the contents of the report.

5. COMMUNITY HEALTH CHAMPIONS

The committee considered a report (copies of which had been circulated) by the Depute Chief Executive, Community Health and Care Partnership providing an update on the Community Health Champions approach.

The committee heard that the next stage in the project was to deliver training to elected members and to identify interested groups who may already be active in local areas.

Elected member training would be based on COSLA guidance: Reducing health inequalities and improving health: What councillors can do to make a difference. A list of the areas covered by the training was outlined in the report.

Two training sessions had been arranged to take place on 13<sup>th</sup> January and 2<sup>nd</sup> February 2015. The bite-size sessions would be delivered by the

Health Improvement Team and advertised through the Learning and Development Team.

The report then outlined plans to engage with community groups currently active in local areas with an interest in health and wellbeing. Groups would be offered the opportunity to be trained in a shortened version of the well-established evidence based Health Issues in the Community course. Training would commence in January 2015 with a view to being rolled out to achieving active community involvement in all ward areas.

The Committee was invited to note the terms of the report.

### Decision

To note the contents of the report.

## 6. HOUSING, CONSTRUCTION AND BUILDING SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Housing, Construction and Building Services providing an overview of housing performance for the period July to September 2014.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report and committee noted that for the period July to September 2014 there was a total let of 42 properties for mainstream tenancies and a total let of 15 properties for temporary tenancies. There were a number of policy voids in the area due to properties requiring repairs for asbestos removal, fire damage and health and safety issues. One property was being used as a decant property.

The report also provided a summary of rent arrears for the period April 2013 through to September 2014. For 2014-15 the Arrears Task Group had agreed, as an interim measure, to monitor against a £1.3m target which would allow time for some actions from the Rent Strategy to be put in place therefore the target would be subject to change later in the year. Workload priorities agreed by the Arrears Task Group would ensure that those tenants who engaged with the council were offered support and advice in relation to applying for Housing Benefit, Scottish Welfare Funds and referrals to the Advice Shop. Articles encouraging tenants to pay their rent had been inserted into Tenants News, Applicants News, the Bulletin and on the internet to raise awareness of Welfare Reform changes and their potential impact on our customers.

The report also summarised the arrears caseload at the end of September 2014. A table within the report showed the level of arrears and number of tenants in arrears in this ward from September 2013 to September 2014. The Arrears Task Group continued to meet fortnightly to agree any targeted and specific areas of work. The group had representation from Revenues, CIS/CSC, Advice Shop, housing and housing needs.

The report then went on to provide members with an update on local area team activity, ward specific capital and environmental programme, new

build information, Scottish Social Housing Charter, tenant participation, homeless housing network, annual tenant satisfaction survey, street environmental improvement projects and concluded with information on the work of the council officer and youth worker based in the safer neighbourhood team.

During the discussion, it was suggested that it would be helpful if comparator figures on the number of visits carried out by the council officer based in the Safer Neighbourhood Team for the previous quarter could be included in future reports to committee.

The committee was invited to note the activity of the service as detailed in the report.

#### Decision

To note the terms of the report.

### 7. WHITBURN TOWN CENTRE UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Planning and Economic Development providing an update on town centre related matters in Whitburn.

The committee heard that works to the interior of the former Direct Flooring unit at 47-49 West Main Street, Whitburn, were progressing. Efforts to engage with the owner to improve the exterior of the building continued.

Local businesses within Whitburn continued to be able to apply for grant assistance via the Shopfront Improvement Scheme. Applications were still being actively encouraged. Since the last meeting of the committee, one grant had been approved in principle and four serious expressions of interest had been noted with whom applications were being prepared.

Officers were supporting and working with local community groups to further enhance the appearance, awareness of and use of the Civic Space. Hanging baskets would shortly be installed and potential measures to discourage damage to seating resulting from skating activities were being explored. During recent months, one local organisation had regularly utilised the Civic Space and efforts would continue to seek to increase this and other levels of activity.

Finally, the report advised that officers were similarly working with local community groups to plan enhancement to the soft and hard landscaping area at Market Place, adjacent to the Civic Centre. Further plans were continuing to evolve and members would be kept informed through the Whitburn Town Centre Management Group.

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

#### Decision

To note the terms of the report.

## 8. WEST LOTHIAN VILLAGES IMPROVEMENT FUND – APPLICATIONS

The committee considered a report (copies of which had been circulated) by the Head of Planning and Economic Development detailing two applications that had been received for funding from the West Lothian Villages Improvement Fund.

The report recalled that in 2012 the Council Executive agreed the eligibility criteria for a West Lothian Villages Improvement Fund. Funding of £1.65m was available to support eligible schemes with funding phased over five years.

Four villages in the Whitburn and Blackburn ward were eligible under the scheme as follows:-

- Blackburn - £125,000 (including £35,000 already awarded)
- East Whitburn - £55,000
- Seafield - £55,000 (including £4,750 already awarded)
- Greenrigg - £55,000 (including £1,588 already awarded)

The report advised provided members with full details on the following two applications which had been received:-

- Bathgate Road Verges Project – Phase 2 - £90,000
- Relocation of Blackburn Public Toilet - £30,000

Both applications were eligible to apply to the Village Improvement Fund and met the criteria for funding. The report explained that the amount of funding applied for exceeded the balance remaining for Blackburn and recommended that the committee support both projects and determine the amount of funding to be allocated to each group.

### Decision

To note the terms of the report and recommend that the Head of Planning and Economic Development should make offers of £60,000 to the Bathgate Road Verges Project – Phase 2 and £30,000 for the Relocation of Blackburn Public Toilet.

## 9. PLACEMAKING IN WHITBURN

The committee considered a report (copies of which had been circulated) by the Head of Area Services advising of the success of an application made to the Scottish Government's Charrette Mainstreaming Programme 2014-15

and the proposed plans for supporting a Placemaking approach within Whitburn.

The report explained that an application had been made to the Scottish Government's Charrette Mainstreaming Programme 2014-15 to obtain match funding to undertake a town centre "charrette", an intensive planning and community engagement exercise in Whitburn.

The charrette exercise was intended to take place in March 2015, from which a masterplan for Whitburn would be produced to look at a number of factors including determining a long-term vision for the town; ensuring the process of planning for the proposed Partnership Centre in Whitburn recognised wider social and environment factors and complimented town centre regeneration; producing an implementation plan for utilising town centre funds; integration of the Heartlands residential and business developments within the town; providing an evidence base and strategic context for developing major plans for Polkemmet Country Park; and provision of a framework for planned and future community regeneration activity.

Given the scale of the project and the necessary specialist expertise a significant amount of external support would be required. This was reflected in the amount of funding applied for. Where possible, officers from the council and Community Planning Partners would be involved to ensure that the emerging designs and other output aligned to the agreed wider priorities of partners. The timescales for the project were set out in Appendix A to the report.

To assist in developing the context and brief for the charrette exercise, "Sustainable Placemaking" Workshops would be delivered. The workshops were part of the *Good Places Better Health* (GPBH) programme which was the Scottish Government's strategy on health and the environment. The workshop would be delivered by Architecture and Design Scotland (ADS) and would use a whole town approach to planning investment for communities and decision makers.

To take the work of GPBH forward it had been agreed to apply the principles of the programme in a real place where investments, public sector service change and dialogue with communities were planned. Therefore as the charrette placemaking exercise was planned for Whitburn this was considered the most appropriate place to carry out the Sustainable Placemaking exercise.

Two workshops would be held, firstly with senior staff and the relevant resource holders from across the Community Planning Partnerships and secondly with local practitioners, community and business representatives. It was proposed to hold the workshops in early December 2014 and facilitated by ADS. The outcome of both sessions would be brought together to shape a robust brief for the proposed charrette and ongoing project work for Whitburn.

The report concluded that the resources that had been committed to Whitburn as part of the council's capital programme created an opportunity to employ a placemaking approach within the town to ensure resources were utilised most effectively. The placemaking initiative would also enable the council to assess the benefits of this approach and to develop capacity for work of this nature within the authority. Update reports would be presented



to future meetings of the committee.

The report recommended that the committee notes -

1. The timescale set out in Appendix A, in particular, that the Sustainable Placemaking workshops would take place in early December 2014 and the charrette exercise would take place in March 2015; and
2. The reporting arrangements for the project, i.e. report progress to the Community Planning Partnership and Whitburn and Blackburn Local Area Committee and the provision of a report to the Development and Transport PDSP following the charrette.

#### Decision

To note the terms of the report.

### 10. PENSIONERS' CHRISTMAS FUND PROVISIONAL ALLOCATIONS 2014

The committee considered a report by the Head of Area Services (copies of which had been circulated) advising members of the allocations to be made from the Pensioners' Groups Christmas Fund 2014 to groups in the Whitburn & Blackburn ward, Livingston wide groups and West Lothian wide groups.

The committee was advised that nine application forms had been issued to groups in the Whitburn & Blackburn ward. All nine applications had been returned. The intention was that all nine applications would be supported as outlined in Appendix 1 of the report.

In relation to Livingston-wide and West Lothian-wide organisations, one application had been issued and returned by a Livingston-wide group. The intention was that the application would be supported as outlined in Appendix 2 of the report.

A full report on the final allocations across West Lothian would be made to the Voluntary Organisations PDSP in November. Letters had been issued to groups in October advising them of the amount they would receive with payments to be made directly to the bank accounts of groups during November via PECOS.

It was recommended the committee note the nine groups within the ward who had applied to the fund and would be supported.

#### Decision

To note the contents of the report.

### 11. COMMUNITY REGENERATION REPORT – WARD ACTION PLAN MID YEAR REVIEW

The committee considered a report by the Head of Area Services (copies

of which had been circulated) advising of progress made against the targets set in the Whitburn & Blackburn Ward Action Plan 2013-15 and new areas of work.

The report provided an overview of the Regeneration and Employability team which delivered a range of services to support some of the most disadvantaged communities and individuals. The service produced annual ward action plans for each of the nine multi member wards. The plans outlined the activities to be delivered to meet the regeneration needs of individual areas.

Appendix 1 to the report contained the ward action plan for 2013-15. The plan showed regeneration, employment and partner activity across the Whitburn & Blackburn ward area. The plan had been updated to show progress made to date against the targets set. New local developments and new initiatives had been added to the plans as appropriate. A list of the key achievements had also been provided within the report.

The report recommended that the committee notes the progress made.

#### Decision

To note the terms of the report.

### 12. PROGRESS REPORT ON OUTSTANDING ISSUES RAISED A MEETINGS OF THE LOCAL AREA COMMITTEE

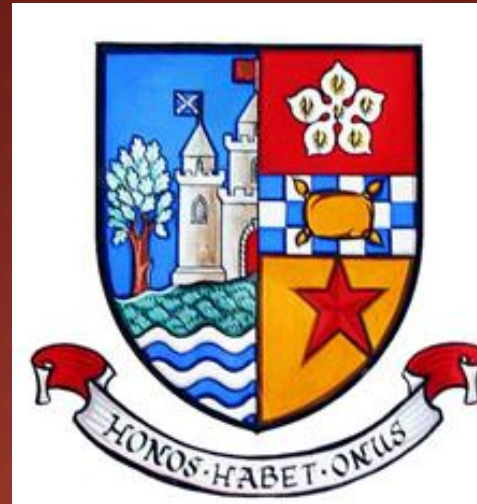
The committee considered a report by the Head of Area Services (which had been circulated) providing members with an update on progress of the many ward related issues that had arisen over the course of recent meetings of the committee.

The appendix to the report demonstrated that a course of action was being followed to address and resolve many of the outstanding issues. Officers would continue to respond to and monitor issued raised at meetings of the committee.

The report recommended that the updates on progress be noted.

#### Decision

To note the terms of the report.



# BATHGATE ACADEMY

Whitburn & Blackburn LAC  
Monday 23<sup>rd</sup> February



- **Current overview**

- Attainment performance

- Achievements

- Priorities for improvement

- Opportunities and constraints

# OVERVIEW

School roll currently 851

SIMD decile 2: 11.5% (97 pupils) (WL: 13%)

SIMD decile 3: 25% (210 pupils) (WL: 17%)

SIMD decile 6: 35.1% (295 pupils) (WL: 12%)

## Positive destinations:

Higher Education 41% (up 6.3%)

Further Education 21.3% (down 8.4%)

Employment 22.3% (up 3.1%)

Training 6.4% (down 0.2%)

**Overall positive destination: 92.6% (WL ave: 93%)**



•Current overview

•Attainment performance

•Positive destinations

•Achievements

•Priorities for improvement

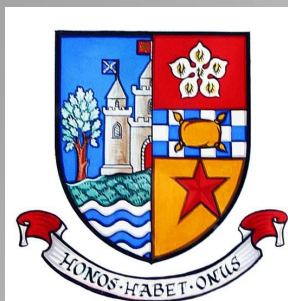
•Opportunities and constraints

# EXAM ATTAINMENT 2013-2014

Points to remember:

- Exemption policy with S4 pupils
- No Nationals in session 2013-2014
- School focus on 3+ Highers/ N5 attainment/ 'growth mindset'

Year (%)	2011	2012	2013	2014
5+Credit	25	44	45	38
5+ General	72	91	93	85
5+ Found.	90	98	100	97
5+ Higher	6	10	14	13
3+Higher	17	22	26	31
1+Higher	32	37	54	50
1+Adv. High	13	9	17	18



•Current overview

•Attachment  
performance

•Positive  
destinations

•Achievements

•Priorities for  
improvement

•Opportunities and  
constraints

# POSITIVE DESTINATIONS ANALYSIS

Count of Known								
As	Column Labels							
Row Labels	Employment	Further Education	Higher Education	Modern Apprenticeship	Personal Skills Development	(blank )	Grand Total	
S3	9	39	61	6	2	15	132	
S4	19	67	61	6	2	5	160	
S5	20	52	62	18	2	2	156	
S6	4	17	63	5		3	92	
(blank)								
<b>Grand Total</b>	<b>52</b>	<b>175</b>	<b>247</b>	<b>35</b>	<b>6</b>	<b>25</b>	<b>540</b>	

- Use of data hub to identify and course appropriately: career interests/ potential school leavers/intended destinations
- Destination conversations starting in S3
- Use of risk matrix to identify pupils at risk of negative destinations
- Monthly 'opportunities for all' multi agency meeting: SDS/MCMC/school staff/ TtW corinator/ Support staff





•Current overview

•Attachment  
performance

•**Achievements**

•Priorities for  
improvement

•Opportunities and  
constraints

# Achievements

- **Business links**
- **Senior Phase curriculum**
- **Pupil Support packages**
- **Vocational opportunities**
- **VSE approach**



•Current overview

•Attainment  
performance

•Achievements

•Priorities for  
improvement

•Opportunities and  
constraints

Our school community collaborates to create a shared vision for the school, informed by a set of core educational values and aims, and shaped by a sense of common purpose

Our vision takes account of our school and local contexts. It focuses on raising attainment and achievement, providing equality of opportunity, reducing disadvantage and meeting the needs of all learners.

Our vision is strategic, aspirational and inclusive. It is based on our self-evaluation, values and aims.

*A clear and well understood vision underpins the life and work of the school and is reflected in the ethos we promote.*

Pupils experience a **coherent, progressive and meaningful** curriculum that supports their development as life-long learners.

S3 curriculum rationale and design meets the principles of CfE by ensuring learner entitlements and progression to the Senior Phase.

A curriculum model based on organising principles and themes is implemented in S1 and S2.

A shared understanding of the principles of curriculum design informs our practice.

Strategies that promote deep learning and pupil engagement with the curriculum are mobilised by staff.





•Current overview

•Attachment  
performance

•Achievements

•Priorities for  
improvement

•Opportunities and  
constraints

Pupils can articulate progress in their learning in ways that are educationally meaningful, develop their capacity for self-reflection, and enhance their understanding of their personal skills and attributes.

A shared understanding of **progression in learning** underpins our work as a school.

Language used to describe **significant aspects of learning** within and across curricular areas is applied consistently by staff.

Learning Intentions and success criteria are **used consistently** by staff to support the learning process and inform judgements about achievement.

Pupils are actively involved in the processes of **summarising and evaluating** their learning and situating this understanding within the context of future learning.

*To revise the strategic approach to quality improvement and professional learning*

*Construct and implement a coherent and manageable whole school quality improvement framework with a clear rationale*

*All staff to play an active role in professional learning*



## •Current overview

•Attainment  
performance

•Achievements

•Priorities for  
improvement

•Opportunities  
and constraints

8 – Bathgate	16,118	22,462	6,344	39%	4 Member Ward (since May 2012, previously 3)
--------------	--------	--------	-------	-----	--

*‘The population increases have been strongest in Bathgate, Armadale and Broxburn.’*

•Positive future ahead!

•Improving community engagement meaning increasingly positive perceptions about the school.

•Staff ethos strong and encouraging. Willing to take risks and push forward.

•Pupil achievements at regional and national level in sport, arts, music continue to be very impressive.

•Doing more with less! Need a positive approach to finding efficiencies.

•Negative impact on our core business needs to be minimal.

•Parental engagement improving but not good enough. Parental surveys key to understanding this.

•Exit point attainment and improving positive destinations remain key drivers



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

### **WHITBURN AND BLACKBURN MULTI-MEMBER WARD QUARTERLY 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 31<sup>st</sup> December 2014.

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

That Committee Members are invited to note and provide comment on the Whitburn and Blackburn Multi-member Ward Quarterly 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 at this stage.
<b>IV Impact on performance and performance Indicators</b>	WL CPP SOA Performance indicators: 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 plan
<b>VII Consideration at PDSP</b>	None

**D. TERMS OF REPORT****D.1 Background**

Quarterly reports on the Multi-Member Ward Operational Plans have been produced by SFRS to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2014 – 2017, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

**D.2 Scottish Fire and Rescue Service (SFRS) 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 Quarterly 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 Non-Fire Emergencies.

**E. CONCLUSION**

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

**F. BACKGROUND REFERENCES**

None.

**Alex Hume**

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

**January 2015**

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



**SCOTTISH**  
**FIRE AND RESCUE SERVICE**  
Working together for a safer Scotland

## West Lothian Council Area

## Ward Performance Report

## 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**

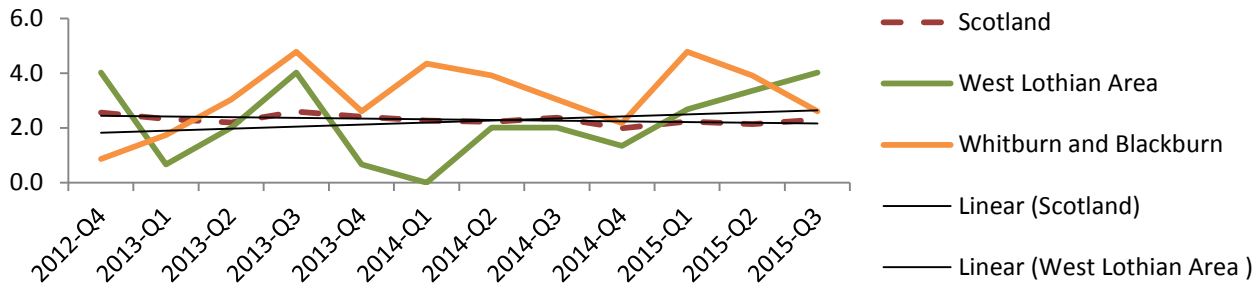
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

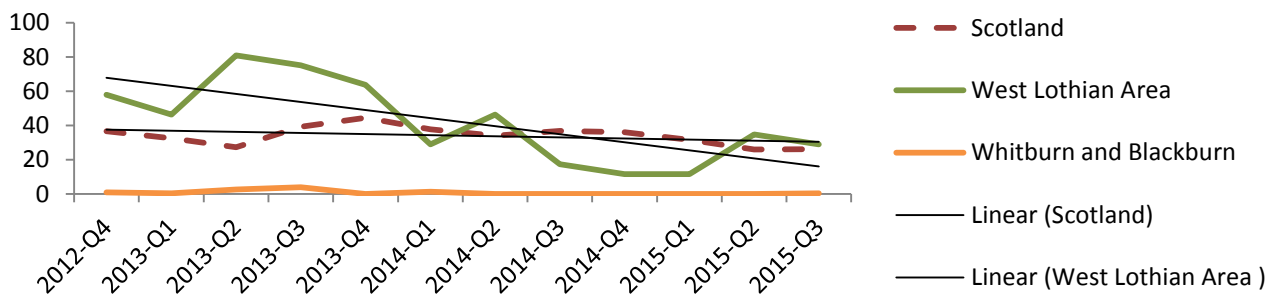
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

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



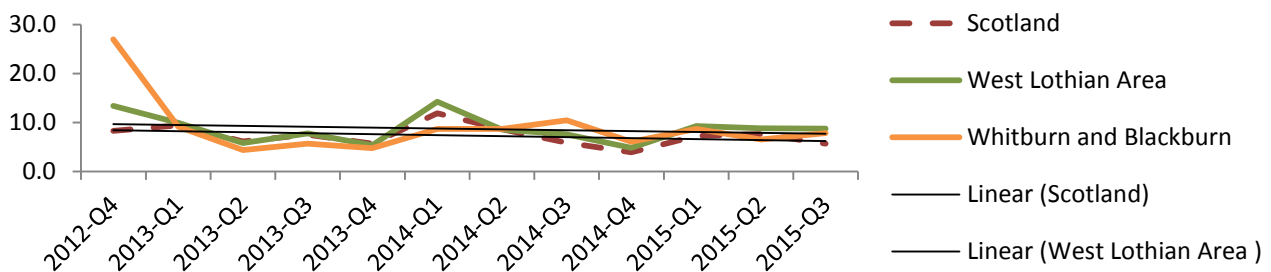
During the 2014-15 year to date reporting period SFRS have dealt with 6 accidental dwelling fires in comparison to 7 during 2013-14 year to date reporting period.

### Accidental Dwelling Fires (Casualties and Fatalities) Per 1,000,000 head of population



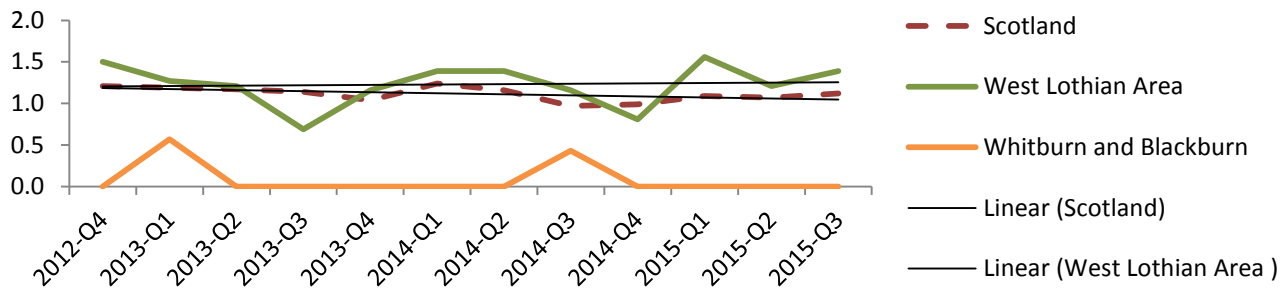
There were no reported Fire fatalities in the reporting period. During the 2014-15 year to date reporting period SFRS have dealt with 1 casualty due to fires in comparison to 0 during 2013-14 year to date reporting period.

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



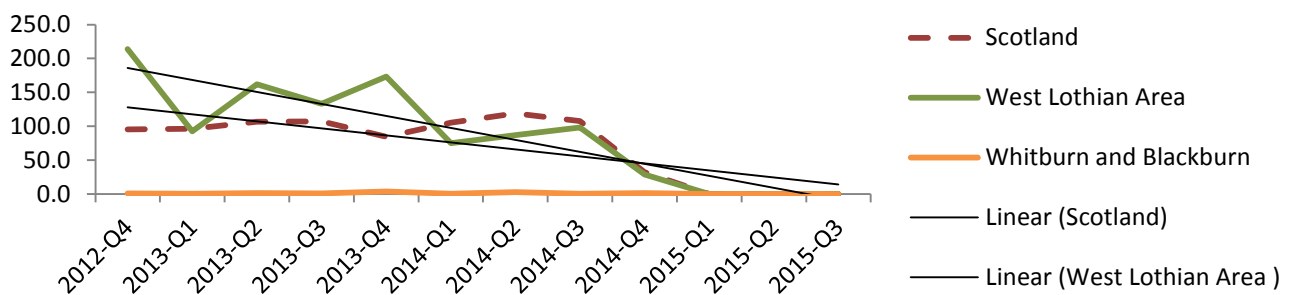
SFRS have dealt with 18 deliberate fire incidents during 2014-15 year to date reporting period in comparison to 24 during 2013-14 year to date reporting period.

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



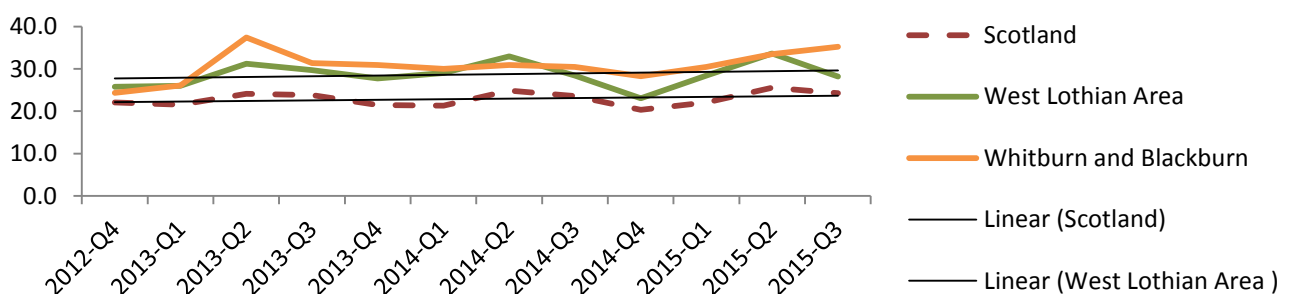
SFRS have dealt with 2 non domestic fire incidents during 2014-15 year to date reporting period in comparison to 0 during 2013-14 year to date reporting period.

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



SFRS have dealt with 5 casualties from non-fire emergencies during 2014-15 year to date reporting period in comparison to 1 during 2013-14 year to date reporting period.

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



SFRS have dealt with 81 UFAS incidents during 2014-15 year to date reporting period in comparison to 70 during 2013-14 year to date reporting period.

#### Additional Comments

December 2014 saw the introduction of the Unwanted Fire Alarms Signal (UFAS) policy, where SFRS will work with worst offending premises to identify solutions to unwanted fire alarm calls.





**West Lothian  
Council**

**LOCAL AREA COMMITTEE**

**WARD 7 , Whitburn & Blackburn Ward,**

**REPORT BY – Inspector Steven Tidy,**

**A. PURPOSE OF REPORT**

Police Update for Whitburn & Blackburn Ward.

**B. RECOMMENDATION**

For discussion by the Chair.

**C. SUMMARY OF IMPLICATIONS**

**I Council Values**

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

**II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)**

**III Implications for Scheme of Delegations to Officers**

**IV Impact on performance and performance Indicators**

**V Relevance to Single Outcome Agreement**

**VI Resources - (Financial, Staffing and Property)**

**VII Consideration at PDSP**

**VIII Other consultations**

**D. TERMS OF REPORT**

To update the Local Area Committee on performance, activities and issues across the Ward for the period up to 29<sup>th</sup> January 2015.

## POLICE SCOTLAND NATIONAL PRIORITIES – DELIVERED LOCALLY

The force has identified its seven high priorities for 2014-2015 as:

- Reduce violence, disorder and anti-social behaviour
- Protect the public
- Increase road safety and reduce road crime
- Tackle serious and organised crime and terrorism
- Effectively police major events and threats
- Maintain high levels of public confidence in policing
- Deliver our equality and diversity outcomes

## WEST LoTHIAN PRIORTIES

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

- Protecting people
- Reducing anti-social behaviour
- Reducing violence
- Tackling substance misuse
- Making our roads safer
- Tackling serious and organised crime

## WARD PRIORITIES

Priorities identified by the Whitburn and Blackburn Community

- Anti – Social Behaviour
- Substance misuse
- Road Safety
- Acquisitive Crime

# Performance

## Whitburn/Blackburn Crime Stats

Groups 1-5	January			This YTD			Last YTD			Difference this/last YTD	
Crime Description	Rec	Sol	%Sol	Rec	Sol	%Sol	Rec	Sol	%Sol	%Rec	%Sol
Total Groups 1-5	76	22	28.95%	921	420	45.60%	866	406	46.88%	6%	-1.28%

## Blackburn

Groups 1-5	January			This YTD			Last YTD			Difference this/last YTD	
Crime Description	Rec	Sol	%Sol	Rec	Sol	%Sol	Rec	Sol	%Sol	%Rec	%Sol
Total Groups 1-5	13	5	38.46%	243	124	51.03%	233	99	42.49%	4%	8.54%

## Antisocial behaviour

Whitburn & Blackburn Ward						
Month	Dec-14	Dec-13	% Change	TYTD	LYTD	% Change
Youth Calls	13	29	-55%	270	276	-2%
All ASB Calls	96	106	-9%	1215	1189	2%
Hate Crime	1	3	-67%	36	37	-3%
Vandalism & Reckless Conduct	26	17	53%	193	195	-1%
Fire-raising	2	1	100%	7	13	-46%
Alcohol-related Incidents	20	29	-31%	219	270	-19%
Public Space Assaults	10	8	25%	102	100	2%

## PREVENTION

### Activities

The Community Policing Team have carried out a number of activities in relation to the local ward priorities, as follows.

### Anti-social behaviour

Early intervention remains a core focus of the Community Policing Team in addressing emerging problematic behaviour associated with tenancies. A number of properties have been subject to the party house regime of joint visits by West Lothian Council and Police as a result of developing patterns of behaviour that have been identified through the partnership tasking process. The approach has proven highly effective in curtailing the behaviour of problematic tenants and has ensured that the impact on neighbouring resident's quality of life is limited.

In an update to the report on the developing neighbours dispute in Blackburn CPT officers have been able to confirm that the problematic tenant has now moved out of the street and has bail conditions not to enter the street. This has facilitated a quick resolution to a matter that was impacting on a significant number of residents in the street.

The Community Police Team primary tasking over the month of December formed part of the Divisional festive campaign, ensuring that people were kept safe in the run up to and during the festive period. The campaign delivered a key focus on alcohol related disorder with officers being tasked with extra patrols in problematic areas within the ward and targeting offenders known for such offences.

### **Substance Misuse**

In addressing the priorities identified by the local community within the ward a large-scale operation was carried out against individuals identified as being involved in the supply of controlled substances. Operation Daylight, which involved the utilisation of specialist resources, targeted properties across West Lothian with the primary footprint of the operation being focused on the Whitburn and Blackburn areas. The activity has seriously disrupted the drug supply networks within the West Lothian area and led to the removal of a significant quantity of controlled drugs and other assets from organised crime groups estimated in region of £50,000.

The nature of the operation has led to identification of further intelligence regards drug supply in the Ward area and the Community Team will continue to work with the local community to build on the intelligence received to ensure that such proactive measures continue to be taken.

### **Road Safety**

Community Police Team officers have been in attendance at local primary schools delivering road safety messages, this being an important message to communicate to younger children in the darker evenings.

As a follow up to the School talks the local Community Policing Team will be carrying out a number of days of action in February around school's during key periods. The action days will target dangerous and inconsiderate driving and parking at or near to schools, this activity being planned as a result of a number of complaints regards drivers behaviour at these locations.

### **Acquisitive Crime**

Officers have been involved in a high profile Warrants initiative that has involved targeting known recidivist criminals who are wanted on warrant. The operation is still ongoing and will run until the end of February, with the full statistics being available for the next LAC report.

## **Initiatives**

A test purchase operation was carried out in West Lothian in December, during the course of which a number of licensed premises were subject to tests. As a result one premise in Whitburn failed the test, with a second premises in Blackridge also failing. A report has been submitted to the Procurator Fiscal and in addition consideration will be given to reporting the circumstances to the Licensing Board.

These operations are used to ensure that licensed premises are not selling alcohol to underage customers and partnership working is key in their success. With the assistance of the education department and school link officers appropriate volunteers are recruited to assist with the operation, which provides those involved with a unique opportunity to develop their own personal skills as well as developing their CV as they move onto further education or employment.

## **Forthcoming Events**

### *Community Action Days*

The Community Policing Team is committed to keeping the residents of the ward safe. To this end they will carry out 'Community Action Days' at identified periods during which a number of proactive activities will be undertaken to target offenders, address local priorities and to 'Keep People Safe'.

Activity for the month of February is focused around road safety near to and at schools. This is in direct response to concerns raised about speeding, inconsiderate parking and driving at key times during the school day.

## **CONTACTS**

**Inspector** Steven Tidy <mailto:steven.tidy@Scotland.pnn.police.uk>

**Sergeant** Phil McIntosh <mailto:phillip.mcintosh@Scotland.pnn.police.uk>

### **Community Whitburn Email Address**

[WhitburnBlackburnCPT@Scotland.pnn.police.uk](mailto:WhitburnBlackburnCPT@Scotland.pnn.police.uk)

### **Safer Neighbourhoods Team**

PC 11369 Montgomery

PC 11399 Wilson

PC 11369 MacKinnon

### **Whitburn High School**

PC Thomson



West Lothian  
Council

**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**WHITBURN TOWN CENTRE UPDATE**

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

**A. PURPOSE OF REPORT**

To update Members on town centre related matters in Whitburn.

**B. RECOMMENDATION**

Recommend that Members note the contents of this report for information

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; 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>	Outcome 1. We make West Lothian an attractive place for doing business
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	Not applicable
<b>VII</b>	<b>Consideration at PDSP</b>	Not applicable
<b>VIII</b>	<b>Other consultations</b>	None

## **D. TERMS OF REPORT**

This report updates Elected Members on Whitburn town centre matters and formalises those provided at the Whitburn Town Centre Management Group.

### **Shopfront Improvement**

Whitburn town centre traders and businesses can apply for grant assistance through the Shopfront Improvement Scheme, with applications encouraged from all eligible and situated within the designated Whitburn town centre. Grants of up to potentially £750 per premises may be available to assist in costs associated with any external frontage improvements.

Experience of the benefits of the operation of this scheme from across West Lothian, highlights that recent investment made by local businesses and the local authority, does make a difference to town centre environment, its appearance and attraction to users, and in building confidence amongst local traders and the community.

Since the report made to the previous meeting of the Local Area Committee in November 2014, and at the time of writing this report, there has been 1 Shopfront grant agreed in principle awaiting completion of improvement work, and 1 noted interest with whom a formal application is awaited.

### **47-49 West Main Street, Whitburn**

The former Direct Flooring unit at 47-49 West Main Street, as previously reported was purchased by a new owner in early 2014, with planning permission thereafter obtained for sub-division and change of use, and subsequent building control warranted to allow internal works to be carried out. Continuing efforts are being made by Council officers to encourage the owner to undertake external improvement works to the building.

### **Civic Space and Market Place**

Council officers in Economic Development and Community Regeneration support and are working with local community groups to enhance the appearance, awareness of, and the use of the Civic Space. This has included, since the last LAC meeting, the installation of new hanging basket columns at Civic Space, which in season will add some colour and vibrancy to the area.

Council officers in Economic Development are similarly working with local community groups to plan enhancement to the soft and hard landscaping area at Market Place, adjacent to the Civic Space. Further plans are evolving and it is anticipated that the landscaping works will be tendered in time for Spring 2015.

### **East Main Street**

Following localised consultation, including officer attendance at Whitburn Town Centre Management Group in January 2015, there is support for the delivery of the plans currently being refined by the Council's Housing & Strategy Development team for significant environmental and public realm improvements at the north and south side of East Main Street. It is envisaged that complete plans would be prepared and issued for tendering in early 2015/16 financial year. The cost of these works would be met through Council's Housing Revenue and Town Centre Improvement Funds.

## **E. CONCLUSION**



Town centre improvements continue to be discussed, explored and brought forward through Whitburn Town Centre Management Group. It is recommended that Members note the content of this report for information

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Person:

Nairn Pearson, BID & Town Centre Manager, 01506 637537, [nairn.pearson@westlothian.gov.uk](mailto:nairn.pearson@westlothian.gov.uk)

Date of Meeting: 23 February 2015





**West Lothian  
Council**

**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**HOUSING CONSTRUCTION AND BUILDING SERVICES**

**REPORT BY HEAD OF HOUSING, CONSTRUCTION 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, Construction and Building Services activity as detailed in the ward report.

**C. SUMMARY OF IMPLICATIONS**

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

**D. 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, Construction and Building Services, specific to the Whitburn and Blackburn ward.

### Property Void & Let Performance: Mainstream Tenancies

Void Period	October 2014	%	November 2014	%	December 2014	%	WL Target %
0-2 weeks	6	36.3%	10	36%	5	35.7%	65%
2-4 weeks	1	5.7%	3	10.7%	4	28.6%	25%
4+ weeks	10	58%	15	53.3%	5	35.7%	10%
<b>Total Lets</b>	<b>17</b>	<b>100%</b>	<b>28</b>	<b>100%</b>	<b>14</b>	<b>100%</b>	<b>100%</b>

### Property Void & Let Performance: Temporary Tenancies

Void Period	October 2014	%	November 2014	%	December 2014	%	WL Target %
0-2 weeks	4	100%	5	100%	5	100%	70%
2-4 weeks	0	0%	0	0%	0	0%	20%
4+ weeks	0	0%	0	0%	0	0%	10%
<b>Total Lets</b>	<b>4</b>	<b>100%</b>	<b>5</b>	<b>100%</b>	<b>5</b>	<b>100%</b>	<b>100%</b>

Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection. Ensuring that vulnerable persons are supported through the viewing and sign up process. 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 157 mainstream tenancies and 33 temporary tenancies let by the Whitburn and Blackburn Housing Team.

There are 27 Policy Voids in the ward; this is due to properties requiring repairs for asbestos removal, fire damage and Health and Safety issues. One property is currently being used as a decant property.

### Arrears Performance

2013/2014	Total £Value	2014/2015	Total £Value
April 13	£209,790	April 14	£346,411
May 13	£267,788	May 14	£382,544
June 13	Not available	June 14	£389,446
July 13	£365,796	July 14	£386,432
August 13	£417,411	August 14	£387,911
September 13	£436,192	September 14	£386,732
October 13	£439,347	October 14	£410,465
November 13	£449,896	November 14	£385,538
December 13	£415,189	December 14	£343,446
January 2014	£436,014	January 2015	
February 2014	£449,277	February 2015	
March 2014	£312,465	March 2015	

West Lothian Council has for many years been one of the top performing councils in Scotland with respect to rent collection and the council's rent arrears process has been widely considered to be best practice, engendering a strong payment culture amongst most of its tenants.

For 2014-15 the Arrears Task Group has agreed, as an interim measure, to monitor against a £1m target. This will allow time for some actions from the Rent Strategy to be in place, so the target will be subject to change later in the year.

The workload priorities agreed at the Arrears Task Group ensured that tenants who engaged with the Council were being offered support and advice in relation to applying for Housing Benefit, Scottish Welfare Fund and referrals to the Advice Shop where they can get Money Advice and in making a realistic sustainable payment arrangement.

Articles encouraging tenants to pay their rent were inserted into Tenants News, Applicants News, the Bulletin and on the internet to raise awareness of Welfare Reform changes and their potential impact on our customers.

The Council Executive approved a motion instructing officers to provide additional one-off time limited DHP funding, to address the legacy bedroom tax arrears from 2013/14. Officers have calculated the legacy arrears value by taking the rent arrears position at the end of 2013/14, and assessing the bedroom tax element net of any DHP already received for that financial year. The total value of bedroom tax for both current and former tenants equates to approximately £250,000.

Using existing anti-poverty funding of £200,000 and £50,000 of one off funding for welfare changes, this will be administered in accordance with the DHP scheme, with funding to be distributed in accordance with the terms of the DHP scheme guidelines.

At the end of December 2014 our arrears caseload was 4,980 totalling £1,636,398.21.

The table shows the level of arrears and the number of tenants in arrears in this Ward from end September 2013 at the start of the Rent Arrears Campaign and the level of arrears at the end of December 2014.

<b>Arrears Banding</b>	<b>Balance 30 September 2013</b>	<b>Tenants in Arrears</b>	<b>Balance 31 December 2014</b>	<b>Tenants in Arrears</b>
£0.01-£49.99	£5,587.97	257	£4,215.37	191
£50.00-£149.99	£26,498.34	297	£25,969.30	289
£150.00-£299.99	£73,611.25	336	£44,881.85	209
£300.00-£499.99	£73,422.67	192	£57,029.56	145
£500.00-£749.99	£79,277.47	127	£49,488.84	81
£750.00-£999.99	£49,799.41	57	£42,937.76	49
£1000.00-£1999.99	£112,201.56	86	£9,4694	71
£2000.00+	£21,056.85	8	£24,229.57	10
<b>Total</b>	<b>£441,455.55</b>	<b>1,360</b>	<b>£343,446.25</b>	<b>1,045</b>

The Arrears Task Group continues to meet on a monthly basis to agree any targeted and specific areas of work. The group has representation from Revenues, CIS/CSC, Advice Shop, Housing Management and Housing Needs.

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

Officers have worked hard in attempts to make contact and carry out as many face to face interviews as possible, some of which were very difficult and emotional. This continues on a weekly basis as our customers face many changes with their on-going DWP Benefit Award for various reasons, which has an impact on their on-going Housing Benefit award.

We will continue to work with all our tenants in offering advice and assistance, for example, referrals for money, debt advice and where appropriate application for Discretionary Housing Benefits payments.

Officers in the team have a number of tenancies under supervision for issues such as child protection, Antisocial 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, as well as ensuring, that where the situation arises, other members of the community affected are also supported.

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

The overall 2014/15 Housing Capital Investment Programme has been progressing since April without major incidents, accidents or issues. Some upgrading programmes are slipping a little due to contractor capacity, but this will be caught up over the remainder of the year and over 2015/16. Any houses in poorer condition have been prioritised. Planned programmes have been progressing on or ahead of programme. Health and Safety programmes such as Hard Wired Smoke Detectors, Electrical safety checks, Gas system checks and Heating upgrades are also progressing on or ahead of programme. Exterior painting and landscaping works are progressing well.

### **Ward Specific Capital & Environmental Programme**

All Projects of repair and upgrade works for the Ward are on site progressing according to completion with no major issues though some extensions of work programmes due to increased work content will be considered by council later in the year.

### **New Build information**

Good progress is also being made on the 1,000 houses new build programme. The first 6 homes were completed in September 2014 and work is well underway for a site for 18 homes in Broxburn.

The site at Redhouse in Blackburn for 100 homes has Lovell Partnerships as the developer for the site. The planning application was submitted in September 2014 and is being amended to reflect comments from the local community. Site start is expected around April 2015.

### **Tenant Participation Update**

Riddochhill Tenants and Residents Association continues to be very active, the group meet on a monthly basis. The Community Housing Officer promotes the group and encourages new and established tenants to attend the meetings.

### **Scottish Social Housing Charter**

The first Annual Report called 'Performance Matters' was published at the end of October 2014. Staff have been working closely with the members of the Tenant Participation Development Working Group to produce this first report which shows how well we did in key areas including rent collection, tenant and service user involvement, repairs, maintenance and improvements, allocations, homelessness and how we deal with antisocial behaviour and empty properties.

This report is available online at

<http://www.westlothian.gov.uk/article/5854/Landlord-Report---Performance-Matters-201314>

### **Homeless Housing Network**

The Homeless Network group have continued to meet on a monthly basis and have increased in numbers with new members joining. Service users who attend have shared their homeless experiences with staff and discussed how they would like to help improve the services delivered at present. The group invited guest speakers and have heard about the Scottish Welfare Fund and the Pet Fostering Service in Edinburgh. The group meets on the last Thursday of the month in Broxburn Family Centre and anyone wishing to find out more can contact their Housing Needs Officer or the Customer Participation Team.

### **Housing Networks**

Both Networks continue to meet on a monthly basis to consult with Housing, Construction and Building Services on any changes or developments to service delivery. The Network meetings are held in the third week of the month for more information contact your local housing staff or the Customer Participation Officer's by emailing [TP@westlothian.gov.uk](mailto:TP@westlothian.gov.uk)

### **Street Environmental Improvement Projects (SEIP)**

SEIP Applications for 2015/16 have been received and members of the Street Environmental Group have made site visits to ensure the projects meet the criteria. Plans for these projects will be drawn up with associated costs and presented to the group for agreement.

### **Tenants Fun and Information Day**

The Tenants and Residents Fun Day is held annually in the Civic Centre and offers tenants and residents from throughout West Lothian the opportunity to meet with staff from Housing, Construction and Building Services and their partners, and discuss any issues relating to their home and community. This year's event was well attended with over 200 tenants and residents coming along. For the third year in a row, it was held in partnership with the Advice Shop, as the culmination to their 'Money Week'.

There were three separate consultation events carried out, on the new proposed Allocations Policy, the draft Landlord Report 'Performance Matters' and the proposed rent increase for 2015/16.

#### **Safer Neighbourhood Council Officer Ward Information**

The Safer Neighbourhood Teams (SNTs) across the nine Multi-Member Wards are an integral part of the Community Safety Unit and are a key feature of partnership working. In the Whitburn and Blackburn ward partnership working sees the local housing team, youth worker, council officer within the SNT and Police officers all working together to tackle anti-social behaviour in the ward.

#### **WLC Officer based in SNT**

As requested at the Local Area Committee meeting on 24 November 2014, there were 102 visits made for the period reported, this is a reduction of 48 from the 150 visits previously reported in November 2014.

Of the 102 visits made, 20 verbal warnings and 4 warning letters were issued. A full ASBO and interim ASBO had previously been granted with one further case being at Legal Services to seek ASBO proceedings.

#### **Youth Worker based in SNT December 2014**

During the reporting period the Youth Worker has had no cases in the Ward involving youths causing anti-social behaviour.

### **E. CONCLUSION**

To note the contents of the report.

### **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

Contact Person: Gary Stoddart, Housing, Construction & Building Services

Email; [gary.stoddart@westlothian.gov.uk](mailto:gary.stoddart@westlothian.gov.uk)

Tel: 01501 678012

Date: 23<sup>rd</sup> February 2015







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

### **ADVICE SHOP AND ADULT BASIC SERVICE UPDATE**

#### **REPORT BY HEAD OF AREA SERVICES**

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

The purpose of the report is to inform the local area committee of the work undertaken by the Advice Shop and Adult Basic Education service from April – December 2014.

#### **B. RECOMMENDATION**

It is recommended that the committee notes:

1. the Advice Shop and Adult Basic Education provision in the ward;
2. the intention to report annually on service activity in the area; and
3. the impact provision is having in terms of supporting the outcomes of the 'Better Off: Anti-Poverty Strategy'.

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

<b>I Council Values</b>	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; making best use of our resources; and working in partnership
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	The activity contained in the report contributes to service KPIs.
<b>V Relevance to Single Outcome Agreement</b>	<p>We are better educated and have access to increased and better quality learning and employment opportunities.</p> <p>We live longer, healthier lives and have reduced health inequalities.</p> <p>We have tackled significant inequalities in West Lothian society.</p>
<b>VI Resources - (Financial, Staffing and Property)</b>	Activities delivered from approved budgets supplemented by external funding from

	Macmillan cancer support, European Social Fund, Scottish Funding Council, West Lothian Growth Fund, West Lothian Challenge Fund and Scottish Legal Aid Board.
<b>VII Consideration at PDSP</b>	None.
<b>VIII Other consultations</b>	None.

## **D. TERMS OF REPORT**

### **D.1 Background**

The Advice Shop and Adult Basic Education (ABE) deliver different services, to the same targeted customer groups, such as those who are vulnerable, disadvantaged and likely to be in poverty.

The Advice Shop is a free, impartial and confidential service to help the people of West Lothian with a focus to alleviate poverty, promote inclusion and equality through advice, assistance and advocacy. It does this by providing comprehensive advice to adults and specifically targets those who are:

- Without work or in low paid work.
- Are poor and/or fuel poor.
- Have money/debt issues.
- Have been affected by cancer or other long term conditions.
- Are over 60.

Adult Basic Education (ABE) works under the strategic guidance and principles for effective teaching and learning which are contained in the Scottish Government's "Adult Literacy and Numeracy in Scotland: 2020" report and the "Adult ESOL Strategy for Scotland". ABE delivers activities which:

- Help anyone over the age of 16 who can set goals to improve their literacy and numeracy skills and, where appropriate, work towards qualifications.
- Provide coping strategies, assertiveness techniques and lip-reading skills for anyone who is experiencing a hearing loss.
- Support migrant workers and settled minorities to acquire communication skills in both written and spoken English.
- Offers a range of volunteering roles which provide opportunities for improving employability skills.

The Advice Shop and ABE service is funded through: a core council budget, European Social Fund, Scottish Funding Council, West Lothian Growth Fund, Macmillan Cancer Support, West Lothian Challenge Fund and Scottish Legal Aid Board.

All activity across the service is informed and prioritised by the 'Better Off: West Lothian Anti-Poverty Strategy'. The overall purpose of this strategy is to help minimise the impact of poverty on the people of West Lothian. Its object is to ensure that people are equipped to cope with the challenges they currently face, in terms of their disposable income, and the impact that this has on their health, education and community involvement. The aim being to help people to obtain and retain employment as a key route out of poverty.

## **D.2 Local Provision**

Appendix One shows the number of people the service has worked with over the last nine months.

The Advice Shop has helped 1853 customers to manage their money and to resolve benefit problems. As a result, customers better understand that claimants and benefit administrators have rights, obligations and constraints and have some idea what these are. Customers know how to take the steps they can to sort out their benefit queries and are able to maximise their household income.

The Court Advice Project is funded through the Scottish Legal Aid Board to support anyone who is at court facing eviction. Customers can be in social or private housing or an owner occupier. The service worked with 112 families in the ward to support them to sustain their home.

The Adult Basic Education team has worked with 116 hard to reach adults who lead complex and chaotic lifestyles. The service offers a range of short course, mainstream and English as a Second Or Other Language option to help support learners to gain the skills, knowledge and understanding to better able them to use their literacies skills effectively. The impact of learning has supported learners to feel confident to work towards a qualification, to move on to further learning, volunteer or gain employment.

The service had identified a number of priorities over the 2014/15 year; namely, to continue to support parents to gain qualifications and financial literacy skills; to work with Whitburn Community Development Trust to offer weekly outreach advice sessions and, to develop partnership work with food banks to target individuals and families in crisis. All of these priorities have been moved forward and are on track to be achieved by the end of the year.

## **E. CONCLUSION**

The report and attached appendix summarise the work of the Advice Shop and Adult Basic Education service in the Whitburn and Blackburn area. The Local Area Committee is asked to note the contents of the report and to consider how the service could better target its resources in this area. It is the intention to report on activity in the ward area on an annual basis.

## **F. BACKGROUND REFERENCES**

None.

Appendices/Attachments: Appendix one

Appendix 1 : Whitburn and Blackburn Ward Profile Apr-Dec 2014

Contact Person: Elaine Nisbet, Advice Shop and Adult Basic Education Manager (Acting)  
Tel: 01506 282936 email: [Elaine.nisbet@westlothian.gov.uk](mailto:Elaine.nisbet@westlothian.gov.uk)

Steve Field  
**Head of Area Services**

Date of meeting: 23 February 2015



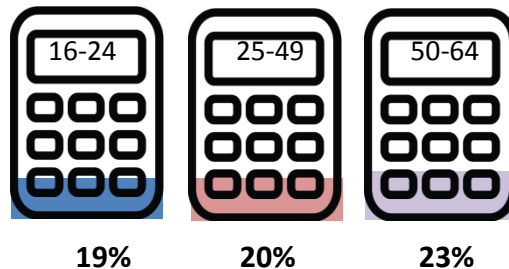
# Whitburn and Blackburn Ward Profile Apr-Dec 2014

## What we know about the community\*



20% children  
62% working age  
18% pensionable age

Percentage of working adults claiming benefits by age



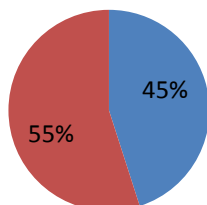
\* taken from Scottish Neighbourhood Statistics: [www.sns.gov.uk](http://www.sns.gov.uk)

## Who we've worked with

### 1853 Advice Shop Clients

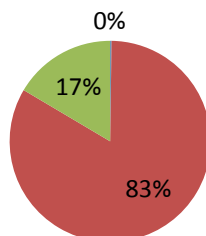
Gender

Male Female



Age

0 - 15 16 - 64 65 +



### Evictions Prevented



## Maximising income for clients

### Appeals



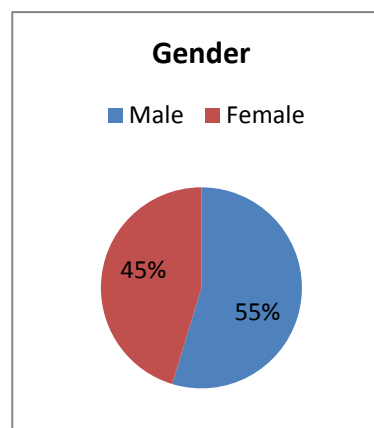
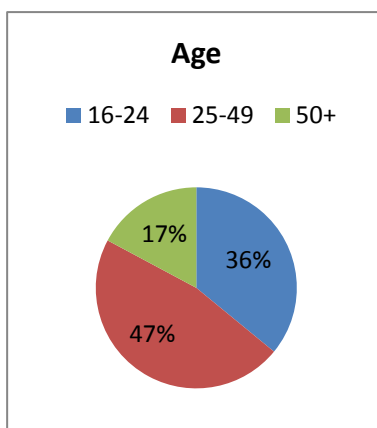
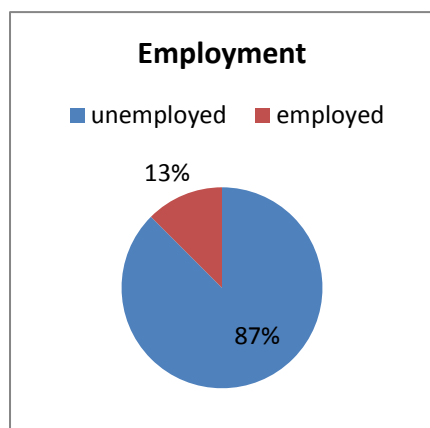
### Benefit Claims



### Money saved: Energy

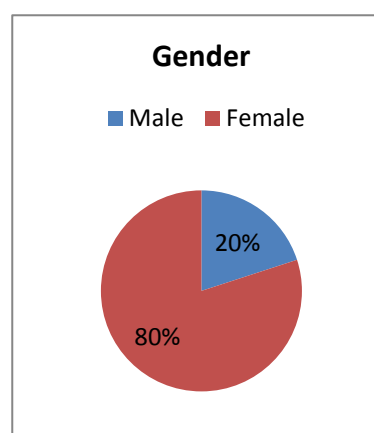
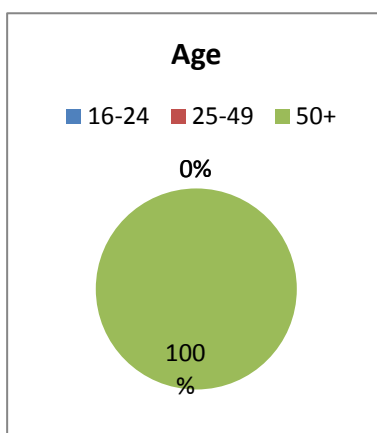
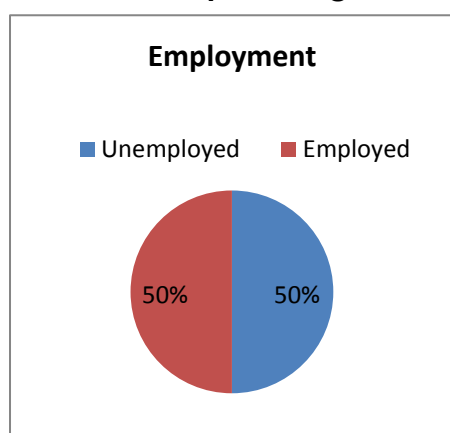


## 64 Literacies Learners



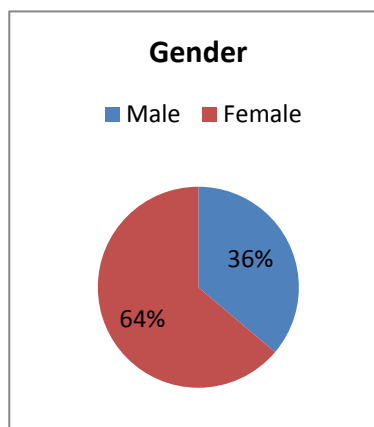
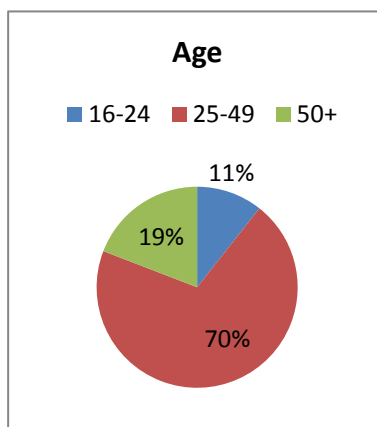
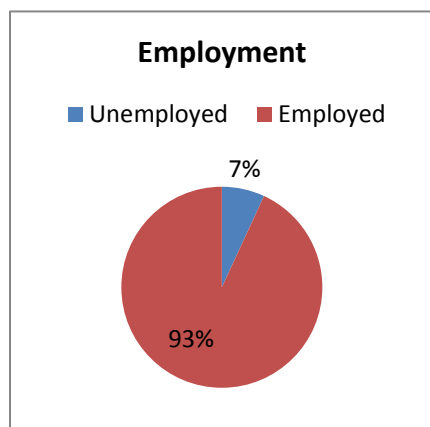
52 learners improved their literacies skills, 9 people gained a qualification, 5 progressed to further learning, 4 started volunteering, 3 began training and 7 moved into work

## 5 Lipreading Learners



4 learners found their confidence with lipreading had increased

## 47 ESOL Learners



39 learners improved their English skills and 2 started work

## This year we plan to

- Continue to support parents to gain qualifications and financial literacy skills
- Work with Whitburn Community Development Trust to offer weekly outreach advice sessions
- Develop partnership work with food banks to target individuals and families in crisis



West Lothian  
Council

**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**PLACEMAKING IN WHITBURN**

**REPORT BY HEAD OF AREA SERVICES**

**A. PURPOSE OF REPORT**

The purpose of the report is to inform members of the progress to date with the planning for the charrette in Whitburn, as part of the placemaking exercise for the town.

**B. RECOMMENDATION**

It is recommended that members note the progress to date, in particular:

- the aims of the charrette;
- that three 'Sustainable Placemaking' workshops have been undertaken with senior officers, local practitioners and community representatives;
- the intended outputs of the charrette;
- that Austin-Smith:Lord has been appointed as the lead contractor for the exercise; and
- the next steps likely to be undertaken towards the charrette.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. 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>	The proposed Placemaking in Whitburn initiative 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>	None.
<b>V Relevance to Single Outcome Agreement</b>	<ul style="list-style-type: none"><li>- Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business.</li></ul>

- We make the most efficient and effective

use of resources by minimising our impact on the built and natural environment.

<b>VI Resources - (Financial, Staffing and Property)</b>	Up to £20,000 part funding has been awarded by the Scottish Government. Match funding will be provided from the council's Town Centre Improvement Fund.
<b>VII Consideration at PDSP</b>	None.
<b>VIII Other consultations</b>	<p>Consultation has taken place with the following services:</p> <ul style="list-style-type: none"><li>- Finance and Estates.</li><li>- Planning and Economic Development.</li><li>- Community Planning.</li><li>- Operational Services.</li></ul> <p>As part of the steering group, Whitburn Community Development Trust and Whitburn Community Council have been consulted on the development of the charrette.</p>

## **D. TERMS OF REPORT**

### Background

Funding is being provided by the Scottish Government and council to undertake a town centre 'charrette' (an intensive planning and community engagement exercise) in Whitburn. The charrette recognises that an approach that looks at the planned and potential investments for the town as a whole is required.

A steering group, led by the council and involving Whitburn Community Development Trust (WCDT) and Whitburn Community Council (WCC), is leading this.

The charrette will look to integrate the various elements of planned investment and activity into a single cohesive masterplan for the area which will:

- maximise investment through providing decision-makers with an evidence-based, holistic plan for the town to inform resource allocation;
- create a shared vision for the town and wider Whitburn area, in particular, to inform planning for the town centre and partnership centre;
- better link and integrate the Heartlands development and Polkemmet Country Park with the town centre; and
- ensure effective community involvement in regenerating the Whitburn area, and provide a basis for future community engagement for the development of the town.

The proposed charrette will be carried out over a number of days, involve cycles of plan development, presentation, and refinement, and will be **design-led** with predominantly graphic outputs.

### Sustainable Placemaking Workshops

Two workshops were held in early December 2014, facilitated by Architecture and Design Scotland and Scottish Natural Heritage. The purpose of these was to '*explore collaborative service and investment opportunities, and challenges, for Whitburn to inform the Whitburn charrette brief and wider regeneration initiatives*'. The outcomes



of these sessions, and deliberations with officers, have led to the outputs below being set.

These involved policy makers across the Community Planning Partnership as well as local practitioners and community representatives.

A further workshop was held on 10 February which was organised by WCDT and WCC specifically for community representatives to enhance the contribution of the community prior to the charrette.

### Charrette Outputs

It is anticipated that the charrette workshops will be held during the week commencing 23 March 2015 and will consist of three or four days of public, design-led workshops and drop-ins.

Through continuous dialogue with stakeholders, the charrette will lead to the development of:

- A **'Connecting Spaces' framework** to connect the opportunities presented by the different 'networks' in the town (sports hub/school(s), community centre, country park, Heartlands, partnership centre, open spaces), and integrate these to the town centre, at three levels:
  1. Service connections - outlining differences in 'service points' located within the community, and establishing opportunities and possibilities for further collaborative working and co-location between services.
  2. Physical linkages (also with Heartlands and open spaces). This will outline the key places within and outwith Whitburn that people want to get to/use, and the key travel corridors.
  3. Spatial/building connections (within the town centre).
- A **Masterplan** for Whitburn which will include but not be limited to:
  - Outlining opportunities to support the integration of the Heartlands residential and business development located at the edge of the town and enable town centre development benefits to stretch across these areas. For example, it will look at gateways and linkages to the town centre, and cycle and path networks as part of a local integration plan for the west of the town. This will also include Polkemmet Country Park and the Murraysgate Industrial Estate as part of its scope. More generally, this should involve scoping out options on how the existing town can integrate with the fabric of the new development, and vice-versa.
  - Outlining possibilities for service linkages related to the partnership centre and the impact on the surrounding areas, linked to the framework of service connections above.
  - Providing options to address the problem of gap sites within the town centre area as well as the low levels of town centre shop occupancy, outlining any funding opportunities.
  - Costed options for projects in the town centre that would improve its public realm, vitality and viability linked to the spatial/buildings connections part of the framework above. This part will provide the basis

for further consideration and engagement on projects that can effectively utilise the councils Town Centre Improvement Fund, developer contributions and, where relevant, other external funding options.

- A detailed projected timescale of investment/projects/service change for the town, identifying opportunities and challenges.

It should be noted that all relevant options should state the external funding options for proposals that cannot be funded within the planned resources.

### Appointment of Contractors

Following a competitive tendering exercise, Austin – Smith: Lord (ASL) have been appointed as the lead contractor to deliver the charrette and the associated outputs.

They began work on 16 February, and have met with several local stakeholders and are currently finalising the programme for the charrette. This is being developed to further explore the above issues and outputs.

### Next Steps

ASL will deliver a strategy for ‘community animation’ by working with the council and key stakeholders in the community (organisations, residents, businesses etc.) to better consult the wider community, including those not traditionally involved in such planning exercises. This will help inform the methods that will be used during the charrette.

The community animation could involve planned visits to local primary schools, impromptu visits to locations throughout Whitburn and informal meetings / discussions with residents and visitors in the town centre at different times of the day and week.

Linked to this, a communication strategy will be developed to ensure there is awareness of the charrette and to enable engagement of residents with the charrette team before, during and after the charrette. This will involve using communication methods such as social media, other online methods, publicising through pre-charrette events, canvassing, leafleting, articles in local media and, on occasion, artist-led community animation.

Another key task is to identify a suitable venue for a ‘design studio’. These are used during charrettes as an accessible and visible focal point for the exercise. They act as a place for drop-ins and for arranged surgeries as well as a base for some of the ‘set piece’ charrette workshops.

During the charrette itself, the outputs detailed above will be developed through the various means including: the open forum of the design studio; focussing on set piece design workshops; walk and talk tours of the town centre, and; design pin-up and review sessions throughout the charrette. Participants are directly involved in the decision making process, and each step refers back to the terms of reference and the cumulative knowledge being gathered throughout the charrette.

Following the charrette, the outputs will be fully developed and finalised in April/May and fed back to stakeholders and participants.

## **E. CONCLUSION**

The resources that have been committed to Whitburn as part of the council’s capital programme create an opportunity to employ a placemaking approach within the town to ensure that these resources are utilised most effectively. The placemaking initiative

also enables the council to assess the benefits of this approach and to develop capacity for work of this nature within the authority.

Reports on progress and outcome of the Placemaking in Whitburn initiative will be provided to future meetings of the Local Area Committee.

## **F. BACKGROUND REFERENCES**

Report to Council Executive on 27 October 2014.

Appendices: None.

Contact Person: Scott McKillop, Community Regeneration Officer, 01506 281092, [scott.mckillop@westlothian.gov.uk](mailto:scott.mckillop@westlothian.gov.uk)

Steve Field, Head of Area Services.

Date of meeting: 23 February 2015.





West Lothian  
Council

**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**COMMUNITY REGENERATION UPDATE**

**REPORT BY HEAD OF AREA SERVICES**

**A. PURPOSE OF REPORT**

The purpose of this report is to update members on progress with Community Regeneration activity in the Whitburn and Blackburn ward.

**B. RECOMMENDATION**

It is recommended that the Local Area Committee notes the progress on Community Regeneration activity within the ward, in particular:

- activity with regards to the Villages Improvement Fund;
- support to Community Councils via training;
- development of Regeneration Plans;
- the early years community engagement exercise undertaken in Blackburn; and
- progress with regards to the Community Sports Hub in Whitburn.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. 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 activity 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 included in the set of Regeneration and Employability key performance indicators. Ward action plans also contain measures to indicate progress towards outcomes.
<b>V Relevance to Single Outcome Agreement</b>	- We are better educated and have access to increased and better quality learning and employment opportunities.

	<ul style="list-style-type: none"> <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 Resources - (Financial, Staffing and Property)</b>	Actions will be delivered within existing resources.
<b>VII Consideration at PDSP</b>	None.
<b>VIII Other consultations</b>	All activities are developed and monitored through different local partnership groups.

## **D. TERMS OF REPORT**

This report provides highlights of progress in relation to the activity that the Regeneration team either leads on or is a key partner in. This complements the Mid-Year Review of the Ward Action Plan report provided to the previous meeting of the Local Area Committee, by providing detail on the current developments for many of the activities within the plan.

### **Villages Improvement Fund**

The Community Regeneration Officer is continuing to encourage and support the development of projects in the three remaining villages which have funding available. Given the difficulty that some organisations in villages have had developing projects, where possible, Economic Development and Operational Services have offered practical assistance to deliver the projects. This should make projects such as noticeboards and benches simpler and more efficient by centralising these, and removing the onus of tendering, managing the finances and, to an extent, project management of improvements.

The allocation for Blackburn (£125k) has now been fully committed. Community Action Blackburn is working with officers from Housing, Building and Construction Services to obtain the remaining funding from the Street Environmental Improvement Projects fund in order to make improvements to the larger bedded area at the north end of the street.

Seafield Community Council has been developing applications for a noticeboard and for benches over recent months, however, they have been unable to finalise the application for this LAC. The CRO is maintaining contact with them and offering support to help finalise this.

In Greenrigg, much of the progress will depend on whether a community council will be established over the following months, as the most likely body to generate projects and apply for funding. However, Central Scotland Green Network Trust, which has already received funding from this fund, maintains an interest in the area and could potentially develop other projects. Officers will be undertaking site visits there, prior to the next LAC, to help identify projects that could be taken to the community and community groups for support.

In East Whitburn, contact has been mainly via the Gala Day Committee although no projects have been identified to pursue as yet.

## **Support to Community Councils**

The Regeneration Team is supporting the training programme for community councils which is administered by Committee Services. On 10 March, a training/networking event will be held to allow Community Councils the space to learn from each other more informally. The training will focus on the themes of promotion of the Community Council and engaging with their wider communities which was requested by some community councils in their last training survey.

## **Placemaking in Whitburn**

Much focus of the Regeneration team over recent months in the ward has been on developing the placemaking project. A separate report to this LAC gives details of the placemaking proposals.

## **Regeneration Plans**

Regeneration Plans are scheduled to be developed in the seven areas identified within the Community Planning Partnership's Regeneration Framework. Two of these areas are Whitburn and Blackburn. Additional support will be provided from the Regeneration Team to deliver these.

The plans will have a central focus on the Framework's theme of 'community capacity and cohesion' and will look to build on the community strengths in the respective areas.

## **Blackburn Early Years Action Group- Community Engagement**

The Regeneration team has been undertaking a comprehensive engagement exercise with the early years community in Blackburn. At the end of 2014, a general consultation asked parents what they liked, did not like and wanted to improve in Blackburn. At present, a further consultation is being undertaken with parents on the themes from these, asking groups of parents to prioritise issues. This will inform the action plan for the group and other service provision within the area.

An update on this will be brought to the next Local Area Committee.

## **Whitburn Community Sport Hub (WCSH)**

The Scottish Government's 2014 Legacy Plan identifies the Community Sport Hub (CSH) approach as a key mechanism for supporting sport clubs, working groups and organisations to achieve sustainability and increase provision of sport and physical activity in local communities.

The key aims of the West Lothian CSH Network are:

- growth in participation;
- engaging the local community;
- promoting community leadership;
- offering a range of sporting opportunities; and,
- bringing all appropriate (key) partners, groups and people together.

Over the next sportscotland funding period (2015/16 – 19/20), secondary school sites have been identified to support the development of the CSH project with Whitburn Academy targeted throughout 2015/16. This is supported by the Sports Development Team within Community Regeneration. WCSH will work with all community partnerships with the aim of installing a successful and sustainable sporting

infrastructure.

WCSH held its first steering group on 16 December 2014 which successfully introduced the project to all attendees. WCSH steering group is chaired by the Headteacher of Whitburn Academy and is made up from a variety of service areas, local organisations and community bodies.

Community leadership / ownership will be provided through a forum process whereby all community groups are supplied with the opportunity to mould project development. The first of many community forums will take place on Tuesday 10 February and will serve to provide additional information on the CSH project. With an organisational structure established in Whitburn, WCSH is supplied with the foundations to which developmental success can be achieved.

## **E. CONCLUSION**

Partnership working is informing local groups about the priority needs and issues across the communities within the ward. This provides the focus for activity, and adds value to the mainstream service provided by the community planning partners.

The support provided to both Community Action Blackburn and Whitburn and District Community Development Trust has created key opportunities for local partnership working that tie into broader community activity in both areas. This will allow for more sustainable community-led development in future.

## **F. BACKGROUND REFERENCES**

Whitburn and Blackburn Ward Action Plan 2013-15

Appendices/Attachments: None.

Contact Person: Scott McKillop, Community Regeneration Officer, 01506 281092, [scott.mckillop@westlothian.gov.uk](mailto:scott.mckillop@westlothian.gov.uk)

Steve Field, Head of Area Services.

Date of meeting: 23 February 2015





West Lothian  
Council

**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**PROGRESS REPORT ON OUTSTANDING ISSUES RAISED AT MEETINGS OF THE  
LOCAL AREA COMMITTEE**

**REPORT BY LEAD OFFICER**

**A. PURPOSE OF REPORT**

To provide the Local Area Committee with a Progress Report on the ward related issues that have arisen over the course of previous meetings.

**B. RECOMMENDATION**

That the Local Area Committee note the latest updates from officers in response to the issues raised previously.

**C. SUMMARY OF IMPLICATIONS**

<b>I</b>	<b>Council Values</b>	Being honest, open and accountable. 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>	None.
<b>VI</b>	<b>Resources - (Financial, Staffing and Property)</b>	The Local Area Committee can only take decisions on those matters that have been delegated to it by either the Council Executive or full council.
<b>VII</b>	<b>Consideration at PDSP</b>	None.
<b>VIII</b>	<b>Other consultations</b>	In preparing this report and its appendix, the Chair and the Lead Officer for the Local Area Committee have been consulted. Additionally

colleagues in various council services have also been consulted to provide progress reports.

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

Over the course of previous meetings of the Whitburn and Blackburn Local Area Committee meetings both local members and community representatives have raised a number of issues relating to the ward.

To outline these and demonstrate the responses that the relevant officers have provided, a summarised table of those ward issues raised (Appendix 1) has been devised to allow for progress to be monitored. This table summarises the issues that have recently been raised or are ongoing issues, with details of the relevant officers who are responsible for providing these updates. Dates of review or completion of the task are also provided within this. Within the appendix, the latest updates on each issue are shaded to make these easier to track.

The updates in this report have accumulated over the last few years and the document is now very lengthy. Therefore, the earlier updates of the report will be removed for the next meeting of the Local Area Committee in order to make the report more succinct and readable.

#### **E. CONCLUSION**

Officers continue to respond to and monitor the issues raised from the meetings of the Whitburn and Blackburn Local Area Committee. Appendix 1 outlines the issues raised from previous meetings with the latest updates shown.

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

None.

**Appendices/Attachments:** Appendix 1: Summary of ward related issues and progress

**Contact Person:** Scott McKillop, Community Regeneration Officer, tel: 01506 281092

Alistair Shaw, Lead Officer

**Date of meeting:** 23 February 2015

### Whitburn and Blackburn Local Area Committee – Outstanding Issues

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
1	17 White Street, Whitburn	<p>Environmental Health and the NETs Team be asked to undertake an inspection of the garden at 17 White Street, Whitburn and provide an update report on action which may be enforceable to the next meeting of the committee</p> <p>That the Lead Officer liaise with WESLO to ascertain the level of their interest in the area surrounding 17 White Street</p> <p>That Lothian and Borders Police continue to provide the committee with updates on any action taken by them in relation to road traffic obstructions at 17 White Street</p> <p>Following the meeting of 21 February 2011, the Lead Officer again contacted WESLO.</p>	Ross Burton/ Lothian & Borders Police	<p>There is no nuisance affecting public health therefore Environmental Health have no powers to deal with it, however the matter has been passed to Planning who are considering action under amenity legislation.</p> <p>The proprietor and surrounding neighbours are owner-occupiers.</p> <p>Visit has taken place involving Police and Planning Enforcement; no contact was made and further visit is planned.</p> <p>Response from WESLO's Housing Manager was as follows:</p> <p>"In the past when we have received complaints from neighbours and approached the owner he becomes very defensive and argumentative. Having said that it is noted that the eyesore at the front of the property is probably much</p>	Ongoing	<p>25/10/10</p> <p>25/10/10</p> <p>25/10/10</p> <p>21/02/11</p>	<p>23/08/10 22/11/10</p> <p>26/11/10</p> <p>26/11/10 14/02/11</p> <p>04/04/11</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
		Environmental Health to be approached to request that an officer appear before the LAC to outline to Members the extent of the council's powers in relation to this case.	Ross Burton	<p>better than it has been in the past. We have also approached the Police and Environmental Health without success. Like everyone else there is nothing we can do and most neighbours are resigned to this fact".</p> <p>No response from attempts of Council and Police to make contact with occupier. Officers will now seek approval from Council to serve occupier with an Amenity Notice which will require them to take action</p> <p>Council officer had visited with a Police Officer (on the instructions of the LAC) twice to contact the owner, without success. Planning will now issue an S272 notice as the precursor to serving an amenity notice.</p> <p>Response from the owner received to the S272 notice; preparing to serve an a amenity notice. A full</p>		<p>21/02/11</p> <p>11/04/11</p> <p>29/08/11</p>	<p>30/05/11</p> <p>19/8/2011</p> <p>03/10/11</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>documented visit is required prior to this being served and is being arranged.</p> <p>S272 notice responded to; amenity notice has been drafted and is with Legal Services</p> <p>Terms of amenity notice being finalised, aiming to be in position to serve this week</p> <p>No change since previous update. Amenity notice drafted, should be able to be served next week</p> <p>No change since previous update.</p> <p>No change since previous update. Lead Officer meeting with Head of Planning and Economic Development on 8 November to discuss how to best progress.</p> <p>No formal notices have been served. The council could serve an amenity notice.</p> <p>Development Quality Officer has visited the property and is currently working up an</p>			<p>20/12/2011</p> <p>20/02/2012</p> <p>17/04/2012 29/05/2012</p> <p>21/08/2012</p> <p>10/10/2012</p> <p>07/12/2012</p> <p>05/12/2013</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>amenity notice.</p> <p>Amenity notice has been finalised with the assistance of Legal Services, and will be served this week.</p> <p>The amenity notice requiring the owner to remove the scrap vehicles and other debris from the garden has been served and the owner has until 2 November to comply. Planning enforcement staff will monitor the situation.</p> <p>Officers from Planning Services visited site on 29 November and report that the majority of the vehicles have been cleared from the site. Planning will continue to monitor and ensure that all the deleterious material is removed, as required by the Amenity Notice.</p> <p>Planning Enforcement Officer visited premises on 24 February and noted that while a great deal of the materials that were the subject of the enforcement notice have been removed, a significant amount remain. The resident will be</p>			<p>30/04/2013</p> <p>16/09/2013</p> <p>29/11/2013</p> <p>25/02/2014</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>informed that this still needs to be removed, and that the council is preparing to take direct action.</p> <p>A letter has gone out to the owner about the material which remains, after a significant amount of material was removed. The letter reminds the owner that all the material needs to be removed and threatens direct action.</p> <p>At last visit by Enforcement Officer one month ago approximately 80% of the material had been removed, so a further letter was sent to the occupier requesting removal of the remainder.</p> <p>Planning is writing to the occupant to tell them that elements of the amenity notice remain outstanding and that the council will take direct action unless the notice is complied with in its entirety.</p>			<p>23/05/2014</p> <p>14/11/2014</p> <p>13/02/2015</p>
2	SUDS Facility, Blackburn	That further correspondence be sent to Scottish Water expressing the committee's concerns that they appeared to be putting maintenance before the safety of children and to request that they give further thought to alternative methods which could be used	Steve Field/ Ross Burton/ John Kelly	Letter sent to Scottish Water on 10 November. No response as of 14/02/11.	Ongoing	25/10/10	10/11/10 11/02/11

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
		<p>to lower the water level at the SUDS facility, such as large stones being placed in the basin.</p> <p>Following the meeting of 21 February 2011, Lead Officer to approach Steve Field to pursue Scottish Water for a response.</p>		<p>Follow up letter has been issued and Ross Burton has put the matter on the agenda meeting with Scottish Water officials scheduled for 20 April 2011.</p> <p>Liaison meeting with SW cancelled. Follow-up to original letter was re-sent last month. Officers seeking a response before 6 June.</p> <p>A site visit by a SW engineer will take place over the next few weeks. Scottish Water will take account of the concerns expressed by the members of the LAC when that visit takes place and will consider the proposals made in the letter. A written response to the letter is promised by mid-September.</p> <p>Response received from Scottish Water indicating that they have visited site and given Almond Housing a list of remedial works required. They will not vest the site until these works are completed.</p>		<p>21/02/11</p> <p>11/04/11</p>	<p>22/03/11</p> <p>26/05/11</p> <p>19/8/2011</p> <p>28/9/2011</p>



Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
		<p>To note the list of remedial works which Almond Housing has been asked to undertake at the SUDS facility in Blackburn.</p> <p>The Lead Officer undertook to ascertain whether he could obtain a list of the remedial works to be carried out at the SUDS facility for sharing with ward members.</p>		<p>Officers have requested the views of Almond Housing and will notify LAC of these.</p> <p>SW have raised issues about the facility, in particular the internal slopes, with the developer. The contractor and Almond Housing Association's architects have met to discuss the issues and it is likely that an as-built survey of the facility will be undertaken to measure precisely the finished slope. This will inform any remedial work which is required.</p> <p>List of remedial works received by SW emailed to members on 13 December.</p> <p>Almond Housing's contractor and engineer is preparing a response to Scottish Water's report.</p> <p>Members of LAC are reminded that the offer of a site visit remains open at present. Anyone wishing to take this up should contact Ross Burton directly as soon as possible.</p> <p>Almond Housing's engineers are working on a solution which</p>		<p></p> <p>21/11/2011</p> <p>09/01/2012</p>	<p>14/11/2011</p> <p>13/12/2011</p> <p>09/01/2012</p> <p>20/02/2012</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>will satisfy Scottish Water's requirements but have not yet submitted their amended plans to SW.</p> <p>No change since previous update.</p> <p>No update from Almond Housing Association</p> <p>No change since previous update.</p> <p>No change since previous update. Lead Officer meeting with Head of Planning and Economic Development on 8 November to discuss how to best progress.</p> <p>Negotiations are continuing between Almond HA and Scottish Water regarding vesting of the facility with SW. The issues which are the subject of the negotiation are technical and are normal for this kind of exercise. Almond HA own the land until it is passed over to SW so are responsible for its maintenance; the most recent visit by enforcement staff did not alert planning to any</p>			<p>17/04/2012</p> <p>29/05/2012</p> <p>21/08/2012</p> <p>5/10/2012</p> <p>07/12/2012</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>maintenance issues which would require taking action, but if the ground is unkempt and has a detrimental visual impact locally we will contact the HA and require that maintenance is carried out.</p> <p>Housing Association are still in discussions with Scottish Water, and are currently chasing them for a response.</p> <p>No update since previous meeting.</p> <p>Discussions are continuing between the developer and Scottish Water.</p> <p>Mast Architects report that all the work required by Scottish water has been carried out. The facility is now vested with Scottish Water, subject to completion of the final legal requirements of the formal vesting process, which are currently under way. This is expected to happen soon, and for all intents and purposes the pond is now the property of Scottish Water.</p> <p>The Senior Planning Officer</p>		<p>07/12/2012</p> <p>28/01/2013</p> <p>30/04/2013</p> <p>16/09/2013</p> <p>29/11/2013</p> <p>25/2/2014</p>	

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>understands that the facility is now transferred to Scottish Water for maintenance purposes.</p> <p>The Lead Officer suggests that a site visit with officers, local representatives and Scottish Water may help resolve matters and this will be arranged prior to the next meeting of the LAC.</p> <p>The offer of a site visit has been reiterated.</p> <p>A site visit on 2 October was attended by local members, officers, community representatives and representatives from Scottish Water, Wheatley Group and West Lothian Housing Partnership. It was clarified that the area is still to be vested by Scottish Water and this process is now underway but will take a couple of months. They will then take over maintenance but in the meantime WLHP will maintain this. WLHP will maintain the area around the fence on an ongoing basis.</p>			<p>23/05/2014</p> <p>14/11/2014</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>Vesting process still underway.</p> <p>Scottish Water are revisiting the design of basin's Dry Weather Flow channel and exploring alternative solutions to that currently in place that is stated by the current basin's owners as technically approved.</p> <p>In anticipation of their vesting/ adoption, Scottish Water has obtained costs for their land contractor for planned maintenance i.e. regular litter picking &amp; removal then grass cuts, and has internally agreed regular inspections on the basin in terms of ensuring hydraulic functionality and H&amp;S responsibilities.</p>			13/02/2015
3	33 West Main Street, Blackburn	To update members regarding the condition and status of the old Charlie Miller's shop on Main Street, Blackburn regarding options for the council.	Ross Burton	<p>Proprietor has failed to respond in time to the Section 270 notice (request for information on ownership etc).</p> <p>Enforcement Notice has been prepared and is currently with Legal Services.</p> <p>An enforcement notice has been issued to Mr. Miller's home address. The notice</p>	Completed	07/12/09	<p>07/01/10 25/05/10 23/08/10 25/11/10 14/02/11</p> <p>02/03/11</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>takes effect from 15 April 2011.</p> <p>The notice itself sets out in full what it is the council is requiring the proprietor to do.</p> <p>Amenity notice was served on 2 March. Owner's son met with officer and discussed what was required to comply with the notice which was responded to positively. However, the notice expired on 15 July and has not been complied with. Planning now in the process of obtaining an indicative cost for carrying out the works in order that we can consider direct action.</p> <p>Officers in process of obtaining costs for direct action.</p> <p>Amenity Notice not complied with; costs for direct action being sought.</p> <p>No change</p> <p>No change since previous update</p> <p>Enforcement notice served, no action by owner.</p>			<p>19/8/2011</p> <p>03/10/11</p> <p>14/11/2011</p> <p>21/02/2012</p> <p>17/04/2012</p> <p>29/05/2012</p> <p>21/08/201</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>No change since previous update.</p> <p>No change since previous update. Lead Officer meeting with Head of Planning and Economic Development on 8 November to discuss how to best progress.</p> <p>An amenity notice has been served, and the owner made preparations for undertaking the necessary work, which was estimated at £7,000 - £10,000. No work has taken place.</p> <p>Amenity notice has not been complied with. Empty Homes Officer to consider the property as a potential project.</p> <p>The Empty Homes Officer had managed to contact the owner and had arranged contact between him and a potential buyer. That officer has now left the council and Planning has taken over their role and will be progressing the matter.</p> <p>The council's Empty Homes Officer has attempted to match a potential buyer for the property to the owner, without</p>			<p>2</p> <p>10/10/2012</p> <p>07/12/2012</p> <p>05/02/2013</p> <p>30/04/2013</p> <p>16/09/2013</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>success so far. It has been suggested for inclusion on the list of properties being considered for funding under the council's new Town Centre Empty Homes Fund. The first meeting of the officer group which is attempting to finalise a list of properties has taken place and a further meeting is scheduled for 23 September.</p> <p>The Empty Homes Officer has been working with the owner of the property to seek a solution to bringing the property back into use. There have been a number of parties interested in acquiring the property but it seems there are constraints in regard to access arrangements and limitations on how the property could be improved/developed. We will continue to work with the owner of the property to try to resolve the situation.</p> <p>Services are continuing to work with the proprietor but the poor condition of the building is providing difficulty to progress.</p> <p>The roof has now been</p>			<p>05/12/2013</p> <p>04/03/2014</p> <p>26/05/2014</p>



Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>removed from this property. A number of ideas/ suggestions for bringing the property back into use were previously put to the owner but none were considered acceptable. It would now require significant investment to bring the property back into use.</p> <p>No Planning involvement at present.</p> <p>No Planning involvement at present.</p>			<p>14/11/2014</p> <p>13/02/2015</p>
4	Fire sites/old social club	To note that officers in planning were currently looking at all areas of the Main Street that were causing concern, made worse by the two recent fires, and to request an update report at each meeting.	Craig McCorriston	<p>Planning and Economic Development have confirmed Miners Welfare site has been cleared in accordance with the council's statutory notice and to their satisfaction.</p> <p>The appearance of the old social club opposite swimming pool continues to deteriorate but not to the extent that at this time it warrants a statutory notice in planning terms.</p> <p>However, Building Standards are continuing to monitor the sites structural condition.</p> <p>Building still surrounded by hoardings. Development</p>	Completed	29/8/2011	<p>10/10/2012</p> <p>05/02/2013</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>Quality Officer liaising with colleagues in Building Standards to find the best way forward.</p> <p>Difficulty identifying owners of old social club on West Main Street. Those who were identified through title search have advised they do not own property. Quality Development Officer pursuing more accurate ownership information.</p> <p>Planning Enforcement has served an Amenity Notice requiring owners of old social club to cut back overgrown vegetation/grass, removal of debris and litter, removal of damaged heras fencing, removal of a container on site and the removal of graffiti on the building. The owners have until 28 October 2013 to carry out the works required, but have intimated that they intend to demolish the building and cannot afford to carry out the required works. Planning will continue dialogue with the owners to attempt to ensure compliance with the amenity notice.</p>			16/09/2013

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>There has been no change. Planning Services are continuing to try and achieve compliance with the owners.</p> <p>Planning Services are arranging a visit to the site soon to check on the progress made in relation to the amenity notice previously served.</p> <p>The building is surrounded by screen fencing which now carries artworks from local schools. It is suggested that this should remain until the owner is in a position to develop the site.</p> <p>Old Social Club- screen erected, decorated mural painted by local schools, building is secure. No input required from planning.</p> <p>The site is cleared and the timber fencing which was erected has been removed. The site is vacant but there are no amenity issues for planning there.</p> <p>Miner's Welfare site- The screen fencing remains in place and there are no amenity</p>			<p>29/11/2013</p> <p>24/2/2014</p> <p>23/05/2014</p> <p>14/11/2014</p> <p>12/02/2015</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>issues outstanding over which the council can take action under planning legislation.</p> <p>Old social club- No change</p>			

# **WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE WORKPLAN – FEBRUARY 2015**

<b>No.</b>	<b>Subject</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
1	Housing Report	Quarterly update on housing issues	Siobhan Mullen	May 2015
2	Police Report	Quarterly update on police/NRT activity	Insp. Steven Tidy	May 2015
3	Progress Report	Quarterly report on progress on the ward related issues that have arisen over the course of previous meetings.	Alistair Shaw	May 2015
4	Blackburn Partnership Centre Progress Report	To update on progress with regards to the planning for a Partnership Centre in Blackburn	Alan Colquhoun	May 2015
5	Whitburn Town Centre Update	To update local members on town centre improvements and projects in Whitburn.	Nairn Pearson	May 2015
6	Villages Improvement Fund	To present any applications received to the VIF.	Alice Sinnet	May 2015
7	Schools presentation	School cluster to provide a presentation on activity and attainment at the school.	Relevant school Headteacher	May 2015
8	Fire and Rescue Report	To update members on the plans for the ward for 2014-17	Dave Lockhart	May 2015
9	Community Health Champions	To update members on CHC activity	Jane Kellock	May 2015
10	Placemaking in Whitburn	To inform members of the progress	Scott McKillop	May 2015
11	Ward Action Plan End of Year Update	To update on the mid-year progress against the ward Action plan targets	Scott McKillop	May 2015
12	Working Together Report	To update on the employability support provided by the West Lothian Working Together Group and the impact it is having on employability in the ward.	Clare Summers/ Alice Sinnet	2015 (Annual)
13	Capital Programme	Reports on Housing and General Capital Programme Budgets for 2014 - 14	Donald Forrest	2015 (Annual)
14	Pensioners Christmas Fund	To advise of allocations for 2014/15	Ross Paterson	Late 2015