



West Lothian
Council

Whitburn and Blackburn Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

19 May 2015

A meeting of the **Whitburn and Blackburn Local Area Committee** of West Lothian Council will be held within the **Seafeld Community Centre, Seafeld** on **Monday 25 May 2015 at 10:00am**.

For Chief Executive

BUSINESS

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 23rd February 2015 (herewith).
5. Police Ward Report - report by Inspector Forbes (herewith).
6. Whitburn & Blackburn Multi-Member Ward Performance Report - report by Scottish Fire and Rescue Service (herewith).
7. Review of Scottish Fire and Rescue Service Resource Based Crewing Arrangements within West Lothian - report by Scottish Fire and Rescue Service (herewith).
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. Community Health Champions - report by Depute Chief Executive, Community Health and Care Partnership (herewith).
11. Alcohol Diversionary Activities - report by Head of Social Policy (herewith).
12. West Lothian Villages Improvement Fund - Applications - report by Head of Planning and Economic Development (herewith).
13. Placemaking in Whitburn - report by Head of Area Services (herewith).
14. Community Regeneration - Ward Action Plan - report by Head of Area Services (herewith).
15. Progree Report on Outstanding Issues Raised at Meetings of the Local Area Committee - report by Lead Officer (herewith).
16. Workplan (herewith).

NOTE **For further information please contact Lorraine McGrorty on 01506 281609 or e-mail lorraine.mcgrorty@westlothian.gov.uk**

MINUTE of MEETING of the WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within WHITBURN BURGH HALLS, EAST MAIN STREET, WHITBURN, WEST LOTHIAN, on 23 FEBRUARY 2015.

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 Gregor Forbes, Police Scotland
Alex Hume, Scottish Fire and Rescue Service
Gary Stoddart, Housing Manager, West Lothian Council
Nairn Pearson, BID Manager, West Lothian Council
Elaine Nisbet, Advice Shop and Adult Basic Education Manager, West Lothian Council
Grant Abbot, Head Teacher, Bathgate Academy
Alison Kerr, Blackburn Community Council
Tracy Johnston, Whitburn & Greenrigg Community Council

1. ORDER OF BUSINESS

The Chair ruled that the proposed timetable of meetings for 2015-16 was urgent and would be considered at the end of the meeting as the dates required to be approved before the calendar of meetings was presented to Council Executive for agreement on 10th March 2015.

2. MINUTE

The committee confirmed the draft Minute of its Meeting held on 24th November 2014. The Minute was thereafter signed by the Chair.

3. SCHOOLS PRESENTATION – BATHGATE ACADEMY

The committee received a very informative presentation from Grant Abbot, Head Teacher of Bathgate Academy which focussed on pupils from the Blackburn area of the ward. The presentation began by providing an overview of the current school roll, the number of pupils in attendance from areas identified in the Scottish Index of Multiple Deprivation and on the positive destinations of school leavers from Blackburn for the previous year.

The presentation then provided a comparison of exam attainment levels from 2011 to 2014. It then moved on to provide an analysis of the positive destinations and to explain the work that was being done to identify and support students appropriate to their career interests and intended destination. Members heard that a risk matrix was used to identify students at risk of entering a negative destination and of the multi-agency

support that was offered to those pupils.

The Head Teacher then moved on to give members an overview of the school's key achievements and its priorities for improvement to ensure that pupils experienced a coherent, progressive and meaningful curriculum that supported their development as life-long learners.

The Head Teacher's concluded the school had a positive future ahead and finished his presentation by speaking of the opportunities to further improve the school and the ways in which the school hoped to deal with constraints without impacting on the core business, including efficiencies, parental engagement and escalating pupil numbers from 2016.

Decision

To note the terms of the interesting and informative presentation.

4. WHITBURN AND BLACKBURN MULTI-MEMBER WARD QUARTERLY PERFORMANCE REPORT

The committee considered a report by the Scottish Fire and Rescue Service (copies of which had been circulated) providing an update on the activity of the Fire and Rescue Service within the ward for the period to 31st December 2014.

The report recalled that multi-member ward operational plans had been produced by the Scottish Fire and Rescue Service to ensure delivery of the Local Fire and Rescue Plan for West Lothian 2014-2017 which was a requirement of Section 41E of the Police and Fire Reform (Scotland) Act 2012. Quarterly performance reports detailing activity against the key priorities of the ward operational plans were being presented to all local area committees for noting.

The report recalled the seven key priorities for the ward and the appendix provided a detailed breakdown of the performance of the service against each of the priorities.

Decision

To note the terms of the report.

5. POLICE WARD REPORT

The committee considered a report by Inspector Tidy, Police Scotland (copies of which had been circulated) which summarised police activity in the ward for the period to 29th January 2015.

Inspector Gregor Forbes had been appointed to replace Inspector Tidy and was welcomed to the meeting.

The report provided information on the Police Scotland National Priorities (delivered locally), the West Lothian priorities and the ward specific

priorities. It outlined performance and solvency rates in the ward for the period to January 2015, together with comparator figures for the year to date and for the same period in December 2014.

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

Decision

To note the terms of the report.

6. WHITBURN TOWN CENTRE UPDATE

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

The committee noted that officers were continuing to encourage applications from the shop front improvement scheme. Members noted that since the last meeting of the committee, one application had been agreed in principle and was awaiting completion of the improvement works and one business had noted interest with a formal application form awaited.

Efforts to encourage the current owner to undertake external improvement works to the former Direct Flooring Unit were ongoing. The property was still being marketed for sale with planning permission for sub-division and change of use.

Officers were continuing to work with local groups to enhance the appearance, awareness and use of the Civic Space. New hanging basket columns had been installed which would add colour and vibrancy to the area in season. Similarly, officers were working with local community groups to plan enhancements to the soft and hard landscaping area at Market Place, adjacent to the Civic Square. It was anticipated that the landscaping works would be tendered in time for Spring 2015.

Finally, the report advised that following localised consultation, plans for significant environmental and public realm improvements at the north and south side of East Main Street had been developed. It was envisaged that complete plans would be prepared and issued for tendering early in financial year 2015/16. The cost of the works would be met through the Housing Revenue and Town Centre Improvement Funds. Members recommended that the improvement works should be progressed as soon as possible and should not be delayed whilst the additional disabled parking bays were working through the lengthy statutory notice period.

Decision

To note the terms of the report.

7. HOUSING, CONSTRUCTION AND BUILDING SERVICES

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

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report and the committee noted that for the period October to December 2014 there was a total let of 59 properties for mainstream tenancies and a total let of 14 properties let for temporary tenancies. There were a number of policy voids in the ward due to properties requiring repairs for asbestos removal, fire damage and Health and Safety issues. One was currently being used as a decant property.

The report provided a summary of rent arrears in the ward for the period April 2013 to December 2014. For 2014-15, the Arrears Task Group had agreed, as an interim measure, to monitor against a £1m target. This would allow time for some actions from the Rent Strategy to be put in place meaning the target was subject to change later in the year. Workload priorities agreed by the 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 for money advice. 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 customers.

The Council Executive had approved a motion instructing officers to provide additional one-off time limited Discretionary Housing Payment funding to address the legacy under occupancy arrears from 2013/14 and to assess the under occupancy element net of any DHP already received for that year. The total value of under occupancy arrears for current and former tenants equated to approximately £250,000.

The report then summarised the arrears caseload for the ward at end of December 2014. A table within the report showed the level of arrears and number of tenants in arrears in the ward from September 2013 to December 2014. The 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 Management and Housing Needs.

The report went on to provide members with an update on local area team activity, capital programme and new building housing, ward specific capital and environmental programme, new build information, tenant participation update, Scottish Social Housing Charter, homeless housing network, housing networks, street environmental improvement projects, tenants fund and information day, safer neighbourhood council officer ward information and finally, with information on the work of the council officer and the youth worker based in the safer neighbourhood team.

In response to a request, the Housing Manager undertook to include information in the next report to committee on (a) the number of tenants who moved to smaller properties when the under occupancy criteria was introduced and (b) the number of tenants eligible for Discretionary Housing Payment whose accounts would be in credit following the application of the legacy arrears funding.

Decision

To note the terms of the report.

8. ADVICE SHOP AND ADULT BASIC SERVICE UPDATE - REPORT BY HEAD OF AREA SERVICES (HEREWITH).

The committee considered a report by the Head of Area Services (copies of which had been circulated) outlining the work undertaken by the Advice Shop and Adult Basic Education Services from April – December 2014.

The report recalled that the Advice Shop and Adult Basic Education delivered different services to the same targeted group of customers such as those who were vulnerable, disadvantaged or likely to be in poverty. The report provided committee with an overview of the services offered by each both services.

Appendix 1 to the report provided a visual overview of the number of people the service had worked with over the last nine months. In total, the Advice Shop had helped 1853 customers to manage their money and resolve benefit problems. As a result, customers better understood that claimants and benefits administrators had rights, obligations and constraints and were better informed to take what steps they could to sort out their own benefit queries and were able to maximise their household income.

The Adult Basic Education team had worked with 116 hard to reach adults who led complex and chaotic lifestyles. The service offered a range of short course, mainstream and English As a Second or Other Language option to help support learners to feel confident to work towards a qualification, move on to further learning, volunteering or to gain employment.

A number of priorities had been identified over the 2014/15 year; 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 development partnership work with food banks to target individuals and families in crisis. All of the priorities had been moved forward and were on track to be achieved by the end of the year.

The committee was invited to note the terms of the report and the intention to provide an annual report to the committee.

Decision

To note the terms of the report.

9. PLACEMAKING IN WHITBURN - REPORT BY HEAD OF AREA SERVICES (HEREWITH).

The committee considered a report by the Head of Area Services (copies of which had been circulated) advising of progress to date with the planning for the charrette in Whitburn, as part of the placemaking exercise for the town.

The report recalled that the Scottish Government had agreed to provide funding for the council to undertake a town centre charrette (an intensive planning and community engagement exercise). The charrette recognised that an approach that looked at the planned and potential investments for the town as a whole was required.

A steering group, led by the council involving Whitburn Community Development Trust and Whitburn Community Council was leading the project. The charrette would look to integrate the various elements of planned investment and activity into a single cohesive masterplan for the area. The charrette would be carried out over a number of days, involve cycles of plan development, presentation and refinement and would be design-led with predominantly graphic outputs.

The report advised that two workshops had been held in early December 2014, facilitated by Architecture and Design Scotland and Scottish Natural Heritage. The outcomes of these sessions, and deliberations with officer, had led to the outputs which were fully described in the report. A further workshop specifically for community representatives had been held on 10 February 2015, organised by the development trust and the community council, to enhance the contribution of the community prior to the charrette.

Following a competitive tendering exercise, Austin-Smith:Lord had been appointed as the lead contractor to deliver the charrette and associated outputs. The commenced work on 16th February 2015 and had met with several stakeholders. They were currently finalising the programme for the charrette which would be held during week commencing 23 March 2015 and would consist of three or four days of public, design-led workshops and drop-ins.

The report concluded with information on the next steps to be taken and explained that following the charrette, the outputs would be fully developed and finalised in April/May and fed back to stakeholders and participants.

The report recommended that the progress to date be noted and that progress reports would be provided to future meetings of the committee.

Decision

To note the terms of the report.

10. COMMUNITY REGENERATION UPDATE

The committee considered a report by the Head of Area Services (copies of which had been circulated) providing an update on progress with community regeneration activity in the ward.

A summary of the various activities that had taken place since the last meeting of the committee was outlined in the report including:-

- Village Improvement Fund
- Training support to community councils
- Placemaking in Whitburn
- Regeneration plans
- Blackburn Early Years Action Group – Community Engagement
- Whitburn Community Sport Hub

It was recommended that the committee notes the progress on community regeneration activity in the ward.

Decision

To note the terms of the report.

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

The committee considered a report by the Head of Area Services (copies of 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 issues raised at meetings of the committee. The appendix to the report would be reduced in future and show progress of each action over the previous 12 months only.

The report recommended that committee notes the progress made.

Decision

To note the terms of the report.

12. WORKPLAN

The committee noted the content of the workplan to May 2015 (which had been circulated).

Decision

To note the terms of the workplan.

13. TIMETABLE OF MEETINGS 2015/16

The committee approved the proposed timetable of meetings for the period September 2015 to June 2016 (copies of which had been tabled).

Decision

To approve the terms of the report.



West Lothian
Council

LOCAL AREA COMMITTEE

WARD 7 , Whitburn & Blackburn Ward,

REPORT BY – Inspector Gregor Forbes,

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 27th April 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

Antisocial Behaviour

Whitburn & Blackburn Ward						
Month	Mar-15	Mar-14	% Change	TYTD	LYTD	% Change
Youth Calls	15	32	-53%	320	362	-12%
All ASB Calls	104	128	-19%	1540	1574	-2%
Hate Crime	0	1	-100%	40	41	-2%
Vandalism & Reckless Conduct	16	19	-16%	247	250	-1%
Fire-raising	0	2	-100%	12	17	-29%
Public Space Assaults	4	8	-50%	118	120	-2%

Crime statistics

Groups 1-5	March			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	72	21	29.17%	1100	470	42.73%	1047	499	47.66%	5%	-4.93%

The year-end figures highlight that there has been a reduction in all areas of antisocial behaviour across the ward area.

In reference to the crime statistics recorded crime is up slightly on last year with there being a solvency rate of 43% for recorded crimes.

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

On Wednesday 04 March 2015 the new Policing Model for West Lothian was implemented, the new model places Community Policing at its very heart.

The changes that have been delivered ensure that there is a greater focus on officers working with partners in the local community, with each Ward area now having community officers on shift 7 days a week. The Community Policing Team's deployments will be driven by local community needs and the expectation that Community Policing will be the cornerstone of the policing model.

Tackling anti-social behaviour continues to be a primary focus of the community Policing Team with a number of strands of work in recent months focusing on improving quality of life issues for residents.

Whilst anti-social behaviour continues to fall there has been increase in calls to the peat moss area (Blackburn) for both Police and Fire service due to trees being set on fire. Officers were been tasked with extra patrols in the area during daylight hours due to the pattern of reported incidents. There have also been reported incidents of fireworks being set off in the skate park area, which will also be monitored by the local Community Policing Team.

There have been a number of complaints regards youths causing problems in and around the Dixon Road area by throwing items at windows and placing objects on the roadway. Officers have been tasked with carrying out patrols in the area in order to curtail the behaviour before there is a further escalation.

Officers have also continued to monitor any developing problematic properties in the area with a view to adding them to the party house regime if there is a continuation of their anti-social behaviour.

A recent meeting has been held with the Youth Action Project exploring new ways of developing the relationship between police and the group. The organisations have had a very positive relationship in the past and it is hoped that the development of the new policing model will help to provide new opportunities to improve the quality of life for residents are acted on in an effective manner.

Substance Misuse

The positive work carried out under Operation Daylight in response to the supply of controlled substances within the ward has continued. Officers have acted on intelligence received from the local community and carried out a number of enforcement operations in response.

Due to availability of materials and increased information over the Internet there continues to be reports of cannabis cultivation being grown within residential properties. Such activity remains a significant concern due to the potential danger posed to neighbouring properties through the bypassing of electric meters and any intelligence received in respect of such matters will be acted on.

Road Safety

The implementation of the new policing model has provided new opportunities for addressing road safety with all Community Officers within the ward now receiving training in the use of hand held speed detectors. Once trained officers will be tasked with carrying out speed checks in areas, which have been identified by the local community as causing concern.

As part of the Beat Door Step Crime campaign local officers were involved in carrying out a number of road checks in the area. Whilst the campaign was primarily focused on

targeting bogus workmen, rogue traders and cold callers operating across the region the tactics used ensured that a number of un-roadworthy vehicles were taken off the roads.

On Friday 27 March 2015, officers from the Community Policing team, together with colleagues from VOSA, HMRC, Trading Standards and the DWP officers undertook roadside checks at Junction 4A of the M8 at Heartlands, Whitburn in support of the campaign.

Over 55 vehicles were stopped during the course of the operation with a number of vehicle defects being detected along with drugs, MOT and overloading of vehicle offences. There were also 3 prohibition notices served on vehicles.

Acquisitive Crime

In the past month a new crime trend has been developing regards the theft of exhausts, which are being stolen for scrap metal. Thieves are targeting easily accessible exhausts with large vans or vehicles with a large ground clearance being particularly vulnerable. Following protracted enquiries a 25-year-old male has been reported for a number of offences within the ward and will appear at court at a later date.

Following enquiry into a spate of suspicious incidents in the Whitburn area officers arrested and charged a 36-year-old male with a number of thefts and attempted break-ins, he was also reported for a number of drugs related offences.

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'.

CONTACTS

Inspector Gregor Forbes

GREGOR.FORBES@SCOTLAND.PNN.POLICE.UK

Sergeant Phil McIntosh

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Community Whitburn Email Address

WhitburnBlackburnCPT@Scotland.pnn.police.uk



WHITBURN & BLACKBURN LOCAL AREA COMMITTEE

WHITBURN & BLACKBURN MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Whitburn & Blackburn Local Area Committee on the activity within Whitburn & Blackburn Multi-Member Ward for the period up to 31st March 2015.

B. RECOMMENDATION

That Committee Members are invited to note and provide comment on the Whitburn & Blackburn Multi-member Ward Performance Report.

C. SUMMARY OF IMPLICATIONS

I Council Values	<ul style="list-style-type: none">• Being honest, open and accountable• Focusing on our customers' needs• Making best use of our resources• Working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	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.
III Implications for Scheme of Delegations to Officers	None at this stage.
IV Impact on performance and performance Indicators	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.
VI Resources - (Financial, Staffing and Property)	The council contributes to directly and in partnership to the delivery of the plan
VII Consideration at PDSP	None
VIII Consultations	West Lothian Citizen's Panel Survey, July 2014.

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 & Blackburn Multi-member Ward Report

Following the publication of the Whitburn & Blackburn Multi-member Ward Operational Plan, the Local Senior Officer for Falkirk and West Lothian has produced a Performance Report detailing activity against the key priorities.

The seven key priorities within the Linlithgow Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

- Reduction of Accidental Dwelling Fires
- Reduction in Fire Fatalities and Casualties
- Casualties from Non Fire Emergencies

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction of Unwanted Fire Alarm Signals

E. CONCLUSION

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

F. BACKGROUND REFERENCES

None.

Alex Hume

Station Manager, Scottish Fire and Rescue Service

May 2015

Appendix 1 – Whitburn & Blackburn Multi-Member Ward Performance Report



SCOTTISH
FIRE AND RESCUE SERVICE
Working together for a safer Scotland

West Lothian Council Area

Ward Performance Report

Year to Date January - March 2014/15

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

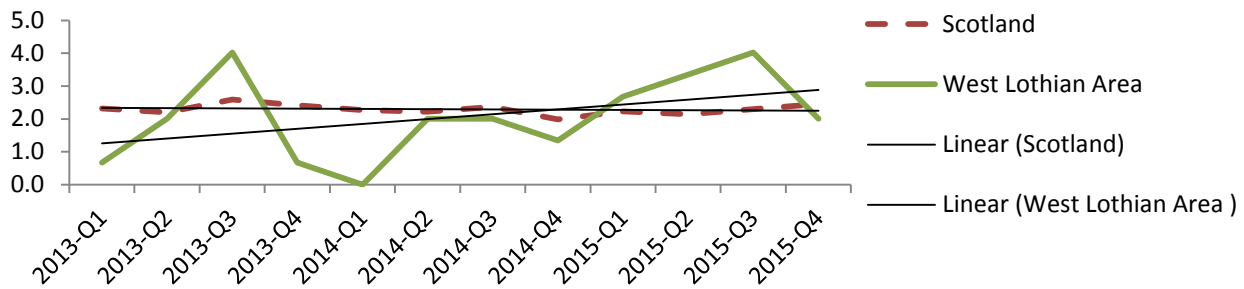
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

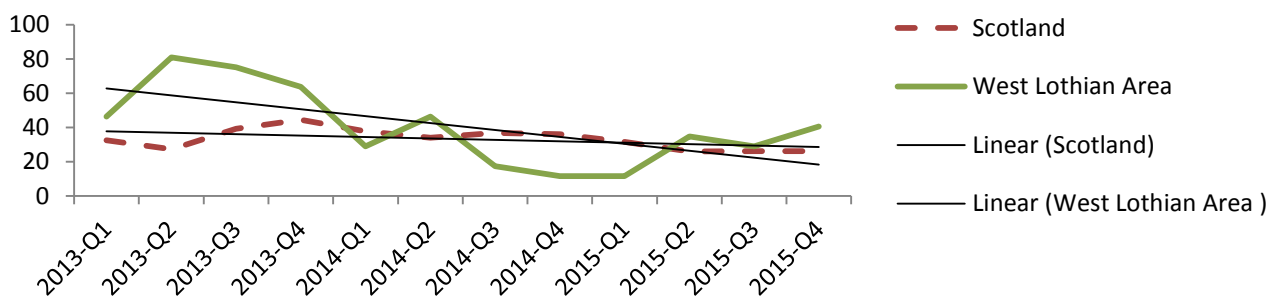
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



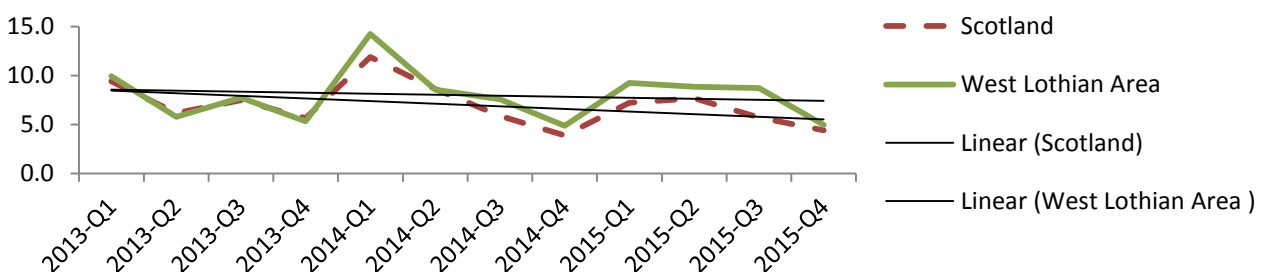
During the 2014-15 year to date reporting period SFRS have dealt with 9 accidental dwelling fires in comparison to 5 during 2013-14 year to date reporting period.

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



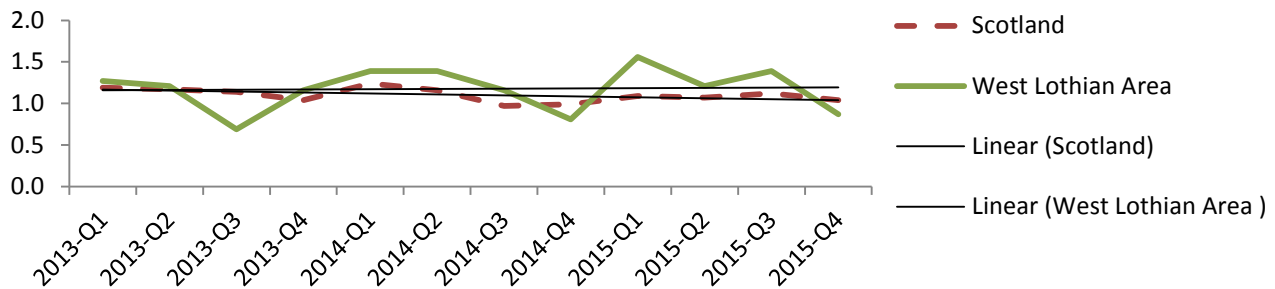
There were no reported Fire fatalities in the reporting period. During the 2014-15 year to date reporting period SFRS have dealt with 3 casualties due to fires in comparison to 0 during 2013-14 year to date reporting period.

Deliberate Fires Per 10,000 head of population



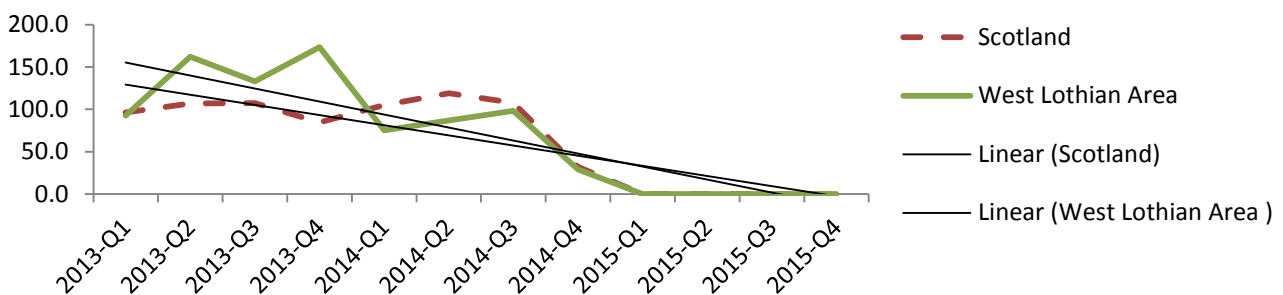
SFRS have dealt with 16 deliberate fire incidents during 2014-15 year to date reporting period in comparison to 14 during 2013-14 year to date reporting period.

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



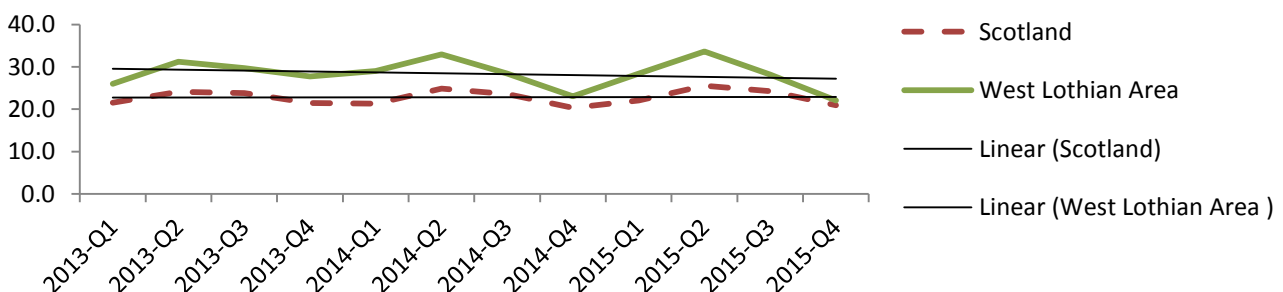
SFRS have dealt with 2 non domestic fire incidents during 2014-15 year to date reporting period in comparison to 1 during 2013-14 year to date reporting period.

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 3 during 2013-14 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population



SFRS have dealt with 52 UFAS incidents during 2014-15 year to date reporting period in comparison to 65 during 2013-14 year to date reporting period.

Additional Comments

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



WHITBURN & BLACKBURN LOCAL AREA COMMITTEE

REVIEW OF SCOTTISH FIRE AND RESCUE SERVICE RESOURCE BASED CREWING ARRANGEMENTS WITHIN WEST LoTHIAN

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

This report seeks to provide members with a review of the implementation of the Resource Based Crewing (RBC) model at Bathgate Fire Station, which the Scottish Fire and Rescue Service (SFRS) implemented on 1 September 2014.

B. RECOMMENDATION

That Committee Members are invited to note the contents of the report.

C. SUMMARY OF IMPLICATIONS

I	Council Values	<ul style="list-style-type: none">• Being honest, open and accountable• Focusing on our customers' needs• Making best use of our resources• Working in partnership
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
VI	Resources - (Financial, Staffing and Property)	None
VII	Consideration at PDSP	Complete
VIII	Consultations	The Association of Community Councils in West Lothian, All West Lothian Local Area Committees and Bathgate Community Council.

D. TERMS OF REPORT

D.1 Background

At the West Lothian Council, Services for Communities Policy Development and Scrutiny Panel (PDSP) meeting on 26 August 2014, members of the panel were advised of the introduction of a RBC model at Bathgate Fire Station for the crewing of the specialist appliance [Incident Support Unit (ISU)] that is stationed there.

D.2 REVIEW OF SCOTTISH FIRE AND RESCUE SERVICE RESOURCE BASED CREWING ARRANGEMENTS WITHIN WEST LOTHIAN

In the period 1 September 2014 to 28 February 2015, the ISU has been mobilised 13 times to incidents in the West Lothian area in comparison to 47 times in the period 1 January to 31 July 2014. This reduction is as a result of changes that were made to mobilising protocol for the ISU, where it is mobilised automatically to incidents where the equipment that it carries could you be used for life saving purposes and 'on request' to all other incident types.

E. CONCLUSION

With the introduction of RBC at Bathgate Fire Station, there have been no significant reductions to frontline emergency service delivery in the Bathgate and West Lothian areas, as the physical resources (appliances) have remained in place and unchanged.

F. BACKGROUND REFERENCES

None.

Alex Hume

Station Manager, Scottish Fire and Rescue Service

May 2015

Appendix 1 - Review of Scottish Fire and Rescue Service Resource Based Crewing Arrangements within West Lothian



Report to:

**West Lothian Council Services for Communities
Policy Development and Scrutiny Panel**

***SUBJECT: REVIEW OF SCOTTISH FIRE AND RESCUE SERVICE RESOURCE
BASED CREWING ARRANGEMENTS WITHIN WEST LOTHIAN***

1 INTRODUCTION

- 1.1 This report seeks to provide members of the West Lothian Council, Services for Communities Policy Development and Scrutiny Panel (PDSP) with a review of the implementation of the Resource Based Crewing (RBC) model at Bathgate Fire Station, that the Scottish Fire and Rescue Service (SFRS) implemented on 1 September 2014.

2 BACKGROUND

- 2.1 At the PDSP meeting on 26 August 2014, members of the panel were advised of the introduction of a RBC model at Bathgate Fire Station for the crewing of the specialist appliance [Incident Support Unit (ISU)] that is stationed there. (Appendix 1).
- 2.2 The panel were advised by Area Manager Gary Laing, Local Senior Officer for Falkirk & West Lothian, that a review report would be provided to the PDSP six months on from the introduction of the RBC arrangements at Bathgate Fire Station.

3 COMMUNITY ENGAGEMENT

- 3.1 Following the PDSP meeting on 26 August 2014, SFRS has meet with members of the West Lothian community to discuss RBC and to allay any concerns members of the community may have.
- 3.2 This has been facilitated through SFRS attendance at scheduled meetings of the following:

The Association of Community Councils in West Lothian,
All West Lothian Local Area Committees and
Bathgate Community Council.

4 DEPLOYMENT OF ISU FOLLOWING INTRODUCTION OF RBC

- 4.1 The ISU is deployed to support fire and rescue activities at large incidents through the provision of additional equipment to augment the equipment carried on frontline fire and rescue tenders, (hose, salvage materials and welfare equipment etc.) In addition to this additional firefighting and welfare equipment, the ISU is also used to transport water/flood emergency response equipment to incidents.
- 4.2 The ISU based at Bathgate Fire Station predominately covers the West Lothian area but can also be deployed to larger incidents out with the area where required.
- 4.3 In the period 1 September 2014 to 28 February 2015, the ISU has been mobilised 13 times to incidents in the West Lothian area in comparison to 47 times in the period 1 January to 31 July 2014. This reduction is as a result of changes that were made to mobilising protocol for the ISU, where it is mobilised automatically to incidents where the equipment that it carries could you be used for life saving purposes and 'on request' to all other incident types.
- 4.4 During the six month period (1 September 2014 – 28 February 2016) the time involved in relation to the 13 mobilisations of the ISU represents a very small proportion of time where the front line fire and rescue tender at Bathgate Fire Station was unavailable to attend other incidents. Where, due to this, fire cover within the West Lothian area was low, additional resources from the City of Edinburgh were moved into the West Lothian area.

- 4.5 The breakdown of incidents where the ISU was mobilised is as follows:
- 1 incident where a Large Animal was trapped
 - 6 Road Traffic Collisions involving either large vehicles or multiple vehicles
 - 1 Fire incident
 - 3 incidents where a person may require rescue from water
 - 2 Special service incidents.
- 4.6 In addition to the ISU being mobilised to 13 incidents in West Lothian during the review reporting period, the resource was mobilised 26 times to a range of incident types out-with the West Lothian area.

5 IMPLICATIONS ON SERVICE DELIVERY

- 5.1 With the introduction of RBC at Bathgate Fire Station, there have been no significant reductions to frontline emergency service delivery in the Bathgate and West Lothian areas, as the physical resources (appliances) have remained in place and unchanged.
- 5.2 16 whole-time operational firefighters have been redeployed to other workplaces in the antecedent LBFRS area and other Service Delivery areas across Scotland.
- 5.3 Whole-time operational firefighters based at Bathgate Fire Station continue to achieve high levels of community safety activity and partnership working to identify and engage with those members of the community who are 'most at risk from fire'.

6 RECOMMENDATION

- 6.1 West Lothian Council Services for Communities Policy Development and Scrutiny Panel is invited to:
- Note the contents of this review report,
 - Consider and make any comment in relation to this report.

Gary Laing
Local Senior Officer
Falkirk and West Lothian

March 2015

APPENDIX 1

4. SCOTTISH FIRE AND RESCUE SERVICE RESOURCE BASED CREWING ARRANGEMENTS

A report had been circulated by the Head of Housing, Construction and Building Services advising the Panel of the impending changes to the way the Scottish Fire and Rescue Services (SFRS) deployed its resources through a Resource Based Crewing (RBC) model and the potential impact this would have in West Lothian.

Gary Laing explained that the resource based crewing model was the result of work of a joint working group and was designed to ensure sufficient resources and personnel were mobilised to all incident types. Community and firefighter safety had been at the heart of all considerations and the introduction of resource based crewing was based on maintaining safe systems of work whilst taking into account the financial challenges facing the service.

It was proposed that RBC would be implemented at Bathgate Fire Station, as there was currently a dedicated crew for the specialist appliance (Incident Support Unit) (ISU) that were stationed there.

The introduction of RBC at Bathgate fire station would reduce the whole-time duty system firefighter establishment from 77 to 61, a reduction of 16 staff. However, on a 24/7/365 basis the reduction was equivalent to two less whole-time firefighters being on duty at any given time.

The report contained full details of implications for service delivery. In addition, a presentation was provided by David Lockhart (SFRS) showing a number of scenarios using the RBC model.

Appendix 1 to the report provided an overview of the SFRS resources based crewing arrangements within West Lothian.

Appendix 2 of the report provided an overview of how the frontline fire and rescue tender and ISU, based at Bathgate Fire Station, would be mobilised to the various scenarios that might be encountered using the RBC model.

Appendix 3 of the report provided some contextualisation in the form of scenarios of how the frontline fire and rescue tender and ISU, based at Bathgate Fire Station, would be mobilised to the various incident types that might be encountered using the RBC model.

The Head of Area Services advised that the report was to inform Panel members of the proposal on the impending change to the way the service was deployed through a Resource Based crewing model and the potential impact this would have in West Lothian.

The Panel also heard that the RBC model, although new to West Lothian, had been used throughout Scotland for some time.

Decision

1. To note the terms of the report.
2. To record that the Panel had grave concerns at the proposals to reduce staff numbers and to ask SFRS to reconsider the timescales for implementation of the changes and to consult with affected communities.



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

WHITBURN TOWN CENTRE UPDATE

DRAFT 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

I Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; working in partnership
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	None
V Relevance to Single Outcome Agreement	Outcome 1. We make West Lothian an attractive place for doing business
VI Resources - (Financial, Staffing and Property)	Not applicable
VII Consideration at PDSP	Not applicable
VIII Other consultations	None

D. TERMS OF REPORT

This report updates Elected Members on Whitburn town centre matters and formalises those provided through 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 Whitburn and elsewhere across West Lothian, highlights that recent investment made by local businesses and the local authority, does make an actual 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 February 2015, and at the time of writing this report, there has been 1 further grant awarded, with other individuals and businesses (current or new) having expressed interest and received an information pack; with whom an application is awaited.

Reinvigoration of Whitburn Traders

The absence of the Whitburn Traders since its cessation in 2013, has undoubtedly contributed to a perceived 'loss' in voice for the town centre business community. Prior to, and as a direct positive impact of the recently held 'Placemaking in Whitburn: Charrette', Elected Members are being advised that there is increased appetite to reinvigorate the Whitburn Traders association; with an individual having identified themselves as willing to help initiate the group's re-birth.

The Council's Economic Development Service unit, through the BID and Town Centre Manager for Whitburn, is supporting this process. In particular, the BID and Town Centre Manager is liaising with office bearers from the former Traders, to co-ordinate and meet, to help to share and learn from the Traders past experience.

East Main Street

Environmental and Public Realm improvement works are planned and being tendered by the Council's Housing & Strategy Development team for the north and south side of East Main Street, in Whitburn. The cost of these works will be met through Council's Housing Revenue and Town Centre Improvement Fund as previously agreed.

The project will start on site at the end of June 2015, and is anticipated to last for up to 12 weeks. In recognising that this location is frequented by a large number of school pupils from Whitburn Academy, and acts for many as a break out for lunch, much of the works will be completed within the traditional 7 week school summer holiday period, to thereby minimise inconvenience.

Placemaking in Whitburn

Elected Members will be aware there is a separate report to follow on the process to date through the Placemaking in Whitburn: Charrette programme. The purpose of its inclusion within this report is to confirm that BID & Town Centre Manager, alongside colleagues within the Council's Economic Development Service recognise that there will be a range of potential forward actions (physical or otherwise) emerging, that the Service can assist and support in its delivery and implementation.

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

Date of Meeting: 25 May 2015



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

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Housing (Scotland) Act 2001 Housing (Scotland) Act 2010
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	There is no impact
V Relevance to Single Outcome Agreement	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
VI Resources - (Financial, Staffing and Property)	None
VII Consideration at PDSP	Yes
VIII Other consultations	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	January 2015	%	February 2015	%	March 2015	%	WL Target %
0-2 weeks	5	42%	5	32%	7	29%	65%
2-4 weeks	2	16%	1	7%	4	17%	25%
4+ weeks	5	42%	10	61%	13	54%	10%
Total Lets	12	100%	16	100%	24	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	January 2015	%	February 2015	%	March 2015	%	WL Target %
0-2 weeks	3	60%	2	50%	1	50%	70%
2-4 weeks	2	40%	2	50%	1	50%	20%
4+ weeks	0	0%	0	0%	0	0%	10%
Total Lets	5	100%	4	100%	2	100%	100%

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 245 mainstream tenancies and 45 temporary tenancies let by the Whitburn and Blackburn Housing Team.

There are 21 Policy Voids in the ward; this is due to properties requiring repairs for asbestos removal, fire damage and Health and Safety issues. Four properties are currently being used as a decant properties.

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	£355,035
February 2014	£449,277	February 2015	£337,855
March 2014	£312,465	March 2015	£241,692

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.

In recent years we have experienced higher arrears levels and this mirrors the national trend. To address this, an Arrears Task Group was established in October 2013 and work with the group remains on-going.

In 2014-15 the Arrears Task Group agreed a £1m target based on a number of factors being introduced and progressed. Most of the actions are complete and this has had a positive impact on our arrears, however, the action to address legacy bedroom tax arrears took longer than anticipated and as a result the £1m overall target was not reached.

At the end of March 2015 our arrears caseload was 3,493 and totalled £1,207,750.

Although we did not meet the agreed £1m target, we can report in 2014-15 the arrears fell by £182,000 and for the first time in three years, we reported lower arrears value at end of financial year than the start. As of the end of 2014-15 72% of tenants have either a clear or credit rent account and the arrears caseload is also at its lowest point in over three years.

For 2015-16 the Arrears Task Group will implement a new Rent Strategy and propose a continuation of current actions as well as introducing new initiatives to ensure rent arrears continue to fall and preparations are in place to mitigate further increases, in particular from the introduction of Universal Credit. For Discretionary Housing Payments, we have confirmation that it is the Scottish Government's intention to continue to mitigate the under occupancy shortfall for this financial year.

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.

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 March 2015. There have been significant improvements, in both value and volume of arrears cases over this period.

Arrears Banding	Balance 30 September 2013	Tenants in Arrears	Balance 31 December 2014	Tenants in Arrears
£0.01-£49.99	£5,587.97	257	£3,039.71	148
£50.00-£149.99	£26,498.34	297	£17,913.87	195
£150.00-£299.99	£73,611.25	336	£30,369.32	140
£300.00-£499.99	£73,422.67	192	£38,447.22	97
£500.00-£749.99	£79,277.47	127	£28,059.60	47
£750.00-£999.99	£49,799.41	57	£41,337.69	48
£1000.00-£1999.99	£112,201.56	86	£60,577.19	45
£2000.00+	£21,056.85	8	£21,947.63	9
Total	£441,455.55	1,360	£241,692.23	729

The Arrears Task Group will continue meeting through the financial year 2015-2016 as there are many challenges to come in the management of rental income due to the on-going phasing in of Welfare Reform, increasing fuel costs, reducing household income and the negative impact these changes are having on Council Tenants.

Whitburn and Blackburn Area Team Activity

Officers in the team have a number of tenancies under supervision for issues such as child & adult protection, anti-social behaviour and poor tenancy conditions. Our officers' work with a range of services and agencies to ensure tenants and residents are fully supported, tenancies maintained and sustained as far as possible and appropriate action taken where necessary, as well as ensuring, that where the situation arises, other members of the community affected are also supported. At times dealing with tenants with circumstances that are complex and can take time to get a positive outcome, with some cases not resolved due to lack of tenant engagement. The Housing staff work very closely with the local Police & Safer Neighbourhood Team Officer.

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

New Build Council Housing

The implementation of the 2015/16 programme is now underway. Good progress is 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. A site start was made at the former Community Centre at Pumpherston in March. Developers have been selected for all the sites that have been tendered. Planning consent is in place for 7 sites and a further 13 planning applications have been submitted. Proposals are being developed for the other sites. The Council is also progressing developments at Bathville Cross, Armadale and the former Wichburgh Day Centre.

A planning application has been approved for Redhouse site, Blackburn. Lovell Partnerships have been selected to develop the site, work is due to commence on site in Summer 2015, subject to Scottish Water technical approval being obtained.

Capital Programme

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 2015/16.

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.

The area wide works planned for the Lochs scheme have been delayed due to complications in the work content and the need for intensive engineering input. The works will begin in earnest in 2017. However, a block in very poor condition in Loch Earn is being done just now as the roof was leaking substantially.

A further block in poor condition will also be done this year in Loch Trool. The works in the Empire Street area are progressing well and without incident, in accordance with the programme as are the works in Riddochhill. The works in the Glebe / Jubilee Estate are progressing very well with the common driveway work accelerated by the new framework subcontractor. Works in Bank Street are complete.

Works in Beech Place /Dean in Seafield are continuing with all the structural work completed and the contract is now focusing on the external condition. All houses have their insulation checked before the works and cavity fill extracted and replaced where necessary and loft insulation fitted or topped up as required.

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.

Tenant Led Inspection

Housing, Construction and Building Services (HCBS) has a programme of Tenant Led Inspection (TLI) which allows lay inspectors to identify what works well in the service and where we can implement improvement.

The Councils TLI schedule of inspections has been devised by the inspectors with agreement from the Service and runs all year with support from the Customer Participation Officers (CPO's) and staff across the areas being visited.

The inspections completed successfully in 2014-15 are:

- Capital Programme Inspection
- Void process revisit (to ensure the recommendations and improvements identified by inspectors 6 months prior had been put in place).

Both TLI's resulted in improvements to the services that were looked at, and the perspective of the inspectors brought invaluable insight into ensuring that improvements or changes being made placed

the effect on the customer as the first priority when we do this.

Tenant Led Inspection Development

TLI Toolkit

A comprehensive toolkit has been developed by the Tenant Participation Development Working Group in partnership with the Customer Participation Officers and staff across the Service. The toolkit is in the final stages of approval, following full consultation and an equality impact assessment. The planned launch for this toolkit is Spring 2015.

This is a guide for new and existing inspectors on the TLI process and general advice on carrying out inspection work has been well received, and sets HCBS as a leading example of good practice in tenant scrutiny and engaging tenants in service development activity.

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.

For the period reported, there are currently 39 open cases; visits have been made to the addresses concerned with 16 verbal warnings and 4 written warnings administered. A further 72 calls to the Night Noise Team were received, 4 verbal warnings were issued and 7 written warnings were issued by the Night Noise team for noise nuisance.

Youth Worker based in SNT June 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

Tel: 01501 678012

Date: 25th May 2015



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

COMMUNITY HEALTH CHAMPIONS

REPORT BY DEPUTE CHIEF EXECUTIVE, COMMUNITY HEALTH AND CARE PARTNERSHIP

A. PURPOSE OF REPORT

The purpose of the report is to provide an update on the Community Health Champions approach.

B. RECOMMENDATION

It is recommended that Local Area Committees take note of the report.

C. SUMMARY OF IMPLICATIONS

- | | |
|---|--|
| I Council Values | <ul style="list-style-type: none">• Focusing on our customers' needs• Providing equality of opportunities• Making best use of our resources• Working in partnership |
| II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | None. |
| III Implications for Scheme of Delegations to Officers | None. |
| IV Impact on performance and performance Indicators | The development of Community Health Champions linked to local area committees offers the opportunity to improve health in our communities and tackle health inequalities. |
| V Relevance to Single Outcome Agreement | SOA 8 We live longer, healthier lives and have reduced health inequalities. |

VI Resources - (Financial, Staffing and Property)	Training and staff support for the development of community health champions, and training for councillors would be carried out within existing budget allocation.
VII Consideration at PDSP	Health and Care PDSP, 27/6/13, Reducing Health Inequalities and Improving Health: What councillors can do to make a difference; Council Executive, 21/1/14, Community Health Champion Proposal
VIII Other consultations	Community Health and Care Partnership; Community Planning; and Community Regeneration

D. TERMS OF REPORT

The report provides feedback on the raising awareness sessions delivered to elected members and an update on progress within local areas.

Elected member raising awareness sessions

The sessions were delivered on 13th January and 24th February 2015. The sessions were attended by 14 individuals comprising 6 elected members, 5 lead officers and 3 community regeneration officers. The sessions included a participative input on exercises drawn from the nationally recognised Health issues in the Community course: 'Barriers and Choices' demonstrates visually the health inequalities gap and 'Equality versus Equity' encourages discussion on the distribution of resources on the basis of need. The COSLA guidance: 'Reducing health inequalities and improving health: What councillors can do to make a difference' was presented. The session stimulated discussion on health inequalities with the following general comments made;

- *Good opportunity to discuss the issues and identify the inequalities gap.*
- *The session was relaxed and informative*
- *The session was an introduction into making you think, rather than arriving at a conclusion. Good for the purpose.*

Engagement with Community Groups

In partnership with colleagues in community regeneration and in line with the ward action plan, it is proposed that key community organisations are now identified who may or may not currently recognise their role in addressing health inequalities. These groups will be invited to participate in the shortened version of the well-established, evidence-based Health Issues in the Community course.

E. CONCLUSION

The community health champions approach is progressing to the local development stage and this will be carried forward working in partnership with area based colleagues and agencies. It is proposed that the Health Issues in the Community course will be offered in 3/4 locations to allow maximum participation and learning.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: 0

Contact Person:

Jo MacPherson

Interim Senior Manager – Children and Early Intervention

Jo.Macpherson@westlothian.qcsx.gov.uk

01506 282194

Jane Kellock, Interim Head of Social Policy

Date of meeting: 25/05/2015



Application Form

The West Lothian ADP Youth Alcohol Diversionary Fund application form is split into several sections covering different aspects of your initiative or project. Please take some time to ensure the main points are covered in the appropriate place.

Section 1 – Submission details	
TADP Partner	West Lothian Youth Action Project
Name of Key Contact	Helen Davis
Project Title / Name	Blackburn Initiative
Have you applied for funding for this same initiative before?	Yes – slight variation to reflect need
<p><i>If so, an evaluation must have been carried out AND attached before completing the following sections – Evaluation report for project funded December 2014 – April 2015 due for completion by end of May 2015.</i></p>	

Section 2 – The Project	
What outcome targets are set for the project?	<p>Changing young people's attitudes to alcohol and associated risks</p> <p>Young people at risk are informed about alcohol and associated risky behaviours</p> <p>Improved social behaviour in the community: Reduction in youth anti-social behaviour calls to Police</p> <p>Improved levels of confidence and more positive lifestyle choices of group participants</p>

DATA LABEL: PROTECT

What ward areas will the project cover?	Blackburn
Who are the intended beneficiaries of the project?	Young people aged 12-18
Which of the National Outcomes does the project cover?	<p>Our young people are successful learners, confident individuals, effective communicators and responsible citizens</p> <p>We live longer, healthier lives and have reduced health inequalities.</p> <p>We are better educated and have access to increased and better quality learning and employment opportunities</p> <p>We live our lives free from crime, disorder and danger</p>
What local priorities/outcomes does the project cover?	<p>Young people get a range of alternatives to drinking and a wider understanding of the risks associated to alcohol and substance use</p> <p>Young people's alcohol consumption is reduced</p> <p>The level of youth and alcohol related disorder is reduced</p> <p>Young people are better educated and have support to be included in decision making processes for them and their communities.</p>

Section 2 – The Project	
How does the project meet the Equalities and Diversity Agenda?	The project will be open and inclusive, broadening out to encompass a mix of young people from Blackburn. It will strive to capture a balance of ages, genders and ethnic backgrounds making specific initiatives and campaigns to attract participants from a range of backgrounds.
How does the project demonstrate positive engagement with the local community?	This project has been set up in response to feedback from several consultations with young people, the local community and partner agencies. This has led to the project and shaped the focus and content The project takes into account what was successful in the previous project work in the Blackburn area.
How will your project be advertised/publicised?	Marketing locally through local schools and youth clubs, the Mill Centre Community Notice Board, Community Centre, Community Action Blackburn, Blackburn United Community Football Club, WLYAP streetwork and a range of other community projects, word of mouth through families, peer leaders.
Explain what is new and innovative about this project?	<p>The provisions applied for are not new but operate to address alcohol consumption, healthier lifestyles and antisocial behaviours using a range of interventions including Education and Prevention, Early Intervention and Intensive Support.</p> <p>WLYAP will operate the projects described below and will feed information and outcomes of the work into the WLC strategic planning bodies as well as the ADP and monitoring body.</p>
Is this a short term or long term solution/intervention?	In the short term, the project will have immediate impact and will also make a contribution to longer term change and delivery of local and national objectives.
<p>Please give an outline of the project that will be undertaken including how the project need was identified and its relevance to the West Lothian ADP</p> <p>(maximum 500 words)</p>	<p>Prevention and Education</p> <p>West Lothian Youth Action Project and associated partners will run informal sessions and specific targeted groupwork programmes for young people in the Blackburn area. This will provide two specific drop-in sessions per week on Wednesday evenings and Sundays, together with targeted diversionary activities identified by young people, encouraging new opportunities and positive alternatives to alcohol and drug use. (E.g. music/creative arts/photography). WLC Youth Services and the Youth Action Project will jointly operate the Sunday afternoon provision. This is an important time for staff to assist young people with issues that have occurred during the weekend, often alcohol related.</p> <p>Staff running the sessions are trained to carry out Brief Interventions and encourage young people and their families to utilise complementary support provided by partner agencies such as CAB and WLDAS/ Circle. We will also</p>

	<p>encourage young people to participate in projects carried out by Community Action Blackburn.</p> <p>Two intensive support programmes will be run for identified young people who are struggling with mainstream education, and employment. Specific tailored programmes will be developed with young people to address the issues that are causing them to make negative life choices. These programmes will be developed with partners such as MCMC team, education staff including the Behavioural support unit, CAB, Police/Fire Service. There will be 2 x 8 week programmes during 2015/6, one in the autumn school term and another in the first quarter on 2016. Members of the group will receive certificates of attendance/completion & First Aid certificates. There will also be a presentation of the groups' achievements to interested parties. The levels of alcohol and drug use by these young people, many of whom will be at significant risk of making poor life choices will be measured using ABI's and other recognised assessments. Specific 1-1 Intervention work will be carried out with individual members for these groups as required. Many of the young people involved in these groups will have chaotic lifestyles that require follow up and home visits.</p> <p>Members of the drop-in and will also be encouraged to take part in Peer Education training programmes ensuring that information and learning gained by this group is disseminated widely. They will also be encouraged to become involved in local forums and committees to ensure the views of young people are heard. Young people will determine what attitudinal and behavioural changes towards alcohol use and other lifestyle changes have taken place. The group will create documented evidence of achievements and views of young people in Blackburn through a medium of their choice.</p>		
Project Start Date	September 2014	Project End Date	March 31st 2016

Section 3 – Resources

How much are you applying for the Fund?	£ 9388
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What is the total cost of the project?	<p>WYLAP Staff costs for drop-ins, 4 staff x 3 hours @ £14ph x 16 weeks = £4368</p> <p>Specialist support staff – music/ artists/ creative arts/technical skills training = £500</p> <p>One to one support costs/ follow up = £600</p> <p>Staff for intensive support groups = £2240 (5 hours per week x 2 staff Inc. planning and prep x 16 weeks @ £ 14 p hr)</p> <p>Resources/ equipment for all groups = £1,200</p> <p>Transport costs: Diesel for minibus/ staff travel £480</p>
What other funding sources have you obtained, including in-kind / matched funding?	<p>Substantial in-kind contributions from many sources including use of the Community Centre; involvement of partner agencies and individuals in the delivery of education and awareness sessions e.g. Community Police, Community safety Unit, Fire & Rescue, Careers & Employment Advisors.</p>
What staffing resources are required to deliver the project?	<p>4 youth workers – variable hours</p> <p>Specialist workers for sessions held within drop-ins and intensive support groups</p>
What partner organisations are involved and what will be their contribution?	<p>West Lothian Youth Action Project; Community Action Blackburn & West Lothian Council Youth Services; will contribute to the delivery of the project in specific roles within the Project Description above. This will ensure a joined up cohesive approach with expert inputs over the project period and linkage to complementary services for lasting impact and tracking progress of outcomes over time.</p>
Highlight how applicants will work together to reduce duplication of service and resources.	<p>Each of the agencies involved will offer different yet complementary interventions with coordination to link with each other for greater impact and avoid duplication:</p> <p>West Lothian Council Youth Services – delivery of youth work – Sundays, West Lothian Youth Action Project - Groupwork/Alcohol Brief Interventions/Intensive Support projects</p> <p>Community Action Blackburn will be the conduit for this work, assisting with identifying need and promotion.</p>

<p>Please provide evidence of how this project demonstrates preventative spend?</p>	<p>The project will intervene with a key age group to change behaviours early and avoid costly intervention and treatment later. This will deliver benefits earlier through preventative spend and reduce costs. This is in line with leading thinking and the recommendations of the Christie Commission which calls for Local Authorities to prioritise Prevention activity to reduce inequalities and make early interventions. This preventative project will deliver a new, collaborative culture through our public services that tackle the deep-rooted social problems around alcohol and young people that persist in the Blackburn community.</p>
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Section 4 – Monitoring and Evaluation	
<p>How will you evaluate this project?</p>	<p>A variety of evaluation tools will be used involving partners, practitioners and young people themselves and evaluation will be composited by each partner at the end of the project. A project monitoring and evaluation framework exists to capture the achievements through a series of surveys and KPIs covering quantitative and qualitative approaches. These will cover the project, beneficiaries and wider community effects. Examples include measurements covering project activities, outputs and outcomes over time including evidence of risk awareness, attitudinal change, drinking levels, risk taking and improvements in knowledge, behaviour & lifestyle change and case studies.</p>
<p>What monitoring data will be collected for the project?</p>	<p>Performance monitoring will be carried out to gather a range of data including number of attendees, referrals and youth calls; completion records, awareness levels and certificate attainment levels relating to outcomes. Involvement of experienced staff will ensure that aspects of the project will be measured against West Lothian Council's Outcome measures. An annual report on the project will gather evidence on data from survey returns and self-evaluation by beneficiaries as well as showing the project effects overall. Case studies will reflect the benefits of the services provided</p>
<p>What outcomes will you achieve?</p>	<p>A change young people's attitudes to alcohol and associated risks</p> <p>Young people at risk are informed about alcohol and associated risky behaviours</p> <p>Improved social behaviour in the community: Contribute to the reduction in youth anti-social behaviour calls to Police</p>

	<p>Improved life choices and opportunities for the young people involved in the intensive support groups.</p> <p>An increased number of young people from Blackburn engaging in decision making processes within their community</p>
What impact will the project have?	<p>The project will have a positive impact on young people, families and the community. A range of healthy activities, drop- in programmes and educational initiatives will inform, encourage and build self-efficacy for young people, working towards longer term change and a reduction in harmful substance use and risky anti-social behaviour. This can have wider impacts and legacy effects as well as positive peer influence to assist in sustaining initial behaviour change.</p> <p>The Intensive support groups will lead young people to improve their knowledge base and broaden positive life choices.</p>
Note any possible barriers or threats.	<p>Given Blackburn's demographics, some of the targeted young people will come from hard to reach groups. Some will be looked after, some will be coping with drug and alcohol use in the wider family and some will be using substances themselves. The project will work hard to reach these groups and influence through involvement to change behaviour. However, we recognise the difficulties and make allowance for the barriers presented by entrenched family and community culture.</p>

Section 5 – Validation

This part of the application verifies that all partners are happy with the content and intention contained within the application. For electronic copies received without a signature, the funding panel will assume that all the relevant permissions/approvals and evidence have been sought and attached by the applicant.

Signed on behalf of the project

Name	Organisation	Position
Helen Davis	West Lothian Youth Action Project	Project Director
Signed	Date	Telephone number
	13/5/15	01506 431430

Section 6 – Your Organisation

ADP / CPP Partner	
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DATA LABEL: PROTECT

Name of Key Contact	Helen Davis
Position in Partnership/ Organisation	Project Director
Correspondence Address	Craigsfarm Campus, Maree Walk, Craigshill, Livingston
Post Code	EH54 5BP
Tel Number	01506 431430
Email Address	helen@wlyap.org.uk
Website	www.wlyap.org.uk

Section 7– Evaluation (POST PROJECT)	
ADP Partner	
Name of Key Contact	
Tel Number	
Project Title / Name	
Was the strategic outcome(s) met?	
How do you know you effected change ?	
What quantifiable outcomes were there?	
What evaluation method did you use?	
Was it value for money?	
What barriers did you face?	
What lessons were learned?	
Has this alleviated the problem or does this issue still exist? What will be the long term solution?	

DATA LABEL: PROTECT*For Office Use Only*

<i>Reference Number</i>	
<i>Date Received</i>	
<i>Form of Submission</i>	<input type="checkbox"/> <i>Email</i> <input type="checkbox"/> <i>Post</i>
<i>Checked for Completion by</i> <i>(all relevant information is included in form)</i>	
<i>Date Summary Completed</i>	
<i>LAC meeting date</i>	
<i>LAC decision</i>	<input type="checkbox"/> <i>Progress</i> <input type="checkbox"/> <i>Unsuccessful</i>
<i>Op ADP date</i>	
<i>Op ADP recommendation</i>	<input type="checkbox"/> <i>Progress</i> <input type="checkbox"/> <i>Unsuccessful</i>
<i>Final Outcome post Council Executive</i>	
<i>Date Evaluation Received (post project completion)</i>	



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

WEST LOTHIAN VILLAGES IMPROVEMENT FUND- APPLICATIONS

REPORT BY HEAD OF PLANNING AND ECONOMIC DEVELOPMENT

A. PURPOSE OF REPORT

The purpose of this report is to advise the Local Area Committee of the application received from within the local area committee area seeking funding from the West Lothian Villages Improvement Fund (WLVIF) in 2015/16.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that an application has been received for funding;
2. notes that the proposal meets the eligibility criteria for supported projects;
3. supports funding for the project; and
4. and agrees that the Head of Planning & Economic Development should make offers of funding as per the details set out in this report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; Making best use of our resources; Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The project meets the funding eligibility criteria. There is no requirement for a strategic environmental assessment and the projects do not raise any equality or health issues.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business. We live in resilient, cohesive and safe communities.
VI Resources - (Financial, Staffing and Property)	A total of £1.65m capital fund is available for projects and the proposal can be met from within

this budget.

VII Consideration at PDSP

This project has not been considered by a PDSP. The overall Villages Improvement Fund was considered by Development & Transport PDSP.

VIII Other consultations

Operational Services.

D. TERMS OF REPORT

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

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

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

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

Four villages in the Whitburn and Blackburn ward are eligible under the scheme. Distribution of funding is based on village size. Including the additional allocations agreed by the Council Executive on 15 April 2014, the total allocations for each, from 2014/15 to 2017/18, are as follows:

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

In response to some difficulties for community organisations having the capacity to manage projects, the report also introduced the option of a 'differing delivery role' for projects to proceed via the council.

Applications

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

Village Noticeboard- Seafield Community Council

The community council in Seafield are applying for £2500 to allow them to erect a

noticeboard in the centre of the village. The notice board will be used to keep local people up to date with events and activities taking place in the village.

Officers from Operational Services have been involved in the development of the application, support it and will be involved in assisting in the delivery of the project.

Further detail of the application is contained within Appendix A.

E. CONCLUSION

An application for the Seafeld allocation of the Villages Improvement Fund has been received, and this meets the eligibility criteria of the fund. The Local Area Committee is asked to support the project.

F. BACKGROUND REFERENCES

Reports to Development and Transport PDSP (April 2013), Council Executive (May 2013, April 2014) and Whitburn and Blackburn Local Area Committee (September 2013, December 2013, June 2014 and November 2014).

Appendix A: Village Noticeboard- Seafeld Community Council.

Contact Person: Scott McKillop, Community Regeneration Officer, 01506 281092, scott.mckillop@westlothian.gov.uk

Craig McCorriston, Head of Planning and Economic Development.

Date of meeting: 25 May 2015

West Lothian Villages Improvement Fund

Application form

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

1. Applicant Organisation Details

Organisation Name	Seafield Community Council
Project title	Village noticeboard
Contact person	Peter McInnes
Position	Secretary
Address	30 Hawthorn Bank Seafield Bathgate West Lothian
Telephone number	
Email Address	
Type of organisation	Community council
What date was your organisation formed?	2010
Are you a charity, please quote your number	
What are the main activities of your organisation? (please answer in no more than 100 words)	We mediate between the views and interests of the community and those individuals and organizations who operate within and impact upon it.

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

Are you applying for other funding, if so, please detail	Approved	Anticipated
No		

2. Project details

Council Ward	Ward 7 – Whitburn and Blackburn
Project location	Close to pedestrian crossing, Seafield main street
Project start date	July 2015
Project finish date	August 2015
Estimated Outcome	Purchase and installation of one lockable exterior notice board

Project description

Describe fully the project for which grant is being sought (background and context of the project, description of works).

The proposal is to install a single double-doored village noticeboard at the path leading down the side of the kickpitch beside the pedestrian crossing on the main road passing through the village.

Most people walking to and from the village shop/post box/pub/beautician take the path alongside of the kickpitch and will take at least a passing glance at the noticeboard. The ones installed at the school in 2011 have been well used for pupil-relevant information. More general information is displayed inside the shop (below eyeline, on the face of the counter) and inside the community centre. In both cases, however, you have to go looking for information rather than there being a place where community information is presented to residents. By evidencing the many activities in the village we hope to build community cohesion. More importantly, however, installation will encourage participation as it will allow us to advertise the programme at the community centre, the bowling club and events associated with the many gala day.

Partners involved (other local organisations you are working with)

Keys to the cabinet will be kept in the community centre with further copies being made available to the key village groups supporting this application.

Evidence of need

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

Having discussed the site with representatives of the Community Centre Management Group, Gala Day Committee and the Bowling Club, it is clear we have struck a chord with this proposal and the suggested site. Their support has helped drive this proposal forward.

Outcomes

Describe what your project will deliver.

Village Improvements; e.g Number of sites improved
Area of landscaping

The area selected already benefits from a recently installed picnic bench. The addition of this noticeboard will further enhance the sense of this area as a social-community space.

Community Facilities: e.g number of facilities improved
-Projected usage

3. Project Costs

Amount of funding requested	
Item of expenditure	Cost
Cost of pole-mounted double door 1000*675 cabinet	£1500
Installation cost estimate (range indicated at £600-£1000. Not anticipated to reach upper estimate)	£1000
Total	£2500

Project management

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

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

Having discussed a number of potential sites, consensus has been reached on a position at the top of the path leading down the side of the kickpitch. Once funding is secured we will be working with NETS and Land Services to ensure the selected site is practical before commissioning the installation.

4. Declaration

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

acknowledge the support of the Fund in any related PR activities.	
Name	Peter McInnes
Position	Secretary
Organisation	Seafield Community Council
Date	13 th May 2015

Please send your completed forms to:

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

Or

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

Tel: 01506 283098

E-mail: Hazel.Hay@westlothian.gov.uk

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



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 outcomes to date from the charrette exercise undertaken 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:

- that a charrette exercise was undertaken in March and April 2015;
- the outputs of discussions from this exercise are being considered by other services and partners at present;
- the masterplan for the town will be finalised over the coming weeks; and
- the Regeneration Plan that will be developed for the town will provide a mechanism for further developing projects following the charrette.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs. Being honest, open and accountable. Making best use of our resources. Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The proposed Placemaking in Whitburn initiative reinforces the council's commitment to community planning at a local level.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	- Our economy is diverse and dynamic, and West Lothian is an attractive place for doing business. - We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

VI Resources - (Financial, Staffing and Property)	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.
VII Consideration at PDSP	None. However, a report was provided to the Council Executive in October 2014.
VIII Other consultations	The exercise itself is an intensive consultation to involve all relevant stakeholders from council, partners and the community.

D. TERMS OF REPORT

Funding has been provided by the Scottish Government and the council to undertake a town centre 'charrette' (an intensive planning and community engagement exercise) in Whitburn. This recognised that an approach that looked at the planned and potential investments for the town as a whole was required. A steering group, led by the council and involving Whitburn Community Council (WCC), has been leading this.

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

- maximise investment through providing decision-makers with an evidence based, holistic plan for the town to inform resource allocation and attract external funding;
- 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.

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

The main part of the charrette took place in the week commencing 30 March. This consisted of the following sessions:

- 30 March: schools presentation, afternoon launch and evening launch;
- 31 March: 'Futurewalk' walkabout, officers and agencies workshops, and business and community workshop;
- 1 April: developer and landowners forum; community regeneration workshop; and
- 2 April: Pin-Up session.

Awareness raising activity involved a number of methods in the fortnight leading up to the charrette. These methods included promoting the charrette programme through social media (utilising the council's Facebook page and a separate Twitter account), a letter drop to parents via primary schools within the town, posters displayed around the town centre and in community facilities, via the local press, and through the creation of a database to keep local community representatives, interested residents and other stakeholders informed. A webpage to raise awareness and allow residents to keep track of progress in the longer term has been setup on the council's website

(www.westlothian.gov.uk/whitburn). A letter-drop of the houses in the Heartlands was undertaken particularly to encourage the participation of new residents.

Street engagement work was undertaken the week prior to the charrette which involved setting up an information stall and large display of a map of Whitburn outside one of the vacant shops at Whitburn Cross. This involved engagement with approximately a hundred residents, many of whom participated in audio interviews which were used as part of the DVD presentations during the week of the charrette.

This followed a large amount of preparatory work which involved the contractor and sub-contractors collating technical data on Whitburn and obtaining other local intelligence with support from community organisations and council services. This was on top of the three Sustainable Placemaking workshops which were facilitated by Architecture and Design Scotland in the preceding winter.

Further feedback sessions were held on 23 April to update on the progress that had been made to date. In total, there were 305 attendances at the workshops (from over 140 different people).

At present, the masterplan is being finalised by the contractor. The steering group for the project is due to meet in late May to discuss feedback following the charrette.

In the meantime, services and organisations have been asked to consider the suggested proposals presented by Austin-Smith:Lord at the 23 April sessions.

Whilst much of the focus of the charrette was around the physical and economic regeneration of the town centre, and informing planned and future resource allocation, there were a number of offshoots from the workshops regarding social / community regeneration.

These issues will be progressed in the longer-term through the planning process for a Regeneration Plan for Whitburn which will be developed in tandem with other areas identified within the council's Regeneration Framework, approved by Council Executive in February 2014.

E. CONCLUSION

Following months of planning, the charrette exercise was undertaken in Whitburn across March and April 2015. This has raised a number of proposals and areas for further action, which are being considered by the various partners at present. The masterplan for Whitburn will be finalised over the coming weeks. The Regeneration Plan which will be developed for the town will look to progress projects that arise from this.

A further update will be provided to the next meeting of the Local Area Committee on 21 September 2015.

F. BACKGROUND REFERENCES

Report to Council Executive on 28 October 2014.

Reports to Whitburn and Blackburn Local Area Committee on 24 November 2014 and 23 February 2015.

Appendices: None.

Contact Person: Scott McKillop, Community Regeneration Officer, 01506 281092, scott.mckillop@westlothian.gov.uk

Steve Field, Head of Area Services.

Date of meeting: 25 May 2015.



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

COMMUNITY REGENERATION – WARD ACTION PLAN

REPORT BY HEAD OF AREA SERVICES

A. PURPOSE OF REPORT

The purpose of this report is to inform the Local Area Committee of progress against the targets set in the Whitburn and Blackburn Ward Action Plan 2013-15. It also presents the new Ward Action Plan for 2015-16 to the committee.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes:

1. the progress made against targets in the period November 2014 to March 2015;
2. that the Ward Action Plan for 2013-15 is now complete; and
3. that a new Ward Action Plan is now in place for the period 2015-16.

C. SUMMARY OF IMPLICATIONS

- | | |
|---|---|
| I Council Values | Focusing on our customers' needs.
Being honest, open and accountable.
Providing equality of opportunities.
Making best use of our resources.
Working in partnership. |
| II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment) | Community regeneration reinforces the council's commitment to community planning at a local level. |
| III Implications for Scheme of Delegations to Officers | None. |
| IV Impact on performance and performance Indicators | Performance indicators relating to the activity within the plans are captured within the set of Regeneration and Employability key performance indicators. |
| V Relevance to Single Outcome Agreement | <ul style="list-style-type: none">- We are better educated and have access to increased and better quality learning and employment opportunities.- We live in resilient, cohesive and safe |

	communities.
	- We live longer, healthier lives and have reduced health inequalities.
	- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.
VI Resources - (Financial, Staffing and Property)	Existing.
VII Consideration at PDSP	None.
VIII Other consultations	Consultation on individual projects will be undertaken with elected members, customers and partners as appropriate.

D. TERMS OF REPORT

D1 Background

The Regeneration and Employability team delivers a range of services to support some of our most disadvantaged communities and individuals, with a particular emphasis on engaging with people to build personal and community capacity. The team comprises three component parts:

- Regeneration
- Support to the voluntary sector
- Employability

The service produces ward action plans for each of the nine multi member wards. The plans outline the activities to be delivered that meet the regeneration needs of the individual areas. The key activities within the action plans focus on:

- developing the capacity of individuals and community based projects and initiatives to assist regeneration in the most disadvantaged communities; and
- delivering targeted, specialist campaigns, interventions and support to improve health and employability in these communities.

D2 Ward Action Plan 2013-15

Appendix one contains the completed Ward Action Plan for 2013-15. The plan shows Regeneration, Employability and partner activity across the Whitburn and Blackburn ward area. It has been updated to show progress against the targets set.

Significant achievements include:

- The development and delivery of a charrette planning exercise in Whitburn which took place in March 2015, and involved 305 stakeholders in various workshops to help develop a masterplan for the town.
- The delivery of the Queens Baton Relay through the communities of Whitburn and East Whitburn which involved close working with both gala day committees and other community organisations, and saw 3500 residents participate in proceedings.
- The development of the Bathgate Road Verges Project in Blackburn and obtaining the necessary funding to progress towards implementation of the improvements.

- Support for Whitburn Community Development Trust to obtain funding to develop the volunteer advice and support project resulting in awards from the Tudor Trust and the Community Regeneration Fund in addition to funding from the council's voluntary organisations budget.
- The wheeled sports facility in Blackburn was completed and launched, a graffiti art project was undertaken to brighten up the facility, and there has been a fantastic uptake of general use by young people in the village.
- The Fun to Fives parents committee and Blackburn Early Years Action Group have been closely supported to promote and develop early years provision within Blackburn and host engagement events including the Fabulous Fun Friday event in March which had 212 attendees.
- Employability support was provided to 282 residents within the ward in 2014/5 with 75% going into positive destinations, well exceeding the target for the ward.

Ward Action Plan 2015 - 16

- D3** Appendix two contains the Ward Action Plan for 2015 -16. The plan shows planned Regeneration, Employability and partner activity across the Whitburn and Blackburn ward area. The plan has been designed to show what the various services will be working together to achieve over the coming year, what outcomes they are working towards and how they will measure progress against these. These plans are reviewed every six months at which time new activities will be added as appropriate.

The plan does not include 'core' or mainstream work in the area so, for instance, details of all the youth provision available in the area is not contained within this plan.

The main priority themes for the ward in 2015-16 will be:

- Employability and Employment
- Early Years and Family Learning
- Health and Wellbeing
- Economic Development
- Community Capacity and Cohesion

These priorities align with those set out in West Lothian Council's Regeneration Framework. Actions within the plan have been grouped according to the priority that they correspond to.

Examples of key planned activities for 2015 -16 are:

- Progressing the development of Regeneration Plans in both Whitburn and Blackburn. The plan in Whitburn will build on the work of the charrette exercise that was recently undertaken, and look to develop working relationships with and between community organisations. In Blackburn, the plan will look to build on the work of Community Action Blackburn and the Early Years Action Group.
- Implementation of the wider charrette actions and supporting services to access external funding.
- Continued support to both Community Action Blackburn and Whitburn Community Development Trust through the voluntary organisations budget, and supporting them to develop their provision in response to community need.

- Continuing to promote the Villages Improvement Fund, and work alongside local community organisations to develop projects and applications to utilise the funding.
- Continued employability support to residents through the access2employment service, which is being delivered locally from Blackburn and Whitburn.

Reporting

- D4** Progress on the plans will be reported back to the Local Area Committee in six and twelve months. At this point, progress and achievement to date will be reported on, in line with the planned performance indicator.

Any significant new local developments and initiatives will be added to the plans, as appropriate.

E. CONCLUSION

This report details the achievement against planned activity from Regeneration, Employability and partners in 2013 -15. A new Ward Action Plan has been developed for 2015 -16. This is aimed at making a significant contribution to improving the quality of life of the citizens in the Whitburn and Blackburn ward.

An update report will be presented to the Local Area Committee in November 2015 and following the end of the financial year.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: Two

- A. Whitburn and Blackburn Ward Action Plan 2013 - 15
- B. Whitburn and Blackburn Ward Action Plan 2015 - 16

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Steve Field

Head of Area Services

Date: 25 May 2015

WHITBURN AND BLACKBURN
WARD ACTION PLAN 2013-15



Introduction

The following action plan details the partnership activity within the Whitburn and Blackburn Ward in 2013/15.

Purpose

The purpose of the plan is to show what partners across the Whitburn and Blackburn ward will be working together to achieve over the coming year, what outcomes they are working towards and how they will measure progress against these.

The plan does not include 'core' or mainstream work, so details of, for example, all the youth provision available in the area, is not contained within this plan.

The plan feeds into the Area Services Management Plan and ultimately contributes to achieving the outcomes set in the West Lothian Single Outcome Agreement.

Partners

This is a partnership plan, Therefore individual partners have a responsibility for delivering their part of the ward plan and a collective responsibility for monitoring and evaluating progress. Partners include all the Community Planning Partners along with local voluntary organisations.

Priority areas

Priority areas for the Whitburn and Blackburn Ward Action Plan are:

- Community Engagement
- Development of youth services and activities
- Development of early years services and activities

These priority areas were identified through statistical analysis and consultation with the local community. Actions for each area are contained within the tables on pages 4-15.

Who is the plan for?

The purpose of the plan is to help partners monitor the delivery of services that require multi-agency working and to help them make best use of resources. The plan is also aimed at residents in the communities the plan supports, to help them identify what we are doing and what we deliver for them. We welcome feedback from residents about the plan and the services that we deliver, and throughout the year we will be gathering the views of participants and the wider community to help improve services and identify priorities.

Throughout the year, new actions will be identified and partners will be flexible about responding to needs as they arise.

Funding

The work within the plan is largely funded through existing resources supplied by West Lothian Council or one of the partners. In some cases external funding is being used for specific pieces of work.

How will we report on the plan?

Progress on these plans will be reported on every six months to the Local Area Committees for each ward. At this point progress to date will be reviewed and any new initiatives added to the plans, as appropriate.

WARD LEVEL ACTIVITY

Relevant SOA Outcomes:

We are better educated and have access to increased and better quality learning and employment opportunities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Development of employability support provision in the ward	Increase the uptake of employability services by residents most in need of support.	Number of Access2employment sessions delivered	Weekly sessions in Blackburn Connected and Whitburn Library	252 registrations in ward per year (21 per month)	335	April 2013	Mar 2014	ERDF Existing Access2employment resource	Access2employment Libraries	The reported performance shows that the service has exceeded its targets for the ward over both years.
		Number of new registrations		50% of customers achieve a positive destination	63%					
		Number of clients progressing into a positive destination		252 registrations in ward per year (21 per month)	282 (23 per month)					
				50% of customers achieve a positive destination	210 (75%)					

WARD LEVEL ACTIVITY (continued)

Relevant SOA Outcomes:

We live in resilient, cohesive and safe communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Local awareness raising of advice and financial services	More residents are aware of and access advice services that can support them Clearer links and coordination between services	Number of referrals/follow-ups made by services	Host awareness event in Whitburn on 13 June	Services Engage with 100 people 15 referrals made	72 10 follow-ups plus 27 referrals	April 2013	Mar 2014	Existing	Whitburn CDT Blackburn and Seafeld Credit Union Customer Services Advice Shop Citizens Advice Bureau Access2 employment	Given the emergence of the Whitburn Advice Service, services have delayed producing any leaflet as yet to focus on developing planning for the next stage of that project.
			Money Day activity in Blackburn	Money Day event held in Family Centre on 29 May	Event held					
			Utilise Money Week in October for local awareness raising	1 activity held in ward during week	5 events held in ward					
			Production of information on service provision in Whitburn	Leaflet produced by November 2013	No leaflet produced					

Relevant SOA Outcomes:

We live in resilient, cohesive and safe communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Support the development of alcohol diversion programmes for young people in Whitburn (2013-2014)	Young people's health and wellbeing is increased. Youth related anti social behaviour is reduced.	% of young people accessing the provision report a delay in using alcohol or decrease in their alcohol consumption % of young people attending the Whitburn Youth Festival access health issue information stalls Reduction in youth calls to Police % of attendees at weekly provision access WLYAP C-Card service	Continuation of Saturday Night Drop-In for 13-17 year olds Music Academy during summer Summer activities for young people aged 12 – 17 Whitburn Youth Festival and Summer Programme	35% of young people reporting a delay or decrease in their alcohol consumption 25% of young people attending the Whitburn Youth Festival accessing health issue information stalls Reduction in youth related calls to the police. 20% of attendees at weekly provision access WLYAP C-Card service.	5% of YP admitted to being regular drinkers 23.5% admitting trying it once or twice Approximately 75% Reduction by 27% across ward YP were not old enough to access this provision	May 2013	Mar 2014	Strategy for Tackling Underage Drinking-£15,900	Community Youth Services Youth Action Project Community Learning and Development	Music Academy rescheduled for first week of Easter holidays due to using term-time provision to promote music sessions. These are going well on Saturday nights, with up to 50 young people per week, mainly from S1-S3. 250 young people attended youth festival in evening, and 200 during the day. Due to the difficulty in engaging the targeted age range in summer, the summer activities did not go ahead from this funding.

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Support the development of alcohol diversion programmes for young people in Whitburn (2014-2015)	Delay and ultimately reduce young people's alcohol use	As per funding application to LAC in February 2014	Continuation of Saturday Night Drop-In for 11-17 year olds	Obtain funding by April 2014	May 2014	May 2014	Mar 2015	Strategy for Tackling Underage Drinking- £14,750 Whitburn CEA- £3,000	Community Youth Services Youth Action Project Community Learning and Development	
	Increase young people's knowledge of substances including alcohol and change attitudes to drinking		Summer activities for young people aged 12 – 17	As per funding application	146 Young people attended Saturday night drop-in's					
			Whitburn Youth Festival and Summer Programme		16 Young people attended Summer Programme 70 young people attend youth festival					

WHITBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

Potentially all outcomes

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Completion of Whitburn Vision Project	Organisations and services in Whitburn have a robust evidence base for planning service provision All households in town have opportunity to participate in identifying community priorities	Proportion of households receiving survey	General household survey undertaken with all households	Household survey delivered to all houses in district.	Surveys distributed to all households	June 2013	Oct 2013	West Lothian Development Trust- £5,350	Whitburn CDT Regeneration and Employability Community organisations participating in the Whitburn Organisations forum	
		Number of household/ online responses Utilisation of findings to plan future action	Online survey Report produced which outlines priorities for Whitburn identified through engagement with all age groups (also including youth consultation and older people's consultation)	300 local people participate through household or online survey Report produced by October 2013	150 residents participated Report produced by October 2013					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Placemaking in Whitburn Initiative	Resources for Whitburn and effectively coordinated and allocated	Masterplan implemented for town following charrette	Obtain funding from Scottish Government	£20K	£20k awarded	Dec 2014	Mar 2015	Scottish Government: £20K	Community Planning	The charrette has been undertaken from which the masterplan is currently being developed and other actions will be taken forward in the Regeneration Plan for Whitburn.
			Good Places Better Health workshops	Undertake two workshops	3					
			Charrette undertaken	Take place in March	Undertaken in March 2015					
								Town Centre Improvement Fund	Economic Development Planning	
									Whitburn Community Council	

WHITBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

Older people are able to live independently in the community with an improved quality of life

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Development of Whitburn Older People's Partnership Project (2013-14)	WOPP delivers activity that supports the livelihoods of older people in Whitburn Structures to facilitate partnership working are operational, and ensure joint working responds to community needs Older people are involved in developing local services	Number of referrals to services	Delivery of information and signposting service for older people.	50 people attend or are referred to other services	N/A	April 2013	June 2014	Voluntary Organisations budget- £22,000	Whitburn CDT Regeneration and Employability Other members of the Partnership	
		Number of Credit Union users	Credit Union surgery in CDT office	25 people will use the Credit Union service.	66					
		Number of Networks held	Continuation of Whitburn Older People's Network	100 older people will be active in the project through Older People's Network.	102					
		Number of older people involved in Networks	Continuation of Whitburn Older People's Partnership	3 networks held	2					
		Number of older people active on Steering Group		4 meetings through year	4					
				5 older people involved in Partnership	4					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Development of Whitburn Older People's Partnership Project (2014-15)	WOPP delivers activity that supports the livelihoods of older people in Whitburn Structures to facilitate partnership working are operational, and ensure joint working responds to community needs Older people are involved in developing local services	Number of referrals to services	Delivery of information and signposting service for older people.	50 people attend or are referred to other services	96	April 2014	June 2015	Voluntary Organisations budget-£22,667	Whitburn CDT Regeneration and Employability Other members of the Partnership	
		Number of Credit Union users	Credit Union surgery in CDT office	25 people will use the Credit Union service.	35					
		Number of Networks held								
		Number of older people involved in Networks	Continuation of Whitburn Older People's Network	100 older people will be active in the project through Older People's Network.	86					
		Number of older people active on Steering Group	Continuation of Whitburn Older People's Partnership	3 networks held 4 meetings through year 5 older people involved in Partnership	2 4 5					

WHITBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We are better educated and have access to increased and better quality learning and employment opportunities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Obtain and use Main Street facility to deliver youth advocacy project targeting 16-25 year olds	Young people's health and wellbeing is improved (against baseline scores) Young people's employability and life skills are improved (against baseline scores) Young people have improved relationships with services Additional advocacy service operational in Whitburn	% of necessary funding obtained	Obtain agreement to use Main Street facility for project	By July 2013	n/a	April 2013	Ongoing	To be pursued.	Whitburn Community Council Whitburn Community Development Trust Youth Action Project Community Learning and Development Community Youth Services	Partners have been unable to find suitable accommodation to base this type of service. Following the charrette exercise, services will be exploring training/employability opportunities which will help consider the local outcomes detailed here.
		Use of town centre premises for delivery of project	Obtain necessary funding to initiate project	December 2013	n/a					
		Timescale for launch of facility/service	New facility operational and implementation of Youth Advocacy service	For April 2014	n/a					

WHITBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We live in resilient, cohesive and safe communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Development of Whitburn Advice Service	Access to and visibility/ awareness of advice services to support people is improved Whitburn has an additional budgeting advice service	Increase in referrals to Citizens Advice Bureau	Volunteers recruited	Minimum of 4 volunteers trained	8	April 2013	Ongoing	Voluntary Sector Development Fund- £15,750 (from 2012/13) Tudor Trust - £5,000 Community Regeneration Fund- approx. £44k (over two years)	Whitburn CDT Advice Shop Citizens Advice Bureau Financial Inclusion Network	The service is continuing, with particular focus on IT buddies and partnership work with Whitburn library to help support users there access job opportunities and basic IT support. This action has significant overlap with the Whitburn Older People's Partnership activity which has now been subsumed into the general CDT service provision.
			Volunteers trained	Training complete by September 2013	Nov 2013					
			Initiation of service	By October 2013	Nov 2013					
			Obtain funding to sustain project to next phase	In place for October 2013	In place for August 2013 Additional funding May 2014					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Queens Baton Relay	The local communities of Whitburn and East Whitburn celebrate the Queens Baton Relay coming through the town as part of the Commonwealth Games	One successful Event held	Sport, Music and community event held on the Peel to welcome Baton	Successful Event held	Event held on 15 June attended by 4500 people between King George V Park, and between East and West Main Street, and East Whitburn. the Streets of the town, the Canal and the Peel	Jan 2014	June 2014	Celebrate Funding	WLC Services Community Organisations Historic Scotland Emergency Services	The event was enjoyed by many in the community with police estimating 4500 attended locally and 30000 across West Lothian over the day

BLACKBURN ACTIVITY

Relevant SOA Outcomes:

We are better educated and have access to increased and better quality learning and employment opportunities

We live in resilient, cohesive and safe communities

We live longer, healthier lives and have reduced health inequalities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Delivery of Community Action Blackburn project (2013/4)	Adults and young people are more actively involved in, and gain skills and confidence from, decision-making processes or through delivering community activities	% of people aware of CAB and activities	Delivery of community-life issues educational programmes in schools	3 educational programmes delivered	3	April 2013	Mar 2014	Voluntary Organisations budget - £46,200 Tobacco, Alcohol and Drug Partnership- £17,675 (agreed for 2013/14)	Community Action Blackburn Youth Action Project Education Community Youth Services	Lack of Development Worker early in year meant newsletter put on hold. Info now updated through Blackburn Community website The schools conference has been adopted by the local schools who have built the work into their curriculum hence not through peer education work. 10 young people involved in planning 150 pupils attended DVD produced Also, 10 music
		Number of people involved in decision-making processes or involved in delivering community activities through CAB	Convene Team 1 youth forum	100% of classes receiving educational programmes	n/a					
	Young people and adults have increased awareness of alcohol issues and changed attitudes towards them	% of participants reporting increased capacity to identify local/ community concerns and develop solutions to respond to these	P6/7 Community Conference and peer education programmes	4 young people active in T1	4					
				4 schools involved in preparations for 2014 Conference	4					
	Young people have increased citizenship from peer education programmes	% and no. of young people reporting increase in awareness or	Continuation of newsletter and website to improve local engagement	4 peer education projects undertaken	0 as schools ran direct					
	Residents are well informed of		Blackburn Youth Festival 2014	4 editions of Blackburn News produced	1					
				150 young people attend	Approx. 250					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
	local activities, services and health initiatives More people are participating in community activities Young people have improved personal and social development	changing attitudes to health and well-being issues and how it affects them % and no of young people who have increase in personal and social development indicators	Develop and extend awareness support for effective whole population alcohol policy and interventions Delivery of Intensive Support Group for young men Delivery of Intensive Support Group for young women Additional youth activities provided by CAB volunteers	Youth Festival Quarterly reports to Tobacco, Alcohol and Drug Partnership Reduction in alcohol and substance levels and increase in employability Reduction in risk-taking behaviour and improvement in health & well-being Maintain or increase existing attendance levels at swimming sessions and Friday activities	These have been annual 6/7 in positive destination Group will be complete in June 12 y/p attend swimming 20 y/p attend drama					workshop sessions delivered with 52 attendees. 2014/5 activity as per previous year. There are no evaluations available as yet to report against targets.

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Delivery of Community Action Blackburn project (2014/15)	Alcohol is less accessible and consumption is reduced	The number of warnings issued by the Licensing Board	Delivery of community-life issues educational programmes in schools	As per local outcomes	0 warnings	April 2014	Mar 2015	Voluntary Organisations budget - £46,200	Community Action Blackburn	Lack of Development Worker early in year meant newsletter put on hold. Info now updated through Blackburn Community website and Facebook page. Work ongoing to ensure future production & delivery of Blackburn News.
	The level of alcohol related disorder is reduced	The number of prosecutions for agent purchase and underage sales	P6/7 Community Conference and peer education programmes		0 prosecutions			Tobacco, Alcohol and Drug Partnership - £17,675 (agreed for 2014/15)	Youth Action Project	
	Improve Health and Social Wellbeing	The number of new licences granted			0 new licenses				Education	
	Blackburn has a sustainable community development organisation that seeks to develop a strong resilient and supportive community where residents take ownership and responsibility for addressing identified issues	The number of anti-social behaviour calls	Continuation of newsletter and website to improve local engagement		(minor reduction)				Community Youth Services	
		The number of alcohol related disorder offences			19% reduction					
		The number of alcohol related disorder incidents noted by Police Scotland	Blackburn Youth Festival 2015		9% reduction					
		Number of activities developed, delivered and level of participation	Develop and extend awareness support for effective whole population alcohol policy and interventions		0					
		% and number of people reporting increase in awareness or changing attitudes to health and wellbeing issues			40%					
		% of participants reporting increased awareness to identify local issues and	Delivery of Intensive Support Group for young men		65%					
										The schools conference has been adopted by the local schools who have built the work into their curriculum and in 2014/15 went back to utilising the services of the peer educators in preparing the children for the conference.
										8 young people involved in

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
		<p>develop solutions to respond to these</p> <p>Number of partners actively involved in the project</p> <p>Number of People involved in decision making processes or involved in delivering community activities through CAB</p> <p>% of participants reporting increased awareness to identify local issues and develop solutions to respond to these</p>	Delivery of Intensive Support Group for young women		<p>24 partners</p> <p>120</p> <p>65%</p>					<p>planning</p> <p>176 pupils attended</p> <p>DVD produced and song recorded onto CD. Set pieces of work will be delivered in the community by each school during 2015/16.</p>

BLACKBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We live in resilient, cohesive and safe communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Implementation of Blackburn Wheeled Sports Project	Local young people and adults have increased capacity to develop and manage community projects Open space environment within Blackburn is improved and better utilised by the community Young people in Blackburn engage in positive physical activity and less in anti-social behaviour	Completion of facility on schedule	Survey with schools on intended usage of facility/ interest in involvement	All P6/7 pupils in Blackburn participate	All pupils invited to participate.	April 2013	Aug 2014	Capital Programme contribution for 2011/12: £40K Big Lottery Community Spaces Fund: £237,180 (secured)	Community Action Blackburn Youth Action Project Education Operational Services Police	90 young people took part in consultative group setup which met with designers 8 young people in consultative group aged 14-16 plus 2 'older' young people.
		Opening of facility on schedule	Consultation with young people at design stage	All 4 schools P6/7 classes involved	As above.					
		Reduction in youth calls to police	Construction of facility	Begin in August 2013	Jan 2014					
		At least 50% of young people indicate the facility has made positive difference to them	Completion of facility	November 2013	May 2014					
		Initiation of users group or similar structure for young people to come together following launch of facility	Launch of facility	November 2013	July 2014					
		Number of young people involved in a users group or similar structure	Support weekly activities	From Sept 2014	N/A					
				At least 50% of young people indicating that facility has made a positive difference to them	N/A					
				30 young people involved in	N/A					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
				regular structured activity						
				Reduction in youth-related anti-social behaviour (youth calls to Police)	12% increase on Sept 13 to Sept 14 for ward					

BLACKBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We live in resilient, cohesive and safe communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Support the development of alcohol diversion programmes for young people in Blackburn (2013-2014)	Young people are more aware of the issues around alcohol	% of young people accessing services report a delay is using alcohol or decrease in their alcohol consumption	Sunday and Wednesday drop-in sessions	30% of young people reporting a delay or decrease in their alcohol consumption	70%	May 2013	Mar 2014	Strategy for Tackling Underage Drinking- £18,111	Community Youth Services Youth Action Project Community Action Blackburn	In addition to targets, average attendance over sessions has been 50 people per week. 10 music workshops were run by West Lothian Youth Action Project.
	Young people have increased life skills and employability skills	Decrease in youth calls to Police	Development of Intensive support group	Police reports indicating a reduction in youth calls and incidents of ASB	Reduction by 27% across ward					
		% of young people accessing the provision state that their awareness/ knowledge of harmful effects of substances have increased.	Initiate a young woman's group	75% of young people state that their awareness/ knowledge of harmful effects of substances have increased.	85%					
		Increased number of young people from the Blackburn area involved in community groups and Youth Participation Networks.	Creation of youth advisory group	Increased no of young people from the Blackburn area involved in community groups and Youth Participation Networks.	No reported change					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Support the development of alcohol diversion programmes for young people in Blackburn (2014-15)	<p>Changing young people's attitudes to alcohol and associated risks</p> <p>Young people at risk are informed about alcohol and associated risky behaviours</p> <p>Improved social behaviour in the community:</p> <p>Reduction in youth anti-social behaviour calls to Police</p> <p>Improved levels of confidence and more positive lifestyle choices of group participants</p>	As per funding application to LAC in August 2014	<p>Obtain funding to operate 2014/15 activities</p> <p>Sunday and Wednesday drop-in sessions</p> <p>Support two Intensive support group</p>	<p>Funding in place for April 2014</p> <p>As per funding application</p>	<p>November 2014</p> <p>N/A</p>	November 2014	March 2015	Strategy for Tackling Underage Drinking- £14,808	<p>Youth Action Project</p> <p>Community Youth Services</p> <p>Community Action Blackburn</p>	<p>Application to WLADP does not specify outcome indicators or targets.</p> <p>As activities are just beginning at time of writing there is nothing to report against targets.</p>

BLACKBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Develop Environmental Project to improve the Bathgate Road, Blackburn	Local people have participated in the development of the project	% of neighbouring residents happy with improvements	Develop applications to funders	Initial applications submitted from August 2013	2 applications to VIF	April 2013	Mar 2015	£90K from Villages Improvement Fund (secured) Allocation from Street Environmental Improvement Projects	Community Action Blackburn NET's and Land Services Rural Connect Blackburn Community Council Youth Action Project WESLO Housing	Designs for area have been finalised and costings made.
	The Bathgate Road environment has been improved	Number of residents involved in consultation % of funding obtained Future maintenance cost for the area does not exceed existing cost	Obtain necessary funding	100% of funding obtained	100%					Delay in implementation of project is due to significant expansion of the scale of the works.
			Work with local schools in implementation of project	4 schools involved	3 to date					A Blackburn Environmental Group has been established to drive project forward and identify others.
			Implementation of project	Works begin by March 2014	Works planned for summer 2015					

BLACKBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Support the community engagement regarding the development of Blackburn Partnership Centre	Residents are engaged in process of establishing facility Residents are better informed about progress	Number of residents involved in CCG	Community Engagement timeline established outlining levels of community involvement per stage	Timeline established by July 2013	Expected in Dec 2013	April 2013	March 2014	Existing	Social Policy/ CHCP Blackburn Community Council	300 local residents have been consulted/ informed from sessions in the Mill Centre. The project manager has undertaken further engagement exercises at community fun days and events.
		Number of residents supported to be involved in Operational Working Groups	Community Consultation Group continues to meet	10 residents regularly attend	25					
		Number of groups and organisations involved in consultation	Information shared with local people through Mill Centre engagement	Information session held during each stage of project	3 sessions held since July 2013					
			Residents are supported to participate in Operational Working Groups	2 residents on each relevant working group	2 residents active in operational group.					

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
			Consultation undertaken during design phase of project	Consultation undertaken with all community groups	Project Manager engaging with all relevant organisations					
			Liaise with youth providers group and early years action group to	Sessions held between architects and groups to discuss designs.	Officers part of User Group					

BLACKBURN ACTIVITY (CONTINUED)

Relevant SOA Outcomes:

Our children have the best start in life and are ready to succeed

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Development of early years services in Blackburn	Parenting is supported through structured activity and interactive play. Resources to support parenting are developed for use	Number of parents engaging with activities	3 Wean the Weans courses	15 participants	14	Apr 2013	Mar 2015	Parent Action Project Budget-£12,500	Parent Action Project Health Surestart Education Fun to Five Regeneration and Employability	
		% difference in confidence in parents/carers having positive play experience with children	1 Driving Forward Course	6 participants	7					
		% difference the intervention has made to families eating habits	Production of Wean the Weans learning resource	1 x Learning Resource package	APP being developed – baby group					
		% difference in confidence parents feel in weaning	Keep fit classes	15 participants	15 families					
			Toothbrush exchange		100 families					
			Walking group		10 families					
			Fabulous Fun Friday event held		218					

WARD WIDE ACTIVITY

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Support raising awareness of the Villages Improvement Fund	Local community organisations are aware of the fund	All funding for the villages is allocated.	Awareness raising activity held in all villages	4	4	2013 /14	Ongo ing	Villages Improvem ent Fund:	Economic Developm ent Operation al Services	The CRO is continuing to work with the local organisations in the villages to support them to develop proposals, engage with relevant services, and implement projects.
	Local organisations are supported to develop applications to the fund		Applications are supported to be submitted in all villages	4	5					
	There is co-ordination of applications within villages where possible.		100% of allocations made to all villages	Blackburn: 100%	Blackburn: 100%					
				Seafield: 100	Seafield: 8%					
				East Whitburn: 100	East Whitburn: 0					
		Greenrigg: 100	Greenrigg: 3%							
							Blackburn £125,000			
							Seafield: £55k			
							East Whitburn: £55			
							Greenrigg £55k			

WHITBURN AND BLACKBURN
WARD ACTION PLAN 2015-16



Introduction

The following action plan details the key activities and actions by the Regeneration Team and partners which are planned to take place within the Whitburn and Blackburn ward in 2015 -16.

Purpose

The purpose of the plan is to outline Regeneration, Employability and partner activity across the Whitburn and Blackburn ward area.

The plan does not include 'core' or mainstream work, so details of, for example, all the youth provision available in the area, is not contained within this plan. If you would like more information about this please contact the service provider directly.

The plan aligns with the Area Services Management Plan and ultimately contributes to achieving the outcomes set in the West Lothian Single Outcome Agreement.

Key Areas

Key areas of focus for the Whitburn and Blackburn Ward Action Plan are:

- Employability and Employment
- Early Years and Family Learning
- Health and Wellbeing
- Economic Development
- Community Capacity and Cohesion

These key areas align with those set out in West Lothian Council's Regeneration Framework and support achievement of the high level outcomes in the Single Outcome Agreement. Actions within the plan have been grouped according to the theme that they contribute to.

Funding

The work within the plan is largely funded through existing resources supplied by West Lothian Council or one of the partners.

An important aspect of the work of the Regeneration Team and partners is building on the existing assets within communities. However, in some cases, particularly where we are working to supporting our key community organisations, external funding will be sought for specific pieces of work.

How will we report on the plan?

Progress on these plans will be reported on a six monthly basis to the Local Area Committees for each ward. At this point progress to date will be reviewed and any new initiatives will be added to the plans.

Throughout the year, new actions may be identified and partners will be flexible about responding to needs as they arise.

Employability and Employment

We are better educated and have access to better increased and better quality learning and employment opportunities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Development of employability support provision in the ward	Increase the uptake of employability services by residents most in need of support.	Number of Access2employment sessions delivered Number of new registrations Number of clients progressing into a positive destination	Full time access2employment provision delivered Whitburn Library Outreach sessions delivered in Blackburn Connected	168 registrations in Whitburn Library 50% of customers (84) achieve a positive destination		April 2015	Mar 2016	ERDF Existing Access2employment resource	Access2employment Libraries	
Development of Whitburn Advice Service	Increased access to information on debt and financial issues, employability, welfare reform, health and wellbeing and local community information Increased access to Digital Inclusion Increased access to professional services Increased financial capability	Number of clients using drop-in sessions Number of clients attending workshops Number of clients accessing PCs independently Number of clients using Digital Inclusion Mentoring Service Number of referrals to external agencies	Delivery of a Community Information and Support Service Delivery of services to relieve poverty	As per outcomes		Apr 2015	Mar 2016	Voluntary Organisations Budget - £22,667k Community Regeneration Fund- approx. £44k (over two years)	Whitburn Community Development Trust	

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
	skills									

Early Years and Family Learning

Our children have the best start in life and are ready to succeed

We are better educated and have access to better increased and better quality learning and employment opportunities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resource s	Partners involved	Results / Progress
				Target	Actual					
Development of early years services in Blackburn	Parenting is supported through structured activity and interactive play. Resources to support parenting are developed for use	Number of parents engaging with activities % difference in confidence in parents/carers having positive play experience with children % difference the intervention has made to families eating habits % difference in confidence parents feel in weaning	Development of an early years action plan for 2015-16	Plan by June 2015		Apr 2015	Mar 2016	Parent Action Project Budget-£12,500	Parent Action Project Health Surestart Education Fun to Five Regeneration and Employability	

Health and Wellbeing

We live longer healthier lives and have reduced health inequalities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
Delivery of Community Action Blackburn project	Alcohol is less accessible and consumption is reduced	The number of warnings issued by the Licensing Board	Streetwork	As per outcome indicators		April 2015	Mar 2016	Voluntary Organisations budget - £46,200 Tobacco, Alcohol and Drug Partnership - £17,675	Community Action Blackburn Youth Action Project Education Community Youth Services	
	The level of alcohol related disorder is reduced	The number of prosecutions for agent purchase and underage sales	Drop-In Sessions							
	Improve Health and Social Wellbeing	The number of new licences granted	Intensive Support Groups							
	Blackburn has a sustainable community development organisation that seeks to develop a strong resilient and supportive community where residents take ownership and responsibility for addressing identified issues	The number of anti-social behaviour calls	Schools conference							
		The number of alcohol related disorder offences	School poster competition							
		The number of alcohol related disorder incidents noted by Police Scotland	Friday afternoon activities							
		Number of activities developed, delivered and level of participation	Wheeled Sport Park							
		% and number of people reporting increase in awareness or changing attitudes to health and wellbeing issues	Family Day							
			Blackburn News							
			Youth Development Work							
			Peer Development Work							
			Intergenerational Work							
			Bathgate Road							

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	End date	Resources	Partners involved	Results / Progress
				Target	Actual					
		% of participants reporting increased awareness to identify local issues and develop solutions to respond to these Number of partners actively involved in the project Number of People involved in decision making processes or involved in delivering community activities through CAB % of participants reporting increased awareness to identify local issues and develop solutions to respond to these	Verges Project							

Community Capacity and Cohesion

We live in resilient, safe and cohesive communities

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	Finish date	Resource	Partners involved	Results / Progress
				Target	Actual					
Support regeneration of our most deprived areas through the creation of a targeted Regeneration Plans for both Whitburn and Blackburn	Local people are involved in making positive changes to their communities	Regeneration Plan drafted and agreed Number of local people involved Number of people who feel they can influence decisions	Establish a regeneration partnership Utilise outputs of charrette in Whitburn Develop Regeneration Plans	Regeneration partnership group established Community members and local workers involved Final plan available		tbc	Mar 2016	Existing	Key community organisations Housing Economic Development Health Improvement Team CLD Youth Services WLYAP Police	

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	Finish date	Resource	Partners involved	Results / Progress
				Target	Actual					
Support local communities to access the Village Improvement Fund	Local people are involved in making positive changes to their communities	Improvements are made to local services, infrastructure and the environment	<p>Promote the fund to remaining eligible villages</p> <p>Work with local organisations to develop proposals and projects</p> <p>Work with local organisations to secure match funding where appropriate</p> <p>Support communities to deliver successful projects</p>	<p>Promotion of fund to all community councils</p> <p>All eligible villages spend a proportion of their allocated budget</p>		Apr 2015	Mar 2016	<p>Blackburn £125,000</p> <p>Seafield: £50k</p> <p>East Whitburn: £55</p> <p>Greenrigg £53k</p>	<p>Regeneration</p> <p>Economic Development</p> <p>Community Councils</p> <p>Other local community groups</p>	
Provide support and training to community councils	Communities are better informed and can make decisions on issues which affect them	Number of community councillors accessing training courses	Deliver two training courses as part of the Community Council Training Programme	<p>Two courses delivered</p> <p>One third of ward community councils attend training</p> <p>90% of participants</p>		Apr 2015	Mar 2016	Existing	<p>Regeneration</p> <p>Committee Services</p>	

Action	Local Outcome	Outcome Indicator	Activity	Performance		Start date	Finish date	Resource	Partners involved	Results / Progress
				Target	Actual					
				rate the training good/excellent						
Support the promotion of Fairtrade	Communities are better informed about Fairtrade	Number of promotional events held and activities supported	Promote Fairtrade at local events	Four events held across West Lothian, including Fairtrade Fortnight		1 April 2015	31 March 2016	Existing	Regeneration Fairtrade Steering Group	



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

I	Council Values	Being honest, open and accountable. Working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	None.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single Outcome Agreement	None.
VI	Resources - (Financial, Staffing and Property)	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.
VII	Consideration at PDSP	None.
VIII	Other consultations	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 (LAC) 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, as advised in report to previous meeting of the LAC, the earlier updates of the report have been removed for the next meeting of the LAC 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: 25 May 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>	Ross Burton/ Lothian & Borders Police	<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 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</p>	Ongoing	25/10/10	<p>25/02/2014</p> <p>23/05/2014</p> <p>14/11/2014</p> <p>13/02/201</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>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>Most of the material has been removed. Planning understand the house is in the process of being sold and they have contacted the current owners to remind them of the outstanding elements which require to be removed.</p>			<p>5</p> <p>13/05/2015</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 to lower the water level at the SUDS facility, such as large stones being placed in the basin.	Craig McCorrison / Ross Burton/ John Kelly	<p>The Senior Planning Officer 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,</p>	Ongoing	25/10/10	<p>25/2/2014</p> <p>23/05/2014</p> <p>14/11/2014</p>

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				<p>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>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 & removal then grass cuts, and has internally agreed</p>			13/02/2015

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
				regular inspections on the basin in terms of ensuring hydraulic functionality and H&S responsibilities. Planning understand that discussions between Scottish Water and the developer are continuing.			13/05/2015
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	Services are continuing to work with the proprietor but the poor condition of the building is providing difficulty to progress. The roof has now been 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. No Planning involvement at present. No Planning involvement at present.	Completed	07/12/09	04/03/2014 26/05/2014 14/11/2014 13/02/2015
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	Craig McCorriston	Planning Services are arranging a visit to the site soon to check on the progress made in relation to the amenity	Ongoing	29/8/2011	24/2/2014

Item	Title	Decision	Action	Outcome	Status	Date Issue Raised	Issue Followed-Up
		request an update report at each meeting.		<p>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 issues outstanding over which the council can take action under planning legislation.</p> <p>Old social club- No change.</p> <p>No change to either site.</p>			<p>23/05/2014</p> <p>14/11/2014</p> <p>12/02/2015</p> <p>13/05/2015</p>

WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE WORKPLAN – MAY 2015

No.	Subject	Purpose	Lead Officer	Date
1	Housing Report	Quarterly update on housing issues	Gary Stoddart	September 2015
2	Police Report	Quarterly update on police/NRT activity	Insp. Gregor Forbes	September 2015
3	Progress Report	Quarterly report on progress on the ward related issues that have arisen over the course of previous meetings.	Alistair Shaw	September 2015
4	Blackburn Partnership Centre Progress Report	To update on progress with regards to the planning for a Partnership Centre in Blackburn	Alan Colquhoun	September 2015
5	Whitburn Town Centre Update	To update local members on town centre improvements and projects in Whitburn.	Nairn Pearson	September 2015
6	Villages Improvement Fund	To present any applications received to the VIF.	Scott McKillop/ Alice Mitchell	September 2015
7	Fire and Rescue Report	Quarterly report on activity	Alex Hume	September 2015
8	Community Health Champions	To update members on CHC activity	Kate Marshall	September 2015
9	Placemaking in Whitburn	To inform members of the progress	Scott McKillop	September 2015
10	Ward Action Plan Six Month Update	To update on the mid-year progress against the Ward Action Plan targets	Scott McKillop	November 2015
11	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	November 2015
12	Pensioners Christmas Fund	To advise of allocations for 2015/16	Ross Paterson	November 2015
13	Ward Action Plan End of Year Update	To report on the end-year progress against the Ward Action Plan targets	Scott McKillop	2016