



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

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

13 March 2017

A meeting of the **Whitburn and Blackburn Local Area Committee** of West Lothian Council will be held within the **East Whitburn Community Centre, Hens Nest Road, East Whitburn** on **Monday 20 March 2017 at 10:00am**.

For Chief Executive

### **BUSINESS**

#### **Public Session**

1. Apologies for Absence.
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
3. Order of Business, including notice of urgent business.
4. Confirm Draft Minutes of Meeting of the Committee held on 28 November 2016 (herewith).
5. Police Ward Report - report by Inspector Forbes (herewith).
6. Fire Services Ward Report - report by Station Manager Hall (herewith).
7. Blackburn Partnership Centre - report by Head of Service (herewith).
8. Service Update - NETS, Land and Countryside - report by Head of Operational Services (herewith).
9. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith).

10. Whitburn Town Centre Update - report by Head of Planning, Economic Development & Regeneration (herewith).
11. Community Regeneration Update - report by Head of Planning, Economic Development & Regeneration (herewith).
12. Workplan (herewith).

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

MINUTE of MEETING of the WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE of WEST LOTHIAN COUNCIL held within BLACKBURN COMMUNITY CENTRE, ASH GROVE, BLACKBURN, on 28 NOVEMBER 2016.

Present – Councillors George Paul (Chair) and Mary Dickson.

Apologies – Councillor Jim Dickson

Absent – Councillor Barry Robertson

In Attendance –

Alistair Shaw, Lead Officer, West Lothian Council  
Scott McKillop, Community Regeneration Officer, West Lothian Council  
Sergeant Jim Friary, Police Scotland  
Station Manager Richie Hall, Scottish Fire and Rescue Service  
Gary Stoddart, Housing Manager, West Lothian Council  
Nairn Pearson, BIDs Manager, West Lothian Council  
Tony Fleming, Grounds Maintenance Manager, West Lothian Council  
Steve Field, Head of Service, West Lothian Council  
Elaine Nisbet, Welfare Advice Manager, West Lothian Council  
Alison Kerr, Blackburn Community Council  
Dougie Grierson, Community Regeneration Officer, West Lothian Council

1. ORDER OF BUSINESS

The Clerk advised the committee that in terms of the council's Scheme of Administration, the meeting was inquorate. Nevertheless, the meeting could proceed with only two ward members present but any resolutions made would require to be reported to the Council Executive for ratification before they became effective.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTE

The committee noted the draft Minute of its Meeting held on 19 September 2016. The Minute was thereafter signed by the Chair.

4. POLICE WARD REPORT

The committee considered a report by Inspector Forbes, Police Scotland (copies of which had been circulated) which summarised police activity in the ward for the period to 30 September 2016, along with the performance figure for Anti-Social Behaviour for the period up to and including 31<sup>st</sup> October 2016.

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 September 2016, together with comparator figures for the year to date and for the same period in September 2015.

The report then went on to provide a full breakdown of the anti-social behaviour figures for the ward before moving on to provide an overview of the various crime prevention activities that had taken place in the ward during the reporting period. The report concluded with information on forthcoming events and local officer contact details.

Arising from a discussion about ongoing concerns of illegal/inconsiderate parking in Whitburn town centre, Sergeant Friary advised members of Police Scotland's proposed day of action that would target illegal parking in Whitburn. Police Scotland undertook to remind students at Whitburn Academy of the importance of using designated crossing points during school breaks.

The committee heard that problem youths had again become an issue at Hopefield Drive and requested that the area be revisited by police as a matter of priority. Arising from the discussion, the Community Regeneration Officer for the ward undertook to establish whether youth disorder remained a problem for the community centre staff and to report his findings back to ward members and Police Scotland.

### Decision

To note the terms of the report.

## 5. WHITBURN AND BLACKBURN MULTI-MEMBER WARD QUARTERLY PERFORMANCE REPORT

The committee considered a report (copies of which had been circulated) by Scottish Fire and Rescue Service providing an update on activity in the ward for the period up to 30<sup>th</sup> September 2016.

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

The seven key priorities for the ward were outlined in the report.

Attached to the report, at Appendix 1, was a summary report that provided a series of graphs showing a breakdown of accidental dwellings fires, deliberate fires, fires in non-domestic properties, non-fatal non-fire emergencies and unwanted fire alarm signals for Scotland, West Lothian and the ward.

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

Performance Report.

Decision

To note the contents of the report

6. BLACKBURN PARTNERSHIP CENTRE

The committee considered a report (copies of which had been circulated) by the Head of Service providing an update on progress with Blackburn Partnership Centre.

The report recalled that the Blackburn Partnership Centre was being built through a partnership between the council and NHS Lothian. The centre would accommodate the GP practice, community health service, dentist, community centre (including sports hall, IT training suite and multi-purpose early years/young people's space), library, CIS, the Blackburn and Seafield Credit Union and outreach employability services.

The committee noted that construction of the centre had commenced in April 2016 and of the works that had been carried out to date. The next steps would involve the laying of concrete floor slabs and the erection of steel decking and precast staircases. The roof would then be completed and the structural frame, timber cladding and installation of glazing would be carried out between December and March. The internal fit-out of the building would thereafter take place between May and September 2017 with completion planned for September 2017.

Members noted that the Community Consultation Group had been reconvened in September and had agreed to meet monthly until the building opened.

The report provided information on funding that was available for public art on the site and advised that nine applications had received and shortlisted to four, with the artists invited for interview on 4<sup>th</sup> November.

The report explained that funding had been received from McMillan to establish a McMillan hub in the partnership centre which would provide an information point for cancer patients to find advice and information. The hub would be staffed by volunteers. The Neighbourhood Manager and Welfare Rights Manager had considered the concerns expressed at the June meeting of the committee that the hub could have a detrimental effect on the public space in the new centre. Following review, the officers remained satisfied that the hub could be accommodated in the library space with no detriment to other users. Whilst acknowledging the very valuable service the hub would provide, the Chair of the Community Consultation Group was nevertheless disappointed that there had been no efforts to engage with the community regarding the hub during the period when the group had not been meeting.

The report concluded that in order to address concerns about vandalism at the site, 24 hour had been put in place with activity being directed by a

ward inspector. Vandalism and inappropriate use of the automated public convenience remained an issue that was being closely monitored by the council's property team and the unit owner, JC Decaux.

#### Decision

To note the terms of the report.

### 7. ADVICE SHOP SERVICE UPDATE

The committee considered a report (copies of which had been circulated) by the Head of Finance and Property Services outlining the work undertaken by the Advice Shop from April 2015 – March 2016.

The report explained that the Advice Shop offered a free, impartial and confidential service to help the people of West Lothian with a focus to alleviate poverty, promote inclusion and equality through advice, assistance and advocacy.

Appendix 1 to the report provided a visual overview of the number of people the service had worked with over the last year. In total, the Advice Shop had helped 2103 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 report provided the committee with an overview of the work carried out by the Court Advice Project which was funded through the Scottish Legal Aid Board to support anyone facing eviction who engaged with the service to provide positive outcomes. The report then provided a list of the priorities which had been developed over financial year 2015/16

Appendix 2 of the report demonstrated the wider work of the Advice Shop and the specific campaigns that were delivered across West Lothian alongside a range of projects which were provided in partnership with key agencies to target the most vulnerable in our communities.

#### Decision

To note the terms of the report.

### 8. HOUSING, CONSTRUCTION AND BUILDING SERVICES

The committee considered a report by the Head of Housing, Customer and Building Services (copies of which had been circulated) providing an overview of housing performance for the period July to September 2016.

The performance figures for property void and let for mainstream and temporary tenancies were detailed in the report and the committee noted that for the period July to September 2016 there was a total let of 53 properties for mainstream tenancies and 19 properties for temporary

tenancies. There were 34 policy voids in the ward due to properties requiring repairs for asbestos removal, fire damage and Health and Safety issues, 8 of which were being used as decant properties.

A graph within the report demonstrated the position for rent arrears in the ward for the first half of financial year 2016/17 against the previous financial year. The current arrears balance in the ward was £324,350, a significant decrease of £64,788 on last year's position of £389,138. Overall the arrears position for West Lothian had improved by £15,556.

A table within the report provided members with an overview of the level of arrears banding and number of tenants in arrears in the ward at the end of the first half of 2016 compared to the same period in 2015. Although there were 56 serious arrears cases where tenants owed more than £1,000, members noted that 66% of cases fell into the lower bands with arrears of £300 or less. The rent strategy for 2016/17 would continue to improve rent collection methods and support customers in arrears.

Further information was also contained in the report on the following:-

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

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

### Decision

To note the contents of the report

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

The committee considered a report (copies of which had been circulated) by the Head of Operational Services providing an update on the recent activity of the NETS, Land and Countryside Services teams for the period 1<sup>st</sup> August 2016 to 31<sup>st</sup> October 2016 and highlighting future works planned for the locality.

The report provided an overview of the routine works and enquiries that had been carried out by the grounds maintenance, garden maintenance and street cleansing teams. Information on the community involvement work of the enforcement wardens and the issuing of fixed penalty notices was also provided. The report went on to provide a summary of the parks and woodlands routine works and enquiries and concluded with information on the routine works and enquiries dealt with relating to open spaces and cemeteries.

The committee was invited to note the content of the report and advise of

any areas requiring further investigation or inclusion in future work plans. The Grounds Maintenance Manager advised that debate surrounding safety concerns around glyphosate weed killer were ongoing and that officers were keeping updated on developments and would make adjustments if considered necessary.

### Decision

To note the terms of the report.

## 10. WHITBURN TOWN CENTRE UPDATE

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

The report recalled that Whitburn town centre traders and businesses could apply for grant assistance of up to £750 from the Shopfront Improvement Scheme to assist in the costs associated with external frontage improvements. Since the inception of the scheme in August 2012, 23 grants had been awarded. The Scheme was funded through a budget allocation from the council's Town Centre Improvement Fund. In addition, similar assistance was available to local indigenous retail businesses that were situated outwith the settlement boundary of Whitburn, which was funded through the Village Improvement Fund (Shop Fronts). Although no grants had been awarded within Whitburn, a number of enquiries had been received and two awards had been made to premises in East Whitburn and five to premises in Blackburn.

The report then provided committee a full overview of progress that continued to be made to take forward the outcomes contained in the Placemaking in Whitburn master plan which had been channelled through the Whitburn Town Centre Management Group and the Whitburn Regeneration Advisory Group. The committee noted that information on the non-town centre focussed activity arising from the master plan was also referenced in a separate report on Community Regeneration which would be considered at a later point in the meeting.

Officers continued to engage with owners of vacant semi/derelict and under-utilised sites on West Main Street in order to establish future use intentions and entice physical improvements. An update on specific sites that had been the subject of previous discussion by the committee was provided in the report.

The report concluded with an update on the evolving traders group, which had recently appointed office-bearers to allow them to progress financial and banking arrangements, and how the Town Centre Management Group and Traders was hoping to generate ideas to influence remaining capital experience via the town centre improvement fund and to potentially identify and source additional and external funding.

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



Decision

To note the terms of the report.

11. PLACEMAKING IN WHITBURN UPDATE

The committee considered a report by the Head of Planning, Economic Development and Regeneration (copies of which had been circulated) providing an update on progress with the Placemaking in Whitburn masterplan and associated projects.

The report recalled the background to the publication of the masterplan. An appendix to the report provided a comprehensive update on the implementation of each of the actions contained in the masterplan. Highlights of the key actions were listed in the report as follows:

- The application submitted to Scottish Government's Regeneration Capital Grants Fund to enhance the council's allocation for a Partnership Centre in Whitburn and investment in the community centre to enhance it as a learning centre for all ages had been unsuccessful;
- The college was considering the community needs analysis of Whitburn to help provide an evidence base for any future funding applications;
- A meeting had taken place to initiate planning towards a Heritage Trail in Whitburn;
- Links to the Integration Joint Board for Health and Social Care;
- Links to Regeneration Planning across Wst Lothian with an application to support activating having been submitted to the Activating Ideas Fund
- The town centre highlights detailed in the earlier report; and
- Development of a Green Network Group which would develop a Green Infrastructure and Active Travel Plan for the town to guide future spend and attract external funding.

The report concluded that progress had been made towards implementing the Placemaking in Whitburn Masterplan, working groups and partnerships to develop the plans were in place and recommended that committee note the progress made.

Decision

To note the terms of the report.

12. PENSIONERS' GROUPS CHRISTMAS FUND PROVISIONAL

### ALLOCATIONS 2016

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the final allocations to be made from the Pensioners Groups Christmas Fund 2016 to groups in the Whitburn & Blackburn ward, Livingston-wide groups and West Lothian-wide groups.

In 2016, the total fund available was £29,093. The fund was divided by the total number of beneficiaries which for 2016 was 4666 resulting in a global unit cost of £6.24 per beneficiary. In the Whitburn & Blackburn ward, there were 345 beneficiaries and an allocation of £2152.80.

In total, seven applications were issued to groups across the ward, with six having been returned. The intention was that the six groups would be supported. Appendix 1 of the report detailed those organisations that would be supported, together with the allocation to each. One group had disbanded in the area.

One application had been returned by a Livingston-wide group and two applications from West Lothian-wide groups. Appendix 2 provided further details on these organisations.

The committee noted that a full report on the final allocations would be presented to the Voluntary Organisations PDSP in December and that letters had been issued to groups in late October advising of the funding they would receive.

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

### Decision

To note the terms of the report.

## 13. REPORT ON PROGRESS OF REGENERATION PLANNING

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

The report recalled that the Regeneration Framework, agreed by the Council Executive in 2014, contained a commitment to develop regeneration plans in key areas of deprivation in West Lothian. Eight regeneration areas had been identified based on the data zones within the bottom 20% of the Scottish Index of Multiple Deprivation. Work had commenced on 5 of those areas, including Blackburn and Whitburn.

The report provided members with an overview of the approach to developing regeneration plans and close working with the community to develop them as community-led action plans. A common theme that had

emerged at an early stage across all areas was the need and desire to broaden community participation in the process. Therefore many of the actions for Local Area Groups would be to undertake wider community engagement to help identify the issues and assets to build on.

In Blackburn, three meetings of the Blackburn Local Action Group had been held. Representation to the group had been sought from local community and voluntary organisations, services working in the area and local business located in the village. An overview of the current membership list was provided in the report. Initial meetings had been workshop based to encourage active participation to maximise the contribution of all participants. Arising from the meetings, a timeline had been drawn up that detailed the initial actions that the group wished to undertake. The next meeting of the group would focus on the nature of the engagement, how best to carry out engagement and a timescale for delivery. It would look to build on recent engagement by Community Action Blackburn with the local primary schools and the work of the Early Years Group.

The report then moved on to Whitburn and explained that the Whitburn Regeneration Advisory Group, established following the charrette planning exercise in Spring 2015, had assumed the role of the Local Action Group. The group would oversee the implementation of the Placemaking in Whitburn masterplan, whilst the Town Centre Management Group would be responsible for implementing town centre actions. The Group would build on progress around the masterplan and consider whether other projects were required. The regeneration plan would be developed to reflect live activity and any new actions identified by the group.

The committee members noted that a Regeneration Framework Steering Group had been established and had met twice. In addition to overseeing the development of regeneration plans across the 8 areas, they would be responsible for the development and delivery of actions and interventions in relation to the five themes of the Regeneration Framework, as outlined in the report.

Members noted that regeneration profiles had been created for all 8 areas, collating relevant data from national and local sources. The draft profiles for Whitburn and Blackburn were provided as an appendix to the report.

Finally, the report explained that the Scottish Index of Multiple Deprivation 2016 had recently been released and included in the appendix which included new ranking for the different data zones in West Lothian. Officers were currently analysing the data to better understand what changes had taken place and why; this would include analysing boundary variations between 2012 and 2016. Many datazones had been significantly reconfigured and weightings to different domains altered. No direct comparison could therefore be made with previous release of SIMD in many datazones.

The report recommended that committee notes

- (a) that regeneration plans were being developed for Whitburn and Blackburn as part of the Regeneration Framework,
- (b) that structures were in place to work with the local community to develop plans,
- (c) that statistical profiles for Whitburn and Blackburn were being developed,
- (d) that the steering board to develop and oversee the delivery of actions and interventions supporting the Regeneration Framework would continue to meet,
- (e) that regeneration activity would build on the work of the Placemaking in Whitburn exercise and the work of the Community Action Blackburn Project,
- (f) that process and logic models had been developed to support the regeneration planning approach, and
- (g) the timescales for completing the plans.

#### Decision

To note the terms of the report.

#### 14. WORKPLAN

The committee noted the content of the workplan to March 2017 (which had been circulated).

#### Decision

To note the terms of the workplan.



**LOCAL AREA COMMITTEE**

**WARD 7, WHITBURN AND BLACKBURN,**

**REPORT BY POLICE INSPECTOR GREGOR FORBES**

**A. PURPOSE OF REPORT**

Police Update for Whitburn and Blackburn

**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 31<sup>st</sup> January 2017.

### **Our Purpose**

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

### **Our Focus**

Keeping People Safe

### **Our Values**

Integrity, Fairness and Respect

## **NATIONAL PRIORITIES – DELIVERED LOCALLY**

### **Police Scotland Priorities**

1. Violence, disorder and antisocial behaviour
2. Protecting people at risk of harm
3. Road safety and road crime
4. Serious Organised Crime
5. Counter Terrorism

## **WEST LOTHIAN PRIORITIES**

### **Your West Lothian Priorities**

1. Protecting People
2. Reducing Anti Social Behaviour
3. Reducing Violence
4. Tackling Substance Misuse
5. Making our Roads Safer
6. Tackling Serious and Organised Crime

## **COMMUNITY ENGAGEMENT PRIORITIES**

### **Your Local priorities**

1. Preventing Violence and Anti Social Behaviour
2. Making our Roads Safer
3. Tackling Substance Misuse
4. Tackling Acquisitive Crime

## PERFORMANCE

Crimes Groups 1 to 5 (Ref: Crime Statistics JG Area Command) (April 16 – January 2017)						
Area	This year to date			Last year to date		
	Rec.	Sol.	% Sol	Rec.	Sol.	% Sol
West Lothian Area	6283	2869	45.7%	6365	2642	41.5%
Whitburn and Blackburn (April to Jan 2017)	818	366	44.7%	782	322	41.2%

Future statistics will be posted on the Police Scotland Website that can be accessed via the link below.

Ward plans and Community information can also be obtained by using the link to access the website and then tab into 'your community' and enter your postcode to find the Whitburn and Blackburn Ward.

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

ASB performance for period up to and including 31/01/2017

Whitburn and Blackburn Ward – January 2017					
Month	Jan-17	LYTD	TYTD	% Change	
Youth Calls	18	336	272	-19%	
All ASB Calls	97	1318	1265	-4%	
Hate Crime	8	28	38	36%	
Vandalism & Reckless Conduct	24	176	193	10%	
Fire-raising	0	8	12	50%	
Public Space Assaults	15	87	94	8%	

## ISSUES OF NOTE

- **Exceptional Reporting on the above**

The above Anti Social Behaviour results are produced by the West Lothian Community Safety Unit and show the figures up to end of January 2017 and also include the year to date compared to last year to date.

### January 2017

**Youth Calls** –down by 19%, which equates to 64 less calls compared to last year to date. There were 18 calls reported to the Ward in January 2017. The CAT and Ward officers will continue to task to identified hotspot areas to detect and deter offending.

**ASB Calls** – down by 4% in the year to date and this equates to 53 less calls.

**Hate Crime** – rise of 36% with 8 crimes reported in January and 10 more in the year to date.

**Vandalism / Reckless Conduct** – rise of 10% on last year to date which equates to 17 more crimes. 24 crimes recorded in January.

**Fire Raising** – up by 50% - this equates to 4 more than last year to date. 0 reported in January.

**Public Space Assaults** – rise of 8% with there being 7 more calls this year to date than last year to date. 15 reported in January.

## **PREVENTION**

- **Activities**

### **Reducing antisocial behaviour within our communities**

The Ward Officers continue when available to carry out high visibility patrols in local parks and engage with youths as part of their daily tasking.

In an effort to maintain the reduction in youth calls and calls of Anti Social Behaviour the team continue to provide resources at key times in identified areas aimed at reducing ASB and youth calls to the ward.

Hate Crime – Further checks on the 8 Hate Crime incidents reported in January show the following.

Verbal abuse / assault on shopkeeper – 3 (2 incidents involving Pakistani community and 1 involving Italian community)

Abuse via social media – 1 incident directed at Pakistani male

Verbal abuse directed to police officers – 2 incidents

Religion or Belief – 1 incident

School – 1 incident involving inappropriate use of language by a pupil.

*All of the reported incidents have resulted in persons being identified and reported.*

### **Reducing community and social harm caused by drug and alcohol misuse**

The Ward Officers and CAT continue to carry out stop and searches to deter, disrupt, divert and detect offenders.

In January 12 crime reports have been submitted for drug offences with 1 being for growing cannabis, 4 for possession of cannabis, 3 for possession of amphetamine and 1 for Class C tablets. 3 persons have been reported for being concerned in the supply of drug offences with significant recoveries of cannabis and amphetamine being made.

### **Making our Roads Safer**

The Community Action Team carry out road checks to provide reassurance and carry out enforcement and education of young drivers to work towards reducing the communities fear in regards anti social driving by young persons.

Road Safety –

Local officers have carried out Speed checks at various locations in the Ward and they have issued 7 warnings to drivers for speeding that did not meet criteria for offence. As a result of public concerns Seafield received 2 speed checks with 1 ticket for speeding issued.

12 parking tickets were issued in Whitburn, a site for repeated complaint in recent times.

The CAT has seized 2 vehicles in January 1 for being on a public road without valid insurance and the other for breach of an ASBO driving offence.

14 persons have also been reported in January for a variety of Road Traffic offences including driving whilst under the influence of alcohol, careless driving, no insurance, fail to report an accident and document offences. This figure includes 4 people who have allowed their friends or family to use their vehicle and they have been charged with causing and permitting offences.



The CAT officers and Ward officers continue with patrols around primary schools in the Ward to reduce issues of parking offences and educate people dropping children at school to park safely. Seafield received a visit in January and 1 speeding ticket was issued, a person was traced who was wanted on warrant and 3 warnings administered for driving issues.

### **Tackling Acquisitive Crime**

There were 4 houses broken into in January with 3 being solved and person(s) reported. There was also 1 break in to a shed.

There was 1 break in to a business premises in January with a person being traced and reported and 1 attempted break in to a business premises.

Enquiries continue into the crimes where persons have not been identified.

- **Initiatives**

### **Reducing Anti Social Behaviour**

The Community Policing Team work closely with the WLC SNT officer for the area and continue to challenge ASB in the home, issue tenancy warnings, and this can lead to Anti Social Behaviour Orders being issued.

Emerging issues have been identified and actioned at premises in Glebe Road, Welsh Road, Cleland Street and Dixon Road. Partnership work is well underway and where evidence is sufficient ASBO's applied for.

### **Tackling Substance Misuse**

Local officers will act on intelligence received regarding misuse of drugs and will continue to utilise their powers where appropriate to stop and search people suspected of being in possession of drugs.

1 Cannabis cultivation was recovered and local officers are submitting a significant amount of community intelligence gained by closer links with the community.

### **Making our Roads Safer**

The local Ward officers and CAT officers will continue to address identified issues of speeding by carrying out Hand Held Radar checks on main arterial routes in the ward.

The ward officers will continue to patrol at Primary Schools at key times in an effort to deter inconsiderate and unsafe parking by parents and guardians.

Where hotspots are identified the local Ward Officers will liaise with Roads Policing to include on their patrol matrix to maximise opportunity of a police presence to address issue.

## **FORTHCOMING EVENTS**

As a result of a rise in public space assaults and vandalism the local ward inspector made an application to have external police resources allocate patrol time to the Ward.

This resulted in the East Prevention Task Force (PTF) being deployed to the area between 1<sup>st</sup> and 4<sup>th</sup> February 2017.

They had identified tasking and during the period of deployment carried out the following –

19 persons arrested or reported for criminal offences.

27 stop and searches with 8 being positive for drugs / alcohol.

11 licensed premises checked and inspected.

18 warrant enquiries were made and this resulted in 5 arrests and a total of £465 was recovered in outstanding Warrant fines.

The Community Action Team assisted the PTF and their work resulted in a reduction in vandalisms at key locations, increased police presence in evenings at the key hotspot areas in the Ward and positive interaction with the community.

**Need the Police?** – Call **101**. The 101 campaign is ongoing in an effort to raise awareness of the number for members of the public to use to call the police.

We also request that people sign up and follow your local policing team on Twitter [@WestLothPolice](#) and Facebook – [West Lothian Police](#)

## **CONTACTS**

### **Sector Inspector**

Inspector Gregor Forbes

[Gregor.Forbes@scotland.pnn.police.uk](mailto:Gregor.Forbes@scotland.pnn.police.uk)

### **Sector Sergeant**

Sergeant John Fleming

[John.fleming@scotland.pnn.police.uk](mailto:John.fleming@scotland.pnn.police.uk)

### **Community Policing Team Whitburn**

Mail to:

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

PC Wilson and PC McInnes

The policing model has been developed providing a funded officer and ward manager (shown above) in each ward in West Lothian. In addition to this there is a team of 1 + 10 uniformed officers known as the Community Action Team available to assist with community enforcement duties and day to day community policing demands in the west side of the area. PC Grey has now joined the CAT and his expertise in the Ward will assist in CAT deployments to the area.



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

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

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

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

To update the Whitburn and Blackburn Local Area Committee on the activity within Whitburn and Blackburn Multi-Member Ward for the period up to 31<sup>st</sup> December 2016.

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

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

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

<b>I Council Values</b>	<ul style="list-style-type: none"><li>• Being honest, open and accountable</li><li>• Focusing on our customers' needs</li><li>• Making best use of our resources</li><li>• Working in partnership</li></ul>
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Quarterly reports on the Multi-member Ward Operational Plans are being produced to ensure delivery of the Local Fire and Rescue Plan, which is a statutory requirement of the Police and Fire Reform (Scotland) Act 2012.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	WL CPP SOA Performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	SOA1304_13 Number of deliberate fires per 100,000 population SOA1304_14 Number of accidental dwelling fires per 100,000 population.
<b>VI Resources - (Financial, Staffing and Property)</b>	The council contributes to directly and in partnership to the delivery of the Ward Plan
<b>VII Consideration at PDSP</b>	None
<b>VIII Consultations</b>	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 and Blackburn Multi-member Ward Quarterly Report**

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

The seven key priorities within the Whitburn and Blackburn Ward area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies.

## **E. CONCLUSION**

The Whitburn and Blackburn Multi-member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 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.

**Ritchie Hall**

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

**20<sup>th</sup> March 2017**

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



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

### **BLACKBURN PARTNERSHIP CENTRE**

#### **REPORT BY HEAD OF SERVICE**

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

The purpose of this report is to update the committee on progress with Blackburn Partnership Centre.

##### **B. RECOMMENDATIONS**

It is recommended that the committee notes construction of Blackburn Partnership Centre is on target for completion in September 2017.

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

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	None.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	Based on experience at existing partnership centres, the new centre is expected to have a positive impact on performance indicators measuring customer satisfaction.
<b>V Relevance to Single Outcome Agreement</b>	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.

<b>VI Resources - (Financial, Staffing and Property)</b>	The council's contribution to the cost of the centre is £3,968,000. When the centre opens, the community centre and health centre will be surplus to the requirements of the partners.
<b>VII Consideration at PDSP</b>	A report on the partnership centre was considered most recently at the Council Executive on 29 March 2016.
<b>VIII Other Consultations</b>	The Head of Finance and Property Services and Head of Housing, Building and Customer Services have been consulted on this report.

## **D. TERMS OF REPORT**

### **1. Project Summary**

Blackburn Partnership Centre is being built through a partnership between the council and NHS Lothian. The centre will accommodate the GP practice, community health service, dentist, community centre (including sports hall, IT training suite and multi-purpose early years/young people's space), library, CIS, the Blackburn and Seafield Credit Union and outreach employability services.

### **2. Progress to Date**

Construction started in April 2016.

Works since the last update to the LAC in November 2016 have included the laying of concrete floor slabs and the erection of steel decking and precast staircases.

Completion of the roof, construction of structural frame and timber cladding and installation of glazing are due to be completed during March.

### **3. Future Programme**

The internal fit-out of the building will take place between May and September 2017.

Completion is planned for September 2017.

### **4. Communication**

The most recent newsletter is due to be issued by the contractor in March. Copies will be made available at the LAC meeting.

The Community Consultation Group (CCG) continues to meet on a monthly basis. The group comprises representatives from Blackburn Community Council, Blackburn Community Centre Management Committee, Community Action Blackburn and Blackburn Gala Day Committee.

Discussions within the group have been wide-ranging and have recently included the proposed lease and partnership agreement with the management committee, out of hours access to the youth space, design and materials, and proposed use by West Lothian Drug and Alcohol Service. Updates on these issues are provided in section 5 – 9 below.

## **5. Management Committee**

A draft lease and partnership agreement have been prepared by council officers to facilitate the transfer of the community centre management committee to the new centre.

Discussions are underway with the management committee to finalise these documents.

## **6. West Lothian Youth Action Project**

The West Lothian Youth Action Project (WLYAP) has requested that young people, accompanied by youth workers, be allowed emergency out of hours access to the new youth space when required in the interests of young people and the wider community.

Following discussion with officers, it has been agreed that youth workers will be allowed access to this area through the east external door. Out of hours access will not be allowed to any other parts of the building.

## **7. Design and Materials**

Hoskins, the project architects, gave a presentation to the November meeting of the Community Consultation Group (CCG) on proposed building materials, finishes and signage. This raised a small number of issues which are now being considered by the architects.

The CCG also asked whether Disability West Lothian could be consulted on the proposals. An initial meeting provided constructive feedback on issues such as access and parking, entrance and reception, circulation space, toilet provision and means of escape. Further consideration will take place at the Access Committee on 8 March. A verbal update will be provided to the LAC.

Council and health officers are finalising management and maintenance schedules for the centre and have agreed to share these with the CCG as soon as possible.

## **8. Public Art**

Civic Architects have been appointed to execute the public art commission for the new building. An extensive programme of community engagement began through discussions with 82 young people at the recent table talk primary schools conference about why they like Blackburn. The artists have also developed a Facebook page and a scale model of the interior of the centre to aid further discussion with the community.

Separately, a photographic record is to be made of the 1970s mural in the community centre with the intention that this be displayed at the new centre in some way.

## **9. West Lothian Drug and Alcohol Service**

Over the last two or three years, West Lothian Drug and Alcohol Service (WLDAS) has begun to hold consultations with clients in both the community centre and health centre. Because of the timing, this was not taken account of in the provisional timetabling for the new building. WLDAS has, therefore, approached the council to seek meeting space in the partnership centre. Following discussion with both council and NHS staff, it has been agreed that daytime Friday meetings can be accommodated in the health part of the building and Monday evening sessions in the council meeting rooms.

#### **E. CONCLUSION**

Construction of the partnership centre is progressing well with good community engagement. Completion is expected in September 2017.

A further update will be provided to the Local Area Committee on 26 June 2017.

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

Files held in: Housing, Building and Customer Services and  
Financial, Property and Construction Services

**Appendices/Attachments:** None

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01506 282386

**Date:** 20 March 2017





West Lothian  
Council

## **WHITBURN & BLACKBURN LOCAL AREA COMMITTEE**

### **SERVICE UPDATE – NETS, LAND & COUNTRYSIDE**

### **REPORT BY HEAD OF OPERATIONAL SERVICES**

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

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1<sup>st</sup> November 2016 – 31<sup>st</sup> January 2017.

#### **B. RECOMMENDATION**

The Local Area Committee is asked to:

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

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

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

## **D1 Terms of Report**

Report on activity for period 1<sup>st</sup> November 2016 to 31<sup>st</sup> January 2017.

## **D2 Grounds Maintenance Routine Works**

All hedge cutting completed.

Shrub bed maintenance 95% complete.

The first herbicide application will start earlier than usual to minimise the use of Glyphosate. This should be achieved by applying a residual weedkiller when the beds are clean, rather than waiting until Spring when Glyphosate has to be included to kill any weeds that are present.

### **Grounds Maintenance Enquiries**

7 ground maintenance related enquiries were received and dealt with during this reporting period.

Ball Game Enquiries – 1

Bonfire Enquiries - 1

Drainage Flooding Grass Areas – 1

Fencing Enquiries – 1

Ground Ownership Enquiries – 2

Grounds Property Vandalised – 1

## **D3 Garden Maintenance Routine Works**

The Garden Maintenance Scheme will commence in April 2017.

### **Garden Maintenance Enquiries**

5 garden maintenance related enquiries were received and dealt with during this reporting period.

Garden Maintenance General Enquiries – 4

Garden Maintenance Hedge Cutting – 1

## **D4 Cleaner Communities Routine Works**

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

### **Cleaner Communities Enquiries**

131 cleaner communities related enquiries were received and dealt with during this reporting period.

Dead Animals – 5

Dog Fouled Grass/Open Space – 3

Dog Fouling on Paths/Roads – 26

New Dog Waste Bin Request - 1

Glass on Paths/Open Spaces – 6

Graffiti Non Offensive – 1

Illegal Fly Tipping Dumping – 32

Litter General Enquiries – 5

Litter on Grass/Open Space - 2  
Litter on Paths/Roads Verges – 13  
Needle/Syringe Abandoned – 2  
Street Sweeping Enquiries – 15  
Vehicle Abandoned – 17  
Env. Enforcement Officers – 3

### **Enforcement Action**

Environmental Wardens have issued 2 fixed penalty notices for dog fouling offences and 1 fixed penalty notice for fly tipping during the period.

All enquiries regarding fly-tipping if suitable evidence is found are investigated and pursued by Enforcement Officers. Dog fouling patrols are also carried out in an effort to identify anyone failing to clean up after their dog.

### **Environmental Community Involvement**

Enforcement warden are continuing to work with colleagues for Public Transport carrying out school transport checks.

## **D5 Parks and Woodland Routine Works**

Remedial tree safety work at Polkemmet Country Park is on-going.

No major arb/forestry works in this area, 6 jobs completed in this period with only 2 to complete.

Whitburn Green Network improvement proposals progressing. Detailed design and costing of the proposals due to be worked up which will enable planning the delivery of the project.

### **Golf Driving Range Update**

Way leave electricity works are being planned for Polkemmet Country Park. This will involve Scottish Power putting the overhead power lines within the park underground which will improve the park significantly. We are awaiting confirmation from Scottish Power on start dates and timescales. Parks & Woodlands have had discussions with Scottish Power to avoid school holiday dates to minimise the disruption to the parks activities.

### **Parks and Woodland Enquiries (18)**

Tree Branches Overhanging – 1  
Tree Dangerous or Unsafe – 2  
Tree Enquiries General – 2  
Tree Leaves Causing Problems – 9  
Country Park Forestry or Woods - 2  
Ranger Service Education – 1  
Ranger Service Polkemmet - 1

## **D6 Open Space and Cemeteries**

### **Open Space Routine Works – Hunter Grove Park**

The programme of improvement works will conclude in March 2017. Planned improvements include woodland thinning, additional play equipment, new bins and

park signs, path repair, and some tree planting. The area around the entrance to the industrial estate will also be drained and a new path created to improve access into the industrial estate from the park and Town Walk etc.

### **Open Space Enquiries (1)**

Public Park Enquiries – 1

### **Cemeteries Enquiries (9)**

Bench Donations – 1

Cemeteries General Enquiries – 4

Lair Enquiries – 2

Lair Sunken or Uneven - 2

## **E. CONCLUSION**

Routine grounds maintenance operations will continue as usual unless staff are involved in any weather emergency works. We will aim to maintain our strong performance dealing with enquiries within our targets timescales.

The garden maintenance scheme ongoing and additional works in gardens being carried out on behalf of housing.

## **F. BACKGROUND REFERENCES**

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Persons: Tony Fleming, Waverley Street Depot, 01506 776437,  
tony.fleming@westlothian.gov.uk

**Jim Jack**  
**Head of Operational Services**  
**20<sup>th</sup> March 2017**



**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**HOUSING CUSTOMER AND BUILDING SERVICES**

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

**A. PURPOSE OF REPORT**

To provide the Local Area Committee with an overview of the service activities within Whitburn and Blackburn ward for the period 1<sup>st</sup> October – 31<sup>st</sup> December 2016.

**B. RECOMMENDATION**

The Local Area Committee is asked to note Housing, Customer and Building Services activity as detailed in the ward report.

**C SUMMARY OF IMPLICATIONS**

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

**D TERMS OF REPORT.**

## Housing Performance Information

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

### Property Void & Let Performance: Mainstream Tenancies

Void Period	October 2016	%	November 2016	%	December 2016	%	WL Target %
0-2 weeks	6	67%	7	50%	3	33%	55%
2-4 weeks	0	0%	0	0%	1	11%	30%
4+ weeks	3	33%	7	50%	5	56%	15%
<b>Total Lets</b>	<b>9</b>	<b>100%</b>	<b>14</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>100%</b>

### Property Void & Let Performance: Temporary Tenancies

Void Period	October 2016	%	November 2016	%	December 2016	%	WL Target %
0-2 weeks	8	100%	7	100%	9	100%	80%
2-4 weeks	0	0%	0	0%	0	0%	15%
4+ weeks	0	0%	0	0%	0	0%	5%
<b>Total Lets</b>	<b>8</b>	<b>100%</b>	<b>7</b>	<b>100%</b>	<b>9</b>	<b>100%</b>	<b>100%</b>

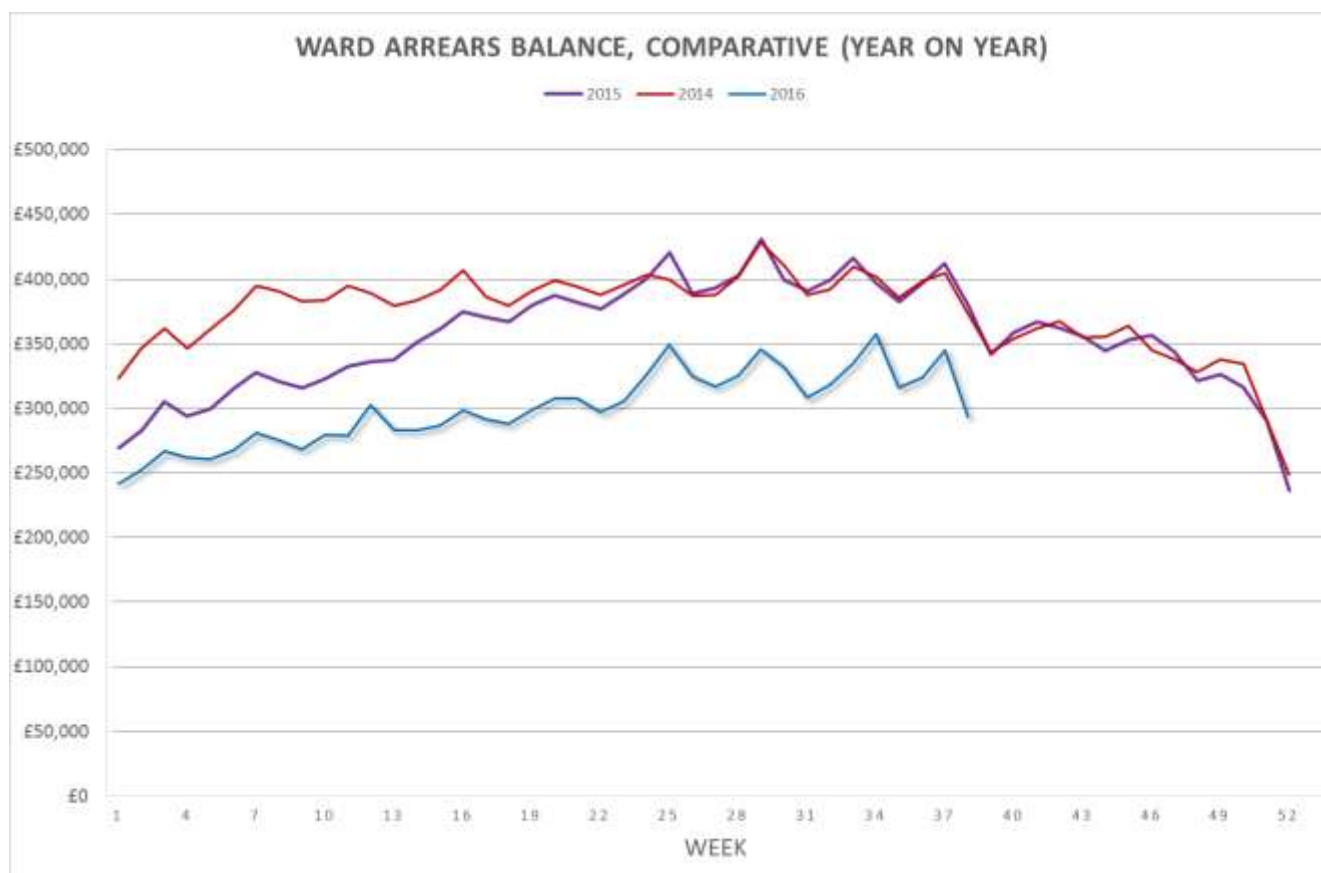
Delays in re-letting can occur for a variety of reasons. The type or location of the property, the completion of void work or the identification of additional works not visible during the initial inspection.

Ensuring that vulnerable persons are appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy management.

In the year to date there have been 117 mainstream tenancies and 61 temporary tenancies let by the Whitburn and Blackburn Housing Team.

There are 32 Policy Voids in the ward; this is due to properties requiring repairs for asbestos removal, fire damage and Health and Safety issues. Six properties are currently being used as decant properties which are all occupied.

## Rent Arrears



Arrears Banding	2015/16 (WK38)		2016/17 (WK38)	
	Balance	Tenants In Arrears	Balance	Tenants In Arrears
£0.01 to £99.99	£14,774	370	£15,060	361
£100.00 to £299.99	£62,609	342	£69,330	381
£300.00 to £499.99	£57,000	149	£63,188	160
£500.00 to £749.99	£52,844	85	£51,467	130
£750.00 to £999.99	£41,482	48	£35,767	42
£1000.00 to £1999.99	£120,096	86	£61,141	46
£2000+	£40,334	15	£28,397	10
<b>Total</b>	<b>£389,138</b>	<b>1095</b>	<b>£324,350</b>	<b>1130</b>

The Ward position for Q3 of 2016/17 is £293,471. This is a decrease of -£86,244 on last year's position.

The West Lothian overall position has decreased by £245,116 from last year and at week 38 was £1,562,678

While there are 57 serious arrears cases (£1,000+) it should be noted 65% of cases are in the lower bands (£300 or less)

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

- Arrangements to pay - increase the visibility of tenants with arrangements within the performance model to identify trends in missed payments for follow up action
- Making best use of resources by considering communicating more with customers through email and telephone
- Increase Direct Debit Take Up by targeted work for example tenants who currently pay by Standing Order

- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.

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

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

Rent arrears activity continues to be a weekly priority task for the team and we 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.

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

#### **Local New Build**

Work started on site at Redhouse, Blackburn in June 2015. Good progress is being made. Lovell Partnerships are developing this site for 100 homes.

<b>Ward</b>	<b>Site</b>	<b>No. of Units</b>	<b>Start Date</b>	<b>Houses handed over</b>	<b>Site complete</b>
Blackburn	Redhouse	100	June 2015	0	No

#### **Capital Programme**

<b>Blackburn</b>	Ladeside	Upgarde BISF Properties to EESSH standard	0%	Substantial design requirements caused initial delay which has been compounded by the asbestos surveys.
<b>Seafield</b>	Beech Place and Dean Place	Replace step platts	12%	Progressing well in line with programme and budget. No issues.
<b>Whitburn</b>	The Loch Scheme	Structural roof works: Stairs and balcony repairs: Insulation: render upgrades:paths: lintel & cills where required	5%	Individual properties completed that required urght major repairs. Programme is in design development due to structural issues and how owners properties can be included to allow tenants properties to be completed
<b>Whitburn</b>	Empire Street, Baillie Street and Bog Road	Roofs & Roughcast to all: Heating upgrades and chimney removals:steps and paths	69%	This years programme is progressing well in line with programme and budget. No issues.
<b>Whitburn</b>	Glebe Road, Union Road, Armadale Road, Manse Avenue, Griffith Drive, Dick Gardens	Roofs & Roughcast to all: Heating upgrades and chimney removals:steps and paths	100%	Scaffolding issues caused site delays to this years programme which has now progressed to completion.



## Tenant Participation

The TP team have been very busy over this period and have been working alongside other parts of the service reviewing processes, visiting teams improving communication and joint working. We have undertaken local events including a session at the Regal in Bathgate and the Joint housing network had their festive event with 20 members attending including the homeless network.

**Queue Busters** sessions to support awareness and use of the new online Tenants Self-Service Portal took place during October, November and December. These sessions were arranged over peak periods to offer customers the opportunity to set up an account on site. The sessions were facilitated by members of the performance and change team and took place Bathgate, Strathbrock, Whitburn, Armadale and Livingston with contact made with over 770 customers.

**Digital Inclusion Sessions** - Three pilot sessions were held during October to encourage tenants to access and use the internet. This is a joint venture between Adult Basic Education and the Tenants Participation Team. The sessions were also used to promote the Tenants Self-Service Portal, the Tenants Facebook Group and to raise awareness of the tenant participation opportunities available. Evaluation in November will determine the benefit of further sessions.

**The Tenant Facebook group** continues to provide customers with an online area where they can receive important information, keep abreast of TP events and be consulted on housing matters. With 208 members it remains the largest group of customers linked to TP. We are looking to continue to increase membership and the use of this method of consultation.

**Good Neighbour Awards 2016** took place during October. The awards were held under a new format this year, enabling more of the finalists, their families and nominators to attend a formal reception hosted by Councillor George Paul within the Civic Centre. This was the seventh year of the awards, recognising local community activism and support. The overall award winner for 2016 was Louise Kelly from Livingston.

**TIS AGM Showcase** - The team were asked to present to the Tenants Information Service (TIS) AGM on the development of our tenants financial scrutiny model, following the successful application to the TIS Awards in June. The Service Development Officer delivered the presentation jointly with Alison Kerr from the Tenants Panel. The input was well received and may potentially generate benchmarking requests from other landlords and tenants groups.

**Scottish Housing Regulator Visit Feedback** - The Scottish Housing Regulator visited the council in September. Formal feedback on our ARC processes received in October was very positive, with no recommendations for improvement identified.

**Tenants News & Landlord Report** - Following changes, the autumn edition of Tenants News and Landlord Report were updated and issued during October.

**The TPAS Awards 2016** took place 18th November at the Fairmont Hotel in St Andrews. Dyann Evans, Quality Development Officer, was awarded Runner-Up for the category of Tenant Participation Champion of the Year.

**Annual Tenant Satisfaction Survey (ATSS) focus groups** took place from September – December in various locations with approximately 30 tenants taking part. This formed part of the 2015 improvement plan and their views have been noted and will be taken on board when making recommendations. Feedback will be given to those who participated to inform them of how their opinions have helped influence changes to service delivery.

## 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.

Joint visits are carried out with the SNT Officer and Housing staff with appropriate warning letters being served and relevant process being carried out where further legal action is requested in obtaining ASB Orders.

Due to high levels of incidents in previous years in Blackburn, work was done jointly with Police and the Scottish Fire and Rescue Service on the build up to Bonfire Night. Meetings were held and visits carried out jointly in advance of the weekend, planned controls were carried out over the weekend by SNT staff and Police which resulted in a decrease of calls over the period.

Multiple complaints regarding youth ASB have been received over the period some of which included egging windows, a letter drop was carried out which led to information being received as to who was responsible as to who was involved. This also led to identifying a vulnerable 18 year old who was being targeted by youths to buy alcohol for them, visits were made to local shops involved to prevent any further sales of alcohol to those involved. Additional Police patrols were deployed in the area over the following weeks which showed a dramatic decrease to the incidents reported.

#### **E. CONCLUSION**

To note the contents of the report.

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

None

Appendices/Attachments: None

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Tel: 01501 678012

Date: 20<sup>th</sup> March 2017



**WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE**

**WHITBURN TOWN CENTRE UPDATE**

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

**A. PURPOSE OF REPORT**

The purpose of this report is to update the Elected Local Members on town centre related matters within Whitburn town centre.

**B. RECOMMENDATION**

It is recommended that Members note the contents of this report for their information.

**C. SUMMARY OF IMPLICATIONS**

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

**D. TERMS OF REPORT**

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

### **Town Centre Shopfront Improvement**

Whitburn town centre traders and businesses continue to be eligible to apply for grant assistance through the Shopfront Improvement Scheme, to assist in costs associated with any external frontage improvements. Since the inception of the current operational scheme in autumn 2012, and at the time of writing this report, there have been a total of twenty-five approved grants and awards made. There remain a number of enquiries; with formal applications awaited and/or completion of works to be verified. The Shopfront Improvement Scheme is funded through the budget allocation from the Council's Whitburn Town Centre Improvement Fund.

There is similar grant assistance available to local indigenous retail businesses that are situated out with the prescribed town centre boundary, but are located within the settlement boundary of the town of Whitburn. To date, despite a number of enquiries there have been no applications received or grants awarded in Whitburn; although it is reported that seven awards have been made in total in East Whitburn and Blackburn, both within this Ward. This particular shop front scheme is funded through the budget allocation from the Council's Village Improvement Fund.

### **Placemaking in Whitburn**

Since reporting to the Local Area Committee in November 2016, progress continues in taking forward the outcomes contained within the master plan. This is channelled through the Whitburn Town Centre Management Group (town centre related items), and the Whitburn Regeneration Advisory Group (non-town centre). As such, it is recommended that this report is read alongside the separate Community Regeneration Update to this meeting of the Local Area Committee, which focuses upon the whole town and non-town centre actions. The main highlights to note are:

Whitburn Traders and Whitburn & District Community Council have been successful in their application to the Carnegie Trust UK 'Twin Town' initiative, which twins them with the town of Oswaldtwistle in Lancashire, with both sharing very similar characteristics and industrial history and heritage. This is an 18 month project, commencing with the hosting of exchange familiarisation trips involving community representatives from both towns during March 2017.

Support for continual emergence of and role of Whitburn Traders Action Group, and the identification of town centre enhancement projects and activities. This has included support to the Group for a recent funding submission to the Council's 'Grassroots 2' Public Art Grant for 2017/18, for the proposed Whitburn Shop Shutters Mural. At the time of writing this report, a decision is anticipated during March 2017. This project is in principle being supported through the Whitburn Town Centre Improvement Fund.

Council officers are engaged with owners of vacant, semi-derelict and under-utilised sites along West Main Street to establish future use intentions and entice their physical improvement. Council officers continue to monitor a number of landowner prospective actions including: sale/disposal for one site; progression of building warrant for re-use; request for carrying out of physical environmental and amenity focused improvements to buildings, frontages and land; and consideration of other potential improvements.

Whitburn Town Centre Management Group and stakeholders are utilising the Masterplan and the Town Centre Toolkit (Scottish Government) to generate ideas to action and influence the remaining Town Centre Improvement Fund for Whitburn, and to potentially identify and source additional funding opportunities.

## **E. CONCLUSION**

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

## **F. BACKGROUND REFERENCES**

None

Appendices/Attachments: None

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**Craig McCorriston**

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

27 March 2017





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

### **COMMUNITY REGENERATION UPDATE**

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

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

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

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

It is recommended that members note:

1. progress to date with the Placemaking in Whitburn initiative;
2. progress in Blackburn with regards to planning towards developing a Regeneration Plan for the area; and
3. an update on work to support groups to access the Villages Improvement Fund.

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

<b>I Council Values</b>	Focusing on our customers' needs. Being honest, open and accountable. Providing equality of opportunities. Making best use of our resources. Working in partnership.
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	Community regeneration reinforces the council's commitment to community planning at a local level.  The projects set out do not require a strategic environmental assessment. The projects to different degrees seek to address health and equality issues.
<b>III Implications for Scheme of Delegations to Officers</b>	None.
<b>IV Impact on performance and performance Indicators</b>	Performance indicators relating to the activity within the plans are captured within the set of Regeneration key performance indicators.
<b>V Relevance to Single Outcome Agreement</b>	<ul style="list-style-type: none"><li>- We are better educated and have access to increased and better quality learning and employment opportunities.</li><li>- We live in resilient, cohesive and safe communities.</li></ul>

	<ul style="list-style-type: none"> <li>- We live longer, healthier lives and have reduced health inequalities.</li> <li>- We make the most efficient and effective use of resources by minimising our impact on the built and natural environment.</li> </ul>
<b>VI Resources - (Financial, Staffing and Property)</b>	The activities set out are funded from existing budgets and relevant external sources.
<b>VII Consideration at PDSP</b>	Annual updates on regeneration plans will be presented to Partnership and Resources PDSP.
<b>VIII Other consultations</b>	None.

## D. TERMS OF REPORT

This report highlights the main regeneration activity within the ward. It covers the Whitburn masterplan, planning towards developing a Regeneration Plan for Blackburn, and activity related to the Villages Improvement Fund.

### Whitburn

The finalised Placemaking in Whitburn masterplan was reported to the Development and Transport PDSP in December 2015. The Regeneration Advisory Group, one of two groups which are tasked with implementing actions from the Placemaking in Whitburn masterplan. Therefore, this part of the report should be read alongside the Whitburn Town Centre Update report to this meeting of the Local Area Committee which highlights the main actions related to the town centre.

Progress continues to take forward the outcomes contained within the Masterplan. This is being developed through the now established Regeneration Advisory Group alongside the Whitburn Town Centre Management Group. Given the scale of the Masterplan, the necessary working partnerships are in place to further develop the various actions, and to pursue feasibility work and funding where appropriate. To date, since the last report, the main highlights are:

- Marketing and Branding: Some small-scale funds are being provided which will enable work to be undertaken to develop branding for the town and produce tangible outputs. The background to this was the groups, in particular the community groups, desire to see Whitburn promoted as an attractive place for people to do business, work and visit. Therefore, the objectives of this project will be to:
  - a) create a positive image for the town which will contribute towards improving pride of residents, take up of tourists/visitors and growing the local economy.
  - b) contribute to increasing new business and employment opportunities, and services for residents.
  - c) better inform the community of facilities, business, leisure activities, and general advice and support services for individuals and businesses.

Officers are currently preparing the tender for this work.

- Heritage Trail: The community regeneration officer is leading the Heritage Trail sub-group which involves representatives from the community council and community development trust. Retired local historian, Sybil Cavanagh, is also on the group. They have met to discuss taking forward planning to establish a Heritage Trail which will help tie in the different parts of town – the town centre/old



town', Heartlands and Polkemmet Country Park. There will be a consultation throughout March and April to help identify what this will consist of before being presented to the Heritage Lottery Fund for support. This will take place in Polkemmet Country Park, Whitburn Community Centre, Whitburn Library and Whitburn Housing Office.

- Green Infrastructure Planning: A map of green network and active travel projects is being developed for the town. This will show both planned projects using existing resources and aspirational projects from the Development Framework that could be funded externally. It will also include reference to the partnership centre and planned gateways project. Discussions have taken place with local representatives around how these can be used to promote and raise the wider community's awareness of the different projects. It is hoped to use this as a promotional tool.

The group are currently reviewing the actions within the masterplan to ensure they are still relevant and achievable. The group are also considering whether there are other needs and opportunities within the town which need to be responded to and together this will form the Whitburn Regeneration Plan.

### Community Celebration Event

Whitburn Community Development Trust is hosting a community celebration event on 29 April in Brucefield Church. The purpose of the event is to allow community groups and services within the community, including the council, to showcase what they do and provide opportunity to engage with residents.

### Whitburn Partnership Centre - Community Engagement

A project board has been established for this and is chaired by the Head of Housing, Customer and Building Services.

A community consultation group is also forming following a meeting on Monday 6 March 2017 involving representatives from Whitburn Traders, Whitburn and District Community Council, Whitburn and District Community Development Trust and Whitburn Community Education Association. The role of this group is to oversee and comment on the development of the internal spaces, suggest potential partners or new uses as well as help to consult more widely with the community of Whitburn.

## **Blackburn**

The Blackburn regeneration group has now met five times. The current focus is on engaging with the wider community to get a sense of what issues could help shape the Blackburn Regeneration Plan going forward. The engagement has started and will continue to end of April to try and get a good level of response. It is also hoped that through the engagement some new community members will be identified who will want to be involved or kept informed about progress.

The engagement will involve the schools, groups in the community centre, library/CIS, football club, Blackburn Family Centre, Blackburn Community Council, some street work in and around the Mill Centre, and other opportunities that are identified.

Once completed the planning group will use the information to help shape the plan, bringing together the issues raised by the community and by partners. The intention remains to have this in place by October.

Community Youth Services and Community Action Blackburn have put together an Easter programme in the centre with the support of the management committee.

The Boulder Path Bathgate Road verges improvement project has been nominated by Community Action Blackburn for the Scottish Civic Trust My Place Award. The project was developed by Community Action Blackburn, closely supported by the Community Regeneration team, and funded through the Village Improvements Fund. The winners will be announced on the 23 March 2017.

### **Villages Improvement Fund**

The community regeneration officer has been supporting and encouraging groups in Greenrigg, East Whitburn and Seafield.

Greenrigg - The CRO has been working with Harthill Royal AFC to see if their proposal to improve the kick pitch within their park is eligible for this funding. This is part of the club's wider plans to improve the facility and activity of the football club for which they are working closely with West Lothian Council Community Sport team. At present, the club are discussing proposals with the Community Council.

East Whitburn - The CRO has met with representatives who are part of both the East Whitburn Gala Day committee and Community Education Association to discuss their ideas for the fund. They are considering a community noticeboard as well as a more ambitious idea which would improve the physical linkages between Redmill Park and the housing scheme to the west via Burn Place, which they say is a main thoroughfare within the village.

Seafield - The CRO has been working with Seafield Bowling Club which is keen to develop a proposal to improve the clubhouse building. It has been emphasised that any proposal will need to demonstrate wider community benefit before being eligible for consideration by officers and members.

## **E. CONCLUSION**

The process for developing regeneration plans is underway within the Whitburn and Blackburn ward. Local action groups have been established and have begun the process of evidence gathering and community engagement. This work is being complimented by the activity of the overarching Regeneration Framework Steering Group. In Whitburn, the Placemaking in Whitburn work provides the basis for regeneration planning.

The logic and process models attached as appendices outline the regeneration team's approach to developing community-led regeneration in these areas.

## **F. BACKGROUND REFERENCES**

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

West Lothian Regeneration Framework 2014-2034

Appendices/Attachments: None

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**Craig McCorriston**  
**Head of Planning, Economic Development and Regeneration**  
20 March 2017

# **WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE WORKPLAN – AS OF MARCH 2017**

<b>No.</b>	<b>Subject</b>	<b>Purpose</b>	<b>Lead Officer</b>	<b>Date</b>
1	Housing Report	Quarterly update on housing issues	Gary Stoddart	June 2017
2	Police Report	Quarterly update on police/NRT activity	Insp. Gregor Forbes	June 2017
3	Whitburn Town Centre Update	To update local members on town centre improvements and projects in Whitburn.	Nairn Pearson	June 2017
4	Fire and Rescue Report	Quarterly report on activity	Richie Hall	June 2017
5	Operational Services Report	Quarterly report on activity	Tony Fleming	June 2017
6	Community Regeneration Report	To provide update on regeneration activity within the ward	Craig McCorriston	June 2017
7	Villages improvement Fund	To present any applications	Steve Field	June 2017