



Whitburn and Blackburn Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

21 September 2021

A meeting of the **Whitburn and Blackburn Local Area Committee** of West Lothian Council will be held within the **MS Teams Virtual Meeting Room** on **Monday 27 September 2021 at 10:00am**.

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence
2. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest
3. Order of Business, including notice of urgent business and declarations of interest in any urgent business
4. Confirm Draft Minutes of Meeting of Whitburn and Blackburn Local Area Committee held on Monday 07 June 2021(herewith)
5. Fire Service Ward Report - report by Scottish Fire & Rescue Service (herewith)
6. Police Scotland Ward Report - report by Police Scotland (herewith)
7. Service Update - Nets, Land and Countryside - report by Head of Operational Services (herewith)
8. Housing, Customer and Building Services - report by Head of Housing, Customer and Building Services (herewith)

9. Community Regeneration Update - report by Head of Planning, Economic Development & Regeneration (herewith)
10. Heartlands Developer Contributions Fund (Whitburn): Proposed Funding Awards - report by Head of Planning, Economic Development and Regeneration (herewith)
11. General Services Capital Programme Update - report by Head of Finance and Property Services (herewith)
12. Workplan (herewith)

NOTE **For further information please contact Karen McMahon on tel. no. 01506 281621 or email karen.mcmahon@westlothian.gov.uk**

CODE OF CONDUCT AND DECLARATIONS OF INTEREST

This form is to help members. It is not a substitute for declaring interests at the meeting.

Members should look at every item and consider if they have an interest. If members have an interest they must consider if they have to declare it. If members declare an interest they must consider if they have to withdraw.

NAME	MEETING	DATE

AGENDA ITEM NO.	FINANCIAL (F) OR NON- FINANCIAL INTEREST (NF)	DETAIL ON THE REASON FOR YOUR DECLARATION (e.g. I am Chairperson of the Association)	REMAIN OR WITHDRAW

The objective test is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor.

Other key terminology appears on the reverse.

If you require assistance, please ask as early as possible. Contact Julie Whitelaw, Monitoring Officer, 01506 281626, julie.whitelaw@westlothian.gov.uk, James Millar, Governance Manager, 01506 281695, james.millar@westlothian.gov.uk, Carol Johnston, Chief Solicitor, 01506 281626, carol.johnston@westlothian.gov.uk, Committee Services Team, 01506 281604, 01506 281621 committee.services@westlothian.gov.uk

SUMMARY OF KEY TERMINOLOGY FROM REVISED CODE

The objective test

“...whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice your discussion or decision making in your role as a councillor”

The General Exclusions

- As a council tax payer or rate payer or in relation to the council's public services which are offered to the public generally, as a recipient or non-recipient of those services
- In relation to setting the council tax.
- In relation to matters affecting councillors' remuneration, allowances, expenses, support services and pension.
- As a council house tenant, unless the matter is solely or mainly about your own tenancy, or you are in arrears of rent.

Particular Dispensations

- As a member of an outside body, either appointed by the council or later approved by the council
- Specific dispensation granted by Standards Commission
- Applies to positions on certain other public bodies (IJB, SEStran, City Region Deal)
- Allows participation, usually requires declaration but not always
- Does not apply to quasi-judicial or regulatory business

The Specific Exclusions

- As a member of an outside body, either appointed by the council or later approved by the council
- The position must be registered by you
- Not all outside bodies are covered and you should take advice if you are in any doubt.
- Allows participation, always requires declaration
- Does not apply to quasi-judicial or regulatory business

Categories of “other persons” for financial and non-financial interests of other people

- Spouse, a civil partner or a cohabitee
- Close relative, close friend or close associate
- Employer or a partner in a firm
- A body (or subsidiary or parent of a body) in which you are a remunerated member or director
- Someone from whom you have received a registrable gift or registrable hospitality
- Someone from whom you have received registrable election expenses

MINUTE of MEETING of the WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE held within WEBEX VIRTUAL MEETING, on 7 JUNE 2021.

Present – Councillors George Paul (Chair), Kirsteen Sullivan, Jim Dickson

Apologies – Councillor Bruce Fairbairn

In Attendance -

Ann Marie Carr, Lead Officer, West Lothian Council
Scott McKillop, Community Regeneration Officer, West Lothian Council
Michelle Kirkbright, Community Regeneration Officer, West Lothian Council
Lynne Gow, Scottish Fire & Rescue Service
Sergeant Iain Wells, Police Scotland
Andy Johnston, NETs, Land and Countryside Manager, West Lothian Council
Gary Stoddart, Housing Manager, West Lothian Council
Eirwen Hopwood, Parks & Woodlands Manager, West Lothian Council

1. DECLARATIONS OF INTEREST

There were no declarations of interest made.

2. MINUTES

The committee approved the draft minute of its meeting held on 1 March 2021 as a correct record.

3. SERVICE UPDATE - NETS, LAND AND COUNTRYSIDE

The committee considered a report (copies of which had been circulated) by the Head of Operational Services advising of the recent activity of the NETs Land & Countryside Services' teams for the period 1 February 2021 – 30 April 2021.

It was recommended that the committee:

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

Decision

1. To note the terms of the report; and

4. POLICE SCOTLAND WARD REPORT

The committee considered a report by Police Scotland (copies of which had been circulated) providing an update on performance, activities and issues across the ward for the period up to 29 March 2021.

Sergeant Iain Wells presented the report and highlighted that pages one and three referred to the Armadale and Blackridge committee although the information therein related to the Whitburn and Blackburn wards.

The committee noted the figures detailed within the report and made reference to the analyst role which had been discussed at previous meetings. The Head of Housing, Customer and Building Services undertook to discuss the current position with regards to this potential post and update the four ward members accordingly.

It was recommended that the committee note the content of the report.

Decision

1. To note the terms of the report;
2. To note the report incorrectly detailed the Armadale and Blackridge committee on pages one and three; and
3. To ask that Ann Marie Carr update the four ward members on the current position regarding the analyst role.

5. HOUSING, CUSTOMER AND BUILDING SERVICES

The committee considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services providing an overview of the service activities within the Whitburn and Blackburn ward.

The committee noted the change to Universal Credit whereby the council can update a tenants rent for the financial year through the portal to ensure it reflects the current figure. Every opportunity continues to be given to tenants to address any arrears and if there is no engagement an application can be made for the housing costs to be paid as a direct deduction. It was requested that officers provide the number of tenants who have their rent taken directly from their Universal Credit payment.

It was recommended that the committee note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 4 - 1 January to 31 March 2021.

Decision

1. To note the terms of the report; and
2. To ask that officers circulate to the four ward members the number of Universal Credit receiving tenants who have their rent taken at source.

6. FIRE SERVICE WARD REPORT

The committee considered a report (copies of which had been circulated)

by the Scottish Fire & Rescue Service updating the Whitburn and Blackburn Local Area Committee on the activity within Whitburn and Blackburn Multi-Member Ward for the period up to 31 March 2021.

Information on youth engagement was discussed and the service undertook to include more detail on this engagement in the next report to the committee.

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

Decision

1. To note the terms of the report; and
2. To ask that the next Fire Service ward report include information on youth engagement.

7. COMMUNITY REGENERATION UPDATE

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

It was recommended that the committee note:

1. Updates on activity within Blackburn regarding potential partnership projects being developed, progress with the Health and Wellbeing Group, the Food Group and Blackburn Community Choices;
2. Updates on activity within Whitburn regarding Whitburn Services Group, the 'Whole Systems Approach' pilot project to Type 2 Diabetes in Whitburn and Whitburn town centre related matters;
3. Details on the proposed timescale for rollout of the Heartlands Developer Contributions Scheme in Whitburn;
4. The update on progress of developing Whitburn Partnership Centre;
5. The update on progress with the outstanding Scottish Government's Town Centre Fund projects within the ward; and
6. The update on activity of the council's Employability Team with the ward.

Decision

To note the terms of the report.

8. PROPOSED TIMETABLE OF MEETINGS 2021-2022

A copy of the proposed timetable of meetings for 2021-2022 had been circulated.

Decision

To note the timetable of meetings for 2021-2022.

9. WORKPLAN

A copy of the workplan had been circulated for information.

Decision

To note the workplan.

Data Label: Public



West Lothian
Council

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 30th June 2021.

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

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.
IV Impact on performance and performance Indicators	WL CPP SOA Performance indicators.
V Relevance to Single Outcome Agreement	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 Ward 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 2018, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

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

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

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

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

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

E. CONCLUSION

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

F. BACKGROUND REFERENCES

None.

Gordon McGuire

Station Manager, Scottish Fire and Rescue Service

August 2021

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



West Lothian Council Area

Ward Performance Report

Quarter 1 2021

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.

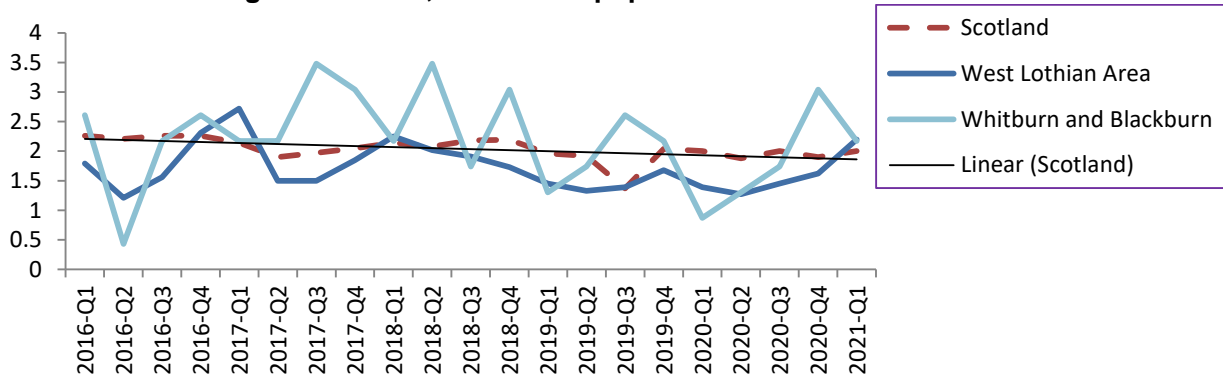
In addition to historical ward based activity, this performance report provides information on the historic activity in the West Lothian Council area and Scotland. To allow benchmarking to be undertaken, the units of measurement in the performance graphs in the report are based on incidents/events per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

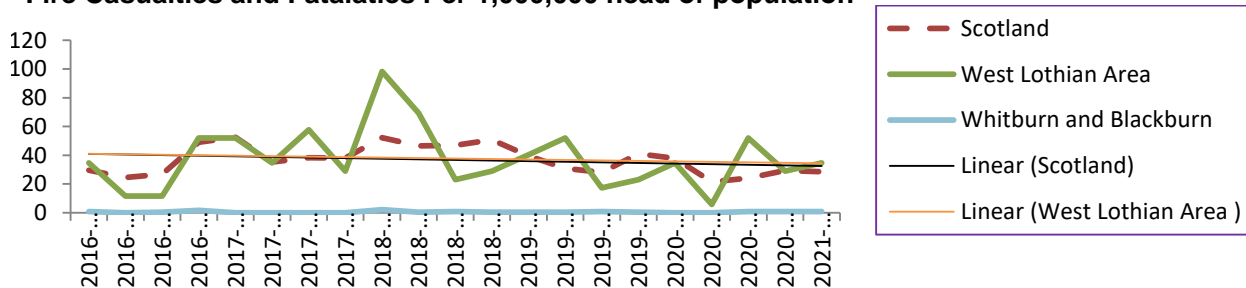
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Accidental Dwelling Fires Per 10,000 head of population



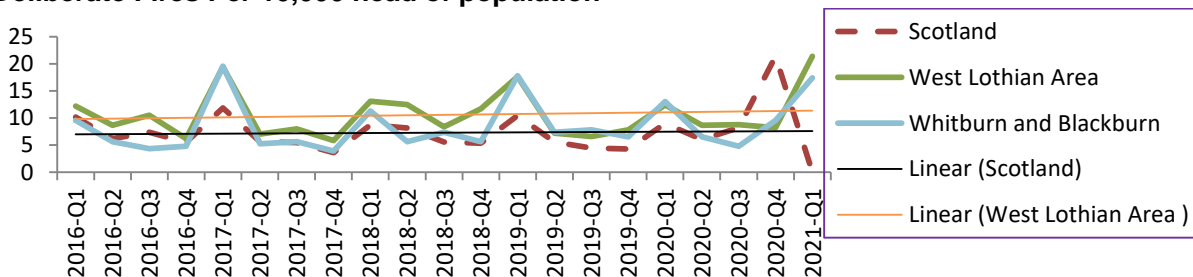
During the 2021-22 year to date reporting period SFRS have dealt with 5 accidental dwelling fires in comparison to 2 during 2020-21 year to date reporting period.

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



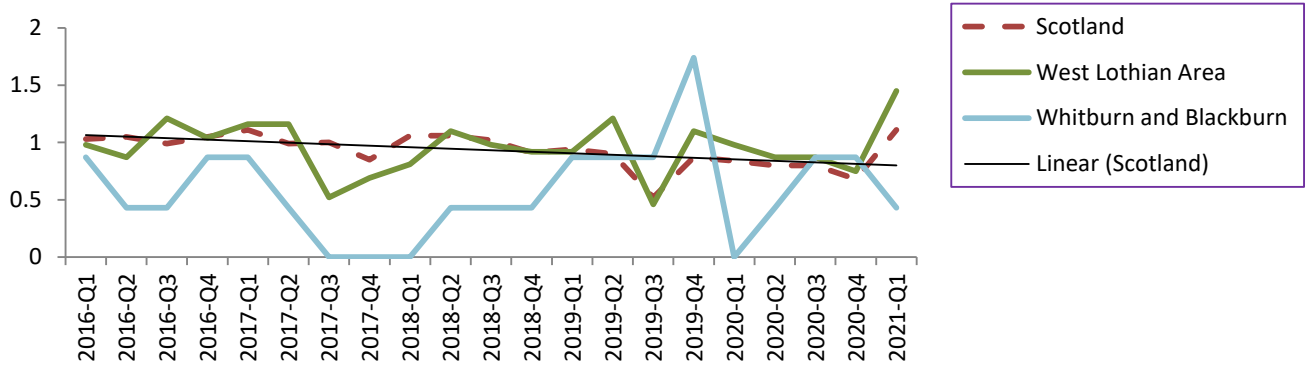
During the 2021-22 year to date reporting period SFRS have dealt with 2 Casualties and 0 Fatalities due to fire in comparison to 0 Casualties and 0 Fatalities during 2020-21 year to date reporting period.

Deliberate Fires Per 10,000 head of population



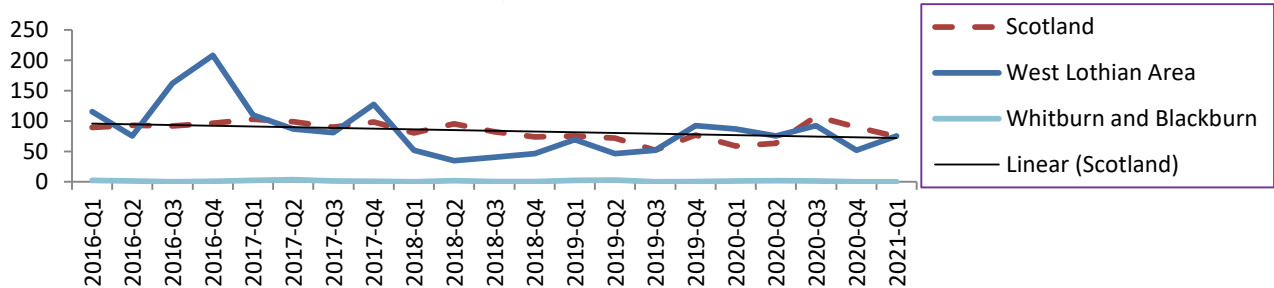
SFRS have dealt with 40 Deliberate fire incidents during 2021-22 year to date reporting period in comparison to 30 during 2020-21 year to date reporting period.

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



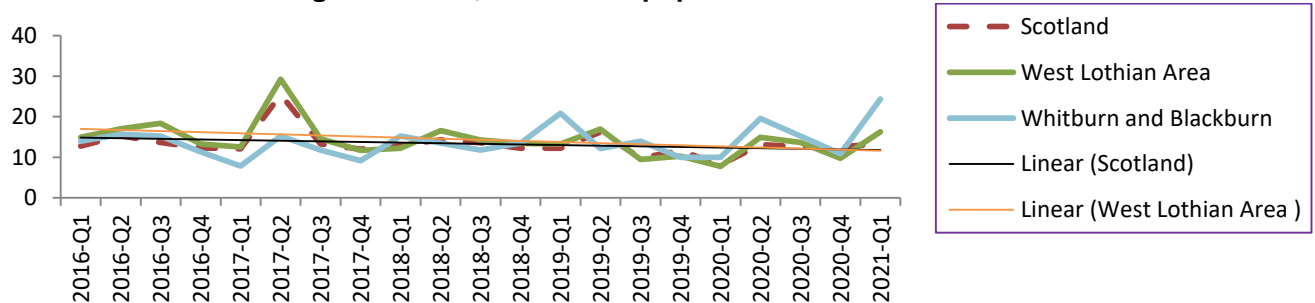
SFRS have dealt with 1 non domestic fire incidents during 2021-22 year to date reporting period in comparison to 0 during 2020-21 year to date reporting period.

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



SFRS have dealt with 0 casualties from Special Services during 2021-22 year to date reporting period in comparison to 1 during 2020-21 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

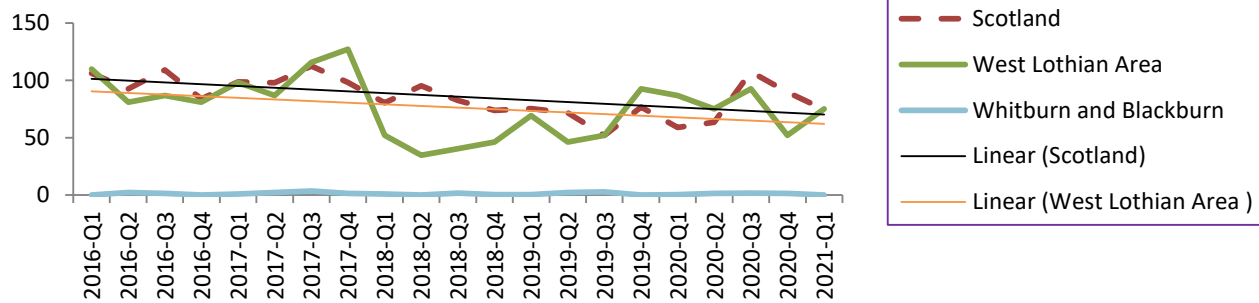


SFRS have dealt with 56 UFAS incidents during 2021-22 year to date reporting period in comparison to 24 during 2020-21 year to date reporting period.

Additional Comments

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

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

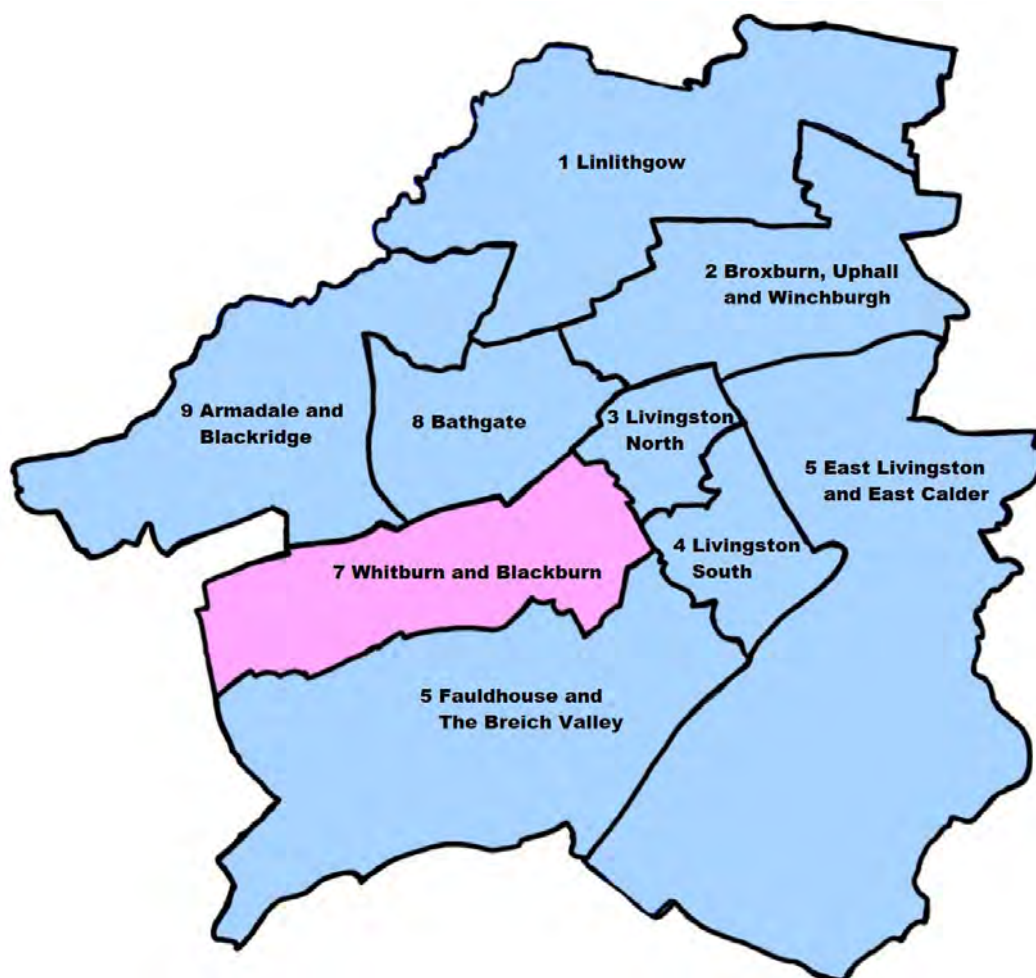


During the 2021-22 year to date reporting period SFRS have dealt with 0 Casualties and 0 Fatalities from RTC's in comparison to 3 Casualties and 0 Fatalities during 2020-21 year to date reporting period.



West Lothian Area Command

Lothian and Scottish Borders



Ward 7 Whitburn & Blackburn Multi Member Ward Report

Quarter 1 – 2021/2022

A. PURPOSE OF REPORT

The purpose of this report is to provide the Local Area Committee with an update on performance, activities and issues across the Ward for the period up to 4th July 2021.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes the content of the report.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources; and 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	Performance relative to the same period in 2020; set out in the report.
V	Relevance to Single Outcome Agreement	We live our lives free from crime, disorder and danger; we take pride in a strong, fair and inclusive society
VI	Resources - (Financial, Staffing and Property)	None.
VII	Consideration at PDSP	None.
VIII	Other consultations	None.

D. TERMS OF REPORT

Introduction:

This document is intended to provide a summary of the performance of West Lothian Area Command for the reporting period of Quarter 1 2021/2022. The report references the police priorities within the Local Police Plan for West Lothian 2020-2023, namely:

- Protecting The Most Vulnerable People
- Reducing Violence and Anti-Social Behaviour
- Reducing Acquisitive Crime
- Improving Road Safety
- Tackling Serious and Organised Crime

The data provided in this report is for information purposes to allow Partnership Members to conduct their scrutiny responsibilities.

Whitburn and Blackburn Community Engagement Priorities:

- Violence, Disorder and Anti-Social Behaviour
- Substance Misuse
- Acquisitive Crime
- Road Safety

Whitburn & Blackburn Community Officers

PC Carol-Ann Wilson

PC Barrie Kennedy

Executive Summary:

Officers in West Lothian have been focused to delivering, with our key partners, our Local Policing Priorities, and meeting our commitment to Keep People Safe.

- **Protecting the most vulnerable people**

Domestic abuse crimes is an area of focus in terms of providing confidence to report, undertaking professional investigations, providing victim support, pursuing perpetrators and managing offenders. By the end of Q1, there had been a decrease in domestic incidents reported to the police compared to Q1 in 20/21 and of those reported incidents there has been an increase in recorded domestic crimes. Many of these are historical incidents which have been identified by detectives engaging with victims, identifying previous partners and follow up enquiries to identify previously unreported crimes.

During Q1, Medics Against Violence, in partnership with Police provided three online ASC (Ask Support Care) online training sessions to major employers within West Lothian in conjunction with DAPDG. Further "train the trainer" sessions are planned which will see over 100 members of the public with raised awareness of ASC.

As has been described in previous papers, our officers have had cause to deal with an increasing number of people who have been experiencing mental health crisis. With thanks to our partners in NHS Lothian, since 2020 we agreed protocols allowing operational officers to access the Acute Care and Support Team (ACAST) in West Lothian, a Mental Health Community Triage System. The ACAST system frees up capacity at A&E/Out of Hours,

whilst ensuring that those people who met the criteria, receive the most appropriate support at source. During Q1, ACAST was utilised 52 times by officers.

Under Public Protection Unit (PPU) leadership we have established an implementation group to deliver the Herbert Protocol to Care homes, NHS and 3rd sector. During Q1, this protocol was successfully implemented on Monday 31st May to coincide with Dementia week.

Local officers continue to engage with vulnerable looked after young people within Care Establishments in an effort influence positive change and outcomes for them.

- **Reducing Violence and Anti-Social behaviour**

Recent patterns relating to Anti-Social Behaviour continue. The “traditional” key crimes within ASB – Vandalism and Fireraising - continue to fall, following the 5 year long downward trend. At the conclusion of Q1, the figure for overall ASB incidents decreased significantly compared to Q1 2020/21.

Neighbour disputes and Covid related complaints are included in the ASB figures with persons working from home, low tolerance levels and reports of possible breaches to the regulations. West Lothian officers continue to engage with the public and utilise the 4 E's – Engage, Explain, Encourage and Enforce with an overall good compliance level.

With the relaxing of Covid regulations, the police are again focusing on the night time economy, working with the licensed trade to minimise the impact of any ASB or violence in local communities.

During Q1, School Campus Officers delivered inputs to S1 and S2 pupils regarding both substance misuse and ASB, emphasising the link between the two and the long term effects on individuals, their families and the wider communities.

Unfortunately during the reporting period there was a murder in the ward area with the perpetrator quickly arrested and remanded in custody. This investigation is being led by the national Major Investigation Team (MIT) and there is no concerns for wider community safety.

There are still ongoing complaints regarding the illegal use of off-road bikes across the West Lothian area. The police have provided additional patrols in affected areas, utilised social media to highlight the problem and request information from local communities as to who is involved.

- **Reducing Acquisitive Crime**

Dealing with Acquisitive Crime to protect communities remains a priority with the number of reported crimes of dishonesty decreasing on the previous year. This includes a significant decrease in overall vehicle crime which can be attributed to investigations by local and national officers with multiple persons being charged.

The Covid lockdown has led to more people being at home and apparently spending time online. This is aligned to a rise in crimes of Fraud with the vast majority of these incidents related to online or telephone crimes. Victims are of all ages and we continue to use social media and other methods to support preventions messages and national campaigns.

During Q1, our Prevention and Intervention Officer conducted 5 Crime Prevention Surveys to victims of crime.

Community officers have recently re-established connections with The Neighbourhood Watch Scheme. This allows trained officers to send communication in relation to crime prevention and/or local issues to members of the public who have signed up for the service. To date,

West Lothian has nearly 1400 members signed up to this service. Work is ongoing to recruit more partner agencies to be involved as administrators.

<http://www.neighbourhoodwatchscotland.co.uk/>

- **Improving Road Safety**

Road safety is a priority for the police and local authority. Officers in West Lothian work in partnership with the council to address road safety issues and educate the public to prevent incidents from occurring.

During Q1, Roads Policing officers continued with Local and National Campaigns including The Vulnerable Road Users Campaign, Seatbelt Campaigns as well as National Days of Speeding. This resulted in 645 persons being reported in relation to offences including dangerous driving, disqualified driving, no insurance etc.

Between April and June 2021, officers undertook multiple proactive speed checks across West Lothian, resulting in 88 offences being detected. There were also 123 warnings provided in relation to driver behaviour.

As the main arterial routes return to pre-Covid volumes, Road Policing Officers will continue to prioritise sites which represent the greatest risk and in the interests of casualty reduction.

As schools returned to a more "normal" way of learning, our Prevention and Intervention officer supplied several West Lothian Schools information to promote the local authority led PARK SMART scheme with the aim of encouraging parents and care-givers to make sure they park sensibly and increase the safety of everyone in the area.

- **Tackling Serious and Organised Crime**

West Lothian officers continue to disrupt organised crime group by targeting drugs supply offences, gathering intelligence and generate enforcement activity.

During Q1, 39 Misuse of Drugs Warrants were obtained for execution with 35 Supply, Production and Cultivation offences libelled. This included the police receiving intelligence in relation to a sophisticated Cannabis Cultivation within West Lothian with an approximate value in excess of £86,000. After a full investigation, two persons have been reported to COPFS for related offences.

We continue to developed drugs intelligence from the local community. Drugs enforcement requires information from sources to build a picture and fill in the pieces of the jigsaw and the use of community intelligence in this cannot be underestimated.

Reporting Period April 2021 – June 2021			
Whitburn & Blackburn	Recorded		
Crime Type	YTD	LYTD	% Diff
Robbery	-	3	-100.0%
Serious Assault	1	5	-80.0%
Sexual Crimes	20	17	+17.6%
Housebreaking dwelling	-	4	-100.0%
Housebreaking non-dwelling (sheds/garages)	-	2	-100.0%
Housebreaking Other Premises	-	2	-100.0%
Theft of motor vehicle	6	8	-25.0%
Theft from motor vehicle (OLP)	-	2	-100.0%
Vandalism	84	43	+95.3%
Total drugs supply	3	4	-25.0%
Possession of Drugs	22	22	-
Common Assault	82	86	-4.6%
Common Assault - emergency worker	6	3	+100.0%
Total Crimes and Other Offences	545	550	-0.9%

Through local engagement we will continue to work with communities and partners to deliver a quality service which responds to their needs.

Together we can increase community resilience and prevent crime.

DATA LABEL: PUBLIC



WHITBURN & BLACKBURN LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NETs Land & Countryside Services' teams for the period 1 May 2021 – 31 July 2021.

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

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)	None
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	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)	In line with available revenue and capital budgets
VII	Consideration at PDSP	None
VIII	Other consultations	None

D1 TERMS OF REPORT

The report covers the activity for the period 1 May 2021 – 31 July 2021.

D2 Grounds Maintenance Routine Works

The service has successfully completed seven grass cutting cycles of the open spaces and eight grass cutting cycles of the sports pitches.

The first cycle of weed spraying for shrub beds, grass edges, hard standing area has been completed and staff are currently working their way through the roadside kerbs

Grounds Maintenance Enquiries

In total there were 68 grounds maintenance related enquiries received and dealt with during this reporting period in 2021.

	2021	2020
Bench or Seat Enquiries	1	0
Burns or Watercourses	1	0
Complaint Grounds Maintenance	1	5
Drainage Flooding Grass Areas	0	1
Enforcement Officer Enquiries	0	2
Fencing Enquiries	1	1
GalaDay Public Event Enquiries	0	1
Grass Area Damaged	1	0
Grass Cutting Enquiries	17	18
Grass Cutting Missed Not Cut	1	3
Grass Highway Verges	4	1
Grass Left on Paths or Roads	2	0
Ground Ownership Enquiries	5	2
Grounds Property Vandalised	1	1
Hedge Cutting Enquiries	3	2
Public Park Enquiries	4	0
School Grounds Enquiries	2	1
Shrub Bed Enquiries	0	1
Shrub Bed Overhanging Path	11	1
Sports Facility Enquiries	2	0
Sports Pitch Marking Request	3	0
Weeds General Enquiries	2	6
Weeds on Paths or Roads	6	1
Total	68	47

D3 Garden Maintenance Routine Works

Garden Maintenance is on target with six cuts being completed.

Garden Maintenance Enquiries

In total there were 66 garden maintenance related enquiries received and dealt with during this reporting period in 2021.

	2021	2020
Complaint Garden Maintenance	2	0
Garden Maintenance Accident Ins Claim	1	0
Garden Maintenance Change of Address	1	0
Garden Maintenance General Enquiries	23	9
Garden Maintenance Grass Not Cut	35	8
Garden Maintenance No Longer Required	3	0
Garden Maintenance Standard of Cut	1	1
Total	66	18

D4 Cleaner Communities Routine Works

Staff have continued to empty street litter and dog waste bins on a regular basis and carry out routine works in the area. Also, litter picking footpaths/ open spaces and road verges and dealing with enquiries as they arise. The street orderly has also continued with their duties over the period clearing litter and emptying litter bins in and around the town centre.

The compact mechanical street sweeper has continued to sweep footpaths and kerb edges and we have two HGV sweepers that are used to clean roads and channels during this time.

We continue to have lots of volunteer's litter picking in the Ward and we have assisted with the uplift of bags and debris that have been collected.

Cleaner Communities Enquiries

In total 180 cleaner communities related enquiries were received and dealt with during this reporting period in 2021.

	2021	2020
Complaint Street Cleansing	1	2
Dead Animals	4	8
Dog Bin New Request for Bin	1	1
Dog Bin Overflowing	0	1
Dog Fouled Grass Open Space	2	1
Dog Fouling on Paths Roads	8	4
Fly Posting	0	2
Fly Tipping Dumping	84	82
Glass on Paths or Open Spaces	3	1
Graffiti Racist or Offensive	3	0
Litter Bin Burnt Damaged	3	0
Litter Bin New Request for Bin	1	1
Litter Bin Overflowing	1	2
Litter General Enquiries	13	4
Litter Paths Road Verges	5	4
Needles/Syringes Abandoned	0	3
Street Sweeping Enquiries	8	5
Trolleys Abandoned/Dumped	1	1
Vehicle Abandoned	42	14
Total	180	136

Fly Tipping Enquiries (Full Year)

	2020	2019	2018	2017	2016
Illegal Fly Tipping/Dumping	261	316	375	276	184

Enforcement Community Action

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries. There have been 84 enquiries in relation to fly tipping for the period compared to 82 for the same period in 2020.

In dealing with abandoned vehicles, Officers have gained compliance from vehicle owners with said vehicles getting removed from the streets and where appropriate, requests have been sent to WLC contractors for removal.

Throughout West Lothian, Officers continue to engage with volunteering groups, attend regeneration group meetings and render the necessary assistance needed to encourage the exercise they currently perform.

As part of our engagement duties with the Seafeld Galaday Committee, there has been dog fouling stencilling done in Almond view area of Seafeld and a new Tikspac station installed in the area as well.

There has been an increase in the amount of equipment supplied to facilitate litter picking volunteers, which has increased in line with activity.

There was one Fixed Penalty Notice issued in Ward 7 for the period of 1 May 2021 – 31 July 2021. For the same period in 2020 there were five Fixed Penalty Notices issued within the Ward.

Costs for fly tipping for the period 1 May 2021 – 31 July 2021

Fly tipping is covered by the NETs teams who also carry out other non-routine works for Grounds. We are unable to split costs over specific ward areas or from the other works they carry out, but can give the yearly cost for the NETs teams with an estimate of their time spent on fly tipping which we currently estimate as 75% of their time. For 2020 the estimate was 80% of their time.

Weights for fly tipping brought into the transfer station are provided as a weekly total Monday – Sunday.

Fly tipping costs:

1 May 2021 – 31 July 2021	68.55 tonnes
Cost of disposal including costs for NETs team/vehicles, October-December	£45,172.40
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL	£45,172.40

The number of enquiries received between 1 May 2021 – 31 July 2021 for the Ward was 84 out of 673 enquiries for the whole of West Lothian equating to 12.5% of fly tipping enquiries relating to Ward 7.

Percentage wise this would equate to an approximate cost for the Ward of £5,646.60 for disposal of fly tipping between 1 May 2021 and 31 July 2021 including cost for Staff/vehicles. (This does not include the removal of asbestos by the Councils asbestos team).

Costs for fly tipping for the period 1 February 2020 – 30 April 2020

1 May 2020 – 31 July 2020	67.6 tonne
Cost of disposal including estimated costs for NETs team/vehicles	£44,546.40
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL	£44,546.40

The number of enquiries received between 1 May 2020 – 31 July 2020 for the Ward was 82 out of 658 enquiries for the whole of West Lothian equating to 12.5% of fly tipping enquiries relating to Ward 7.

Percentage wise this would equate to an approximate cost for the ward of £5,568.30 for disposal of fly tipping between 1 May 2020 and 31 July 2020 including cost for Staff/vehicles. (This does not include the removal of asbestos by the Councils asbestos team). The removal of fly tipping by contractor was not within Ward 7.

D5 Parks and Woodland

Tree & Woodland Enquiries

In total 27 Parks and Woodland related enquiries were received during this reporting period.

	2021	2020
Tree Advice or Consultations	5	0
Tree Affecting Public Utility	1	0
Tree Blocking Light	0	1
Tree Branches Overhanging	8	5
Tree Broken/Damaged or Dead	0	4
Tree Enquiries General	13	12
Tree Roots Causing Problems	0	1
Tree Woodland Enquiries	0	1
Total	27	24

	2021	2020
Access Rights Way Core Paths	1	1
Complaint Country Parks/ Trees	1	1
Country Park Forestry or Woods	1	0
Country Park General Enquiries	9	1
Country Park Golf Enquiries	1	1
Ranger Service Polkemmet	3	1
Total	16	5

Ranger Service Update

No. Rights Of Way / Core Path / Patrols carried out (hours)	26
No. Access Enquiries	7
No. Conservation Surveys / Tasks	2
No. Volunteer hours	66

The Ranger Service were successful in our application to NatureScot's "Better Places Green Recovery Fund". They have awarded us a grant to employ two assistant rangers and two assistant operatives. These four seasonal staff will be employed from the first week of July until October, and will help with the increased visitor numbers expected over the next few months at the Country Parks and other hotspots around the county.

We made a subsequent application to NatureScot's "Better Places Green Recovery Fund" for infrastructure / facility upgrades to help accommodate the rise in visitor numbers we are currently experiencing at the Country Parks, but have not yet heard the outcome.

Applications have also been submitted and we are waiting to hear if successful in receiving NatureScot Improving Public Access funding for Calderwood SSSI and Witchcraig Woods to upgrade and improve a number of routes within these sites.

We have commented on a number of planning applications, submitting comments on the access/biodiversity implications of proposed developments. Several joint site visits were made with Planning Services.

As we emerge from the grip of Covid 19 we continue to receive and process applications for events (mostly orienteering) across our sites such as Polkemmet, Beecraigs and Dechmont Law. We have also received a small handful of enquiries from schools regarding outdoor education provision. Given current restrictions and the increased workload in terms of access and visitor management, we are not expecting to be able to offer this service this side of the summer break. This will be reassessed before the autumn term.

The Ranger Service met with Corporate Services to investigate whether there is a more user-friendly way of hosting information on WLC website for all the Parks & Woodlands sites, so that visitors can easily find a greenspace near them for recreation etc. This was originally conceived of at the height of Covid as a way of spreading visitor numbers around the district to help reduce pressures on the Country Parks.

Rangers attended an online mediation training course organised by Scottish Outdoor Access Network (SOAN) and hosted by Scottish Mediation to help them mediate and manage conflicts arising from access issues.

The Country Parks have been very busy with car parks filling up by mid-morning on the nicer weekends. Rangers had to log a call to Police Scotland in regards to irresponsible parking at Balvormie (Beecraigs).

The Ranger Service put out two 'Responsible Access' posts on the Council Facebook page in advance of the good weather weekends, and both were well received, with a massive online reach of around 60,000 users per post.

Ranger Service put a post out on the council's Facebook page about the fire risk, after a couple of abandoned campfires were found smouldering at Beecraigs and Witchcraig. The post was seen by 21,000 people, with active engagement from 1,300 people.

Rangers attended Forth and Borders Ranger meet up (virtual) to discuss Rangering during Covid and our recovery plans. Challenges and different ways of tackling issues seen on sites and across the wider countryside.

Lothian Conservation Volunteers (LCV) spent a day at Easter Inch Moss behind Beechwood Road, pulling and cutting encroaching saplings from the peat. This prevents the moss from drying out and keeps it in a condition where it can continue to absorb carbon. While on site LCV also pulled a large amount of burnt flytipping to the roadside, which we then reported for collection.

Two volunteers spent an additional day at Easter Inch Moss, pulling birch saplings from the moss to prevent it from drying out.

Access

Ongoing issue with blockage of access through Bickerton Woodlands off Hen's Nest Road. Guidance being sought from Legal Services regarding a way forward.

Ranger Service attended the Shale Trail Steering Group, raising the question of ongoing maintenance of the trail. Also asking what surplus signage we can expect from Edinburgh & Lothians Greenspace Trust before Parks & Woodland takes ownership, and requested a map of confirmed waymarker locations / fastenings. We were contacted by City Farm, asking if an extra waymarker can be installed on the Shale Trail outside their entrance, as people keep walking into the farm. We have passed the request on to Edinburgh and Lothians Greenspace Trust.

An enquiry was received regarding barriers onto core path WL19 at Whitburn. The gap in a number of barriers installed to discourage dirt and quad bike access (pre-land reform) no longer meet minimum width requirements for access takers. A Ranger is investigating alternative measures that could be put in place.

A request for branches on the NCN75 as it passes the Glen Turner distillery, to be cut back as there is a fair bit of overhang. Request passed onto Tree and Woodland team for action.

Polkemmet Country Park

An enquiry was received regarding irresponsible access on the golf course at Polkemmet, an enquiry was also received about litter in the courtyard.

The RSPB have been holding regular pop-up sessions at Polkemmet Country Park, engaging with visitors to the Park.

Interlopers Orienteering Club have recommenced events with their first one held at Polkemmet on 12 June. We are also pleased to hear that Parkrun will commence at Polkemmet from mid-August.

D6 Open Space and Cemeteries

Open Space Capital Programme

Polkemmet Country Park Play Area, Whitburn. Play area refurbishment and upgraded is complete. This included replacing the sand play area, replacing swings, and replacing park furniture. New inclusive toddler/junior play equipment was also added (Town Centre Fund).

Open Space Enquiries

There were four Open Space enquiries for this reporting period in 2021.

	2021	2020
Childrens Play Enquiries	3	5
Glass or Litter In Play Areas	1	0
Play Area Property Vandalised	0	1
Total	4	6

Cemeteries Routine Works

Whitburn Cemeteries

Routine grass cutting and weed control tasks have been completed. Seasonal maintenance works and lair reinstatement and burial duties are ongoing across the cemetery estates.

Cemeteries Enquiries

There were 125 Cemeteries enquiries for this reporting period in 2021.

	2021	2020
Bench Donations	1	1
Cemeteries General Enquiries	11	15
Cemetery Property Vandalised	1	2
Complaint Cemeteries & Burials	1	0
Lair Enquiries	6	3
Lair Sunken or Uneven	6	0
Memorial/ Headstone Works	27	24
New Interment Booking	51	42
Purchase of Interment Lair	21	13
Total	125	100

E. CONCLUSION

Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries.

The Open Space Capital Programme is progressing as scheduled.

F. BACKGROUND REFERENCES

Open Space Strategy

Capital Programme

Appendices/Attachments: None

Contact Persons: Eirwen Hopwood, Parks and Woodland Manager, 01506 284500

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Jim Jack
Head of Operational Services
27 September 2021

DATA LABEL: PUBLIC



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 the Whitburn and Blackburn ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Service activity as detailed in the ward report for the period Quarter 1 - 1st April to 30th June 2021.

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)	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

D1. 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.

Housing staff have been working from home as a result of the Covid19 measures, however we have deployed a small number of officers who have been working alongside our central void team in order to ensure that our properties were being relet and ensuring that we were meeting our duty under homeless legislation in providing temporary accommodation.

Property Void & Let Performance: Mainstream Tenancies

Void Period	April 2021	%	May 2021	%	June 2021	%	WL Target %
0-2 weeks	3	30%	2	20%	4	31%	55%
2-4 weeks	1	10%	0	0%	0	0%	30%
4+ weeks	6	60%	8	80%	9	69%	15%
Total Lets	10	100%	10	100%	13	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	April 2021	%	May 2021	%	June 2021	%	WL Target %
0-2 weeks	2	33%	2	20%	1	14%	55%
2-4 weeks	3	50%	5	50%	3	43%	30%
4+ weeks	1	17%	3	30%	3	43%	15%
Total Lets	6	100%	10	100%	7	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 appropriately supported through the viewing and sign up process can also add to timeframes. Some of our applicants have specific support requirements which require detailed planning and co-ordination by both social work and housing services prior to tenancy commencement.

There were 12 policy voids in the ward for this period a reduction in last reporting period.

Void period	Number of properties	PV reasons
<4 weeks	2	Structural & electrical
4 – 12 weeks	2	Structural & Electrical
13 – 16 weeks	1	Structural & Electrical/Insurance
26+ weeks	7	Used for decant purposes

D2. Whitburn - Financial Summary

For the Whitburn ward the collection rate for the YTD in Q1 remains excellent at 96.2%. Whitburn has collected £2,933,838 vs a charge of £3,050,012.

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

In the same week last year Whitburn ward had 611 Universal Credit (UC) households. Since then the number of UC households has decreased by -13.3%.

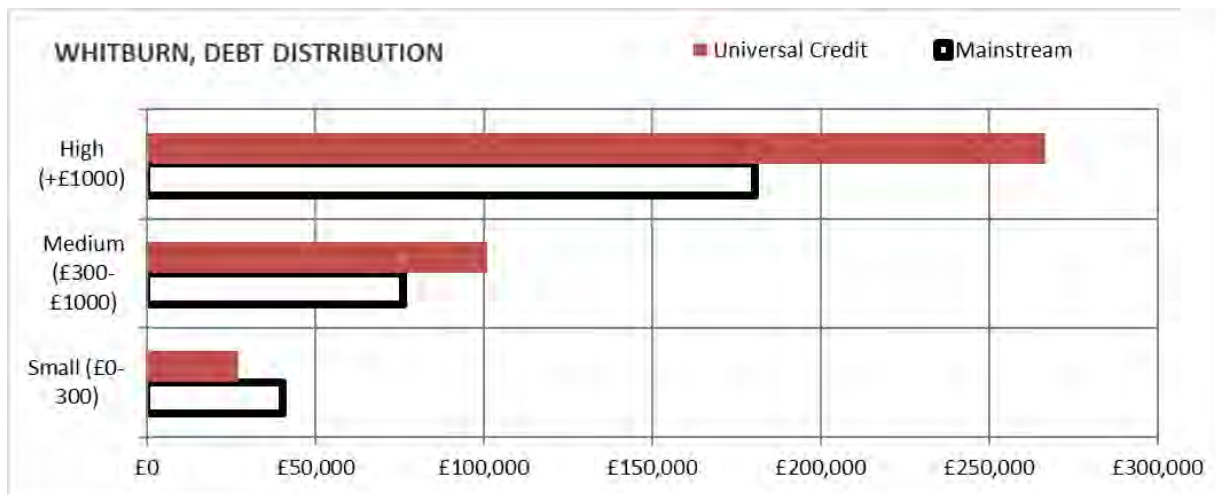
The number of tenancies in arrears in this ward has decreased by 14 since last year. Small debt cases (£300 or less), account for 53.3% of households.

There are 209 serious arrears cases (+£1000 in arrears). These cases are 18.3% of all households in arrears in this area, containing 64.6% of the debt.

The arrears position for Whitburn Q1 is £691,466. This is a decrease of -£38,268 on last year's position. The West Lothian overall position is currently £3,488,182.

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

- Making best use of resources by considering communicating more with customers through SMS, email and telephone
- Benchmarking with other local authorities to ensure we identify and consider implementing any best practice
- Performance Monitoring and Reporting will be reviewed and where appropriate streamlined to ensure information is meaningful and robust to assist with improving rent arrears due.
- Promote Alternative payment methods, particularly the Tenant's Self-Service Portal

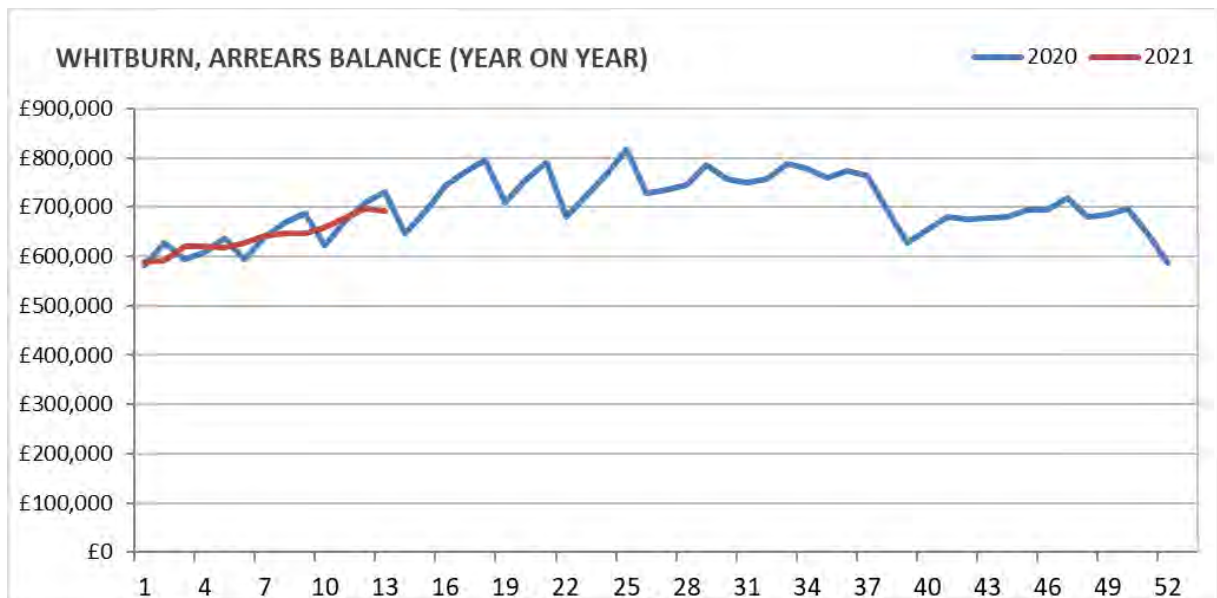


Arrears Banding	2020/21 (WK13)				2021/22 (WK13)			
	Mainstream		UC		Mainstream		UC	
	Balance	Cases	Balance	Cases	Balance	Cases	Balance	Cases
£0.01 to £99.99	£11,982	247	£3,891	75	£11,618	236	£5,529	106
£100.00 to £299.99	£27,842	153	£23,105	111	£28,588	150	£21,661	118
£300.00 to £499.99	£30,897	78	£38,956	102	£28,359	74	£34,085	88
£500.00 to £749.99	£32,712	54	£61,233	99	£27,992	47	£35,746	58
£750.00 to £999.99	£20,626	23	£53,268	61	£19,764	23	£31,153	36
£1000.00 to £1999.99	£78,298	56	£151,767	111	£64,150	50	£94,224	68
£2000+	£51,557	18	£143,601	52	£116,187	35	£172,409	56
Group Total	£253,913	629	£475,821	611	£296,659	615	£394,807	530
Movement					(+) £42,747	(-) 14	(-) £81,014	(-) 81

Overall Total
Overall Movement

£729,733 **1240**

£691,466 **1145**
(-) £38,268 **(-) 95**



D3. Whitburn Area Team Activity

Officers in the team have over the period Q1 been working from home as a result of lockdown measures with two officers from the Whitburn team seconded to the Central Void Team. Officers continue to contact as many tenants as possible to offer advice and assistance to ensure that any support and guidance was given and signposting to other services such as Advice Shop and Foodbank.

The focus on rent arrears activity has continued 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. Officers have also been doing targeted work to encourage tenants to update their universal credit journals as many have not updated their housing costs in April following the rent increase meaning they are losing out on money they are entitled to.

We have continued in the main with home working for staff, we have required to mobilise more officers in order to progress requests for mutual exchanges and other essential housing management tasks which has required a presence within the office/community, whilst adhering to health and safety measures. This has been a challenging time for the service and we have worked with our Health & Safety advisers and Trade Unions to ensure we have safe operating systems, risk assessments and personal protection equipment so that we are safe guarding our staff whilst undertaking key essential tasks at this time

D5. Capital Programme and New Build Council Housing

WLC completions 100

RSL completions 85

Whitburn	The Loch Scheme	Structural roof works: Stairs and balcony repairs: Insulation: render	95%	Council's revised scheme of assistance. Completion is due in October 2021
Whitburn	Glebe Road, Union Road, Armadale Road, Manse Avenue, Griffith Drive, Dick Gardens	Roofs & Roughcast to all: Heating upgrades and chimney removal	89%	Year 5 of the programme which is progressing well with a completion date of February 2022.

D6. Tenant Participation

The TP Team continued to carry out the schedule of meetings with tenants using online resources to ensure TP continues in all aspects of service delivery.

Tenants Panel

Tenant members continued to take part in monthly meetings with senior managers and the Head of Service, discussing service improvements and developments as well as receiving updates from each service area on implementing the changes imposed by the pandemic, to deliver services and changes to working protocols.

Key Activity

- **Performance and Financial Scrutiny,**
Panel members opportunity to question information on spend, budgets, performance targets and results over this period.
- **Capital & Repairs Working Group (CAR's)**
Discuss major improvement works, update on the various projects being carried out and share benchmark information. Updated on the developments of Community Choices and the progress with the Street Environmental Improvement Projects as well as the Capital Programme work being carried out to date. The Repairs Manager gave members a presentation on the importance of Gas and Heating Servicing which the group really appreciated and felt it gave them confidence in the way the service was carried out for the benefit of tenants' safety.
- **Tenant Participation Development Working Group (TPDWG)**
The group have been reviewing the current TP Strategy with an emphasise on digital engagement and inclusion. Members were introduced to the new CX Team who explained their role in improving service delivery for the customer and how they will enhance the work of TP by engaging with customers and encouraging them to share their views on the services they have received. They will also promote traditional tenant participation, with the aim of encouraging more active participation.
- **Editorial Panel**
With the use of Adobe Reader, members are now able to review publications and propose changes online prior to meeting. This was carried out with them in June 2021 with the Summer edition of Tenants News and other leaflets and surveys including the online portal survey and the Assisted Decoration Scheme Leaflet.
- **Tenant Led Inspection Sign Off - Dampness and Condensation**
In June, our tenant inspectors met with Building Services to review the inspection they carried out on Dampness and Condensation; the report highlighted 14 recommendations that required to be actioned. The Repairs Manager had also taken the inspectors report further and added to the recommendations with two additional actions to enhance and further improve the service by recovering initial financial outlay on materials and ensuring performance is monitored regularly and effectively. Tenant inspectors were delighted with the outcome of this inspection into Dampness and Condensation and expressed their gratitude to the service for their commitment in taking all recommendations onboard. They felt this showed how valuable Tenant Led Inspections are to HCBS.
- **TP Facebook Group**
The TP team continue to see a steady number of tenants following posts on the TP Facebook Group Page. The team post useful information from various sources such as Scottish Government, NHS and the Council's Corporate websites as well as consultation matters and queries from tenants.
- **New Build Planning & Progress Meeting**
Housing, Strategy and Development continue to meet on a regular basis with the members of the Tenants Panel to provide an update on the progress and planning of current and future new build sites, the acquisition of houses and update on ongoing development of stock. The Panel members meet six monthly for updates on all these projects.
- **Learning & Development Sessions for customers**
Tenants and service users continue to meet online to hear about various topics in our Learning and development sessions. These sessions give an insight into the process and development and allow members a strong foundation to carry out scrutiny work going

forward. In the past few months senior managers and staff have given presentations on topics such as

- Tendering and Procurement process for New Build
- Illegal Money Lending
- The Local Housing Strategy and Housing Asset Management Plan
- Rapid Rehousing Transition Plan and
- Universal Credit and Arrears.

D7. Safer Neighbourhood Council Officer Ward Information

The Safer Neighbourhood Team (SNT) officers continue to work across the nine multi member ward areas as an integral part of the Community Safety Unit. The working remit of the team is to engage with customers and work with partner services and agencies to reduce noise and antisocial behaviour (ASB) within our communities.

During the Covid restrictions, officers have been working a blended model carrying out some home working as well as office and community-based work for enquiries and to engage with customers. From home, officers have been providing a telephone service to complainers and alleged perpetrators as well as corresponding with written letters and e-mails. They have provided advice and assistance, telephone mediation, issued warning letters where there was evidence to do so and continue with our partnership working.

Partnership working involves the local housing team, council officers with the SNT and officers from Police Scotland and the Scottish Fire and Rescue Service all working together to tackle antisocial behaviour. When necessary, the partners will liaise with colleagues from the voluntary organisations including West Lothian Youth Action Project, Mental Health advisory workers and private landlords in order to reduce antisocial behaviour and support members of our community who have been affected.

Outcomes

The outcomes that officers have achieved throughout the period of Quarter 1 – April, May and June 2021 are detailed below:

Joint Visits	Joint visits were carried out with police on existing cases and ASB hot spot areas.
Communication	Meetings took place with Police to discuss ongoing issues in the area with particular concern for a vulnerable young person in a temporary tenancy in Blackburn.
	Safer Neighbourhood Team officers are keen to keep in touch with members of the public and assist Community Safety partners where possible. SNT provided attendance at the BBNAG meeting regarding this years Bonfire Night and met with local Police to provide updates on joint casework.
Unauthorised Encampment	A report was received that there was a UE on private land at Heartlands. The Landowner was made aware and took processes leading to legal action to have the Travellers removed from their land.

Warnings	Complaints were received of noise at a property in Whitburn. Police confirmed they had attended and excessive noise witnessed, resulting in a First warning being served and letter drop completed to surrounding properties. Further reports were received and A Second warning also served. The issue continued and noise was witnessed by SNT officers. A Final warning was served in person on the perpetrator and reason for this explained, along with consequences of continued behaviour. The perpetrator did not accept that he was making excessive noise and stated he would speak to a solicitor, which he was encouraged to do. There have however, been no further incidents reported
	A complaint of regular noise disturbances from property in Whitburn was received. The complainer alleged that the perpetrator had visitors to the property late into the evening, were causing noise nuisance by shouting and banging doors to get access. A letter drop was completed and a First warning served. No further complaints received
	A 1st stage ASB warning was served against a tenant in Whitburn following corroborated complaints of ASB in terms of shouting and arguing in the communal stairwell.
Letter drops	These were carried out in two blocks in West Main Street area with no response so far.
Joint Work	Reports of ASB received in relation to Mental Health issues led to joint work with Social Work. Contact was maintained and social work are looking to provide a positive outcome for the neighbours.
	A Home Visit was carried out to a property in Whitburn where SFRS were in attendance and forced entry to the property because a smoke alarm was sounding. SFRS advised that a cooker and heater had been left on and tenant had left the locus. When the Tenant returned to the property advice was given.
	Multiple reports were received raising concern about a male in Whitburn regularly setting fires at his property when inebriated. SFRS were involved along with the Housing Manager and other agencies. Warnings were served on the occupier.
	SNT received a complaint of threatening and intimidating behaviour from a tenant at property in Whitburn. Enquiries were undertaken by Police Scotland and the tenant concerned reported in respect of criminal offences. A Warning was also served. No further incidents reported.

Whitburn and Blackburn Data

Table 1: The following tables set out details of the number of new cases opened each month, overall number of active cases; number of cases resolved. Not all incidents become a case and officers will open a case where further investigations are necessary

	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
Incidents Reported to SNT	66	62	41									
Number of new cases	4	5	4									
Number of Active Cases	14	10	11									
Number of resolved cases	4	6	6									

Incident Types	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
ASB Complaint	31	22	10									
ASB Noise Complaint	15	31	25									
Dog Barking	0	0	0									
ENV Health Complaint	0	0	0									
Non ASB Noise Complaint	4	2	0									
SST Section 3 Tenancy Management	9	7	4									
Youth Disorder	1	0	1									
Unauthorised Encampment	6	0	1									
Grand Total	66	62	41									

Table 3: The following table provides numbers of ASBO that are current in ward and compared to all of West Lothian.

ASBO	Q1										
Number of ASBO's current	1										
All of West Lothian	12										

Table 4: The following table provides number of all active cases and total number of incidents for West Lothian

West Lothian	<i>Apr</i>	<i>May</i>	<i>Jun</i>	<i>Jul</i>	<i>Aug</i>	<i>Sep</i>	<i>Oct</i>	<i>Nov</i>	<i>Dec</i>	<i>Jan</i>	<i>Feb</i>	<i>Mar</i>
Total Number of Active Cases	73	72	121									
Total Number of Incidents	484	402	456									

E. CONCLUSION

This has been a challenging period where officers have been adapting to a blended approach to working from home and within the office/community, embracing new ways of working and change.

Officers have been providing advice and assistance to tenants and customers and working with colleagues in other services areas to ensure that service delivery continued as far as possible.

F. BACKGROUND REFERENCES

None

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Tel: 07776164538

Date: 27th September 2021

DATA LABEL: PUBLIC



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

COMMUNITY REGENERATION UPDATE

REPORT BY 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 ward.

B. RECOMMENDATION

It is recommended that members note:

1. updates on activity within Blackburn regarding Blackburn Family Centre, Community Action Blackburn, the Drug and Alcohol Group, Health and Wellbeing Group, the Bonfire Night Action Group;
2. updates on activity within Whitburn regarding Whitburn Community Development Trust, Whitburn Summer Programme, the 'Whole Systems Approach' pilot project to Type 2 Diabetes in Whitburn and Whitburn town centre related matters;
3. the update on progress of developing Whitburn Partnership Centre;
4. the Covid vaccine clinics which were held in Whitburn and Blackburn in August;
5. update on progress with the outstanding Scottish Government's Town Centre Fund projects within the ward; and
6. the update on activity of the council's Business Gateway and access2employment teams within the ward.

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. Local authorities have a statutory requirement for developing locality plans for targeted communities in their area. Regeneration Plans fit this requirement for West Lothian.

The projects set out do not require a strategic environmental assessment. The projects to different degrees seek to address health and equality issues.

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 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)	<ul style="list-style-type: none"> - The activities set out are funded from existing budgets and relevant external sources. - Town Centres Budget 2019/20: £310,131 allocated to ward. - Town Centres Budget 2020/21: £110,845 allocated to ward.
VII	Consideration at PDSP	Annual updates on regeneration plans will be presented to the Community planning Partnership.
VIII	Other consultations	None.

D. TERMS OF REPORT

D1 Background

The report updates the committee on the work of the Community Planning and Regeneration Team and its partners to support communities in the Whitburn and Blackburn ward with a particular focus on the towns of Whitburn and Blackburn. These are two of 13 areas covered by the local plans required by the Scottish Government as part of their Community Empowerment approach and reported through the Community Planning Partnership.

These areas were identified as priority areas due to being within the bottom 20% of data zones in the Scottish Index of Multiple Deprivation.

D2 Blackburn Updates

Community organisations and groups in Blackburn continue to be supported by the Community Regeneration Officer. This support is still predominantly provided virtually, with some walkabouts taking place in the community.

D2.1 Blackburn Family Centre

The Family Centre have successfully recruited a new project manager who is funded from the Adapt and Thrive fund. Support was provided by the Community Regeneration Officer (CRO) during the interview process, however the CRO was not involved in the decision-making process. The new project manager will support the Family Centre through organisational change, helping them to become more sustainable in future years to allow a vital service to the community to continue to be provided. Dates for future meetings have been programmed into the project workers diary in order to continue with the partnership working among all organisations who have a vested interest in the area.

D2.2 Community Action Blackburn (CAB)

Various themed activities were delivered over the summer holidays which allowed focus to be placed on one topic per week. Week one concentrated on STEM activities, with week two being centred around Kings, Queens and Castles with Historic Scotland offering free entry to Blackness Castle. Week three looked at 'Our Blackburn' allowing the children to discover and explore their community. A litter pick was organised and planting of flowers in the Boulder Garden. Tales and Trails was week four's theme and involved partnership working with the Library Services and Polbeth Community Garden to support the children's outside adventures and learning.

In order for CAB to be able to deliver a program this year they needed to adapt to more outside activities, this was carried out successfully with a total of 324 children participating in activities and 78 adults (parents/carers) participating in activities. As part of the project a total number of 402 meals were provided.

D2.3 Blackburn's Future Group (BFG)

The overarching BFG will meet again in September. The BFG now meet twice a year allowing the sub-groups to meet more frequently. Reports from sub-groups will be presented at the BFG keeping everyone informed of actions and progress on specific projects. New engagement will be planned at the next BFG meeting to ensure that the subgroups are addressing the priorities that are key to the community. Updated statistics from Scotpho and SIMD will also be discussed to make sure the Blackburn's Future Plan includes the health and wellbeing needs identified from these sources.

D2.4 Blackburn Drug and Alcohol Action Group (BDAAG)

This new group has been set up to address a specific concern around substance misuse in Blackburn and is being delivered using the same model as the BBNAG. The multidisciplinary group is being chaired by Brian Pringle from West Lothian Drug and Alcohol Service (WLDAS) and vice chaired by Lisa Drinnan from Community Action Blackburn (CAB). Partners from various organisations and services are members of the group including West Lothian Council, NHS, Police Scotland, education and third sector organisations. The terms of reference have been drafted and an action plan is being designed at the next meeting. The Alcohol and Drug Partnership (ADP) are being kept updated on the work from the group to ensure that a joined-up approach is adhered to.

D2.5 Blackburn's Health and Wellbeing Group (BHWB)

The BHWB are continuing to meet regularly and are focusing on many elements

relating to both physical and mental health. A mental health event is being planned as part of a community choices project that was funded from the pilot that ran in Blackburn. This event is being led by the Change in Blackburn group (CIB) who are supported by CAB, West Lothian Council Community Learning and Development and Youth Action Project.

D2.6 Blackburn's Bonfire Night Action Group (BBNAG)

The BBNAG have resumed meetings to look at addressing anti-social behaviour (ASB) over the bonfire season. The group are identifying the best methods to keep the community informed on specific campaigns with plans to use local social media pages within the community.

Police Scotland have been able to secure funding to help deliver a diversionary event that is currently being planned for the area. The event date is to be confirmed however, the weekend of 23/24 October has been identified as the preferred weekend with either the Saturday or Sunday being used. Campaigns including Crimestoppers and SSPCA will be including in the planning process of promoting locally.

D.3 Whitburn Updates

D3.1 Whitburn Community Development Trust (WCDT)

At the Council Executive meeting on 22 June 2021 it was agreed that the grant awarded to organisations funded in the current financial year of 2021/22 will be extended at the same level for a further 12 months to cover 2022/23. This includes £31,174 for WCDT and £34,650 for CAB.

All twenty-five devices and Mi-Fi passes, provided through the Connecting Scotland initiative have been distributed in Whitburn. This is a Scottish Government initiative which is being managed by the Scottish Council for Voluntary Organisations (SCVO). The initiative provides either tablets or Chromebooks to people and/or 'Mi-Fi' devices which provided free Wi-Fi access for devices for 24 months.

In terms of progress over recent months, the Community Fridge has now had 470 members sign up since it moved to its own premises at 57 West Main Street. Since August 2020, the number of beneficiaries from the Fridge is 761 adults and 353 children. This is 1,114 individuals supported in total involving over 7,500 visits. They have distributed 33 tonnes of food in that time. The service is supported by around 15-20 active volunteers.

The free brunch club service came an end at the end of May due to the end of the funding term. Between 250-300 people benefited from pre-cooked, two-course cooked meals across Whitburn, East Whitburn, Blackburn, Blackridge, Armadale, Greenrigg and Harthill. In total, around 12,000 meals were provided to these residents, which was around 50 per day.

The service is continuing but is chargeable at £3.50 per day. It is now delivering to around 15 people every day.

West Lothian Citizens Advice Bureau (WLCAB) are continuing to provide a dedicated Whitburn service. Normally this is via WCDT's premises on 61 West Main Street, however, due to the remaining Covid-19 related restrictions, this service is working remotely at present. WLCAB are triaging cases over the phone but if people need to be contacted in person, the dedicated worker can meet them in WCDT office.

However, the dedicated worker will return to provide the outreach service in person once circumstances allow.

D3.2 Whitburn Summer Youth Provision

Regeneration, CLD Youth Services and Whitburn Community Development Trust are organised plans for a summer programme for young people in Whitburn.

This was organised following the availability of funding via the Scottish Government's 'Summer of Play' initiative which is to be used to support the targeted provision of activities for children and young people during the 2021 school holidays.

The programme, led by Whitburn Community Development Trust though with some staff provided by CLD Youth Services, ran for two hours per week during the six weeks of the school holidays in Whitburn Community Centre. The programme was supported by seven volunteers throughout the programme. 25 young people were registered for this with average attendances of around 20 at each event.

The programme delivered a variety of activities that provided young people the opportunity to re-engage with peers/friends, community environment and nature and trusted adults within the programme. It included a variety of musical sessions including a samba band, and the young people also visited the Scottish Owl Centre, maximising on local opportunities. Countryside Rangers delivered outdoor den building sessions to the young people.

The programme ran every Wednesday with the exception of the second week due to Covid issues.

D3.3 Whole Systems Approach Pilot – Type 2 Diabetes, Whitburn

The working group is currently finalising the systems map of local causes of obesity in Whitburn produced in the first workshop and will be making efforts to engage further with the community, a challenge in continuing pandemic conditions. The systems map will be distributed to all stakeholders for comment and will help to identify potential areas of intervention where the funding could be utilised.

A second workshop will be planned to prioritise and agree these areas for intervention.

Finally, PHIRST (Public Health Intervention Responsive Studies Teams) will be evaluating this pilot alongside Midlothian's own WSA in order to contrast and compare approaches between the two areas and to capture any learning from the project including its impact on stakeholders.

D3.4 Whitburn Town Centre

Whitburn Town Centre Management Group - The Group has continued to meet virtually on a monthly basis since Autumn 2020. At recent meetings, it was agreed to focus on identifying potential new projects with reference to the approved Whitburn Public Realm Design Guide and the more recent Review documentation prepared by Council officers and considered at Council's Development & Transport PDSP on 1 December 2020. The outcome of this was to seek public views on suggested updates to the respective action plans and town centre public realm improvements. Responses to this consultation (see link) which is being undertaken by Planning Services are invited by 24 September 2021.

https://app.surveyhero.com/s/West_Lothian_Traditional_Town_Centres_Public_Realm_Consultation_Survey

Town Centre Occupancy - The town centre is subject to a quarterly occupancy and vacancy survey, as one measure of its relative vitality and viability. In July 2021 a vacancy rate of 9.8%, was noted, although this did not take account of properties subject to refurbishment at the time of survey. The figures have also required to take account of any COVID-19 temporary restrictions that may have continued to be in place at the day/time of survey. To provide some context, the Whitburn figure remains relatively favourable in comparison to the national averages for Scotland (12%) and UK (11.8%), based on published Springboard national vacancy survey research. It should be observed this is an improvement from a Whitburn peak vacancy of 16.2% in January 2017.

D3.5 Whitburn Partnership Centre Update

Works are progressing within the extension at Whitburn Partnership Centre and now brickwork and window installation is underway. Remedial works to the existing building are ongoing but the area is water tight and sash and case windows will be installed in the coming weeks.

The public art component of Whitburn Partnership Centre development, which is being part funded by the Council's Whitburn Town Centre Improvement Fund, is making good progress through its delivery programme. The small commissioning group (community members and Council officers) led by Community Arts, has been meeting with the successful artist on a regular basis since their appointment in June 2021. At the time of writing, the artist is finalising and will shortly commence the consultation and engagement process within the local community, groups and schools. The public art project will be completed by Spring 2022.

In terms of the museum aspect of the Partnership Centre, officers continue to support a team of volunteers who are co-curating this. The display cabinets which have been funded through the Town Centre Fund 2019/20 (detailed below) have been built off-site and are awaiting installation at the appropriate stage.

A meeting of the Community Consultation Group was held on 8 September where the above updates were shared with partners and the community council representative.

D4 Town Centre Fund Updates

Updates to projects which were still outstanding at the time of the last update to the Local Area Committee, in March 2021, and for which an update is available has been provided below.

D4.1 Blackburn

BLB20-01 – Blackburn Family Centre - Promoting Health and Well-being

This project, to improve the outdoor area for children and installation of a mural, has been completed.

BLB03 – Blackburn Community Council - Heritage Miner and Restoration of the Heritage Walkway

The heritage walkway is now complete with the lectern signage, finger posts and etching posts in situ. There are two coloured walks for people to do, a red loop and

a yellow loop. Children are able to make rubbings from the etching posts that depict different creatures found in the area including bats, hedge hogs and birds.

A second part of this project is the miner statue that is to be erected at the cross roads. The miner statue is making progress and will be going into manufacturing stage very soon with ground works being started ahead of the end of September deadline. Due to waiting for structural considerations regarding dead loads such as snow and ice along with live loads such as wind and human interaction there has been a change in timescales which may result in the project running into October. A potential celebration of the statue is being planned by Blackburn Community Council.

BLB01 – Blackburn Welcome Entrance Gateways

The use of the miner statue image has been approved for the signs. This image will be incorporated on all the signs that that will be placed at the entrances to the village. All signs have been ordered however due to delays out with our control the signs will not be installed in September.

BLB20-03 – Youth Action Project - Community Garden Fence Improvements:

The Youth Action Project are nearing completion with this project. The gate has been ordered and will be in situ. Work in the primary school area has begun with weeding and replacing of membrane to the planters, these will be filled ready for planting up by the pupils.

D4.2 Whitburn

WHI02/ WHI20-03 – Whitburn Community Development Trust – Whitburn Community Garden:

There have been four volunteer sessions over the last couple of months to help lay the infrastructure within the garden including the paths and raised beds. This has involved around 40 tonnes of Type 1 and seven tonnes of soil, 10/15 tonnes of whindust. Local farmer, Jim Simpson, has contributed the soil for the beds.

There are around 15 volunteers who have attended most sessions and been involved in delivering the above. It is hoped that some of these volunteers could help form a core group to help manage the garden alongside the Community Development Worker.

Staff and young people from Youth Action Project have also been involved in assisting with these works, as well as the Conservation Volunteers have assisted in these works. Employees from Sky have undertaken a day's volunteering at the garden as well.

The project is looking to start planting in the next couple of weeks with autumn plants and vegetables. It is hoped there can be an official opening event later in the autumn to celebrate the garden and encourage future take-up. An application to the Heartlands Developer Contributions Fund for the polytunnel and the eco-toilet for the garden itself.

WHI06 – Museum Services, WLC – 'Whitburn – Our Community Museum': As the timescale for completion of the Partnership Centre extends beyond the timescales for this fund, officers contracted a separate cabinet display place to be constructed off-site and put in storage, in order to meet the timescales and other requirements for the fund. The units have been constructed and invoiced and are in storage.

WHI20-02 Open Spaces, WLC - Whitburn Inclusive Toddler Play: the project has been completed and signed off.

D4.3 East Whitburn

EWH01 – East Whitburn Community Centre Management Committee – Signage: at the time of writing, the management committee are awaiting delivering of the signposts. They have arranged for a contractor to install these on 30 September.

EWH20-01 – WLC Ranger Services - Improving Core Path WL19 East Whitburn to Stoneyburn: the surface works for the East Whitburn to Mid Seat Cottage element of the project – which the East Whitburn allocation of the fund was used for – have now been completed. Perch seats will be installed along the path. The perch seats are on order – there is a national shortage of timber but these will be installed as soon as they are received.

D4.4 Greenrigg

GRE20-01 – Greenrigg Community Council – Village Entrance Signs Plus Hanging Basket Poles:

The project is ongoing. At the time of writing, the entrance signs and flower basket poles were due to be delivered in mid-September.

D4.5 Seafield

SEA03/ SEA20-02 - Seafield Community Centre Management Committee – Island Landscaping:

Works began on this project in July. The project has now utilised all the Town Centre Funds but some minor works remain to be undertaken though it is estimated to finished by the end of September.

D5 Covid Vaccine Clinics in Whitburn and Blackburn

In response to a low take-up of the Covid-19 vaccine in certain areas, the council has been working with NHS Lothian in setting up pop-up vaccine clinics. At these, residents have been able to get their first and/or second jab without appointment.

There has been a close correlation between low take-up and areas of relative deprivation in West Lothian, therefore, the Community Regeneration Officers have been central in terms of linking with the vaccine teams in obtaining venues for these clinics, drawing up the necessary literature and raising awareness of these clinics to promote and increase take-up.

In terms of raising awareness, this has involved both a leafletting/postering and online campaign. Statistical information provided by NHS Lothian has shown the specific postcode/areas within a town or village where take up of the vaccine has been low.

Community Regeneration Officers have organised leaflet drops within these postcode areas. This has involved, where possible, linking in with community groups who in many cases have provided volunteers to assist with this. Information on the leaflets were provided in both English and Polish along with posters in both languages. The posters were handed in local shops to display.

Within the ward, clinics were held in Whitburn and Blackburn on 9 and 10 August respectively. The reduction in provision in Whitburn Community Centre meant that this was not suitable to host a clinic despite it being the natural place in a community to do so. Site visits facilitated by the Community Regeneration Officer covering Whitburn were held with clinical staff in various venues along the main street in Whitburn. Whitburn Bowling Club was chosen as a venue because of its location, carpark and venue accessibility. It was also on the periphery of the 'Whitburn Central' intermediate zone which had shown up as having a particularly poor uptake of the vaccine. Leaflet drop into the area was supported by both Whitburn Community Development Trust and by some Whitburn Gala Day committee members. There were 154 residents who attended and received a jab. The high uptake has been partly attributed to the clinic running 8am – 7pm, thereby allowing residents to attend before or after work/ school drop-offs.

In Blackburn, the Partnership Centre was chosen as the venue given its centrality within the community, both in terms of geographically and the services it provides. The leaflet drop was supported by Community Action Blackburn. Despite the promotion, there 29 residents who attended this one. However, this has been attributed to the short opening hours of 9am – 3pm may not have been suitable for some residents who were working.

D6 Access2employment Update

Access2employment provides employability support to residents throughout West Lothian. Support is provided to residents who are unemployed and who are in employment but are in uncertain employment or are struggling financially to make ends meet. Support is provided via 1 to 1's with individual clients and through the delivery of a range of courses including one day specific courses to six-week personal development and employability courses, Women n2 Work and Men n2 Work. Advisers work with clients until they have met their individual goals to secure sustainable employment including better paid employment and education opportunities.

In 2020/ 21 the service moved supported remotely during the pandemic with 1 to 1 support and courses being delivered remotely via video calls, web-based platforms, emails and the telephone. The service was expanded to provide support in the evenings and weekends to meet the needs of clients whose life circumstances had changed as a result of the pandemic. The service developed a weekly bulletin that contain information on the latest local vacancies for West Lothian Job seekers. This is sent weekly to job seekers and services supporting clients. The service also introduced a service offer to support parents who are currently unemployed or in work but in insecure employment or financially struggling.

Despite the pandemic and the impact this has had on West Lothian residents the engagement by clients has been high. The service delivered the following during 2020/21:

- 814 new clients registered with the service
- 1645 existing clients received support during the year
- 264 clients were supported into a positive destination including finding work or starting further or higher education
- 41 short employment skills workshops, which focused on topics such as CV building, interview skills and applying for vacancies, were delivered with 161 participants attending
- 7 well-being workshops were delivered which focused on health and wellbeing with 45 participants attending
- Women n2 Work delivered five six-week courses and Men n2 Work

delivered one six-week course, in total 31 clients attended

- A weekly vacancy bulletin was created which is sent to 850 clients directly and 155 individuals within community groups, council services and schools each week
- The service introduced a project to support parents both who are unemployed and underemployed
- The service introduced additional support for young people through the introduction of Kick Start and the Young Person's Guarantee

In the Whitburn and Blackburn ward 131 new residents registered with the service, with 40 being supported into employment, education or training.

D7 Business Gateway Update

The Business Gateway team is part of the Economic Development & Regeneration service. Business Gateway provides confidential and impartial support to residents looking to start-up in business, local firms, new and existing 3rd sector organisations and our major employers. All engagement with Business Gateway is client-led. Support is provided to individual clients and business owners/decision makers. Business Gateway also work closely with the West Lothian Social Enterprise Network to ensure network members receive the business support they need.

The team's key outcomes include helping residents to start their own business, enabling local firms to grow in a sustainable and inclusive manner and providing a single point of contact for our strategic employers.

At the onset of the pandemic, the Business Gateway team moved seamlessly to remote working. Clients were supported via video calls, web-based platforms, emails and telephone. The team responded to client needs by providing extra support in the evenings and weekends. Economic challenge has always been considered as a driver of new start businesses. In the year to March 2021, more than 260 new businesses started trading with help from Council's Business Gateway advisers. The vision and commitment of local people to start their own business, especially in such challenging circumstances, is remarkable. The advisers delivered the range of start-up services to clients remotely. In terms of productivity, over 260 starts were achieved from only 352 initial meetings. This shows a determination to progress on the part of the customers; and it shows enhanced customer focus on the part of the advisers. These new start firms have created over 315 new jobs. The main business sectors are personal, professional and local services. 20% of all early stage firms go on to take premises, employ staff and grow the scale of the business. New starts are worth over £9.55 million to the local economy every year.

The Business Gateway team also includes advisers who deal with existing, growing and relocating firms to West Lothian. The advisers have dealt with 1,300 firms to March 2021. In previous years, that figure would have been closer to 450 firms. Our priority sectors include Life Sciences, Manufacturing, Engineering, Construction and enabling technologies. Of the 1,300 businesses who engaged with us, almost 900 were understandably focused solely on Covid issues.

It is testament to their resilience and entrepreneurialism that 425 firms were also exploring issues around premises, new markets, working capital, Research & Development, export regulation, digital marketing and carbon reduction projects. Council's Business Gateway advisers support firms who have combined annual sales in excess of £1.41 Billion per annum. And while these firms employ over 8,300 staff, it is only 11% of total jobs in West Lothian. However, these firms account for more than 30% of the annual gross value add (GVA) of the West

Lothian economy.

Over January/February 2021, the Scottish Government awarded West Lothian Council £3.51 million to support businesses through a Discretionary Fund. We deployed the funds in a targeted and proportionate manner. There was a smaller award of £5,000 to the 515 businesses who had not received any other COVID-19 response funds. This cohort is characterised by sole traders and/or firms without premises. In addition, there was a higher one-off award of £15,000 - £30,000 to 54 larger firms. This cohort is characterised as firms who have suffered lost sales/cashflow/profits but who may not have been required to close or restrict their operations. They will help drive economic recovery in West Lothian. They represent some of our best sectors including aerospace, engineering, renewables, food & drink, technology, manufacturing, construction and software development. This cohort of firms prioritised for the higher level of grant has combined sales of £253 million per annum. They employ over 2,200 staff, the majority of who are local residents. These firms are committing to recovery based on a number of indicators including reskilling/upskilling, improved productivity, environmental sustainability, low carbon and social inclusion.

In the three months to the end of June 2021, the Business Gateway team helped 60 new businesses to start trading. Of this quarterly total, we helped 10 new start-ups in the Whitburn & Blackburn ward. Over the same timescale, the team engaged with 260 established firms. This included 38 social enterprises, in particular the West Lothian Community Food Hub and the West Lothian Mental Health Forum. There were 21 existing firms supported in the Whitburn & Blackburn ward.

In summarising the work to date of the Business Gateway team, it is not all about sales and wider economic impacts. The advisers have the trust of local people, some of whom pre-Covid had stable and established businesses. The pandemic has damaged the economic wellbeing of some local firms. The Business Gateway advisers try to find solutions in complex circumstances. This is sometimes when businesses cannot see a viable way forward. For their empathy and compassion in dealing with our local firms, LAC is asked to note the team's ongoing contribution to a sustained and inclusive economic recovery.

E. CONCLUSION

Members are asked to note the range of activities taking place across the ward and, in particular, the work to support regeneration within the Whitburn and Blackburn areas

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

Contacts:

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Craig McCorriston, Head of Planning, Economic Development and Regeneration
27 September 2021.

DATA LABEL: PUBLIC



WHITBURN & BLACKBURN LOCAL AREA COMMITTEE

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND (WHITBURN): PROPOSED FUNDING AWARDS

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to invite the committee to consider the applications to the Heartlands Developer Contributions Fund for Whitburn.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that four applications have been received for projects within Whitburn;
2. notes the recommendations provided by officers for each project;
3. agrees to award funding as set out in the report, including funding conditions outlined in Appendix 1;
4. notes the terms and conditions associated to the awarding of grants as set out in the report.

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)	The development plan which provides the framework for town centre improvements requires to be the subject of a Strategic Environmental Assessment (SEA). However, it is possible that some plans for specific projects in town centres may need to be subject of a separate assessment.
III	Implications for Scheme of Delegations to Officers	The proposed means of dispersing funds involves additional delegations to the Head of Planning, Economic Development & Regeneration.
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single	Outcome 3 – Our economy is diverse and

	Outcome Agreement	dynamic and West Lothian is an attractive place for doing business.
VI	Resources - (Financial, Staffing and Property)	The lead developer at Heartland's is obligated to make a £50,000 fund available for improvements in the centre of Fauldhouse and Whitburn. With indexation the fund transferred to the council was £59,740.25
VII	Consideration at PDSP	The content of this report was considered by the Development and Transport PDSP on 4 September 2020. Panel members were generally supportive of the proposal A report dealing with disbursement of similar funds in Core Development Areas was discussed at the D&T PDSP on 6 February 2017.
VIII	Other consultations	Finance.

D. TERMS OF REPORT

Background

The developer obligation (Section 75 Agreement) relating to the development site at Heartlands obligated the developer to make £50,000 available for town and village improvements upon the occupation of the 200th house on the Heartlands development. This level of occupations was exceeded last year and the funding has now been transferred to the council. As a result of indexation, the amount paid into the fund was £59,740.25.

The council already has arrangements in place to deal with the disbursement of equivalent funding from developers in the Core Development Areas (CDA). As At the meeting of the Council Executive held on 6 October 2021, it was agreed that, as the Heartlands is not a CDA, these arrangements cannot automatically be applied and a separate arrangement needed to be put in place for it. It was then agreed that the agreement is based substantially on the arrangements which apply in the CDAs, but it was slightly amended to reflect the particular agreement which applies for the funding being provided by the Heartlands development, as below.

Eligible Works and Conditions of Grant

The signed Section 75 Agreements sets out the requirements for the funding as follows:

Whitburn and Fauldhouse Town Centres Financial Contribution

Ecosse shall pay or procure the payment of the Town Centres Financial Contribution to the Council no later than the date occurring fourteen days after the date of occupation of the 200th Residential Unit within the Agreement Subjects. The Town Centres Financial Contribution shall be spent by the Council after consultation with the Polkemmet Community Liaison Group, Councillors representing the wards of Whitburn and Fauldhouse and the clergy of Churches within Whitburn and Fauldhouse solely for the purposes of public realm, openspace and streetscape enhancement works of a non-commercial nature within Whitburn and Fauldhouse. In the event that within five years from the date of payment the Council has not either spent or made a commitment to spend all of the Town Centres Financial Contribution as aforesaid, the Council shall forthwith upon

demand by Ecosse refund to Ecosse any part of the Town Centres Financial Contribution remaining unspent or uncommitted, together with interest thereon at the rate obtained by the Council from its bank.

Furthermore, the Council Executive agreed that eligible projects for funding could be the same as those in CDAs with the exception of Public Transport improvements which would not fit within the definition set out above. This is set out as:

- landscaping works including the provision and maintenance of public space;
- street furniture and lighting;
- townscape enhancement;
- litter management and recycling (excluding general street cleaning activities);
- crime prevention measures e.g. CCTV;
- improved public transport facilities (to be excluded);
- signage and information;
- promotion and marketing;
- car parking improvements and management;
- town and village centre studies;
- site assembly/site servicing (including CPO);and
- traffic calming/traffic management.

The Council Executive also agreed that a split of the above funding would be made on per capita grounds with 31.7% of the fund (£18,938) in Fauldhouse and the remainder, £40,802, available for Whitburn.

Lastly, the Council Executive agreed that the eligible areas will be defined as the settlement boundaries for Fauldhouse and Whitburn as defined in the West Lothian Local Development Plan.

The Head of Planning, Economic Development and Regeneration has been delegated to make awards from the fund following consultation with the Polkemmet Community Liaison Group, councillors representing the wards of Whitburn and Fauldhouse and the clergy of churches within Whitburn and Fauldhouse.

Process for Considering Applications

The timescale for rolling out the fund was presented to the meeting of this Local Area Committee at the previous meeting on 7 June 2021.

Since then, the fund was launched and promoted and applications were received by the closing date of 13 July.

Following this, meetings of the consultation group have been held to which representatives from the community councils in the area and local clergy were invited to. The first meeting, for which the purpose was to provide feedback on the applications received, was attended by two representatives. The second meeting, for which the purpose was to provide responses on proposed allocations was attended by one representative.

Their feedback on the specific applications has been included within the table in Appendix 1. Generally, the feedback on the proposals was that they were supportive and felt the recommendations for levels of funding was logical.

The main developer for the Heartlands was also consulted on projects. Their feedback on the specific applications has been included within the table in

Appendix 1.

Whitburn Applications

By the deadline of 13 July 2021, four applications had been received for projects. Following receipt, all applications have been reviewed by officers. The project descriptions, feedback from services and consultees, and the recommendations are set out in Appendix 1. The following table give a summary of the applications received and the recommended allocations for each town.

Whitburn (allocation: £40,802)

Applicant	Project	Amount applied for	Funding proposed
Whitburn CDT (1)	Whitburn Community Garden Initiative	£8,000	£8,000
Whitburn CDT (2)	Whitburn Community Hub	£5,000	£0
Whitburn FCA	Kick Pitch Upgrade	£35,000	£21,627
Whitburn Junior Football Club	Groundworks	£11,175	£11,175
	Totals	£59,175.00	£40,802.00

Remaining Balance: £0

Delivery of Projects

Following this committee's feedback on the funding requests, all applicants will be notified of the outcome. The funded projects will be required to agree to conditions of grant. These conditions detail the criteria which must be met before the funding will be released.

The Section 75 agreement stipulates that any unused funds need to be returned to the developer in 2024, as was detailed in previous Council Executive report. A condition of funding that will be applied to all successful projects is that any award is conditional on the project - if it has not been completed by then - being deemed as still deliverable by West Lothian Council in mid-2023.

E. CONCLUSION

The Heartlands Developer Contributions Fund offers additional capital funding to improve the town of Whitburn. The projects in Whitburn will deliver community identified projects that may not otherwise have been carried out.

F. BACKGROUND REFERENCES

Council Executive report, 06 October 2020, *Developer Contributions Towards Town and Village Improvements in Fauldhouse and Whitburn - Report by Head of Planning, Economic Development and Regeneration*
<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=46446>

Appendices/Attachments: Appendix 1 – Applications recommendation spreadsheet
Appendix 2 – Redacted applications

Contacts:

Scott McKillop, Community Regeneration Officer, 07500 816862,
scott.mckillop@westlothian.gov.uk

Craig McCorriston, Head of Planning, Economic Development and Regeneration
27 September 2021.

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND: PROPOSED FUNDING AWARDS: Appendix 1

(Whitburn allocation: £40,802)

Applicant a) Project Name b) Timescale c) Amount applied for (Breakdown of costs)	Brief Description of project	Recommended funding amount and any initial conditions of funding
Whitburn CDT (1) a) Whitburn Community Garden Initiative b) Oct 2021 - Mar 2022 c) £8,000 (Poly tunnel + installation: £2,500 Eco – Compostable outdoor toilet: £4,500 Additional raised beds for Poly tunnel (including soil and seeds etc): £1,000)	<p>Application states: <i>'we would like to apply for funding to cover the cost of purchasing and installing a poly tunnel to enhance our available growing spaces and install a compostable outdoor echo toilet within the garden for staff, volunteers and users.'</i></p> <p>Consultation Group members were supportive.</p>	Recommendation: to fund in full
Whitburn CDT (2) a) Whitburn Community Hub b) Nov 2021 – Mar 2022 c) £5,000	<p>Application states: <i>'we are applying for funding to support us to make initial enquiries in to the possibility of acquiring [Whitburn Library] through a community asset transfer. Although at very early stages we would use these funds to employ a consultant to work with ourselves, WLC and other community partners to undertake a feasibility study of the Library building.'</i></p> <p>Whilst supportive of the aims of the project, the Consultation Group members felt that there may be no direct beneficiaries from using this fund for these purposes.</p>	Recommendation: NOT to fund
Whitburn FCA a) Kick Pitch Upgrade Started and completed b) during 2022/23 c) £35,000 [No breakdown of costs detailed, just overall figure]	<p>Application appears to be for resurfacing and extension of MUGA at KGV park. I understand separately this is subject to a potential Community Asset Transfer. Project Management and Tendering is stated to be provided by WLC's 'Planning Team'. Applications implies beneficiaries are the players from the various FCA teams to use it for training. No detail of ongoing responsibilities provided.</p> <p>Main developer is supportive of application.</p>	Recommendation: to part-fund £21,627

Applicant a) Project Name b) Timescale c) Amount applied for (Breakdown of costs)	Brief Description of project	Recommended funding amount and any initial conditions of funding
	<p>Consultation Group members were supportive.</p> <p>Council Services have indicated they are supportive of this project and intend to lead the project once the funds are in place and permissions obtained.</p> <p>A report on the proposed project will go a future meeting of the Capital Asset Management Board in which consent will be sought to take this forward as a project to be delivered by the council. The proposal is that it will be part funded from approved council capital investment budgets (£40k + £20k = £60k from WLC) and £30k of private funding from the football club. The club had estimated it will cost £125k in total which leaves a £35k funding gap. However, officers have advised that costings were estimated pre-pandemic and expected to be above this estimate, likely significantly.</p> <p>If the project is to delivered, it will be during the 2022/23 financial year.</p> <p>In terms of the £30k of private funding from the club, they have repeatedly stated that it is guaranteed and is in place, however they have yet to evidence that which officers will pursue.</p>	
Whitburn Junior Football Club a) Groundworks b) October – November [2021?] c) £11,175 (Ramps: £1,175 Demolition and erection of a new wall on the west side of the park: £10,000)	<p>Application states: <i>'we need to carry out the replacement of the west perimeter wall which has been eroding and beginning to break up. This would involve demolishing the existing wall and putting in a new foundation to build the new wall.</i></p> <p><i>We would also like to build a ramp to give access to disabled people visiting the tea hut.</i></p> <p><i>The other work needed is to level the existing walk area at the west side of our 40-seater stand as presents a hazard to players and spectators using the changing facility and viewing games from the east side of the enclosure.'</i></p> <p>Main developer is supportive of application Consultation Group members were supportive.</p>	Recommendation: to fund in full

Applicant a) Project Name b) Timescale c) Amount applied for (Breakdown of costs)	Brief Description of project	Recommended funding amount and any initial conditions of funding
	<p>Culture and Sports services have advised they are generally happy with the application received. They have suggested that prioritisation be given to the ramps (Jobs 1 and 2) over the works to the wall (Job 3) unless the latter is deemed to be in a dangerous condition.</p>	

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND - WHITBURN

Application form

- Please refer to the guidance notes when completing this form
- Please provide adequate detail in each of the sections
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	Whitburn and District Community Development Trust
Project title	Whitburn Community Garden Initiative
Contact person	[REDACTED]
Position	Community Development Worker
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	A Scottish Charity and a Company Limited by Guarantee
What date was your organisation formed?	April 2008
Are you a charity, please quote your number	Scottish charity number SC041122. Registered in Scotland number SC368059
What are the main activities of your organisation? (please answer in no more than 100 words)	<p>With our aim of seeking to relieve poverty, promote wellbeing and build a healthy, prosperous and sustainable future for our town and its people, we provide a Community Support Hub offering the following activities:</p> <ul style="list-style-type: none"> ▪ free access to dedicated desktop work stations for independent job searching; ▪ Digital Inclusion mentors for general digital support and confidence building across a broad range of age groups; ▪ support, and where appropriate,

	<p>signposting service users to relevant partner agencies and groups;</p> <ul style="list-style-type: none"> ▪ facilitate the delivery of satellite sessions from our premises through partner agencies; <p>create and facilitate a variety of Community Projects</p>
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Do you have an equal opportunities policy or statement? If yes, please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

2. Project details

Please note that given the timescales for approving successful applications (detailed in the Guidance) only projects which have a start date from October 2021 or after will be considered.

Project location within Whitburn	Whitburn Community Garden
Project start date	October 2021
Project finish date	March 2022

Project description

Describe fully the project for which the grant is being sought. This includes, but is not limited to, the background and context of the project, detail of the works to be undertaken.

The idea of a community garden has been long desired by the community as a viable opportunity to transform an area of the town where we can promote a healthier community and environment, a space the public can be proud of which allows them a sense of ownership and a place of shared learning. The idea has been documented as part of the action plan of a large local place making activity that was published in 2015 as a way to focus on community health and well-being the report states 'promoting healthy eating and tackling food poverty emerged in the charrette as local issues that could be addressed through new / more growing and skills support opportunities in Whitburn'. Although an idea of a community garden has been around for a number of years, Whitburn and District Community Development Trust (WDCDT) now finds itself in a position to be able to make the communities aspirations a reality.

The community garden is based adjacent to Whitburn Community Education Centre. The project has taken ownership of this land to build raise beds where we can grow fresh fruit and vegetables with the aim of distributing the food to the community, through our Community Fridge and Larder project. We have also received for a free tree package from the Woodland Trust, where we have been successful in securing 105 trees to grow an array of fruits and nuts to potentially produce our own jams, jellies, wines and more. We plan to have a sensory garden and a wildflower meadow in the community garden to which would include wildlife friendly plants, a therapeutic space for people to recuperate, a learning zone full of exciting things to touch and smell or an accessible garden for people with sight loss or wheelchairs to be fully independent.

The community garden will also be a social space for members of the community to come together and be able to meet new people and form stronger connections to build a stronger network. To do this we will engage with all local schools primary and secondary to encourage them to get involved as an extra-curricular activity as being actively involved would provide many outdoor learning opportunities from both an educational and

social perspective by offering them the opportunity to adopt a raised bed. As the land we would acquire would be within touching distance of Whitburn Community Education Centre, some of the groups that use the centre have already shown an interest in being actively involved in the community garden especially the youth groups, addiction recovery groups and older people groups through discussions I have had with them.

The community garden will not only have benefits for the local community as a whole but will benefit participants on an individual level as they will be volunteering their own time to participate in the project and will be working towards a common goal. There are many benefits to volunteering to individual's circumstance as it can create employment opportunities and has positive impacts on peoples' general health and well-being as 'green exercise' like gardening can help reduce anxiety levels and improve mental wellbeing. Gardening is also a great form of aerobic exercise and could help boost your strength, stamina and flexibility. Individuals will also gain new knowledge, such as how to grow fresh tasty food, how to support wildlife, how to improve the local environment and more. It will also allow people to take the chance to explore new areas of your community and improve them while they are at it.

The community garden project has the potential to engage the whole community from all different ages and backgrounds and bring people together to create a more enterprising space within the town centre. As this application is to create the infrastructure of a community garden within the community it has no shelf life or expiry date and will be an asset to the community for generations like many other community gardens across West Lothian and Scotland. With the opportunity to grow this project year on year with the support of our community development worker our longer term vision would include employing an educational gardener to further expand the learning and development opportunities for participants and over time we would like to develop some enterprising activity by selling some of our homemade products to the community. The community garden will also provide opportunity to grow plants for our own town centre planters to make our high street more vibrant for a lower cost to the community.

We have started the process of building the infrastructure of the community garden however we would like to apply for funding to cover the cost of purchasing and installing a poly tunnel to enhance our available growing spaces and install a compostable outdoor echo toilet within the garden for staff, volunteers and users.

**Partners involved
(other local
organisations,
including WLC, you
are working with)**

Please include any

All local Primary Schools, Whitburn Academy, The Inclusion and Wellbeing service, West Lothian Foodbank, West Lothian Youth Action Project, Whitburn Community Council, Whitburn Community Education Centre and users of the community centre including youth groups, older people and addiction recovery groups

contact you have made with property owners or council services related to your project, if applicable.

Evidence of need - demonstrate why your project is needed.

It is vital that you show that you have identified the need for your project, e.g. letters of support, a local questionnaire, online survey.

The community garden project will empower the community through WDCDT to take active ownership of a green space in the town centre to create a community growing space in the shape of a community garden. This type of community based activity has a track record in other areas of West Lothian and Scotland to have a massive positive impact on the health and wellbeing of the participants in the community project. You can Improve physical and mental health through activities in greenspaces which help to tackle social and health inequalities mainly through visiting woodlands, parks, gardens and landscapes and by using and enjoying them, as well as being involved in their management. In addition people have a greater connection to growing and eating healthy food through community gardening.

Social ties are important to the wellbeing of people in a community since they can bring positive health effects and community involvement. Community gardens allow for the creation of social ties and build a greater feeling of community. These connections help reduce crime, empower residents and allow residents to feel safe in their neighbourhoods.

As mentioned previously a longer term goal and outcome for the community garden when it has been established is to do some enterprising activity, this will help with ongoing cost Therefore having a social enterprising element to this project in the future will help support it become more self-sufficient.

Outcomes of the project

What difference will your project make? Describe what your project will deliver. For example:

- Number of sites improved
- Area of landscaping
- Community Facilities developed, improved

Our community garden growing area will be enhanced with the installation of a poly tunnel to allow more growing space for our volunteers and users to grow fresh fruit, vegetable and flowers.



The community garden will be able to install an accessible compostable eco toilet for our community garden volunteers and users to use on site. This type of toilet will also align with the environmentally friendly aspect of the community garden project.

3.Project Costs

Amount of funding requested	£8,000
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Item of expenditure	Cost
Poly tunnel + installation	£2500
Eco – Compostable outdoor toilet	£4500
Additional raised beds for Poly tunnel (including soil and seeds etc)	£1000

Please remember to attach any quotes you have obtained when emailing your application

If your project costs more than you are applying for please detail below.	Is this in place and approved	If anticipated in what time scale

Project management

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

- Design / plans that you have or how you will obtain these
- Implementation arrangements e.g how you are tendering for contractors
- Establishing whether Planning Approval is required for elements of your project
- Obtaining any public liability for overseeing works

This project will be managed by Whitburn and District Community Development Trust and we have been working with The Conservation Volunteers to help us design our garden space.

WDCDT will be the main organisation responsible for the implementation and monies applied for in this project and as a registered charity and company limited by guaranteed will take the appropriate measures to ensure all Health and Safety measures are implement and will ensure this project is covered by our public liability insurance.

Ongoing Responsibilities

If your application is successful, unless it has been agreed with the council, or other property/land owners, there will be a presumption you will be liable for the changes made and responsible for its ongoing maintenance.

Please detail:

- Obtaining any public liability for any ongoing responsibilities
- What any ongoing maintenance will be after the project and, in the case of council land, whether you have obtained permission for this. If you will be providing maintenance, please detail how this will be funded.

We currently have a 10 year lease in place with WLC for the community garden space and have assumed responsibility for the land and project within it. We will continue to work towards the success of the overall project and ongoing responsibility of maintaining the items applied for within this application.

Privacy Notice for: HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

Information held about you

As part of the funding arrangements for this programme evidence of eligibility and information must be collected. We also need to keep information on your progress throughout the application process.

West Lothian Council will collect personal information about you. Some or all of the following information will be held by West Lothian Council.

- Details of the group; type, date formed, charity number
- Contact details of contact person; name, position in the group, address, telephone and e-mail address.
- Copies of group documents;
 - Annual Accounts
 - Bank Statements
 - Constitution or Articles and Memorandum
 - Equality Policy
 - List of committee members/directors list

Who is processing my data?

All personal information is held and processed by West Lothian Council in accordance with data protection law.

How will we use information we hold about you?

Your data will be used to:

- Assess and progress your application
- Contact you regarding the **HEARTLANDS DEVELOPER CONTRIBUTIONS FUND**
- To contact you regarding invitations to relevant events
- To contact you for feedback regarding the quality of services provided to you.

Who will we share your information with?

We will share your information with internal West Lothian Council colleagues in services such as; Central Admin, Financial Management Unit, as required to carry out your request.

How long do we keep your records?

We will endeavour to keep your information accurate and up-to-date, and to update or remove the data upon request by you. The council will only keep your information for a maximum of seven years from the end of the project. After this time personal information will be securely destroyed. Group constitutions or memorandums of association will be retained until an updated copy is received or no longer required.

Your rights

You have a number of rights under data protection law, including the right to request your information and to request that the information be amended or, in some circumstances, erased.

To request your records, you will need to put your request in writing and provide proof of identification to Doulas Grierson, Community Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF
Email – Douglas.Grierson@Westlothian.gov.uk

Providing accurate information

It is important that we hold accurate and up to date information about you in order to provide evidence of eligibility for the particular funding you are applying for. We also need to keep information on your progress throughout the application process. If any of your details have changed, or change in the future, please ensure that you tell us as soon as possible so that we can update your records.

Further information

If you have any questions or concerns about how your information is used, please contact Doulas Grierson, Community Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Email – Douglas.Grierson@Westlothian.gov.uk

You can also contact the Data Protection Officer, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Email: dpo@westlothian.gov.uk

More information about data protection and how it applies to you, including how to complain about how your information is being used, is available from the [Information Commissioner's Office](#)

Who is responsible for my information?

All personal information is held and processed by West Lothian Council in accordance with the Data Protection Act 2018. For information on the role of Data Controller, Data Protection Officer and Contact Details for the council, please refer to the 'Data Protection and Privacy' page of the council's website: <https://intranet.westlothian.gov.uk/article/36236/General-Data-Protection-Regulation-GDPR>

4. Declaration

We wish to apply for a grant from the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

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.

I consent to West Lothian Council processing my personal data for the purposes of:

	Application to the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND
	To provide you with updates on the progress of your application
	Contact you with invitations to relevant events
	Contact you for feedback on quality of services provided to you.
Name	[REDACTED]
Position	Community Development Worker
Organisation	Whitburn and District Community Development Trust
Date	13/07/2021

Please email your completed forms to:

regenerationteam@westlothian.gov.uk

If you would prefer to send your application by post, please contact the Regeneration Team on the above email address to discuss.

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

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND - WHITBURN

Application form

- Please refer to the guidance notes when completing this form
- Please provide adequate detail in each of the sections
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	Whitburn and District Community Development Trust
Project title	Whitburn Community Hub
Contact person	
Position	Community Development Worker
Address	
Telephone number	
Email Address	
Type of organisation	A Scottish Charity and a Company Limited by Guarantee
What date was your organisation formed?	April 2008
Are you a charity, please quote your number	Scottish charity number SC041122. Registered in Scotland number SC368059
What are the main activities of your organisation? (please answer in no more than 100 words)	<p>With our aim of seeking to relieve poverty, promote wellbeing and build a healthy, prosperous and sustainable future for our town and its people, we provide a Community Support Hub offering the following activities:</p> <ul style="list-style-type: none"> ▪ free access to dedicated desktop work stations for independent job searching; ▪ Digital Inclusion mentors for general digital support and confidence building across a broad range of age groups; ▪ support, and where appropriate, signposting service users to relevant

	partner agencies and groups; <ul style="list-style-type: none"> ▪ facilitate the delivery of satellite sessions from our premises through partner agencies; ▪ create and facilitate a variety of Community Projects
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Do you have an equal opportunities policy or statement? If yes, please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

2. Project details

Please note that given the timescales for approving successful applications (detailed in the Guidance) only projects which have a start date from October 2021 or after will be considered.

Project location within Whitburn	Whitburn Library
Project start date	November 2021
Project finish date	March 2022

Project description Describe fully the project for which the grant is being sought. This includes, but is not limited to, the background and context of the project, detail of the works to be undertaken.
Established in 2009, our organisation is a local charity, run by volunteers, and our vision is to relieve poverty, promote well-being and build a healthy, prosperous and sustainable future for our town and its people. In our town which has a population of around 12,000, there is a mix of social, economic and health related challenges, which also translate into higher levels of household financial hardship. With a significant number of the town's data zones falling within the most deprived 20%, child poverty is particularly acute and unemployment levels are significantly higher than in other communities. Low paid work and under-employment are also key factors in income based poverty. With such significant economic challenges facing our community, and focusing on these identified needs, our organisation took an informed decision to initially provide services to tackle and alleviate those challenges through the provision of a Community Support Hub (CSH). Located on the main street of our town the CSH eliminates both the need for residents to travel out with the town and the financial barriers which can be a restriction to accessing support services. Set up in 2014, our community information, advice, and support service is based on an early intervention model designed to encourage local residents, particularly those who are experiencing financial

hardship, to use advice services and IT support to benefit their individual circumstances, all delivered in an informal community setting. Whilst remaining committed to the continuing provision from our CSH, we also acknowledged that the challenges facing our community extended beyond financial stability. Following a successful funding application we were able to appoint a Community Development Worker (CDW) in March 2018, the first and only full time dedicated community development worker in the town. The initial main task for our CDW was to identify current key services and activities in the community. Working in partnership with West Lothian Council's Regeneration Officer, we carried out a community mapping exercise with local community groups and services to understand what was available in the community. Once services and activities were mapped, our CDW engaged and consulted with local residents to better understand the gaps in local provision. These findings identified a number of gaps in areas across a number of themes: community capacity; environmental projects; physical activities; welfare advice. To assist in addressing these gaps, our CDW: successfully registered our organisation as an intermediary body to allow local organisations to access disclosure services; offered community based adult learning opportunities, including delivering a free 6-week 'raising children with confidence' course; supported the re-establishment of the Friends of Polkemmet group, a volunteer group that helps conserve and maintain our local country park; was instrumental in our organisation securing funding to install the infrastructure of a community garden, which has been an aspiration of the community since 2013; established a weekly walking football group which tackles social isolation and promotes positive health for those 50+; secured funding to establish a weekly parkrun event in partnership with parkrun UK; secured funding for a Citizens Advice Bureau financial adviser to be based within our office to provide welfare and benefit advice. In February 2020 we also established a Community Fridge and Larder (CFL) within our CSH premises as a means of tackling food insecurity and to allow those in greatest need in our community to have access to food, including fresh food, with dignity. In response to the impact of COVID on our community we dramatically upscaled the CFL to meet this need. To achieve this we had to reconfigure our small office premises which was only possible as, in line with Government Guidance, we temporarily paused all our face to face information, advice and support services. Our CDW and an amazing group of volunteers, many of whom were furloughed from their jobs, worked tirelessly to ensure that the CFL remained open, accessible and well-stocked during lockdown. In addition to the drop-in CFL, our volunteers assisted in making up and delivering food parcels to individuals and families within our community who were unable to visit our facility and we also delivered pre-cooked meals supplied by a partner agency to those residents who have limited capacity to cook healthy nutritious meals. As restrictions eased but social distancing rules remained, we were faced with choosing between the return of our paused information, advice and support services or addressing the greater than before immediate issue of food insecurity, both of which are, and will remain, a desperate need within our community. To address this issue we have successfully secured the use of a like sized premises 2 doors away from our CSH and we moved the CFL to the new premises during July 2020. We have also appointed a part time Community Fridge Coordinator (CFC) to

continue service delivery from the facility. With our Administrative Assistant facilitating the delivery of our restored information, advice and support service, the appointment of our CFC to deliver the CFL facility crucially allows for our CDW to concentrate on the delivery of other funded projects, some of which are time-limited, and to continue to address the identified gaps within our community.

Community Hub

Whitburn Partnership Centre is currently under construction, with this projected to be open to the public by Spring 2022 we understand this new building will incorporate many council services including the library. Therefore the current library building will be surplus to requirement and under standard arrangements, the property would typically be disposed of in accordance with the council's approved Surplus Property Procedure in order to generate a capital receipt for the council. This would involve the property being openly marketed, with expressions of interest being invited from all sectors, including community organisations. We are applying for funding to support us to make initial enquiries in to the possibility of acquiring this building through a community asset transfer. Although at very early stages we would use this funds to employ a consultant to work with ourselves, WLC and other community partners to undertake a feasibility study of the Library building. Our current aspirations for this property would allow a streamlined approach to the current services we provide, including our CFL project, and CSH, this opportunity of having our own facility will provide us with opportunities to further identify and meet the demands of the community and provide support to those who need it most. We envisage the building could be host to a variety of projects including a men's shed/ upcycling workshop that would run in tandem with our Community Garden project, co working spaces, a multipurpose space for community use, community events. Etc.

We have been aware of and have spoken with similar organisations who have been successful in their aspirations in the asset transfer process in West Lothian and created very successful, thriving multipurpose community hub's within their community and will draw on their learning and experience through this process. Whitburn and District Community Development Trust has over the last few years have cemented themselves as the anchor organisation within the community as we have identified, developed and are operating very successful projects that benefit the local town and its people.

**Partners involved
(other local
organisations,
including WLC, you
are working with)**

**Please include any
contact you have
made with property
owners or council**

We have made initial contact with WLC asset manager and have had conversation with our local regeneration officer to establish interest and possibility of the asset transfer. We have been put in contact with Lynn Molleson from DTAS Community Ownership support Service to engage with for support in this process.

**services related to
your project, if
applicable.**

Evidence of need - demonstrate why your project is needed.

It is vital that you show that you have identified the need for your project, e.g. letters of support, a local questionnaire, online survey.

According to SIMD 2016 and the West Lothian Anti-Poverty Strategy the Whitburn and Blackburn Ward in West Lothian is the most deprived area in the ward. The SIMD reports that.

- Whitburn has a mix of social, economic and health related challenges, which also translate into higher levels of household financial hardship
- Child poverty is particularly acute, especially in the most deprived cluster of areas within the town
- Within Whitburn, five data zones (out of 13 in total) fall within the most deprived 20% range
- There is clear evidence of significant health inequalities within Whitburn and between the town and other parts of West Lothian and Scotland

West Lothian Anti-poverty strategy backs up these claims as it states that the Whitburn and Blackburn ward have the highest rate of foodbank usage amongst under 16's in west Lothian and the highest percentage of the population using foodbanks overall.

We would use the feasibility study to identify a clear community/social demand for the transfer, and to demonstrate how that demand has been identified through engagement and consultation in the local community. However we would be proposing that the building be used as part of the asset transfer for community benefit to reduce inequalities of outcomes for socio-economic disadvantage.

Outcomes of the project

What difference will your project make? Describe what your project will deliver. For example:

- Number of sites improved
- Area of landscaping
- Community Facilities developed, improved

We would use this funding to employ a consultant to work in partnership with us to carry out a feasibility study of the potential asset transfer of the Library

building when it becomes surplus to requirement. This will allow us to undertake an assessment of whether and how the proposed project can be developed / delivered to meet its objectives given the demand for it, the context it will operate in, and the resources available. The feasibility will also outline the steps that need to be taken to progress the proposal from idea to reality, including:

- The level of demand;
- Proof that the proposed project will not duplicate activities, services or facilities already provided in the local community;
- The potential to generate income
- The viability of the project
- Sustainability of the project.

3.Project Costs

Amount of funding requested	£5,000
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Item of expenditure	Cost
Feasibility study	£5,000

Please remember to attach any quotes you have obtained when emailing your application

If your project costs more than you are applying for please detail below.	Is this in place and approved	If anticipated in what time scale

Project management

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

- Design / plans that you have or how you will obtain these
- Implementation arrangements e.g how you are tendering for contractors
- Establishing whether Planning Approval is required for elements of your project
- Obtaining any public liability for overseeing works

We will work with DTAS Community ownership service and WLC asset manager and regeneration team to continue to gather information about the asset transfer process and the property and work towards preparing a brief and identifying an appropriate consultant to work with us to carry out a feasibility study of the potential asset transfer of the Library building and its potential use.

Ongoing Responsibilities

If your application is successful, unless it has been agreed with the council, or other property/land owners, there will be a presumption you will be liable for the changes made and responsible for its ongoing maintenance.

Please detail:

- Obtaining any public liability for any ongoing responsibilities
- What any ongoing maintenance will be after the project and, in the case of council land, whether you have obtained permission for this. If you will be providing maintenance, please detail how this will be funded.

If successful and once the feasibility study phase has been complete we will carefully consider its findings and the next steps to be completed to continue to engage with the asset transfer process of this building. It will in effect form the brief for any future stages in the project, which will aid us in attracting funding for any works that may be carried out in the building to ensure that it is fit for purpose.

Privacy Notice for: HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

Information held about you

As part of the funding arrangements for this programme evidence of eligibility and information must be collected. We also need to keep information on your progress throughout the application process.

West Lothian Council will collect personal information about you. Some or all of the following information will be held by West Lothian Council.

- Details of the group; type, date formed, charity number
- Contact details of contact person; name, position in the group, address, telephone and e-mail address.
- Copies of group documents;
 - Annual Accounts
 - Bank Statements
 - Constitution or Articles and Memorandum
 - Equality Policy
 - List of committee members/directors list

Who is processing my data?

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How will we use information we hold about you?

Your data will be used to:

- Assess and progress your application
- Contact you regarding the **HEARTLANDS DEVELOPER CONTRIBUTIONS FUND**
- To contact you regarding invitations to relevant events
- To contact you for feedback regarding the quality of services provided to you.

Who will we share your information with?

We will share your information with internal West Lothian Council colleagues in services such as; Central Admin, Financial Management Unit, as required to carry out your request.

How long do we keep your records?

We will endeavour to keep your information accurate and up-to-date, and to update or remove the data upon request by you. The council will only keep your information for a maximum of seven years from the end of the project. After this time personal information will be securely destroyed. Group constitutions or memorandums of association will be retained until an updated copy is received or no longer required.

Your rights

You have a number of rights under data protection law, including the right to request your information and to request that the information be amended or, in some circumstances, erased.

To request your records, you will need to put your request in writing and provide proof of identification to Doulas Grierson, Community Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF
Email – Douglas.Grierson@Westlothian.gov.uk

Providing accurate information

It is important that we hold accurate and up to date information about you in order to provide evidence of eligibility for the particular funding you are applying for. We also need to keep information on your progress throughout the application process. If any of your details have changed, or change in the future, please ensure that you tell us as soon as possible so that we can update your records.

Further information

If you have any questions or concerns about how your information is used, please contact Doulas Grierson, Community Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Email – Douglas.Grierson@Westlothian.gov.uk

You can also contact the Data Protection Officer, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF, Email: dpo@westlothian.gov.uk

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4. Declaration

We wish to apply for a grant from the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

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.

I consent to West Lothian Council processing my personal data for the purposes of:

	Application to the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND
	To provide you with updates on the progress of your application
	Contact you with invitations to relevant events
	Contact you for feedback on quality of services provided to you.
Name	[REDACTED]
Position	Community Development Worker
Organisation	Whitburn and District Community Development Trust
Date	13/7/21

Please email your completed forms to:

regenerationteam@westlothian.gov.uk

If you would prefer to send your application by post, please contact the Regeneration Team on the above email address to discuss.

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

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND - WHITBURN

Application form

- Please refer to the guidance notes when completing this form
- Please provide adequate detail in each of the sections
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	Whitburn FCA
Project title	Kick Pitch Upgrade
Contact person	[REDACTED]
Position	Chairman
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	Community Football Club
What date was your organisation formed?	1997
Are you a charity, please quote your number	
What are the main activities of your organisation? (please answer in no more than 100 words)	Providing access to football to all age groups ranging from the of 3 -70+

Do you have an equal opportunities policy or statement? If yes, please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

2. Project details

Please note that given the timescales for approving successful applications (detailed in the Guidance) only projects which have a start date from October 2021 or after will be considered.

Project location within Whitburn	Yes
Project start date	FY22/23
Project finish date	FY22/23

Project description

Describe fully the project for which the grant is being sought. This includes, but is not limited to, the background and context of the project, detail of the works to be undertaken.

Whitburn FCA have been working alongside Scott Hughes over the past 2 years to upgrade the existing kick pitch at King George V Parks, the existing pitch is unusable in its current condition due to the age of the surface.

The current size of the existing pitch has been found to be of an inadequate size and it has been identified that with an extension to the existing pitch and also a replacement surface the community club would be able to maximise the new facilities and continue growth and development of the community club.

Although the club is based in Whitburn our catchment of players comes from the following areas Whitburn, Fauldhouse, Stoneyburn Longridge and Greenrigg, no other community club exists in the villages mentioned above and Whitburn FCA provide players both male and female the opportunity to play football as local as possible.

Partners involved (other local organisations, including WLC, you are working with) Please include any contact you have made with property owners or council services related to your project, if	Whitburn Juniors, Whitburn Gala Committee and a number of amateur football teams. West Lothian Council Planning and Lets Scott Hughes and Andy Johnston
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applicable.	
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Evidence of need - demonstrate why your project is needed.

It is vital that you show that you have identified the need for your project, e.g. letters of support, a local questionnaire, online survey.

The current need is evident that Teams from Whitburn FCA who can currently boast nearly 300 players from boys girls amateur adults and a Senior team Whitburn Juniors, teams unfortunately need to train outwith the Whitburn area due to the lack of facilities as Whitburn Academy unfortunately is at capacity – current climate an exception due to Covid restrictions.

Outcomes of the project

What difference will your project make? Describe what your project will deliver. For example:

- Number of sites improved
- Area of landscaping
- Community Facilities developed, improved

This project will deliver local facilities for local children the opportunity to train play and also when rules allow parents to spectate on a surface that is usable all year round.

This will also free up much needed space at Whitburn Academy for 11 aside teams that cant unfortunately have 2 training slots per week due to all teams using the one park during the Winter period.

3.Project Costs

Amount of funding requested	£35000
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Item of expenditure	Cost

Please remember to attach any quotes you have obtained when emailing your application

If your project costs more than you are applying for please detail below.	Is this in place and approved	If anticipated in what time scale
Total Project		

Project management

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

- Design / plans that you have or how you will obtain these
- Implementation arrangements e.g how you are tendering for contractors
- Establishing whether Planning Approval is required for elements of your project
- Obtaining any public liability for overseeing works

All project management and tendering for the project will be completed by West Lothian Councils Planning Team.

Ongoing Responsibilities

If your application is successful, unless it has been agreed with the council, or other property/land owners, there will be a presumption you will be liable for the changes made and responsible for its ongoing maintenance.

Please detail:

- Obtaining any public liability for any ongoing responsibilities
- What any ongoing maintenance will be after the project and, in the case of council land, whether you have obtained permission for this. If you will be providing maintenance, please detail how this will be funded.

Privacy Notice for: HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

Information held about you

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West Lothian Council will collect personal information about you. Some or all of the following information will be held by West Lothian Council.

- Details of the group; type, date formed, charity number
- Contact details of contact person; name, position in the group, address, telephone and e-mail address.
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 - Annual Accounts
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 - Equality Policy
 - List of committee members/directors list

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How will we use information we hold about you?

Your data will be used to:

- Assess and progress your application
- Contact you regarding the **HEARTLANDS DEVELOPER CONTRIBUTIONS FUND**
- To contact you regarding invitations to relevant events
- To contact you for feedback regarding the quality of services provided to you.

Who will we share your information with?

We will share your information with internal West Lothian Council colleagues in services such as; Central Admin, Financial Management Unit, as required to carry out your request.

How long do we keep your records?

We will endeavour to keep your information accurate and up-to-date, and to update or remove the data upon request by you. The council will only keep your information for a maximum of seven years from the end of the project. After this time personal information will be securely destroyed. Group constitutions or memorandums of association will retained until an updated copy is received or no longer required.

Your rights

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To request your records, you will need to put your request in writing and provide proof of identification to Doulas Grierson, Community Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF
Email – Douglas.Grierson@Westlothian.gov.uk

Providing accurate information

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4. Declaration

We wish to apply for a grant from the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

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.

I consent to West Lothian Council processing my personal data for the purposes of:

	Application to the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND
	To provide you with updates on the progress of your application
	Contact you with invitations to relevant events
	Contact you for feedback on quality of services provided to you.
Name	
Position	
Organisation	
Date	

Please email your completed forms to:

regenerationteam@westlothian.gov.uk

If you would prefer to send your application by post, please contact the Regeneration Team on the above email address to discuss.

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

HEARTLANDS DEVELOPER CONTRIBUTIONS FUND - WHITBURN

Application form

- Please refer to the guidance notes when completing this form
- Please provide adequate detail in each of the sections
- No project should start or commit expenditure before receiving the approval of grant

1. Applicant Organisation Details

Organisation Name	WHITBURN JUNIOR FOOTBALL CLUB
Project title	GROUNDWORKS
Contact person	[REDACTED]
Position	SECRETARY
Address	[REDACTED]
Telephone number	[REDACTED]
Email Address	[REDACTED]
Type of organisation	Community football club
What date was your organisation formed?	1934
Are you a charity, please quote your number	no
What are the main activities of your organisation? (please answer in no more than 100 words)	Providing competitive football for the local community and encouraging social cohesion by bringing all age groups together to support the team. Making the park available to amateur teams, charity matches and gala sports. We are currently applying for charitable status under the "umbrella" Organisation Whitburn Community Sports Club involving youth, ladies and amateur footballers.

Do you have an equal opportunities policy or statement? If yes, please provide a copy	Yes
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

Project details

Please note that given the timescales for approving successful applications (detailed in the Guidance) only projects which have a start date from October 2021 or after will be considered.

Project location within Whitburn	Central Park
Project start date	October
Project finish date	November

Project description

Describe fully the project for which the grant is being sought. This includes, but is not limited to, the background and context of the project, detail of the works to be undertaken.

Over the past three years the club has been making several improvements to bring the condition of the terracings and facilities up to standards required for the professional Pyramid leagues in the East of Scotland. In light of this we are endeavouring to make the ground safer for spectators and all who use the facility and to this end we need to carry out the replacement of the west perimeter wall which has been eroding and beginning to break up. This would involve demolishing the existing wall and putting in a new foundation to build the new wall.

We would also like to build a ramp to give access to disabled people visiting the tea hut.

The other work needed is to level the existing walk area at the west side of our 40 seater stand as presents a hazard to players and spectators using the changing facility and viewing games from the east side of the enclosure.

Partners involved (other local organisations, including WLC, you are working with) Please include any contact you have made with property owners or council services related to your project, if applicable.	Whitburn FCA Scott McKillop Community Regeneration WLC
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Evidence of need - demonstrate why your project is needed.

It is vital that you show that you have identified the need for your project, e.g. letters of support, a local questionnaire, online survey.

Outcomes of the project

What difference will your project make? Describe what your project will deliver. For example:

- Number of sites improved
- Area of landscaping
- Community Facilities developed, improved

The work will make safe and allow access to three areas at Central Park. A ramp to make safer access to the tea hut, a new wall separating the west terracing/walkway and the playing surface and safer standing and passage from the 40 seater stand to the changing rooms.

3.Project Costs

Amount of funding requested	£11,175.00
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Item of expenditure	Cost
Jobs 1 and 2 Ramps	£1,175.00
Job 3 Demolition and erection of a new wall on the west side of the park	£10,000

Please remember to attach any quotes you have obtained when emailing your application

If your project costs more than you are applying for please detail below.	Is this in place and approved	If anticipated in what time scale

Project management

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

- Design / plans that you have or how you will obtain these
- Implementation arrangements e.g how you are tendering for contractors
- Establishing whether Planning Approval is required for elements of your project
- Obtaining any public liability for overseeing works

Planning not required and work as stated by contractors. Two quotations sought.

Ongoing Responsibilities

If your application is successful, unless it has been agreed with the council, or other property/land owners, there will be a presumption you will be liable for the changes made and responsible for its ongoing maintenance.

Please detail:

- Obtaining any public liability for any ongoing responsibilities
- What any ongoing maintenance will be after the project and, in the case of council land, whether you have obtained permission for this. If you will be providing maintenance, please detail how this will be funded.

The club has public liability insurance in place and maintenance will be carried out by volunteer supporters and committee. The intention would also be to use masonry paint to protect the wall and bring into line with the rest of the wall around the playing surface.



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Email – Douglas.Grierson@Westlothian.gov.uk

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4. Declaration

We wish to apply for a grant from the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND

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I consent to West Lothian Council processing my personal data for the purposes of:

	Application to the HEARTLANDS DEVELOPER CONTRIBUTIONS FUND
	To provide you with updates on the progress of your application
	Contact you with invitations to relevant events
	Contact you for feedback on quality of services provided to you.
Name	██████████
Position	Secretary
Organisation	Whitburn Junior FC
Date	12 th .July 2021

Please email your completed forms to:

regenerationteam@westlothian.gov.uk

If you would prefer to send your application by post, please contact the Regeneration Team on the above email address to discuss.

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

DATA LABEL: PUBLIC



WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE

GENERAL SERVICES CAPITAL PROGRAMME UPDATE

REPORT BY HEAD OF FINANCE AND PROPERTY SERVICES

A. PURPOSE OF REPORT

To provide the Whitburn and Blackburn Local Area Committee (LAC) with an update on general services capital investment in the ward during 2020/21 and planned investment for the seven year period 2021/22 to 2027/28.

B. RECOMMENDATION

It is recommended that the LAC notes:

1. The progress made in delivering the approved general services capital programme within the Whitburn and Blackburn ward in 2020/21;
2. The approved capital projects planned for the ward in 2021/22 to 2027/28;
3. That detailed allocations of block budgets for the period 2023/24 to 2027/28 to specific programmes attributable to specific wards will not be undertaken until 2022;
4. Progress in delivery of the 2021/22 programme will be reported to Council Executive following detailed budget monitoring exercises during the course of the year;
5. An updated capital investment programme will be presented to Council for approval in February 2022.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on customers' needs, being honest, open and accountable, making the best use of our resources and working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	<p>The council's General Services Capital programme is managed within the stringent requirements set out in the updated Prudential Code.</p> <p>The integrated approach to asset management and capital planning complies with the provisions of the Prudential Code and with Best Value requirements in the 2003 Local Government (Scotland) Act.</p>
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	Effective capital implementation and asset management is vital to supporting corporate and service performance.

V	Relevance to Single Outcome Agreement	Effective prioritisation of capital resources will be essential to achieve key outcomes over the coming seven years.
VI	Resources - (Financial, Staffing and Property)	General services capital investment in the Whitburn and Blackburn ward during 2020/21 was £1.836 million. Approved investment for 2021/22 to 2027/28 is £21.699 million.
VII	Consideration at PDSP	The process for the development of the asset management strategy and capital investment programme was considered by Partnership and Resources PDSP on 19 January 2018. Asset Lead Officers provide annual asset performance reports to relevant Policy Development and Scrutiny Panels (PDSPs).
VIII	Other consultations	Asset Lead Officers and Capital Project Managers.

D. TERMS OF REPORT

D.1 Background

West Lothian Council agreed a ten year asset management and capital investment plan for 2020/21 to 2027/28 on 13 February 2018. As part of the ten year capital plan, it was agreed that officers would report annually to local area committees on the progress on capital investment in their ward.

Following approval of the original ten year plan in 2018, the plan has been updated annually on 19 February 2019, 28 February 2020 and again on the 25 February 2021. An updated plan, incorporating the final outturn position from 2020/21, was considered and approved by Council Executive on 22 June 2021. The future planned investment from 2021/22 to 2027/28 included in this report is based on the updated programme agreed in June 2021.

D.2 Capital Investment in Whitburn and Blackburn Ward in 2020/21

The overall general services capital investment expenditure for 2020/21 was £56.182 million compared to the approved budget of £47.409 million representing a net accelerated spend of £8.773 million in the programme. As spend was 119% of budget, this demonstrates continued progress in delivering the council's capital investment plans.

For 2020/21 identifiable investment in the Whitburn and Blackburn ward was £1.836 million against a budget of £3.347 million. Full details of all budgets and expenditure for the ward are provided in Appendix 1, however the total investment by asset category is as follows:

Table 1: Investment in Whitburn & Blackburn Ward in 2020/21 by Asset Category

Asset	Budget £'000	Final Outturn £'000	Variance £'000
Property	2,964	1,520	(1,444)
Roads and Related Assets	343	316	(27)
Open Space	40	0	(40)
Total	3,347	1,836	(1,511)

In summary the key elements of the investment in the ward during 2020/21 were:

Property Assets

The total expenditure for the Whitburn and Blackburn ward was £1.520 million within the property assets category during 2020/21. Work recommenced on the delivery of the new Whitburn Partnership Centre which experienced initial delays due to the administration of the main contractor. The project is now expected to be delivered by Spring 2022. Works to demolish the former Community Centre at Blackburn were also completed. Following the initial Covid-19 lockdown, there was some slippage to planned improvement projects. This included the electrical upgrade at Our Lady of Lourdes Primary School, Blackburn and a window replacement at Croftmalloch Primary School. Good progress was made on the Early Learning and Childcare projects with the new nursery provision at Greenrigg Primary successfully completed.

Roads and Related Assets

The total expenditure for the Whitburn and Blackburn ward was £316,000 for roads and related assets during 2020/21. Expenditure largely related to surfacing works on the A705 at Blackburn Cross along with investment of £208,000 in town and village improvements which were implemented following consultation with the community. Works also concluded on the footpath at Whitehill Industrial Estate along with masonry works on the Almond Road Bridge at Polkemmet Country Park.

Open Space Assets

No expenditure was incurred under the Open Space asset category in the Whitburn and Blackburn ward during 2020/21. The programme included £40,000 for maintenance and modernisation works to King George V ball court, Whitburn. This investment has been reprogrammed to 2022/23 whilst discussions are ongoing around plans with the local football club.

D.3 Agreed Capital Investment in Whitburn and Blackburn Ward 2021/22 to 2027/28

The updated capital investment programme 2021/22 to 2027/28 approved on 22 June 2021 included identifiable investment of £21.699 million in Whitburn and Blackburn over the seven year period. Full details of the planned investment in the ward are provided in Appendix 2 for information. The main areas of investment in the ward include:

Property Assets

There is £20.144 million identified in the capital budget between 2021/22 and 2027/28 for property related assets within Whitburn and Blackburn.

The partial demolition, rebuild and extension of Pinewood ASN School, Blackburn has commenced and is due for completion by August 2022. This will see the delivery of a fully accessible school with additional capacity and a new multi-function hall. Works will also commence at the former Burnhouse School to create a skills centre to provide vocational training opportunities for pupils. In addition, works planned for 2021/22 and 2022/23 also include the delivery of the £5 million Whitburn Partnership Centre which is programmed for completion late Spring 2022. With regards to early learning and childcare, the extension of Blackburn Primary School at a cost of approximately £1 million will see additional capacity provided to deliver 1,140 hours nursery provision for all children over 3 years old together with eligible 2 year olds. There will be planned improvements carried out across the learning estate with over £2.8 million invested across a range of programmes including roof replacements and repairs at Murrayfield, Greenrigg and Whitdale Primary Schools. Our Lady of

Lourdes, Blackburn will see nearly £500,000 invested in electrical upgrades. At Whitburn Community Centre, over £1 million will be invested to replace the Reinforced Autoclaved Aerated Concrete (RAAC) roof. A refurbishment of St Joseph's Primary, Whitburn at a cost of £1.5 million is programmed for 2022/23 and 2023/24.

Roads and Related Assets

There is £1.310 million identified in the capital budget between 2021/22 and 2027/28 for roads related assets within Whitburn and Blackburn.

Good progress is already being made in relation to roads and footway maintenance with carriageway surfacing works already completed on Blaeberhill Road and along the A706 Longridge Road from Dixon Terrace to Croftmalloch Road in Whitburn. Further works planned for future years include resurfacing works to the car park at Connelly School in Blackburn as well as carriageway surfacing works on Whitdale Roundabout, Gleneagles Court, Main Street in East Whitburn and Polkemmet Road.

In addition, various repairs have been identified on bridges and culverts over the coming financial years and include Cultrig Bridge as well as Easter Foulshiels Bridge. Masonry works have already completed at Almond Road Bridge at Polkemmet Country Park, Seafield Tip Bridge and Mansewood Crescent Culvert.

£107,000 will also be invested this year to implement town centre improvement projects which have been identified by the local community.

Open Space Assets

There is £245,000 identified in the capital budget between 2021/22 and 2027/28 under open space assets for schemes within the Whitburn and Blackburn ward.

A full refurbishment of the play area at Polkemmet Country Park has successfully been delivered including a new sand play area, replacement swings and park furniture as well as the addition of new inclusive toddler and junior play equipment. Future investment includes the removal of the current ball court and basketball area at Whitburn Community Centre and a new accessible multi-purpose ball court installed with non-slip tarmac and steel fencing. Design works are due to commence on this project in Autumn 2021. Improvement works will be carried out at King George V ball court which have been identified by working in partnership with the football club.

In addition to the named investment identified above and in Appendix 2, there are a number of council corporate and block budgets which will result in spend in the ward however this investment cannot be separately identified. Also, currently block budgets for property, roads and open space, which are predominately planned improvements and maintenance works, have only been allocated to specific projects up to 2022/23. The block budgets for 2023/24 to 2027/28 will be allocated to specific projects, which can be attributed to wards, in advance of the next five years. This means that apart from large projects, there is little capital investment currently allocated to specific wards for the last five years of the approved programme.

D.4 Future Updates on the Approved Capital Investment Programme

In line with the established reporting arrangements for capital budget monitoring, reports on progress of the 2021/22 approved programme will continue to be presented to Council Executive following detailed monitoring at months four, six and nine. Any material changes to the delivery of projects will be highlighted in these

reports.

Although the council has an approved capital investment programme to 2027/28, the annual refresh and update of the approved programme will be presented to Council for consideration in early 2022. This is in line with the council's agreed financial planning principles that revenue, capital and treasury plans should continue to be considered and agreed at the same Council meeting.

E. CONCLUSION

This report fulfils the requirement to report to LACs on the progress of capital investment in their ward in the preceding year and to highlight planned capital investment over the period 2021/22 to 2027/28. Monitoring reports on the delivery of the overall general services capital investment programme during 2021/22 will continue to be presented to Council Executive. In addition, an updated capital investment programme will be presented to West Lothian Council for consideration in February 2022, in line with existing budgeting arrangements.

F. BACKGROUND REFERENCES

Asset Management Strategy and General Services Capital Investment Programme 2021/22 to 2027/28 – Report by Head of Finance and Property Services to West Lothian Council on 25 February 2021

General Services Capital Investment Strategy 2021/22 to 2027/28 – Update – Report by Head of Finance and Property Services to Council Executive on 22 June 2021

Appendices/Attachments:

Appendix 1 – 2020/21 General Services Capital Investment in Whitburn and Blackburn Ward

Appendix 2 – Approved Capital Investment in Whitburn and Blackburn Ward 2021/22 to 2027/28

Contact Person: Kirsty West, Accountant
Email: Kirsty.West2@westlothian.gov.uk

Donald Forrest
Head of Finance and Property Services
27 September 2021

DATA LABEL: PUBLIC

Project	2020/21 Budget £'000	2020/21 Outturn £'000	2020/21 Variance £'000
PROPERTY ASSETS			
Primary Schools Planned Improvements			
Croftmalloch PS, Whitburn - pipework upgrade	40	25	(15)
Our Lady of Lourdes PS, Blackburn - electrical upgrade & ceilings	200	6	(194)
Primary Schools Planned Improvements - Total	240	31	(209)
School General and Estate Wide Planned Improvements			
Ceiling - Our Lady of Lourdes	0	12	12
Render & Roof Replacement - Greenrigg PS	100	8	(92)
Roof Replacement & Repair - St Kentigern's Academy, Blackburn	150	64	(86)
Roof Replacement & Repair - Whitdale PS, Whitburn	5	0	(5)
Window Replacement - Croftmalloch PS, Whitburn	5	0	(5)
School General and Estate Wide Planned Improvements - Total	260	84	(176)
Care Homes			
Whitdale Care Home - minor works, staff accommodation & toilets	0	4	4
Care Homes - Total	0	4	4
Miscellaneous Projects			
Blackburn Sports - remedial access works	0	2	2
Miscellaneous Projects - Total	0	2	2
Schools General Projects			
ASN Strategy - Skills Centre (Burnhouse Campus)	0	3	3
ASN Strategy - Pinewood School	500	336	(164)
ELC Blackburn PS - New Build	250	124	(126)
ELC - Greenrigg PS - extension	150	370	220
ELC - Murrayfield PS, Blackburn - kitchen upgrade	7	0	(7)
ELC Polkemmet PS / St Josephs PS Refurb	0	66	66
Potential Schools for the Future Bids - St Joseph's PS, Whitburn	10	0	(10)
Schools General Projects - Total	917	899	(18)
Operational Buildings Projects			
Whitburn Community Centre - Boiler Replacement	40	49	9
Blackburn - demolition of former community centre	67	140	73
Whitehill Service Centre	50	7	(43)
Whitburn Partnership Centre	1,390	304	(1,086)
Operational Buildings Projects - Total	1,547	500	(1,047)
TOTAL PROPERTY ASSETS	2,964	1,520	(1,444)

ROADS AND RELATED ASSETS			
A Class Roads - Backlog and Lifecycle Investment			
A705 - Blackburn Cross	59	68	9
A Class Roads - Backlog and Lifecycle Investment - Total	59	68	9
U Class Roads - Backlog and Lifecycle Investment			
Blaeberryhill Road	0	2	2
U Class Roads - Backlog and Lifecycle Investment - Total	0	2	2
Adopted Footways - Backlog and Lifecycle Investment			
Whitehill Industrial Estate, Bathgate	26	25	(1)
Adopted Footways - Backlog and Lifecycle Investment - Total	26	25	(1)
Non Adopted Roads and Footways			
Connolly School Campus, Blackburn - School Playground	20	3	(17)
Non Adopted Roads and Footways - Total	20	3	(17)
Adopted and Non Adopted Bridges - Backlog and Lifecycle Investment			
Cultrig Bridge Parapet Replacement	0	2	2
Mansewood Crescent Culvert	0	2	2
Polkemmet Almond Road Bridge	0	4	4
Seafeld Tip Bridge	0	2	2
Roads Projects - Total	0	10	10
Town Centres and Villages			
Whitburn Town Centre	0	1	1
Town Centre Fund - Blackburn	8	7	(1)
Town Centre Fund - East Whitburn	41	47	6
Town Centre Fund - Greenrigg	6	5	(1)
Town Centre Fund - Seafeld	28	26	(2)
Town Centre Fund - Whitburn	44	53	9
Town Centre Fund 2 - Blackburn	25	29	4
Town Centre Fund 2 - East Whitburn	17	0	(17)
Town Centre Fund 2 - Greenrigg	16	15	(1)
Town Centre Fund 2 - Seafeld	17	7	(10)
Town Centre Fund 2 - Whitburn	37	18	(19)
Town Centres - Total	238	208	(30)
TOTAL ROADS AND RELATED ASSETS	343	316	(27)
OPEN SPACE ASSETS			
Open Space and Sports Facility Projects			
KGV, Whitburn - Ball Court	40	0	(40)
Open Space and Sports Facility Projects - Total	40	0	(40)
TOTAL OPEN SPACE ASSETS	40	0	(40)
TOTAL - WHITBURN & BLACKBURN	3,347	1,836	(1,511)

	Budget 2021/22 £'000	Budget 2022/23 £'000	Budget 2023/24 £'000	Budget 2024/25 £'000	Budget 2025/26 £'000	Budget 2026/27 £'000	Budget 2027/28 £'000	Total Budget £'000
PROPERTY ASSETS								
Nursey Schools Planned Improvements								
Hopefield Nursery - electrical upgrade	0	15	0	0	0	0	0	15
Nursey Schools Planned Improvements - Total	0	15	0	0	0	0	0	15
Primary Schools Planned Improvements								
Our Lady of Lourdes PS, Blackburn - electrical upgrade	190	300	0	0	0	0	0	490
Primary Schools Planned Improvements - Total	190	300	0	0	0	0	0	490
School General Planned Improvements								
School Toilet Improvements - Polkemmet PS, Whitburn	0	50	0	0	0	0	0	50
Window Replacement - Croftmalloch PS, Whitburn	0	210	0	0	0	0	0	210
School General Planned Improvements - Total	0	260	0	0	0	0	0	260
School Estate Wide Planned Improvements								
Ceiling & Lighting Replacement - Burnhouse ASN School	50	100	0	0	0	0	0	150
Render & Roof Replacement - Greenrigg PS	200	90	0	0	0	0	0	290
Roof Replacement & Repair - Burnhouse ASN School	50	150	0	0	0	0	0	200
Roof Replacement & Repair - Murrayfield PS, Blackburn	0	0	30	0	0	0	0	30
Roof Replacement & Repair - St Kentigern's Academy	120	140	100	100	0	0	0	460
Roof Replacement & Repair - Whitdale PS, Whitburn	0	200	0	0	0	0	0	200
School Estate Wide Planned Improvements - Total	420	680	130	100	0	0	0	1,330
Partnership Centres								
Whitburn Community Centre - SIPOREX roof	900	150	0	0	0	0	0	1,050
Partnership Centres - Total	900	150	0	0	0	0	0	1,050

Social Policy Planned Improvements

Whitdale Care Home - minor works & staff accommodation	0	100	65	0	0	0	0	165
Social Policy Planned Improvements - Total	0	100	65	0	0	0	0	165

Schools General Projects

ASN - Pinewood School (extension & reconfiguration)	3,092	2,500	0	0	0	0	0	5,592
ASN - Skills Centre (Burnhouse Campus, Whitburn)	50	915	0	0	0	0	0	965
ELC - Blackburn PS - Extension	800	0	0	0	0	0	0	800
ELC - Murrayfield PS, Blackburn - kitchen upgrade	90	0	0	0	0	0	0	90
Learning Estate Investment Bid – St Joseph's PS, Whitburn	50	500	900	0	0	0	0	1,450
Schools General Projects - Total	4,082	3,915	900	0	0	0	0	8,897

Schools Projects - Developer Funded

Croftmalloch / Polkemmet PS 2 classroom extension	0	0	0	0	2,280	0	0	2,280
Whitburn Academy - additional capacity	0	0	0	0	0	0	750	750
Schools Projects - Developer Funded - Total	0	0	0	0	2,280	0	750	3,030

Operational Buildings & Depot Modernisation

Polkemmet Country Park - Pumps/ Water Supply	50	0	0	0	0	0	0	50
Whitburn Partnership Centre	3,634	148	0	0	0	0	0	3,782
Whitdale Older People Residential Care, Whitburn	10	490	0	0	0	0	0	500
Whitehill Service Centre	50	0	0	0	0	0	0	50
Operational Buildings Projects - Total	3,744	638	0	0	0	0	0	4,382

Miscellaneous Projects

TNRP - dilapidations	525	0	0	0	0	0	0	525
Miscellaneous Projects - Total	525	0	0	0	0	0	0	525

TOTAL PROPERTY ASSETS

9,861	6,058	1,095	100	2,280	0	750	20,144
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ROADS AND RELATED ASSETS

A Class Roads - Backlog and Lifecycle Investment

A706 - Longridge Road (Dixon Terrace to Croftmalloch Road)	148	0	0	0	0	0	0	148
A706 - Whitdale Roundabout	0	85	0	0	0	0	0	85
A71 - Newpark Roundabout	0	0	66	0	0	0	0	66

A Class Roads - Backlog and Lifecycle Investment - Total

148	85	66	0	0	0	0	0	299
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U Class Roads - Backlog and Lifecycle Investment

Blaeberryhill Road, Whitburn	298	0	0	0	0	0	0	298
Gleneagles Court, Whitburn	0	125	0	0	0	0	0	125
Main Street, East Whitburn	0	41	0	0	0	0	0	41
Polkemmet Road, Greenrigg	0	50	0	0	0	0	0	50

U Class Roads - Backlog and Lifecycle Investment - Total

298	216	0	0	0	0	0	0	514
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Non Adopted Roads and Footways

School Playgrounds - Connolly School Campus, Blackburn	50	0	0	0	0	0	0	50
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Non Adopted Roads and Footways - Total

50	0	0	0	0	0	0	0	50
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Adopted Footways - Backlog and Lifecycle Investment

A705 - Seafield to Toll Roundabout	0	60	0	0	0	0	0	60
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Adopted Footways - Backlog and Lifecycle Investment - Total

0	60	0	0	0	0	0	0	60
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Bridges

Cultrig Bridge - Parapet Replacement	0	18	0	0	0	0	0	18
Easter Foulshiels Bridge	0	80	0	0	0	0	0	80
Mansewood Crescent Culvert - invert lining	60	0	0	0	0	0	0	60
Polkemmet Almond Road Bridge - masonry repairs	56	0	0	0	0	0	0	56
Seafield Tip Bridge	33	0	0	0	0	0	0	33

Bridges - Total

149	98	0	0	0	0	0	0	247
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Town Centres and Villages

Whitburn Town Centre	42	40	0	0	0	0	0	82
Town Centre Fund - Greenrigg	1	0	0	0	0	0	0	1
Town Centre Fund 2 - East Whitburn	21	0	0	0	0	0	0	21
Town Centre Fund 2 - Seafield	11	0	0	0	0	0	0	11
Town Centre Fund 2 - Whitburn	25	0	0	0	0	0	0	25
Town Centres and Villages - Total	100	40	0	0	0	0	0	140

TOTAL ROADS AND RELATED ASSETS	745	499	66	0	0	0	0	1,310
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OPEN SPACE ASSETS

Open Space and Sports Facility Projects

KGV, Whitburn - ball court	0	40	0	0	0	0	0	40
Whitburn Community Centre - ball court	0	80	0	0	0	0	0	80
Open Space and Sports Facility Projects - Total	0	120	0	0	0	0	0	120

Open Space and Sports Facility Planned Improvements

Greenrigg Park, Greenrigg	0	30	0	0	0	0	0	30
Open Space and Sports Facility Planned Improvements - Total	0	30	0	0	0	0	0	30

Children's Play Areas

Polkemmet Country Park Play Area	50	45	0	0	0	0	0	95
Children's Play Areas - Total	50	45	0	0	0	0	0	95

TOTAL OPEN SPACE ASSETS	50	195	0	0	0	0	0	245
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TOTAL - WHITBURN & BLACKBURN	10,656	6,752	1,161	100	2,280	0	750	21,699
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WHITBURN AND BLACKBURN LOCAL AREA COMMITTEE WORKPLAN – 27 SEPTEMBER 2021

No.	Subject	Purpose	Lead Officer	Date
1	Housing Report	Quarterly update on housing issues	Marjory Mackie	6 December 2021
2	Police Report	Quarterly update on police/NRT activity	Sgt. Keith Jack	
3	Economic Development and Regeneration Report	To update local members on Economic Development and Regeneration service activity in the ward.	Craig McCorriston	
4	Fire and Rescue Report	Quarterly report on activity	Gordon McCaig	
5	Operational Services Report	Quarterly report on activity	Jim Jack	