



ANNEX 9: SECURITY MATTERS
INFORMATION NOT TO BE DISCLOSED

Please be advised that the final decision to withhold information is made by the Building Standards section on the presentation of reasonable grounds.

THIS FORM MUST BE COMPLETED AND RETURNED WITH THE APPLICATION FOR BUILDING WARRANT OR ALL INFORMATION WILL BE MADE AVAILABLE

Subject to the restrictions below, details of applications are made public in accordance with the procedural regulations, with information on the application available on line, and drawings etc. available for copy or inspection at local authority premises. The local authority may remove documents from the register if they are satisfied there are genuine security concerns. For those documents on the register there are also restrictions on their copying. The first restriction relates to non-residential buildings, prisons, a building where a person may be legally detained or otherwise held in custody, the Scottish Parliament or the Royal Private Estate and applies where the applicant has confirmed the disclosure or copying would raise security concerns.

Details agreed between West Lothian Council and the applicant will be withheld unless the owner of the building gives written permission for them to be released. Thus parts of applications for buildings such as banks may only be available with the owners written permission.

The second restriction relates to all other residential buildings and copying is restricted to owners, occupiers or tenants, or prospective owners, occupiers or tenants of the relevant building or an adjoining building. There will thus normally be no need to further restrict access to any details in relation to residential buildings.

Annex 9
I wish the following information to be withheld from public access if warrant is granted (Please list all drawing numbers, report titles etc)
If you wish to ensure that certain details or documents are not made available for inspection or copying, because they would raise security concerns, the extent of this restriction will be agreed between West Lothian Council and the applicant in writing.
Unique Plan Ref No/s
Description
(please use separate sheet if necessary)

Please state reason for information to be withheld
(please use separate sheet if necessary)

Declaration (please tick boxes as appropriate)
I/ We request that the information listed above is not made available to the general public as a security matter.
NOTE: There are no grounds to appeal the decision on whether information is to be withheld
Signed as applicant/ duly authorised agent
PRINT NAME Dated
Please send this form with completed building warrant application.

Staff can be contacted on: Voice: 01506 282480 Text Phone Users Only: 01506 651115
Fax: 01506 282449 e-mail: buildingstandards@westlothian.gov.uk

For office use only
Building Warrant Ref No
Date details entered
Agree to withhold YES NO



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Signed as applicant/
 duly authorised agent

PRINT NAME Dated

Please send this form with completed building warrant application.