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COUNCIL EXECUTIVE

PLACE BASED INVESTMENT PROGRAMME 2022/23 TOWN CENTRE CAPITAL FUND

REPORT BY LEAD OFFICER FOR THE BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

A. PURPOSE OF REPORT

To determine additional funding to the Place Based Investment Fund Town Centre Capital Fund 2022/23 for the Broxburn, Uphall and Winchburgh Ward which could not be decided by the Local Area Committee.

B. RECOMMENDATION

It is recommended that the Council Executive:

1. To note that the Broxburn, Uphall and Winchburgh Local Area Committee on 2 September 2022 (reconvened 21 October 2022) was inquorate when it came to deal with the report on additional funding to the Place Based Investment Fund Town Centre Fund Capital Grant 2022/23;
2. To note the terms of that report, including the officers' recommendations, in the appendix;
3. To consider and determine the recommendations in that report in accordance with the procedures agreed at Council Executive on 8 February 2022

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; being honest, open and accountable; providing equality of opportunities; developing employees; making best use of our resources; working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Place Based Investment is a Scottish Government Initiative. This report does not raise any specific SEA, Equality, Health or Risk Assessments requirements. However, projects supported through the fund may require assessments.
III Implications for Scheme of Delegations to Officers	The report details a one-off specific delegation to the Head of Planning, Economic Development and Regeneration.
IV Impact on performance and performance Indicators	Investment in place-based projects has potential to increase positive outcomes across a range of indicators.

V	Relevance to Single Outcome Agreement	Relevant to all outcomes.
VI	Resources - (Financial, Staffing and Property)	<p>West Lothian's allocation of the Scottish Government's Place Based Investment Programme Funding 2021-22 was £1,302,000.</p> <p>The Scottish Government is expected to award £1,000,000 for the year 2022-23, which will be available from 1 April 2022. This has now been confirmed as £1.132M</p>
VII	Consideration at PDSP	Updates will be made to Development & Transport PDSP and the nine Local Area Committees on a regular basis.
VIII	Other consultations	None.

D. TERMS OF REPORT

- 1 The report presented to the Local Area Committee is attached as an appendix. It includes the recommendations by officers. Part B of the report has the recommendations to the Local Area Committee and those now fall to be considered and dealt with by Council Executive.

Following committee's decision on the additional funding recommendations all applicants will be notified of the outcome. Many of the projects will be delivered by the council on behalf of the community group. However, in some instances the grant funding will be paid direct to the community group. In the latter case the community group will hold full responsibility for delivery of the project. Where projects are to receive funding, they will be required to agree to conditions of grant which will detail when the conditions which have to be met before the funding will be released. On 8 February 2022, Council Executive approved recommendations in a report by the Head of Planning, Economic Development and Regeneration setting out the proposed allocation of the Scottish Government's Place Based Investment Capital Grant (PBIP) for 2022/23.

The recommendation included an allocation of £500,000 to all 23 communities with populations over 1,000 through a grant application process. The deadline from receipt of applications was set as 22 April 2022 to allow for decisions to be taken and projects delivered within the stated delivery deadline of projects having contracts committed by 31 March 2023, and having projects completed by 30 September 2023.

Council Executive agreed that decisions on the applications would be as follows:

- a) Local Area Committees will consider applications from each community to the fund and have the power to award funding in full or in part as they see fit up to the amount allocated to that community.
- b) After doing so, if there is a balance remaining of the aggregate amount allocated to the ward, Local Area Committees have the power to apply that balance to applications for the ward area which have not already been funded at all or fully;

After doing so, if a balance remains, Council Executive will decide how and where all remaining balances from Local Area Committee should be spent across the whole council area.

- 2 On 21 July 2022, Council Executive approved recommendations for additional funding of £66,000 for the Town Centre Funding. It was agreed that rather than open up a new application process for the additional funding, that the following step by step approach was taken by Regeneration Officers and reported, for allocation by Local Area Committee at the next round of meetings:
 1. Where there are projects that the Local Area Committee was keen to support but could not support in full, or at all, due to a lack of available funding, the additional resources should be considered to increase the allocation to those agreed projects.
 2. Where the Local Area Committee has agreed projects that were allocated the full amount requested, officers will discuss with applicants as to where eligible additional works could be included and agreed what these might be. This would also apply where an application was approved on estimated costs but the actual cost of delivery is higher. The additional cost could be funding through the allocation.
 3. Where applicants are unable to identify additional works Regeneration officers will discuss with local community groups, partners and council services where there may be new projects/works that can be considered by the Local Area Committee. Officers will work with organisation to develop the proposals for the Local Area Committee to consider funding. An update report will be brought to the next round of Local Area Committees for the allocation of funding.
- 3 A report on additional funding for the Broxburn, Uphall and Winchburgh Ward was presented to a meeting of the Local Area Committee on 2 September 2022 (reconvened 21 October 2022). The meeting was inquorate for dealing with that item of business. The consequences are determined by the council's Standing Orders for the Regulation of Meetings, the Scheme of Administration and the procedure agreed at Council Executive on 8 February. Since the Local Area Committee has not been able to determine the allocations for its ward those decisions fall to be made at Council Executive.
- 4 The report presented to the Local Area Committee is attached as an appendix. It includes the recommendations by officers. Part B of the report has the recommendations to the Local Area Committee and those now fall to be considered and dealt with by Council Executive.
- 5 Should there remain any unallocated funds after additional allocations for all nine wards have been determined a further report will be required to Council Executive to determine how that money should be used.
- 6 Following committee's decision on the funding requests all applicants will be notified of the outcome. Many of the projects will be delivered by the council on behalf of the community group. However, in some instances the grant funding will be paid direct to the community group. In the latter case the community group will hold full responsibility for delivery of the project. Where projects are to receive funding, they will be required to agree to conditions of grant which will detail when the conditions which have to be met before the funding will be released.

E. CONCLUSION

The Place Based Investment Fund - Town Centre Capital Fund offers significant additional capital funding to improve West Lothian's town centres. The projects in the ward will deliver community identified projects that would not otherwise have been

carried out. The timescales for delivering this work has made the application and assessment process challenging for both applicants and officers. The delivery of the agreed projects will be equally challenging as detailed in the report and will require ongoing monitoring to ensure delivery within the timescales

F. BACKGROUND REFERENCES

Council Executive, 8 February 2022

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=51113>

Council Executive, 21 June 2022

[West Lothian Council Committee Information - Submission Documents](#)

Appendices/Attachments:

Appendix 1: Broxburn, Uphall and Winchburgh LAC PBIF TCF Report

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Craig McCorriston, Lead Officer, Broxburn, Uphall and Winchburgh LAC
15 November 2022

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BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

PLACE BASED INVESTMENT PROGRAMME 2022/23 TOWN CENTRE CAPITAL FUND

REPORT BY DEPUTY CHIEF EXECUTIVE, EDUCATION, PLANNING, ECONOMIC DEVELOPMENT AND REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to invite the committee to consider the allocation of the additional £5,214.86 available to support the Place Based Investment Fund Town Centre Fund projects and to agree the allocation as set out in this report.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that the Council Executive on 21 June 2022 agreed and additional £7,304.91 to support projects in the ward;
2. notes the three-step process to be used to decide the allocation;
3. agrees to award funding as set out in the report;
4. notes that some of the funding costs remain as estimates and delegates the Head of Planning, Economic Development & Regeneration to finalise award amounts within the overall value of the funding available within the ward;
5. notes that as projects are implemented the detail and associated costs may change and so delegates the Head of Planning, Economic Development & Regeneration to agree such changes and to re-allocate any money that becomes available as a result to other projects in the ward, both so long as projects remain within the aims, purposes and overall intent of the original applications and approvals; and
6. 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; developing employees; making best use of our resources; working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	<p>Place Based Investment is a Scottish Government Initiative.</p> <p>This report does not raise any specific SEA, Equality, Health or Risk Assessments requirements. However, projects supported through the fund may require assessments.</p>

III	Implications for Scheme of Delegations to Officers	The report details a one-off specific delegation to the Head of Planning, Economic Development and Regeneration.
IV	Impact on performance and performance Indicators	Investment in place-based projects has potential to increase positive outcomes across a range of indicators.
V	Relevance to Single Outcome Agreement	Relevant to all outcomes.
VI	Resources - (Financial, Staffing and Property)	West Lothian's allocation of the Scottish Government's Place Based Investment Programme Funding 2021-22 was £1,302,000. The Scottish Government is expected to award £1,000,000 for the year 2022-23, which will be available from 1 April 2022. This has now been confirmed as £1.132M
VII	Consideration at PDSP	Updates will be made to Development & Transport PDSP and the nine Local Area Committees on a regular basis.
VIII	Other consultations	None.

D. TERMS OF REPORT

D.1 Background

On the 8 February 2022, Council Executive approved recommendations in a report by the Head of Planning, Economic Development and Regeneration setting out the proposed allocation of the Scottish Government's Place Based Investment Capital Grant (PBIP) for 2022/23. Funding for West Lothian Council in 2022/23 at that time was expected to be £1,000,000.

The Council Executive agreed the funding would be allocated on the basis of two equal funding streams:

1. Town Centre Capital Fund (£500,000); and
2. Community Wealth Building (£500,000).

Since the original report the grant awarded to West Lothian Council has been confirmed as been confirmed as £1,132,000.

The Council Executive at its meeting on 21 June 2022 agreed that the additional £132,000 would be split between the two streams of funding, with an additional £66,000 being made available for the Town Centre Funding stream, the other half going to the Community Wealth Building stream.

The process for this is detailed in D.2.

D.2 Town Centre Capital Fund 2022/23 – Additional Linlithgow Allocation and process

The table below shows the funding allocated to eligible towns in the Linlithgow Ward using the original process, the revised allocation and the additional amount to be distributed.

Town	Original Allocation	Revised Allocation	Additional amount to be allocated
Broxburn	£26,884.00	£31,011.61	£4,127.61
Uphall	£17,214.00	£18,977.34	£1,763.34
Winchburgh	£15,784.00	£17,197.96	£1,413.96

Given the relatively small additional funding available the Council Executive agreed that rather than open up a new application process for the additional funding, that the step by step approach set out below is used by Regeneration Officers and reported, for allocation to the Local Area Committee at the first meeting after the summer recess. The process agreed is set out below:

1. Where there are projects that the Local Area Committee was keen to support but could not support in full, or at all, due to a lack of available funding, the additional resources should be considered to increase the allocation to those agreed projects.
2. Where the Local Area Committee has agreed projects that were allocated the full amount requested, officers will discuss with applicants as to where eligible additional works could be included and agreed what these might be. This would also apply where an application was approved on estimated costs but the actual cost of delivery is higher. The additional cost could be funding through the allocation.
3. Where applicants are unable to identify additional works Regeneration officers will discuss with local community groups, partners and council services where there may be new projects/works that can be considered by the Local Area Committee. Officers will work with organisation to develop the proposals for the Local Area Committee to consider funding.

As was previously the case, the Head of Planning, Economic Development and Regeneration retains the delegated authority to move funding between towns within the ward allocation should this be required. Should the overall ward allocation not be fully allocated by the LAC the balance of funding will be reported to Council Executive for a decision.

D.3 Broxburn, Uphall and Winchburgh Ward Applications - Allocation of the additional funding recommendations

In the original report the Local Area Committee in June nine applications were received, considered and the awarded funding. These were:

Broxburn

Code	Application Name	Amount applied for	Recommended allocation
BRO22-01	Safety and Accessibility Resurfacing	£9,649	£9,649
BRO22-02	Strathbrock Community Garden (22 - 23 project continuance)	£20,551.09	£17,235

Uphall

Code	Application Name	Amount applied for	Recommended allocation
UPH22-01	Replace existing broken slab area, some levelling and remove broken stairs and replace with a ramp	£4,825	£0
UPH22-02	Install at Glebe Park - Children's Integr8 Outdoor Gym Multi Unit and a Motiv8 Outdoor Gym Multi Unit with appropriate Gym Grass Matting.	£17,214	£0
UPH22-03	Pilot Post - A Talking Walk of Uphall's history will build on the existing provision of the Heritage Art Trail, the Shale Trail and the Public Art Trail. It will deliver solar powered posts which, when activated, will play one of up to six recorded history messages for aspects of the environment at each location.	£2,500	£2,500
UPH22-04	Strathbrock Community Garden (22 - 23 project continuance)	£13,139.22	£0
UPH22-05	Extension to tarmac of existing carpark and the provision of a cycle rack	£17,200	£14,714

Winchburgh

Code	Application Name	Amount applied for	Recommended allocation
WIN22-01	E-Bike Rental Project	£5,806	£4,246
WIN22-02	Cinema Project	£4,968	£4,918

Based on the agreed three-stage process officers have assessed the original awards as set out above. Three projects were supported in full and two supported in part.

Stage 1

Under stage 1 one project in Broxburn, four in Uphall and none in Winchburgh can be considered.

Broxburn

It is proposed that BRO22-02 Strathbrock Community Garden (22-23 project continuance) is awarded an additional £3,316.09 to provide the full £20,551.09 originally requested.

This leaves £811.52 to be allocated at stage 2.

Uphall

It is proposed that UPH22-05 Extension to tarmac of existing carpark and the provision of a cycle rack is awarded and additional £1,763.34 giving a total project award of £16,477.34.

There are two projects that were not funded under the Uphall pot originally as these were principally Broxburn based and third that Officers were not supportive off for the reasons provided at the June meeting.

It is therefore proposed that the remaining £811 is allocated to UP22-01 which is linked directly to BRO22-01.

Stage 2

As the monies available to Winchburgh could not be considered under stage 1 they can now be looked at under stage 2. Both projects funded have indicated that they can identify additional element to support their projects. As such it is proposed that the £1,413.96 is split equally (£706.98 each) and officers will agree the final split based on the additional work identified following further discussion with the applicants.

As the additional allocation can be dealt with under stage one and two of the process there is no need to move to stage three. However, should final quotes/costs come in under budget Officers will revisit stages 1 and 2 and potentially stage 3 and report back to the Committee.

D.4 Delivery of projects

Following this committee's decision on the funding requests all applicants will be notified of the outcome. Many of the projects will be delivered by the council on behalf of the community group. However, in some instances the grant funding will be paid direct to the community group. In the latter case, the community group will hold full responsibility for delivery of the project. Where projects are to receive funding they will be required to agree to conditions of grant which will detail when the conditions which have to be met before the funding will be released.

As projects are implemented the detail and associated costs may change it is delegated to the Head of Planning, Economic Development & Regeneration to agree such changes and to re-allocate any money that becomes available as a result to other projects in the ward, both so long as projects remain within the aims, purposes and overall intent of the original applications and approvals.

As all projects have to be contractually committed by 31 March 2023, and have project completed by 30 September 2023, officers will liaise with successful applicants to ensure projects are on track to meet these deadlines. At this stage the applicant will be asked whether they still intend to progress the work and confirm that any necessary contracts can be let by 31 March 2023. If it is not confirmed that it can be achieved, or where officers have reservations, and the issue is not resolvable by the proposed delegations set out in the recommendations, the matter will be reported to Council Executive for a decision on the funding. Where possible, that report will also detail a reserve list of applications which could be implemented to utilise the available funding, although at that time opportunities to do so will likely be very limited because of time constraints.

E. CONCLUSION

This report provides the committee with the process to agree and allocate and additional allocation of funding to top up the original ward allocation from the Town Centre Capital

Funding element of the Scottish Government's Place Based Investment Capital Grant awarded to West Lothian for 22/23. The detail of this is set out in D.2. The funding provided local organisations with the opportunity to enhance their local community working in partnership with the Council and key stakeholders.

F. BACKGROUND REFERENCES

Council Executive, 8 February 2022

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=51113>

Council Executive, 21 June 2022

<https://coins.westlothian.gov.uk/coins/viewDoc.asp?c=e%97%9Di%95j%7C%8F>

Appendices/Attachments:

None

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02 September 2022