

MINUTE of MEETING of the COUNCIL EXECUTIVE held within WEBEX VIRTUAL MEETING ROOM, on 23 JUNE 2020.

Present – Councillors Lawrence Fitzpatrick (Chair), Kirsteen Sullivan, Frank Anderson, Harry Cartmill, Tom Conn, David Dodds, Peter Heggie, Chris Horne, Charles Kennedy, Cathy Muldoon, George Paul, Damian Timson, William Boyle substituted for Janet Campbell

Apologies – Councillor Janet Campbell

1. OPENING REMARKS

The Council Executive agreed to the meeting being Webcast.

The Council Executive observed a minutes silence at the passing of former Councillor Duncan McLean, who had served as the representative for the Bathville Ward from 1990 until 2007.

2. DECLARATIONS OF INTEREST

Agenda Item 30(a) – Key Worker Hubs, Free School Meals and Food Fund – Councillor Kirsteen Sullivan declared a non-financial interest in this item of business in that she was a volunteer for food distribution groups.

Various Agenda Items – Councillor Cathy Muldoon declared an interest in a number of reports in that she was a council appointed member of Sestran, a member of COSLA Board and Lothian Transport.

Various Agenda Items – Councillor Chris Horne declared an interest in all items of business that had a reference to Sestran in that he was a council appointed member of Sestran.

3. ORDER OF BUSINESS

The Chair ruled in terms of Standing Order 7 that the following item of business was urgent and would be considered at the end of the agenda.

- Broxburn & Uphall Trader Association – Request for Resilience and Recovery Funding Support – Report by Head of Planning, Economic Development and Regeneration.

The Council Executive agreed that in accordance with Standing Order 8(3), that all items of business for information were to be taken as read and their recommendations noted without further consideration.

#### 4. MINUTES

- (a) The Council Executive confirmed the Minute of its meeting held on 25 February 2020 as a correct record. The Minute was thereafter signed by the Chair.
- (b) The Council Executive confirmed the Minute of its meeting held on 26 May 2020 as a correct record. The Minute was thereafter signed by the Chair.

#### 5. CORONAVIRUS (SCOTLAND) (NO2) ACT 2020 - POWERS TO INTERVENE IN CARE PROVISIONS

The Council Executive considered a report (copies of which had been circulated) by the Head of Social Policy/Chief Social Work Officer advising of the powers available to local authorities to intervene in care provisions as introduced by the Coronavirus (Scotland) (No2) Act 2020, which came into force on 27 May 2020, and to advise of the formation of a West Lothian Care Home Clinical and Care Oversight Group.

The report recommended that the Council Executive:-

- 1. Notes the provisions available in relation to external care homes; Emergency Directions, Emergency Intervention Order and Powers to purchase;
- 2. Notes that these additional actions related to situations where there was a serious risk to life, health or wellbeing to individuals related to the coronavirus pandemic;
- 3. Notes the potential role of Chief Social Work Officer as nominated officer in an emergency intervention order;
- 4. Notes that a Care Home Clinical and Care Professional Oversight Group for West Lothian was in place and met daily.
- 5. Notes that officers would continue to work in partnership with all care providers providing support to them during this time;
- 6. Notes new legal duties for care home providers, the Care Inspectorate and Ministers;
- 7. Delegate responsibilities for the council's new role and the new powers and duties to the Head of Social Policy, subject to the qualifications set out in the report. In particular, to authorise the Head of Social Policy (or Chief Social Work Officer, if different) to fulfil the duties of the nominated person in the event of any such appointment, drawing on officer support where required for that

purpose; and

8. To agree that a report should be made quarterly to Council Executive on the work of the Care Homes Clinical and Care Professional Oversight Group and the exercise and implications of any of these new powers and duties.

#### Decision

To approve the terms of the report.

### 6. ACTIVE TRAVEL RELATED GRANT FUNDING 2020/21

The Council Executive considered a report (copies of which had been circulated) by the Head of Operational Services advising of additional funding from the Scottish Government for Cycling, Walking and Safer Streets (CWSS) for financial year 2020/21, other funding provision for active travel related schemes (Places for Everyone (PIE), and Smarter Choices Smarter Places (SCSP). It was also advised that Spaces for People (SfP) funding was being made available through Sustrans (Scotland) to implement temporary measures to make essential travel and exercise safer during Covid-19.

The report was also seeking approval for the allocation of funding for the various proposed projects proposed.

A number of amendments to Appendix 1 were advised as follows:

- The estimated outturn project cost should read £122,000 not £122,200
- Places for Everyone Funding should read £65,250 and not £35,375
- The CWSS Funding contribution should read £56,750 not £65,250

The report recommended that the Council Executive notes the contents of the report, the amendments to appendix 1 and approves:

1. The allocation of the additional funding of £502,000 for CWSS for 2020/21, as set out in Appendix 1 and notes the re-phasing of the CWSS project as a result of the potential impacts of Covid-19;
2. The allocation of £163,000 for SCSP, as set out in the report and the proposed direct award to Sustrans of (Scotland) £59,035 for the support of an I-Bike officer for 2020/21; and
3. The allocation funding of £601,500 for SfP as set out in appendix 2.

#### Decision

To approve the terms of the report.

## 7. REGIONAL TRANSPORT TRANSITION PLANS

The Council Executive considered a report (copies of which had been circulated) by the Head of Operational Services advising that an operational South East of Scotland Transport Transition Group had been established in response to the letter issued by the Cabinet Secretary for Transport, Infrastructure and Connectivity.

The report recommended that the Council Executive:

1. Agree in principle to participating in the development of a Regional Transport Transition Plan to tackle post Covid public transport challenges;
2. Note that officers were content with the overall direction of the Terms of Reference but had some concerns, as highlighted in the report, which they would pursue and report back to Council Executive on any significant unresolved matters if they deemed that necessary; and
3. Note that officers would present the Regional Transport Transition Plan to Council Executive when fully developed by the South East of Scotland Transport Transition Group, and on an interim basis to PDSP if appropriate.

### Decision

To approve the terms of the report.

## 8. COVID 19 IMPACTS - LOCAL BUS CONTRACTS AND TOTAL TRANSPORT REVIEW

The Council Executive considered a report (copies of which had been circulated) by the Head of Operational Services advising on the outcomes of the Total Transport Review completed in March 2020. The report also highlighted the impacts of Covid-19 on the recommendations of the review and the next steps required.

The report recommended that Council Executive:

1. Note the assessment and analysis of the review;
2. Note the recommendations within the review;
3. Note both the initial and revised timescales for the redesign and tender of subsidised transport services; and
4. Instruct officers to progress the extension of local bus contracts and delay the contract review period for subsidised services.

### Decision

To approve the terms of the report.

9. FOOD SERVICE PLAN 2020/2021

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the obligation on the council to approve an annual Food Service Plan as attached at appendix 1.

The report recommended that the Council Executive:

1. Note the contents of the report and accompanying Food Service Plan; and
2. Approve the Food Service Plan 2020/21

Decision

To approve the terms of the report.

10. HEALTH AND SAFETY SERVICE PLAN 2020/2021

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the obligation on the council to approve an annual health and safety service plan.

The report recommended that the Council Executive:

1. Note the content of the report and accompanying Health and Safety Service Plan; and
2. Approve the Health and Safety Service Plan 2020/2021.

Decision

To approve the terms of the report.

11. WEST LOTHIAN COUNCIL COMMUNITY ASSET TRANSFER ANNUAL REPORT 2019/20

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing a copy of the West Lothian Community Asset Transfer Annual Report for 2019/20.

The report recommended that Council Executive approve the West Lothian Community Asset Transfer Annual Report 2019/20 for publication.

Decision

To approve the terms of the report.

12. PROPOSED DISPOSAL OF THE FORMER WEST CALDER  
WORKSPACE SOCIETY PLACE, WEST CALDER

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services seeking approval for the sale of the former West Calder Workspace in Society Place, West Calder to SW Enviro Limited.

The report recommended that Council Executive:

1. Approve the sale of the former West Calder Workspace in Society Place, West Calder to SW Enviro Limited for £50,000; and
2. Note that SW Enviro Limited and West Calder and Harburn Community Development Trust had prepared and entered into a Memorandum of Understanding that would see those two organisations work in partnership to redevelop the former West Calder Workspace property in the event of SW Enviro Limited's offer to purchase being accepted by Council Executive.

Decision

To approve the terms of the report subject to clarifying that the Asset Transfer Review Body's consideration of the review application had not yet started.

13. PROPERTY DISPOSALS: STANDHILL NORTH, WEST MAIN STREET  
ARMADALE - PROPOSED DRAINAGE SERVICE AND STARLAW  
ROAD, BATHGATE - PROPOSED SALE OF LAND

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services seeking consent to conclude on two property disposals relating to the grant of servitude rights to the Woodhead Trust for a foul sewer at Standhill North, Armadale, and the sale of land to Glen Turner Company Ltd at Starlaw Road, Bathgate.

The report recommended that Council Executive:

1. Approve the granting of appropriate servitude rights to facilitate the construction of a new foul sewer under council land adjoining Standhill North, Armadale to The Woodhead Trust (or their nominees) for the sum of £70,000, and subject to the details outlined in the report;
2. Approves the sale of land extending to approximately 2588 sq.m at Starlaw Road, Bathgate, to The Glen Turner Company Limited for the sum of £60,000; and

3. Grants delegated powers in both transactions to the Head of Finance and Property Services and the Chief Solicitor to negotiate and agree any necessary changes to the terms and conditions for both transactions, provided that any amended terms still represent best value to the council.

#### Decision

To approve the terms of the report.

#### 14. WINCHBURGH CORE DEVELOPMENT AREA - SCHOOL ESTATE INVESTMENT UPDATE

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services and Head of Education (Learning, Policy and Resources) seeking approval to progress the proposed new non-denomination secondary, denominational secondary, replace Holy Family primary school and nursery in the Winchburgh Core Development Area, Winchburgh through financial close to construction. To set out the risks and key decisions required to progress the project through financial close to construction completion as outlined in the report.

The report recommended that Council Executive:

1. Notes the outline layouts and designs were previously agreed and have been finalised with detailed design now nearing completion as set out in the report;
2. Approves progressing the project towards financial close on the basis of the current estimated construction cost of £60,728 million which was higher than the previously reported affordability cap of £60,389 million but remained within the original approved budget of £60,919 million;
3. Notes that the final construction costs would be subject to confirmation following a post Covid-19 review and subject to guidance from Scottish Government on the consideration of the pandemic for HUBco delivered Design Build and Development Agreement construction contracts;
4. Accepts that costs associated with the main project risks identified within the report would continue to be the responsibility of the council, noting that current estimates as outlined in the report could be managed within the approved budget;
5. Instructs officers to progress the statutory procedures to stop up part of a right of way which currently exists between the B9080 and the Union Canal, through the school site, to allow for its diversion, in accordance with planning permissions which included for the realignment of the existing right of way;

6. Approves delegating authority to the Head of Finance and Property Services to execute and deliver the financial design and build development agreement (DBDA) and associated documentation on behalf of the Council at Financial Close, subject to the costs being within the approved budget;
7. Notes that costs, delivery timescales and project milestones as set out in the report were based on building work being able to recommence in early July 2020; and
8. Notes the successful outcomes of the Statutory Education Consultations

#### Decision

To approve the terms of the report.

#### 15. 22 SOUTH BRIDGE STREET, BATHGATE - PROPOSED TEMPORARY LICENCE AGREEMENT - ST MARGARET OF SCOTLAND HOSPICE

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services seeking approval to enter into a temporary licence agreement with St Margaret of Scotland Hospice for use as a charity shop.

The report recommended that Council Executive:

1. Notes the current situation in relation to 22 South Bridge Street, Bathgate;
2. Approves the granting of a temporary licence to occupy the property in favour of St Margaret of Scotland Hospice for a fee of £1 per month, if asked;
3. Notes that the proposed occupation of the property would be for a limited period, with a specific requirement that the occupants would be required to vacate the property on one month's notice at any time; and
4. Grants all necessary powers of delegated authority to the Head of Finance and Property Services to negotiate and conclude an appropriate licence agreement to reflect these requirements.

#### Decision

To approve the terms of the report.

#### 16. PROCUREMENT APPROVAL REPORT

The Council Executive considered a report (copies of which had been circulated) by the Head of Corporate Services seeking approval to enter



into contracts where authorisation is required by Standing Orders.

The report recommended that Council Executive approves:

1. The direct award to Edge Analytics Ltd for the provision of education forecasting, for a period of 5 years with an optional consultancy support of 20 days, if required;
2. The extension of the contract with Hays Specialist Recruitment to March 2021, for a part time temporary electrical engineer;
3. The commencement of tendering procedures for the procurement of a 3-year contract with an option to extend up to a further 24 months for the provision of welfare cabins and lockable storage, employing the methodology and criteria set out in Section D; and
4. The direct award for the continued provision of support and maintenance of the Capita Open Housing/Open Contractor system for a period of 2 years at a cost not exceeding £120,000 per annum.

#### Decision

To approve the terms of the report.

17. INDEPENDENT REVIEW OF COMPLAINTS HANDLING, INVESTIGATIONS AND MISCONDUCT ISSUES IN RELATION TO POLICING - EVIDENCE ON POLICE COMPLAINTS

The Council Executive considered a report (copies of which had been circulated) by the Head of Housing, Customer and Building Services seeking approval to submit comments on the Independent Review of Complaints Handling Investigations and Misconduct Issues in relation to Police Scotland.

The report recommended that Council Executive:

1. Approve the proposed response as detailed within section D2 of the report; and
2. Have the approved response submitted by officers, by the deadline of 10 July 2020.

#### Decision

To approve the terms of the report.

18. WEST LOTHIAN RAPID REHOUSING TRANSITION PLAN (RRTP) 2020/21 UPDATE

The Council Executive considered a report (copies of which had been

circulated) by the Head of Housing, Customer and Building Services providing an update on the progress of the West Lothian Rapid Rehousing Transition Plan (RRTP) and its submission to the Scottish Government by 30 June 2020.

The report also provided an update on the implementation of changes to the Homeless Persons (Unsuitable Accommodation) (Scotland) Order 2014 (UAO).

The report recommended that Council Executive:

1. Note the positive progress of the delivery of the West Lothian Rapid Rehousing Transition Plan in 2019/20;
2. Note the Scottish Government allocation towards the delivery of the plan of £302,000 in 2019/20 and £313,000 in 2020/21 through the Ending Homeless Together (EHT) fund;
3. Note the changes to the UAO and the implementation date of 4 May 2020 with an extension to the 30 September 2020; and
4. Approve the RRTP update 2020/21 for submission to the Scottish Government by 30 June 2020.

#### Decision

To approve the terms of the report.

#### 19. PARTICIPATION REQUEST ANNUAL REPORT 2019/20

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration seeking approval of the draft West Lothian Council Participation Request Annual Report for 2019/20.

The report recommended that Council Executive approve the annual report and agree that it be submitted to the Scottish Government and published on the council's website by 30 June 2020.

#### Decision

To approve the terms of the report.

#### 20. CONSULTATION ON THE CENTRALISED ANIMAL FEED CONTROLS DELIVERY MODEL

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the Food Standards Scotland (FSS) consultation on the proposed centralised model for delivery of official controls for animal feeds and to seek approval for the proposed response from West Lothian Council to the consultation.

The report recommended that Council Executive:

1. Note the content of the report and the proposed consultation response as detailed in Appendix 1 to the report; and
2. Approve the report and appendix as the council's response to the Food Standards Scotland consultation.

#### Decision

To approve the terms of the report.

21. SUPPLEMENTARY GUIDANCE: DEVELOPER OBLIGATIONS FOR GENERAL INFRASTRUCTURE FOR SITE DELIVERY (EXCLUDING TRANSPORT AND EDUCATION INFRASTRUCTURE, CEMETERY AND PUBLIC ART PROVISION)

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the outcome of consultation on a draft Supplementary Guidance (SG) on Developer Obligations for General Infrastructure for Site Delivery. The report also advised that it should be noted that this guidance did not embrace transport and education infrastructure or cemetery and public art provision as these subjects were being addressed by separate guidance.

The report recommended that Council Executive:

1. Notes the comments received on the draft guidance following consultation;
2. Approves the responses to the comments received during consultation on the draft Supplementary Guidance (Appendix 1) and which was cross referenced with Appendix 3, a track changed version of the guidance identifying where revisions proposed by consultees had been made;
3. Approves the content of the Supplementary Guidance "Developer Obligations for General Infrastructure for Site Delivery" (Appendix 2); and
4. Notes that following consideration by the Council Executive the Supplementary Guidance would require to be submitted to the Scottish Ministers for consideration prior to being adopted as statutory Supplementary Guidance in support of the West Lothian Local Development Plan; and
5. Delegates to the Head of Planning, Economic Development and Regeneration to agree and conclude a "screening determination" as to whether a SEA is required, having taken account of the views offered by the Consultation Authorities.

Decision

To approve the terms of the report and agree that a report to be brought to a future meeting of Council Executive for information on the outcome of the screening determination process.

22      SUPPLEMENTARY GUIDANCE:DEVELOPER CONTRIBUTIONS TOWARDS TRANSPORT INFRASTRUCTURE

The Council Executive considered a report (copies of which had been circulated by the Head of Planning, Economic Development and Regeneration advising of the outcome of consultation on draft Supplementary Guidance on developer contributions towards transport infrastructure and seeking approval of the guidance.

The report recommended that Council Executive:

1. Agrees the responses to the consultation comments (Appendix 2);
2. Agrees the content of the Supplementary Guidance Developer Contributions Towards Transport Infrastructure (Appendix 3); and
3. Delegates to the Head of Planning, Economic Development and Regeneration, to agree and conclude a “screening determination” as to whether a SEA was required, having taken account of the views offered by the Consultation Authorities.

Decision

To approve the terms of the report and to agree that a report be brought back to a future meeting of Council Executive for information on the outcome of the screening determination process.

23.      COVID-19: POST-RECESS CALENDAR OF MEETINGS

The Council Executive considered a report (copies of which had been circulated) by the Governance Manager seeking approval for a further timetable of meetings till 31 October 2020 for bodies in the Scheme of Administration, and to consider members attendances at meetings.

The report recommended that Council Executive:

1. Agree meeting arrangements till 31 October 2020, as set out in the appendices, with meetings to take place by remote access;
2. Agree that a proposed timetable of meetings for the period from 1 November 2020 should be brought to an appropriate meeting of Council Executive before 31 October 2020; and
3. To note the application of statutory rules on councillors’ attendance at meetings in the context of the coronavirus pandemic and

consider any action that may be taken to resolve any difficulties.

Decision

To approve the terms of the report.

24. HOUSING CAPITAL OUTTURN AND UPDATED 2020/21 TO 2022/23 BUDGET

The Council Executive considered a report (copies of which had been circulated) by the Depute Chief Executive providing the financial outturn in relation to the Housing Capital Programme for 2019/20 and an updated 2020/21 to 2022/23 Housing Capital Budget.

The report recommended that Council Executive:

1. Notes the final outturn position for financial year 2019/20; and
2. Approves the updated 2020/21 to 2022/23 Housing Capital Budget.

Decision

To approve the terms of the report.

25. 2019/20 HOUSING REVENUE ACCOUNT - OUTTURN REPORT

The Council Executive considered a report (copies of which had been circulated) by the Depute Chief Executive providing financial performance in relation the Housing Revenue Account (HRA) as at 31 March 2020.

The report recommended that Council Executive notes the final outturn position for financial year 2019/20/

Decision

To note the terms of the report.

26. GENERAL SERVICES CAPITAL INVESTMENT STRATEGY 2020/21 TO 2027/28 UPDATE

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services setting out the updated General Services Capital Investment Strategy for 2020/21 to 2027/28, taking account of year-end carry forwards.

The report recommended that Council Executive:

1. Approves the updated Capital Investment Strategy for 2020/21 to 2027/28, as set out in appendix 1 of the report;

2. Approves the projected resources for the period 2020/21 to 2027/28, as set out in section D4 of the report;
3. Notes that the reporting and monitoring agreed as part of the Corporate Asset Management Strategy and Ten-Year Capital Strategy would continue, including quarterly monitoring reports to Council Executive; and
4. Notes that the Covid-19 situation had major implications for the affordability and phasing of the capital programme.

#### Decision

To approve the terms of the report.

#### 27. DRAFT 2019/20 GENERAL FUND REVENUE OUTTURN

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Property Services providing a draft outturn for the 2019/20 General Fund Revenue Budget.

The report recommended that Council Executive:

1. Notes the draft revenue budget outturn for 2019/20 and the resulting underspend of £3.730 million;
2. Notes that council at the budget setting meeting on 28 February 2020 agreed to use the retained balance, which included the projected underspend at period 9 of £1.588 million, a one-off windfall of £540,000 and treasury savings generated from the re-profiling of loans fund principal of £608,000 to fund various projects and initiatives from 2020/21 to 2022/23 leaving a remaining underspend of £994,000;
3. Agrees to retain the uncommitted General Fund Balance of £2.994 million until the report on re-opening of schools was considered later in the meeting, given the significant pressures facing the council;
4. Notes the updated position for council reserves and balances as set out in Section D6 of the report;
5. Approves the submission of the council's 2019/20 Efficiency Statement to COSLA, as set out in Appendix 2;
6. Notes that as previously agreed, further updates on the financial position would be provided to Council Executive including the financial impact of Covid-19 on the council, the next of which would be the month three budget monitoring exercise which would be reported after the summer recess.
7. Notes the update on the recurring pressures and that Heads of

Service were progressing agreed actions to mitigate these pressures; and`

8. Agrees that Heads of Service must take all management action necessary to delivery agreed savings and control budget pressures as part of their overall delivery of services within available 2020/21 budgets.

#### Decision

To approve the terms of the report.

### 28. RE-OPENING OF SCHOOLS AND EARLY LEARNING AND CHILDCARE

The Council Executive considered a report (copies of which had been circulated) by the Depute Chief Executive informing of plans to re-open schools and early learning and childcare, in line with the Scottish Government Direction, Strategic Framework and Guidance, to outline key strategic decisions to enable implementation of the Local Phasing Delivery Plan and the School Recovery Plans, and to set out the resource implications of these plans.

The report recommended that Council Executive:

1. Notes that the Local Phasing Delivery Plan, submitted to the Education Executive for approval, was a dynamic document that would continue to evolve in response to changes in legislation and national guidance and in consultation with stakeholders;
2. Notes that each school would have in place a School Recovery Plan by 24 June 2020 to reflect local and establishment-specific circumstances and there would also be dynamic;
3. Agrees the model of school transport provision, and note that the social distancing requirements for public transport had significant cost implications and capacity risks for both mainstream and ASN school transport;
4. Agrees the model of provision of free school meals for all eligible pupils;
5. Notes that within each School Recovery Plan arrangements for school catering were being developed that maintained the breakfast option and the provision of a hot meal option in all schools;
6. Note the enhanced cleaning currently being implemented in schools; and
7. Agree to write to the Scottish Government to request full funding for the cost implications of the re-opening schools plan, as set out in Section D3 of the report.

The Depute Chief Executive advised that since the report was written there was an statement by the Depute First Minister advising that it was the intention that all schools would return to full time education with no physical distancing restrictions from 11 August 2020.

In view of the statement by the Depute First Minister the decision of the Council Executive was as follows:

Decision

1. To note that the Recovery Plan had been approved by Education Executive on 23 June with authority delegated to the Depute Chief Executive to amend and update the Plan as required.
2. To note that each school would have in place a School Recovery Plan by 24 June 2020 to reflect local and establishment-specific circumstances and these would be dynamic.
3. To agree the model at recommendation 3, but on the basis that this would be the contingency plan in view of the statement by the Deputy First Minister on 23 June 2020.
4. To approve recommendations 4, 5 and 6
5. To approve recommendation 7 subject to adding "In view of the decisions made by the Deputy First Minister on 23 June 2020".
6. To note that further guidance was required with regard to physical distancing requirements on school transport.
7. To note that costs would be remodelled based on pupils back to school full time and that both blended learning and full time return costs would be considered prior to submission to the Scottish Government.

29. DISABLED PERSONS' PARKING PLACES (SCOTLAND) ACT 2009 ANNUAL REPORT FOR PERIOD 1 APRIL 2019 TO 31 MARCH 2020

The Council Executive considered a report (copies of which had been circulated) by the Head of Operational Services providing the annual report on the implementation of the Disabled Persons' Parking Places (Scotland) Act 2009.

The report recommended that the Council Executive notes the contents of the Annual Report on functions undertaken, as directed by the Disabled Persons' Parking Places (Scotland) Act 2009 for the reporting period 1 April 2019 to 31 March 2020.

Decision

To note the terms of the report.



30. NOTE ACTION TAKEN IN TERMS OF STANDING ORDER 31 (URGENT BUSINESS)

KEY WORKER HUBS, FREE SCHOOL MEALS AND FOOD FUND - FUTURE PROVISION

- (a) Note action taken in terms of Standing Order 31 (Urgent Business).

CLOSE DOWN AND REOPENING OF RECYCLE CENTRES DUE TO COVID LOCKDOWN

- (b) To note action taken in terms of Standing Order 31 (Urgent Business).

31. BROXBURN & UPHALL TRADERS ASSOCIATION - REQUEST FOR RESILIENCE AND RECOVERY FUNDING SUPPORT

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration providing details of a proposed application to the Scottish Government's Towns and Business Improvement Districts (BIDs) Resilience & Recovery Fund (TBRRF) by the Broxburn & Uphall Traders Association (BUTA). The fund requires any application to be supported and countersigned by the relevant local authority.

The report recommended that Council Executive:

1. Agrees to support the proposed application to the Scottish Government's Business Improvement District Resilience Fund;
2. Agrees that the Town Centre Manager, should sign the application on behalf of the council;
3. Notes that it was possible that other funding proposals would come forwards from BID companies in West Lothian
4. Delegates the Head of Planning, Economic Development and Regeneration, in consultation with the Executive Councillor for Development and Transportation, to support and countersign any further bids to the fund provided that any such bids meet the terms of the fund and are aligned with the council's objectives.

Decision

To approve the terms of the report.