



Bathgate Local Area Committee

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

7 June 2022

A virtual meeting of the **Bathgate Local Area Committee** of West Lothian Council will be held within the **MS Teams Virtual Meeting** on **Monday 13 June 2022** at **10:00am**.

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence.
2. Declarations of Interest - Members must declare any interests they have in the items of business for consideration at the meeting, identifying the relevant agenda items and the nature of their interests.
3. Order of Business, including notice of urgent business, declarations of interest in any urgent business and consideration of reports for information.

The Chair will invite members to identify any such reports they wish to have fully considered, which failing they will be taken as read and their recommendations approved.

4. Confirm Draft Minute of Meeting of the Committee held on 7 March 2022 (herewith).

Public Items for Decision

5. Schedule of Local Area Committee Venues - report by the LAC Lead Officer (herewith).
6. Place Based Investment Programme 2022/23 Town Centre Capital Fund - report by Depute Chief Executive, Education, Planning and Economic Development (herewith).

Public Session

7. St. Kentigern's Academy - Presentation by Andrew Sharkey, Head Teacher (herewith).
8. Police Ward Report - report by Police Scotland (herewith).
9. Fire Service Ward Report - report by Scottish Fire and Rescue Service (herewith).
10. Housing, Customer and Building Services Update - report by Interim Head of Housing, Customer and Building Services (herewith).
11. Service Update - NETS, Land & Countryside - report by Head of Operational Services (herewith).
12. Report on Economic Development and Regeneration Activity - report by Depute Chief Executive, Education, Planning and Economic Development (herewith).
13. Workplan (herewith).

NOTE **For further information please contact Val Johnston on 01506 281604 or email val.johnston@westlothian.gov.uk**

CODE OF CONDUCT AND DECLARATIONS OF INTEREST (2021)

This form is a reminder and an aid. It is not a substitute for understanding the Code of Conduct and guidance.

Interests must be declared at the meeting, in public.

Look at every item of business and consider if there is a connection.

If you see a connection, decide if it amounts to an interest by applying the objective test.

The objective test is whether or not a member of the public with knowledge of the relevant facts would reasonably regard your connection to a particular matter as being so significant that it would be considered as being likely to influence your discussion or decision-making.

If the connection does not amount to an interest then you have nothing to declare and no reason to withdraw.

If the connection amounts to an interest, declare it as soon as possible and leave the meeting when the agenda item comes up.

When you declare an interest, identify the agenda item and give enough information so that the public understands what it is and why you are declaring it.

Even if the connection does not amount to an interest you can make a statement about it for the purposes of transparency.

More detailed information is on the next page.

Look at each item on the agenda, consider if there is a “connection”, take advice if necessary from appropriate officers in plenty of time. A connection is any link between the item of business and:-

- you
- a person you are associated with (e.g., employer, business partner, domestic partner, family member)
- a body or organisation you are associated with (e.g., outside body, community group, charity)

Anything in your Register of Interests is a connection unless one of the following exceptions applies.

A connection does not exist where:-

- you are a council tax payer, a rate payer, or a council house tenant, including at budget-setting meetings
- services delivered to the public are being considered, including at budget-setting meetings
- councillors’ remuneration, expenses, support services or pensions are being considered
- you are on an outside body through a council appointment or nomination unless it is for regulatory business or you have a personal conflict due to your connections, actions or legal obligations
- you hold a view in advance on a policy issue, have discussed that view, have expressed that view in public, or have asked for support for it

If you see a connection then you have to decide if it is an “interest” by applying the objective test. The objective test is whether or not a member of the public with knowledge of the relevant facts would reasonably regard your connection to a particular matter as being so significant that it would be considered as being likely to influence your discussion or decision-making.

If the connection amounts to an interest then:-

- declare the interest in enough detail that members of the public will understand what it is
- leave the meeting room (physical or online) when that item is being considered
- do not contact colleagues participating in the item of business

Even if decide your connection is not an interest you can voluntarily make a statement about it for the record and for the purposes of transparency.

The relevant documents are:-

- [Councillors’ Code of Conduct, part 5](#)
- [Standards Commission Guidance, paragraphs 129-166](#)
- [Advice note for councillors on how to declare interests](#)

If you require assistance, contact:-

- James Millar, Interim Monitoring Officer and Governance Manager, 01506 281613, james.millar@westlothian.gov.uk
- Carol Johnston, Chief Solicitor and Depute Monitoring Officer, 01506 281626, carol.johnston@westlothian.gov.uk
- Committee Services Team, 01506 281604, 01506 281621
committee.services@westlothian.gov.uk

January 2022

MINUTE of MEETING of the BATHGATE LOCAL AREA COMMITTEE held within MS TEAMS VIRTUAL MEETING, on 7 MARCH 2022.

Present – Councillors Harry Cartmill (Chair), Willie Boyle, Charles Kennedy and John McGinty

In attendance -

Carol Johnston, Lead Officer, West Lothian Council
Nairn Pearson, BID & Town Centre Manager, West Lothian Council
Sergeant Iain Wells, Police Scotland
Paul Harvey, Local Authority Liaison Officer, Scottish Fire & Rescue Services
David Lees, Cleaner Communities Manager, West Lothian Council
Eileen Paxton, Head Teacher, West Lothian Council
Graeme McKee, Housing Manager, West Lothian Council
Ronnie McLeod, Bathgate Community Council
Donald Stavert, Bathgate Community Council

1. DECLARATIONS OF INTEREST

Donald Stavert declared an interest in agenda Item 10 as he was secretary of Bathgate Community Development Trust who had applied for funding from the Environment Improvement Fund.

2. MINUTES

- (a) The Committee approved the minute of its meeting held on 22 November 2021. The minute was thereafter signed by the Chair.
- (b) The Committee approved the minute of its special meeting held on 8 December 2021. The minute was thereafter signed by the Chair.
- (c) The Committee approved the minute of its adjourned meeting held on 14 December 2021. The minute was thereafter signed by the Chair.

3. PRESENTATION - BATHGATE ACADEMY

Eileen Paxton, Head Teacher, Bathgate Academy provided the committee with a very positive presentation that commenced with setting out the school's vision and values.

Charts within the presentation outlined the achievements and attainments of S4-S6 pupils over a five-year period. The figures were set against the West Lothian and Scotland wide attainment figures.

The presentation then moved on to show the breadth of awards and achievements the school had received in recent years before moving on to provide an overview of the positive destinations of students over a three-year period. The committee heard that ,any more students were

moving from employment to graduate apprenticeships which were providing former students with work while studying for a degree at the same time.

The Head Teacher then spoke of the various partnerships the school had in place and concluded with information on the school's priorities for the future.

On behalf of the committee, the Chair thanked the Head Teacher for her presentation and the school for maintaining high standards despite the challenges with covid over the last two years.

Decision

To note the terms of the presentation.

4. POLICE WARD REPORT

The Committee considered a report (copies of which had been circulated) by Police Scotland which provided an update on performance, activities and issues across the ward for the period to 31 December 2021.

The committee was invited to note the report.

Decision

To note the terms of the report.

5. FIRE SERVICE WARD REPORT

The committee considered a report (copies of which had been circulated) by Scottish Fire & Rescue Service providing an update on activity across the ward to 31 December 2021.

The committee was asked to note and provide comment on the Bathgate Multi-Member Ward Performance Report.

Decision

To note the content of the report

6. HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

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 Bathgate ward for the period Quarter 3 - 1st October to 31 December 2021.

The committee was invited to note the service activity as detailed in the ward report for the period 1st October to 31st December 2021.

Decision

To note the terms of the report.

7. SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

The Committee considered a report (copies of which had been circulated) by the Head of Operational Services advising members of the recent activity of the NET's, Land and Countryside teams for the period 1 October to 31 December 2021.

It was recommended that the Committee:

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

Decision

To note the terms of the report.

8. REPORT ON ECONOMIC DEVELOPMENT AND REGENERATION ACTIVITY

The committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration which provided an overview of the economic development, regeneration and local partners activities within the Bathgate ward during the reporting period.

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

Decision

To note the content of the report

9. PLACE BASED INVESTMENT PROGRAMME 2022/23 AND UPDATE ON THE TOWN CENTRE CAPITAL FUND 2019/20 AND 2020/21

The Committee considered a report (copies of which had been circulated) by the Head of Planning, Economic Development and Regeneration advising of the launch of the Place Based Investment Programme for 2022-23 that would see an estimated £1,000,000 allocated through two funding streams.

One, the Town Centre Capital Fund, had been allocated £500,000 and would be delivered in the same way as the Town Centre Capital Fund in 2019/20 and 2020/21 with applications coming to the committee for approval. The second stream focussed the other £500,000 on supporting

larger projects aimed at supporting Community Wealth Building and would be of interest to some organisations within the Ward

The report also provided an overview of the 2019/20 and 2020/21 Town Centre Capital Fund Programme projects.

It was recommended that the Committee note:

1. the process proposed for 2022/23;
2. that recommendations to approve the Town Centre Capital applications would be made to Local Area Committees (LAC) for their final decision or to the Council Executive should the LAC be unable to agree on part or all of the Ward allocation;
3. the Community Wealth Building stream and the potential interest to local organisations;
4. that authority had been delegated to the Head of Planning, Economic Development and Regeneration to implement the process;
5. that regular contact would be made with awardees for 2022-23 to monitor project progress; and
6. the update on the 2019/20 and 2020/21 Town Centre Capital Projects.

Decision

To note the contents of the report.

10. WORKPLAN

A copy of the workplan had been circulated for information.

Decision

To note the workplan.

11. TIMETABLE OF MEETINGS 2022/23

The committee considered a proposed timetable of meetings (copies of which had been circulated) for the period 2022/23.

Decision

To approve the timetable of meetings.

12. CLOSING REMARKS

As this was the last meeting before the local government elections in May, the Chair wished to extend his thanks and gratitude to all officers for their assistance and contribution during the five years he was in post.

DATA LABEL: PUBLIC



BATHGATE LOCAL AREA COMMITTEE

SCHEDULE OF LOCAL AREA COMMITTEE VENUES

REPORT BY THE LAC LEAD OFFICER

A. PURPOSE OF REPORT

The purpose of this report is to inform the Bathgate Local Area Committee of the process of agreeing venues for Bathgate Local Area Committee meetings from August 2022 onwards.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. Notes the options available to the Local Area Committee;
2. Agrees suitable venues for all meetings in calendar from August 2022 onwards

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)	Appropriate assessments will be carried out as required.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	None.
V Relevance to Single Outcome Agreement	The proposal does not raise any matters of conflict with the single outcome agreement.
VI Resources - (Financial, Staffing and Property)	none.
VII Consideration at PDSP	none
VIII Other consultations	none.

D. TERMS OF THE REPORT

D.1 Background

There are new rules in place on where Council meetings can take place for meeting from August 2022 onwards, that requires the Bathgate Local Area Committee to decide how it wants to arrange their future meetings.

D.2 Local Areas Committee

From August 2022 the following arrangements will be in place that affect all Council meetings including Local Area Committees. An overview of this is detailed below:

- Full council meetings will be in the Civic Centre chamber unless the Clerk considers there are exceptional circumstances to mean the meeting takes place somewhere else;
- Committees other than Local Area Committee must meet in the chamber unless the Clerk considers there are exceptional circumstances to mean the meeting takes place somewhere else;

For Local Area Committee meetings, the Standing Order needs the Local Area Committee itself to decide to meet elsewhere than the chamber:

1. They can meet in the chamber.
2. They can meet elsewhere in exceptional circumstances as determined by the Lead Officer.
3. They can meet elsewhere if the Local Area Committee resolve to do so and the Lead Officer agrees to the arrangements.

In relation to point 2 and 3 the Lead Officer will need to be happy that the venue is suitable in terms of health and safety, space and public access, including disabled access.

Elected members should also be aware as part of their consideration that meetings held remotely cannot be webcast. This would mean a trade-off between people being able to listen at home and coming into the meeting venue, hence need for the venue to be suitable for public access in any decision.

E CONCLUSION

The Bathgate Local Area Committee is asked to agree the venues for all scheduled meetings currently in the council calendar and to ask the Lead Officer to advise and agree on the suitability of the venue(s).

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Persons: None

Carol Johnston

Bathgate LAC Lead Officer

13 June 2022

DATA LABEL: PUBLIC



BATHGATE LOCAL AREA COMMITTEE

PLACE BASED INVESTMENT PROGRAMME 2022/23 TOWN CENTRE CAPITAL FUND

REPORT BY DEPUTE CHIEF EXECUTIVE, EDUCATION, PLANNING AND ECONOMIC DEVELOPMENT

A. PURPOSE OF REPORT

The purpose of this report is to invite the Local Area Committee to consider the applications to the Place Based Investment Programme Town Centre Capital Fund 2022-23, and to agree the allocation of funding for the Bathgate ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that 3 applications have been received for projects within the ward;
2. notes the recommendations provided by officers within each town within the ward;
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)	Place Based Investment Programme 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 the 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 Programme Capital Grant (PBIP) for 2022/23. Funding for West Lothian Council in 2022/23 is expected to be £1,000,000.

The main objectives of the PBIP include:

- to support place policy ambitions such as town centre revitalisation, community led regeneration, 20-minute neighbourhoods and Community wealth Building;
- to ensure that all place-based investments are shaped by the needs and aspirations of local communities; and
- to accelerate ambitions for net zero, wellbeing and inclusive economic development, tackling inequality and disadvantage, community involvement and ownership.

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 £1,132,000. The additional £132,000 will be reported to the Council Executive in June 2022 for further advice.

The process for this is detailed in D.2 and D.3 with guidance and application forms added as appendices.

D.2 Town Centre Capital Fund 2022/23

It has been agreed that the Town Centre Capital Fund 2022-23 stream will follow the same process as the Town Centre Capital Fund in 2019/20 and 2020/21. The funding was promoted to local community organisations through our normal channels with applications received by the deadline of 22 April 2022.

Bathgate ward was been allocated £46,260 split between the following towns.

Town	Allocation
Bathgate	£46,260
TOTAL	£46,260

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 Local Area Committee then the balance of funding will be reported to Council Executive for a decision.

D.3 Allocation of the grant in West Lothian

The Council Executive agreed on 8 February 2022 that £500,000 should be allocated to all 23 communities with populations over 1,000 through a grant application process (see background reference below). 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.

D.4 Bathgate Ward Applications

Within the Bathgate ward one settlement is eligible for the funding and by the deadline of 22 April 2022, three applications had been received for projects in the ward. The table below sets out the overview of the funding available and the funding request:

Town	Town allocation	No of applications received	Total requested	Over (+) / under (-) Funding Available
Bathgate	£46,260	3	£102,360	+£56,100
Ward Total				

Following receipt, all applications have been reviewed by the relevant Capital Asset Management Board, Asset Lead Officer and recommendations and advice is set out in Appendix 1.

The following table gives a summary of the Bathgate applications received and the recommended allocations for Bathgate. The corresponding remaining balance, should the recommendations be approved are underneath each table.

Bathgate (£46,260)

Code	Application Name	Amount applied for	Recommended allocation
BAT22-01	Town Centre Events Fund	£46,260	£5,000
BAT22-02	Reconnect Regal Theatre	£29,500	£23,260
BAT22-03	A Sense of Place	£26,600	£18,000
	Total	£102,360	£46,260

Therefore, approval of the recommended project allocations would leave the following remaining balances:

Town	Balance
Bathgate	£0
Total Balance	£0

Allocation of Town Underspend

The Local Area Committee is able to reallocate any under spends in towns to projects they have not been able to fund or fully fund in other towns. In the Bathgate ward there is no underspend unallocated.

D.5 Delivery of Projects

Following the decision of the Bathgate Local Area Committee 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 have to be met before the funding will be released.

As projects are implemented, the detail and associated costs may change, and it is delegated to the Head of Planning, Economic Development & Regeneration to agree such changes and to re-allocate any money that may become available, to other projects in the ward, both so long as these 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 Local Area Committee with the process to agree and allocate, within the Bathgate ward, the Town Centre Capital Fund element of the Scottish Government's Place Based Investment Programme Capital Grant awarded to West Lothian for 2022/23. 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>

Appendices/Attachments:

Appendix 1: Application Overview

Appendix 2: Applications

Contact Person:

Nairn Pearson, BID & Town Centre Manager, Nairn.Pearson@westlothian.gov.uk

Clare Stewart, Manager, Community Wealth Building Team, Clare.Stewart@westlothian.gov.uk

Elaine Cook

Depute Chief Executive, Education Planning and Economic Development

13 June 2022

Town Centre Capital Fund 2022-23

Ward: Bathgate Allocation (£46,260) - Town: Bathgate (£46,260)

Application Code	Applicant	Project Name	Brief Project Description	Funding Requested	Delivered By:	Officer Comments
BAT22-01	Bathgate Community Council	Town Centre Events Fund	<p>Establish a fund to make grants available to, and support local organisations for different types of events and activities in the town.</p> <p>It is stated that the fund will be managed by the applicant to avoid conflict of interest and a calendar of events will be promoted in community and via social media.</p>	Total £46,260	External (Applicant)	<p>Recommendation: Supported in part. Budget allocated: £5,000.</p> <p>Comments: Applicant sought £48,000. Clarification from officers, resulted in advice that this was error and should read £46,260.</p> <p>This fund is for capital projects only and any funds awarded must relate to capital spend and not revenue expenditure costs.</p> <p>This funding will be help support this as a pilot trial in Bathgate for 2022-23. Further dialogue necessary with applicant over the proposed means and criteria for delivering funding.</p>
BAT22-02	Reconnect SCIO	Reconnect Regal Theatre	<p>The project comprises:</p> <p>Painting of building, to west, east and rear elevations.</p> <p>Power washing of cast iron doors, discoloured metal areas, external steps and vennel that leads to Regal car park.</p>	Total: £29,500	External (Applicant)	<p>Recommendation: Supported in part. Budget allocated: £23,260 in principle pending clarification on the last two point below.</p> <p>Comments: Work envisaged to start in Sept 2022 and be completed Nov 2022.</p>

			<p>Improve lighting to the side of the building (vennel)</p> <p>Hire of suitable cherry picker equipment for the duration of works.</p>			<p>It would be carried out in three stages of two weeks at a time, with completion date subject to weather conditions.</p> <p>Listed building consent may be required.</p> <p>Landlord (Council) permission may be required.</p>
BAT22-03	Enterprising Bathgate	A Sense of Place	<p>The project comprises:</p> <p>Improvements to gable ends of key buildings in town centre, e.g. Steelyard, George Place and Hopetoun Lane. Completion would provide ideal location for public art in form of mural.</p> <p>Further phase of display of history heritage plaques on key buildings in town. This will extend and add to the Bathgate story. To include production of a booklet and promotional video on the completion of project.</p> <p>Provision of additional tiered units for floral displays in the George Street precinct, and relocation of existing single tier units present.</p>	Total £26,600	External (Applicant)	<p>Recommendation: Supported in part. Budget allocated: £18,000.</p> <p>Comments: Total project cost is noted as £29,000, with applicant seeking £26,600.</p> <p>The funding will assist in helping delivery of the historical plaques; as well as the tiered units for floral displays.</p> <p>Partial allocation has been made to assist in works associated with improvements to gable end of key buildings in particular that the Steelyard, South Bridge Street. Potential to supplement this funding with utilisation of BID premises improvement scheme and the WLC shopfront improvement initiative.</p>

PLACE BASED INVESTMENT PROGRAMME (PBIP) 2022-23





WEST LoTHIAN – TOWN CENTRE CAPITAL FUND

APPLICATION FORM

Completed project application forms must be submitted to West Lothian Council before the publicised deadline of **5 PM on FRIDAY 22nd APRIL 2022**.

Please refer to the associated guidance when completing this application form. No project should start or commit expenditure before receiving any approval of grant in writing. All projects **MUST** be either delivered or legally committed by 31 March 2023. It is strongly advised that applicants discuss their proposals with Council officers prior to making any application submission.

1. Applicant Organisation

Organisation Name	Bathgate Community Council
Contact Person and Position	 Secretary
Address	
Telephone Number	
Email Address	
Type of organisation (public sector, private sector, voluntary organisation, charity, SCIO, etc) If charity then please include charity number:	Community Council Voluntary Organisation

<p>What are the main activities of your organisation?</p> <p>(please answer in no more than 100 words)</p>	<p>3. Objectives</p> <p>The objectives of the community council shall be:</p> <ul style="list-style-type: none"> (a) to ascertain, co-ordinate and reflect the views of the community which it represents, to liaise with other community groups within the area, and to fairly express the diversity of opinions and outlooks of the people; (b) to express the views of the community to the local authority for the area to public authorities and other organisations; (c) to take such action in the interests of the community as appears to it to be desirable and practicable; (d) to promote the well-being of the community and to foster community spirit; (e) to be a means whereby the people of the area shall be able to voice their opinions on any matter affecting their lives, their welfare, their environment, its development and amenity. (f) seek to engage with the West Lothian Association of Community Councils and the West Lothian Community Planning Partnership.
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Do you have an equal opportunities policy or statement? If yes please provide a copy	No
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes /

2. Project Details

Council Ward	Bathgate
Project Title	Town Centre Events Fund
Project Location	Bathgate
Project Start Date	June 2022
Project End Date	June 2023

<p>Pre-Application Discussion</p> <p>Have you made any pre-application enquiries or discussed your proposal with Council officers? We strongly encourage you to liaise with relevant officer(s) as outlined in the accompanying guidance. What was the basis and outcome of any discussion?</p>

Not had time

Project Description

Describe fully the project for which grant is being sought (background and context of the project, description of works). Is this project work linked to an existing project? If this application is from a WLC service area, is the project supported by the community.

Town Centre Events Fund

The project is the establishment of a Fund to support the organisation of different types of gatherings in the town over the year to encourage better use of the centre and to give local organisations an opportunity to showcase their activities, build support and give traders a big footfall of visitors.

The events would be many and varied ranging from cycling, cultural, sports, twinning activities road races, park runs, band concerts music festivals and whatever comes forward when we advertise the fund to the community. The Fund will make grants to the organisers to enable them to make appropriate arrangements for their event.

We would envisage the Steelyard and Pedestrian Precinct being the centre of activities but would encourage use of the Partnership Centre, the Showground and Meadow Park, Balbardie Park and Kirton Park and the Regal Theatre.

Every local organisation will be made aware of the fund and invited to make proposals and formulate a bid for support funds.

The Fund will be administered by the Community Council to avoid conflict of interest and a calendar of events will be promoted in the community via social media.

We would explore other opportunities to add to the fund once it had been established. This would give the fund a longer life, but the aim would be for the events to become self-sustaining over time.

The town recently lost one of its major festivals the West Lothian Highland Games with the organisers calling it a day. The Procession has been saved with new volunteers, so we welcome that but think we need more than one day to make an impact on the town's shops and businesses. Regular events would have a real impact on the Town Centre and the local economy bringing in more visitors and residents alike. The Fund would publish its grants locally and keep the council updated on its programme of events

Evidence of Need

What evidence is there that your project is needed? It is important to show that you have identified the need for your project, e.g. letters of support, or local survey, see guidance for examples of how you can evidence this.

Recent Survey by the Town Centre Management Committee which is still to be published but we are party to the findings gives a very strong view from the residents that they want a more vibrant town centre which would support the local traders and make the centre more attractive to residents and visitors. A recent survey by Enterprising Bathgate had similar outcome and they both reinforced the view from a Bathgate Community Council Survey several years before with a similar outcome.

The Town Centre Management Committee had devised an action programme of activities for the centre, but Covid intervened, and it never took place. So, all organisations in Bathgate support the idea of making much more use of the centre and have invested money in making it more attractive. What is required now is a fund that attracts high footfall through interesting, varied, and entertaining events.

This application is supported by the Bathgate Community Development Trust Ltd.

Project Outcomes

Describe what your capital project will deliver in line with funding outcomes (use bullet points and sub headings as appropriate, to help with assessment process).

- A great deal more visitors to the town centre
- More Fun and Enjoyment for the visitors to the centre
- An appreciation of the town and what its town centre has to offer
- More local organisations attracting members and supporters building community
- An appreciation of Place Making by the residents
- The simulation of people's interest in new activities
- Better trading environment for local enterprises
- Increased use of public land and building for the benefit of the community.
- Opportunities for Traders to make residents aware of their goods and services
- Fund raising opportunities for local organisations and clubs

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Partners involved (other local organisations you are working with)	Bathgate Community Development Trust Ltd Bathgate Community Centre Management Committee Friends of Meadow Park Friends of Kirton Park
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3. Project Costs

Total Project Cost	48,000
Amount of Funding being requested from West Lothian Town Centre Capital Fund 2022-23	48,000

Expenditure Item	Total Cost	WLCCF Cost
Funding of TOWN CENTRE EVENTS FUND	44,000	44,000
Marketing of Fund and Calendar of Events	2000	2000
Project Management	2000	2000

If the total project cost is greater than the funding applied for please then detail where the source of this additional funding is generated from (i.e. WLC, Lottery etc.)

Please confirm whether this funding is approved and in place or the date that you expect this to be confirmed.

Funding Source (i.e. WLC, Lottery)	Approved and in place	Date to be confirmed

Project Management and Legal Requirements

Does the project comply with relevant statutory legislation?

Procurement, Subsidy Control, Environmental Impact, Equalities Impact Assessment, Planning Permission, Fairer Scotland Duty (as part of the Equality Act 2010,) Building Warrant, and any other legal requirements that are specific to individual projects. All projects will need to comply with all relevant statutory legislation relating to project implementation. Further information may be required from organisations prior to any offer of grant award being made

Project Management

Describe how your project will be managed and administered, including for example design and plans, procurements and implementation, public liability etc.

Maintenance and Insurance

Have you considered and understand the ongoing maintenance and public liability matters?

Monitoring and Finance

Please note that part of any grant award there is a requirement to provide monitoring and evidence of financial spend (in general copies of invoices and bank statements showing spend etc) on request failure to do so may mean the grant being repaid).

The Project will comply with all relevant legislation.

Project Management will be via the Community Council resources of volunteers and professional project management services of our secretary.

There should be no ongoing maintenance issues and the community council holds insurance for its own activities.

The Community Council has experience in Town Centre Fund Grants over two years and the monitoring regime associated with the Fund.

Supporting Documentation Check List	Please Indicate (x)
Constitution or Articles and Memorandum	<input checked="" type="checkbox"/>
Committee Members or Directors List	<input checked="" type="checkbox"/>
Bank Statements - Dated within the last 3 months	<input checked="" type="checkbox"/>
Annual Accounts	<input checked="" type="checkbox"/>

Privacy Notice

West Lothian Town Centre Capital Fund 2022/23

Information held about you

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

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

- Name of the organisation
- Contact details of contact person; name, position in the organisation, address, telephone and e-mail address.
- Copies of organisation documents;
 - List of committee members/directors list
 - Annual Accounts
 - Cash flow forecast 2022/23
 - Memorandum of Association or Constitution
 - Bank Statements / Bank Details
 - Invoices
 - Payslips

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 West Lothian Town Centre Capital Fund 2022/23
- To contact you regarding information that may be relevant to you.
- 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.
- We may discuss your application with West Lothian Council colleagues in services relevant to your application.

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.

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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@westlothian.gov.uk

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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@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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Who is responsible for my information?

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<https://intranet.westlothian.gov.uk/article/36236/General-Data-Protection-Regulation-GDPR>

Declaration	
<p>We wish to apply to the West Lothian Town Centre Capital Fund 2022/23. 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.</p>	
<p>I consent to West Lothian Council processing my personal data for the purposes of:</p>	
<input checked="" type="checkbox"/>	Application to the West Lothian Town Centre Capital Fund 2022/23 and the monitoring of the grant if awarded.
<input checked="" type="checkbox"/>	To provide you with updates on the progress of your application.
<input checked="" type="checkbox"/>	Contact you to pass on information that may be relevant to you.
<input checked="" type="checkbox"/>	Contact you for feedback on quality of services provided to you.
Name	██████████
Position	Secretary
Organisation	Bathgate Community Council
Date	20 ^h April 2022

Please send your completed application forms and any supporting documentation to the Regeneration Team inbox at: RegenerationTeam@westlothian.gov.uk

For any admin related queries or queries relating to West Lothian Town Centre Capital Fund or the guidance, please contact the Regeneration Team:
RegenerationTeam@westlothian.gov.uk

PLACE BASED INVESTMENT PROGRAMME (PBIP) 2022-23

WEST LoTHIAN – TOWN CENTRE CAPITAL FUND

APPLICATION FORM

Completed project application forms must be submitted to West Lothian Council before the publicised deadline of **5 PM on FRIDAY 22nd APRIL 2022**.

Please refer to the associated guidance when completing this application form. No project should start or commit expenditure before receiving any approval of grant in writing. All projects **MUST** be either delivered or legally committed by 31 March 2023. It is strongly advised that applicants discuss their proposals with Council officers prior to making any application submission.

1. Applicant Organisation

Organisation Name	Reconnect SCIO
Contact Person and Position	[REDACTED] Fundraising Manager and Producer
Address	[REDACTED]
Telephone Number	[REDACTED]
Email Address	[REDACTED]
Type of organisation (public sector, private sector, voluntary organisation, charity, SCIO, etc) If charity then please include charity number:	SCIO Charity Number : SCO48076
What are the main activities of your organisation? (please answer in no more than 100 words)	Reconnect SCIO (SC048076) was formed in 2017. Our vision, mission and overall goal is to provide a network of community- led destinations that support local communities and individuals to realise their creative and personal aspirations. As per the charity’s governing document the main activities can be summarised as follows: To advance arts, heritage, and culture by: - Utilising and (if required) restoring existing historically significant buildings and landscapes; to preserve the heritage of Scotland and give the public access to reconnective arts and activities.

	<p>- Giving the public access to facilities that will allow them to both reconnect to their culture and heritage and engage in reconnection arts and activities.</p> <p>We believe that everyone has an ability to express themselves, we want to help find and foster these abilities for anyone that engages with us. We are trying to preserve and evolve cultural and heritage assets, while enabling people to have a more creative, prosperous, and joyful life and at the same time helping everyone in the communities we serve Our overarching plans are to empower people and communities to run their own heritage assets and projects with support and structure from Reconnect SCIO.</p>
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Do you have an equal opportunities policy or statement? If yes please provide a copy	Yes Please see copy attached
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	Yes

2. Project Details

Council Ward	Bathgate
Project Title	Reconnect Regal Theatre – Exterior Painting and power washing the façade
Project Location	Reconnect Regal Theatre
Project Start Date	September 2022
Project End Date	November 2022 (In three stages of two weeks at a time, the completion date is subject to weather)

Pre-Application Discussion Have you made any pre-application enquiries or discussed your proposal with Council officers? We strongly encourage you to liaise with relevant officer(s) as outlined in the accompanying guidance. What was the basis and outcome of any discussion?
Yes, we had two online consultations with Nairn Pearson from the Economic Development & Regeneration team (West Lothian Council)

Project Description Describe fully the project for which grant is being sought (background and context of the project, description of works). Is this project work linked to an existing project? If this application is from a WLC service area, is the project supported by the community.
The project will consist of two parts:

The revitalisation of Regal Theatre's West Gable, East Gable and Rear Elevation Power Wash (Discoloured metal areas, front walls)

The Regal Theatre is a historical landmark for the town of Bathgate and the wider West Lothian area. It has been at the forefront of the cultural activity in Bathgate for over 70 years. The building is a Category B art-deco listed building of national significance. It occupies a central spot in Bathgate's wider town centre. Thanks to a grant from the West Lothian Council in 2019, significant improvements have been made to the exterior of the building to restore the façade to its original art-deco features and ensure the building's environmental and financial longevity in the years to come.

The improvements to the façade of the building were completed in November 2021 and included the following key features:

- Restoring the painting of the front elevation to a neutral art-deco inspired style
- Installing new lighting, sign and a banner system on the façade
- Restoring the stained-glass windows on the first-floor lobby.

The improvements in the façade of the building have received enthusiastic responses from the local community, including residents and businesses. In a series of one-to-one consultations with local stakeholders, an overwhelming 90% of the respondents highlighted that the façade looked 'fresh' and 'brought the building back to life. 70% of the patrons that attended events in the building said that the neighbourhood felt 'safer' and that the building felt more 'visible'. The surrounding businesses reported an increase in their footfall and described the renovation as positive/highly positive (95% of the respondents). However, as much as the renovation of the façade of the building has had an overwhelmingly positive effect on the local community, the project is still incomplete.

On closer inspection, the façade has been renovated to a cream colour scheme. In contrast, the rest of the exterior of the building retains its previous colour creating a visual dichotomy and essentially breaking the surface of the building into two parts. The paint to the rear of the building has been coming off, and there are cracks in the paint. The colour has to be scraped down, and all damaged areas would have to be resealed with PVA sealer to ensure the safety of the patrons and the residents of the surrounding buildings.

Also, as there has been no lighting installed at the rear of the building, the alley that leads to the car park and the fire exit of the building has no lighting and 'feels unsafe especially at night' (comment made by parents of one of the children's classes). As the building is used extensively for children and adult community classes (11 in total in April 2022), ensuring the safety of class attendees is of paramount importance. Moreover, the cast iron doors and windows in the front of the building have not been treated, are getting rusty, and the paint has started coming off. The steps leading to the front door have not been cleaned thoroughly (power washed), and the palazzo flooring has not been restored. As a result, a number of the Panto patrons flagged these issues and stated that the current state of the doors/stairs 'diminishes the work that has been done to the exterior of the building' and that 'the entrance looks dirty'. As the charity's team is applying for external funding to restore the interior of the building, finishing the restoration of the exterior of the building would be essential to complete the restoration project. The vast majority of the stakeholders that were consulted (community class attendees, local businesses and patrons) agreed with the statement that 'restoring the building would help bring the focal point of the town centre to the area' and would help 'regenerate the town centre and bring a sense of pride to the community.

A complete list of the works is as follows;

Areas:

- West Gable Elevation
- East Gable Elevation
- Rear Elevation

Proposed Improvements:

- Labour walls
- Scraped down all damaged and flaking paint
- Seal all damaged areas with PVC sealer
- Apply two coats of paint masonry paint to all walls

Cast Iron Doors:

- Scrape down and prepare, prime bare areas
- Apply one coat of undercoat and one coat of gloss paint

Lighting

- Improve lighting to the side of the building

Power wash

- Cast Iron Doors
- Alley that leads to the car park

Evidence of Need

What evidence is there that your project is needed? It is important to show that you have identified the need for your project, e.g. letters of support, or local survey, see guidance for examples of how you can evidence this.

From January 2021 - to March 2022, the fundraising officer conducted a series of one-to-one interviews and focus groups with all key stakeholders (existing building users, voluntary/community groups, partner organisations, local businesses, West Lothian councillors and officers). The key findings can be summarised as follows:

- Many residents didn't know that the building had re-opened; this was an ongoing issue. The views started changing after the renovation of the façade was completed as the building became more visible
- The Regal Theatre is the only cultural venue of its nature in Bathgate and one of the two performing arts venues across West Lothian. The vast majority of the respondents expressed great pride that this building had been part of their community for the past seventy years. As one responded said: 'It is vital that we make the building a cultural icon across the whole of West Lothian and an asset that both reflects both the community needs and draws the community into it'.
- Raising the venue's profile as a cultural landmark was closely associated with the need to make the local residents proud of the town centre again. 50% of the respondents said that they felt that the town centre over the past years had significantly deteriorated. As one of the respondents mentioned, ' Many shops closed and are being replaced by takeaways, hairdressers and nail salons. Bathgate needs more facilities to drive people back to the town centre and give them something to feel proud of'.

Reconnect SCIO has gathered letters of support from all existing building users, local businesses and other Bathgate Community interest groups. We have gathered letters of support for the renovation plans from 20 groups and local businesses.

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Project Outcomes

Describe what your capital project will deliver in line with funding outcomes (use bullet points and sub headings as appropriate, to help with assessment process).

This project would have positive impact across three of the funding outcomes:

- Town Centre Living
- Vibrant Local Economies
- Enterprising Communities

The increased visual impact resulting from the project would draw more visitors and attendants to The Regal Theatre. This in turn would increase community use and give local and national organisations further incentives to use the space.

It will also help increase the footfall and vibrance of the High Street in Bathgate. The venue offers a tangible asset to attract new residents to the town centre. It is not only a place to gather for celebration and leisure, but a place where groups and communities can hold events and classes. All-in-all, making Bathgate a more attractive locality for residents.

The inverse of this is also true; the greater the footfall that can see The Regal Theatre, the more expansive the offering can be.

Partners involved

(other local organisations you are working with)

West Lothian Council

3. Project Costs

Total Project Cost	
Amount of Funding being requested from West Lothian Town Centre Capital Fund 2022-23	£ 29,500

Expenditure Item	Total Cost	WLTCF Cost
Painting of the building (West Gable Elevation, East Gable Elevation, Rear Elevation and Cast Iron doors)	£ 24,000	£ 24,000
Power Wash (Discoloured Metal Areas, Alley, External Steps)	£ 2,500	£ 2,500
Cherry Picker Hire	£ 2,500	£ 2,500
Improve lighting on the side of the building	£ 500	£ 500

If the total project cost is greater than the funding applied for please then detail where the source of this additional funding is generated from (i.e. WLC, Lottery etc.)

Please confirm whether this funding is approved and in place or the date that you expect this to be confirmed.

Funding Source (i.e. WLC, Lottery)	Approved and in place	Date to be confirmed
N/A		

Project Management and Legal Requirements

Does the project comply with relevant statutory legislation?

Procurement, Subsidy Control, Environmental Impact, Equalities Impact Assessment, Planning Permission, Fairer Scotland Duty (as part of the Equality Act 2010,) Building Warrant, and any other legal requirements that are specific to individual projects. All projects will need to comply with all relevant statutory legislation relating to project implementation. Further information may be required from organisations prior to any offer of grant award being made

Project Management

Describe how your project will be managed and administered, including for example design and plans, procurements and implementation, public liability etc.

Maintenance and Insurance

Have you considered and understand the ongoing maintenance and public liability matters?

Monitoring and Finance

Please note that part of any grant award there is a requirement to provide monitoring and evidence of financial spend (in general copies of invoices and bank statements showing spend etc) on request failure to do so may mean the grant being repaid).

Project Management – Plan of Work

- The subcontractor will design each aspect of the work. Each element will be quoted for by local suppliers where possible. If local suppliers are not available to carry out the work, regional suppliers will be invited to submit quotes. The best value will be decided based on price, time scale, quality control, impact on building usage, and access restriction to the public spaces at the side and front of the building. The solution with the most minimal disruption to the general public will be sought in each case.
- Once each element has been agreed upon, a detailed Plan of Work will be drawn up and followed, managed at all times by the Project Director. The current estimates are based on quotes from local suppliers. All local suppliers are keen to use access platforms rather than scaffolding to minimise time on-site, visual disruption and disruption to footpaths.
- The Board of Reconnect will oversee this work; the Project Director is an experienced Contracts and Site Manager and has managed the redevelopment of the building's façade, the first phase of this project.
- Where work includes exterior painting and cleaning, and removal of fixtures and fittings, applications will be made as required to West Lothian Council and Historic Environment Scotland.
- The charity's Project Director will write and review the risks of each stage of the project, working with each sub-contractor to ensure the highest standards are followed.
- Both Reconnect SCIO and subcontractors will have sufficient liability in place.

Supporting Documentation Check List	Please Indicate (x)
Constitution or Articles and Memorandum	<input checked="" type="checkbox"/>
Committee Members or Directors List	<input checked="" type="checkbox"/>
Bank Statements - Dated within the last 3 months	<input checked="" type="checkbox"/>
Annual Accounts	<input checked="" type="checkbox"/>

Privacy Notice

West Lothian Town Centre Capital Fund 2022/23

Information held about you

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

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

- Name of the organisation
- Contact details of contact person; name, position in the organisation, address, telephone and e-mail address.
- Copies of organisation documents;
 - 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 West Lothian Town Centre Capital Fund 2022/23
- To contact you regarding information that may be relevant to you.
- 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.
- We may discuss your application with West Lothian Council colleagues in services relevant to your application.

How long do we keep your records?

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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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@westlothian.gov.uk

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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@westlothian.gov.uk

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Declaration	
<p>We wish to apply to the West Lothian Town Centre Capital Fund 2022/23. 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.</p>	
<p>I consent to West Lothian Council processing my personal data for the purposes of:</p>	
<input type="checkbox"/>	Application to the West Lothian Town Centre Capital Fund 2022/23 and the monitoring of the grant if awarded.
<input type="checkbox"/>	To provide you with updates on the progress of your application.
<input type="checkbox"/>	Contact you to pass on information that may be relevant to you.
<input type="checkbox"/>	Contact you for feedback on quality of services provided to you.
Name	
Position	
Organisation	
Date	

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RegenerationTeam@westlothian.gov.uk

PLACE BASED INVESTMENT PROGRAMME (PBIP) 2022-23

WEST LoTHIAN – TOWN CENTRE CAPITAL FUND

APPLICATION FORM

Completed project application forms must be submitted to West Lothian Council before the publicised deadline of **5 PM on FRIDAY 22nd APRIL 2022**.

Please refer to the associated guidance when completing this application form. No project should start or commit expenditure before receiving any approval of grant in writing. All projects **MUST** be either delivered or legally committed by 31 March 2023. It is strongly advised that applicants discuss their proposals with Council officers prior to making any application submission.

1. Applicant Organisation

Organisation Name	ENTERPRISING BATHGATE LTD
Contact Person and Position	██████████ BID CO-ORDINATOR
Address	████████████████████████████████████████
Telephone Number	██████████
Email Address	████████████████████
Type of organisation (public sector, private sector, voluntary organisation, charity, SCIO, etc) If charity then please include charity number:	BUSINESS IMPROVEMENT DISTRICT COMPANY
What are the main activities of your organisation? (please answer in no more than 100 words)	To work with the businesses in Bathgate town centre to improve the economic and physical environment in which they operate by offering support and developing projects and initiatives contained in a five-year business plan which has been supported by them in a ballot. The organisation aims to help increase footfall, stimulate investment, and enhance the perception and image of Bathgate town centre.

Do you have an equal opportunities policy or statement? If yes please provide a copy	We support all businesses within the BID area regardless of age, disability, gender, race, religion or belief
Does your organisation take account of equality issues around age, disability, gender, race, religion or belief?	

2. Project Details

Council Ward	BATHGATE
Project Title	A SENSE OF PLACE
Project Location	BATHGATE TOWN CENTRE
Project Start Date	MAY 2022
Project End Date	MARCH 2023

Pre-Application Discussion
Have you made any pre-application enquiries or discussed your proposal with Council officers? We strongly encourage you to liaise with relevant officer(s) as outlined in the accompanying guidance. What was the basis and outcome of any discussion?
Yes. The projects described below were outlined and suitability for the scope of the fund agreed.

Project Description
Describe fully the project for which grant is being sought (background and context of the project, description of works). Is this project work linked to an existing project? If this application is from a WLC service area, is the project supported by the community.
The projects in this funding application represent a second phase of the “Sense of Place” project which is based on the Public Realm Design Guide and Urban Town Centre Framework for Bathgate Town Centre which were carried out in 2008. This phase includes: <ul style="list-style-type: none"> • Improvements to gable ends of properties in key town centre locations at The Steelyard / George Place and at Hopetoun Lane which is the entrance to the town centre’s main car park. The current appearance of the buildings in question has a negative impact on recent streetscape improvements and the planned work would address this issue. On completion of this work the property at The Steelyard will provide an ideal location for public artwork in the form of a mural. • Manufacture and installation of a further phase of historic plaques on key buildings and production of booklet and video on completion of project. The first phase of this project has been well received with very positive feedback from Bennie Museum. The Board of Enterprising Bathgate would now like to extend the project to add to Bathgate story. • Additional tiered units for floral displays in pedestrian precinct and relocation of single tiered units.

Evidence of Need

What evidence is there that your project is needed? It is important to show that you have identified the need for your project, e.g. letters of support, or local survey, see guidance for examples of how you can evidence this.

West Lothian Council adopted Bathgate Town Centre Urban Design Framework & Public Realm Design Guide as SPG in 2009.

This project will continue to deliver the incremental improvements in the town centre which have been made by West Lothian Council in partnership with Enterprising Bathgate.

Comprehensive public consultation took place which showed widespread and documented support for the contents of the Public Realm Design Guide.

Project Outcomes

Describe what your capital project will deliver in line with funding outcomes (use bullet points and sub headings as appropriate, to help with assessment process).

Town Centre Living / Vibrant Local Economies /Enterprising Communities / Accessible Public Services / Digital Towns /Proactive Planning

Economic:

- To inspire new enterprises to set up business or to expand/continue to invest in the Town Centre
- To increase footfall and encourage more visitors to the town centre

Physical:

- To improve Town Centre accessibility and pedestrian experience
- To ensure a consistent and high-quality public realm treatment throughout Bathgate

Town Centre

Social:

- Providing safe pedestrian routes for nearby residents and town centre visitors
- Creating a safer, more inviting public realm throughout the Town Centre
- Creating a more inclusive public realm, by enabling access for more vulnerable users, including the elderly and physically impaired

The project will impact on the town centre in line with key themes set out in the Town Centre Action Plan.

Town Centre Living

Bathgate Town Centre has seen a steady increase in resident numbers over the past 10 years, either through improvements to existing properties such as flats above shops or through new developments, such as those on Mid Street, Jarvey Street and off North Bridge Street. Enterprising Bathgate and WLC have played important roles in promoting town centre living and encouraging private residential developers to invest. They have delivered a range of town centre enhancement schemes, grants and other initiatives, together with a clear long-term commitment to investment in the Town Centre, set out in policy and guidance.

Vibrant Local Economies

Vibrant and resilient town centre economies can be sustained only where the public realm serves to positively facilitate and encourage safe pedestrian movement and activity. This is likely to attract greater numbers of people to use the Town Centre throughout the day and evening, contributing significantly to the local economy.

In this way Enterprising Bathgate are seeking to attract more visitors.

Pro-Active Planning

Enterprising Bathgate is a naturally pro-active group in terms of consulting, identifying, and delivering much needed community infrastructure and support for Town Centre businesses and users. Their partners, West Lothian Council, have demonstrated both through their planning and corporate policy frameworks and through the location of public buildings that they endorse the Town Centre First Principle and Town Centre Action Plan. This project proposal is another example of seeking to be pro-active, to work inclusively and to support enterprise and economic investment when it comes to planning for the long- term future of Bathgate Town Centre.

Partners involved
(other local organisations you are working with)

Bathgate in Bloom
West Lothian Council

3. Project Costs

Total Project Cost	£29,000
Amount of Funding being requested from West Lothian Town Centre Capital Fund 2022-23	£26,600

Expenditure Item	Total Cost	WLTCF Cost
Improvements to gable ends of key buildings	£18,000	£15,600
Historic Plaques project	£7,500	£7,500
Tiered units for floral displays	£3,500	£3,500

If the total project cost is greater than the funding applied for please then detail where the source of this additional funding is generated from (i.e. WLC, Lottery etc.)

Please confirm whether this funding is approved and in place or the date that you expect this to be confirmed.

Funding Source (i.e. WLC, Lottery)	Approved and in place	Date to be confirmed
Enterprising Bathgate (Premises Improvement Scheme)		August 2022
Occupiers		August 2022

Project Management and Legal Requirements

Does the project comply with relevant statutory legislation?

Procurement, Subsidy Control, Environmental Impact, Equalities Impact Assessment, Planning Permission, Fairer Scotland Duty (as part of the Equality Act 2010,) Building Warrant, and any other legal requirements that are specific to individual projects. All projects will need to comply with all relevant statutory legislation relating to project implementation. Further information may be required from organisations prior to any offer of grant award being made

Project Management

Describe how your project will be managed and administered, including for example design and plans, procurements and implementation, public liability etc.

The projects will comply with all relevant statutory legislation and requirements relating to project implementation.

Maintenance and Insurance

Have you considered and understand the ongoing maintenance and public liability matters?

Monitoring and Finance

Please note that part of any grant award there is a requirement to provide monitoring and evidence of financial spend (in general copies of invoices and bank statements showing spend etc) on request failure to do so may mean the grant being repaid).

- Detailed plans will be produced as part of the procurement and planning process.
- All contractors will carry out Risk Assessment and ensure compliance with current Health and Safety regulations
- All contractors will evidence Public Liability and any other relevant insurance cover.

Supporting Documentation Check List	Please Indicate (x)
Constitution or Articles and Memorandum	<input checked="" type="checkbox"/>
Committee Members or Directors List	<input checked="" type="checkbox"/>
Bank Statements - Dated within the last 3 months	<input checked="" type="checkbox"/>
Annual Accounts	<input checked="" type="checkbox"/>

Privacy Notice

West Lothian Town Centre Capital Fund 2022/23

Information held about you

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

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

- Name of the organisation
- Contact details of contact person; name, position in the organisation, address, telephone and e-mail address.
- Copies of organisation documents;
 - List of committee members/directors list
 - Annual Accounts
 - Cash flow forecast 2022/23
 - Memorandum of Association or Constitution
 - Bank Statements / Bank Details
 - Invoices
 - Payslips

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 West Lothian Town Centre Capital Fund 2022/23
- To contact you regarding information that may be relevant to you.
- 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.
- We may discuss your application with West Lothian Council colleagues in services relevant to your application.

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.

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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@westlothian.gov.uk

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 Alice Mitchell, Economic Development and Regeneration, West Lothian Council, West Lothian Civic Centre, Howden South Road, Livingston, West Lothian, EH54 6FF. Email: alice.mitchell@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>

Declaration	
<p>We wish to apply to the West Lothian Town Centre Capital Fund 2022/23. 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.</p> <p>I consent to West Lothian Council processing my personal data for the purposes of:</p>	
<input checked="" type="checkbox"/>	Application to the West Lothian Town Centre Capital Fund 2022/23 and the monitoring of the grant if awarded.
<input checked="" type="checkbox"/>	To provide you with updates on the progress of your application.
<input checked="" type="checkbox"/>	Contact you to pass on information that may be relevant to you.
<input checked="" type="checkbox"/>	Contact you for feedback on quality of services provided to you.
Name	██████████
Position	BID Co-ordinator
Organisation	Enterprising Bathgate LTD.
Date	22/04/22

Please send your completed application forms and any supporting documentation to the Regeneration Team inbox at: RegenerationTeam@westlothian.gov.uk

For any admin related queries or queries relating to West Lothian Town Centre Capital Fund or the guidance, please contact the Regeneration Team:
RegenerationTeam@westlothian.gov.uk



Bathgate

Local Area Committee

13th June 2022

Our Vision and Values



We aspire to provide an education of the highest quality for all young people in our school community in order that they may achieve their fullest potential academically, personally and spiritually.

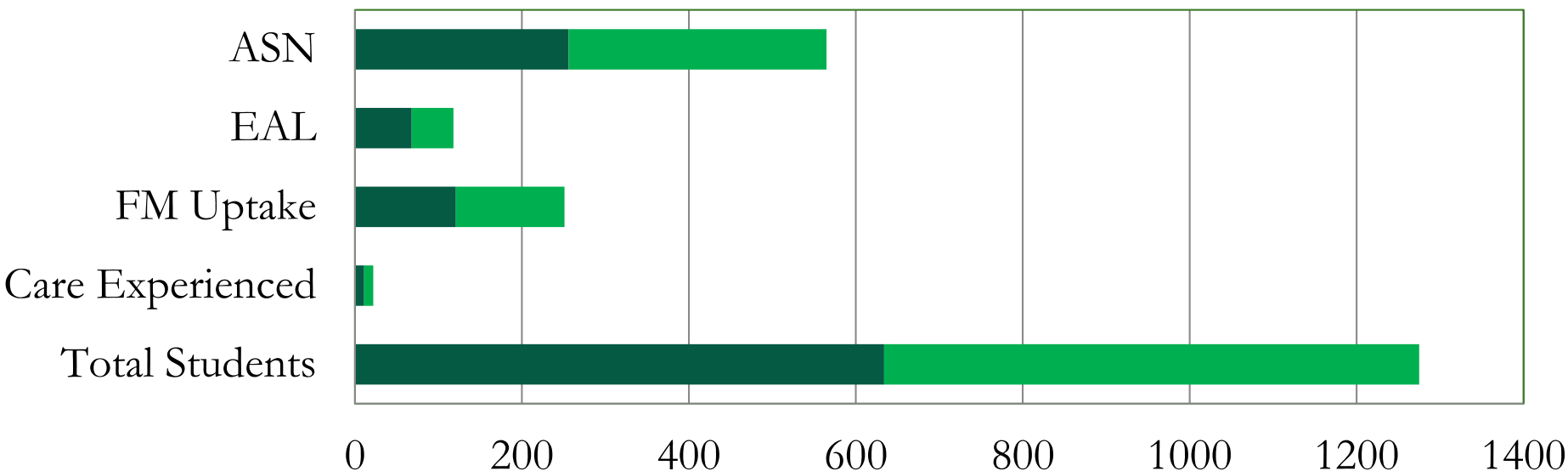


Our Context

- ▶ One of two RC Secondary Schools in West Lothian
- ▶ 1270 students with 227 intake in S1
- ▶ 10 associated primary schools (but students from 27 in S1)
- ▶ 1190 young people travel to school on school transport
- ▶ Free Meal Uptake = 21% (up from 9.9% in 2009)
- ▶ Secondary School SIMD ranking = 2 (*42.51% of Learners in Deciles 1,2 & 3*)
- ▶ Attainment Challenge School (*25.59% of our students are classified as living in SIMD 1 and 2 areas while 9.55% live in SIMD 9 and 10*)
- ▶ Nurture Base / Autism Resource / Learning Base / Health & Wellbeing Hub / Employability Hub / Skills Centre



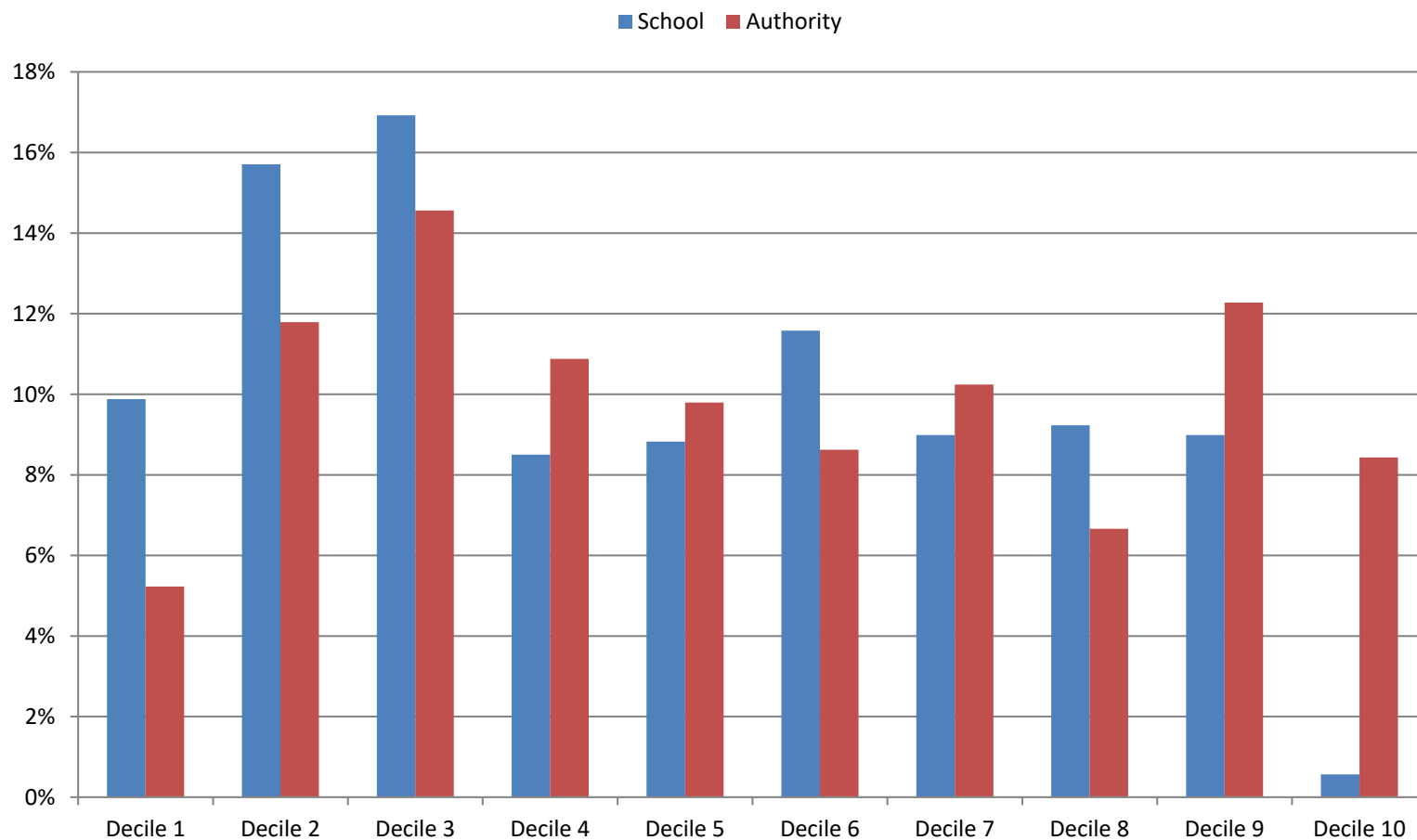
Our Learners (August 2021)



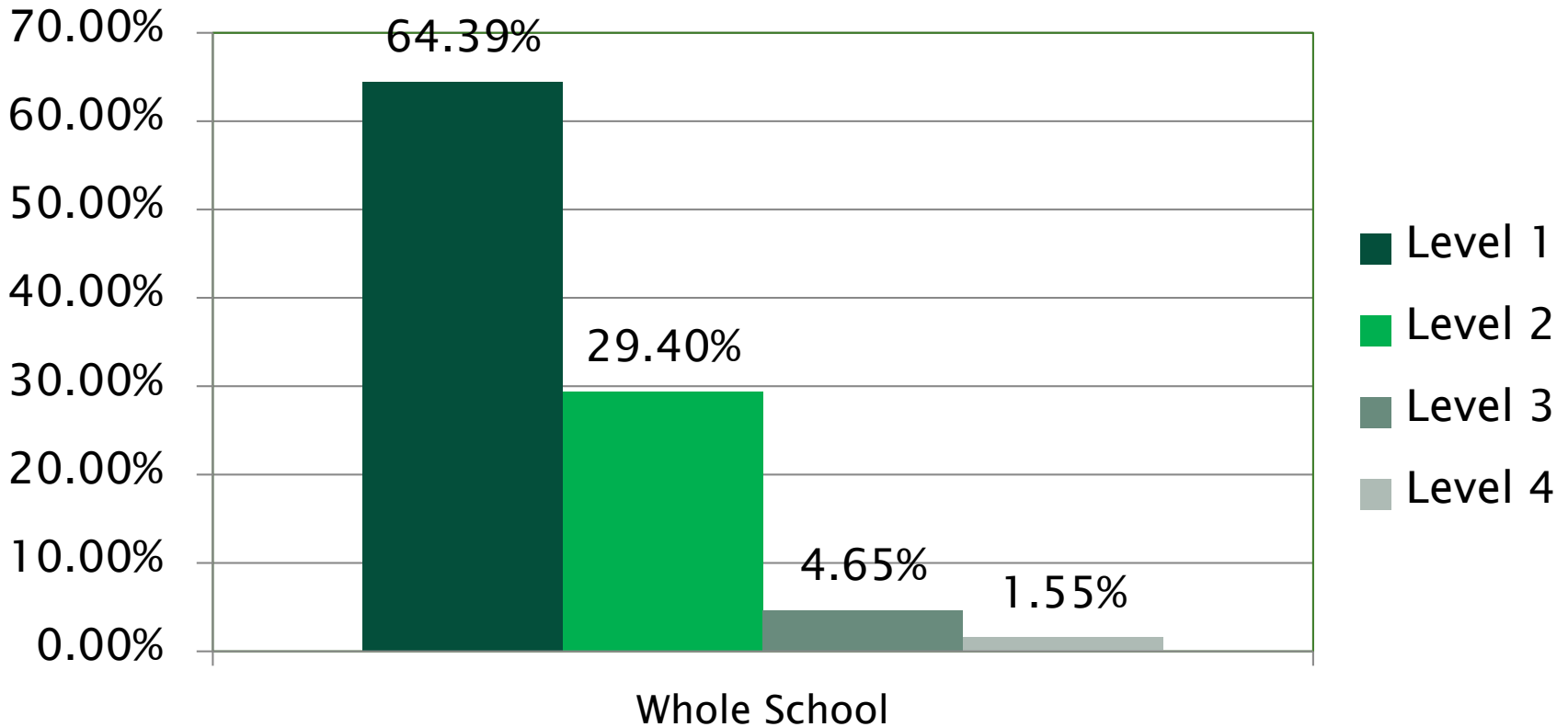
	Total Students	Care Experienced	FM Uptake	EAL	ASN
■ Female	634	11	121	68	256
■ Male	641	11	130	50	309



Deprivation Profile by Decile



Continuum of Support Levels (November 2021)



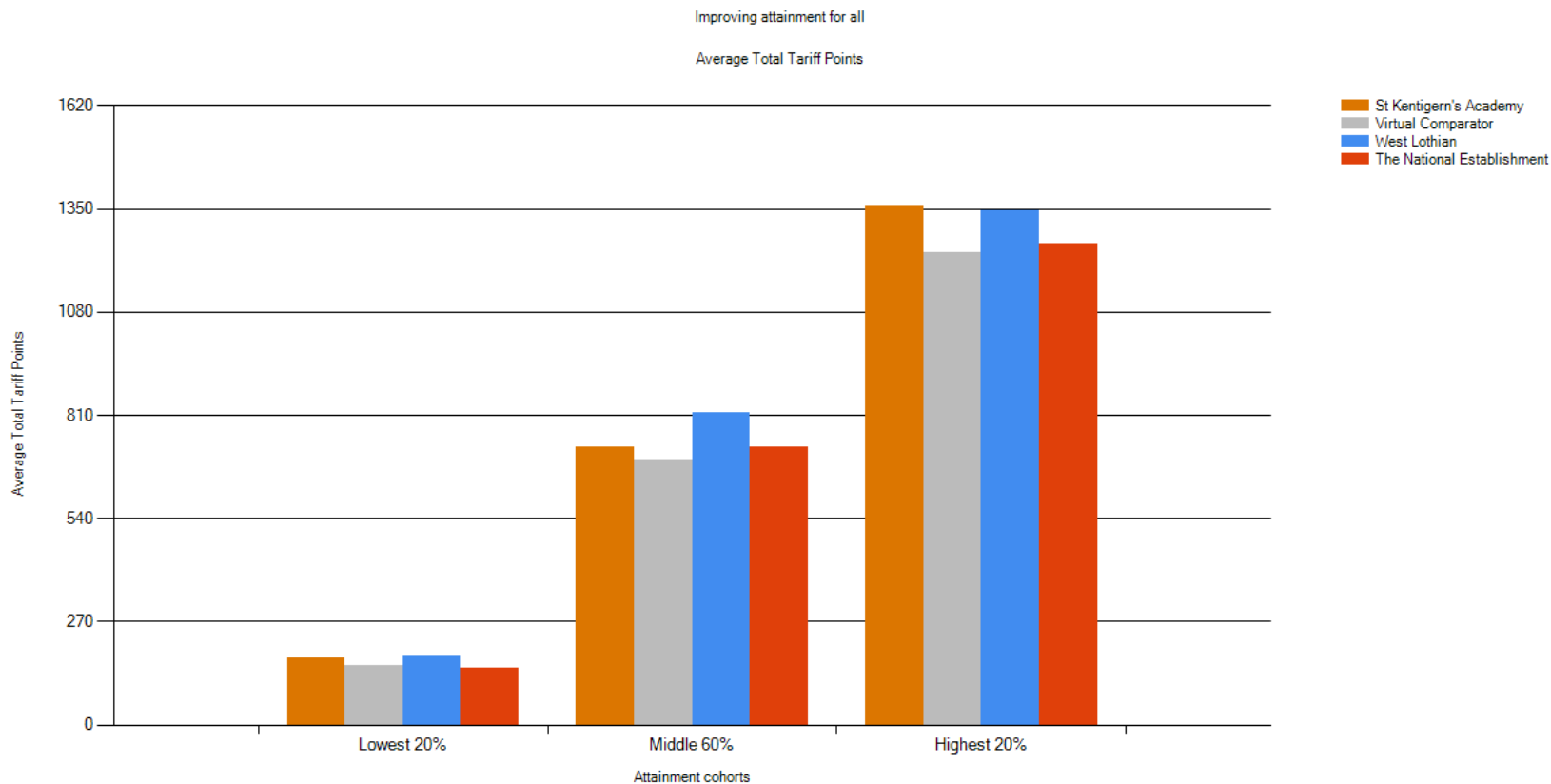
Our Senior Phase Exam Results

Year Group	Level	2014	2015	2016	2017	2018	2019	2020	2021	2021 Virtual Comparator
S4	5 + @ Level 5	38	36	48	36	46.5	45	58	52.6	45.82
	5 + @ Level 4	85	87	89	90	87	80	89.5	82.3	77.1
	5 + @ Level 3	96	95	97	93	93	83	95	92.7	82.6
S5	5 + @ Level 6	17	13	12	24	21	33	34.5	33.8	19.9
	3 + @ Level 6	30	34	28	42	46	55	51.5	51.9	43
	1 + @ Level 6	47	54	54	68	69	71.5	75	75	63.3
S6	1 + @ Level 7	18	22	19	15	25	21	27.5	27.3	23.3
	5 + @ Level 6	26	29	30	30	40	41.5	44	47.6	35.99
	3 + @ Level 6	40	43	43	41.5	57	56	60.5	59	48.8
	1 + @ Level 6	59	57	60	57	73	73	71.5	75.8	63.5
	5+ @ Level 5	56	54	56	53	69	70.5	71	69.2	62.3

* All figures are shown as % of S4 cohort



St Kentigern's Academy Improving Attainment for All – S5



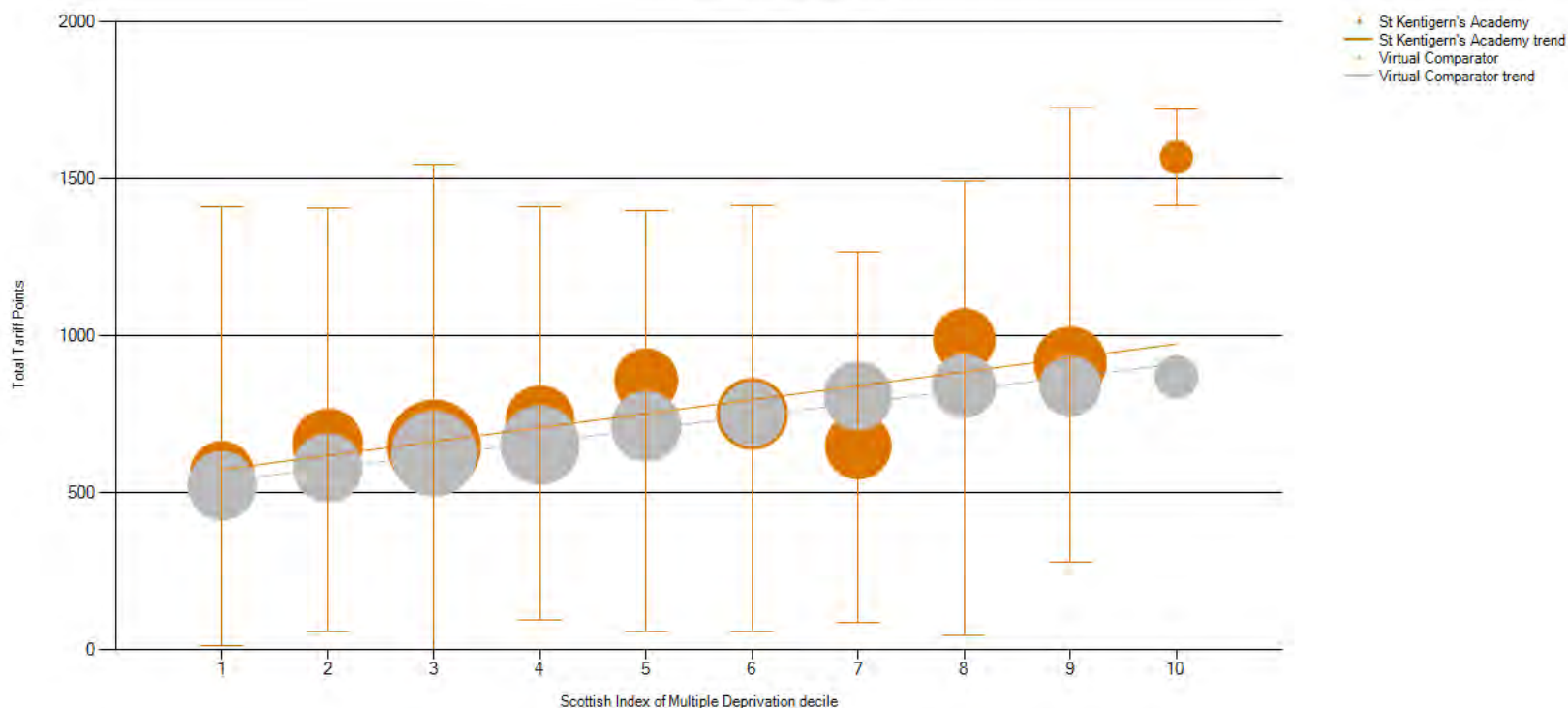
* All figures are shown as % of S4 cohort



St Kentigern's Academy Attainment V Deprivation – S5

Tackling disadvantage by improving the attainment of lower attainers relative to higher attainers

Attainment versus Deprivation

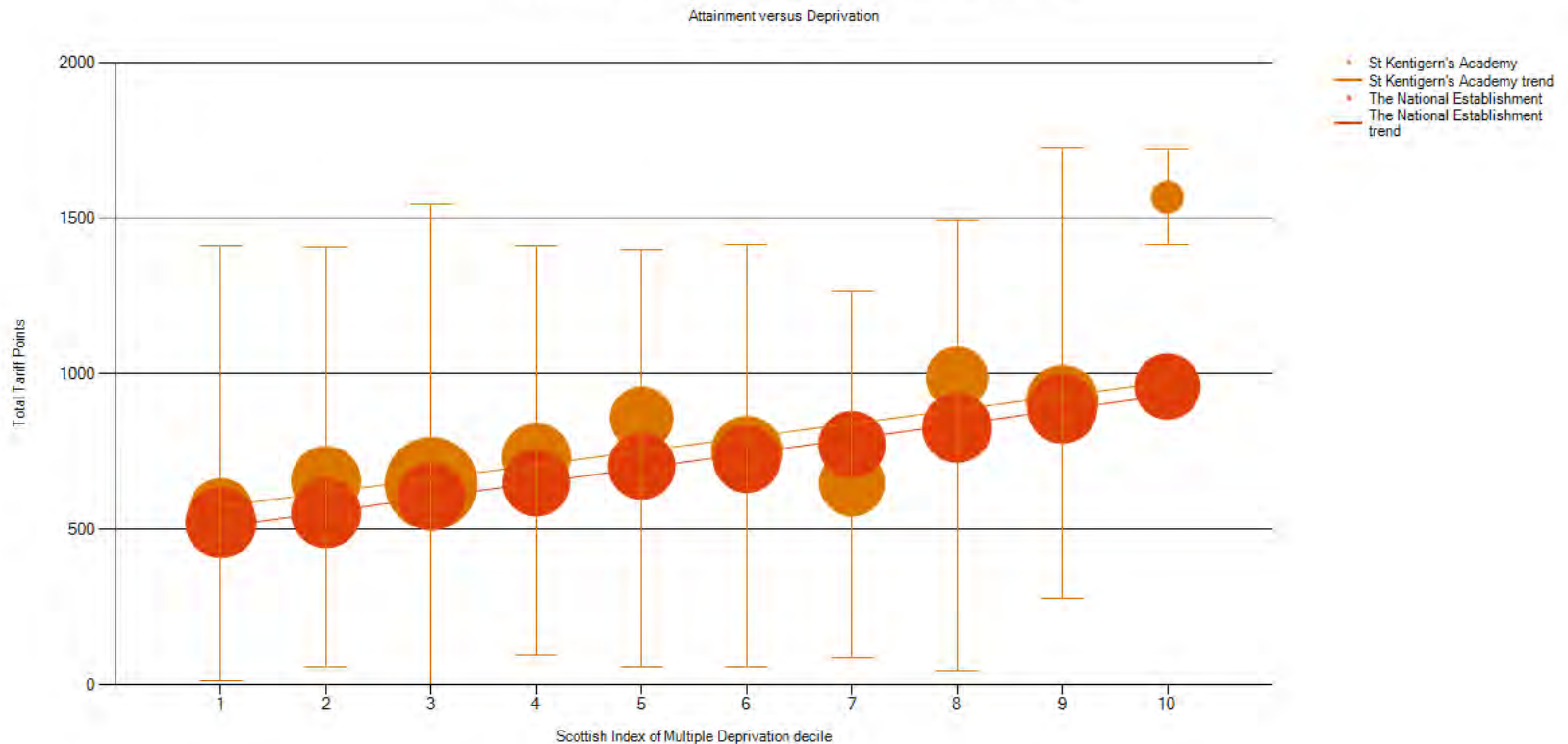


* All figures are shown as % of S4 cohort



St Kentigern's Academy Attainment V Deprivation – S5

Tackling disadvantage by improving the attainment of lower attainers relative to higher attainers



* All figures are shown as % of S4 cohort



Items of Note

- ▶ **Another large drop in exclusion incidents per 1000 students in 2020 – 2021**
(38.64 a decrease of 67.26 on 2015/2016 and continued downward pattern since 2009)

- ▶ **Strongest Positive Destination Figures in West Lothian (97.09%)**

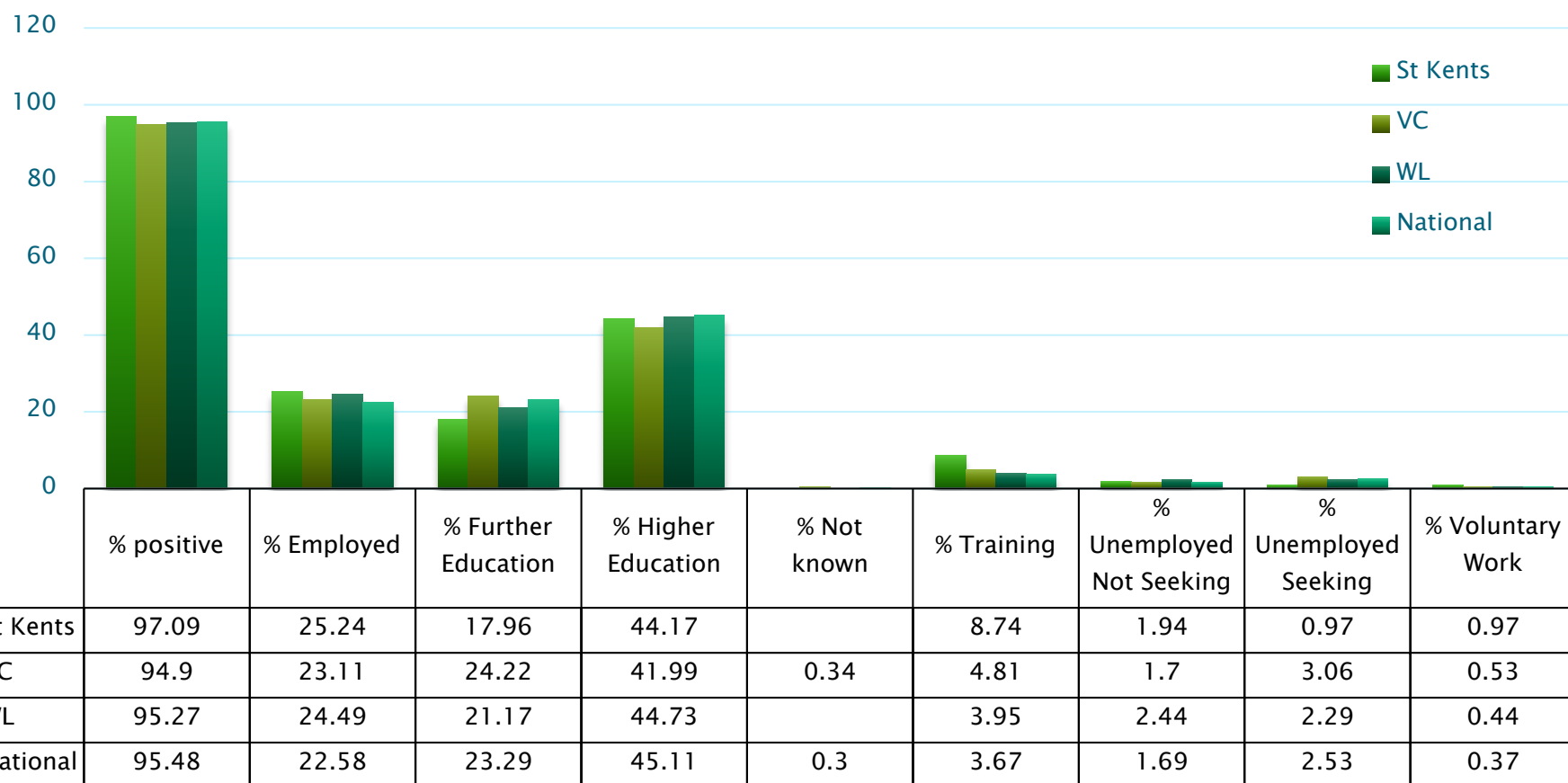
- ▶ **Only West Lothian Secondary School involved in Scottish Attainment Challenge – Finishes Summer 2022**
 - Additional Funding

 - Large Number of Successful Initiatives and Programmes

 - Innovative Practice and Quality Assurance Strategies Identified and Shared Nationally



Leavers – School Leaver Destination Figures



Items of Note

▶ Ongoing Successes/Recognition

- One student secured a place at New College - Oxford University to study Law with another going to Swarthmore College, an affiliate of Penn State University in the USA
- Eleven of the students achieving 5 or more Level 6 qualifications have English as an additional language
- Two of our S2 students won the national cyber treasure hunt
- Students took part in Generation Tech run by JP Morgan developing ideas for an app to address one of the UN Sustainable Development Goals
- Two Students were Finalists in the Young Scot Awards
- A significant number of young people, across S1-3, have been published in the Young Writers Anthology 'Twisted Tales'.
- Our Drama Club continues to be successful, winning two prizes at the Scottish Community Drama Association festival and are now in the National Finals



Other Items of Note 2

▶ Ongoing National / International Recognition

- Police Youth Volunteers Programme
- International Links
- Charity Work / Caritas Award
- National ICT Awards and Recognition for Students & Staff
 - Four teachers and three students amongst the top 30 influencers in Computing by FutureScot
 - Staff member celebrated as the number 1 Computing influencer in Scotland
 - Won West Lothian round of the National #DigiInventorsChallenge
 - Finalists in the prestigious Scottish Cyber Security Resilience Awards

▶ Strong Industry Partnerships



Other Items of Note 3

▶ Sporting Successes

- One of our S4 students has been selected for the Scottish Woman's Under 17 Football Team
- Another of our Students captained the Celtic Under 17 Men's Academy team in a recent tournament in the USA
- Three of our students recently competed for their teams, Livingston & Hibs, in the Autism League Cup Final, with 2 in the winning team
- In addition, we have had an
 - S5 student has been selected to represent the UK at Wheelchair Basketball
 - S3 student was placed 2nd in the British Climbing Championships
 - S6 student represented Scotland in the ICU World Dance Championships in Florida, helping the team win a number of titles
- Our S1 Football Team continue to dominate the West Lothian League

▶ Strong Industry Partnerships



Our Priorities for the Future

School Improvement Plan priorities:

- Improvement in all children and young people's wellbeing
- Raising the attainment of our learners, and working to close the attainment gap between the most and least advantaged learners
- Improvement in employability skills and sustained, positive school leaver destinations
- Ensuring all of our classrooms are inclusive and meet the needs of all learners
- Improving our approaches to feedback
- Updating our relationships and ethos approaches to reflect the challenges of the pandemic.

All of this underpinned by our Scottish Attainment Challenge plans and ensuring ongoing equity and equality for our learners



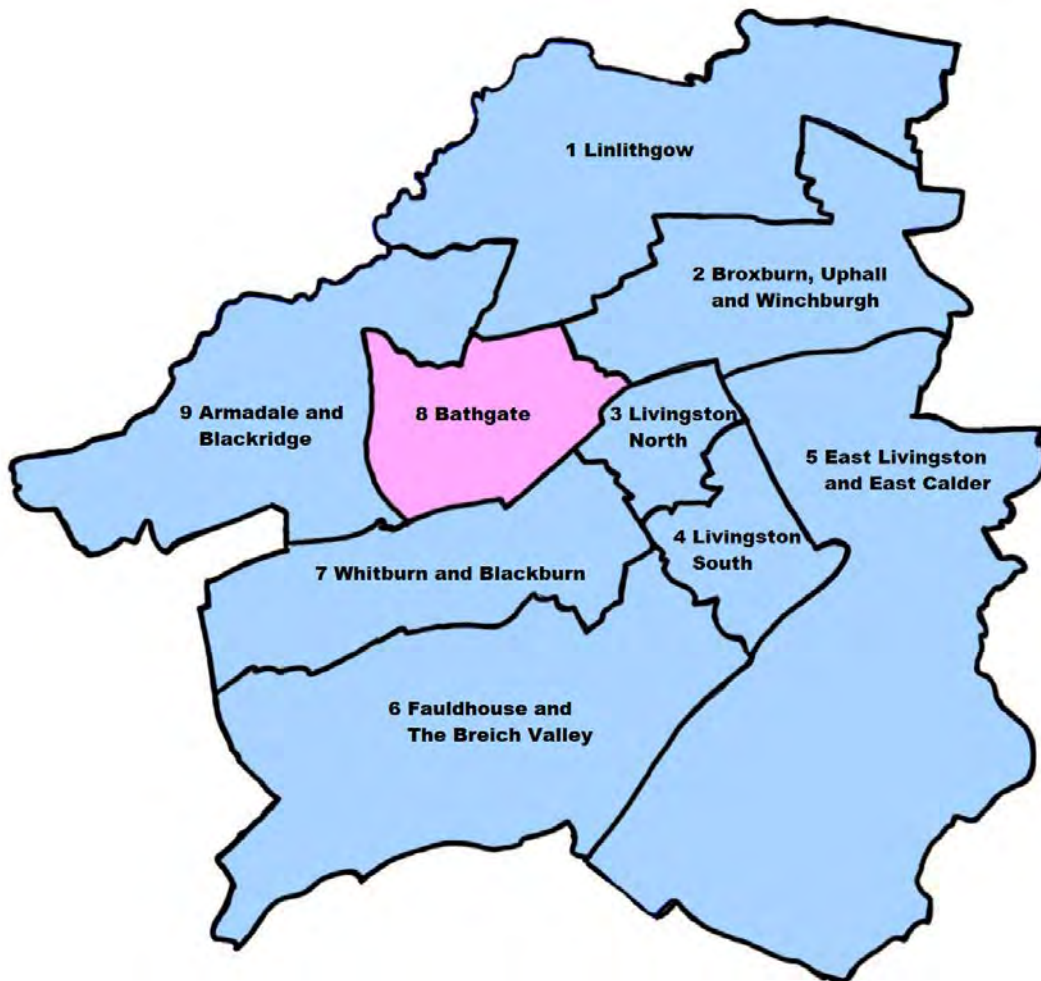


OFFICIAL



West Lothian Area Command

Lothian and Scottish Borders



Ward 8 Bathgate Multi Member Ward Report Quarter 4 – 2021/2022

OFFICIAL

OFFICIAL

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 31st March 2022.

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 3 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.

Bathgate Community Engagement Priorities:

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

Bathgate Community Officers

PC Sean Henderson

PC Francis Sinnet

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.

Foreword:

Covid update – Like all other public services there has been a significant impact of the Omicron variant with high level of Covid cases and requirement to self-isolate due to close contact.

Protecting the most vulnerable people

Domestic abuse continues to be a focus with strong links with internal and external partners to encourage confidence to report and comprehensive victim support. Specialist detectives undertake professional investigations, pursue perpetrators and manage offenders.

The Disclosure Scheme for Domestic Abuse Scotland (DSDAS) aims to provide a way of sharing information about a partner's abusive past, with a potential victim. It gives people at risk of Domestic Abuse the information needed to make an informed decision on whether to continue the relationship. The scheme has two main triggers for disclosure – the **Right to Ask** and the **Power to Tell**.

The **Right to Ask** is open to anyone who has concerns about a new partner's abusive past or has concerns about another person's new partner. An example of this would be a parent concerned about their child's new partner.

The **Power to Tell** is when we receive information or intelligence about the safety of a person who may be at risk.

To make an application members of the public can go "online" to www.scotland.police.co.uk or search for "Right to Ask" which populates the "Disclosure Scheme for Domestic Abuse Scotland" website containing the application form.

We have been seeking the assistance of large employers in West Lothian in providing domestic abuse and hate crime awareness sessions and further looking to develop this to include "third party reporting". This allows victims or witnesses of hate crime the opportunity to report incidents at a reporting centre and the details are then forwarded to the police. Details can be found on Police Scotland website searching under "Third Party Reporting".

We continue to develop the "No Agenda" scheme which involves connecting with students at West Lothian College and Residential Care Homes to be visible and approachable, building relationships and normalising contact with the Police as part of their community.

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

Recent patterns relating to Anti-Social Behaviour continue with incidents of Vandalism and Fireraising continuing to decrease. Through the Community Safety Partnership, we have been leading on an initiative to address the illegal use of off-road bikes and wilful fire raising ensuring that all relevant partners are aware of processes to deal with these issues as they arise. As a result we have received several pieces of intelligence through Crimestoppers regarding off road bikes and ASB resulting in follow up enquiries and persons being charged.

We continue our weekly Community Safety Partnership meetings where partners identify emerging trends, problematic areas, repeat ASB locations and establish strategies to deal with them.

We have also delivered a Violence reduction input to Police Scotland Youth Volunteers and plans are in place to take this into further schools through the school campus officers.

- **Reducing Acquisitive Crime**

Dealing with Acquisitive Crime to Protect People by reducing the financial and personal pressure on individuals and communities remains a priority.

There has been an overall decrease in acquisitive crime over the 5 year average. This includes Domestic and Business Housebreakings, thefts from and of vehicles and common theft. The vast majority of these types of crimes are investigated by specialist detectives, with a focus on ensuring that all forensic opportunities are explored. We continue to utilise social media to highlight these types of crimes and to share preventative messages.

Construction Watch was launched during the quarter and has been set up in conjunction with the Neighbourhood Alert Scheme. The construction industry is highly susceptible to acquisitive crime and this scheme is designed to raise awareness of crime trends and offer crime prevention advice in an efficient way to the Construction Industry.

Rural Crime - West Lothian Partnership Against Rural Crime (WLPARC), in conjunction with Police Scotland continue to develop their membership to highlight rural crime, partnership approaches, reporting methods in relation to suspicious activities within rural and urban areas and sharing of prevention messages.

The Neighbourhood Watch Scheme is increasing in numbers with 1600 members. Police Scotland continue to utilise social media to encourage members of the community to sign up for regular updates. <http://www.neighbourhoodwatchscotland.co.uk/>. Police Scotland provide regular updates for the online alerts, to highlight crime trends and local issues.

- **Improving Road Safety**

Officers in the West Lothian area work closely with partners in the local authority to address road safety issues and educate the public to prevent incidents from occurring.

During Q4, Roads Policing officers continued with Local and National Campaigns including the national speeding, mobile phone and commercial vehicle campaigns.

In relation to 20 mph speed limits, Police Scotland will continue to monitor this trial with WLC. Such limits should be 'self-enforcing' and sustainable, either as a result of the current road layout, existing vehicle speed data or through the addition of appropriate physical speed reduction measures. Deployment of resources must prioritise sites which represent the greatest risk and should only be undertaken where considered necessary and in the interests of casualty reduction.

There is no data around pre/post 20 mph in relation to accident statistics or enforcement, however Roads Policing officers work closely with the highways department to identify "hotspots" for them to consider road engineering solutions to improve safety.

Unfortunately, due to the Covid pandemic, the young drivers safety event, West Drive will not take place in the academic year 2021- 2022, however we are hopeful that this will be in place for next year.

- **Tackling Serious and Organised Crime**

Reducing drug supply, production and cultivation linked to Organised Crime is a policing priority for the West Lothian local authority area and the wider Lothian & Scottish Borders Division of Police Scotland.

West Lothian Pro-Active Unit have been targeting organised crime groups. Through the use of intelligence, the unit identify targets who are involved and profit from the supply of controlled drugs. In the last 6 months the unit have recovered £405,000.00 worth of drugs, £161,000.00 in cash and have seized approximately £65,000.00 worth of property that had been purchased through illegal proceeds of crime

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. This can be reported to the police via 101 or anonymously via the charity "Crimestoppers" on 0800 111 555.

Crime statistics for Q4 are not yet available however will be provided to the relevant LAC if they are confirmed prior to the meeting date

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



BATHGATE LOCAL AREA COMMITTEE

BATHGATE MULTI-MEMBER WARD PERFORMANCE REPORT

REPORT BY SCOTTISH FIRE AND RESCUE SERVICE

A. PURPOSE OF REPORT

To update the Bathgate Local Area Committee on the activity within the Bathgate Multi-Member Ward for the period up to 31st March 2022.

B. RECOMMENDATION

Committee members are invited to note and provide comment on the Bathgate 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 2021, which is a requirement under the Police and Fire Reform (Scotland) Act 2012, Section 41E.

D.2 Scottish Fire and Rescue Service (SFRS) Bathgate Multi-Member Ward Quarterly Report

Following the publication of the Bathgate 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 key priorities within the Bathgate area are as follows:

Continuous Priority

- Local Risk Management and Preparedness.

High Priority

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

Medium Priority

- Reduction of Deliberate Fire Setting
- Reduction of Fires in Non-Domestic Property
- Reduction in Casualties from Non-Fire Emergencies. (excluding RTCs)
- Reduction in RTC Fatalities and Casualties.

E. CONCLUSION

The Bathgate Multi-Member Ward Performance Report aligns to the key priorities of the Local Fire and Rescue Plan for West Lothian 2021, 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.

Roy Bradley
Station Commander, Scottish Fire and Rescue Service
April 2022
Appendix 1 Bathgate Multi-Member Ward Report



West Lothian Council Area

Ward Performance Report

Quarter 4 2021/22

Bathgate

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

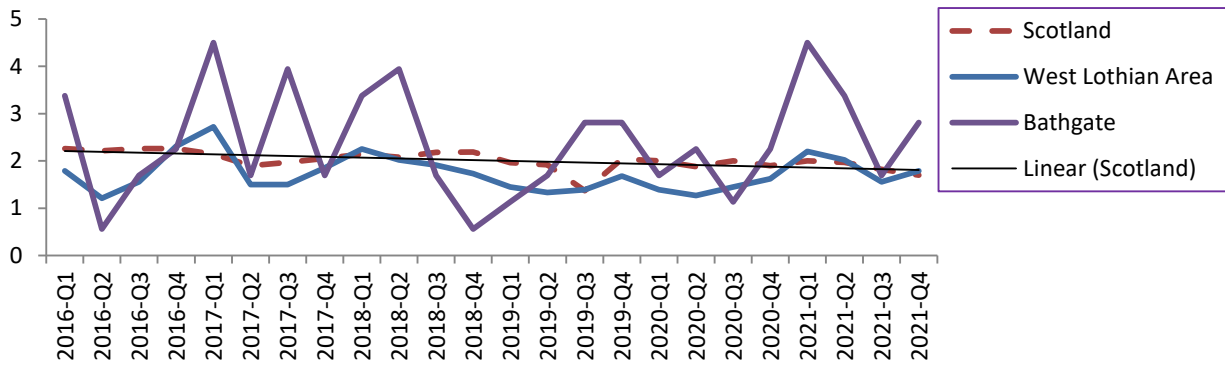
Welcome to the Scottish Fire and Rescue Service Ward Performance Report. This performance report is designed to provide citizens, stakeholders and partners with information relating to ward based activity undertaken by the Scottish Fire and Rescue Service.

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.

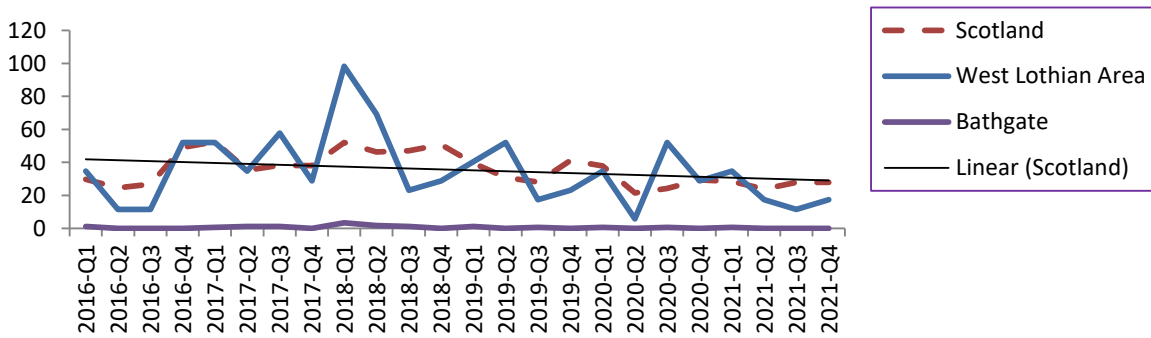
However, regardless of statistical anomalies, emerging patterns and trends in fire related incidents and events can assist the Scottish Fire and Rescue Service and Community Planning Partners plan and implement preventative intervention initiatives to target reducing fire related incidents and events.

Accidental Dwelling Fires Per 10,000 head of population



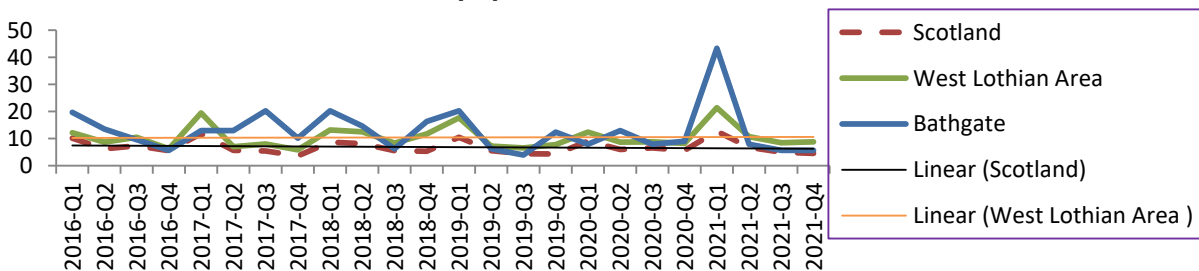
During the 2021-22 year to date reporting period SFRS have dealt with 5 accidental dwelling fires in comparison to 4 during 2020-21 year to date reporting period.

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



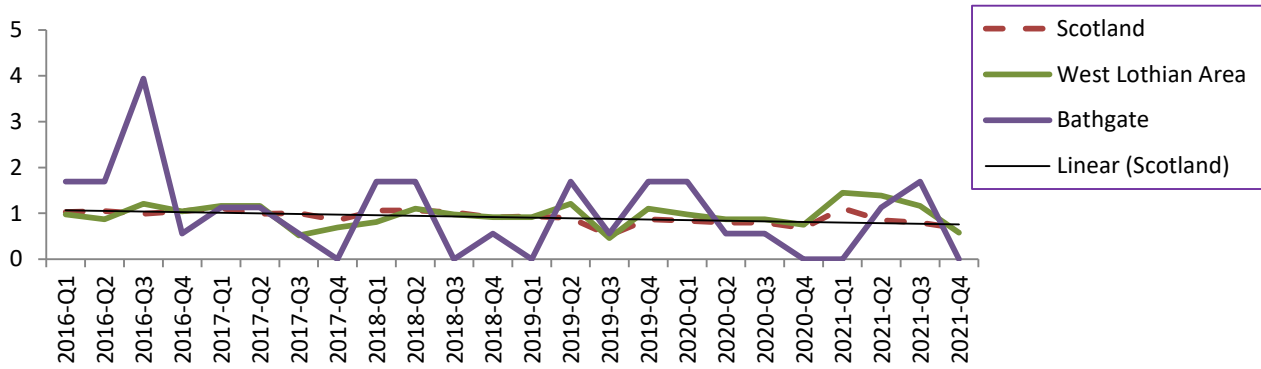
During the 2021-22 year to date reporting period SFRS have dealt with 0 Casualties and Fatalities due to fire in comparison to 0 Casualties and Fatalities during 2020-21 year to date reporting period.

Deliberate Fires Per 10,000 head of population



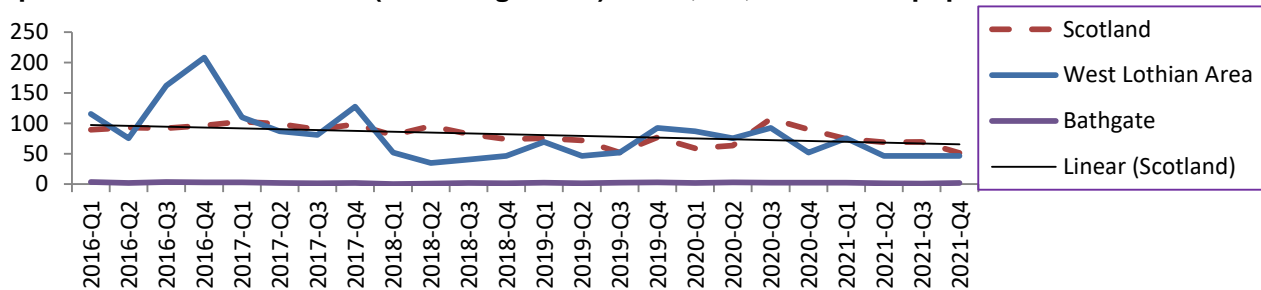
SFRS have dealt with 11 Deliberate fire incidents during 2021-22 year to date reporting period in comparison to 18 during 2020-21 year to date reporting period.

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



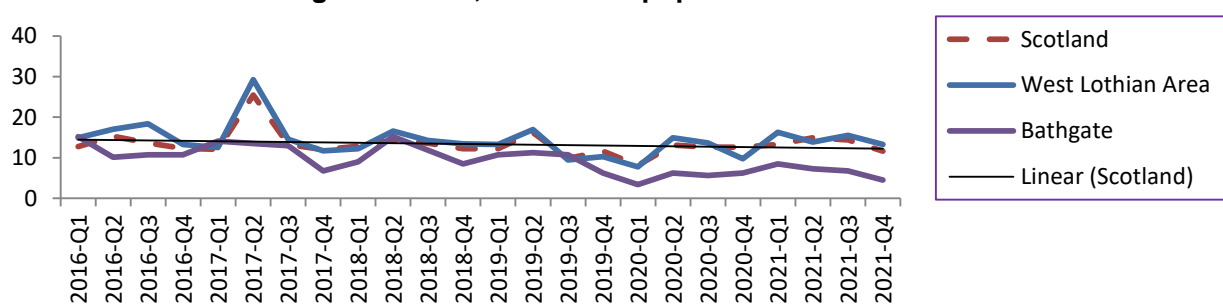
SFRS have dealt with 0 non domestic fire incidents during 2021-22 year to date reporting period in comparison to 0 during 2020-21 year to date reporting period.

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



SFRS have dealt with 3 casualties from Special Services during 2021-22 year to date reporting period in comparison to 2 during 2020-21 year to date reporting period.

Unwanted Fire Alarm Signals Per 10,000 head of population

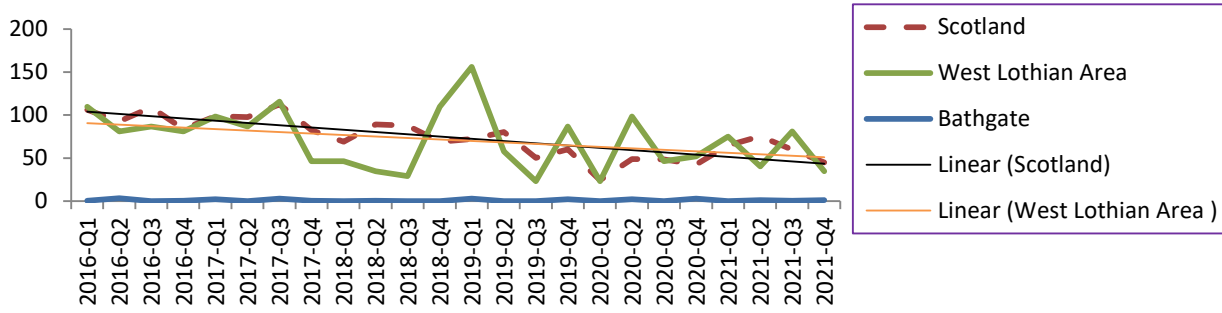


SFRS have dealt with 10 UFAS incidents during 2021-22 year to date reporting period in comparison to 12 during 2020-21 year to date reporting period.

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 2 Casualties and 0 Fatalities from RTC's in comparison to 5 Casualties and 0 Fatalities during 2020-21 year to date reporting period.

DATA LABEL: PUBLIC



BATHGATE LOCAL AREA COMMITTEE

HOUSING, CUSTOMER AND BUILDING SERVICES UPDATE

REPORT BY INTERIM 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 Bathgate ward.

B. RECOMMENDATION

The Local Area Committee is asked to note Housing, Customer and Building Services activity as detailed in the ward report for the period Quarter 4 – 1st January to 31st March 2022.

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 impacts 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 N/A

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 Bathgate Ward.

To ensure that our properties are being re-let and that we were meeting our duty under homeless legislation, the Housing Team has continued throughout the Covid19 pandemic to prioritise resources to complete the letting process for both temporary and mainstream properties.

Property Void & Let Performance: Mainstream Tenancies

Void Period	Jan 2022	%	Feb 2022	%	Mar 2022	%	WL Target %
0-2 wks	3	33.3%	0	0%	5	33.3%	55%
2-4 wks	0	0%	2	25%	2	13.3%	30%
4+ wks	6	66.7%	6	75%	8	53.4%	15%
Total Lets	9	100%	8	100%	15	100%	100%

Property Void & Let Performance: Temporary Tenancies

Void Period	Jan 2022	%	Feb 2022	%	Mar 2022	%	WL Target %
0-2 wks	0	0 %	1	50%	1	14.3%	80%
2-4 wks	1	25%	1	50%	4	57.1%	15%
4+ wks	2	75%	0	0%	2	28.6%	5%
Total Lets	3	100%	2	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 16 policy voids in the ward for this period, 3 more than the last reporting period.

Void period	Number of properties	PV reasons
<4 weeks	1	1 – asbestos removal
4 – 12 weeks	4	3 – upgrades 1 – issues with electric meter
13 – 16 weeks	5	2 – upgrades 1 – Police Investigation 1 – Leak 1 – Buyback
26+ weeks	6	2 – Wardens Offices 2 – held for decant 2 – upgrades

D2 Rent Arrears

Bathgate - Financial Summary

For the Bathgate ward the collection rate for the YTD in Q4 remains excellent at 98.3%. Bathgate has collected £8,500,643 vs a charge of £8,643,921.

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 Bathgate ward had 234 Universal Credit (UC) households in arrears. Since then the number of UC households in arrears has increased by 9.0%.

The number of tenancies in arrears in this ward has increased by 9 since last year. Small debt cases (£300 or less), account for 55.1% of households.

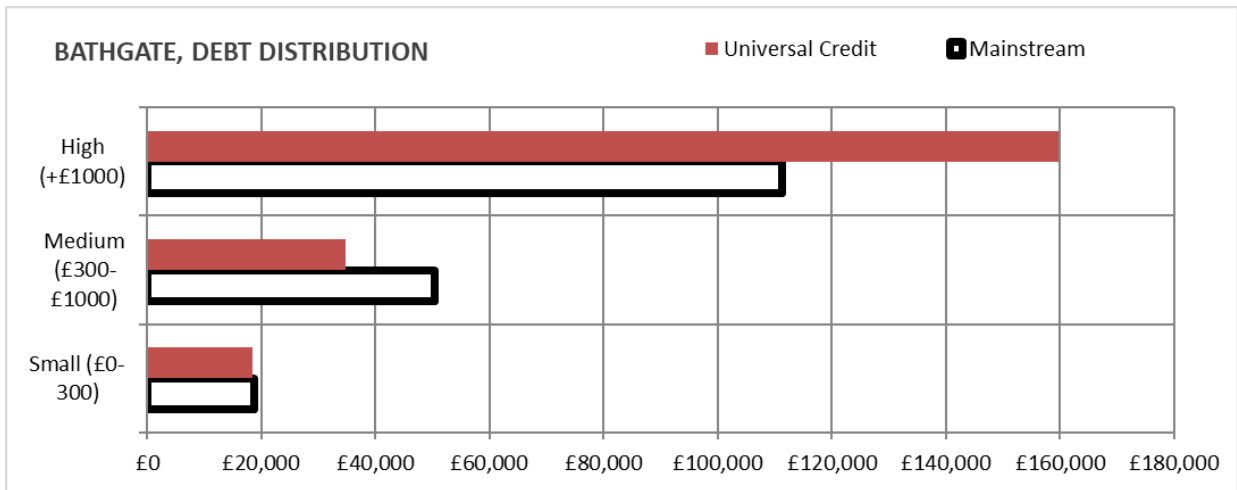
There are 98 serious arrears cases (+£1000 in arrears). These cases are 17.4% of all households in arrears in this area, containing 68.9% of the debt.

The arrears position for Bathgate Q4 is £393,553. This is an increase of £57,295 on last year's position. The West Lothian overall position is currently £3,496,679.

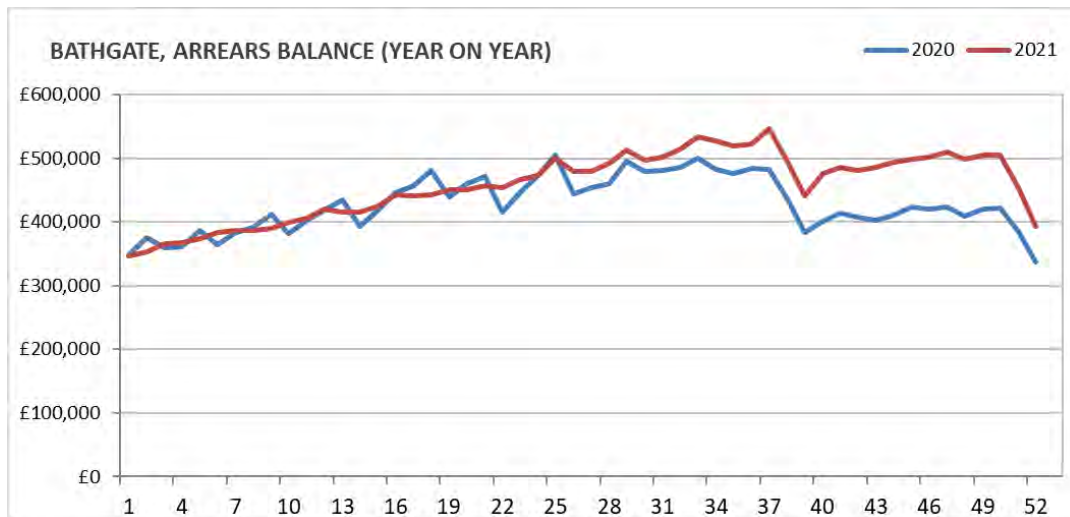
Officers over the course of January and February 2021 assisted tenants through the Tenant Grant Fund. Tenants who were directly impacted by Covid 19 were assisted through this fund.

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 (WK52)				2021/22 (WK52)			
	Mainstream		UC		Mainstream		UC	
	Balance	Cases	Balance	Cases	Balance	Cases	Balance	Cases
£0.01 to £99.99	£5,840	121	£1,972	42	£3,793	90	£2,736	50
£100.00 to £299.99	£16,763	89	£14,948	78	£14,924	87	£15,750	84
£300.00 to £499.99	£10,309	26	£10,598	28	£17,406	45	£11,415	29
£500.00 to £749.99	£20,404	34	£13,444	22	£17,354	28	£16,226	27
£750.00 to £999.99	£10,878	12	£12,806	15	£15,726	18	£7,127	8
£1000.00 to £1999.99	£21,512	15	£35,340	27	£28,215	18	£37,354	26
£2000+	£79,306	24	£82,137	22	£83,203	23	£122,325	31
Group Total	£165,013	321	£171,244	234	£180,620	309	£212,933	255
Movement					(+) £15,607	(-) 12	(+) £41,688	(+) 21
Overall Total			£336,258	555			£393,553	564
Overall Movement							(+) £57,295	(+) 9



D3. Bathgate Area Team Activity

Over the period officers in the team have had a blended working approach, working from home but also out in the ward areas on a duty basis or as required undertaking essential tasks, such as letting properties, supporting vulnerable customers and dealing with priority issues which have arisen. We continued to work with our Health & Safety advisor 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.

The focus on rent arrears activity continues to be a weekly priority task for the team and officers will continue to work with all our tenants in offering 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 working to support a number of tenants in the area alongside colleagues from other service areas and agencies, dealing with a range tenancy management issues and providing assistance and support to help tenants sustain their tenancies. This can range from being involved in complex care management cases alongside colleagues in social policy to being involved in assisting to resolve neighbour disputes with police and Safer Neighbourhood Team colleagues.

During the period officers have been working closely with colleagues in Building Services, engaging with tenants to ensure that health and safety work has been completed to install the linked smoke detectors

D4. Capital Programme and New Build Council Housing

Local New Build Update

WLC completions 141

RSL completions 28

WLC New Build Activity	Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
WLC	Standhill	22	Jan-20	13	Mar-22
WLC	Hopetoun Street (Conversion of former Newlands House)	4	Apr-21	0	June-22
WLC	Marjoribanks Street	6	TBC	0	TBC
WLC	Mid Street	5	TBC	0	TBC
RSL Build Activity	Site	No of units	Site Start	No. of Houses Handed Over	Site Completion
West Lothian Housing Partnership	Jarvey Street	42	Mar-17	42	Mar-22

D5. Tenant Participation Update

Tenant Participation continued throughout Quarter 4 via digital means (Microsoft Teams). We have successfully hired our new Tenant Participation Officer who will start on the 19th April 2022.

The customer experience team and tenant participation team have worked together to ensure the best possible service is delivered to our tenants. They have jointly implemented improvements and communications such as a spotlight on housing officers, the talking tenants scheme - where tenants become tenant experts on our digital platforms, and our Next Generation of Tenant Participation Focus Group is soon to be launched. With changes in the Performance and Change structure, the tenant participation team will sit within the Customers and Communications Team with Customer Experience, Communication, Complaints and Information. This will allow our tenant and customer-focused team to work together to provide a better service to our customers and tenants.

Tenants Panel

Tenant members continued to take part in monthly meetings with senior managers and the Head of Service, discussing service improvements and developments and receiving updates from each service area. The tenants agreed to the meeting schedule for the year. They have been provided with the HRA and Capital Overview and have been involved in performance scrutiny over the quarter. The tenants have had input in the Scottish Government New Deal for Tenants consultation and the Prevention Consultation.

Capital & Repairs Working Group (CaRs)

Managers from Building Services and the Strategy & Development Team met with tenant members to discuss major improvement works, update them on the various projects being carried out and share benchmark information. Building Services provided an overview of Complaints, Processes & Analysis at the January meeting and the Central Void Team (CVT) update in March. These meetings ensure that tenants' views are heard and offer another scrutinising service delivery method.

Tenant Participation Development Working Group (TPDWG)

Members meet to ensure Tenant Participation stays high on the services agenda, looking at ways of engaging with more tenants. They have also been reviewing the current Tenant Participation Strategy with an emphasis on digital engagement and inclusion. The Tenant Participation Team have carried out a review of the roles and remit of each group and discussed this with members for their understanding and approval.

The members are reviewing the whole 'look and feel' of Tenant Participation, which will be mirrored across all Tenant Participation communication and documentation. The 'look and feel' will be implemented to help modernise Tenant Participation and increase engagement.

Editorial Panel

This quarter the members have been involved in the collation of the Spring Tenants News. The members have also reviewed the tenant's handbook online to ensure it is still relevant and current. The handbook will be transferred into an interactive digital handbook for tenants. In addition, the members have been reviewing letters and policies throughout this quarter.

TP Facebook Group

The Tenant Participation team continue to see a steady rise in the number of tenants engaging with Facebook posts. The members have recently reviewed what content should be shared on the Facebook page and how the 397 members would like to be involved in Tenant Participation. These discussions have resulted in implementing the tenant's talk scheme, where tenants become experts on our social media platforms. We share our surveys in digital form on the facebook page for tenants to complete. We will soon be investigating how we can implement focus groups using the Facebook group.

D6. Safer Neighbourhood Team

Ward 8 – Bathgate - SNT 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.

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.

Bathgate Ward 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>Cases and Incidents</i>	<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	105	59	105	95	42	84	59	54	35	66	49	67
Number of new cases	6	3	5	3	0	6	5	4	2	6	4	10
Number of Active Cases	12	10	23	17	11	7	11	11	14	9	9	14
Number of resolved cases	0	5	5	1	6	3	3	5	3	2	9	3

Table 2: The following table provides an overview of the types of incidents that are being reported to the SNT.

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 Part 2 Complaint	66	31	61	58	24	31	25	28	20	29	23	17
ASB Part 5 Noise Complaint	25	17	34	30	12	34	18	20	11	24	14	10
Dog Barking	0	0	0	0	1	0	0	0	0	1	0	1

ENV Health Complaint	0	5	1	2	2	3	1	1	3	0	0	0
Non ASB Noise Complaint	7	1	4	2	0	0	2	0	0	3	5	0
SST Section 3 Tenancy Management	5	5	5	3	3	16	12	5	0	9	6	2
Youth Disorder	1	0	0	0	0	0	1	0	0	0	1	1
Unauthorised Encampment	0	0	0	0	0	0	0	0	0	0	0	0
Grand Total	104	59	105	95	42	84	59	54	34	66	49	31

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

ASBO	Q1	Q2	Q3	Q4
Number of ASBO's current	0	3*	1 Interim	1 Interim
All of West Lothian	12	12	7 plus 1 Interim	7 plus 1 Interim
Age of perpetrator	-	46yrs	36	37

West Lothian Ward Data

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

West Lothian	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
Total Number of Active Cases	73	72	121	104	83	68	71	55	52	53	53	48
Total Number of Incidents	484	402	456	448	461	441	299	255	209	303	268	332

Ward Outcomes

A summary of some of the outcomes that officers managed to achieve throughout the period for Q4 – January, February and March 2022 are detailed below:

Warnings	Three warnings were issued by SNT officers after continued reports of aggressive behaviour from a tenant towards neighbours in the Boghall area were received. Letters were sent out to neighbours and a visit to a tenant with Police has been carried out. Since then, no further incidents have been reported following the joint visit with Police.
Letter drops	<p>A letter drop was carried out in Bathgate regarding complaints of shouting and arguing late at night, with no response.</p> <p>A letter drop was carried out in Boghall in response to complaints of shouting and fighting in a council tenancy with no response.</p> <p>A letter drop was carried out in central Bathgate in response to complaints of shouting and fighting in a council tenancy, with no response.</p> <p>SNT Officers received a report of regular noisy parties at a property in Bathgate. A letter drop was completed in the area and no further reports were received.</p>
Threatening Behaviour	A report of threatening and intimidating behaviour was received by SNT officers. A letter drop was completed and on ascertaining corroboration to the complaint, a second warning was issued. Police also investigated and secured evidence to caution and charge a perpetrator for a breach of the peace. No further incidents have been reported.
Legal consideration	Further reports of ongoing intimidation in Bathgate over parking and banging on the walls has resulted in the case being reviewed for legal. An advisory letter has been sent to the person responsible for the behaviour to try and stop it from continuing.
RSL tenant	Further calls were received by the Safer Neighbourhood Team from a Registered Social Landlord tenant regarding living noise from a neighbour. The complainer was advised this was not something SNT could deal with. The customer became verbally abusive and since then, counter complaints of harassment have been received from the neighbour.
Drug misuse	A call reporting ongoing issues with drug use was received and advice given on reporting this matter to Police Scotland for further enquiry.

E. CONCLUSION

This quarter has seen an increase in void properties, and officers continue to provide advice and assistance to customers on their housing options. The team have had a number of challenging situations to deal with over the period and are providing support and assistance to customers as best as possible continuing to take into account safe operating procedures.

Income management continues to be one of our main focuses of work as we worked towards the end of the financial year. Officers working hard to assist customers providing support and advice and assistance.

Officers within the overall service have been continuing to work and engaging with customers through tenant participation, capital programme and compliance works.

F. BACKGROUND REFERENCES

None

Appendices/Attachments:

None

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Julie Whitelaw
Interim Head of Housing, Customer and Building Services
13th June 2022

DATA LABEL: PUBLIC



BATHGATE LOCAL AREA COMMITTEE

SERVICE UPDATE – NETS, LAND & COUNTRYSIDE

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To advise members of the recent activity of the NET's, Land & Countryside Services teams for the period 1 January 2022 – 31 March 2022.

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	Relates to items 9 - We live our lives free from crime, disorder and danger & 12 – We value and enjoy our built environment and protect it and enhance it for future generations
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 January 2022 – 31 March 2022.

D2 Grounds Maintenance Routine Works

Shrub bed maintenance was started in mid-December and was completed for the end of March.

Staff were involved with Winter Maintenance duties until 31 March 2022. Grounds Maintenance staff also covered at Waste Services for a short period of time.

Open Space summer works including grass cutting and weed control started on Monday 4 April 2022.

Enquiries are being dealt with on a daily basis.

Grounds Maintenance Enquiries

In total 16 ground maintenance related enquiries were received and dealt with during this reporting period.

	2022	2021
Burns or Watercourses	1	0
Complaint Grounds Maintenance	1	1
Enforcement Officer Enquiries	1	0
Fencing Enquiries	2	8
Flower Bed or Bulb Displays	0	1
GalaDay Public Event Enquiries	2	0
Ground Ownership Enquiries	3	2
Grounds Property Vandalised	0	2
Hedge Cutting Enquiries	1	1
Public Park Enquiries	1	5
Shrub Bed Enquiries	1	0
Shrub Bed Overhanging Path	2	0
Shrub Beds Not Maintained	1	0
Sports Facility Enquiries	0	1
Total	16	21

Garden Maintenance Routine Works

Recruitment for Garden Maintenance Scheme seasonal staff is still ongoing. Grass cutting for the scheme commenced on 11 April 2022.

Garden Maintenance Enquiries

In total there were 13 garden maintenance enquiries received and dealt during this reporting period.

	2022	2021
Garden Maintenance Change Of Address	0	1
Garden Maintenance General Enquiries	13	6
Total	13	7

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/ sweeping of footpaths/ open spaces and road verges and dealing with enquiries as they arise.

Officers continue to work with volunteer's litter picking within the Ward and have assisted with the uplift of bags and debris that they have collected by the NETs team.

The NETs team have also been dealing with fly tipping enquiries and removing fly tipping from Council ground.

Cleaner Communities Enquiries

In total 126 cleaner communities enquiries were received and dealt with during this reporting period.

	2022	2021
Complaint Street Cleansing	0	1
Dead Animals	7	3
Dog Bin New Request for Bin	2	0
Dog Bin Overflowing	3	0
Dog Fouled Grass Open Space	3	1
Dog Fouling on Paths Roads	28	25
Dog No Fouling Sign Request	1	1
Fly Posting	1	4
Fly Tipping Dumping	38	46
Glass on Paths or Open Spaces	2	1
Graffiti Non-Offensive	0	1
Graffiti Racist or Offensive	0	3
Litter Bin Burnt Damaged	1	0
Litter Bin Overflowing	1	3
Litter General Enquiries	3	12
Litter Grass Open Space	0	1
Litter Paths Roads Verges	8	15
Needles/Syringes Abandoned	2	1
Street Sweeping Enquiries	7	5
Trolleys Abandoned/Dumped	2	1
Vehicles Abandoned	17	11
Total	126	135

Fly Tipping Enquiries (January-December)

	2021	2020	2019	2018	2017
Illegal Fly Tipping/Dumping	166	201	161	149	151

Environmental Community Action

The Education, Engagement and Enforcement Officers continue to deal with enquiries relating to fly tipping, littering, dog fouling, abandoned vehicles and general enquiries. There were 38 enquiries in relation to fly tipping for the period compared to 46 for the same period in 2021.

In dealing with abandoned vehicles, Officers have gained compliance from vehicle owners with said vehicles getting removed from public highways or getting taxed in most cases. Where appropriate, requests have been sent to WLC contractors for removal. However, there are instances where vehicle owners are not compliant and result to moving their vehicles between streets. When presented with such tactics, officers have resulted to contacting the DVLA and VOSA for support.

Officers have also had to educate members of the public that their vehicles with a SORN marker needs to be off public roads or kept on private land where they have the landowner's permission or inside a garage. This is a scenario that has occurred quite frequently of late.

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.

There was one Fixed Penalty Notices issued in Ward 8 for the period of 1 January 2022 – 31 March 2022. For the same period in 2021, there was no Fixed Penalty Notices issued within the Ward.

Costs for fly tipping for the period 1 January 2022 – 31 March 2022

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 45% of their time. For 2021 the estimate was 60% of their time.

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

Fly tipping costs:

1 January 2022 – 31 March 2022	77.64tonnes
Cost of disposal including costs for NETs team/vehicles	£51,162.43
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL for all wards	£51,162.43

The number of enquiries received between 1 January 2022 – 31 March 2022 for the Ward was 38 out of 485 enquiries for the whole of West Lothian equating to 7.84% of fly tipping enquiries relating to Ward 8.

Percentage wise this would equate to an approximate cost for the Ward of £4,010.66 for disposal of fly tipping between 1 January 2022 – 31 March 2022 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 January 2021 – 31 March 2021

1 January 2021 – 31 March 2021	169.97 tonnes
Cost of disposal including estimated costs for NETs team/vehicles	112,005.13
Contractor removal of fly tipping	£0.00
Removal of asbestos	£0.00
TOTAL	£112,005.13

The number of enquiries received between 1 January 2021 – 31 March 2021 or the Ward was 46 out of 727 enquiries for the whole of West Lothian equating to 6.33% of fly tipping enquiries relating to Ward 8.

Percentage wise this would equate to an approximate cost for the ward of £7,089.92 for disposal of fly tipping between 1 January 2021 – 31 March 2021 including cost for Staff/vehicles. (This does not include the removal of asbestos by the Councils asbestos team).

D5 Parks and Woodland

Parks and Woodland Enquiries

In total there were 32 Tree and Woodland related enquiries were received during this reporting period.

	2022	2021
Tree Advice or Consultations	4	9
Tree Branches Overhanging	1	2
Tree Broken Damaged or Dead	3	3
Tree Dangerous or Unsafe	3	6
Tree Enquiries General	19	7
Tree Leaves Causing Problems	2	1
Total	32	28

	2022	2021
Access Rights Way Core Paths	2	1
Country Park General Enquiries	1	0
Ranger Service Beecraigs	0	1
Ranger Service General Enquiry	0	2
Total	3	4

Ranger Service Update

No. Rights of Way / Core Path / Patrols carried out (hours)	4.5
No. Volunteer hours	128

The Ranger Service have applied to NatureScot's Better Places Fund 3 for seasonal Assistant Rangers and Assistant Operatives. If the funding is secured, successful applicants will start in early June and will help both the Ranger team and the Operative team over the busy summer months. The job listings for these have gone live, in anticipation of a successful funding application.

After many years of working for West Lothian Council Ranger Service, Ben Dolphin has departed the Ranger team. The team wish him all the best and have since had meetings about redistribution of work – including access issues, ongoing projects, and volunteer sessions.

Following successful partnership working with the Lyme Resource Centre, 'tick trails' have been installed by the Ranger Service at five locations across the three Country Parks. The trails are due to stay up until the end of May and have been advertised on social media by the Lyme Resource Centre, and on the Council's Facebook page.

The monthly Volunteer Ranger Service (VRS) sessions continue to be popular with regular volunteers, and the Ranger team are still receiving new volunteer enquiries each week.

The Ranger team have seen a recent increase in enquiries for the Ranger Service and activities, from many different community groups, schools, and businesses. At the moment, the service has not been able to resume the activities programme and so the responses reflect this. However, officers are advising customers that they will be in contact once there is the capacity to offer activities, which hopefully will happen once the Assistant Rangers are in post.

Access

The Rangers continue to review all West Lothian planning applications for access implications, and submit comments to Planning Services.

The Access Ranger post has been filled, and the Ranger team are due to give a presentation to the Access Ranger on ongoing access issues in West Lothian. Any access enquiries should continue to be reported through the 'Report it > Core Paths & Rights of Way' section on the Council's website.

The Ranger Service received two new access enquiries during this reporting period. Both enquiries were related to Sustainable Drainage Systems (SuDS) ponds in Wester Inch, involving pond ownership and access rights for water sports.

Little Boghead Nature Park

A Ranger and an Ecology & Biodiversity Officer met with a member of the Little Boghead Friends group to walk the site, take a note of tasks that needed carried out and discuss how volunteers could help with these.

The Lothian Conservation Volunteers (LCV) spent a weekend carrying out pond work tasks at Little Boghead, clearing vegetation from one of the four ponds. This will help to provide vital open water habitat for dragonflies, damselflies and amphibians.

The Rangers also held two Volunteer Ranger Service (VRS) sessions to coincide with The Lothian Conservation Volunteers at Little Boghead. They carried out an aftercare of trees planted in 2016, cutting blackthorn and dogwood away from path edges, and scraping mud from paths. The Rangers were supported by the maintenance team, who gave the group their flatbed truck for cuttings, and took the green waste to Whitehill Service Centre.

Ecology and Biodiversity

Solomon Ede has joined the team to cover for Hannah Crow's maternity leave. The Ecology and Biodiversity Workplan is attached, as a reminder of the roles and responsibilities of the team.

Wee forest - The team are working with Open Space, Planning Services and Edinburgh and Lothian Greenspace Trust to identify a suitable site for a Wee Forest in Bathgate/Boghall. Wee Forests are the Scottish version of Miyawaki Forests – high density native tree and shrub planting in urban areas designed to provide maximum biodiversity benefit in small spaces. This wee forest will be the fourth in West Lothian.

Local Biodiversity Action Plan (LBAP) - The data-collection and analysis contract for the LBAP has been awarded to Natural Capital Solutions. They will be working in partnership with WSP to produce a baseline habitat map of West Lothian and a habitat condition assessment. Using this information, they will then calculate values for the multiple benefits provided by these natural assets (including carbon storage and sequestration, air quality regulation, and accessible nature). This work will be used to inform the revised WL Local Biodiversity Action Plan and the council's Carbon Management Plan.

D6 Open Space and Cemeteries

Wester Inch Circle Play Area, Bathgate. The toddler multi-unit will be replaced in Autumn 2022. The existing play area footpath will also be extended and upgraded.

Hope Park Gardens Play Area, Bathgate. Refurbishment is largely complete. Additional toddler play equipment has been installed, existing equipment has been refurbished, seat has been replaced, and vegetation has been cleared from perimeter. The bin will be replaced in Summer 2022, concluding works.

Kirkton Park Play Area, Bathgate. 'Birds Nest' climbing unit has been replaced.

Little Boghead Play Area, Bathgate. Swings have now been replaced.

Philip Avenue Play Area, Bathgate. Swings have now been replaced.

Bathgate Community Development Trust is considering the responsibilities of managing a new allotment with a focus on potentially developing part of the Council's Alexandra Drive Park in Boghall, following a site meeting in March.

Open Space Enquiries

There were four Open Space enquiries for this reporting period.

	2022	2021
Adopting Childrens Play Areas	0	1
Childrens Play Enquiries	4	5
Complaint Childrens Play Areas	0	1
Total	4	7

Cemeteries Routine Works

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 Enquires

There were 76 Cemeteries enquiries for this reporting period.

	2022	2021
Bench Donations	0	1
Cemeteries General Enquiries	9	15
Complaint Cemeteries & Burials	2	0
Lair Enquiries	9	4
Lair Sunken or Uneven	0	1
Memorial/ Headstone Works	22	34
New Interment Booking	23	48
Purchase of Interment Lair	10	37
War Memorial Enquiries	1	0
Total	76	140

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

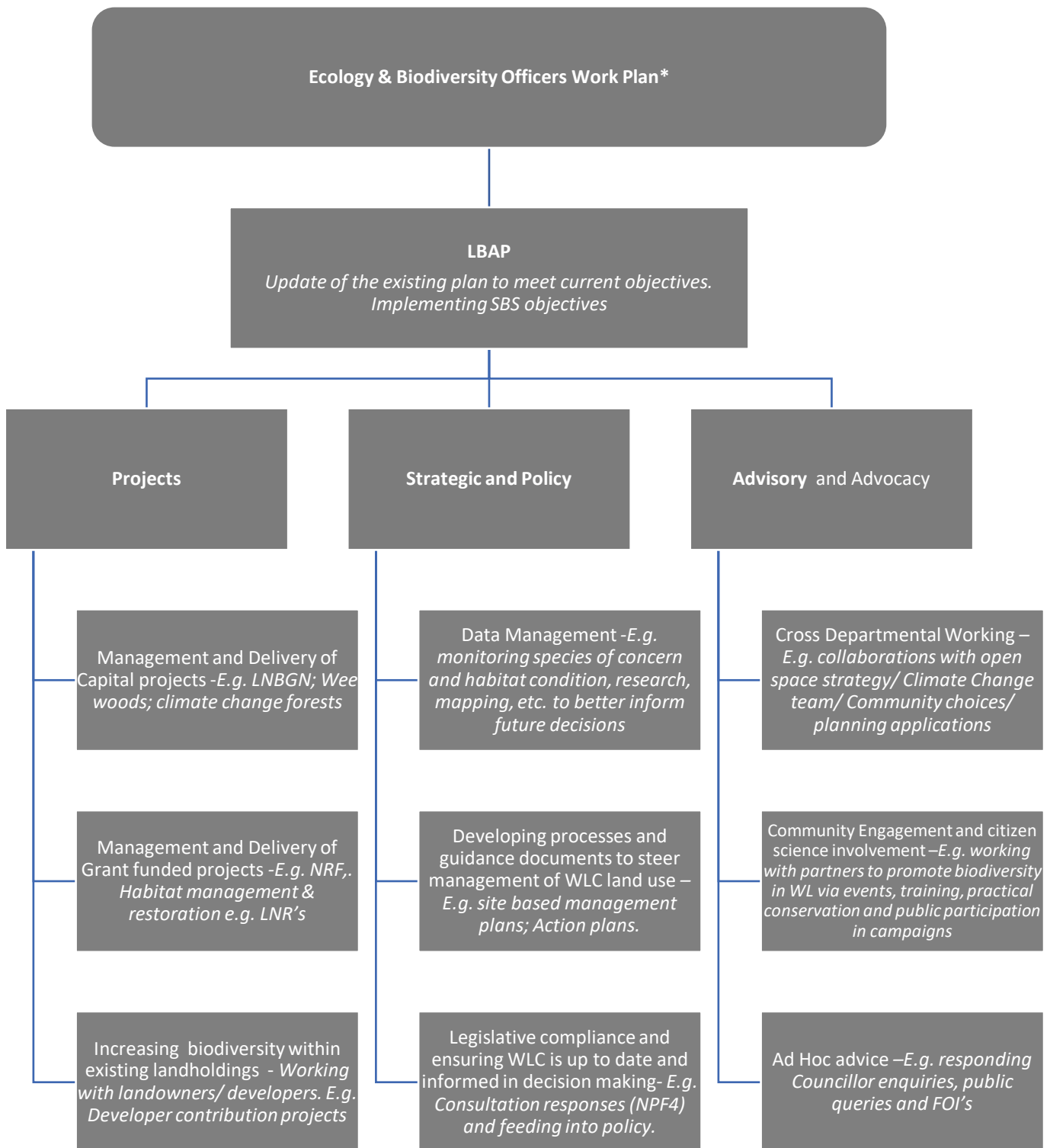
Capital Programme

Appendices/Attachments: One

Appendix 1 - Ecology & Biodiversity Officers Work Plan

Contact Person: Pat McArdle, Whitehill Service Centre, Bathgate 01506 284616,
Pat.McArdle@westlothian.gov.uk

Jim Jack
Head of Operational Services
13 June 2022



**The workplan provides an overview of current demands in relation to the role but is not exhaustive list. This has potential to change to meet Council and Government objectives.*

DATA LABEL: PUBLIC



BATHGATE LOCAL AREA COMMITTEE

REPORT ON ECONOMIC DEVELOPMENT AND REGENERATION ACTIVITY

REPORT BY DEPUTE CHIEF EXECUTIVE EDUCATION, PLANNING, ECONOMIC DEVELOPMENT

A. PURPOSE OF REPORT

The purpose of this report is to provide the Bathgate Local Area Committee with an overview of the economic development, regeneration and local partners activities within the Bathgate ward during the reporting period.

B. RECOMMENDATION

It is recommended that the Local Area Committee notes 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)	Appropriate assessment will be carried out as deemed required.
III Implications for Scheme of Delegations to Officers	None
IV Impact on performance and performance Indicators	None
V Relevance to Single Outcome Agreement	This supports the delivery of the Single Outcome Agreement and other plans, in particular the Economic Recovery Plan.
VI Resources - (Financial, Staffing and Property)	There are various sources of funding that support many of these activities.
VII Consideration at PDSP	None
VIII Other consultations	None

D. TERMS OF REPORT

D.1 Background

The report provides an update to the Bathgate Local Area Committee on the work of the Economic Development and Regeneration services and its local partners to support communities in Bathgate, one of thirteen 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

D.2 Enterprising Bathgate

Bathgate Business Improvement District (BID), Enterprising Bathgate, continues to financially support, through their commitment within their approved Business Plan 2018-23, the monitoring/management of the public space town centre CCTV system. Working alongside the BID and Town Centre Manager this continues to bring reassurance and support to our local businesses (and wider community) during economic recovery.

A partnership working group, comprising the BID and Town Centre Manager, Police Scotland, BID and external CCTV suppliers meet on a regular basis. This allows for sharing of local intelligence, trends and to discuss recent activities. The most recent during May 2022 considered experiences within the town's re-opening of the night-time economy, as well as more seasonal trends of anti-social behaviour amongst youths, notably those involved in roof climbing along properties in the town centre.

D3. Jim Walker Partnership Centre (Bathgate)

The Jim Walker Partnership Centre is open to customers with some services still operating an appointment system such as the Customer Information Services, Registration and the Advice Shop. Footfall from February 2022 to end of April 2022 was 28,258.

Customer Information Services continue to operate an appointment system dealing U22 applications, blue badge applications, council tax enquiries, housing enquiries, waste management enquiries and many more council related enquiries. Customer can phone the dedicated Appointment Line Phone Number and book appointment to speak to an Advisor – 01506 280150.

Simpson Library is fully open offering customers the opportunity to sit in and read a newspaper or book, along with browsing for books or using the public access PCs. Customers can download the Cloud App within the library, allowing them to issue and return books via their mobile phone. Bookbug sessions are now running twice a month in the library. Class visits are taking place from our local primary schools and schools are keen on participating in library activities with various clubs running such as Jigsaw Club, Calming and Colouring Club. Posters advertising these clubs are online and on notice boards within the Partnership Centre.

Self-service days are in operation from 8.30am-8pm (Wednesday) and 9-10am (Saturday) where customers can use the self-service terminal for issuing and returning books. Photocopying or customer printing can be done by a member of staff. Digital Resources are still available to customers.

Bathgate payment office remains open for customers to continue to make payments

to rent and council tax accounts. From 1 February 2022 to 30 April 2022, 4,161 transactions were made, and £540,217.57 in income taken. This is an increase from previous months due to Council Tax 2022/23 starting on 1 April 2022.

Staff continue to pay out Scottish Welfare Fund – Crisis Grant Payments and we are now paying out Social Policy Payments and Ukrainian Refugee Payments.

Bathgate Community Centre continues to see more groups returning with an increase in birthday parties taking place on a Sunday Afternoon and the return of the Rev Jimmy Liddle Community Church on a Sunday evening. Bathgate Playgroup continue to provide morning sessions to under 3-year old from Monday to Friday.

Bathgate Registration Office continue to offer an appointment system for customers, this is only for customers to sign/pick up registration certificates. Other Registration Services are done over the phone.

The Advice Shop are continuing to offer their services over the phone and have introduced MacMillan Cancer Appointments and PIP/DLA

Adult Learning are now operating classes within the centre Partnership Centre, some take place during the day and some are in the evening

D4. Boghall Drop in Centre

Boghall Drop in Centre continues to provide support to the community in Boghall and recent activity during the reporting period has included:

There are a range of kids clubs currently running within the building:

- Monday (P1-3), attendance is steady with 12-18 children each week.
- Tuesday homework club, with parental feedback being positive.
- Wednesday (P4-7), attendance is high as is demand. Current finances and staffing levels is a challenge in trying to meet the high demand/need, which can be between 30 and 50 children.
- Friday (secondary), attendance remains steady at around 20 youths.

The over 60's coffee morning has re-started to re-introduce and build confidence amongst the more elderly members of the community, with return to the building. Whilst this is a new activity it is very hopeful that it will attract a good audience.

There is a new pilot initiative comprising kids cooking workshops which aim to gauge children's feeling about cooking, within a budget and health theme.

The Little Monsters (under 5's) and parent/carer club continues to attract a high attendance and positive feedback, including a number of grandparents.

The Easter holidays saw a play scheme with lots of activities from baking to sport. Funding limitations meant numbers were restricted to 30-35 children a day. The breakfast club gave free provision for children during the Easter holidays.

Big deals 19 community shop- unsurprisingly the shop has seen an influx of new customers as the cost of living increases. Rise for family assistance from referrals has also increased. A much-needed community resource.

In April, funding was secured to allow 12 children and young people to attend PGL Dalguise adventure camp. This was a first time in delivering this and the benefits to

the children were visibly evident. Fundraising opportunities are actively being sought and investigated to help towards other trips in the future.

At the time of writing that outcome of an application to the Council for the West Lothian Summer Programme 2022 was awaited, which if successful would enable the centre to provide an enhanced holiday provision during the Summer. A decision is expected imminently.

BDIC have also received continued funding of £37,215 to support delivery in 2022/23 for a second year of the work originally detailed in their Third Sector Community Support Fund application for 2021-22.

D5 Employability Support

Local elected members will recall at the March 2022 meeting it was noted that reporting would be provided in June 2022 on the employability support activities offered to West Lothian residents by the Council's Access2Employment team over the period 2021/22. In addition, there remains a community leaflet available to highlight the team's work, how they are working, how to get in contact and the type of support on offer. This is for sharing through local networks to continue to promote the service and reaching those that might not be aware of the support.

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. These include one day specific courses to 6-week personal development and employability courses, e.g. 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 the year from 1 April 2021 to 31 March 2022, the service registered 888 new clients, 118 from the Bathgate ward, with 444 progressing into a positive destination, 57 from the Bathgate ward. This support has been mostly provided remotely during the year due to the continuing pandemic but advisors are beginning to return to the office, with 2022-23 service delivery being face to face and online.

The service delivered 83 workshops, including 4 Women n2 work and Men n2 work course and 15 Wellbeing Workshops. In total 319 residents attended workshops.

In 2021/22 the service supported the Connecting Scotland programme by securing over 200 Chromebooks and internet connections to give to unemployment clients seeking work that did not have any digital connectivity.

The service continues to provide a weekly bulletin that contain information on the latest local vacancies for West Lothian Job seekers. The vacancy bulletin is mailed out to on average 1,200 clients and 200 stakeholders and partners. It is estimated that 1,500 individuals view the vacancy bulletin on a weekly basis.

Access 2 Employment started the Long-Term Unemployed programme in October 2021 which aims to create 53 job opportunities for West Lothian residents aged 25 and over who have been unemployed for over 12 months, and have additional barriers to employment. In the period to the end of March 2022, 23 job opportunities have been created.

During 2021/ 22 Access 2 Employment introduced and implemented 2 new services

to support parents who are currently unemployed or in work, but are in insecure employment and an intense family support programme based within Social Policy. The delivery of the two projects to date has demonstrated the need for an approach encompassing the whole family, to combat the complex issues families that are engaging have presented with.

D6. Business Gateway Support

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 supports a diverse portfolio of existing and new start social enterprises in West Lothian. Support is tailored to the needs of individual organisations. The support includes advice in areas such as business planning, finance raising, grant and loan applications, property, community benefit leases, asset transfers, income generation, governance and sustainability. In addition, social enterprises are signposted to the wider network of support programs available both locally and nationally. Business Gateway also work closely with the West Lothian Social Enterprise Network to ensure network members receive the business support they need.

The key outcomes for the team 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.

As part of Council's long-term commitment to retain and attract the best businesses and to grow our value-added sectors, a commercially-focused website, <https://www.investinwestlothian.com/why-west-lothian/> has been developed to highlight the range of support available for our local firms. It also sells West Lothian as an inward/mobile investment destination. Feedback from stakeholders is positive with work on-going to ensure the site remains credible, relevant and compelling.

Economic challenge has always been considered and seen as a driver of new start businesses. In the year to the end of March 2022:

New Business Starts Bathgate Ward	New Business Starts West Lothian
39	325
Businesses Engaged Bathgate Ward	Business Engaged West Lothian
106	811

325 new businesses have started trading with help from the Council's Business Gateway advisers. Customer feedback remains consistently positive. While the range of start-up services were delivered digitally in the 2021/22 financial year, the team has transitioned to hybrid working. Customers can now choose whether to meet the advisers in person or via Teams.

The vision and commitment of local people to start their own business, especially in such challenging circumstances, is commendable. These new start firms have created 407 new jobs. The main business sectors are personal, professional and local services. Around 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 £10.5 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 provided direct support to 811 local firms in the year to March 2022. Our priority sectors include Life Sciences, Manufacturing, Engineering, Construction and enabling technologies. West Lothian firms engaged with us around new premises, new markets, recruiting/training, 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. While these businesses employ over 8,300 staff, it is only 11% of total jobs in West Lothian. However, they account for more than 30% of the annual gross value add (GVA) of the West Lothian economy.

The labour market in West Lothian is buoyant with unemployment around 3%, similar to the pre-pandemic historic low. And a record-high level of job vacancies. Firms across West Lothian in all sectors are reporting unfilled vacancies. This pattern is repeated across much of Scotland and the UK. We are working with Employability colleagues to match job seekers with vacancies. In addition, we are supporting firms to invest in training and upskilling of their existing employees. With employability colleagues, we are trying to incentivise firms to recruit unemployed residents through our "Volume Job Grant"

<https://www.investinwestlothian.com/business-support/develop-your-business/job-creation-fund/> This is targeted at viable local firms. We are looking to create at least 300 new jobs. Each new role must be permanent and pay a starting salary of approximately £21k+ pa. The new recruits must be currently unemployed and aged 25+. Support for our younger people aged 16-24 will see an additional 100 places offered as part of the successful Steps N2 Work programme. We will continue to help firms find solutions for their recruitment and training priorities.

In the 2021/22 financial year, the Business Gateway team helped 325 new businesses to start trading. Of this 12-month total, we helped 39 new start-ups in the Bathgate ward. This is a healthy level of starts, especially in a strong jobs market with many vacancies. Over the same timescale, the team engaged with over 811 established firms across West Lothian. This included 41 social enterprises, 20 of whom operate across West Lothian. In the Bathgate ward, there were 106 local firms supported who between them employ 1,175 staff and generate more than £435 million annual sales.

In summarising the work of Business Gateway, it is not all about sales and wider economic impacts. The business advisers have the trust of local people, working with them to find solutions often in complex circumstances. The Bathgate Local Area Committee is asked to note the team's ongoing contribution to a sustained and inclusive economic recovery.

D7. Bathgate Town Centre

Bathgate town centre acts as a community focal point for local services, amenities and employment. The town centre is subject to a quarterly occupancy survey as one measure of its relative vitality and viability. In April 2022, the occupancy rate was 92.5% (vacancy 7.5%). To provide some context this is favourable to national averages of 11%, published by Springboard, and is an improvement from Bathgate recent peak vacancy level of 9% in July 2019.

D8. Project Collaboration

As reported to in March 2022, following discussion at the Bathgate Town Centre Management Group, there was interest amongst a number of local organisations to look at ways to further positively improve, and deliver a more vibrant and attractive town for those that live in, work and visit Bathgate.

Through encouraging wider community conversation and greater collaboration amongst local groups, it is envisaged that a list of common improvement projects can be identified which not only complement and support the work being undertaken in the town, but also assist in a structured approach, in identifying and responding to funding opportunities as they may arise.

A number of local organisations and community groups within Bathgate, that may apply to West Lothian Council, Scottish Government or other external parties for funding support, were invited to participate in an initial (virtual) exploratory conversation on 9 March 2022. This was facilitated by the BID and Town Centre Manager and was well attended by a range of groups and representatives.

There was then a second meeting held on 30 March 2022, in person at Reconnect Regal in Bathgate. From this, it was intended that the Bathgate Community Council, going forward, would co-ordinate and circulate future meeting information, thereby ensuring discussions were community-led and driven. There is scheduled to be a further (third) meeting in person before the Summer period.

D9. Other Ward Activity

Tenants Environmental Improvements – Following the update to members in March 2022, a further update is available on the two successful Bathgate projects under the Community Choices, Council's HRA Tenant's Environmental Improvement Projects budget for Bathgate, Whitburn and Blackburn for 2022/23. The projects (Bathgate war memorial, and Chapel Well gardens) are progressing well, with site visits and initial discussion having been held between Housing officers and the respective local groups. Town Centre Manager and Council officers will continue to support their implementation during 2022-23.

Wester Inch Community Association – It was reported to the Committee in November 2021, that in that Autumn, it had been confirmed that the then Chairs of the Wester Inch Community Association (WICA) were stepping aside in favour of a new interim Committee following ten years supporting the growth and development of the community in Wester Inch. Whilst this Committee was put in place it has since been intimated by members of that Committee, that the Association has ceased operation and is in process of wind-up.

Bathgate in Bloom – at the time of writing, in late May 2022, the annual floral enhancements and hanging basket displays across the town centre are once again being erected by the dedicated volunteers, in advance of the first Bathgate Procession since 2019. This includes over 100 hanging basket column displays, bedding planting in key locations within the town centre, as well as welcoming floral displays at Bathgate railway station. The initiative has more recently included the installation of new welcome gateway signs on approaches to the town centre, further enhancing the sense of place within the Bathgate community.

CONCLUSION

- E.** Bathgate Local Area Committee is asked to note the range of activities taking place across Bathgate ward by the Council's Economic Development and Regeneration teams and local partners.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Contact Persons:

Nairn Pearson, BID & Town Centre Manager, Email: nairn.pearson@westlothian.gov.uk

Elaine Cook, Depute Chief Executive, Education, Planning, Economic Development

Date of Meeting: 13 June 2022

BATHGATE LOCAL AREA COMMITTEE

	Agenda Item	Purpose	Lead Officer	Date
1	St Kentigern's Academy School Presentation	Annual Update on school activities and performance	Head Teacher	June 2022
2	Police Scotland ward update	Quarterly Update	Sgt Michael Harte	June 2022
3	Scottish Fire and Rescue Service ward update	Quarterly Update	Paul Harvey	June 2022
4	Housing ward update	Quarterly Update	Graeme McKee	June 2022
5	NETs Land and Countryside Services ward update	Quarterly Update	Pat McArdle	June 2022
6	Economic Development and Regeneration ward update	Quarterly Update	Nairn Pearson	June 2022
7	Place Based Investment Programme, Town Centre Capital Fund 2022/23	Update report	Nairn Pearson	June 2022
8	LAC Meeting Venue	One-off report	Carol Johnston	June 2022
9	Workplan	Update on forward reports	Nairn Pearson	June 2022
1	Police Scotland ward update	Quarterly Update	Sgt Michael Harte	August 2022
2	Scottish Fire and Rescue Service ward update	Quarterly Update	Paul Harvey	August 2022
3	Housing ward update	Quarterly Update	Graeme McKee	August 2022
4	NETs Land and Countryside Services ward update	Quarterly Update	Pat McArdle	August 2022
5	Economic Development and Regeneration ward update	Quarterly Update	Nairn Pearson	August 2022
6	General Services Capital Programme - Bathgate Update	Annual Update	Donald Forrest	August 2022
7	Workplan	Update on forward reports	Nairn Pearson	August 2022