



## ***Broxburn, Uphall and Winchburgh Local Area Committee***

West Lothian Civic Centre  
Howden South Road  
LIVINGSTON  
EH54 6FF

11 November 2022

A hybrid meeting of the **Broxburn, Uphall and Winchburgh Local Area Committee** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre, Livingston** on **Friday 18 November 2022** at **9:30am**.

For Chief Executive

### **BUSINESS**

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
4. COVID Recovery Fund Update Report - Report by Lead Officer (herewith)

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NOTE **For further information please contact Anastasia Dragona on tel. no. 01506 281601 or email [anastasia.dragona@westlothian.gov.uk](mailto:anastasia.dragona@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](mailto:james.millar@westlothian.gov.uk)
- Carol Johnston, Chief Solicitor and Depute Monitoring Officer, 01506 281626, [carol.johnston@westlothian.gov.uk](mailto:carol.johnston@westlothian.gov.uk)
- Committee Services Team, 01506 281604, 01506 281621  
[committee.services@westlothian.gov.uk](mailto:committee.services@westlothian.gov.uk)

January 2022



Mr Graham Hope  
Chief Executive  
West Lothian Council  
Civic Centre  
Howden South Road  
Livingston

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EH54 6FF

Our Ref:  
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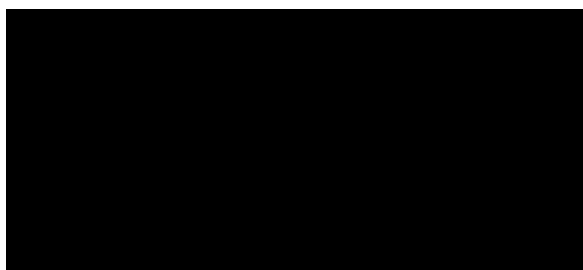
4 November 2022

Broxburn, Uphall and Winchburgh Local Area Committee – Special Meeting

In terms of Standing Order 5, I am calling a Special Meeting of the Broxburn, Uphall and Winchburgh Local Area Committee on 18 November 2022 at 9:30am to consider the following item of business:

- COVID Recovery Fund Update Report

Yours sincerely



Councillor Angela Doran-Timson  
Broxburn, Uphall and Winchburgh Local Area Committee Chair





**BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE**

**COVID-19 LOCAL RECOVERY AND RENEWAL FUND**

**REPORT BY THE LOCAL AREA COMMITTEE LEAD OFFICER**

**A. PURPOSE OF REPORT**

The purpose of the report is to provide the committee with an update on the projects allocated funding from the £150,000 COVID-19 Recovery and Renewal Fund approved by the committee on 14 December 2021. The report also provides an update on projects from the original list that were to be funded from resources available under the Town Centre Management Fund.

**B. RECOMMENDATION**

It is recommended that Local Area Committee (LAC) notes the update on the approved projects.

**C. SUMMARY OF IMPLICATIONS**

<b>I Council Values</b>	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
<b>II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)</b>	The Covid-19 Local Recovery & Renewal Fund was approved by Council Executive on 22 June 2021. The report itself does not raise any strategic environmental assessment, equality or risk issues but these may be considerations at implementation stage.
<b>III Implications for Scheme of Delegations to Officers</b>	The proposals set out in this report do not have any implications for the scheme of delegation.
<b>IV Impact on performance and performance Indicators</b>	None
<b>V Relevance to Single Outcome Agreement</b>	Relevant to all outcomes.
<b>VI Resources - (Financial, Staffing and Property)</b>	A total of £1,350,000 for the fund was agreed at Council Executive on 22 June 2021 to be split equally across all 9 wards giving a fund of £150,000 for each ward.

Delivery will be by council staff or appointment of contracts as is normal practice for works of this nature.

**VII Consideration at PDSP** Not required. Council Executive instructed officers to report back to Local Area Committees.

**VIII Other consultations** All council service areas.

## **D. TERMS OF REPORT**

### **D.1 Background**

At the Council Executive meeting on 22 June 2021, funding of £150,000 for each of the nine wards was agreed to support recovery and renewal in towns and villages following to COVID-19 pandemic. The funding was part of a wider response by the council to issues arising from the Covid-19 pandemic. Council Executive agreed that the funding was to be used to enable the refresh and renewal of the physical environment in neighbourhoods, including town and village centres.

### **D.2 Allocating Funds**

On 14 December 2021 the Broxburn, Uphall and Winchburgh LAC considered the list of costed projects and agreed to allocate the £150,000 available to 17 projects. Following approval by the LAC, officers have progressed the required procurement arrangements and works to be undertaken internally by council services have been progressed. An update on the progress on each project is set out in Appendix 1.

A number of projects are complete and works are ongoing on the remaining projects. Unfortunately, a number of projects have been delayed due to challenges with material supplies and/or the appointment of contractors. Such risks were identified at the time of the previous report to the LAC and have become more acute in a number of areas over the last 7 months.

#### **D.2.1 Update on projects**

At the October Committee additional information was requested on a number of projects to clarify further. This is provided in Appendix 1.

## **E. CONCLUSION**

The projects approved by the LAC support the refresh and renewal of the physical environment within neighbourhoods, villages and town centres in accordance with the decision of Council Executive on 22 June 2021 and 16 November 2021

## **F. BACKGROUND REFERENCES**

- Broxburn, Uphall and Winchburgh LAC Report 14 December 2021 Covid-19 Local Recovery and Renewal Fund
- Council Executive Reports 22 June 2021 Updated Covid-19 Recovery and Renewal Plan and Draft 2020/21 General Fund Revenue Budget Outturn and Update on Unallocated 2021/22 One-off Funding Resources.
- Council Executive Report 16 November 2021 COVID-19 Local Recovery and Renewal Fund



Appendices/Attachments: 1

Contact Person: Craig McCorrison, [craig.mccorrison@westlothian.gov.uk](mailto:craig.mccorrison@westlothian.gov.uk)

**Craig McCorrison**  
**Broxburn, Uphall and Winchburgh LAC Lead Officer**  
**18 November 2022**

## List of Approved Projects

Ref	Proposal	Service Lead	Approved Funding £	Update	Cost update	Timescale
BU&W16	Defib and cabinet at other end of main street near post office.	Community Wealth Building Team	4,000	<p>Two defibrillators ordered and will be installed by company.</p> <p>One will be at Winchburgh Golf Club who will then be responsible for any ongoing related costs.</p> <p>Site for second unit still to be agreed. WCDT and CC contacted and locations options to be looked at and agreed. Three location mentioned to date. Once location agreed the most appropriate organisations to take on responsibility will be confirmed.</p>	Budget sufficient. No underspend anticipated.	<p>To be agreed with Golf Club once order ready to be fitted.</p> <p>Second unit to be agreed once location identified. Officers in touch with Winchburgh CDT and Community Council.</p>
BU&W29	Ecclesmachan Kirk - removing and replanting the Churchyard hedges in the correct position and re-mortaring the top coping stones of the wall.	Construction Services / NETS	20,000	<p>Wall work completed. Some related paint work to be finished off.</p> <p>NETS to cut hedge.</p>	<p>Final costs likely to be slightly under budget.</p> <p>Any final underspend if confirmed will be returned to be reallocated.</p>	<p>Wall work completed</p> <p>Painting to be completed by end November 2022</p> <p>Hedge cutting to be completed.</p>

BU&W33	Broxburn United Sports Club - Putting electricity to the outside enclosure - the enclosure is a dark place and an area, that if it was lit up, would be a place that could be utilised for exercise classes and outdoor meetings. It is also used for people to watch football games and training in the evening and without light it is unsafe to our community.	Community Wealth Building Team	15,000	Officers have contacted BUSC who will look at costing the work and funding released to cover the final invoice up to the maximum of the £15,000.	Final cost to be confirmed by BUSC once work scoped and quoted for.  Any underspend will be returned to be reallocated should that be the case.	TBC once BUSC confirm work required.
BU&W36	Lights on trees at Goschen	Economic Development / NETS	2,000	Work being finalised and delivered by the Town Centre Manager in consultation with the Town Centre Management Group.	Expected to utilise full budget.	To be confirmed.  Will update through Town Centre Management Group.
BU&W45	More trees including tree lights where appropriate.		10,000			
BU&W49	Purchasing additional lights for the trees at the corner of the Ecclesmachan Road to further enhance this corner.		2,000	TCM working with NETS to scope what can be achieved within the budget in relation to number and location of trees. Meeting held at Uphall Community Centre with the relevant interested parties to agree best way forward.		
BU&W53	Replacement of Community notice boards, with ones that have got	Economic Development	15,000	Work being finalised and delivered by the Town Centre Manager in consultation with	Expected to utilise full budget.	To be confirmed.  Will update

	doors that don't lift overhead - current ones too heavy.			the Town Centre Management Group.		through Town Centre Management Group.
BU&W42	More bollards to stop cars in parking on kerbs	Roads	3,000	On investigation Officers have concluded the site at Station Road is not suitable due the footpath being too narrow.  Officer will liaise with Elected Members to discuss whether any alternative can be put in place within the budget.	Depending on further discussions the £3,000 may be made available for re allocation.	To be confirmed.
BU&W60	Uplighter for the Winchburgh and Strathbrock War Memorial	Lighting / NETS	22,500	Project will cover uplighters for Winchburgh and Strathbrock War memorials.	Full budget likely to be required.	This is still at design stage but hoped that the work can be completed by March 2023.
BU&W69	Additional lighting in the Rows in Winchburgh (some alleys are dark and deemed unsafe for females in particular to walk at night)	Lighting / Housing	50,000	Project unable to be delivered within the budget. Officers looked at whether a reduced project could be delivered within the budget. However, as work would be required across all the rows a reduced project not feasible.  The gap in the budget is estimated to be between £15k and £30k but could be more. This won't be known until the market is tested.	Officers will bring an update to the LAC in February based on whether the additional funding required has been identified.  Should that not be the case the £50,000 will be made available	TBD

				<p>The only available option to bring in additional funding is through the Developer Contributions Towards Town and Village Improvements in CDAs in Winchburgh. This would need to be applied for by a local community group and officers will discuss the proposals with key groups with a view to bringing a separate application to the LAC in February.</p>	for re-allocation.	
BU&W72	Dechmont - Greenhouse – to bring on plants for their hanging baskets	NETS	4,500	<p>Project undeliverable i.e. greenhouse inappropriate for public park.</p> <p>Budget will be used to purchase plants for hanging baskets in 2022 and 2023.</p> <p>2022 work has been completed and will be repeated in 2023.</p>	<p>Based on year one costs it is likely that around £1,500 will be returned for reallocation.</p> <p>This will be confirmed once the cost of the Bowser is finalised.</p>	2022 work has been completed and will be repeated in 2023
BU&W73	Dechmont - A Bowser and hose for watering the hanging baskets	NETS	1,000	<p>Meeting to take place with Dechmont CC to confirm their preference from the bowser options available within the budget.</p>	£1,850 available for the Bowser.	The bowser is expected to be ordered in November and will be with the Community Council early in the new year.

BU&W75	Dechmont - New goal posts for the park	NETS	1,000	NETS confirm that goalpost have not been replaced but re painted. Full budget not required.	There was a cost of £150 to refurbish the posts. The remaining £850 will be allocated to cost of the bowser.	Completed.
	<b>Total</b>		<b>150,000</b>			