



West Lothian
Council

Council Executive

West Lothian Civic Centre
Howden South Road
LIVINGSTON
EH54 6FF

28 January 2016

A meeting of the **Council Executive** of West Lothian Council will be held within the **Council Chambers, West Lothian Civic Centre** on **Tuesday 2 February 2016** at **10:00am**.

For Chief Executive

BUSINESS

Public Session

1. Apologies for Absence
2. Order of Business, including notice of urgent business
3. Declarations of Interest - Members should declare any financial and non-financial interests they have in the items of business for consideration at the meeting, identifying the relevant agenda item and the nature of their interest.
4. Confirm Draft Minutes of Meeting of Council Executive held on Tuesday 19 January 2016 (herewith)

Public Items for Decision

5. 2015-16 General Fund Revenue Budget - Month 9 Monitoring Report - Report by Head of Finance and Estates (herewith)
6. 2015-16 General Services Capital Budget - Month 9 Monitoring Report - report by Head of Finance and Estates (herewith)
7. Paediatric Services at St John's Hospital - Report by Chief Executive (herewith)

DATA LABEL: Public

8. Public Transport Savings Update and Local Bus Service Contracts - Report by Head of Operational Services (herewith)
9. Procurement Arrangements - Provision of Local Bus Services - Report by Head of Finance and Estates (herewith)
10. Refugee Resettlement Update - Report by Depute Chief Executive, Corporate, Operational and Housing Services (herewith)

Public Items for Information

11. St John's Hospital Stakeholder Group - Report by Depute Chief Executive, Health and Care Partnership (herewith)

NOTE **For further information please contact Val Johnston, Tel No.01506 281604 or email val.johnston@westlothian.gov.uk**

MINUTE of MEETING of the COUNCIL EXECUTIVE of WEST LOTHIAN COUNCIL held within COUNCIL CHAMBERS, WEST LOTHIAN CIVIC CENTRE, on 19 JANUARY 2016.

Present – Councillors John McGinty (Chair), Cathy Muldoon, Frank Anderson, Tom Conn, Jim Dixon, Lawrence Fitzpatrick, Peter Johnston, Dave King, Danny Logue, Anne McMillan, Angela Moohan, George Paul

1. DECLARATIONS OF INTEREST

Agenda Item 8 – Land at Main Street, Bathgate, Proposed Sale 483 Square Metres to Albany Developments Limited – Councillor Lawrence Fitzpatrick declared a non-financial interest in this item of business in that he was a recent Director of West Lothian Housing Partnership, a subsidiary of Wheatley and would therefore take no part in the consideration of this item of business.

Agenda Item 9 – Paediatric Services at St John's Hospital – Councillor Peter Johnston declared a non-financial interest arising from his position as non-executive director of NHS Lothian, for which a dispensation from the standards commission applied.

2. MINUTE

The Council Executive confirmed the Minute of its meeting held on 22 December 2015 as a correct record. The Minute was thereafter signed by the Chair.

3. POLICY ON RESERVE FORCES TRAINING & MOBILISATION

The Council Executive considered a report (copies of which had been circulated) by the Head of Corporate Services providing details of a draft policy setting out the key provisions governing leave arrangements for employees who were Reservists and setting out the obligations on both the Council and Reservists on their return to work following periods of mobilisation. Appendix 1 to the report contained details of the draft policy.

The report advised that the council recognised the Ministry of Defence (MoD) was placing an increasing emphasis on the training and mobilisation of Reservists as part of its UK defence strategy. The potential impact of this strategy on employers was an increase in requests for support from employees who were Reservists in terms of time off for training and mobilisation activity.

While the council employs only a handful of Reservists at present, in anticipation that those numbers were to increase over time it was considered appropriate that a policy framework was put in place that formalised the obligations on both Reservists and the council.

The Head of Corporate Service explained that although there was no requirement for employers to grant time off, the council was already committed to granting paid special leave to Reservists to attend Annual Training Camp in accordance with the relevant National Schemes of Pay and Conditions of Service.

The report went on to advise that Reservists were typically committed to 24-40 days training per year which tended to take place one evening per week, over various weekends throughout the year and one two-week training period also known as annual camp. The skills gained through this routine training and mobilisation had the potential to bring essential skills into the organisation such as leadership, communication, team working and organisational ability.

Mobilisation was the process of calling Reservists into full time service with the Regular Forces in order to make them available for military operations. The maximum period of mobilisation would depend on the scale and nature of the operation.

There was no statutory requirement for a minimum period of notice of mobilisation, however, the MoD aimed to give at least 28 days' notice of mobilisation for contingency operations and at least 90 days' notice for pre-planned operations.

It was further advised that financial assistance for employers in the event of an employee who was a Reservist being mobilised was governed by the Reserve Forces (Call out and recall) (Financial Assistance) Regulations 2005.

In conclusion the report advised that the introduction of a draft Policy on Reserve Forces Training and Mobilisation was regarded as a positive indication of the council's support for employees who were members of the Non Regular Forces. It also provided the opportunity to formalise Reservists contractual rights and the council's obligations within a clear policy framework.

The report recommended that the Council Executive approves the draft policy set out in the Appendix to the report.

Decision

To approve the terms of the report.

4. PROPOSED RESPONSE TO SCOTTISH GOVERNMENT CONSULTATION ON "GETTING THE BEST FROM OUR LAND – A LAND USE STRATEGY FOR SCOTLAND 2016 – 2021"

The Council Executive considered a report (copies of which had been circulated) by the Head of Planning and Economic Development providing details of the contents and purpose of the Scottish Government's second draft Land Use Strategy for Scotland 2016-21 and to seek approval of the response to the consultation.

The report advised that the publication in 2011 of the first Land Use Strategy for Scotland was a step change in the Scottish Government's approach to land use. It provided a policy framework for all land in Scotland and set out a direction of travel towards a more integrated and strategic approach to land use. It recognised the benefits derived from land, including underpinning economic prosperity, and the need to ensure a sustainable future for land.

The Climate Change Act (2009) required a Land Use Strategy to be prepared and reviewed every five years.

The central components of the second Land Use Strategy focused on the priority activities for the next five year period and represented a programme of action. A suite of policies and proposals was developed around the following three themes:-

- Policy Context
- Informed Decision Making
- Applying the Principles

The Head of Planning and Economic Development explained that it was the Scottish Government's view that the principles for sustainable land use was a useful component of policy and should continue to inform land use choices across Scotland. National Planning Framework 3 (NPF3) and Scottish Planning Policy (SPP) recognised their value when making decisions about the use and management of Scotland's land and the SPP included advice to planning authorities about using the principles which were detailed in the report.

The report went on to advise that the consultation set out the new policies and proposals that would be taken forward under the second Land Use Strategy details of which were contained in Appendix 1 to the report and were considered under the following headings:-

- Natural Resource Management
- Policy Alignment
- Statutory Spatial Planning System
- Forestry
- Land Reform
- Informed Decision making
- Applying the Principles

The proposed response to questions raised about the various issues was also set out in Appendix 1 to the report.

The Head of Planning and Economic Development went on to explain that the Scottish Government's Land use Strategy 2 was a wide ranging, overarching strategy that covered various pieces of legislation impacting on land use and would affect the way the council interacted with communities in future years.

There was a concern about proposed "regional land use partnerships" as it was unclear what powers and remit they may hold and that another layer of consultation and/or decision making, could be introduced to slow up an already time consuming process. It was also not clear how these "regional land use partnerships" would operate in relation to strategic development plan partnerships e.g.; SESplan.

In conclusion the report advised that the Scottish Government had rolled forward a review of the first land use Strategy for Scotland and retained the strategic Vision, Objectives and Principles for Sustainable Land Use as set out in the first Land Use Strategy. The second Land Use Strategy 2016 – 2021 provided an integrated suite of policies and proposals that were intended to have an impact across a wide range of land use sectors.

The report recommended that the Council Executive:-

1. Note the terms of the Scottish Government's second Land Use Strategy; and
2. Endorse the response to the consultation questions in Appendix 1.

Decision

To approve the terms of the report.

5 EDINBURGH, LOTHIAN, BORDERS AND FIFE FORUM (ELBFF) – PROPOSAL TO PARTICIPATE IN A SHADOW JOINT COMMITTEE FOR ROADS COLLABORATION

The Council Executive considered a report (copies of which had been circulated) by the Head of Operational Services providing information on participation in a Shadow Joint Committee between the Edinburgh, Lothian, Borders and Fife Forum roads authorities for collaborative road services and the intention to extend discussions to include neighbouring authorities.

The report advised that in 2009, the Chief Executives of Edinburgh, Lothian and Scottish Borders Councils requested that Chief Officers set up a group to consider the benefits in sharing a road maintenance service. A report by consultants Halcrow, in December 2009 found that current arrangements were demonstrating Best Value; however the group of councils should consider further sharing of resources. Since then the group was extended to include Fife Council.

In June 2012, the National Roads Maintenance Review (NRMV) developed 30 wide ranging options for further investigation and

advancement. The NRMR aimed to identify how those responsible for, and working in, Scotland's roads maintenance sector could deliver efficiently managed roads for all within the budgets available and identify opportunities for innovation, collaborative working and sharing services.

The review also considered how the Scottish Government could work better with local authorities. The NRMR so-called "Option 30 Report" explored the optimum delivery of roads maintenance services, concluding that sharing of services should be explored by all roads authorities, with the onus on authorities to demonstrate that change could be delivered effectively and driven forward at local level.

The report went on to advise that councils had worked with informal collaboration for many years but there was an increasing pressure and drive from the Scottish Government for roads authorities to develop these arrangements to demonstrate that they were managing their roads as efficiently and effectively as possible.

In 2014 SCOTS and Transport Scotland agreed to work with the Improvement Service on a Roads Collaboration Programme. Since then development work had been undertaken within ELBFF under the umbrella title of Governance First.

The report advised that the broader long-term objective of any collaborative activity was to improve the performance and condition of the road network for customers, by increasing capacity, resilience and efficiency through formal collaboration. Although this could lead to direct financial savings through reduced overhead costs and greater buying power, the primary benefits were associated with greater effectiveness, resilience and sustainability.

Managing collaborative activity/shared service under a formal governance arrangement increased the likelihood of achieving these benefits by ensuring local authorities were working to an agreed common vision for the future.

The Head of Operational Services explained that ELBFF officers carried out an options appraisal of the available models with support from the Roads Collaboration Programme and advice from Burness Paull LLP. The options assessed included Joint Committee, Joint Board, Company Limited by Guarantee, Company Limited by Shares and Limited Liability Partnership.

The options appraisal concluded that a Joint Committee was the preferred governance model to allow effective collaboration, with a formal body established under the Local Government (Scotland) Act 1973 to enable the partner authorities to carry out their functions jointly. A summary of the options appraisal was outlined in Appendix 1.

In the absence of a definitive range of services to be included in the collaboration, a remit for the committee could not be outlined at this time; therefore it was recommended that in the first instance a shadow Joint Committee be established.

It was also explained that whilst Roads Collaboration discussions had focused on the already established ELBFF area, opportunities existed for West Lothian to work more closely with other neighbouring authorities such as Falkirk Council.

Any work undertaken by a Shadow Joint Committee with ELBFF was likely to inform any other groupings that may ultimately be established and would therefore be of value whether or not the council collaborated solely with ELBFF or another collaborative group in the future.

In conclusion the report advised that the ELBFF for roads services had operated for many years as an officers group delivering low key collaborative projects. The benefits of collaborative working were well recognised by the group.

The move from an officers' only group to a Shadow Joint Committee would strengthen the operation of the existing arrangement and would evidence that ELBFF councils were supporting collaboration within Scotland. The use of a Shadow Joint Committee would allow councils to participate in the projects and initiatives that best suited their needs and at a pace acceptable to them.

It was advised that the grouping ELBF may not ultimately be the best fit for the council insofar as opportunities existed for similar partnership working with other neighbouring authorities and therefore discussions would continue with those authorities as the council moved forward with roads collaboration.

The report recommended that the Council Executive:-

1. Approve participation in a Shadow Joint Committee between the Edinburgh, Lothians, Borders and Fife roads authorities and nominate Councillor Conn, as the council's representative;
2. Instruct officers to widen discussions on Roads Collaboration to other neighbouring authorities; and
3. Agree that officer's report back on any significant progress or business of the Shadow Joint Committee and in any event before any further decisions were taken on formalising a Joint Committee.

Decision

To approve the terms of the report.

6. LAND AT MAIN STREET, BATHGATE – PROPOSED SALE 483 SQUARE METRES TO ALBANY STREET DEVELOPMENT LIMITED

The Council Executive considered a report (copies of which had been circulated) by the Head of Finance and Estates seeking approval for the sale of 483 square metres at Main Street, Bathgate to Albany Street Developments Limited.

The report advised that the subject land as shown on the plan was owned by West Lothian Council and extended to 483 square metres on Main Street, Bathgate and comprised of unused land.

The site formed part of a larger 4,500 square metre town centre gap-site situated on the corner of Main Street and Jarvey Street.

The Head of Finance and Estates explained that whilst the council owned 483 square metres of site HBg45, the remaining 4,015 was privately owned by Albany Street Developments Limited (ASDL). ASDL were currently working in partnership with the Wheatley Group on a proposal to build a social housing development of 42 flats using the entire site.

A detailed planning application was lodged by ASDL for the proposed scheme. In order to secure full ownership of site HBg45 and thus guarantee a unified approach to its redevelopment, ASDL requested that the council sell its ownership interest directly to them.

The Head of Finance and Estates recalled that Council Executive approved a report entitled "Policies and Practices Employed in the Management of the Council's Non-Operational Property Assets" on 28 October 2014. As part of that paper the Council Executive agreed that in some instances it was appropriate for the disposal of council owned assets to be negotiated on a one-to-one basis, rather than by advertising them on the open market, subject to the terms of any such negotiated sale being approved by the Council Executive.

The council's ownership at Main Street was relatively small and isolated in nature and as such it had limited commercial value as a stand-alone site. The approach by ASDL offered the opportunity of seeing a prominent town centre gap-site redeveloped in a holistic way for social housing use, whilst at the same time delivering a capital receipt to the council. Given those circumstances, a negotiated sale to ASDL was considered appropriate in this instance and the following terms of sale was agreed in principle:-

1. The subjects of sale will comprise 483 square metres of thereby at Main Street, Bathgate.
2. The seller will be West Lothian Council.
3. The Purchaser will be Albany Street Developments Limited
4. The sale price shall be £46,952 (forty-six thousand and nine hundred and fifty-two pounds sterling).
5. A Standard Security will be granted by the purchaser in favour of the council to ensure that if the subjects are redeveloped for a use other than social housing then the council shall be entitled to a share of any resulting uplift in the land value.

Following the agreement in principle with ASDL a local businessman with a property interest nearby approached the council to request that he be

given an opportunity to purchase that land. For the reasons set out in the report the Head of Finance and Estates wrote to the legal agents involved advising them of the council's intention to proceed with the proposed sale to ASDL, subject to that sale being approved by Council Executive.

In conclusion the report advised that it was considered to be in the council's best interest that the 483 square metres site at Main Street, Bathgate be sold to Albany Street Developments Limited in accordance with the terms set out in the report.

The report recommended that the Council Executive approve the sale of 483 square metres of land at Main Street, Bathgate to Albany Street Developments Limited for the sum of £46,952 subject to the other terms and conditions set out in the report.

Decision

To approve the terms of the report.

7. PAEDIATRIC SERVICES AT ST JOHN'S HOSPITAL

The Council Executive considered a report (copies of which had been circulated) by the Chief Executive in respect of the review in NHS Lothian of its paediatric services including those provided at St John's Hospital.

The report advised that West Lothian Council had an established policy position in relation to the Paediatrics Unit at St John's Hospital, namely that there should be no downgrade in services at the unit.

It was also the council's position that the Review of Paediatrics Services at St John's Hospital should be complete and relevant findings published in advance of May 2016.

The Chief Executive explained that NHS Lothian invited the Royal College of Paediatrics and Child Health (RCPCH), an independent organisation to conduct a review of paediatric services at St John's Hospital and the Royal Hospital for Sick Children. The review would also consider national trends for workforce and standards across paediatrics and nursing.

The RCPCH Review Team was made up of representatives from a range of backgrounds in the health service including a paediatrician, neonatal consultant, a consultant nurse in paediatric intensive care and a GP carer support adviser.

The report advised that the Review would examine which services respondents had accessed most recently and/or within the last 18 months. The review would also record the distance which patients were required to travel to visit the service and details of individual experiences of the use of children's services. Suggestions were invited from staff, service users and stakeholders on ways in which their experience of paediatric services could be improved.

In conclusion the report advised that the paediatric services provided at St

John's Hospital and the review were significant for the residents of West Lothian and it was important that the review arrangements ensured that views were captured and taken into account in the process and subsequent decision making.

The report recommended that the Council Executive:-

1. Note the terms of and the arrangements for the ongoing review of paediatric services by NHS Lothian through the Royal College of Paediatrics and Child Health, and that it would include the paediatric services currently provided at St John's Hospital.
2. Consider the council's position and any such action which should be taken in relation to that review.

Motion

Council Executive recalls the position of West Lothian Council in respect of the retention of Paediatric services at St John's Hospital.

Council Executive notes that the proposals outlined for public consultation on the NHS Lothian led review into Paediatric services does not provide for an opportunity for a general public meeting.

Council Executive therefore agrees that NHS Lothian should be asked to include general public meetings as part of the Paediatrics review public consultation process, and that in the event that this request is not agreed, that West Lothian Council should organise public meetings, and calls for the consultant's report to be published ahead of the Scottish Parliamentary elections in May 2016.

- Moved by the Councillor John McGinty (Chair) and seconded by Councillor Anne McMillan

Amendment

West Lothian Council Executive notes the ongoing NHS Lothian pan Lothian review of paediatric services.

Council Executive asserts that St. John's 24/7 paediatric services are absolutely essential to the health and well-being of the West Lothian Community.

Council Executive therefore agrees to submit the following response to the review;

West Lothian Council Response to the Pan Lothian Paediatric Review

West Lothian contend that the provision of 24/7 paediatric services at St John's Hospital in Livingston is absolutely essential to the health and well-being of the West Lothian Community.

West Lothian, Scotland's 9th largest council area, is amongst the fastest

growing communities in Scotland, and with 20% of our population under 15, we have one of the youngest populations in the country.

West Lothian also faces considerable challenges to more effectively tackle the health inequalities that blight our lives. Currently 2188 children live in areas identified as being within the most disadvantaged 15% in Scotland as measured by the Scottish Indices of Multiple Deprivation.

Children's services at St John's are easily accessible and deliver an excellent quality of care, underpinned by strong ties with our local GP's and community health services.

We contend that the further integration of children's services into the emerging West Lothian Health and Care Partnership and the resultant strengthening of our local community links is the best way to ensure the sustainable future provision of best quality, local, 24/7 children's services for the benefit of our communities.

We ask that you consider the following points;

Executive Summary

1. West Lothian a Growing community

West Lothian is the ninth largest local authority in Scotland with a current population of 177,150, with 35,064 children under 15 within our community, which at 20% is significantly above both the Lothian and Scotland average. Projections for the next decade show an 11% increase in our 0-15 population and confirm that West Lothian population growth continues to outpace most other areas of Scotland.

2. St John's Easily Accessible Services

No West Lothian community is more than 16 miles from St John's hospital, with the average distance being just 7 miles. No West Lothian community is more than 25 minutes by car from St John's with the average travelling time by car just 15 minutes. No West Lothian community faces a travel time by public transport in excess of 1 hour with the average bus journey time to St John's is just 32 minutes.

St John's Children's services are local and therefore easily accessible, highly responsive to the needs of our community and provide for a patient pathway that delivers an excellent quality of care and significantly better patient outcomes for local children than would ever be possible under different service delivery arrangements.

We would stress that families, particularly from the most deprived areas, who may have to allow their child to remain in hospital in Edinburgh, without visitors because they have other children at home, and who cannot be left as they have to attend school etc. would be seriously disadvantaged. This would be seriously detrimental to both the child in hospital and to the family unit.

There is also a considerable population of travelling families at different

times of the year, within West Lothian. Particularly in terms of child community health, these families are very often among the “hard to reach population”. We would contend that removing 24/7 paediatrics from West Lothian would impact heavily on the children from this community – their families can be reluctant to engage with health professionals at any time. Forcing these families to make a journey to Edinburgh will make it even less likely for them to engage and would be seriously detrimental to the well-being of such children.

3. Joined Up Services to Tackle Health Inequalities

We believe that the integration of acute services at St John’s Hospital, including Children’s services, into the West Lothian Health and Care Partnership is an essential step towards shifting the balance of care from acute hospital settings into our communities and to further developing the early intervention and preventative initiatives that are so fundamental to the effective tackling of health inequalities and to delivering better health outcomes for our community.

We contend that St. John’s Children’s services have a vital role to play in delivering successful outcomes for the 20% of our population that is under 15, through the further strengthening of links with our hospital children’s services, local GP’s, community nurses and health visitors and that the delivery of such ‘joined up services’ is essential to the well-being of our community.

We believe this would mean that both the children’s ward and Community Child Health services (CCHS) would become integrated and would view this as an opportunity to integrate the paediatricians who work for CCHS to play a supporting role in the paediatric team at St John’s. We would also view this as the best opportunity we will have to better facilitate the recruitment and training of advanced paediatric nurse practitioners to work in these services in West Lothian

4. Future Proofing of Rapid and Responsive Clinical Care and Discharge

The ability of local GPs and Community Child Health Practitioners (CCHP) to admit a child to St John’s provides both a better clinical outcome for the child and is more cost effective in the long run. Local GPs & CCHP will refer the child straight to the ward – child will be seen by a nurse, then by a paediatrician and either admitted if necessary or treated and sent straight home. If referred into Edinburgh, child will be admitted as a matter of course and may wait over 24 hours to see a paediatrician.

We would contend that the provision of 24/7 paediatric care at St John’s is best placed to treat the child as part of a family unit. The family is apart for a shorter period of time and the need for either searching for child care (for other children) at extremely short notice or having to allow your child to be transported to hospital without a family member present is eliminated.

5. Maternity Services

The Special Care Baby Unit (SCBU) is supported by the paediatricians delivering the cover for the children's ward. In 2014 40% of all Lothian births took place at St John's Hospital and the paediatric services provide vital support for the Special Care Baby Unit. A lack of 24/7 paediatric cover would have a seriously detrimental impact on SCBU and the maternity services we are able to provide locally. This would result in mothers being transported to Edinburgh in the 2nd stage of labour and neo-natal transfers to the SCBU in Edinburgh increasing the risks for both mother and baby which should most certainly be avoided when at all possible. It would also mean West Lothian women, who would naturally choose to deliver at St John's being referred to the RIE instead putting increased pressure on these services.

6. St John's 24/7 Children's Services are essential to our community's well-being

We contend therefore that it is essential for St. John's 24/7 Children's services to be maintained and sustained. We believe that a service model that is so well regarded locally and so clearly delivers excellent quality of care and significantly better outcomes for West Lothian children, is a considerable asset and absolutely essential to West Lothian's ability to maintain our growth and to support our community to flourish.

In summary, therefore, we contend that anything less than 24/7 children's services at St John's;

- Would reduce the level and quality of service children and families in West Lothian receive and continue to expect to receive.
- Would necessitate expensive service redesign that would adversely impact upon the quality of service and the outcomes achieved for West Lothian's families.
- Would result in a loss of local knowledge and connection to communities and local workforce which would be harmful to all.
- Would seriously inhibit the necessary integration of children's health and social care services.
- Would increase health inequalities as a result of service accessibility
- Would increase health inequalities as a result of the added cost burden on the disproportionately high number of disadvantaged families in West Lothian who would have to pay more to travel to and from Edinburgh.
- Would impact on the safety of children as their families become distanced from services and are potentially 'hard to reach'.
- Would be based on evidence of success that is counter to and undermines the collective political goal of keeping people out of

hospital unless absolutely necessary.

West Lothian - A Growing Community

West Lothian is a mix of both urban and small rural communities with a diverse mix of social and economic backgrounds. This includes some large towns such as Whitburn and Linlithgow, with some such as Livingston and Bathgate that have experienced significant growth in recent years, and also a number of smaller communities in traditional ex-mining villages.

West Lothian has undergone significant change in the last ten years in demography, physical environment and its economy. Two thirds of West Lothian's 428km² is predominantly used for agriculture, with a tenth taken up by urban development. In the east-central band is a large shale oil field, whilst the area in the west is dominated by Scotland's central coalfield.

West Lothian is the ninth largest local authority in Scotland with a current population of 177,150, with 35,064 children under 15 within our community. We are amongst the fastest growing areas in Scotland, with the continued population growth now driven more by the 'natural change' rate (more births than deaths in West Lothian), which reflects our growing younger population, which at 20% is significantly above both the Lothian and Scotland average. Projections for the next decade show an 11% increase in our 0-15 population and confirm that West Lothian population growth continues to outpace most other areas of Scotland.

Thousands of new build houses are already planned for Livingston, East Calder, Winchburgh and Armadale and more will be added to this list. It is anticipated that this will attract a very large number of additional families with young children.

West Lothian provides for our growing younger population with;

- 66 primary schools
- 11 secondary schools
- 12 nurseries and early years centres
- 5 special schools
- 4 partnerships centres providing a wide range of public services including health and care services
- 11 libraries, 3 arts venues and 45 community facilities (halls, centres, community wings and youth project accommodation).
- 3 country parks, 111 parks and 34 sports pavilions
- 24 GP practices
- St John's Hospital

West Lothian – Tackling Inequalities

West Lothian has pockets of serious deprivation within areas of Livingston and Bathgate and in communities to the west including Addiewell, Armadale, Stoneyburn and Whitburn with some 10,354 residents, including 2,188 children under 15, living in areas recognized as being within the 15% most deprived areas of Scotland. Indeed an indicator of the considerable health inequalities West Lothian is seeking to tackle is that adult male life expectancy varies significantly downwards in these areas, with a male child born in Whitburn projected to live 10 years less than a child born in our more affluent areas just 10 miles away.

We very much value local service provision and recognise that improving access to health services across our communities is fundamental to successfully tackling the serious health inequalities which are endemic within these communities.

West Lothian – Joined Up Services

West Lothian therefore has been at the forefront of the development of local “partnership centres” to facilitate the delivery of a range of public services to our communities. For example, the Fauldhouse Partnership Centre, serving the 5000 strong ex mining village of Fauldhouse hosts sports and leisure facilities, a library, community meeting rooms but also 2 GP practices, a pharmacy and a dental practice – the first dental practice ever within the village.

Further provision of partnership centres is planned with Blackburn, East Calder and Linlithgow already in the pipeline as we strive to improve local access to our vital public services and the West Lothian Health & Care Partnership will be at the forefront of our drive to shift the balance of care into locally accessible community facilities as we strive to deliver better outcomes across our diverse range of communities.

St John’s – Easily accessible to our communities

Services at St John’s however will still continue to play a critical role within West Lothian and will remain absolutely essential to the well-being of our community. The maternity unit at St John’s, for example, delivered 2745 births in 2014 - some 40% of all births in Lothian that year.

It is important to note that no West Lothian community is more than 16 miles from St John’s hospital, with the average distance being just 7 miles. No West Lothian community is more than 25 minutes by car from St John’s with the average travelling time by car just 15 minutes. The hospital is also served through an extensive local bus network. No West Lothian community faces a travel time by public transport in excess of 1 hour and the average bus journey time is just 32 minutes.

West Lothian – Prime Location but....

West Lothian is located in the central belt of Scotland, bordered by seven neighbouring authorities. West Lothian is less than 30 miles from the

country's two largest cities; Edinburgh and Glasgow and although served by excellent rail links to the centre of both cities has, unfortunately, significant congestion issues at peak times with road transportation links. So, between the hours of 7am and 9.30am and 3.30pm and 6.30 pm road access to Edinburgh and to the Royal Infirmary site at Little France, via the Edinburgh City Bypass, is exceptionally difficult.

In stark contrast to travel times to St John's the average distance from West Lothian to Little France is 25 miles – almost 4 times the average to St John's – with some 15 West Lothian communities being above this average and 4 communities facing distances of 30 miles and above. The average journey time by car from West Lothian to Little France is measured at 39 minutes. It is important to note that at peak times, accounting for some 23% of the day, these average journey times can easily be doubled. It is also important to note that many of the most deprived areas of West Lothian, the areas with the lowest car ownership (2011 figures indicate 43% with no car) and so the most dependent upon public transport, are in the west of West Lothian and so the furthest from Little France.

Examples of such travel times include;

- Addiewell to Little France by bus

Service 36 hourly or service 800 every 30 minutes to St John's and then change to service 40/X40 which is hourly with the last bus at 18.00hrs. The journey time alone is estimated at 1hr 25mins.

- Armadale to Little France by bus

Service 21 or service 800 both every 30 minutes to St John's and then change to service 40/X40 which is hourly with the last bus at 18.00hrs. The journey time alone is estimated at 1hr 45mins.

- Whitburn to Little France by bus

Service 22 every 30 minutes to St John's and then change to the service 40/X 40 which is hourly with the last bus at 18.00hrs. The journey time alone is estimated at 1hr 55mins.

- After 18.00hrs there is no direct bus service from West Lothian to Little France so travel options are significantly reduced.
- Taxi from Addiewell to Little Francesingle £42.00
return £84.00
- Taxi from Fauldhouse to Little Francesingle £46.00
return £92.00

It must be stressed that for many, the costs involved in travelling by bus from West Lothian to Little France will be difficult to afford on a regular basis, for example to visit a child in hospital. The time required to make such journeys would also make visiting extremely difficult and stressful. The costs for even a single taxi journey are simply unaffordable.

A major concern therefore in respect of these travelling times and costs is the likely detrimental impact these would have on the accessibility of health services and in particular the accessibility for those from our most deprived areas to vital health services and the similarly detrimental impact on efforts to reduce health inequalities and to deliver better health outcomes for those amongst the most vulnerable in our community.

St John's 24/7 paediatric services - absolutely essential to the health and well-being of our Community

We would contend therefore that the provision of locally based children's services at St John's is absolutely essential to the continued well-being of the West Lothian Community. West Lothian has the highest % in Lothian of 0-15 year olds within our population at 20%, compared with just 15% for Edinburgh.

St John's provides easily accessible services to the West Lothian Community in stark contrast to the significant difficulties in accessing services from Little France - with the most deprived individuals in West Lothian being particularly badly affected by a requirement to access services there.

St John's Children's Services – essential for our community

We contend that St John's 24/7 children's services are an absolutely essential part of the health and care provision for West Lothian.

St John's Children's services are local and therefore easily accessible, highly responsive to the needs of our community and provide for a patient pathway that delivers an excellent quality of care and significantly better patient outcomes for local children than would ever be possible under different service delivery arrangements.

St John's Children's Services – easily accessible, with strong local connections

There is no community in West Lothian more than 30 minutes by car from St John's hospital and with the hospital also served through an extensive local bus network, no community faces a travel time by public transport in excess of 1 hour.

Local GP's have excellent working relationships and strong professional links with the St John's service and are readily able to access Consultant Paediatricians and middle grade Doctors when seeking advice in respect of how best their patient's needs can be met.

Out of hours, the St John's Children's services provide open access and for parents to be able to walk into St John's where their children can be quickly seen and assessed by middle grade doctors and a consultant and appropriate treatment planned and speedily implemented with pressure upon A&E services significantly lessened.

St John's Children's Services-appropriate assessment, treatment

and discharge

Local provision allows for West Lothian children to be assessed, treated and, where appropriate, referred onwards or discharged home with a care plan – agreed with their GP and supported by community nurses and health visitors- in place, instead of having to be admitted to hospital for unnecessary, stressful and expensive overnight stays.

St John's Children's services provide a model of care which delivers quicker and more appropriate assessment and treatment with significantly shorter hospital bed stays for patients and so significantly better outcomes for the children they care for.

It is a concern that the typical NHS Lothian patient statistics are gathered by measuring patients who are in a hospital bed at noon and midnight as this measure completely fails to take account of the reality of the care provided by the St John's children's services and provides a false measure of the level of activity within the service.

Indeed we would contend that a service that delivers, as St John's Children's service does, quicker and more appropriate assessment and treatment and considerably shorter hospital stays for patients should be commended for this and not subject to claims of low activity levels on the back of a wholly inappropriate measurement tool.

St John's Children's Services-strong local links underpinning excellent care

St John's Children's services expertly and timeously provide for local children. Local GP's can see a child at their surgeries, discuss with St John's staff how best their patient should be treated and the child can then, if required, be seen and assessed at St John's within the hour. With GP's surgeries typically being held across West Lothian in the mornings and again late afternoon, 24/7 St John's children's services are essential to ensure that West Lothian children can actually access locally the health services they require.

Local 24/7 provision of Children's Services means West Lothian children have excellent quality of care available to them when they most need it and where they are best able to access it.

Local 24/7 provision of Children's Services means West Lothian children's medical needs can be responded to most appropriately and ensures the delivery an excellent quality of care and the best possible health outcomes for local children.

St John's Children's Services- supporting essential maternity provision.

Local 24/7 provision of Children's Services means the current support provided to St. John's maternity services which deliver circa 2700 births each year, compared to 6830 in Edinburgh (2014 figures) and to the Special Baby Care Unit would be maintained as this vital support is, of course, provided through the staff simultaneously delivering children's

services.

It is not clear how the SCBU at the Simpsons Centre for Reproductive Health would be able to cope effectively with the additional cots required should 24/7 paediatric cover at St John's hospital be withdrawn.

As sustaining local maternity services, which deliver some 40% of all Lothian's births, is universally agreed to be absolutely essential to the provision of pan Lothian maternity services, and the consultant input to this service is provided simultaneously with support for 24/7 children's services at St John's, we would contend that it must also be essential to sustain local 24/7 children's services.

St John's Children's Services- no acceptable alternatives

The alternative of forcing West Lothian children to bypass St John's Hospital and to be transported to Little France is totally unacceptable as this would seriously jeopardise the ability of many to access their health services, to receive the same quality of care currently provided locally and for their health needs to be adequately met. Indeed such a service redesign would inevitably put impossible demands on patient transport services, which are already under considerable stress, and on paediatric provision and beds within the new Sick Kids Hospital.

St John's Children's Services – a future proof service model

The opportunities created by the integration of health and social care in Scotland and the creation of the West Lothian Health and Care Partnership provides scope to further develop integrated West Lothian children's services.

We believe that the integration of acute services at St John's Hospital, including Children's services, into the West Lothian Health and Care Partnership is an essential step towards shifting the balance of care from acute hospital settings into our communities and to further developing the early intervention and preventative initiatives that are so fundamental to the effective tackling of health inequalities and to delivering better health outcomes for our communities.

We contend that St. John's Children's services have a vital role to play in delivering successful outcomes for the 20% of our population that is under 15, through the further strengthening of links with our hospital children's services, local GP's, community nurses and health visitors and that the delivery of such 'joined up services' is essential to the well-being of our community.

The ability of local GPs and Community Child Health Practitioners (CCHP) to admit a child to St John's provides both a better clinical outcome for the child and is more cost effective in the long run. Local GPs & CCHP will refer the child straight to the ward – child will be seen by a nurse, then by a paediatrician and either admitted if necessary or treated and sent straight home. If referred into Edinburgh, child will be admitted, as a matter of course, and regularly will wait over 24 hours to see a

paediatrician.

We would contend that the provision of 24/7 paediatric care at St John's is best placed to treat the child as part of a family unit. The family is apart for a shorter period of time and the need for either searching for child care (for other children) at extremely short notice or having to allow your child to be transported to hospital without a family member present is eliminated.

We contend that a staffing model that promotes better use of nurse practitioners, and indeed Advanced Nurse Practitioners, to work along with middle grade and consultant paediatricians offers the best option for ensuring the safe and sustainable 24/7 local service we require.

We contend that St. John's offers an exceptionally good environment for the training of junior doctors and that an urgent review of the current bizarre situation where junior doctors are sent to locations in Fife and the Scottish Borders, but not allowed to be placed in West Lothian, takes place.

We believe that decisions not to send junior doctors for training to St John's are indeed not based on the quality of training available at St. Johns but rather on calculations on how best to sustain services in Fife and the Borders and on travel distances to Edinburgh from such locations. We do not consider it reasonable for West Lothian services to be considered expendable on such criteria and contend that junior doctors must again be allowed to come to St. John's.

St John's Children's Services – essential for the well-being of our community.

We contend therefore that it is essential for St. John's 24/7 Children's services to be maintained and sustained. We believe that a service model that is so well regarded locally and so clearly delivers excellent quality of care and significantly better outcomes for West Lothian children, is a considerable asset and absolutely essential to West Lothian's ability to maintain our growth and to support our community to flourish.

Appendix One

Population statistics

Travel Distances and times

Areas of Deprivation

	Total	0 - 15																		
WEST LOTHIAN	177,150	35,064																		
Deprivation	Total	0 - 15																		
SIMD 15% most deprived in Scotland	10,354	2,188																		
Localities	Total	0 - 15	+Distance SJ to RIE (miles)	+Drive SJ to RIE (mins)	+Bus/Train SJ to RIE (mins)	+Distance SJ to FVRH (miles)	+Drive SJ to FVRH (mins)	+Bus/Train SJ to FVRH (mins)	Distance to SJ (miles)	Drive to SJ (mins)	Bus / Train to SJ (mins)	Distance to RIE (miles)	Drive to RIE (mins)	Bus / Train to RIE (mins)	Distance to FVRH	Drive to FVRH	Bus / Train to FVRH			
Addiewell	1,492	283	23	28	44				6	15	34	29	43	78						
Armadale	13,043	2,417	17	22	33				12	21	30	29	43	63						
Bathgate	21,222	4,322	19	20	33				6	18	25	25	38	58						
Blackburn	5,601	910	20	24	61				5	13	18	25	37	79						
Blackridge	2,133	370	17	22	35				15	24	50	32	46	85						
Breich, Harwood & Harburn	599	99	18	27	65				8	20	37	26	47	102						
Bridgend	896	117	18	21	68	11	8	33	8	17	27	26	38	95	19	25	60			
Broxburn	11,998	2,553	13	20	42				5	14	33	18	34	75						
Dechmont	1,081	309	18	24	71				3	8	15	21	32	86						
East Calder	4,793	1,085	14	22	16				4	11	32	18	33	48						
East Whitburn	1,418	321	17	22	76				10	14	25	27	36	101						
Ecclesmachan & Oatridge	802	171	18	24	70				5	13	19	23	37	89						
Fauldhouse	5,321	1,202	17	22	36				16	23	56	33	45	92						
Greenrigg	1,556	304	17	22	47				13	18	59	30	40	106						
Kirknewton	2,259	488	11	18	26				5	13	38	16	31	64						
Linnithgow	12,976	2,548	17	21	24	5	3	5	8	18	31	25	39	55	13	21	36			
Livingston	53,218	10,682	20	27	46				2	6	8	22	33	54						
Longridge	709	115	17	22	57				12	20	45	29	42	102						
Midcalders	3,957	759	15	28	56				3	8	26	18	36	82						
Philpstoun & Threemiletown	653	184	18	19	57	9	3	34	8	18	47	26	37	104	17	21	81			
Polbeth	2,149	337	18	28	58				3	11	25	21	39	83						
Pumphinstoun	1,554	287	20	27	44				3	8	17	23	35	61						
Seafield	1,373	210	23	29	55				4	10	14	27	39	69						
Stoneyburn	2,182	449	22	25	38				7	19	46	29	44	84						
Torphichen	756	153	18	21	42	5	0	52	9	21	41	27	42	83	14	21	93			
Uphall	4,368	916	18	25	51				4	9	30	22	34	81						
Uphall Station	1,569	255	20	28	31				2	7	22	22	35	53						
West Calder	3,197	566	18	28	65				4	14	31	22	42	96						
Westfield & Bridgehouse	1,114	285	17	22	36	1	1	4	14	21	55	31	43	91	15	22	59			
Whitburn	9,708	1,807	17	22	59				11	17	28	28	39	87						
Winchburgh	2,761	445	11	17	47	11	6	32	8	18	34	19	35	81	19	24	66			
Average			18	23	48	7	4	27	7	15	32	25	39	80	16	22	66			
Journey times calculated off peak using Google Maps Directions.																				

Datazone	Name	Population	0-15
S01006416	Bathgate Centre Station	926	130
S01006438	Bathgate Cochrane Street	601	76
S01006326	Whitburn Union Drive	950	215
S01006350	Blackburn North East	685	122
S01006455	Livingston Knightsridge Moncreiff Way	509	102
S01006402	Livingston Craigshill Streets East	701	172
S01006320	Whitburn Brown Street	975	218
S01006406	Livingston Deans Staffa & Jura	395	66
S01006304	Loganlea	822	218
S01006450	Livingston Knightsridge Fergusson Way	669	201
S01006388	Livingston Craigshill Central	1064	166
S01006308	Stoneyburn East	620	125
S01006393	Armadale Mayfield	1437	377
			2188

Addiewell	218
Armadale	377
Bathgate	206
Blackburn	122
Livingston	707
Stoneyburn	125
Whitburn	433
	2188

- Moved by Councillor Peter Johnston and seconded by Councillor Frank Anderson

It was agreed that a roll call vote would be taken which resulted as follows:-

Motion

Amendment

Tom Conn

Frank Anderson

Jim Dixon

Peter Johnston

Lawrence Fitzpatrick

Dave King

Danny Logue

John McGinty

Anne McMillan

Angela Moohan

Cathy Muldoon

George Paul

Following a vote the motion was successful by 10 votes to 2 and it was agreed accordingly.

8. FAULDHOUSE CHARRETTE

The Council Executive considered a report (copies of which had been circulated) by the Head of Area Services advising of the successful application to the Scottish Government's Charrette Mainstreaming Programme 2015/16 to carry out a charrette in Fauldhouse.

The report advised that an application was submitted to the Scottish Government's Charrette Mainstreaming Programme for funding to deliver a charrette in Fauldhouse and that application was successful.

The first Town Centre Charrette was carried out in Whitburn in March 2015. By delivering a charrette in Fauldhouse, the Community Planning Partnership would have an opportunity to test the knowledge and experience gained in Whitburn. The additional experience gained by working in a village setting would enable officers to take a charrette-based approach in both large and small communities in future.

The Head of Area Services advised that whilst physical regeneration would be one focus of the charrette, there would also be a focus on a number of other key issues which had been identified including below average health outcomes for Fauldhouse residents; poor levels of satisfaction with Fauldhouse as a place to live and improving the village's economic position.

In order to meet the funding requirements of the Scottish Government, the

charrette must be delivered by 31 March 2016.

In conclusion the report advised that the resulting masterplan would determine a long-term vision for the village and provide a framework for future community engagement and community regeneration activity. Progress on the charrette would be reported to Fauldhouse and the Breich Valley Local Area Committee.

The report recommended that the Council Executive note:-

1. That a successful application had been made to the Scottish Government allowing a second charrette to be carried out in West Lothian;
2. The timescales for delivery of the project; and
3. That progress would be reported to Fauldhouse and the Breich Valley Local Area Committee.

Decision

To note the terms of the report.

9. REFUGEE RESETTLEMENT

The Depute Chief Executive advised that on 17 November 2015 Council Executive authorised officers to enter into formal discussions with the Home Office to progress a phased implementation of the council's proportionate share of refugees.

The number and mix of properties required to resettle up to 60 refugees had yet to be determined, however it was agreed that the council, in conjunction with partner Registered Social Landlords, would offer an initial first phase of 10 properties.

Officers had progressed discussions and it was now proposed to accommodate the first tranche of refugees through a mix of Registered Social Landlord accommodation, Private Landlord accommodation and Council Housing.

It was also advised that properties identified in the first tranche could accommodate up to 50 refugees, however the actual numbers were unknown at this stage and would depend on the family mix.

Officers were in contact with the Home Office with the view to receiving refugees before the end of March 2016, and would now be providing the Home Office with the details of the accommodation in Livingston and Uphall.

In conclusion it was advised that officers were also considering the range of support services that may be required and this work would be progressed once the refugees were confirmed and their requirements were known.

Decision

To note the terms of the verbal update.



COUNCIL EXECUTIVE

2015/16 GENERAL FUND REVENUE BUDGET – MONTH 9 MONITORING REPORT

REPORT BY HEAD OF FINANCE AND ESTATES

A. PURPOSE OF REPORT

To provide the Council Executive with a report on the financial position in relation to the General Fund Revenue Budget, following the completion of the month 9 monitoring exercise.

B. RECOMMENDATION

It is recommended that Council Executive:

1. Notes the outcome of the month 9 revenue monitoring exercise and the resulting £1.010 million underspend forecast in the core revenue budget,
2. Agrees that Heads of Service take all management action necessary to ensure 2015/16 budgets are managed within budget, and approved budget reductions are achieved.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on customers' needs, being honest, open and accountable, making best use of 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	Effective implementation of the revenue budget is vital to service performance.
V Relevance to Single Outcome Agreement	None.
VI Resources – (Financial, Staffing and Property)	A one-off underspend of £1.010 million is forecast against the core 2015/16 revenue budget. In addition, an underspend of £31,000 is forecast against ringfenced time limited investment.
VII Consideration at PDSP	Not applicable.
VIII Details of Consultations	Depute Chief Executives and Heads of Service.

D. TERMS OF REPORT

D.1 Introduction

This report sets out the overall financial performance of the General Fund Revenue Budget for the period to 31 December 2015 and provides a year end forecast which takes account of relevant issues identified in individual service budgetary control returns. In addition, the report considers the position regarding the delivery of approved budget reduction measures. The report also sets out the latest position on delivery of time limited revenue investment.

The budget monitoring process for 2015/16 is undertaken in line with the council's budgetary control framework and procedures which place particular focus on a risk based and pro-active approach to budget monitoring. A risk based approach is important due to higher risk of overspends resulting from constrained budgets and the cumulative impact of substantial annual budget savings.

D.2 Month 9 Summary Financial Information for 2015/16

The table below summarises the position in relation to expenditure and provides a forecast outturn. As noted, a breakeven position is forecast for 2015/16 but, as part of the monitoring exercise undertaken, a number of key risks and cost pressures have been identified and these are noted in the narrative for the relevant service area.

Service Area	Commitment to 31 Dec £'000	2015/16 Budget £'000	Forecast Outturn £'000	Projected Variation Over/(Under) £'000
Education, Planning & Econ Dev				
Education	134,909	137,388	137,388	0
Area Services	13,887	12,859	12,859	0
Planning & Econ Development	450	2,676	2,291	(385)
Corporate, Ops & Housing				
Operational Services	49,677	57,316	57,316	0
Housing, Construction & Building	4,163	3,928	4,163	235
Corporate Services	12,072	12,264	12,264	0
Social Policy	90,561	90,721	90,581	(140)
Chief Executive, Finance & Estates	23,332	23,652	23,332	(320)
Joint Valuation Board	1,215	1,215	1,215	0
Service Expenditure – Total	330,266	341,749	341,139	(610)
Non Service Expenditure	37,579	37,579	37,579	0
Time Limited Spend				
Employment	621	621	621	0
Preventative	669	700	669	(31)
Time Limited Spend – Total	1,290	1,321	1,290	(31)
TOTAL EXPENDITURE	369,135	380,919	380,278	(641)
FUNDING	(381,319)	(380,919)	(381,319)	(400)
Overall Underspend				(1,041)
Less				
Earmarked Time limited Underspend				31
Uncommitted Balance				(1,010)

D.3 Summary of Main Issues in Service Expenditure Budgets

Education, Planning & Area Services

Education

The Education budget is forecast to breakeven this financial year. Centrally funded maternity costs are a continuing budget pressure offset by the early achievement of future year savings, including the reduction in chartered teacher costs.

The Schools DSM budgets have been updated to include the impact of the 2015 school census. Schools anticipate DSM carry forward balances reducing from £1.052 million to approximately £866,000 across all sectors by the end of the current financial year.

The main risk areas will continue to be closely monitored during the remainder of the financial year to ensure that they are managed within the forecast 2015/16 spend.

Area Services

The budget for Area Services is forecast to breakeven. Staff reductions related to budget reduction projects in Customer & Community are still to be fully achieved and the financial pressure arising is being managed through vacant posts in the Advice Shop and the Customer Services centre. Income generating areas continue to present challenges in achieving their targeted income however this is expected to be managed through reduced staffing and supplies costs where required.

Planning & Economic Development

An underspend position of £385,000 is forecast for 2015/16. This is due to a change in legislation affecting building warrant requirements which has resulted in accelerated warrants being submitted in advance of the legislative changes. As a result, this is anticipated to be a one off saving, although planning income in general is performing well.

Social Policy

It is anticipated that an underspend of £140,000 will be achieved in 2015/16. This largely relates to early achievement of reshaping care for children savings where progress is being made in reducing high cost residential placements through increasing internal council capacity.

The trend of constantly increasing annual care demands is continuing across many areas of care provision, in particular adult and elderly community care (£2.4 million). Residential care costs for adults with complex care needs has increased by £340,000 compared to last year reflecting the continued shift in the balance of care. Other key budget risks include fostering and continuing growth in respite provision.

Corporate, Operational and Housing Services

Corporate Services

A breakeven position is forecast for Corporate Services.

Operational Services

Operational Services is forecast to break-even. Within Public Transport, pressures of £154,000 are being considered as part of the re-tendering of local bus routes. Early indications are that the revised concessionary rail scheme will be delivered within the revised budget on a recurring basis, however there is a one-off overspend this year due to the part year roll out of the new scheme. Within Waste Management, tonnages are within budgeted levels but there are emerging pressures on the blue bin contract and a review of contracts is being undertaken. At this time, the winter maintenance budget is expected to be fully spent. This area will continue to be monitored on a regular basis for the remainder of the financial year.

Housing, Construction & Building Services

An overspend of £235,000 is forecast which reflects a £150,000 reduction in the bed and breakfast overspend within Homelessness since month 6. A number of measures have been progressed which will help manage spend in this area including increasing the number of council houses available for temporary accommodation and the extension of Blackburn homeless unit to provide additional capacity. The position will continue to be closely monitored over the remainder of the year.

Chief Executive, Finance & Estates Services

An underspend of £320,000 is forecast. This is largely as a result of reduced gas and electricity consumption due to early achievement of future year energy savings. In addition, windfall savings through NDR rates relief and NDR refunds relating to previous years are also contributing to the forecast underspend.

The impact of welfare changes continues to be a key risk and is being closely monitored.

Joint Valuation Board

The requisition to the Joint Valuation Board is expected to breakeven.

Time Limited Expenditure

Based on the review undertaken as part of the month 6 monitoring, there is forecast to be an underspend of £31,000 against the 2015/16 budget of £1.321 million. In line with previous years, this underspend will be ringfenced to fund project spend planned for future years. Appendix 1 provides further information regarding each of the time limited investment projects.

D.4 Non Service Expenditure

The budgets for non-service expenditure are forecast to breakeven. Housing benefit subsidy continues to be a key risk and will be closely monitored during the year. In line with usual practice, any in year underspends on the council's insurance account will be transferred to the Insurance Fund at the year end and any treasury surplus arising in the year will be transferred to the Capital Fund at the year end.

D.5 Funding in 2015/16

The council's revenue grant is forecast to result in an underspend of £400,000 due to windfall grant funding. Of this sum, £233,000 relates to the council's share of grant funding for teacher related commitments which was redistributed to councils that met the required commitments in 2015/16. The balance relates to probationer funding that will not be fully required in 2015/16.

Council Tax income is forecast to breakeven for the year.

D.6 Approved Budget Reduction Measures

A review of the delivery of budget reductions was completed by Heads of Service and has demonstrated that satisfactory progress is being made. As previously reported, there are a number of measures where the timing of the saving being implemented has resulted in a one off pressure for 2015/16. While such savings are anticipated to be fully achieved, the one off pressures arising in 2015/16 are being met through one off savings including staff vacancies, a number of which relate to early progress towards achieving 2016/17 savings.

Similar phasing issues are likely in respect of 2016/17 savings however it is anticipated that there will also be a degree of progress towards achieving 2017/18 savings during 2016/17 to offset any phasing issues with 2016/17 savings. Progress towards the delivery of budget savings will be closely monitored and further information is set out below.

2015/16 Budget Reduction Measures

There are budget reductions of £12.309 million to be achieved in 2015/16. Based on the latest review of delivery, £12.030 million (98%) have been categorised as green. This reflects that there is an agreed plan in place which will achieve the recurring saving required. The remaining £279,000 of budget reductions are assessed as amber and relate to corporate procurement savings. Work is continuing to achieve this remaining balance in 2015/16.

D.7 Summarised Budget Position for 2015/16

The month 9 monitoring indicates that a one-off underspend of £1.010 million is forecast against the 2015/16 recurring budget, with a small underspend of £31,000 in time limited investment.

E. CONCLUSION

The projected outturn at month 9 indicates an underspend of £1.010 million in position in the recurring budget for 2015/16.

Monitoring of delivery of the 2015/16 budget reductions has demonstrated that good progress is being made. The delivery of time limited investment is progressing across the approved projects and it is anticipated that revenue expenditure of £1.290 million will be incurred in 2015/16.

There remain various risks and it is important that Heads of Service pro-actively manage budgets over the financial year to ensure spend is managed within available resources.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: One

Appendix 1 – Update on Delivery of Time Limited Investment

Contact Person: Patrick Welsh, Group Accountant patrick.welsh@westlothian.gov.uk - Tel No. 01506 281320

Donald Forrest

Head of Finance and Estates

Date: 2 February 2016

UPDATE ON DELIVERY OF TIME LIMITED INVESTMENT

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
<u>Employment</u> Additional Training & Employment (Clare Stewart)	2,477	285	549	285	<p>The programme has five elements: the small / medium size enterprises (SME) wage subsidy, the voluntary organisations wage subsidy, West Lothian Jobs Fund, Modern Apprenticeship programme and Graduate Training programme</p> <p>The SME wage subsidy has created 747 wage subsidy opportunities for young people to date. 357 participants have now completed the wage subsidy period with 88% progressing into a positive destination. The total number of positions created by the Voluntary Organisations wage subsidy to 31/12/15 was 30.</p> <p>The modern apprenticeship programme has created 69 non-trade modern apprenticeship opportunities within areas such as Customer , Finance, Procurement, Housing & Building Services.</p> <p>The West Lothian Jobs Fund training placements have created 124 six month paid places within WLC. 103 participants have now completed the wage subsidy period with 63 progressing into a positive destination. This results in a sustainability rate of 62% for the programme.</p> <p>In terms of the Graduate Training programme, twelve opportunities will be created during 2015/16, 10 have been created to date within services such as Corporate, Area and Planning and Economic Development.</p> <p>Spend forecast of £285,000 in 2015/16 takes account of grant funding income of £530,000 to be received. (i.e. anticipated gross spend of £815,000).</p>	<p>Improved learning and employment opportunities for Young People particularly those requiring "More Choices More Chances" in West Lothian linking to key area of local youth strategy.</p> <p>Promotion of economic activity in local communities. Support for local business development and capacity. Promotion for partnership working in this key area.</p>
Veterans Employment Programme – Wage Subsidy to Employers who recruit ex-forces men and women (Clare Stewart)	75	45	34	45	<p>The veterans wage subsidy programme is part of the West Lothian Community Covalent action plan. To date one employer has created an opportunity. Officers are continuing to engage with support services working with veterans to promote programme to the client group.</p>	<p>Improved employment opportunities for West Lothian Veterans linking into the West Lothian Armed Forces Community Covenant.</p>

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
Skills Training Programme (STP) (Dawn Roden)	98	43	33	43	Between April 2015 and December 2015, 39 young people were referred to the Skills Training Programme (26 Males (67%) and 13 females (33%). 26 young people have left the programme during this same period, 20 of whom have progressed to a positive destination (77%). Of these, 11 (55%) young people have progressed into employment, 7 (35%) to further education, 1 (5%) to other training programmes and one returned to school (5%).	Improving the skills and employability of young people requiring More Choices, More Chances.
Schools Attainment (Jim Cameron)	372	248	248	248	The project provides four numeracy posts in primary schools and 18 development posts for individual subjects in the secondary sector for two years. A co-ordinator is also in place until July 2016.	Improved attainment in numeracy and national performance measures across primary and secondary sectors.
Employment Projects - Total	3,022	621	864	621		

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
<u>Preventative / Anti-Poverty</u>						
Enhanced Early Intervention – Primary and Secondary (Donna McMaster)	300	133	99	133	Five teaching FTE allocated to primary schools in greatest Scottish Index of Multiple Deprivation (SIMD) area feeding into the secondary schools with the greatest SIMD. Staff is trained by Educational Psychologists.	Improvement in school's capacity to support children with social and emotional difficulties.
Families Included (Jo MacPherson)	148	148	148	148	<p>The Families Included team work with up to 24 families at any one time. New referrals come in via a Whole Family Screening Group process.</p> <p>From project inception in April 2013 to March 2014, the project worked with 51 families. Between 1st April 2014 and 31st March 2015, the team supported 72 families.</p> <p>In April 2015, the staff team complement reduced to 5 keyworkers. The team continues to offer support out with office hours and at weekends.</p> <p>In addition to individual family support work, the team has delivered children's groups for the most vulnerable families supported. Over the Summer period 2015/16, 40 children were able to benefit from this support. Feedback from the children and their parents was very positive.</p> <p>An application to the Big Lottery has been successful and will enable the service to offer a broader range of family support across a greater level of need.</p>	<p>Detailed evaluation figures will be available in September, but the team has continued to support delivery of the following outcomes:</p> <ul style="list-style-type: none"> • Reduction in antisocial behaviour • Improvements in parenting • Improvement in school attendance • Improvement in home conditions and family routines • Improvements in children's social skills
Home Support -Dementia (Pamela Main)	188	82	67	82	Project operational and will run for three years subject to annual review. There is 5 staff in place delivering care to dementia clients. Current staff contracts end May 2016.	<p>Reduction in the number of bed days in hospital for those patients identified as being at risk.</p> <p>Increase in the number of patients who have an early supported discharge.</p> <p>Increase in the number of patients who are able to remain at home after discharge, and feedback that confirms carer satisfaction.</p>

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
Targeted Intervention programme - Early Years Swimming (Sheila McEwan/ Jo MacPherson)	11	11	5	11	<p>The Early Years 3 years swim programme has ended. WLC are currently awaiting the final invoice from WLL for Block 3 delivered May - June 2015.</p> <p>The final invoice from WLL has been submitted. Further investment to take place on providing a block of curricular swimming (plus transport) to schools who have a high percentage of non-swimmers as assessed through Learn to Swim Plus</p>	The Early Years programme focussed on delivering free lessons in areas with a high % of non-swimmers identified from the Learn To Swim (LTS) Plus programme which is delivered to all schools across West Lothian.
Anti-Poverty Strategy (Elaine Nesbit)	475	135	57	104	<p>Different strands incorporated into the anti-poverty strategy action plan.</p> <p>WL Advice Network – established with partnership agreement in place. Working collectively on fuel poverty winter campaign.</p> <p>Feasibility Study for CDFI project is completed. A Business model is being developed and due to be completed March 2016.</p> <p>Digital Inclusion Worker is in post working on local and national digital initiatives.</p> <p>One Money & Housing Advisor is in post to support delivery of new build housing.</p> <p>Funding set aside to undertake mapping exercise into food insecurity.</p>	<p>Vulnerable claimants will have benefits maximised.</p> <p>Families on lower incomes will protect themselves financially by having savings.</p> <p>People will be more financially resilient by being more aware of the help and support available locally.</p> <p>People will avoid fuel poverty by minimising their fuel costs.</p> <p>Vulnerable younger people will improve their financial skills.</p> <p>Preventative work to support adults moving to council new builds will improve financial capability skills.</p>

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
Backfill Housing Need Officer Seconded to Welfare Reform work (Ann Marie Carr)	13	13	13	13	Housing needs member of staff seconded to work on this area of welfare reforms. Time limited investment funded the post until August 2015. An extension until 1 March 2016 has recently been agreed and will be funded by the service from staff savings due to vacancies.	Enhance support to persons impacted by Welfare Reform changes.
Families Included expansion - Women offenders Initiative -Almond Project (Tim Ward)	42	42	42	42	There is an established performance framework in place and there is a successful engagement rate of 91%. Only 10% of women have committed a further offence during the six months post engagement and those have reduced rates of offending and seriousness. The Reducing Reoffending Committee monitors the project. The project has been successful and sited within the Domestic Abuse and Sexual Assault Team (DASAT).	A reduction in the use of custody, offending and anti-social behaviour. Increased benefit from supervision and programmed work in the community. More effective liaison with criminal justice and mental health services. Improvements in parenting.
Families Included expansion - Domestic Abuse Perpetrators Project (Tim Ward)	20	20	17	20	The programme has been developed and performance measures in place. Domestic abuse programme is now in operation and there has been a significant increase in the use of Community Payback Orders for Domestic abuse perpetrators from the courts.	All victims of domestic abuse are better protected. All perpetrators who are sentenced to community-based disposals take part in programmed work with a view to decreasing domestic abuse incidents. Reoffending is reduced.

Theme / Project/ Responsible Officer	Total Budget Remaining £'000	2015/16 Budget £'000	2015/16 Month 9 Spend £'000	2015/16 Forecast Spend £'000	Update on Project Delivery	Impact of Project on Council Outcomes
Supporting Mental Wellbeing - Positive Parenting (Jo MacPherson)	72	72	72	72	<p>Additional posts have now ceased from end of September 2015 and activity has been mainstreamed.</p> <p>31 practitioners trained in delivering the programme (14 Incredible Years and 17 Triple P).</p> <p>The target population of 3-4 years olds eligible for Psychology of Parenting Project (PoPP) is 5% = 509 children. Over the above period, 327 families (335 Caregivers) recruited to PoPP.</p> <p>29 PoPP Groups delivered over this period (14 Incredible Years groups and 15 Triple P groups).</p> <p>82% of the children referred have improved Strengths & Difficulties Questionnaires scores. Of this, 62 children have moved out of the clinical range at the end of the group.</p>	<p>Our young people are successful learners, confident and independent, effective contributors and responsible citizens.</p> <p>We have tackled the significant inequalities in West Lothian society.</p>
Supporting Mental Wellbeing - Young People's Mental Wellbeing (Jo MacPherson)	44	44	32	44	<p>The project continues to deliver a range of tailored training courses to staff and young people with the highest risk of poor outcomes.</p> <p>The project remains integral to the effective functioning of the Mental Health -Mental Wellbeing Screening Group, offering advice, consultancy and training to professionals working in the field of mental health and wellbeing.</p> <p>The project is also involved in a partnership with Library services and CAMHS to support a young person's healthy reading scheme.</p>	<p>Our young people are successful learners, confident and independent, effective contributors and responsible citizens.</p> <p>We have tackled the significant inequalities in West Lothian society.</p>
Preventative / Anti-Poverty Projects - Total	1,313	700	552	669		
TOTAL TIME LIMITED EXPENDITURE	4,335	1,321	1,416	1,290		



COUNCIL EXECUTIVE

2015/16 GENERAL SERVICES CAPITAL BUDGET – MONTH 9 MONITORING REPORT

REPORT BY HEAD OF FINANCE AND ESTATES

A. PURPOSE OF REPORT

To provide the Council Executive with a report on the financial position in relation to the General Services capital programme following the completion of the month 9 monitoring exercise.

B. RECOMMENDATIONS

It is recommended that the Council Executive:

1. Notes the outcome of the month 9 monitoring exercise and the projected outturn;
2. Agrees that asset lead officers and the Head of Finance and Estates continue to take necessary action to deliver the overall programme.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on customers' needs, being honest, open and accountable, making best use of our resources, working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The council's General Services capital programme is managed within the stringent requirements set out in the Prudential Code. Expenditure has been in compliance with the council's Best Value Framework, approved on 10 June 2014, aimed at ensuring compliance with the provisions contained within the Local Government in Scotland Act 2003.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	Effective capital implementation is vital to service performance.
V	Relevance to Single Outcome Agreement	None.
VI	Resources - (Financial, Staffing and Property)	Capital expenditure of £55.005 million is projected in 2015/16, assuming over programming of £4 million.
VII	Consideration at PDSP	Not applicable.
VIII	Other consultations	The capital monitoring exercise has involved consultation with Depute Chief Executives, Heads of Service, asset lead officers and capital project managers.

D. TERMS OF REPORT

1. Background

The report provides an update on the 2015/16 General Services Capital Programme based on the results of a comprehensive monitoring exercise. The approved 2014/15 capital budget is £49.953 million which assumes £4 million of overprogramming.

2. Summary of Month 9 Financial Information

The summarised actual and projected asset expenditure at month 9 is shown in the table below:

Asset Type	2015/16 Approved Budget £'000	Committed Expenditure at Month 6 £'000	2015/16 Projected Outturn £'000	2015/16 Projected Variance £'000
Property	28,934	33,474	36,317	7,383
Roads	12,152	7,519	11,266	(886)
Open Space	7,589	5,378	6,207	(1,382)
ICT	5,278	2,715	5,215	(63)
	53,953	49,086	59,005	5,052
Remaining Overprogramming	(4,000)	N/A	(4,000)	0
TOTAL	49,953	49,086	55,005	5,052

Good progress is being made on the capital programme with the committed expenditure as a percentage of projected outturn at 89%. In overall terms, the monitoring exercise indicates that the projected outturn is £55.005 million, assuming there is slippage of £4 million between now and the year end. This represents accelerated spend of £5.052 million. If the programme progresses with no further slippage, the outturn will be £59.005 million and the additional accelerated spend will be funded by additional accelerated borrowing.

3. Summary of Forecasts and Pressures

Asset lead officers and project managers will work to ensure the programme continues to be delivered as forecast. Below is a summary of the forecast for each asset type, including details of material movements and pressures that have been identified.

4. Property

Projected outturn expenditure in 2015/16 is £36.317 million, with £33.474 million of expenditure incurred to date, representing 92% of the 2015/16 projected outturn.

Schools Planned Improvements

The Schools Planned Improvement programme has highlighted £955,000 of accelerated spend at month 9. Accelerated spend of £252,000 and £550,000 has been forecast for Kirknewton and Knightsridge Primary schools respectively. Good progress has been made in these projects with an estimated completion date of May 2016 for Kirknewton and February 2016 for Knightsridge.

Operational Buildings

Accelerated spend of £1.088 million has been identified for projects in this area. The majority of this can be attributed to the Rosemount Court project which is forecasting accelerated spend of £938,000. Scottish Water have now completed the mains water connection and are waiting for test results to confirm use in the next couple of days. The anticipated completion date for the new build is February 2016.

Accelerated spend of £80,000 is also forecast for Stoneyburn Community Centre and Wee Croft. Good progress has been made in this project with the main works for this year now complete. Additional works for the roof which were programmed for 2016/17 have now commenced.

Statutory Compliance

The statutory Compliance budget has highlighted net accelerated spend of £235,000. This is attributable to accelerating the programme of works for Control of Legionella, Door Access Systems, Boundary Walls & Fences Compliance, Chimney Safety Inspection & Lightning protection, Lath & Plaster Ceilings, Lift Upgrade Programme and the Intruder Alarm Upgrade Programme

Schools General Projects

The schools projects forecast an overall accelerated budget of £178,000. This can mainly be attributed to an acceleration of expenditure for the halls at Peel, Carmondean and Broxburn primary schools. A net accelerated spend of £170,000 has also been identified for West Calder High School. Design fees and site investigations costs will go through this year for the Design, Build, Finance, Manage (DBFM) project.

In month 6 monitoring, £200,000 of slippage was identified for Mid Calder Nursery. The total forecast slippage for this project has now increased to £300,000. Value engineering has been undertaken in an attempt to reduce costs. This exercise means that the likely start date is now in April 2016.

Schools Developer Funded Projects

Developer funded projects at St Anthony's Primary School, St Nicholas' Primary School, and Simpson Primary School have identified accelerated spend totalling £831,000. Accelerated spend of £1.210 million had been forecast at month 6 for the new primary school at South Armadale, this has now increased to £2.210 at month 9 due to the good progress that has been made onsite.

Whitehill Service Centre

The project scope and design is now at the stage of being finalised and the project is out to tender. The demolitions at Whitehill are proceeding to timetable.

Roads and Other Related Assets

Projected outturn expenditure in 2015/16 is £11.266 million, resulting in net slippage of £886,000. In terms of actual spending, £7.519 million of expenditure, representing 67% of the 2015/16 projected outturn, has been incurred at period 9.

Roads and Footways

Commitment to date currently sits at 59% of the forecast outturn, which is less than expected at month 9. The Asset Lead Officer and project managers are taking actions to ensure the forecast outturn is achieved.

Net Slippage of £421,000 has been identified within the Roads and Footways category. In addition to the slippage in projects previously identified in month 6, slippage is now being reported for the following projects; Adopted Footways Backlog and Lifecycle investment – slippage of £209,000 is forecast collectively for these projects at month 9 due to a delay in design work commencing, and School Playgrounds at St Ninians, Longridge, Howden St Andrews and Addiewell St Thomas Primary Schools – slippage of £121,000 is forecast for these projects due to delays encountered in the preparation of tender documents.

Road Lighting

Road Lighting committed expenditure is currently 65% of the forecasted outturn.

Structures and Transportation

Slippage of £342,000 was previously identified in month 6 for the structures and transportation area. Slippage is now being forecast for the following projects in this area;

Retaining walls is forecasting slippage of £167,000 at month 9. A programme of works has now been prepared with walls prioritised in relation to their condition. These works will be programmed for 2016/17. For Limefield Bridge at Polbeth, agreement has been reached based on the consultant's report, not to replace the bridge but to carry out remedial works instead. These works will be carried out during 2016/17.

St Nicholas Primary School, Broxburn – the completion of the access road/drop-off facility will be carried out after the school extension works have been completed. Slippage of £123,000 has been forecast as a result. Drumshoreland Distributor Road – despite heavy rainfall in November and December impacting the progress of works, accelerated spend of £1.019 million has been identified at month 9 due to the excellent progress made up to this point. It is anticipated that the project will complete in February 2016.

Open Space

The monitoring exercise indicates that projected outturn expenditure in 2015/16 is £6.207 million with £5.378 million of expenditure incurred to date, representing 87% of the 2015/16 projected outturn at month 9. A number of projects are progressing more slowly than anticipated, resulting in net slippage of £1.382 million.

Open Space and Sport Facility Projects

There is net slippage of £797,000 forecast for open space and sport facility projects. The majority of this slippage is attributable to the project for the West Lothian Leisure Linlithgow Pavilion, where major earthworks were delayed as a result of inclement weather conditions. Slippage of £640,000 is forecast for this project with an anticipated completion date now in April 2016.

Open Space and Sport Facility Planned Improvements

£144,000 of slippage is being forecast for open space and sport facility planned improvements. The majority of the planned improvement programme is running to schedule, with forecast slippage being attributable to a small number of projects.

As previously reported total savings of £487,000 have been identified for the 3G pitches projects at Linlithgow, Blackburn, Broxburn and Fauldhouse. These savings will be used to contribute to additional costs for pitch rejuvenation works required at St Kentigern's academy. Council Executive agreed on 17 November that a proportion of these savings could be used for upgrading the blaes pitch adjacent to St John the Baptist primary school in Fauldhouse. Updated costings indicate that this will be in the region of £100,000. In addition, £30,000 has been identified from existing reprioritised budgets to enable a project at Albyn Park to proceed, which involves significant external funding.

ICT

Projected outturn expenditure in 2015/16 is £5.215 million. In terms of actual spending to date, £2.715 million of expenditure, representing 52% of the 2015/16 projected outturn, has been incurred at month 9. While all projects are underway, net slippage of £63,000 is forecast due to a number of projects progressing more slowly than anticipated.

5. Risks

Effective management of risks is a key element of effective delivery of a large and varied capital investment programme. There are a number of risks summarised as follows:

Property Assets

Where cost pressures have been identified, these will be managed within the overall programme by the Asset Lead Officer.

Roads and Other Related Assets

There are actions in place to mitigate and reduce the risks and the Asset Lead Officer will proactively monitor the risks throughout the remainder of the year.

Open Space Assets

Risks have been identified within Open Space and Sports Facility Projects, Open Space and Sports Facility Planned Improvements, Synthetic Turf Pitches and Children's Play Areas. Actions are in place to mitigate and reduce the identified risks.

ICT

IT Services continue to monitor progress to ensure that vital business systems are not unnecessarily delayed.

6. Resources

Resources are closely monitored over the financial year to ensure projected spend is matched by available capital resources and that funding represents the best value for money option available. The 2015/16 capital programme is funded from a variety of sources comprising:

Revised Funding Source	£'000
Borrowing	19,584
Capital Grants	18,353
Other Contributions (Developer Contributions & Capital Fund)	12,416
Capital Receipts	4,652
Total Resources	55,005

In overall terms, officers have assessed that the resource projections are achievable, although there are various risks that require ongoing monitoring. If the programme progresses with no further slippage, the accelerated spend will be funded by accelerated borrowing.

7. Other Strategic Issues

The Prudential Code requires the council to take into account a number of factors when agreeing capital spending plans and these are set out below:

Risk Management and Uncertainty

The budget monitoring process focuses attention on risks to the performance of the capital programme.

Affordability, Prudence and Sustainability

In overall terms, I would assess that the capital plan remains affordable, subject to identified risks being managed. Capital receipts have been amended to reflect challenging market conditions but they will be kept under close review.

Stewardship of Assets

The council's strategic approach to capital planning, involves integration with asset management planning. Progress against each area of the Corporate Asset Management Plan is reported annually to elected members.

Value for Money and Best Value

All aspects of the programme are geared towards securing Best Value and are undertaken in accordance with the council's Best Value Framework.

E. CONCLUSION

Following the month 9 monitoring process, the 2015/16 outturn forecast is £55.005 million. Good progress is being made on delivery of the programme and, at the end of month 9, expenditure to date accounts for 89% of the projected forecast spend for the year. A number of key risks in relation to the delivery of the General Services capital programme have also been identified and will continue to be proactively managed.

F. BACKGROUND REFERENCES

General Services Capital Programme 2015/16 to 2017/18 – Report by Head of Finance and Estates to Council 29 January 2015

General Services Capital Programme 2015/16 to 2017/18 – Report by Head of Finance to Council Executive 30 June 2015

Appendices/Attachments:

General Services Capital Monitoring Update Month 9

Contact Person:

Gillian Simpson - Accountant

gillian.simpson@westlothian.gov.uk, Tel. 01506 283237

Donald Forrest
Head of Finance and Estates
2 February 2016

APPENDIX 1**2015/16 GENERAL SERVICES CAPITAL BUDGET - PERIOD 9 MONITORING****PROPERTY ASSETS****Planned Improvements and Statutory Compliance**

	Annual Budget 2015/16 £'000	Total known commitment to year end £'000	P12 forecast 2015/16 £'000	P12 variance 2015/16 £'000	Variance Analysis
Nursery Schools	172	142	167	(5)	Saving/ Accelerated
Primary Schools	2,979	3,498	3,981	1,002	Accelerated/ Overspend
Secondary Schools	447	451	515	68	Accelerated
Special Schools	299	131	189	(110)	Saving
School Estate Wide Improvements (Kitchens)	25	24	25	0	On Budget
Arts Venues	79	13	145	66	Accelerated
Care Homes	140	33	75	(65)	Slippage
Cemeteries	5	8	8	3	Accelerated
Community Centre and Halls	326	247	405	79	Overspend
Country Parks	211	226	240	29	Overspend
Family Centres	145	124	145	0	On Budget
Libraries	8	9	8	0	On Budget
Partnership Centres	0	11	8	8	Overspend
Youth Residential Units	2	20	20	18	On Budget
Disability Day Centres	0	1	20	20	Accelerated
Sport Pavilions	5	0	5	0	On Budget
Miscellaneous	175	152	183	8	Overspend
Operational Offices	15	3	16	1	Overspend
Tenanted Non Residential Properties	155	196	200	45	Accelerated
General Statutory Compliance	1,935	1,672	2,170	235	Accelerated
Total Planned Improvements	7,123	6,961	8,525	1,402	

Property Projects**Schools General Projects**

Additional School Estate Capacity	125	65	75	(50)	Saving
Additional Support Needs Review	150	182	150	0	On Budget
Burnhouse School, Whitburn	10	3	3	(7)	Saving
Children and Young People Bill - Two Year Olds Provision	278	379	380	102	Accelerated
Free School Meals - Production Kitchens & Halls	30	187	210	180	Accelerated
Blackridge Primary School	249	169	250	1	Accelerated
Renewables (School Estate)	150	141	150	0	On Budget
East Calder Nursery Replacement	698	600	600	(98)	Accelerated
Mid Calder Nursery Replacement	400	89	100	(300)	Slippage
West Calder High School	0	548	600	600	Accelerated
West Calder High School - Offsite Works	1,500	670	1,070	(430)	Slippage
Other School Projects	162	364	342	180	Overspend/ Accelerated
	3,752	3,397	3,930	178	

Schools Projects - Developer Funded

New Primary School South Armadale	790	3,000	3,000	2,210	Accelerated
Simpson Primary School - Additional Capacity	1,700	2,167	2,000	300	Accelerated
St Anthony's Primary School Armadale - Phase 2 extension & classroom	1,000	1,350	1,350	350	Accelerated
St Nicholas Primary School Broxburn Extension	1,169	1,350	1,350	181	Accelerated
Various Projects	216	165	131	(85)	Slippage/ Saving
	4,875	8,032	7,831	2,956	

Operational Buildings

Community Property Integration and Modernisation	350	32	350	0	On Budget
Rosemount Court, Bathgate	3,412	4,307	4,350	938	Accelerated
KGV Pavilion Whitburn	361	539	581	220	Accelerated
Other Operational Buildings	1,528	1,419	1,458	(70)	Slippage/ Saving
	5,651	6,297	6,739	1,088	

Office and Depot Modernisation Projects

	3,810	3,728	3,929	119	Slippage
Energy Savings and Spend to Save	393	1,884	1,700	1,307	Accelerated
Miscellaneous Projects	3,330	3,175	3,663	333	Overspend

Total Property Projects**TOTAL PROPERTY ASSETS****ROADS AND RELATED ASSETS****Roads and Footways**

A Class Roads	372	142	191	(181)	Slippage/ Saving
B Class Roads	357	168	231	(126)	Slippage/ Overspend
C Class Roads	433	416	479	46	Overspend
U Class Roads	880	733	993	113	Overspend
Non Adopted Roads & Footways	596	230	471	(125)	Slippage/ Saving
Adopted Footways	588	46	425	(163)	Slippage/ Saving
General Roads Projects	271	89	286	15	Overspend
	3,497	1,824	3,076	(421)	

Flood Prevention and Drainage

Broxburn Flood Prevention Scheme	100	53	69	(31)	Slippage
Other Flood Prevention and Drainage Schemes	208	140	211	3	Overspend

2015/16 GENERAL SERVICES CAPITAL BUDGET - PERIOD 9 MONITORING

	Annual Budget 2015/16 £'000	Total known commitment to year end £'000	P12 forecast 2015/16 £'000	P12 variance 2015/16 £'000	Variance Analysis
	308	193	280	(28)	
Road Lighting	2,213	1,327	2,057	(156)	Slippage/ Saving
Structures and Transportation					
Road Safety					
Cycling, Walking and Safer Streets	755	208	289	(466)	Slippage
Inveralmond Community High - Footpath	26	27	27	1	Overspend
Road Casualty Reduction Schemes	261	110	261	0	On Budget
School Travel Schemes	20	5	20	0	On Budget
Speed Limits Review and Implementation	11	0	0	(11)	Slippage
	1,073	350	597	(476)	
Traffic Management					
Disabled Parking Act Implementation	65	27	45	(20)	Slippage
Drumshoreland Distributor Road	1,200	1,668	2,219	1,019	Accelerated
Linlithgow Parking Strategy	25	0	0	(25)	Slippage
St Anthony's Primary School, Armadale, Access Road	38	1	1	(37)	Slippage
St Nicholas Primary School, Broxburn, Extension	126	3	3	(123)	Slippage
Other	788	674	1,052	264	Accelerated/ Saving
	2,242	2,373	3,320	1,078	
Structures					
Adopted Bridges - Assessment and Strengthening of Weak Bridges	185	2	2	(183)	Slippage
Adopted and Non Adopted Bridges - Backlog and Lifecycle Investment	1,937	1,160	1,246	(691)	Slippage/ Saving
	2,122	1,162	1,248	(874)	
Total Structures and Transportation	5,437	3,885	5,165	(272)	
Town Centres and Villages Improvement Fund	697	290	688	(9)	Slippage
TOTAL ROADS ASSET	12,152	7,519	11,266	(886)	
Open Space Assets					
Open Space and Sports Facility Projects	2,631	1,408	1,834	(797)	Slippage
Open Space and Sports Facility Planned Improvements	1,421	853	1,233	(188)	Slippage/ Saving
Open Space Parks Drainage	106	73	90	(16)	Slippage/ Saving
Children's Play Areas	472	375	378	(94)	Slippage/ Saving
Synthetic Turf Pitches	1,181	783	847	(334)	Saving
Cemeteries	1,737	1,879	1,800	63	Accelerated
Land Decontamination	41	7	25	(16)	Saving
TOTAL OPEN SPACE ASSET	7,589	5,378	6,207	(1,382)	
ICT Assets					
Corporate and Modernisation	3,008	1,890	2,952	(56)	Slippage
School Specific Spend	2,270	825	2,263	(7)	Slippage
TOTAL ICT ASSET	5,278	2,715	5,215	(63)	
TOTAL	53,953	49,086	59,005	5,052	
Overprogramming	(4,000)	0	(4,000)	0	
TOTAL - ALL ASSETS	49,953	49,086	55,005	5,052	



COUNCIL EXECUTIVE

PAEDIATRIC SERVICES AT ST JOHN'S HOSPITAL

REPORT BY CHIEF EXECUTIVE

A. PURPOSE OF REPORT

To update the committee in relation to its decision on 19 January 2016 regarding the review by NHS Lothian of paediatric services, and to consider whether any further action should be taken.

B. RECOMMENDATIONS

1. To note the response by NHS Lothian to the council's decision on 19 January 2016 in relation to the review of paediatric services.
2. To consider the council's position and any further action which should be taken.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs; being honest, open and accountable; 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	N/A
VI Resources - (Financial, Staffing and Property)	Not applicable
VII Consideration at PDSP	Not applicable
VIII Other consultations	None

D. TERMS OF REPORT

D.1 Background

NHS Lothian has invited the Royal College of Paediatrics and Child Health (RCPCH), an independent organisation, to conduct a review of paediatric services at St John's Hospital and the Royal Hospital for Sick Children. The review is now underway. As part of the review, the Review Team will gather documentation and information by conducting surveys, interviews and focus groups with staff, patients/families and stakeholders from outside organisations. Following the review, findings will be consolidated and a report detailing findings and recommendations will be submitted to the Health Board.

West Lothian Council has an established policy position in relation to the Paediatrics Unit at St John's Hospital, namely that there should be no downgrade in services at the unit.

It is also the council's position that the Review of Paediatrics Services at St John's Hospital should be complete and relevant findings published in advance of May 2016.

On 19 January 2016 Council Executive agreed to ask NHS Lothian to include general public meetings as a part of the public consultation process, and to call again for the consultant's report to be published ahead of the Scottish Parliamentary elections in May 2016. In the event that the request for public meetings was not accepted committee agreed that the council should organise public meetings.

D.2 Update

NHS Lothian has responded to say that public meetings will be held, but no detailed information has been provided about what those will involve. The council has received no indication of any change of position in relation to the publication of the review report.

E. CONCLUSION

The paediatric services provided at St John's Hospital and their review are significant for the residents of West Lothian. It is important that the review arrangements ensure that the views of all interested parties are captured and taken into account in the review process and subsequent decision-making.

F. BACKGROUND REFERENCES

West Lothian Council - 10 November and 15 December, both 2015

Council Executive - 29 July 2015 and 19 January 2016

St John's Hospital Stakeholder Group - 15 September, 15 October, 25 November and 15 December, all 2015, and 20 January 2016

NHS Lothian Board Meetings - 5 August, 7 October, 2 December, all 2015

Appendices/Attachments: None

Contact Person: Morgan Callachan, Executive Project Officer, Chief Executive Office, 01506 281080,
morgan.callachan@westlothian.gov.uk

Graham Hope, Chief Executive

Date of meeting: 2 February 2016



COUNCIL EXECUTIVE

PUBLIC TRANSPORT SAVINGS UPDATE AND LOCAL BUS SERVICE CONTRACTS

REPORT BY HEAD OF OPERATIONAL SERVICES

A. PURPOSE OF REPORT

To update Council Executive on the progress to date in achieving the £1.94m of savings required in 2016/17 from passenger transport services and seek approval for a package of revised council local bus service contracts.

B. RECOMMENDATION

Council Executive is asked to:

1. Note the revised savings targets for the proposed changes to passenger transport services and local bus service contracts.
2. Note the current position on the framework contract for local bus services.
3. Approve the list of revised local bus service contracts as set out in Appendix 2 so that mini-competitions can be undertaken to secure the council's contract local bus services within available resources.
4. Note the implications of the local bus service changes on a ward by ward basis as set out in Appendix 4.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Making best use of our resources; and Working in partnership.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	The council has a policy of supporting public transport services where resources permit. This project has been assessed as relevant to equality and the Public Sector Equality Duty. An equality impact assessment has been conducted. There were no specific recommendations arising from the assessment process.
III	Implications for Scheme of Delegations to Officers	None.
IV	Impact on performance and performance Indicators	The proposals will impact the target KPI for Public Transport of having 90% of residents with access to an hourly or better daytime service Monday to Saturday.

V	Relevance to Single Outcome Agreement	Public Transport services contribute to a number of Single Outcome Agreement aims such as providing access to increased and better quality learning and employment opportunities.
VI	Resources - (Financial, Staffing and Property)	<p>Scottish Government grant funding is not sufficient to meet the increasing costs and demands for council services. As a result, the council has to deliver £39.525 million of budget saving measures from 2015/16 to 2017/18 to ensure that the council can achieve a balanced revenue budget position.</p> <p>Budget savings of £2.212m in relation to Public Transport were approved by Council on 29 January 2015. Of this, the revised concessionary rail scheme saving of £272,000 was delivered within 2015/16. The remaining approved saving of £1.94m is to be delivered in 2016/17.</p>
VII	Consideration at PDSP	The service reviews were outlined in a report to the Development and Transport Panel on 22 June 2015 and an update was provided on 26 October 2015. The proposals contained in this report were presented to the Development and Transport Panel on 19 January 2016. Comment was made that individual bus routes have been selected for change or withdrawal and that user engagement should be made in advance of any changes. The Panel agreed to forwarding them to Council Executive with a recommendation that they be approved.
VIII	Other consultations	An outline savings proposal for the council's Public Transport services formed part of the council's Delivering Better Outcomes consultation exercise in late 2014. In addition Bus Users Scotland have undertaken a series of focus groups with bus service users to inform service design. Financial Management, Procurement, Education, Social Policy and the relevant NHS service have also been consulted.

D.1 BACKGROUND

A revised Public Transport Strategy was agreed by Council Executive on 30 June 2015 together with a plan to meet approved savings for 2015/16 and 2016/17. The strategy sets the parameters for service provision and the priorities for resourcing services within the available budget in future with the principle of minimising the impact on local bus services.

In summary the strategy aims to provide the following services, in order of priority, within available resources:

1. School transport services maintained at current levels of entitlement;
2. Support for a network of primary of bus services though most are already provided on a commercial basis;
3. Support for a secondary network of bus services; and
4. Additional services to provide connections for locations and at times when, otherwise, no service exists.

In doing so, the strategy recognises that service duplication and choice of destination or time of travel is not a priority. Instead the focus is on meeting statutory needs as well as the social needs of as many people as possible within available resources.

D.2 BUDGET SAVINGS 2015/16 AND 2016/17

Budget savings of £2.212m in relation to Public Transport were approved by Council on 29 January 2015. The approved savings plan commenced implementation with the revision of the local rail concessionary travel scheme which took effect on 6 September 2015 with a savings target of £272,000 per annum.

Costs of the revised scheme are being closely monitored to ensure that savings are on target but the initial indications are that this saving can be achieved in full from 2016/17.

The remaining approved saving of £1.94m is to be delivered in 2016/17, and a report to the Development and Transportation PDSP on 26 October 2015, as set out below in Table 1, summarised the proposed allocation of the remaining savings target.

Table 1. 2016/17 Public Transport Efficiencies

Proposal	Description	Target Saving (£'000s)
Review of taxi and minibus operations	A continuous review of taxi and minibus contract operations and the eventual development of service integration.	800
Guidance for granting transport entitlement	The development and application of agreed guidance for granting free ASN, medical and homeless transport	175
School bus income	Clarification of legislation governing school bus operation and application of revenue protection measures.	25
Review of large vehicle operations	Redesign of contracted school and local bus services where appropriate to secure service efficiencies.	525
Review of supported local bus services	Service redesign to the principles of approved West Lothian Public Transport Strategy. Some cuts to services will be required.	415
Total		1940

D.3 REVIEW OF PUBLIC TRANSPORT EFFICIENCIES

Officers have undertaken further work to determine the expected level of saving that can be achieved under each proposal. The review has identified a change in the level of saving that is now anticipated from each proposal. Further details are set out below.

D.3.1 Review of Taxi And Minibus Contract Operations

The review has brought forward service design changes to make a more efficient use of small vehicles employed on council contract services. The work will be ongoing in order to deliver savings as transport contracts change frequently depending, for example, on pupil teaching and care needs.

The review has been initially restricted to those contracts providing home to school transport utilising the following revised travelling factors where appropriate:

- Increased pupil numbers in vehicles;
- Longer travelling time;
- Earlier pick up times/later drop off times.

Work has already commenced on the review and evidence of savings from the application of the revised travelling factors and service redesign. However it should be noted that around 20% of the cost of ASN transport involves pupils whose needs are such that they cannot have their transport revised to effect savings.

Of the remaining pupils close to 50% have been reviewed and a savings target of £372,000 (12% of the overall budget for this service) is now anticipated. The work to achieve this level of saving will be ongoing as a result of pupil teaching and care needs which often change requiring revised transport arrangements. A similar analysis of the small vehicle services provided for mainstream pupils show that annual savings of £151,000 are achievable.

If fully implemented the change will deliver an estimated annual saving of £523,000.

D.3.2 Guidance for Granting Transport Entitlement

Work is ongoing to progress the implementation of consistent guidance for granting ASN, medical and homeless school transport. Working Groups comprising of officers from Education, Social Policy, Housing Services and NHS Lothian are in the process of drafting a hierarchy of travel which designed to streamline the pupil application and review process and introduce agreed procedures across stakeholders involved in decision making.

The revised guidance will not produce any savings from ASN pupils and a smaller than expected saving of about 5% of the costs of homeless and medical transport are considered possible. Taking account of this the revised guidance which had been expected to produce annual savings of £15,000.

D.3.3 School Bus Income

Revised legal guidance indicates that it will be possible to resolve issues of whether school bus services can be registered with the Traffic Commissioner. In doing so this will resolve a dispute with operators who cancelled their service registrations with the Traffic Commissioner but have not been collecting on-bus fares on the basis that their view is that it is not legal to do so.

By adopting a consistent approach to fares charging and revenue protection it is projected that additional school bus income of £20,000 can be achieved.

D.3.4 Review of Large Vehicle Operations and Bus Service Contracts

The review of large vehicle contract operations includes both mainstream home to school transport and local bus service provision. The objective of the review has been to make a more efficient use of large vehicles employed on council contracts.

The review of large vehicle operations included a detailed analysis of mainstream school bus service provision. This identified the scope for reducing service capacity either through reducing the number of buses employed on this work, reducing their size or redesigning routes to make the service more cost-effective. The available savings through service redesign indicate that cost savings of £269,000 per annum are achievable. The redesign does not affect pupils travel entitlements.

Where there are examples of a school and a local bus service operating at similar times with similar journey start and end points and where the local bus has sufficient capacity to carry the senior pupils there are savings opportunities from not running the school bus and transporting pupils on the local bus.

Allocating secondary pupils onto local bus services can be more cost-effective than operating part-filled school buses and it is estimated that where appropriate making these changes would result in a cost saving to the council of around £200,000 per annum making a total saving of £469,000 from large vehicles operating on school services.

The redesigned network of school bus services and allocation of secondary pupils to commercial local bus services would commence in August 2016.

D.3.5 Local Bus Services

The council is projected to spend £2.278m on local bus service support in 2015/16 against a budget of £2.124m, with a resultant overspend of £154,000 as reported to Council Executive on 17 November 2015. Appendix 1 outlines the current services provided.

The measures set out in Section D.3.1 to D.3.4 will deliver savings of £1.067m against the £1.94m requirement, resulting in a balance of £913,000 to be achieved from local bus services. This would result in a revised local bus service budget of £1.211m in 2016/17.

All of the local bus service contracts expire on 31 March 2016 and the council has undertaken a procurement exercise to tender for a framework contract for local bus service contracts. The tender returns have been evaluated and the ranking for the services included in the tender are set out in Appendices 2 and 3.

In order to continue to provide as many services as possible within the reduced budget available the proposed package includes:

- The withdrawal of the poorest performing contracts not forming part of the primary or secondary bus service network defined in cost per passenger journey as specified by the council's adopted strategy,
- Reducing or withdrawing services offering a choice of destination or journey time which are not now required under the strategy,
- Reductions in evenings and Sunday services not now required under the strategy,

- Reduced hours of operation of and frequency of all of the contract town services, in addition services in Armadale, Bathgate and Whitburn have been completely redesigned to reduce costs,
- Redesigned services to maximise the efficient use of resources between Bathgate, Linlithgow and Livingston which form part of the council's secondary network of bus services.

In Appendix 2 the first 20 ranked services (LBS/40/X40 option B to LBS/6 option B) would be deliverable within the available resources. In Appendix 3 the first 10 ranked services (LBS/40/X40 option B to LBS/26E) would be deliverable within the available resources. In this scenario a major Priority 2 service (LBS/31 opt. B) linking Bathgate, Linlithgow and Livingston will be unaffordable as its costs are so large. By contrast, three smaller, less costly services of lesser priority can be afforded within available resources. It is thought that this would be an unlikely scenario.

Individual prices as tendered cannot be shown as this would breach commercial confidentiality.

Based on the current lowest tendered prices there will be a requirement to change or withdraw a range of services across the authority. The implications for the local bus service on a ward by ward basis are set out in Appendix 4 from which it will be seen that communities retain the majority of services and that alternative services are often available.

The framework award letters have been accepted by suppliers and, on approval, the council will start a mini-competition process for the list of contracts that indicative tender prices suggest can be afforded within available resources as laid out in Appendix 2 to finalise contract costs.

The mini-competition stage, which is scheduled for 7 working days, will allow the contractors on the framework to revise their price, however they will not be able to increase their price against the price tendered for the framework. The aim of the mini-competition is to secure lower costs on each route, which will enable the council to reassess the level of change required in the local bus service network.

D.4 REVISED SAVING SUMMARY

Based on the above proposals the £1.94m savings target would be achieved as set out in Table 2. Any decision to reduce the target saving in any of the first four proposals would increase the level of saving to be achieved via the local bus service review. Conversely any decision to reduce the level of saving to be delivered through the changes to the local bus service would require the savings target to be increased in some or all of the other proposals.

Table 2. 2016/17 Revised Public Transport Efficiencies

Proposal	Description	Saving (£'000s)
Review of taxi and minibus operations	A continuous review of taxi and minibus contract operations and the eventual development of service integration.	523
Guidance for granting transport entitlement	The development and application of agreed guidance for granting free ASN, medical and homeless transport	15
School bus income	Clarification of legislation governing school bus operation and application of revenue protection measures.	20
Review of large vehicle operations	Redesign of contracted school and local bus services where appropriate to secure service efficiencies.	469
Review of supported local bus services	Service redesign to the principles of approved West Lothian Public Transport Strategy. Some cuts to services will be required.	913

D.5 NEXT STEPS

Following the mini-competition stage officers will be able to confirm the final cost for each service based on the most economically advantageous tender received once the offer of contract has been accepted by suppliers. At that time the local bus routes to be resourced from within the £1.211m budget will be known.

E. CONCLUSION

Further work undertaken has revised the level of savings to be achieved under each of the proposals and consequently the level of saving required from the review of the local bus service has increased.

The mini-competition stage will allow the contractors on the framework to revise their price and officers. Once awarded contracts have been accepted by suppliers the final cost for each service can be confirmed within the £1.211m budget.

Approval is required from Council Executive to determine the list of bus service contracts that will proceed to mini-competitions to finalise the compliment of local bus services to be provided within available resources.

F. BACKGROUND REFERENCES

West Lothian Council 29 January 2015

Development and Transport PDSP 22 June 2015

Council Executive 30 June 2015

Development and Transport PDSP 26 October 2015

Development and Transport PDSP 19 January 2016

APPENDICES

Appendix 1: Current Local Bus Service Contracts

Appendix 2: Proposed Replacement Services (Lowest Cost Assumed)

Appendix 3: Proposed Replacement Services (Highest Cost Assumed)

Appendix 4: Effects of Proposals on Communities in West Lothian

Contact Person: Ian Forbes, Public Transport Manager

Tel. 01506 282317, email: ian.forbes@westlothian.gov.uk

Jim Jack

Head of Operational Services

2 February 2016

Appendix 1: Current Local Bus Contract Information

Contract No.	Service Description	Annual Passenger- Journeys	2015/16 Net Cost	Cost/ Passenger- Journey
Other Local Bus Costs				
LBS/29/45	Contribution paid to Falkirk Council x-boundary contracts	45,000	£59,817	£1.33
LBS/36	Bathgate to Livingston via West Calder: hourly 0700 -1900, Monday - Saturday.	151,464	-£23,349	-£0.15
LBS/19	0707 Bathgate to Blackridge and 0723 return Saturday	140	£2,091	£14.94
LBS/SAT1	0709 Whitburn to Livingston, Saturdays	1,224	£2,190	£1.79
LBS/13	Livingston to South Queensferry hourly Monday – Saturday (Winchburgh to South Queensferry Section)	7,560	£2,368	£0.31
LBS/30	Boghall to Bathgate: morning peak and early evening, Monday - Friday	2,892	£2,892	£1.00
LBS/30SAT	Boghall to Bathgate: hourly, Saturdays	5,496	£5,500	£1.00
LBS/20S	0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	1,488	£6,940	£4.66
LBS/10	0705 & 0809 Knightsridge - Kirkton and 0741 Kirkton - Knightridge, Monday - Friday	10,728	£11,547	£1.08
LBS/36S	Bathgate to Loganlea 1000 - 1800, Hourly, Sundays	4,020	£11,589	£2.88
LBS/41	Bathgate to Livingston: peaks, Sunday	1,776	£12,264	£6.91
LBS/33	Livingston to Linlithgow via Winchburgh: Sundays	2,868	£13,209	£4.61
LBS/8	Bathgate to Boghall: hourly, Sundays	4,416	£15,156	£3.43
LBS/36M	0600 & 0715 Bathgate to Loganlea and 0636 Bathgate - Loganlea, Monday - Friday;	2,208	£17,271	£7.82
LBS/21	0514 & 0559 Fauldhouse to Blackburn, Monday - Friday	1,764	£17,329	£9.82
LBS/22	0450 Whitburn to Livingston and 0607 Blackridge - Bathgate Monday - Friday	6,780	£17,792	£2.62
LBS/28	Howden to Bathgate and Oakbank to Birniehill morning journeys Monday - Friday and 0846 Kirknewton - Bathgate, Sundays	10,176	£18,613	£1.83
LBS/56	Livingston to Oakbank: morning and afternoon peaks, Monday - Friday	9,900	£19,412	£1.96
LBS/34S	Bathgate to Broxburn via Linlithgow, Sunday	3,156	£20,293	£6.43
LBS/26	0440 & 0510 Fauldhouse to Deans, Monday - Friday	1,104	£23,628	£21.40
LBS/35	South Queensferry to Livingston: Early Mornings & Early Evenings, Monday - Saturday	28,584	£23,659	£0.83
LBS/37S	Bathgate - Broxburn 0900 - 2100 hourly, Sundays	7,968	£27,054	£3.40
LBS/X6	0436 & 0510 Blackridge to Edinburgh Monday to Saturday	10,872	£29,798	£2.74
LBS/449	0610 & 0724 Bo'ness - Bathgate via Linlithgow, 0706 Linlithgow - Bo'ness and 0721 Bathgate - Linlithgow Monday - Friday	2,268	£30,889	£13.62
LBS/XMAS	Christmas and New Year services: 25/26 December and 1/2 January	12,753	£31,588	£2.48
LBS/27	0516 Livingston to Edinburgh and 0620 Edinburgh to Livingston, Monday - Friday and 0647 Edinburgh - Cadence, Sunday	5,304	£32,604	£6.15
LBS/X5	0618 Fauldhouse to Edinburgh and 1721 Edinburgh - Fauldhouse, Monday - Friday	7,620	£40,270	£5.28
LBS/20E	Bathgate to Broxburn: evenings, Monday - Saturday	5,952	£40,580	£6.82
LBS/36E	Bathgate to Loganlea: 1900 - 2300 hourly, Monday - Friday	47,736	£47,737	£1.00
LBS/7	Whitburn town service half hourly Monday -Saturday	46,056	£49,451	£1.07
LBS/20	0451 Deans - Edinburgh, 0555 Edinburgh - Bathgate, Monday - Friday; Bathgate - Broxburn: Morning Peaks, Broxburn - Bathgate: Morning Peaks, Monday - Saturday	13,968	£50,985	£3.65
LBS/71	Livingston – Fauldhouse (Breich to Fauldhouse section only is subsidised) hourly Monday - Saturday; 1 Livingston to Shotts evening journey Saturdays	30,756	£59,994	£1.95
LBS/24	Juniper Green to Livingston: 2-hourly, Monday - Friday	23,976	£60,073	£2.51
LBS/50	Boghall to Harthill via Armadale and Blackridge evening journeys Monday - Saturday	39,072	£60,713	£1.55
LBS/23	Bathgate to South Queensferry: 2-hourly, Monday - Saturday: Route part replaced byinto New LBS 31 operating Livingston - Bathgate via Linlithgow, hourly, Monday - Saturday	37,824	£61,548	£1.63
LBS/11/12	Livingston to Bathgate via Kirkton: peaks, Monday - Friday	5,064	£62,335	£12.31
LBS/3	Livingston town service: Carondean - Town Centre - Kirkton Campus every 20 Mins peaks, half hourly off-peak, Monday - Friday.	8,988	£71,190	£7.92
LBS/9	Livingston to Livingston South : hourly Monday - Saturday	35,100	£74,234	£2.11
LBS/34	Bathgate to Broxburn: 2-hourly, Monday - Saturday: route part replaced by new LBS 31 operating Livingston - Bathgate via Linlithgow, Hourly, Monday - Saturday	45,288	£77,314	£1.71
DRT/16	1300 & 1730 Livingston to Wester General and 1600 and 2015 return, Monday - Saturday	2,664	£89,979	£33.78
LBS/21E	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	25,152	£80,474	£3.20
LBS/6	Armadale town service, hourly Monday - Saturday	46,896	£81,041	£1.73
LBS/1	Linlithgow town service, Monday - Saturday	83,136	£85,959	£1.03
LBS/26E	Fauldhouse to Deans: evenings, Monday - Sunday	28,716	£92,606	£3.22
LBS/2	Broxburn town service half hourly Monday - Saturday	63,456	£93,506	£1.47
LBS/22E	Whitburn to Edinburgh: Evening Services Monday - Sunday	35,952	£96,768	£2.69
LBS/40/X40	Livingston to Edinburgh Royal Infirmary hourly, Monday - Sunday	103,512	£100,180	£0.97
LBS/5	Wester Inch town service half hourly Monday - Saturday	111,072	£113,286	£1.02
LBS31/32	Livingston to Linlithgow hourly, Monday - Saturday	84,864	£124,576	£1.47
LBS/4	Bathgate town service (Belvedere and Glenmavis) half hourly Monday - Saturday	72,408	£131,057	£1.81
Total		1,347,137	£2,278,000	£1.69
Total Net Cost 2015/16			£2,278,000	
Total Net Budget 2015/16			£2,124,000	
Net Overspend 2015/16			£154,000	
Approved Savings from Local Bus Provision 2016/17			£914,000	
Revised Budget available 2016/17			£1,210,000	

Appendix 2: Lowest Tendered Price Prioritisation

Contract No.	Service Description	Priority Ranking in Adopted Strategy	Priority by cost per passenger	Annual Passenger-Journeys
Other Local Bus Costs				
LBS/29/45	Contribution paid to Falkirk Council x-boundary contracts		2	45,000
Lowest Recently Rec				
LBS/40/X40 Opt. B	Livingston to Edinburgh Royal Infirmary, Hourly, Monday - Sunday	1	1	100,000
LBS/SAT1	0709 Whitburn to Livingston, Saturdays	1	2	1,224
LBS/22E	Whitburn to Edinburgh: Evening Services Monday - Sunday	1	3	35,952
LBS/21E	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	1	4	25,152
LBS/16	1300 & 1730 Livingston to Wester General and 1600 and 2015 return, Monday - Saturday	1	5	2,664
LBS/35	South Queensferry to Livingston: Early Mornings & Early Evenings, Monday - Saturday	2	1	28,584
LBS/31 Opt. B	Bathgate to Livingston via Linlithgow, Hourly, Monday - Saturday	2	2	107,000
LBS/22	0450 Whitburn to Livingston and 0607 Blackridge - Bathgate Monday - Friday	2	3	6,780
LBS/13	Livingston to South Queensferry hourly Monday – Saturday (Winchburgh to South Queensferry Section	3	1	7,560
LBS/1 Opt. B	Linlithgow Town Service - revised: Monday - Saturday	3	2	49,900
LBS/2 Opt. B	Broxburn Town Service - revised: Monday - Saturday	3	3	38,100
LBS/5 Opt. B	Bathgate Town Service - revised: Monday - Saturday	3	4	58,000
LBS/28	Howden to Bathgate and Oakbank to Birniehill morning journeys Monday - Friday and 0846 Kirknewton - Bathgate, Sunday	3	5	10,176
LBS/50 Opt. B	Boghall to Harthill - revised: Evenings, Monday - Saturday	3	6	28,400
LBS/71	Livingston – Fauldhouse (Breich to Fauldhouse section only is subsidised) hourly Monday - Saturday; 1 Livingston to Shotts evening journey Saturday	3	7	30,756
LBS/30SAT	Boghall to Bathgate: hourly, Saturdays	3	8	5,496
LBS/20S	0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	3	9	1,488
LBS/XMAS	Christmas and New Year services: 25/26 December and 1/2 January	3	10	12,753
LBS/9	Livingston to Livingston South : hourly Monday - Saturday	3	11	35,100
LBS/6 Opt. B	Armadale and Whitburn town service - combined hourly Monday - Saturday	3	12	25,200
Funding is only available for the services listed above. Services listed below would therefore be withdrawn				
LBS/26E	Fauldhouse to Deans: evenings, Monday - Sunday	3	13	28,716
LBS/8	Bathgate to Boghall: hourly, Sundays	3	14	4,416
LBS/20	0451 Deans - Edinburgh, 0555 Edinburgh - Bathgate, Monday - Friday; Bathgate - Broxburn: Morning Peaks, Broxburn - Bathgate: Morning Peaks, Monday - Saturday	3	15	13,968
LBS/27	0516 Livingston to Edinburgh and 0620 Edinburgh to Livingston, Monday - Friday and 0647 Edinburgh - Cadence, Sunday	3	16	5,304
LBS/20E	Bathgate to Broxburn: evenings, Monday - Saturday	3	17	5,952
LBS/30	Boghall to Bathgate: morning peak and early evening, Monday - Friday	3	18	2,892
LBS/21	0514 & 0559 Fauldhouse to Blackburn, Monday - Friday	3	19	1,764
LBS/31S Opt. B	Livingston to Bathgate via Linlithgow - revised, Sunday	3	20	3,600
LBS/11/12	Livingston to Bathgate via Kirkton: peaks, Monday - Friday	3	21	5,064
LBS/449	0610 & 0724 Bo'ness - Bathgate via Linlithgow, 0706 Linlithgow - Bo'ness and 0721 Bathgate - Linlithgow Monday - Friday	3	22	2,268
LBS/26	0440 & 0510 Fauldhouse to Deans, Monday - Friday	3	23	1,104
Total				685,333

Appendix 3: Highest Tendered Price Prioritisation

Contract No.	Service Description	Priority Ranking in Adopted Strategy	Priority by cost per passenger	Annual Passenger-Journeys
Other Local Bus Costs				
LBS/29/45	Contribution paid to Falkirk Council x-boundary contracts		2	45,000
Lowest Recently Received Tender				
1	LBS/40/X40 Opt. B Livingston to Edinburgh Royal Infirmary, Hourly, Monday - Sunday	1	1	100,000
2	LBS/SAT1 0709 Whitburn to Livingston, Saturdays	1	2	1,224
3	LBS/22E Whitburn to Edinburgh: Evening Services Monday - Sunday	1	3	35,952
4	LBS/21E Edinburgh to Fauldhouse: Evening Services Monday - Sunday	1	4	25,152
5	LBS/16 1300 & 1730 Livingston to Wester General and 1600 and 2015 return, Monday - Saturday	1	5	2,664
6	LBS/35 South Queensferry to Livingston: Early Mornings & Early Evenings, Monday - Saturday	2	1	28,584
7	LBS/22 0450 Whitburn to Livingston and 0607 Blackridge - Bathgate Monday - Friday	2	2	6,780
8	LBS/13 Livingston to South Queensferry hourly Monday – Saturday (Winchburgh to South Queensferry Section)	3	1	7,560
9	LBS/50 Opt. B Boghall to Harthill - revised: Evenings, Monday - Saturday	3	2	28,400
10	LBS/26E Fauldhouse to Deans: evenings, Monday - Sunday	3	3	28,716
Funding is only available for the services listed above. Services listed below would therefore be withdrawn.				
11	LBS/31 Opt.B Bathgate to Livingston via Linlithgow, Hourly, Monday - Saturday	2	4	107,000
12	LBS/2 Opt. B Broxburn Town Service - revised: Monday - Saturday	3	5	38,100
13	LBS/1 Opt. B Linlithgow Town Service - revised: Monday - Saturday	3	6	49,900
14	LBS/30SAT Boghall to Bathgate: hourly, Saturdays	3	7	5,496
15	LBS/5 Opt. B Bathgate Town Service - revised: Monday - Saturday	3	8	58,000
16	LBS/XMAS Christmas and New Year services: 25/26 December and 1/2 January	3	9	12,753
17	LBS/20S 0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	3	10	1,488
18	LBS/28 Howden to Bathgate and Oakbank to Birniehill morning journeys Monday - Friday and 0846 Kirknewton - Bathgate, Sundays	3	11	10,176
19	LBS/71 Livingston – Fauldhouse (Breich to Fauldhouse section only is subsidised) hourly Monday - Saturday; 1 Livingston to Shotts evening journey Saturdays	3	12	30,756
20	LBS/20 0451 Deans - Edinburgh, 0555 Edinburgh - Bathgate, Monday - Friday; Bathgate - Broxburn: Morning Peaks, Broxburn - Bathgate: Morning Peaks, Monday - Saturday	3	13	13,968
21	LBS/6 Opt. B Armadale and Whitburn town service - combined hourly Monday - Saturday	3	14	25,200
22	LBS/8 Bathgate to Boghall: hourly, Sundays	3	15	4,416
23	LBS/9 Livingston to Livingston South : hourly Monday - Saturday	3	16	35,100
24	LBS/27 0516 Livingston to Edinburgh and 0620 Edinburgh to Livingston, Monday - Friday and 0647 Edinburgh - Cadence, Sunday	3	17	5,304
25	LBS/31S Opt. B Livingston to Bathgate via Linlithgow - revised, Sunday	3	18	3,600
26	LBS/20E Bathgate to Broxburn: evenings, Monday - Saturday	3	19	5,952
27	LBS/21 0514 & 0559 Fauldhouse to Blackburn, Monday - Friday	3	20	1,764
28	LBS/30 Boghall to Bathgate: morning peak and early evening, Monday - Friday	3	21	2,892
29	LBS/11/12 Livingston to Bathgate via Kirkton: peaks, Monday - Friday	3	22	5,064
30	LBS/449 0610 & 0724 Bo'ness - Bathgate via Linlithgow, 0706 Linlithgow - Bo'ness and 0721 Bathgate - Linlithgow Monday - Friday	3	23	2,268
31	LBS/26 0440 & 0510 Fauldhouse to Deans, Monday - Friday	3	24	1,104
Total				685,333

IMPLICATIONS ON A WARD BY WARD BASIS

Armadale and Blackridge ward

Services	Current Service Level	Service Level based on lowest tender price	Service Level based on highest tender price	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
21	Fauldhouse to Edinburgh via Armadale, Bathgate, Livingston and Broxburn half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
150	Bathgate to Harthill via Armadale and Blackridge hourly Monday - Friday daytime	No Change	No Change	No Change	No Change
800/801	Fauldhouse to Blackridge via West Calder, Livingston, Bathgate and Armadale half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
Contract services:					
7	Armadale town service hourly Monday - Saturday	Revised to combine with Whitburn town service and operates hourly.	Withdrawn	East Main St, West Main St, North & South St remain served by 21, 29, 800 & 801. Town Service revised to hourly frequency only, and linked to Whitburn. Service finished approx. 2 hours earlier than current service.	East Main St, West Main St, North & South St remain served by 21, 29, 800 & 801. Other roads and rail station will now be unserved.
19	Bathgate to Blackridge	Withdrawn	Withdrawn	Service 802 operates same	Service 802 operates same route

Services	Current Service Level	Service Level based on lowest tender price	Service Level based on highest tender price	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	morning journey, Saturday			route 10 minutes later than service 19 previously operated	10 minutes later than service 19 previously operated.
20 (LBS 22)	0607 Blackridge – Bathgate extension of commercial service X20 to Edinburgh Monday - Friday	No Change	No Change	No Change	No Change
23	Bathgate to South Queensferry via Linlithgow two-hourly Monday - Saturday	Withdrawn	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.
31/32	Linlithgow to Livingston hourly daytime and 2 hourly evenings Monday - Saturday	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.	No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 Newbridge, changing at to service 38.
34	Broxburn to Bathgate via Linlithgow two-hourly Monday - Saturday	Services 34 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry & Broxburn no longer available.	No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to Newbridge, changing at to service 38. Through service to South Queensferry & Broxburn no longer available.

Services	Current Service Level	Service Level based on lowest tender price	Service Level based on highest tender price	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
		evenings.			
34S	Bathgate to Broxburn via Linlithgow, Sunday	Withdrawn	Withdrawn	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate
50	Boghall to Harthill via Armadale and Blackridge evening journeys Monday - Saturday	Revised Service	Revised Service	Service currently starts 1700, will now start at 1900, losing 2 full round trips. Journeys between Bathgate & Blackridge can still be made on commercial service 800 & 801 until 1900. Services to Boghall will cease when commercial service 21 finishes at 1700. Service between Blackridge & Harthill cease at 1615 when commercial service 150 finishes.	Service currently starts 1700, will now start at 1900, losing 2 full round trips. Journeys between Bathgate & Blackridge can still be made on commercial service 800 & 801 until 1900. Services to Boghall will cease when commercial service 21 finishes at 1700. Service between Blackridge & Harthill cease at 1615 when commercial service 150 finishes.
X6	0436 & 0510 Blackridge to Edinburgh Monday - Saturday	Withdrawn	Withdrawn	First Blackridge – Edinburgh service X20 operates at 0605.	First Blackridge – Edinburgh service X20 operates at 0605.

Bathgate Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
20	Whitburn to Edinburgh via Bathgate and Broxburn hourly Monday - Saturday	No Change	No Change	No Change	No Change
21	Fauldhouse to Edinburgh via Armadale, Bathgate, Livingston and Broxburn half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
21	Bathgate to Boghall: hourly, Monday – Friday	No Change	No Change	No Change	No Change
27	Bathgate to Edinburgh via Livingston, Mid Calder, East Calder and Kirknewton half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
28	Bathgate to Edinburgh via Livingston, Mid Calder and East Calder half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
150	Bathgate to Harthill via Armadale and Blackridge hourly Monday - Friday	No Change	No Change	No Change	No Change
800/801	Fauldhouse to Blackridge via West Calder, Livingston, Bathgate and Armadale half hourly Monday – Saturday,	No Change	No Change	No Change	No Change

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	hourly Sunday				
Commercial/Falkirk Council Contract services:					
29	Bathgate to Falkirk hourly Monday -Sunday	No Change	No Change	No Change	No Change
Contract services:					
4	Bathgate town service (Belvedere and Glenmavis) half hourly Monday - Saturday	Revised to combine with Wester Inch town service and frequency reduced to hourly.	Withdrawn	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Town services revised to hourly frequency only, and now link together. Services operate 0915-1500, not 0600-1900 as presently. Revised service 31 provides early morning and evening journeys for Wester Inch.	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Revised service 31 provides early morning and evening journeys for Wester Inch.
5	Wester Inch town service half hourly Monday - Saturday	Revised to combine with Bathgate town service and frequency reduced to hourly.	Withdrawn	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Town services revised to hourly frequency	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Early morning journeys for Wester Inch lost.

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				only, and now link together. Services operate 0915-1500, not 0600-1900 as presently. Revised service 31 provides early morning and evening journeys for Wester Inch.	
8	Bathgate to Boghall: hourly Sundays	Withdrawn	Withdrawn	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Boghall unserved Sundays	Edinburgh, Glasgow & Whitburn remain served by services 20, 21, 27, 28, 29, 800 & 801. Boghall unserved Sundays
11/12	Livingston to Bathgate via Kirkton; peaks Monday - Friday	Withdrawn	Withdrawn	Alternative services between Bathgate & Livingston exist. Services to Kirkton Campus are available every 30 mins. Services to Pyramids Business Park cease.	Alternative services between Bathgate & Livingston exist. Services to Kirkton Campus are available every 30 mins. Services to Pyramids Business Park cease.
19	Bathgate to Blackridge morning journey, Saturday	Withdrawn	Withdrawn	Service 802 operates same route 10 minutes later than service 19 previously	Service 802 operates same route 10 minutes later than service 19

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				operated	previously operated
20	0451 Deans to Edinburgh, 0555 Edinburgh to Bathgate, Monday – Friday; Bathgate to Broxburn: Morning peaks, Broxburn to Bathgate; Morning peaks, Monday - Saturday	Withdrawn	Withdrawn	First service 20 to become 0554 from Deans. First service 20 from Edinburgh operates at 0834, but alternative service 21, 22, 27 & 28 are available for most users. Service frequency reduced to hourly in morning peaks between Bathgate & Broxburn	First service 20 to become 0554 from Deans. First service 20 from Edinburgh operates at 0834, but alternative service 21, 22, 27 & 28 are available for most users. Service frequency reduced to hourly in morning peaks between Bathgate & Broxburn
20 (LBS 22)	0607 Blackridge – Bathgate extension of commercial service X20 to Edinburgh Monday - Friday	No Change	No Change	No Change	No Change
20E	Bathgate to Broxburn: evenings, Monday - Saturday	Withdrawn	Withdrawn	Last direct bus cease after 2030. Hourly service 20 between Bathgate & Broxburn reduced to one commercial journey at 2015 between Edinburgh &	Last direct bus cease after 2030. Hourly service 20 between Bathgate & Broxburn reduced to one commercial journey at 2015 between Edinburgh &

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				Bathgate.	& Bathgate.
20S	0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	No Change	Withdrawn	No change.	First direct Broxburn – Edinburgh service will be at 0745. First direct Edinburgh – Bathgate service remains at 0747 on Sundays.
20 (LBS 37S)	Bathgate to Broxburn 0900 – 2100hrs hourly, Sundays	Withdrawn	Withdrawn	No direct service between Bathgate & Broxburn. Alternatives exist for most users on hourly service 21.	No direct service between Bathgate & Broxburn. Alternatives exist for most users on hourly service 21.
21	0514 & 0559 Fauldhouse to Blackburn, Monday - Friday	Withdrawn	Withdrawn	First available service on this route is commercial service 21 at 0630 arriving Blackburn at 0634, and every 30 mins.	First available service on this route is commercial service 21 at 0630 arriving Blackburn at 0634, and every 30 mins.
21 (LBS 21E)	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	No Change	No Change	No Change	No Change
21 (LBS 30)	Bathgate to Boghall: morning peak and early evenings,	Withdrawn	Withdrawn	Commercial services	Commercial

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	Monday - Friday			to Boghall only operate 0915 – 1700.	services to Boghall only operate 0915 – 1700.
21 (LBS 30SAT)	Bathgate to Boghall: hourly, Saturday	No change	Withdrawn	No Change	No service to Boghall on Saturday.
23	Bathgate to South Queensferry via Linlithgow two-hourly Monday - Saturday	Withdrawn	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.	Through service to South Queensferry no longer available. No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to Newbridge, changing at to service 38.
27	0516 Livingston – Edinburgh and 0620 Edinburgh to Livingston, Monday – Friday; 0647 & 0747 Edinburgh – Cadence, Sunday	Withdrawn	Withdrawn	Alternative services 27, 28 exist at 0514 & 0548 from Livingston Monday – Friday.	Alternative services 27, 28 exist at 0514 & 0548 from Livingston Monday – Friday.
28	0518 Livingston Centre to Bathgate and 0610 Oakbank to Birniehill Monday - Friday and 0846 Kirknewton - Bathgate,	No Change	Withdrawn	No Change	Alternative 0549 service 21 from Livingston to Bathgate available.

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	Sundays				No direct link to Oakbank will remain.
34	Broxburn to Bathgate via Linlithgow two-hourly Monday - Saturday	Services 34 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry & Broxburn no longer available.	Through service to South Queensferry & Broxburn no longer available. No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to Newbridge, changing at to service 38.
34S	Bathgate to Broxburn via Linlithgow, Sunday	Withdrawn	Withdrawn	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate
36	Livingston to Bathgate via West Calder half hourly	Withdrawn	Withdrawn	All users have alternative services	All users have alternative services

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	Monday - Saturday;			available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.	available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.
36E	Bathgate to Loganlea: evenings Monday - Friday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800 & 801 up to 1900.	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800 & 801 up to 1900.
36M	0600 & 0715 Loganlea to Bathgate and 0636 Bathgate to Loganlea, Monday - Friday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800 & 801 at 0621, then half hourly.	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800 & 801 at 0621, then half hourly
36S	Bathgate to Loganlea hourly Sunday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston hourly on service 801	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
					hourly on service 801
41	Bathgate to Livingston peaks times Sunday	Withdrawn	Withdrawn	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.
50	Boghall to Harthill via Armadale and Blackridge evening journeys Monday - Saturday	Revised Service	Revised Service	Service currently starts 1700, will now start at 1900, losing 2 full round trips. Journeys between Bathgate & Blackridge can still be made on commercial service 800 & 801 until 1900. Services to Boghall will cease when commercial service 21 finishes at 1700. Service between Blackridge & Harthill cease at 1615 when commercial service 150 finishes.	Service currently starts 1700, will now start at 1900, losing 2 full round trips. Journeys between Bathgate & Blackridge can still be made on commercial service 800 & 801 until 1900. Services to Boghall will cease when commercial service 21 finishes at 1700. Service between Blackridge & Harthill cease at 1615 when commercial service 150 finishes.

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
449	Bo'ness to Bathgate two morning peak journeys Monday - Friday	Withdrawn	Withdrawn	Bo'ness will no longer be served, although some users can use Falkirk contract service 46 at 0651 to Linlithgow. Services from Whitecross & Maddiston are lost and will require a change of bus in Linlithgow. Alternative services between Linlithgow & Bathgate commence at 0722 on revised service 31, then hourly.	Bo'ness will no longer be served, although some users can use Falkirk contract service 46 at 0651 to Linlithgow. Services from Whitecross & Maddiston are lost and will require a change of bus in Linlithgow.
X6	0436 & 0510 Blackridge to Edinburgh Monday - Saturday	Withdrawn	Withdrawn	Journeys from Bathgate – Edinburgh at 0455 & 0526 will be lost. First Bathgate – Edinburgh service 20 operates at 0545.	Journeys from Bathgate – Edinburgh at 0455 & 0526 will be lost. First Bathgate – Edinburgh service 20 operates at 0545.
Taxibus 6	Gowanbank to Bathgate, hourly, Monday - Saturday	No Change	No Change	No Change	No Change

Broxburn, Uphall and Winchburgh Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
20	Whitburn to Edinburgh via Bathgate and Broxburn hourly Monday - Saturday	No Change	No Change	No Change	No Change
22/22A	Harthill/Whitburn to Edinburgh, via Broxburn, Livingston half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
38	Edinburgh to Falkirk and Stirling 4 per hour daytime Monday - Saturday, hourly evenings and Sunday.	No Change	No Change	No Change	No Change
Contract services:					
2	Broxburn town service half hourly Monday - Saturday	Town service revised and frequency reduced to hourly.	Withdrawn	Services will operate 0930-1500, rather than 0900-1700 weekdays and 0930-1300 on Saturdays.	East & West Main Street continue to be served by frequent commercial services 20, 21, 22.
7 (LBS 35)	Livingston to Queensferry via Winchburgh and Broxburn morning journeys only then Winchburgh to Broxburn hourly Monday - Saturday	No Change	No Change	No Change	No Change
20	0451 Deans - Edinburgh, 0555 Edinburgh - Bathgate, Monday - Friday; Bathgate - Broxburn: Morning Peaks, Broxburn - Bathgate: Morning Peaks, Monday	Withdrawn	Withdrawn	First service 20 to become 0554 from Deans. First service 20 from Edinburgh	First service 20 to become 0554 from Deans. First service 20 from Edinburgh operates at 0834, but

APPENDIX 4

	- Saturday			operates at 0834, but alternative service 21 & 22 are available for most users. Service frequency reduced to hourly in morning peaks between Bathgate & Broxburn	alternative service 21 & 22 are available for most users. Service frequency reduced to hourly in morning peaks between Bathgate & Broxburn
20E	Bathgate to Broxburn: evenings, Monday - Saturday	Withdrawn	Withdrawn	Last direct bus cease after 2030. Hourly service 20 between Bathgate & Broxburn reduced to one commercial journey at 2015 between Edinburgh & Bathgate.	Last direct bus cease after 2030. Hourly service 20 between Bathgate & Broxburn reduced to one commercial journey at 2015 between Edinburgh & Bathgate.
20S	0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	No Change	Withdrawn	No change.	First direct Broxburn – Edinburgh service will be at 0745. First direct Edinburgh – Bathgate service remains at 0747 on Sundays.
20 (LBS 37S)	Bathgate to Broxburn 0900 – 2100hrs hourly, Sundays	Withdrawn	Withdrawn	No direct service between Bathgate & Broxburn. Alternatives exist for most users on hourly service 21.	No direct service between Bathgate & Broxburn. Alternatives exist for most users on hourly service 21.
21 (LBS 21E)	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	No Change	No Change	No Change	No Change

APPENDIX 4

22A (LBS 13)	Livingston to South Queensferry hourly Monday – Sunday (Winchburgh to South Queensferry Section)	No Change	No Change	No Change	No Change
22E	Whitburn to Edinburgh, via Broxburn, Livingston evenings Monday – Sunday	No Change	No Change	No Change	No Change
31/32	Linlithgow to Livingston hourly daytime and 2 hourly evenings Monday - Saturday	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.	Through service to South Queensferry no longer available. No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to Newbridge, changing at to service 38.
33	Livingston to Linlithgow via Winchburgh: Sundays	Withdrawn	Withdrawn	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.
34	Bathgate to Broxburn via Linlithgow 2 hourly Monday - Saturday including evenings	Withdrawn	Withdrawn	Users can connect with revised service 31 at Uphall for journeys to Linlithgow. Frequent services exist on Main Streets.	Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to Newbridge

APPENDIX 4

34S	Bathgate to Broxburn via Linlithgow, Sunday	Withdrawn	Withdrawn	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate/Broxburn and now requires a change at Newbridge.	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Linlithgow is unserved from Bathgate/Broxburn and now requires a change at Newbridge.
X6	0436 & 0510 Blackridge to Edinburgh Monday - Saturday	Withdrawn	Withdrawn	Journeys from Broxburn– Edinburgh at 0539 & 0558. Alternative services to Edinburgh at 0510, 0546 & 0609 available.	Journeys from Broxburn– Edinburgh at 0539 & 0558. Alternative services to Edinburgh at 0510, 0546 & 0609 available.
Taxibus 1	Newton/Woodend to Winchburgh, 2 Hourly, Monday - Sunday	No Change	No Change	No Change	No Change
Taxibus 2	Roman Camp/Drumshoreland to Broxburn, hourly Monday - Sunday	No Change	No Change	No Change	No Change
Taxibus 5	Broxburn to Deans Industrial Estate at 05:30 Monday - Friday	No Change	No Change	No Change	No Change
Taxibus 16	Livingston to Western General Hospital , two return journeys, Monday - Saturday	Withdrawn	Withdrawn	This journey will require a change of bus in Edinburgh.	This journey will require a change of bus in Edinburgh.

Fauldhouse and Breich Valley Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
20	Whitburn to Edinburgh via Bathgate and Broxburn hourly Monday - Saturday	No Change	No Change	No Change	No Change
21	Fauldhouse to Edinburgh via Armadale, Bathgate, Livingston and Broxburn half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
77	Livingston to Lanark via West Calder two-hourly Monday - Saturday	No Change	No Change	No Change	No Change
800/801	Fauldhouse to Blackridge via West Calder, Livingston, Bathgate and Armadale half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
921	Fauldhouse to Deans via Whitburn peak evening journeys Monday - Friday	No Change	No Change	No Change	No Change
Contract services:					
20S	0628 Fauldhouse - Edinburgh and 0800 Edinburgh - Bathgate, Sundays	No Change	Withdrawn	No Change	First direct Fauldhouse – Edinburgh service will be at 0955. It is possible to travel at 0853, arriving Edinburgh 1042 with

APPENDIX 4

					a change in Livingston. First direct Edinburgh – Bathgate service is at 0857 on Sundays.
21	0514 & 0559 Fauldhouse to Blackburn, Monday - Friday	Withdrawn	Withdrawn	First available service on this route is commercial service 21 at 0627, arriving Blackburn at 0711, and every 30 mins.	First available service on this route is commercial service 21 at 0627, arriving Blackburn at 0711, and every 30 mins.
21 (LBS 21E)	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	No Change	No Change	No Change	No Change
26	0440 & 0510 Fauldhouse to Deans, Monday - Friday	No Change	Withdrawn	No Change	First service on route 801 commences at 0604 then every 30 mins.
801(LBS 26E)	Fauldhouse to Deans: evenings, Monday - Sunday	Withdrawn	No Change	No service available after 1900 for Loganlea, Stoneyburn, Bents & West Calder. Journeys from Fauldhouse to Livingston can still be made via Bathgate on hourly service 21.	No Change

APPENDIX 4

36	Bathgate to Livingston via West Calder: hourly 0700 -1900, Monday - Saturday	Withdrawn	Withdrawn	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.
36E	Bathgate to Loganlea: evenings Monday - Friday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800,801 up to 1900.	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800,801 up to 1900.
36M	0600 & 0715 Bathgate to Loganlea and 0636 Bathgate - Loganlea, Monday - Friday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800,801 at 0621, then half hourly.	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston on service 800,801 at 0621, then half hourly
36S	Bathgate to Loganlea hourly Sunday	Withdrawn	Withdrawn	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston hourly on service 801	Direct link between Bathgate, Stoneyburn & Loganlea lost. Journey could be made via Livingston hourly on service 801

APPENDIX 4

71	Livingston – Fauldhouse (Breich to Fauldhouse section only is subsidised) hourly Monday - Saturday; 1 Livingston to Shotts evening journey Saturdays	No Change	Withdrawn	No Change	Journeys from Fauldhouse to Livingston can still be made via services 800, 801 half hourly. Journeys between Breich & Fauldhouse would require a change at West Calder.
X5	Edinburgh to Fauldhouse via Livingston and Whitburn peak evening journey Monday - Friday	Withdrawn	Withdrawn	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.
Taxibus 3	Harburn/Crosswoodhill to West Calder, hourly, Monday - Sunday	No Change	No Change	No Change	No Change
Taxibus 4	Westwood to West Calder, hourly, Monday - Sunday	No Change	No Change	No Change	No Change
Taxibus 8	Breich to West Calder, 2 hourly, Monday - Sunday	No Change	No Change	No Change	No Change

Linlithgow Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
1	Linlithgow to Falkirk via Maddiston hourly Monday - Sunday.	No Change	No Change	No Change	No Change
38	Edinburgh to Falkirk and Stirling 4 per hour daytime Monday - Saturday, hourly evening and Sunday.	No Change	No Change	No Change	No Change
Falkirk Council Contract services:					
45/46	(45/46)Linlithgow to Muirhouses and Bo'ness circular hourly Monday - Saturday. (49) Linlithgow to Bo'ness via Blackness 4 journeys per day Monday - Saturday.	No Change	No Change	No Change	No Change
Contract services:					
1	Town service every 30 minutes Monday - Saturday	Town service revised and frequency reduced to hourly.	Withdrawn	Services will operate 0930-1500, rather than 0900-1700 weekdays and 0930-1300 on Saturdays.	High Street will continue to be served by frequent services.
23	Bathgate to South Queensferry via Linlithgow two-hourly Monday - Saturday	Withdrawn	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via	No direct service to Bathgate/Broxburn available. Alternatives exist for

APPENDIX 4

				Linlithgow service. Through service to South Queensferry no longer available.	users travelling to/from Linlithgow via Service 21 or 22 to Newbridge and changing to service 38. Through service to South Queensferry no longer available.
31/32	Linlithgow to Livingston hourly daytime and 2 hourly evenings Monday - Saturday	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry no longer available.	No direct service to Bathgate or Livingston available. Alternatives exist for users by travelling to Winchburgh on Service 38, and changing at Newbridge to service 21 or 22.
33	Linlithgow to Livingston 2 hourly evenings	Withdrawn	Withdrawn	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.
34	Bathgate to Broxburn via Linlithgow 2 hourly Monday - Saturday including evenings	Withdrawn	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service.	No direct service to Bathgate or Broxburn available via this route. Alternatives exist for

APPENDIX 4

				Through service to South Queensferry & Broxburn no longer available.	users travelling to/from Linlithgow via Service 38 to Newbridge, changing at to service 21 or 22.
34S	Bathgate to Broxburn via Linlithgow, Sunday	Withdrawn	Withdrawn	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Bathgate/Broxburn are unserved from Linlithgow and now requires a change at Newbridge.	No direct service available via this route. Alternative exist from Bathgate – Broxburn via service 21 hourly, however Bathgate/Broxburn are unserved from Linlithgow and now requires a change at Newbridge.
449	Bo'ness to Bathgate two morning peak journeys Monday - Friday	Withdrawn	Withdrawn	Bo'ness will no longer be served, although some users can use Falkirk contract service 46 at 0651 to Linlithgow. Services from Whitecross & Maddiston are lost and will require a change of bus in Linlithgow. Alternative services between Linlithgow &	Bo'ness will no longer be served, although some users can use Falkirk contract service 46 at 0651 to Linlithgow. Services from Whitecross & Maddiston are lost and will require a change of bus in Linlithgow.

APPENDIX 4

				Bathgate commence at 0722 on revised service 31, then hourly.	
Taxibus 7	Beecraigs to Linlithgow, hourly, Monday - Saturday	No Change	No Change	No Change	No Change
Taxibus 23A	Linlithgow to South Queensferry via Newton, two morning journeys, Monday - Friday	No Change	No Change	No Change	No Change

Livingston North Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
22/22A	Harthill/Whitburn to Edinburgh, via Broxburn, Livingston half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
27	Bathgate to Edinburgh via Livingston, Mid Calder and East Calder half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
28	Bathgate to Edinburgh via Livingston, Mid Calder, East Calder and Kirknewton half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
800/801	Fauldhouse to Blackridge via West Calder, Livingston, Bathgate and Armadale half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
Contract services:					
3	Livingston town service half hourly Monday - Friday.	Withdrawn	Withdrawn	Alternative services exist for all users on services 27,28, 800 & 801, though journeys to Kirkton campus require a change at Livingston	Alternative services exist for all users on services 27,28, 800 & 801, though journeys to Kirkton campus require a change at Livingston Centre

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.	onto service 21 or 701 (3 buses per hour) Monday – Friday.
10	Knightsridge to Kirkton morning journeys Monday - Friday	Withdrawn	Withdrawn	Alternative services exist for all users on services 27 & 28 though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.	Alternative services exist for all users on services 27 & 28 though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.
21 (LBS 21E)	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	No Change	No Change	No Change	No Change
22E	Whitburn to Edinburgh, via Broxburn, Livingston evenings Monday – Sunday	No Change	No Change	No Change	No Change
22	0450 Whitburn to Livingston	No Change	No Change	No Change	No Change
26	0440 & 0510 Fauldhouse to Deans, Monday - Friday	No Change	Withdrawn	No Change	First service on route 801 commences at 060 then every 30 mins.
801(LBS 26E)	Fauldhouse to Deans evening journeys Monday - Sunday	Withdrawn	No Change	No service available after 1900 for	No Change

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				Loganlea, Stoneyburn, Bents & West Calder. Journeys from Fauldhouse to Livingston can still be made via Bathgate on hourly service 21.	
27	0516 Livingston – Edinburgh and 0620 Edinburgh to Livingston, Monday – Friday; 0647 & 0747 Edinburgh – Cadence, Sunday	Withdrawn	Withdrawn	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.
28	0518 Livingston Centre to Bathgate and 0610 Oakbank to Birniehill Monday - Friday and 0846 Kirknewton - Bathgate, Sundays	No Change	Withdrawn	No Change	Alternative 0549 service 21 from Livingston to Bathgate available. No direct link to Oakbank will remain.
31/32	Linlithgow to Livingston hourly daytime and 2 hourly evenings Monday - Saturday	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via Linlithgow hourly Monday - Saturday including evenings.	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service. Through service to South Queensferry	No direct service to Linlithgow via this route. Alternatives exist for users travelling to/from Linlithgow via Service 21 or 22 to

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				no longer available.	Newbridge, changing at to service 38.
33	Linlithgow to Livingston 2 hourly evenings	Withdrawn	Withdrawn	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.
41	Bathgate to Livingston peaks times Sunday	Withdrawn	Withdrawn	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.
X5	Edinburgh to Fauldhouse via Livingston and Whitburn peak morning and evening journey Monday - Friday	Withdrawn	Withdrawn	All users have alternative services available on route 21, 22, 27 & 28. Some journey times	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				may be extended.	extended.
X6	0436 & 0510 Blackridge to Edinburgh Monday - Saturday	Withdrawn	Withdrawn	Journeys from Deans to Edinburgh at 0507 & 0538 will be lost. Alternative X28 Deans to Edinburgh services operate at 0606 (via Sighthill).	Journeys from Deans to Edinburgh at 0507 & 0538 will be lost. Alternative X28 Deans to Edinburgh services operate at 0606 (via Sighthill).
Taxibus 16	Livingston to Western General Hospital , two return journeys, Monday - Saturday	Withdrawn	Withdrawn	This journey will require a change of bus in Edinburgh.	This journey will require a change of bus in Edinburgh.

Livingston South Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
27	Bathgate to Edinburgh via Livingston, Mid Calder and East Calder half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
28	Bathgate to Edinburgh via Livingston, Mid Calder, East Calder and Kirknewton half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
Contract services:					
3	Livingston town service half hourly Monday - Friday.	Withdrawn	Withdrawn	Alternative services exist for all users on services 27,28, 800 & 801, though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.	Alternative services exist for all users on services 27,28, 800 & 801, though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.
7 (LBS 35)	Queensferry to Livingston via Winchburgh and Broxburn morning journeys only then Winchburgh to Broxburn hourly Monday -	No Change	No Change	No Change	No Change

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
	Saturday				
9	Livingston South town Service hourly Monday - Saturday	No Change	Withdrawn	No Change	Users north of A71 have alternative services 27, 28, but users south of A71 will be unserved.
10	Knightsridge to Kirkton morning journeys Monday - Friday	Withdrawn	Withdrawn	Alternative services exist for all users on services 27 & 28 though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.	Alternative services exist for all users on services 27 & 28 though journeys to Kirkton campus require a change at Livingston Centre onto service 21 or 701 (3 buses per hour) Monday – Friday.
11/12	Livingston to Bathgate peak times Monday - Friday	Withdrawn	Withdrawn	Alternative services between Bathgate & Livingston exist. Services to Kirkton Campus are	Alternative services between Bathgate & Livingston exist. Services to

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				available every 30 mins. Services to Pyramids Business Park cease.	Kirkton Campus are available every 30 mins. Services to Pyramids Business Park cease.
22	0450 Whitburn to Livingston	No Change	No Change	No Change	No Change
24	Livingston to Edinburgh via Pumpherston, East Calder and Kirknewton two-hourly Monday - Friday	Withdrawn	Withdrawn	Internal West Lothian journeys can all be made with the exception of Mid Calder to Pumpherston direct. Journeys to Balerno/Juniper Green would require a change of bus in Edinburgh.	Internal West Lothian journeys can all be made with the exception of Mid Calder to Pumpherston direct. Journeys to Balerno/Juniper Green would require a change of bus in Edinburgh.
26	0440 & 0510 Fauldhouse to Deans, Monday - Friday	No Change	Withdrawn	No Change	First service on route 801 commences at 060 then every 30 mins
801(LBS 26E)	Fauldhouse to Deans evening journeys Monday - Sunday	Withdrawn	No Change	No service available after 1900	No Change

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
				for Loganlea, Stoneyburn, Bents & West Calder. Journeys from Fauldhouse to Livingston can still be made via Bathgate on hourly service 21.	
27	0516 Livingston – Edinburgh and 0620 Edinburgh to Livingston, Monday – Friday; 0647 & 0747 Edinburgh – Cadence, Sunday	Withdrawn	Withdrawn	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.
28	0518 Livingston Centre to Bathgate and 0610 Oakbank to Birniehill Monday - Friday and 0846 Kirknewton - Bathgate, Sundays	No Change	Withdrawn	No Change	Alternative 0549 service 21 from Livingston to Bathgate available. No direct link to Oakbank will remain.
31/32	Linlithgow to Livingston hourly daytime and 2 hourly evenings Monday - Saturday	Services 31/32 part replaced by new service 31 operating Livingston to Bathgate via	Withdrawn	Revised service 31 provides hourly Livingston to Bathgate via Linlithgow service.	No direct service to Linlithgow via this route. Alternatives exist for users

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
		Linlithgow hourly Monday - Saturday including evenings.		Through service to South Queensferry no longer available.	travelling to/from Linlithgow via Service 21 or 22 to Newbridge, changing at to service 38.
33	Linlithgow to Livingston 2 hourly evenings	Withdrawn	Withdrawn	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.	Alternatives exist from Linlithgow to Livingston via service 38 hourly, changing at Newbridge. Users between Livingston & Broxburn, and Winchburgh & Linlithgow continue to have commercial service options.
36	Livingston to Bathgate via West Calder half hourly Monday - Saturday; Bathgate to Loganlea	Withdrawn	Withdrawn	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
					service 800,801.
40/X40	Livingston to Edinburgh Royal Infirmary hourly Monday - Sunday	Revised Livingston to Edinburgh Royal Infirmary hourly Monday -Sunday	Revised Livingston to Edinburgh Royal Infirmary hourly Monday -Sunday	Very early morning journeys on Saturday and Sunday may require a change of bus in Edinburgh.	Very early morning journeys on Saturday and Sunday may require a change of bus in Edinburgh..
41	Bathgate to Livingston peaks times Sunday	Withdrawn	Withdrawn	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.
56	Livingston to Oakbank morning and afternoon peaks Monday - Friday	Withdrawn	Withdrawn	Provision of bus stops and improved footpaths in Oakbank will allow service x40 to provide hourly service alternative.	No direct link to Oakbank will remain.
71	Breich to Fauldhouse hourly Monday - Friday; Livingston to Shotts evening journey Saturdays	No Change	Withdrawn	No Change	Journeys from Fauldhouse to Livingston can

APPENDIX 4

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
					still be made via services 800, 801 half hourly. Journeys between Breich & Fauldhouse would require a change at West Calder.
X5	Edinburgh to Fauldhouse via Livingston and Whitburn peak evening journey Monday - Friday	Withdrawn	Withdrawn	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.
Taxibus 16	Livingston to Western General Hospital , two return journeys, Monday - Saturday	Revised: now operates as normal bus service and not demand-responsive	Revised: now operates as normal bus service and not demand-responsive	No Change	No Change

Livingston East and East Calder Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
22/22A	Harthill/Whitburn to Edinburgh, via Broxburn, Livingston half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
27	Bathgate to Edinburgh via Livingston, Mid Calder and East Calder half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
28	Bathgate to Edinburgh via Livingston, Mid Calder, East Calder and Kirknewton half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
Contract services:					
21 (LBS 21E)	Edinburgh to Fauldhouse: Evening Services Monday - Sunday	No Change	No Change	No Change	No Change
24	Livingston to Edinburgh via Pumpherston, East Calder and Kirknewton two-hourly Monday - Friday	Withdrawn	Withdrawn	Internal West Lothian journeys can all be made with the exception of Mid Calder to Pumpherston direct. Journeys to	Internal West Lothian journeys can all be made with the exception of Mid Calder to Pumpherston direct. Journeys to

APPENDIX 4

				Balerno/Juniper Green would require a change of bus in Edinburgh.	Balerno/Juniper Green would require a change of bus in Edinburgh.
27	0516 Livingston – Edinburgh and 0620 Edinburgh to Livingston, Monday – Friday; 0647 & 0747 Edinburgh – Cadence, Sunday	Withdrawn	Withdrawn	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.	Alternative services 27 & 28 exist at 0514 & 0548 from Livingston Monday – Friday.
28	0518 Livingston Centre to Bathgate and 0610 Oakbank to Birniehill Monday - Friday and 0846 Kirknewton - Bathgate, Sundays	No Change	Withdrawn	No Change	Alternative 0549 service 21 from Livingston to Bathgate available. No direct link to Oakbank will remain.
36	Livingston to Bathgate via West Calder half hourly Monday - Saturday; Bathgate to Loganlea, hourly Sunday	Withdrawn	Withdrawn	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.	All users have alternative services available, eg Service 21, 800 & 801. The direct West Calder to Bathgate link can still be made via Livingston on service 800,801.
40/X40	Livingston to Edinburgh Royal Infirmary hourly Monday - Sunday	Revised Livingston to Edinburgh Royal Infirmary hourly Monday - Sunday	Withdrawn	Very early morning journeys on Saturday and Sunday may require a change of bus in Edinburgh.	Users require a change of bus in Edinburgh to access ERI. Internal West Lothian journeys can still be made.
56	Livingston to Oakbank morning and afternoon peaks Monday - Friday	Withdrawn	Withdrawn		

APPENDIX 4

X5	Edinburgh to Fauldhouse via Livingston and Whitburn peak evening journey Monday - Friday	Withdrawn	Withdrawn	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.
X6	0436 & 0510 Blackridge to Edinburgh Monday - Saturday	Withdrawn	Withdrawn		

Whitburn and Blackburn Ward

Services	Current Service Level	Service Level After Minimum Saving	Service Level After Maximum Savings	Alternative Services Available if Contract Removed (based on Lowest Tendered Price)	Alternative Services Available if Contract Removed (based on Highest Tendered Price)
Commercial services:					
20	Whitburn to Edinburgh via Bathgate and Broxburn hourly Monday - Saturday	No Change	No Change	No Change	No Change
22/22A	Harthill/Whitburn to Edinburgh, via Broxburn, Livingston half hourly Monday – Saturday, hourly Sunday	No Change	No Change	No Change	No Change
701	Livingston to Torboothie via Whitburn, Harthill and Greenrigg hourly Monday - Saturday	No Change	No Change	No Change	No Change
Contract services:					
6	Whitburn town service half hourly Monday - Saturday	Revised to combine with Armadale town service and operates hourly.	Withdrawn	Town Service revised to hourly frequency only, and linked to Armadale. Service finished approx. 2 hours earlier than current service.	Main roads remain served by 21 (Longridge Rd/E Main St); 20 and 22 (W Main St/E Main St). 20/21/22 each operates at half hourly frequencies. Other roads station will now be unserved.
11/12	Livingston to Bathgate peak times Monday - Friday	Withdrawn	Withdrawn	Alternative services between Bathgate & Livingston exist. Services to Kirkton Campus are available every 30 mins.	Alternative services between Bathgate & Livingston exist. Services to Kirkton Campus are available every 30 mins.

APPENDIX 4

				Services to Pyramids Business Park cease.	Services to Pyramids Business Park cease.
22	0450 Whitburn to Livingston	No Change	No Change	No Change	No Change
22 (LBS SAT1)	0709 Whitburn to Livingston, Saturdays	No Change	No Change	No Change	No Change
22E	Whitburn to Edinburgh, via Broxburn, Livingston evenings Monday – Sunday	No Change	No Change	No Change	No Change
36	Livingston to Bathgate via West Calder half hourly Monday - Saturday;	Withdrawn	Withdrawn	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 701, 800 & 801.	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 701, 800 & 801.
36E	Bathgate to Loganlea: evenings Monday - Friday	Withdrawn	Withdrawn	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.
36M	0600 & 0715 Loganlea to Bathgate and 0636 Bathgate to Loganlea, Monday - Friday	Withdrawn	Withdrawn	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.	The direct West Calder lost and requires a change of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.
36S	Bathgate to Loganlea hourly Sunday	Withdrawn	Withdrawn	The direct West Calder lost and requires a change	The direct West Calder lost and requires a change

APPENDIX 4

				of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.	of bus at Livingston on service 21, 22, 800 & 801. Other users have alternative services available.
41	Bathgate to Livingston peaks times Sunday	Withdrawn	Withdrawn	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.	Users have alternative services 21 & 801, with the exception of those travelling to and from Kirkton Campus which will not be served.
X5	Edinburgh to Fauldhouse via Livingston and Whitburn peak evening journey Monday - Friday	Withdrawn	Withdrawn	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.	All users have alternative services available on route 21, 22, 27 & 28. Some journey times may be extended.



COUNCIL EXECUTIVE

PROCUREMENT ARRANGEMENTS – PROVISION OF LOCAL BUS SERVICES

REPORT BY HEAD OF FINANCE AND ESTATES

A. PURPOSE OF REPORT

To update the Council Executive on the tender outcome and setting up of a four year framework agreement for council funded local bus services.

B. RECOMMENDATION

It is recommended that the Council Executive:

1. Notes the tender outcome and setting up of a four year framework agreement for council funded local bus services.
2. Notes the net cost findings and option appraisal exercise carried out.
3. Notes that a separate report is being considered by Council Executive recommending changes to the current service provision, commencing 1 April 2016.
4. Agrees the necessary procurement action should be taken to implement the service provision agreed by Council Executive.

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)	Tenders will be issued, received and analysed in accordance with Standing Orders of West Lothian Council and the Public Contracts (Scotland) Regulations 2012.
III Implications for Scheme of Delegations to Officers	None.
IV Impact on performance and performance Indicators	This contract will help to make more efficient use of council funded local bus services in support of the council's public transport provision.
V Relevance to Single Outcome Agreement	Passenger transport services assist in delivering several SOA outcomes by providing access to employment, shopping and leisure opportunities. Performance, activities and actions contribute to the delivery of:

	SOA2 - We realise our full economic potential with more and better employment opportunities for our people.
	SOA10 - We live in well designed, sustainable places where we are able to access the services we need, are relevant.
	SOA15 – Our public services are high quality, continually improving, efficient and responsible to local people’s needs.
VI Resources - (Financial, Staffing and Property)	<p>Scottish Government grant funding is not sufficient to meet the increasing costs and demands for council services. As a result, the council has to deliver £39.525 million of budget saving measures from 2015/16 to 2017/18 to ensure that the council can achieve a balanced revenue budget position.</p> <p>Taking account of approved savings and existing budget pressures there is £1.211 million of budget available in 2016/17 for services compared to existing costs of £2.278 million.</p>
VII Consideration at PDSP	The procurement report is based on the Public Transport Unit (PTU) “Public Transport Savings Update and Local Bus Service Contracts” report submitted to PDSP on 19 January 2016.
VIII Other consultations	<p>The specification and service plan has been provided by Operational Services.</p> <p>The Corporate Finance Manager was consulted on budget implications.</p>

D. TERMS OF REPORT

Background

The tender was carried out following approval of the weighted evaluation criteria by the Council Executive in October 2015.

The tender was divided into 49 separate lots, each lot representing one full or part local bus service currently under contract and all due to expire on 31 March 2016. Current expenditure on local bus services is £2.278 million per year. Budget savings of £1.94m for 2016/17 in relation to Public Transport were approved by Council on 29 January 2015. As reported to the Development and Transport PDSP on 19 January 2016, the total budget saving for local bus services is £913,000 to be delivered in 2016/17. Cost pressures of £154,000 reported to Council Executive on 17 November 2015 means that there is a budget of £1.211m available in 2016/17 against existing costs of £2.278 million.

The procurement process was intended to support council efforts to achieve the required savings whilst ensuring that as many areas as possible continue to be served.

The tender asked for offers to be submitted for direct replacements of current council funded local bus services as well as for revised and redesigned services. The revised and redesigned services take account of the principles of the new West Lothian Public Transport Strategy and as such, avoid service duplication and overlap wherever possible. Proposals include reductions in service frequency and hours of operation on some services to serve only busier times of the day or week.

Framework Agreement Tender Outcome

The tender closed on 14 December 2015. There were seven tenders submitted but one was deemed non-compliant and the tenderer later withdrew from the tender process. The remaining six tender submissions were assessed against the set selection and award criteria and were successful in being invited onto the framework agreement for the services they bid for. Only one lot, for various services over the Christmas and New Year period received one bid, whilst the remaining 48 lots received bids from two or more tenderers as shown in Appendix 1.

The framework agreement sets out the terms and conditions under which legally binding contracts can be made throughout the term of the agreement. The framework agreement does not bind the council to purchase services; the council can decide to use the framework agreement if it is likely to deliver best value for money. If the council considers that the framework agreement does not provide best value for money, it can choose to award a contract outside the framework.

Net Cost Findings and Option Appraisal

A summary is provided as follows;

1. Like for like services – The total net cost, taking into account the lowest bids received for 49 services currently provided, indicated a 1% decrease compared to current net costs. The total net cost of the second lowest bids received indicated a 41% increase. Past experience has shown tenderers are selective in the acceptance of awarded routes and this can result in a small number of award offers being declined and offered to the second lowest cost bidders, therefore we assume the cost of like for like services is likely to fall between the two bands.
2. Revised and redesigned services – 14 current service specifications were revised and/or redesigned, resulting in nine alternative services. The total net cost, taking into account the lowest bids received for the nine routes, shows a 38% decrease compared to current net costs for the existing 14 services. The total net cost of the second lowest bids received indicated a 23% decrease. Past experience has shown tenderers are selective in the acceptance of awarded routes and this can result in a small number of award offers being declined and offered to the second lowest cost bidders, therefore we assume the cost of revised and/or redesigned services is likely to fall between the two bands.
3. Revised and redesigned services and remaining 35 unchanged services - The total net cost, taking into account the lowest bids received show a 19% decrease compared to current net costs. The total net cost of the second lowest bids received indicated a 24% increase. Past experience has shown tenderers are selective in the acceptance of awarded routes and this can result in a small number of award offers being declined and offered to the second lowest cost bidders, therefore we assume the cost of 14 revised and/or redesigned services and 35 unchanged services is likely to fall between the

two bands.

To summarise, none of the above service scenarios, providing service provision comparable with current service provision, are able to operate within a budget of £1.211m available in 2016/17.

Public Transport Savings Update and Local Bus Service Contracts Report.

A report by the Head of Operational Services is being considered by Council Executive at this meeting which recommends changes to current service provision, commencing 1 April 2016. The report is intended to provide a more comprehensive service option analysis than is contained within this report.

Awarding of Contracts.

The awarding of contracts shall commence once approval is given for the final compliment of local bus services to be provided.

The Public Service Vehicles (Registration of Local Services) (Scotland) Amendment Regulations 2015 requires local bus operators to allow 42 days for the registration of a new service or the alteration of an existing service with the Traffic Commissioner. In order to allow local bus operators sufficient time to register services and commence service provision from 1 April 2016, the latest date for completion of contract awards is Thursday 18 February 2016.

Budget Implications

Current expenditure on council funded local buses is £2.278 million per year, which includes a budget pressure of £154,000 as reported to Council Executive on 17 November 2015. Of the savings of £1.94m for 2016/17 approved by Council Executive, £913,000 is anticipated to come from local bus services. The available budget for the provision of local bus services from 1 April 2016 is £1.211 million.

E. CONCLUSION

It is recommended that Council Executive notes the tender outcome and setting up of a four year framework agreement for council funded local bus services. Council Executive is separately being asked to consider a report from Operational Services on service proposals and based on the decision in this report; the necessary action will be undertaken with regards to procurement.

F. BACKGROUND REFERENCES

A copy of the tender evaluation for this framework agreement is available on request from the Corporate Procurement Unit.

Appendices/Attachments: One

Contact Person: Maria Dick, Procurement Specialist
Email: maria.dick@westlothian.gov.uk
Tel: 01506 281803

Donald Forrest

Head of Finance and Estates

Date of meeting: 2 February 2016

APPENDIX 1
KEY

Supplier bid for Lot/Service Route
Supplier did not bid for Lot/Service Route

		SUPPLIERS INVITED ONTO THE FRAMEWORK AGREEMENT					
Lot No.	OPTION A Route No.	ALL THE FOURS	BLUE BUS LTD	E&M HORSBURGH	FIRST SCOTLAND EAST LIMITED	PRENTICE WESTWOOD	SD TRAVEL
1	WLC/LBS/1						
2	WLC/LBS/2						
3	WLC/LBS/3						
4	WLC/LBS/4						
5	WLC/LBS/5						
6	WLC/LBS/6						
7	WLC/LBS/7						
8	WLC/LBS/8						
9	WLC/LBS/9						
10	WLC/LBS/10						
11	WLC/LBS/11/12						
12	WLC/LBS/13						
13	WLC/LBS/16						
14	WLC/LBS/19						
15	WLC/LBS/20						
16	WLC/LBS/20E						
17	WLC/LBS/20S						
18	WLC/LBS/21						
19	WLC/LBS/21E						
20	WLC/LBS/22						
21	WLC/LBS/22E						
22	WLC/LBS/23						
23	WLC/LBS/24						
24	WLC/LBS/26						
25	WLC/LBS/26E						
26	WLC/LBS/27						
27	WLC/LBS/28						
28	WLC/LBS/30SAT						
29	WLC/LBS/30						
30	WLC/LBS/31/32						
31	WLC/LBS/33						
32	WLC/LBS/34						
33	WLC/LBS/34S						
34	WLC/LBS/35						
35	WLC/LBS/36						
36	WLC/LBS/36E						
37	WLC/LBS/36M						
38	WLC/LBS/36S						
39	WLC/LBS/37S						
40	WLC/LBS/40/X40						
41	WLC/LBS/50						
42	WLC/LBS/56						
43	WLC/LBS/71						
44	WLC/LBS/449						
45	WLC/LBS/SAT1						
46	WLC/LBS/X5						
47	WLC/LBS/X6						
48	WLC/LBS/XMAS						
49	WLC/LBS/41						
Lot No.	OPTION B Route No. Revised / Redesigned Services	ALL THE FOURS	BLUE BUS LTD	E&M HORSBURGH	FIRST SCOTLAND EAST LIMITED	PRENTICE WESTWOOD	SD TRAVEL
1	WLC/LBS/1						
2	WLC/LBS/2						
5	WLC/LBS/5						
6	WLC/LBS/6						
9	WLC/LBS/9						
30	WLC/LBS/31/32						
31	WLC/LBS/31S						
40	WLC/LBS/40/X40						
41	WLC/LBS/50						



COUNCIL EXECUTIVE

REFUGEE RESETTLEMENT

REPORT BY DEPUTE CHIEF EXECUTIVE

A. PURPOSE OF REPORT

To provide the Council Executive with an update on the refugee resettlement programme and related issues.

B. RECOMMENDATION

It is recommended that Council Executive notes the update on the refugee resettlement programme.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on customers' needs, being honest, open and accountable, making best use of 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	People most at risk are protected and supported to achieve improved life chances
VI	Resources - (Financial, Staffing and Property)	Resource implications are at this stage unquantified, however the UK Government have confirmed levels of funding that would be provided on a case by case basis.
VII	Consideration at PDSP	Not applicable
VIII	Other consultations	Members of the Corporate Management Team and related senior officers

D TERMS OF REPORT

D.1 Background

At the Council Executive meeting on 15 September 2015, committee considered a report from officers on the UK Government and Scottish Government response to date on the refugee crisis in Syria, the preliminary works being undertaken by COSLA to coordinate a Scottish Local government position on the issue, and the council actions to date.

Committee instructed officers to continue to liaise with COSLA, the Scottish Government, UK Government and CPP partners and to report back on measures proposed to facilitate West Lothian taking a share of refugees coming to Scotland.

Reports to committee between 13 October 2015 and 22 December 2015 have provided further updates on developments at a national level and the measures being progressed at a local level.

D.2 Resettlement Programme Update

The Home Office

The council has submitted accommodation details to the Home Office and is currently awaiting receipt of the case summaries. Officers are expecting early confirmation and on receipt the council will review in order to determine the range of support services required to accommodate the refugees offered by the Home Office.

The Home Office have confirmed that flights are scheduled in February 2016 and March 2016, with further flights during the rest of the calendar year. As previously intimated the lead time is normally 6 weeks and as such officers are currently planning for arrivals during March 2016.

Syrian Refugee Vulnerable Persons Resettlement (VPR) Officer Group

The officer working group established to ensure that the council has the appropriate provisions in place for families to settle in West Lothian comprises of officers from Housing, Social Policy, Corporate Communications, Education, Area Services (Advice Shop) and Finance

At this stage the main focus of activity has been on the confirmation of the accommodation and liaison with the Home Office on this matter. Discussions are also ongoing with other local authorities that have received refugees from earlier arrivals.

On receipt of the case summaries, officers will progress the full range of required support arrangements and services that will be required to accommodate the accepted refugees. Other partner agencies including Police Scotland, NHS Lothian, and the Voluntary Sector will also be involved at appropriate stages.

D.3 Scottish Refugee Council

There are many aspects and issues to consider for the resettlement and integration of the refugees arriving in Scotland for a period of at least 5 years, and local services and communities will also need to be supported as they receive, welcome and integrate refugees.

The Scottish Refugee Council offers specialist support, services and consultancy in the settling and integration of refugees into Scotland. These include;

- Support from their refugee integration services which work with individuals on all aspects of their settlement
- Community engagement and integration services which help in longer term integration of communities
- Training for staff and others on refugee issues and how to support communities
- Policy and media consultancy

Specifically, the Scottish Refugee Council has experience of running community events to inform and prepare communities to receive refugees and creating space for issues of concern to be raised and responded to. This aspect of the range of services offered is the main area where elected member participation could be envisaged.

Officers have had preliminary discussions on the range of services and support that would be available and it is envisaged that the council will engage with the Scottish Refugee Council. Further discussions will be held with the Scottish Refugee Council and other Voluntary Sector Organisations following receipt of the case summaries.

E. CONCLUSION

The council's response to the refugee resettlement programme is consistent with the position taken by all other local authorities. Discussions are ongoing with the Home Office and the council is expecting early confirmation of the case summaries. Thereafter arrangements will be put in place for the first tranche of refugees arriving in West Lothian by the end of March 2016.

Appendices/Attachments: None

Contact Person: graeme.struthers@westlothian.gov.uk – Tel No: 01506 281776

Graeme Struthers
Depute Chief Executive
2 February 2016



COUNCIL EXECUTIVE

ST JOHN'S HOSPITAL STAKEHOLDER GROUP

REPORT BY DEPUTE CHIEF EXECUTIVE, COMMUNITY HEALTH AND CARE PARTNERSHIP

A. PURPOSE OF REPORT

To update members on the business and activities of St John's Hospital Stakeholder Group.

B. RECOMMENDATION

To note the terms of the minutes of meetings of St John's Hospital Stakeholder Group held on 16 December 2015 in the appendix to this report.

C. SUMMARY OF IMPLICATIONS

I Council Values	Focusing on our customers' needs
	Being honest, open and accountable
	Working in partnership.
II Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Council requires the activities of certain outside bodies to be reported to elected members on a regular basis, as part of its Code of Corporate Governance.
III Resources - (Financial, Staffing and Property)	None.
IV Consultations	None required.

D. TERMS OF REPORT

On 29 June 2010 the Council Executive decided that the activities of certain outside bodies should be reported within the council to ensure all elected members are aware of the business of those bodies and to help to ensure their activities are more effectively scrutinised.

In accordance with that decision the business of St John's Hospital Stakeholder Group was to be reported to this meeting by the production of its minutes. The relevant documents are produced as appendices to this report.

E. CONCLUSION

This report ensures that members are kept apprised of the activities of St John's Hospital Stakeholder Group as part of the council's Code of Corporate Governance.

F. BACKGROUND REFERENCES

West Lothian Council Code of Corporate Governance.

Council Executive, 29 June 2010

Appendices/Attachments: 1

Minute of meeting of the St John's Hospital Stakeholder Group held on 16 December 2015

Contact Person: Jim Forrest, Depute Chief Executive, CHCP

01506 281977

Jim.Forrest@westlothian.gov.uk

Date:

ST JOHN'S HOSPITAL STAKEHOLDER GROUP

Minutes of the Meeting held on Wednesday 16 December 2015 at 2.30pm in Board Room 1, St John's Hospital, Howden South Road, Livingston, West Lothian EH54 6PP (and by video conference call from Waverley Gate).

Present:

Mr Brian Houston	Chairman, Non-Executive Lay Member NHS Lothian (Chair)
Mr Alex Joyce	Employee Director, Non-Executive Member NHS Lothian
Councillor Dave King	West Lothian Council East Livingston & East Calder
Councillor Frank Toner	West Lothian Council East Livingston & East Calder
Councillor Anne McMillan	West Lothian Council Livingston North Ward
Mrs Maureen Anderson	Patient Representative

In Attendance:

Ms Jacquie Campbell	St John's Hospital Site Manager, NHS Lothian
Ms Fiona Mitchell	Director of Women's and Children's Services
Ms Jeanette Morrison	Head of Patient Experience Team, NHS Lothian (<i>Item 3</i>)
Ms Sheena Lowrie	Senior Health Promotion Specialist, Mental Health and Wellbeing Programme, NHS Lothian (<i>Item 4</i>)
Mr Colin MacDonald	Nurse Consultant, Psychiatry for Elderly (<i>Item 4</i>)
Ms Agnes Ritchie	St John's Hospital Site Chief Nurse, NHS Lothian
Ms Kizzy Taylor	Communications, NHS Lothian
Mr Chris Graham	Committee Co-ordinator, NHS Lothian
3 members of the public	

Apologies:

Mr Jim Forrest	Director of West Lothian CHCP
Professor John Iredale	Non-Executive Stakeholder Member, NHS Lothian
Ms Anne Smith	General Manager, St John's Hospital Site
Mr Jim Crombie	Chief Officer: NHS Lothian University Hospitals & Support Services Division
Ms Caroline McDowall	Partnership Lead, St John's Hospital
Councillor John McGinty	Leader West Lothian Council

Declaration of Financial and Non-Financial Interest

The Chair reminded members they should declare any financial and non-financial interests they had in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

Councillor Frank Toner declared a non-financial interest as a non-Executive Director of Lothian Health Board; as Chair of the West Lothian Community Health and Care Partnership and through involvement with the West Lothian Integrated Joint Board.

1. Minutes of Previous Meeting

- 1.1 The Minutes of the previous meeting held on 25 November 2015 were agreed as an accurate record.

2. Matters Arising

- 2.1 New Catchment Areas – North West Edinburgh - The Chair stated that the action for Ms Tait to seek clarity on the rules, definitions and regulatory framework in relation to the introduction of the new catchment areas remained outstanding and would be followed up after the meeting.

CG/LT

3. Patient Experience Team (PET) Update

The Chair welcomed Ms Morrison to the meeting.

- 3.1 Ms Morrison presented on the Patient Experience Team (PET) (Appendix 1). It was noted that PET was being developed follow the Board recommended review into how complaints are handled given previous difficulties.
- 3.2 The presentation covered the aims of the PET; the Current Resources & Activity mismatch; Complaints Activity; telephone calls and the current risks which included not meeting the 3 day and 20 day response targets and also the need for a clinical component within PET.
- 3.3 Ms Morrison outlined the PET's Progress and Transition Plan; changes to processes; risk assessment triage; providing assurance and gaining participation standards.
- 3.4 Cllr Toner asked for clarification on the 3 day and 20 day response target dates. Ms Morrison confirmed that there should be an acknowledgement letter within three days and an actual answer letter twenty days following receipt. It was noted that the target aspiration from ISD would be to meet these targets 100%; however there may be a number of complaints that are more complex and take longer to investigate.
- 3.5 Cllr Toner also asked why NHS Lothian had the highest ombudsman referral for all the health boards and public sector. Ms Morrison outlined the difficulties in complaints handling which had been challenging over the last 12-18 months.
- 3.6 The Chair stated that his recollection from previous reports to the Board were that they always provided an honest assessment of the systemic failures over the years and the difficulty in getting the right staff in place. Ms Morrison added that there was a time lag of 6-12 month for referrals with the ombudsman.
- 3.7 Cllr Toner welcomed the changes being made within the Patient Experience Team and in particular praised the change of name from Customer Relations and Feedback Team.

The Chair thanked Ms Morrison for her presentation.

4. Dementia Services – Dementia Champions Approach

The Chair welcomed Ms Lowrie and Mr MacDonald to the meeting.

4.1 Ms Lowrie and Mr MacDonald gave a presentation on the work of Dementia Champions. (Appendix 2)

4.2 The presentation covered the policy and context:

- Incidence of dementia increasing
- Implications for care in acute general hospitals and at the interface between hospital and community care
- Improve the response to dementia in general hospital settings including alternatives to admission and better planning for discharge
- Alzheimer Scotland Nurse and Dementia Champions roles were introduced to support delivery of national objectives around improvements in acute care.

4.3 The presentation also looked at the work of the Lothian Dementia Group; Dementia Champions in Practice both nationally and within Lothian. It was noted that within Lothian there were 65 Dementia Champions still in practice (47 in Health and 18 in Social Services). This number did not include Cohort 6 which were still in training.

4.4 Ms Lowrie and Mr MacDonald outlined some of examples of Dementia Champions in practice in Lothian:

- Elizabeth Harvey (Charge Nurse Maple Villa)
 - Working on quality of life indicators in care plans
 - Improving communication with relatives / carers
 - Improving environment – colour / themes
 - Many nursing staff have also recently joined “dementia friends”
 - Rolling out dementia training and education at “enhanced Level” (Promoting Excellence)
- Elaine Toner (Staff Nurse Outpatients St John’s)
 - Looking to develop a system to make the patient’s journey smoother through outpatients – especially for people with dementia.
 - Reviewing signage.
- Dementia friendly room (ward 57 WGH)

4.5 There was discussion on the pros and cons of dementia champions:

Pros

- Enhanced knowledge of dementia
- Expert knowledge of clinical service
- Close links with Alzheimer Scotland Nurse and AHP Consultants

Cons

- Blurred role and responsibilities
- Expectations?
- Time v clinical pressures
- Getting off ward / clinical area to attend training or support groups

- 4.6 Cllr McMillan stated it was interesting to see good proactive examples and asked of the 65 Dementia Champions for Lothian how many were based in West Lothian. Mr MacDonald replied there were 9 Dementia Champions within St John's currently.
- 4.7 Cllr McMillan also asked if there was any link between Dementia Champions and the dementia cafes through the NHS side. Mr MacDonald stated that at the moment there was no link as most of the Dementia Champions focus is on acute. Ms Ritchie added that awareness on wards of Dementia Champions could be taken forward with information and guidance. Mr MacDonald reported that coming into hospital guidance was being developed.
- 4.8 The Chair asked if there was any plan to expand the Dementia Champions role into primary and community care. Ms Lowrie stated that at the moment the focus remained on acute. Mrs Anderson asked that after early diagnosis of dementia and a first year of support what then happens in terms of monitoring people. Ms Lowrie replied that the local delivery plan target from the Scottish Government were provided with twelve months support and are then provided with a personal plan, with contacts and guidance on self management. Mrs Anderson expressed concern that there was potential for people to be left in limbo and not be supported through their journey. Mr MacDonald stated that the key thing was to help people self manage and it was noted that Scotland was the first country in the world to guarantee support for the first year.

The Chair thanked Ms Lowrie and Mr MacDonald for their presentation. Ms Morrison; Ms Lowrie and Mr MacDonald left the meeting.

5. Frailty / West Lothian Programme

- 5.1 Ms Campbell reported that one of the key things from the last update was St John's part in the overarching frailty programme for West Lothian. It was noted that the refreshed programme board had now started two weeks ago and was looking to introduce sustainable changes. An Elderly Care Nurse had now been appointed and the REACH Nurse was in post and making a positive contribution to the pathway for the frail elderly population, having already seen over 600 patients in ten weeks. The wider geriatrician teams are also viewing the role of the nurse positively. This had led to great progress in relation to the frailty programme in a short space of time.
- 5.2 Ms Campbell added that another key area was that the REACH Nurse was based within the discharge hub team and lined managed by the discharge manager and working closely with the REACT team. It was noted that frontline assessment allowed planning for discharge at front end attendance through a supported discharge model of care which has been tested in two ward areas of St John's and is being monitored.
- 5.3 The Group also noted that there was ongoing work with the third sector care and repair team as to how to continue as a voluntary service supporting some discharges and care. There was also the ongoing redesign of the Templar Day Hospital.
- 5.4 Mrs Anderson asked about the multidisciplinary team model within wards 8 and 9 and was this based on these outputs. Ms Campbell stated that are colleagues including social work are involved. Ms Ritchie added that team meetings on wards are lead by the geriatrician and if not available the REACH nurse who has all the patients details. The team includes a senior nurse; AHPs (Occupational Therapist and Physio Therapist); Clinical engagement and a discharge hub coordinator. Social work colleagues do attend most days usually all Tuesday and Thursday meetings and most of the meetings that occur on other days.
- 5.5 The Chair welcomed the continued positive work with the frailty pathway.

6. St John's Quality Dashboard

- 6.1 Ms Ritchie introduced her usual dashboard report which outlined how St John's Hospital as a campus was performing in relation to quality. The Group noted that sickness absence had been at 7.7 but was now seeing improvement at 4.99%.
- 6.2 Ms Ritchie referred back to Ms Morrison's presentation and the use of "tell us 10 things". Ms Ritchie would bring back examples cards get generated by patients to a future meeting.
- 6.3 The Group noted that in relation to hospital acquired infections, St John's continued to do well against Staph Aureus Bacteraemias (SABs) and C.Difficile.
- 6.4 Cllr Toner asked about the 4 hour A&E wait percentage. Ms Ritchie stated that A&E were doing well seeing on average 140-165 daily patients and maintaining a 95.1 % figure for what is an extremely busy emergency department.
- 6.5 Cllr Toner also asked about the stroke target. Ms Ritchie replied that this was a target which was difficult for NHS Lothian to achieve let alone St John's Hospital. The target was to have admission to the stroke unit within one day of hospital admission and this had only been achieved in October and just missed on November but was moving in the right direction.
- 6.6 Cllr Toner asked about the data trend behind the stroke target performance. It was noted that this was challenging standard to meet as the patient was to present, be diagnosed (ruling out other symptoms) and admitted to the unit within 24 hours. There were a number of definitive tests that sometimes cannot be completed within the 24 hours. The 24 hours were measured from midnight to midnight. St John's is sitting regularly at 70-95% and it was right to point out that NHS Lothian does struggle to meet this target.
- 6.7 Cllr Toner asked for clarification on how the 24 hour stroke target clock worked. It was noted that this was a national measure and was from Midnight to Midnight, therefore if there was a patient presenting at 11pm then there would only be 1 hour available to meet the 24 hour target as after 12am would be day two it would also be highly unlikely for a patient to come in at 12am therefore giving the full 24 hours. The Group agreed that this approach did not make sense and the Chair confirmed that this point had been well made nationally. Ms Ritchie added that St John's continued to work hard to achieve this standard on a daily basis.
- 6.8 The last two charts on the dashboard showed medical and surgical readmissions. These showed a downward trend and for some this was down to the frailty pathway and introduction of the REACH nurse.

7. Paediatric Services Updates

- 7.1 Paediatric MRI Scanner – Ms Campbell reported that the Scanner had now been up and running for the last twelve months and had been used by 500 west Lothian patients. Members of staff were current being trained at the Royal Hospital for Sick Children and there was a plan to provide specialist paediatric cover at St John's Hospital one day a week as an outreach service from the Royal Hospital for Sick Children. The Group noted that the expected performance of the scanner has been met and the equipment was being well utilised.

FM

- 7.1.1 Cllr Toner asked if the details of the paediatric cover scanning at St John's would be fed into the data being provided to the Royal College of Paediatrics and Child Health (RCPCH) as part of the NHS Lothian Paediatric Service review. The Chair agreed that this point was well made and Ms Mitchell would ensure that this information was included.
- 7.2 NHS Lothian Paediatric Services Review - The Group received the paper which went to the NHS Lothian Board on 2 December 2015. Ms Mitchell update on developments since the 2 December. It was noted that the RCPCH draft stakeholder engagement plan was being developed and the RCPCH online survey was due to be launched on 17 December and would be accompanied with appropriate press releases.
- 7.2.1 Ms Mitchell reported the survey was planned to run until the middle of February 2016 to allow people to best opportunity to make their contributions.
- 7.2.2 Lesley Baxter, NHS Lothian Public Involvement Co-ordinator, had been helping to draw together a stakeholder map listing appropriate stakeholders across the Lothians and it was hoped that this would be completed today so it could be passed to the RCPCH.
- 7.2.3 Ms Mitchell confirmed that the RCPCH visit dates as 18-20 January 2016 inclusive. The process of trying to fit all the appropriate people into the three day programme was now underway. Compilation of the background information for the RCPCH was also well underway this included information such as staff rotas for all sites; community, medical and nursing details; training programme details; complaints details; significant adverse events and activity information. The target date to get the bundled information to the RCPCH was Tuesday 5 January 2016, ahead of the 18 January visit.
- 7.2.4 Cllr Toner asked about the delay being caused by the availability of the RCPCH engaging public expert and why there was this delay if the Board were using their own Public Involvement Co-ordinator.
- 7.2.5 Ms Mitchell stated that these people were undertaking two different roles and Lesley Baxter was not part of the RCPCH review team. Lesley Baxter was simply helping map out all the key people and stakeholders that needed to be engaged and this would be provided to the RCPCH review team. The review team had expertise in listening to people and making sure people's points of view are understood and heard. LB was providing support their expertise and this was an independent review.
- 7.2.6 Cllr Toner also asked about the RCPCH additional second visit and whether this would still be happening as this could lead to further delay. Ms Mitchell stated that the RCPCH had indicated that a second visit may be necessary due to the size of NHS Lothian but this depends on the outcomes of the initial three day visit.
- 7.2.7 Cllr Toner added that the RCPCH had stated to an MSP that they did have capacity to undertake the review by April 2016. Cllr Toner stated that the delay was therefore unnecessary and that the review could report out before the 2016 Holyrood elections.
- 7.3 Out of Hours Paediatric Rota, St John's – Ms Mitchell confirmed that the rota for December was covered but remained fragile especially to any short notice sickness absences.
- 7.4 Recruitment – Ms Mitchell referred the Group to the footnote in the previous meeting minutes. The footnote gave detail of the next planned recruitment drive for International Medical Training Fellowship posts which would also support the middle grade rota at St

John's. This was part of the Scottish Government sponsored International medical recruitment programme. Cllr Toner asked why the Scottish Government were not implementing international recruitment until the new year. Ms Mitchell stated that these waves of recruitment happened throughout the year and took a lot of time to set up well, there were issues getting approval to undertake these programmes and now there were greater restrictions bringing doctors in from outside the EU. This would be the second wave in six months and it would not be feasible to do this every month. Ms Mitchell would provide details of the start date and online location once known.

FM

- 7.5 Maternity Unit Safety Staffing – Ms Mitchell and Cllr Toner to discuss out with the meeting.

FM/FT

8. Work Plan

- 8.1 The Work Plan was noted.

9. Any Other Competent Business

- 9.1 There was no other business.

10. 2016 Meeting Dates

20 January 2016
17 February 2016
30 March 2016
20 April 2016
18 May 2016
15 June 2016
27 July 2016 - *Chair and administrative support transfer to WLC after this meeting*
24 August 2016
21 September 2016
19 October 2016
30 November 2016
21 December 2016

