



BROXBURN, UPHALL AND WINCHBURGH LOCAL AREA COMMITTEE

TOWN CENTRE FUND 2019/20: PROPOSED FUNDING AWARDS

REPORT BY HEAD OF PLANNING, ECONOMIC DEVELOPMENT & REGENERATION

A. PURPOSE OF REPORT

The purpose of this report is to invite committee to consider the applications to the Towns Centre Fund and to agree the allocation of funding for the settlements within the ward.

B. RECOMMENDATION

It is recommended that the Local Area Committee:

1. notes that 14 applications have been received for projects within the ward;
2. notes the recommendations provided by officers within each town within the ward;
3. agrees to award funding as set out in the report.
4. note that if the officer recommendation on funding is accepted there will be an unallocated sum of £24,659.
5. agrees on the distribution of the unallocated sum which can be used for submitted projects in any settlement in the ward;
6. notes that any further unallocated sums will be available for distribution to projects elsewhere in West Lothian and that it will be for Council Executive to decide on the distribution of unallocated funds;
7. notes that some of the funding costs remain as estimates and delegates the Head of Planning, Economic Development & Regeneration to finalise award amounts within the overall value of the funding available within the ward; and
8. notes the terms and conditions associated to the awarding of grants as set out in the report.

C. SUMMARY OF IMPLICATIONS

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| 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 | To be assessed on an individual project basis but it is not anticipated that any proposals will require to be the subject of specific assessments. |

Assessment)

III	Implications for Scheme of Delegations to Officers	The report sets out specific delegations to the Head of Planning, Economic Development & Regeneration.
IV	Impact on performance and performance Indicators	None.
V	Relevance to Single Outcome Agreement	Outcome 1 – We make West Lothian an attractive place to do business. Outcome 10 – We live in well-designed, sustainable places where we are able to access the services we need. Outcome 12 – We value and enjoy our built environment and protect it and enhance it for future generations.
VI	Resources - (Financial, Staffing and Property)	A total of £1.826 million will be available to the Town Centre Fund.
VII	Consideration at PDSP	Not applicable.
VIII	Other consultations	Capital Asset Management Board

D. TERMS OF REPORT

D1 Background

In February 2019 the Scottish Government announced, as part of its budget, a new Town Centre Fund. The fund is a ring fenced capital allocation of £50 million for 2019/20. The fund is based on the Scotland's Town Partnership working definition of a town being a place with a population of 1,000 or more, which equates to 484 towns across Scotland, 23 for West Lothian. This allocation for West Lothian is £1.826 million.

Funding is aimed at addressing the core themes of the Scottish Government's Town Centre Action Plan 2013 and the Town Centre First Principle which requested that government, local authorities, the wider public sector, businesses and communities put the health of town centres at the heart of proportionate and best value decision making. It also encouraged a focus on delivering the best local outcomes regarding investment and de-investment decisions, alignment of policies, targeting of available resources to priority town centre sites, and encouraging vibrancy, equality and diversity. It committed to a collaborative approach which understands and underpins the long term plan for each town centre.

The themes of the Town Centre Action Plan include:

- **Town Centre Living** – footfall is key to achieving thriving, successful towns centre; and, the best footfall is residential for people who will use shops, services, and will care for its safety and security in the evenings

- **Vibrant Local Economies** – creating a supportive business environment including the involvement of Business Improvement Districts (BIDs) and other local partnerships
- **Enterprising Communities** – social enterprise, services, arts and events; and, community empowerment and community based activities which increase the health, wealth and wellbeing of town centres
- **Accessible Public Services** – creating and accessing public facilities and services, supported by economic, service and transport hubs
- **Digital Towns** – exploiting digital technology and promoting Wifi infrastructure to enable access to information, data analytics, marketing opportunities, branding, and communication with the wider world
- **Proactive Planning** – land reform and supporting the creation of sustainable, low-carbon and connected places which promote natural and cultural assets, designed in partnership with local communities and key stakeholders.

D2 West Lothian Council's Approach

The Council Executive agreed on 11 June 2019 that the funding detailed above should be allocated to all 23 communities with populations over 1,000 through a grant application process (see background reference below). The deadline from receipt of applications was set for 31 August 2019 to allow for decisions to be taken and projects delivered within the stated delivery deadline of 31 March 2020.

The process agreed that decisions on the applications would be as follows:

- Local Area Committees will consider applications from each community to the fund and have the power to award funding in full or in part as they see fit up to the amount allocated to that community.
- After doing so, if there is a balance remaining of the aggregate amount allocated to the ward, Local Area Committees have the power to apply that balance to applications for the ward area which have not already been funded at all or fully.
- After doing so, if a balance remains, Council Executive will decide how and where all remaining balances from Local Area Committee should be spent across the whole council area.

D3 Broxburn, Uphall and Winchburgh Ward Applications

Within the Broxburn, Uphall and Winchburgh ward three towns were eligible for the funding and following the deadline of 31 August 2019, 14 applications were received for projects in the ward. The table below sets out the overview of the funding available and the funding request:

Town	Town allocation	No of applications received	Total requested	Over/under
Broxburn	£96,656.00	6	£193,827.00	£97,171.00
Uphall	£64,207.00	4	£126,408.00	£62,201.00
Winchburgh	£59,409.00	4	£37,250.00	-£22,159.00
Ward total	£220,272.00	14	£357,485.00	£137,213.00

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

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

Broxburn (allocation: £96,656.00)

Code	Application Name	Amount applied for	Recommended allocation
BRO01	New planting scheme	£53,720.00	£36,656.00
BRO02	Leaflet Racks	£295.00	0
BRO03	Extension to lounge and bar	£28,000.00	0
BRO04	Range Improvements	£1,812.00	0
BRO05	3G Pitch replacement	£50,000.00	£20,000.00
BRO06	Port Buchan environ. enhancement	£60,000.00	£40,000.00
	Totals	£193,827.00	£96,656.00

Remaining Balance: **£0**

Uphall (allocation: £64,207.00)

Code	Application Name	Amount applied for	Recommended allocation
UPH01	Range Improvements	£9,168.00	0
UPH02	Creation of local park	£51,775.00	£39,209.00
UPH03	New Planting scheme	£35,465.10	£20,000.00
UPH04	3G pitch replacement	£30,000.00	£5,000.00
	Totals	£126,408.00	£64,209.00

Remaining Balance: **£0**

Winchburgh (allocation: £59,409.00)

Code	Application Name	Amount applied for	Recommended allocation
WIN01	Web portal set up	£10,000.00	£7,500.00
WIN02	Grass cutting machinery	£6,250.00	£6,250.00
WIN03	Open air seating	£6,000.00	£6,000.00
WIN04	New Village entry signs	£15,000.00	£15,000.00
	Totals	£37,250.00	£34,750.00

Remaining Balance: **£24,659**

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

The Committee is asked to note that there is unallocated funding of **£24,659** across the town allocations. Members are, therefore, asked to consider the projects elsewhere in the ward where applications have not been funded or fully funded and consider the reallocation of funding to support those projects.

The Committee is also asked to note that with regard to Broxburn and Uphall there is Council's Town Centre Capital funding could potentially support gaps in funding for certain projects where full funding is not available.

Members are, however, asked to note that there may be some variance in the final

costings for the projects and the recommendations seek delegated authority the Head of Planning, Economic Development and Regeneration to approve minor variances within the total funding available to the local area committee. This may reduce or increase the level of the unallocated funds. This variation will relate only to the costs of the work. There is no provision for changing the scope of the work other than a reduction in the extent of the works in order to keep costs within the approved funding.

D4 Delivery of Projects

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

As all projects have to be delivered, or contractually committed, by 31 March 2020 officers will, at the end of January 2020, contact any applicant who has not drawn down the grant funding. At that stage the applicant will be asked whether they still intend to progress the work and to confirm that any necessary contracts can be let by 31 March 2020. If this isn't confirmed, or where the council has reservations that it can be achieved the matter will be reported to Council Executive for a decision on the funding. Where possible that report will also detail a reserve list of applications which could be implemented to utilise the available funding, although at that time opportunities to do so will be very limited because of time constraints.

E. CONCLUSION

The Town Centre Capital Fund offers significant additional capital funding to improve West Lothian's town centres. The projects in the Broxburn, Uphall and Winchburgh ward will deliver community identified projects that would not otherwise have been carried out. The timescales for delivering this work has made the application and assessment process challenging for both applicants and officers. The delivery of the agreed projects will be equally challenging as detailed in the report and will require ongoing monitoring to ensure delivery within the timescales.

F. BACKGROUND REFERENCES

Council Executive, 11 June 2019

<https://coins.westlothian.gov.uk/coins/submissiondocuments.asp?submissionid=42684>

Appendices/Attachments: Appendix 1 – Applications recommendation spreadsheet
Appendix 2 – Broxburn Application Forms
Appendix 3 – Uphall Application Forms
Appendix 4 – Winchburgh Application Forms

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