

# Supplementary Agenda



## Meeting of West Dunbartonshire Council

**Date:** Wednesday, 30 September 2020

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**Time:** 14:00

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**Format:** Zoom video conference

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**Contact:** Christine McCaffary, Senior Democratic Services Officer  
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Dear Member

### ITEMS TO FOLLOW

I refer to the agenda for the above meeting that was issued on 16 September and now enclose copies of **Items 12, 13 and 14** which were not available for issue at that time.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Note referred to:-

**12      GENERAL SERVICES BUDGETARY CONTROL REPORT      117 - 181**  
**TO 31 AUGUST 2020 (PERIOD 5)**

Submit report by the Strategic Lead – Resource advising on both the General Services revenue budget and the approved capital programme to 31 August 2020 and informing Members of an alternative option for use of capital receipts in 2019/20.

**13      HOUSING REVENUE ACCOUNT BUDGETARY CONTROL      183 – 201**  
**REPORT TO 31 AUGUST 2020 (PERIOD 5)**

Submit report by the Strategic Lead – Housing & Employability providing an update on the financial performance to 30 June 2020 (Period 5) of the HRA revenue and capital budgets for 2020/21.

**14      JOINT COLLABORATION: WEST DUNBARTONSHIRE AND      203 – 205**  
**INVERCLYDE COUNCILS – PERFORMANCE AND STRATEGY**

Submit report by the Strategic Lead – Communications, Culture, Communities and Facilities advising of proposals for further collaboration with Inverclyde Council in relation to the Performance and Strategy service.

Distribution:-

Provost William Hendrie  
Bailie Denis Agnew  
Councillor Jim Bollan  
Councillor Jim Brown  
Councillor Gail Casey  
Councillor Karen Conaghan  
Councillor Ian Dickson  
Councillor Diane Docherty  
Councillor Jim Finn  
Councillor Daniel Lennie  
Councillor Caroline McAllister

Councillor Douglas McAllister  
Councillor David McBride  
Councillor Jonathan McColl  
Councillor Iain McLaren  
Councillor Marie McNair  
Councillor John Millar  
Councillor John Mooney  
Councillor Lawrence O'Neill  
Councillor Sally Page  
Councillor Martin Rooney  
Councillor Brian Walker

Chief Executive

Strategic Director - Transformation & Public Service Reform

Strategic Director - Regeneration, Environment & Growth

Chief Officer - West Dunbartonshire Health & Social Care Partnership

Date of issue: 23 September 2020



**WEST DUNBARTONSHIRE COUNCIL**  
**Report by the Strategic Lead - Resources**  
**Council: 30 September 2020**

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**Subject: General Services Budgetary Control Report to 31 August 2020  
 (Period 5)**

**1. Purpose**

**1.1** The purpose of this report is to:

- i) advise on both the General Services revenue budget and the approved capital programme to 31 August 2020; and
- ii) inform Members of an alternative option for use of capital receipts in 2019/20 which would increase the free reserves by £0.305m between the draft and audited Financial Statements as at 31 March 2020.

**2. Recommendations**

**2.1** Council is asked to:

- i) note that the revenue account currently shows a projected annual adverse variance of £2.309m (0.98% of the total budget);
- ii) note that of this projection £2.229m is due to the projected impact of covid and the underlying position would be £0.080m adverse;
- iii) note that the capital account shows that planned expenditure and resource for 2020/21 is lower than budgeted by £20.988m (29.64% of the budget), made up of £21.654m (30.58% of the budget) relating to project slippage, partially offset by £0.666m relating to an in year overspend;
- iv) agree to fund £0.305m of transformational projects from capital receipts during 2019/20 (as noted in 4.16), resulting in an increase of £0.305m free reserves which will be adjusted within the audited Financial Statements as at 31 March 2020; and
- v) note that details for the outcome of the expected savings from the transformational projects to be funded from capital receipts will be reported as part of the year end budgetary control report 2020/21 and that future use of capital receipts will be considered as part of the Long Term Finance Strategy.

**3. Background**

Revenue

- 3.1** At the meeting of West Dunbartonshire Council on 4 March 2020, Members agreed the revenue estimates for 2020/2021. A total net budget of £229.157m was approved for General Services, before use of balances.

- 3.2** Since the budget was agreed, additional funding has been provided by Scottish Government and a total net budget of £234.968m is now being monitored:

	<b>£m</b>
Base Budget 20/21	229.157
Scottish Government funding (covid related)	6.319
Scottish Government funding (re-determinations)	0.050
Adjustment to Scottish Government funding assumptions (probationers)	(0.558)
<b>Current Revised budget</b>	<b>234.968</b>

### Capital

- 3.3** At the meeting of Council on 4 March 2020, Members also agreed the updated 10 year General Services Capital Plan for 2020/2021 to 2028/29. The next three years from 2020/21 to 2022/23 have been approved in detail with the remaining years being indicative at this stage. After adjusting for anticipated slippage from 2019/20 into 2020/21, the budget agreed for 2020/21 was £67.437m.

- 3.4** Since then, budget adjustments have taken place (through further 2019/20 capital slippage and additional external funding), revising the 2020/21 annual budget to £70.800m, as follows:

	<b>£m</b>
Base Budget 2020/21	46.241
Anticipated Slippage from 2019/20 – March 2020	21.195
Anticipated budget 2020/21 (Council – March 2020)	67.437
Additional slippage from 2019/20 – following year end	0.809
Revised Base Budget 2019/20 – following year end	68.246
<u>Increase council budget:</u>	
District Heating Network (Council: June 2020)	1.058
<u>New Funding:</u>	
Strathclyde Passenger Transport	0.750
Cycling, Walking, Safer Streets (S. Govt)	0.328
Digital Inclusion for pupils – (S. Govt)	0.418
<b>Revised Budget 2020/21</b>	<b>70.800</b>

### Update on Council's financial position as at 31 March 2020 – use of capital receipts

- 3.5** The draft accounts detail revenue reserves held of £9.090m. Once earmarked reserves of £6.643m has been accounted for, this leave £2.447m of free reserves. The prudential target is £4.305m.

- 3.6** The Scottish Government released a circular in March 2019 (FC 4/2019) that allow capital receipts to be used to fund transformational projects – for a limited period (until 31 March 2022). The definition provided within the guidance is that a transformation project is a project '*designed to transform service delivery, including through service redesign, in a way that reduces costs and/or demand for services in future financial years*'.

#### **4. Main Issues**

##### Revenue

- 4.1** The summary report at Appendix 1 currently identifies a projected annual adverse variance (overspend) of £2.309m (0.98% of the total budget) and service reports by Strategic Leads are attached as Appendix 2.
- 4.2** The projected adverse variance is made up of a general overspend against services of £0.080m and £2.229m due to the currently projected impact of covid. The covid impact projection is based upon a range of assumptions as to how services will restart over the remainder of this financial year.
- 4.3** Information on the projected annual variances in excess of £0.050m are highlighted and noted within Appendix 3, with additional information on action being taken to minimise or mitigate overspends where possible.
- 4.4** Agreed savings and management adjustments actioned within 2020/21 are monitored with current indications showing that of the total target being monitored (£0.910m) £0.889m is currently on target to be achieved.
- 4.5** Covid has had an impact on people's ability to pay for services, including Council Tax, generally people financially impacted by covid have been provided with more flexible payment terms to pay over longer periods and the current expectation is that such payments will be made in the future. Officers will monitor and report as appropriate as the year progresses.
- 4.6** Officers will continue to manage the budgets as closely as possible throughout the year and it is hoped that by: tight budgetary control; ongoing recovery actions (e.g. as described for the HMT0 above); further Government funding; and/or agreed financial flexibilities to allow Councils to better cope with the financial impact of covid, that the financial impact can be significantly mitigated and reduced over the remainder of the year. However there are clearly potential risks to this, mainly due to the unpredictable nature of the pandemic.

##### Capital

- 4.7** The current progress on the capital plan is shown in Appendices 5 to 8.
- 4.8** The overall programme summary report at Appendix 5 shows that planned expenditure and resource for 2019/20 is lower than budgeted by £20.988m (29.64% of the budget), made up of £21.658m relating to project slippage, partially offset by £0.666m relating to an in year overspend.

- 4.9** Appendix 5 also provides both an analysis of the overall programme at each alert status and a summary budgetary control report. The tables at the top detail both the number of projects and the corresponding spend as a percentage of the overall programme currently at red, amber or green alert status for project life and the current year. As will be seen from the Appendix a significant proportion of the identified slippage is as a result of delays due to covid on-site restrictions. The current projections are based on best judgement as to how these projects will continue in operation during the remainder of the year.
- 4.10** Appendix 6 details financial analysis of projects at red status and Appendix 7 is amber, with additional information on action being taken to minimise or mitigate under or overspends where possible. Appendix 8 provides an analysis of projects at green status. Appendix 9 provides an analysis of resources.
- 4.11** From the analysis within the appendices it can be seen that there are number of projects with material slippage, these are listed as follows:

<b>Project Name</b>	<b>Period 5 Slippage (£m)</b>	<b>Period 3 Slippage (£m)</b>
Gruggies Burn	3.735	3.735
District Heating Expansion	3.500	3.500
Vehicle Replacement	2.555	2.555
Schools Estate Improvement Plan	2.340	0.029
Posties Park	1.223	1.223
Clydebank Charette	1.223	1.223
Regeneration	0.803	0.981
Schools Estate Improvement Plan - Phase 2	0.750	-
Early Years	0.543	0.616
Heritage Capital Fund	0.510	0.545

Update on Council's financial position as at 31 March 2020 – use of capital receipts

- 4.12** As the Council progresses through the audit of the draft Financial Statements, it has an opportunity to increase the level of free reserves as at 31 March 2020.
- 4.13** Following a Council decision (January 2020), capital receipts to the value of £0.305m were used to reduce the principal element of loan charge payments in 2019/20. Following Scottish Government guidance, as an alternative to this, the Council could choose to use these capital receipts to fund £0.305m of spend on transformational projects (currently funded by the Change Fund, held as a revenue earmarked reserve).



- 4.14** As £0.305m revenue reserve would no longer be used, this results in an increase in the overall General Services revenue reserves as at 31 March 2020. In leaving the Change Fund earmarked balance as it is at 31 March 2020 within the draft Financial Statements, would result in an increase of free reserves of £0.305m.
- 4.15** The £0.305m principal currently funded from capital receipts, would be funded from Loans Fund Review balances held unused.
- 4.16** During 2019/20 the Council funded a number of transformational projects through the Change Fund. Appendix 10 notes the projects which are recommended to be funded through £0.305m capital receipts.
- 4.17** Options for future use of capital receipts will be considered and reported as part of the Long Term Finance Strategy.

## **5. Option Appraisal**

- 5.1** No option appraisal was required for this report.

## **6. People Implications**

- 6.1** There are no people implications.

## **7. Financial and Procurement Implications**

- 7.1** The report notes the projected in-year financial position for both General Services revenue and capital budgets.
- 7.2** If Members agree to the recommendations within the report, the overall reserves position for General Services would increase by £0.305m in the audited Financial Statements as at 31 March 2020, resulting in an additional £0.305m free reserves.

## **8. Risk Analysis**

- 8.1** The main risks are as follows:
- (a) The present variances should be viewed in the knowledge that there are a number of variable factors which could arise between now and 31 March and which could affect the year end results for both the revenue and capital budgets – particularly in light of covid;
  - (b) As a consequence of current market conditions, capital receipts may either not be received or they may be less than anticipated. The budget assumption is that capital receipts achieved in 2020/21 will be used to fund principal repayments within the loan charges budget. As the gain through the Loans Fund Review is available to fund principal, if receipts are not achieved, there is no affect on the financial position recorded in the budget in this area. However, of the capital receipts anticipated, £0.500m is assumed to fund the annual premium charge within loan

charges and this cannot be funded from the Loans Fund Review gain. Any shortfall in capital receipts below £0.500m will affect the revenue budget position. This is being closely monitored and any issues will be reported to Council; and

- (c) The projected cost of covid is based upon a variety of assumptions including: known available funding; no assumptions made as yet on potential financial flexibilities that may be agreed by Government; service demand; and timing of nationally agreed changes through the phasing out of lockdown. These assumptions change regularly and therefore there is a significant risk that the projected year end budgetary position will change from that reported.

## **9. Equalities Impact Assessment (EIA)**

- 9.1** No equalities impact assessment was required in relation to this report.

## **10. Environmental Sustainability**

- 10.1** No assessment of environmental sustainability was required in relation to this report.

## **11. Consultation**

- 11.1** All services involved in delivering the revenue and capital budgets have been consulted in the compilation of this report.

## **12. Strategic Assessment**

- 12.1** Proper budgetary control and sound financial practice are cornerstones of good governance and support Council and officers to pursue the strategic priorities of the Council's current Strategic Plan. This report forms part of the financial governance of the Council.

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Stephen West  
Strategic Lead - Resources

Date: 21 September 2020

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**Appendices:**

- Appendix 1 - Revenue Budgetary Control 2019/20  
– Corporate Summary;
- Appendix 2 - Revenue Budgetary Control 2019/20  
– Strategic Lead Summaries;
- Appendix 3 - Analysis of Revenue Variances over

	£50,000;
Appendix 4 -	2020/21 Management Adjustments Monitoring;
Appendix 5 -	Overall Capital Programme Summary;
Appendix 6 -	Analysis of Projects at Red Status;
Appendix 7 -	Analysis of Projects at Amber Status;
Appendix 8 -	Analysis of Projects at Green Status;
Appendix 9 -	Analysis of Resources; and
Appendix 10 -	Transformational Project detail.

**Background Papers:** Ledger output – period 5;  
General Services Revenue Estimates 2020/21  
General Services 10 Year Capital Plan Update - Council 4 March 2019;  
General Services Budget Preparation 2020/21 to 2022/23 – Budget Update – Council 29 January 2020; and  
Scottish Government Finance Circular 4/2019 – Accounting for Capital receipts to fund qualifying expenditure on transformational projects

**Wards Affected** All Wards



WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
SUMMARY

APPENDIX 1

PERIOD END DATE 31 August 2020

Department Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21	Annual RAG Status	Net Variance attributable to covid	Underlying Variance excluding covid
	£000	£000	£000	£000	%		£000
Procurement	575	351	510	(65)	-11%	↑	(1)
Resources	5,250	4,314	5,129	(121)	-2%	↑	4
Regulatory	2,660	1,267	2,857	197	7%	↓	276
People & Technology	6,314	3,282	6,316	2	0%	↓	(51)
Communications, Culture, Community and Facilities	17,298	6,895	17,273	(25)	0%	↑	61
Education, Learning and Attainment	100,704	33,769	101,952	1,248	1%	↓	713
Environment and Neighbourhood	13,530	6,346	13,418	(112)	-1%	↑	(34)
Housing and Employability	4,290	1,719	4,207	(83)	-2%	↑	(35)
Regeneration	(3,526)	2,700	(998)	2,528	-72%	↓	2,460
Miscellaneous Services	6,171	2,944	6,060	(111)	-2%	↑	(14)
Loan Charges	7,072	2,947	7,072	0	0%	→	0
Requisition (VJB)	728	303	728	0	0%	→	0
Requisition (SPT)	1,592	663	1,592	0	0%	→	0
Requisition (CJP)	1,742	726	1,742	0	0%	→	0
Requisition (HSCP)	70,638	29,433	70,638	0	0%	→	0
Non GAE Allocation	(7,173)	(2,712)	(6,509)	664	-9%	↓	664
Contingency Fund	784	0	0	(784)	-100%	↑	(784)
Net Covid position	6,319	2,466	5,291	(1,028)	-16%	→	(1,028)
<b>Total Expenditure</b>	<b>234,968</b>	<b>97,412</b>	<b>237,278</b>	<b>2,309</b>	<b>1%</b>	<b>↓</b>	<b>2,230</b>
Council Tax/CT Replacement Scheme	(36,890)	(14,379)	(36,890)	0	0%	→	0
Revenue Support Grant/ NDR	(189,649)	(96,235)	(189,649)	0	0%	→	0
Covid Funding	(6,319)	0	(6,319)	0	0%	→	0
Use of Reserves	(2,110)	(879)	(2,110)	0	0%	→	0
<b>Total Resources</b>	<b>(234,968)</b>	<b>(111,493)</b>	<b>(234,968)</b>	<b>0</b>	<b>0%</b>	<b>→</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(0)</b>	<b>(14,081)</b>	<b>2,309</b>	<b>2,309</b>	<b>0.98%</b>	<b>↓</b>	<b>2,229</b>
							<b>80</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
PROCUREMENT

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
<b>Service Summary</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>	
Procurement	575	351	510	(65)	-11%	↑
<b>Total Net Expenditure</b>	<b>575</b>	<b>351</b>	<b>510</b>	<b>(65)</b>	<b>-11%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
RESOURCES SUMMARY

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
	£000	£000	£000	£000	%	
Audit	134	149	113	(21)	-16%	↑
Central Administration Support	2,416	923	2,337	(79)	-3%	↑
Finance	1,402	676	1,402	0	0%	→
Rent Rebates & Allowances	(231)	607	(231)	0	0%	→
Revenues & Benefits	2,000	1,224	1,976	(24)	-1%	↑
Finance Business Centre	290	111	292	2	1%	↓
Cost of Collection of Rates	21	759	21	0	0%	→
Cost of Collection of Council Tax	(782)	(135)	(781)	1	0%	↓
<b>Total Net Expenditure</b>	<b>5,250</b>	<b>4,314</b>	<b>5,129</b>	<b>(121)</b>	<b>-2%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
REGULATORY SUMMARY

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Democratic and Registration Service	750	330	811	61	8%	↓
Environmental Health	646	280	686	40	6%	↓
Licensing	(125)	29	(57)	68	-54%	↓
Legal Services	942	418	939	(3)	0%	↑
Planning	447	210	478	31	7%	↓
<b>Total Net Expenditure</b>	<b>2,660</b>	<b>1,267</b>	<b>2,857</b>	<b>197</b>	<b>7%</b>	<b>↓</b>



WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
PEOPLE AND TECHNOLOGY

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
	£000	£000	£000	£000	%	
Service Summary						
Transactional Services	691	267	677	(14)	-2%	↑
Human Resources (including risk)	1,225	435	1,243	18	1%	↓
Information Services	4,093	2,453	4,112	19	0%	↓
Change Support	305	127	284	(21)	-7%	↑
<b>Total Net Expenditure</b>	<b>6,314</b>	<b>3,282</b>	<b>6,316</b>	<b>2</b>	<b>0%</b>	<b>↓</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
COMMUNICATIONS, CULTURE, COMMUNITIES AND FACILITIES

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Communications & Marketing	313	130	320	7	2%	↓
Citizen Services	1,351	551	1,383	32	2%	↓
Performance & Strategy	343	140	343	1	0%	↓
Libraries, Museums, Culture	1,608	571	1,615	8	0%	↓
Arts and Heritage	356	159	369	13	4%	↓
Office Accommodation	1,551	364	1,537	(14)	-1%	↑
Clydebank Town Hall	176	44	271	96	55%	↓
Catering Services	4,862	1,411	4,781	(82)	-2%	↑
Building Cleaning	1,502	563	1,517	15	1%	↓
Building Cleaning PPP	(281)	(152)	(310)	(29)	10%	↑
Facilities Assistants	1,919	730	1,874	(45)	-2%	↑
Facilities Management	334	129	311	(24)	-7%	↑
Leisure Management	3,262	2,256	3,262	0	0%	→
Events	3	0	0	(3)	-94%	↑
<b>Total Net Expenditure</b>	<b>17,298</b>	<b>6,895</b>	<b>17,273</b>	<b>(25)</b>	<b>0%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
EDUCATION, LEARNING AND ATTAINMENT

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21	Annual RAG Status
<b>Service Summary</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
Primary Schools	28,892	11,558	29,345	454	2% ↓
Secondary Schools	28,765	12,494	29,340	575	2% ↓
Specialist Educational Provision	16,191	5,720	16,495	304	2% ↓
Psychological Services	483	235	448	(35)	-7% ↑
Sport Development / Active Schools	589	186	589	(0)	0% ↑
Early Education	8,256	(4,113)	8,252	(4)	0% ↑
PPP	14,590	6,596	14,560	(30)	0% ↑
Cultural Services	559	273	565	6	1% ↓
Curriculum for Excellence	64	40	55	(9)	-14% ↑
Central Admin	262	86	194	(68)	-26% ↑
Workforce CPD	312	100	316	4	1% ↓
Performance & Improvement	448	170	471	23	5% ↓
Education Development	1,293	423	1,322	29	2% ↓
Raising Attainment - Primary	0	0	0	0	0% →
Raising Attainment - Secondary	0	0	0	0	0% →
Pupil Equity Fund (including LAC PEF)	0	0	0	0	0% →
<b>Total Net Expenditure</b>	<b>100,704</b>	<b>33,769</b>	<b>101,952</b>	<b>1,248</b>	<b>1% ↓</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
ENVIRONMENT AND NEIGHBOURHOOD

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
Service Summary	£000	£000	£000	£000	%	
Roads Operations	(1,132)	(318)	(205)	927	-82%	↓
Roads Services	3,917	1,734	2,996	(921)	-24%	↑
Transport, Fleet & Maintenance Services	(540)	946	(506)	34	-6%	↓
Grounds Maintenance & Street Cleaning Client	7,360	3,067	7,360	0	0%	→
Outdoor Services	252	12	233	(19)	-8%	↑
Burial Grounds	(140)	(1)	(169)	(28)	20%	↑
Crematorium	(941)	(294)	(986)	(45)	5%	↑
Waste Services	7,384	2,588	7,431	47	1%	↓
Depots	0	0	0	0	0%	→
Ground Maintenance & Street Cleaning Trading A/c	(2,631)	(1,388)	(2,736)	(105)	4%	↑
<b>Total Net Expenditure</b>	<b>13,530</b>	<b>6,346</b>	<b>13,418</b>	<b>(110)</b>	<b>-1%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
HOUSING AND EMPLOYABILITY

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
<b>Service Summary</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>	
Working 4 U	2,738	993	2,737	(1)	0%	↑
Communities	876	347	874	(3)	0%	↑
Homeless Persons	135	206	36	(100)	-74%	↑
Private Sector housing	42	17	42	0	0%	→
Anti Social Behaviour	498	155	519	21	4%	↓
<b>Total Net Expenditure</b>	<b>4,290</b>	<b>1,719</b>	<b>4,207</b>	<b>(83)</b>	<b>-2%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
REGENERATION

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
	£000	£000	£000	£000	%	
Housing Maintenance Trading A/c	(1,386)	2,526	651	2,037	-147%	↓
Housing Asset and Investment	49	0	1	(48)	-98%	↑
Corporate Assets and Capital Investment Programme	(2,828)	(654)	(2,674)	153	-5%	↓
Economic Development	225	178	208	(17)	-8%	↑
Central Repairs & Maintenance	(259)	135	(42)	218	-84%	↓
Private Sector Housing Grants	11	26	13	2	13%	↓
Consultancy Services	662	488	845	183	28%	↓
<b>Total Net Expenditure</b>	<b>(3,526)</b>	<b>2,700</b>	<b>(998)</b>	<b>2,528</b>	<b>-72%</b>	<b>↓</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
MISCELLANEOUS

APPENDIX 2

PERIOD END DATE

31 August 2020

Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance 2020/21		Annual RAG Status
	£000	£000	£000	£000	%	
Sundry Services	3,696	1,641	3,596	(100)	-3%	↑
Members Allowances, etc	600	235	585	(15)	-3%	↑
European Employability	510	213	510	0	0%	→
Chief Executive, Directors and Strategic Leads	1,365	855	1,369	4	0%	↓
<b>Total Net Expenditure</b>	<b>6,171</b>	<b>2,944</b>	<b>6,060</b>	<b>(111)</b>	<b>-2%</b>	<b>↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2020/21  
COVID - LOCAL GOVERNMENT HARDSHIP FUND

PERIOD END DATE

31 August 2020

Scottish Government Local Govt Funding	WDC allocation	Service / Subjective Summary	Total Budget 2020/21	Spend to Date 2020/21	Projected Spend	Variance	
£000	£000	Service Summary	£000	£000	£000	£000	%
(155,000)	(2,729)	Local Government Income	(2,729)	0	(2,729)	0	0%
(50,000)	(880)	Hardship Fund	(880)	0	(880)	0	0%
(70,000)	(684)	Food - Grant Income	(684)	0	(684)	0	0%
		Additional funding (Free School Meals and Additional SGovt)	(632)	0	(632)	0	0%
		Additional consequentials	(862)	0	(862)	0	0%
(45,000)	(532)	Social Welfare Fund	(532)	0	(532)	0	0%
		Funding total	(6,319)	0	(6,319)	0	0%
		General spend held centrally*	4,471	1,252	3,374	(1,097)	-25%
		Catering Spend	1,316	1,214	1,385	69	5%
		Social Welfare Fund - Spend	532	0	532	0	0%
		Spend total	6,319	2,466	5,291	(1,028)	-19%
		Net Expenditure	0	2,466	(1,028)	(1,028)	0%

\* please note that there are also variances within services due to increases in demand/ lost income/ reduced costs that are due to covid which requires to be considered against the income received as Government Funding



YEAR END DATE

31 August 2020

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

### Procurement

Procurement	575	510	(65)	-11%	↑
Service Description	This service provides a purchasing & procurement service for the Council				
Main Issues / Reason for Variance	Main reason for favourable variance is vacancies.				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	Underspend is anticipated				

### Resources

Central Administration Support	2,416	2,337	(79)	-3%	↑
Service Description	This services deals with administration functions within the Authority				
Main Issues / Reason for Variance	The main reason for the favourable variance is vacancies				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	It is anticipated that the underspend will continue throughout the year				

### Regulatory

Democratic and Registration Service	750	811	61	8%	↓
Service Description	This services deals with the administration functions and Democratic Services within the Authority				
Main Issues / Reason for Variance	The main reason for the variance is a reduction in expected income due to Covid 19.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	Overspend is anticipated				

Licensing	(125)	(57)	68	-54%	↓
Service Description	This service provides all licensing on behalf of the Council				
Main Issues / Reason for Variance	The main reason for the variance is a reduction in expected income due to Covid 19.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	Overspend is anticipated				

YEAR END DATE

31 August 2020

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

#### Communications, Culture, Community and Facilities

Catering Services	4,862	4,781	(82)	-2%	↑
Service Description	Catering Services across WDC				
Main Issues / Reason for Variance	There has been a reduction in food purchases with the closure of schools and Early Years facilities.				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	Underpend by year-end				

Clydebank Town Hall	176	271	96	54%	↓
Service Description	The service provides civic accommodation and facilities within Clydebank				
Main Issues / Reason for Variance	The adverse variance is mainly due to non achievement of turnover and loss of income due to covid.				
Mitigating Action	No action can be taken at this time				
Anticipated Outcome	An overspend is likely.				

#### Education , Learning and Attainment

Primary Schools	28,892	29,345	454	2%	↓
Service Description	This service area includes all Primary Schools.				
Main Issues / Reason for Variance	The main variances arise due to savings from teacher turnover not materialising £263k. Also with school closures from April-Aug because of COVID-19 no income was generated from school meals resulting in an adverse income variance of £182k. In addition , doubts about our ability to generate income from lets has produced an adverse variance of £23k.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An overspend primarily because of turnover not being achieved and loss of income is anticipated				

Secondary Schools	28,765	29,340	575	2%	↓
Service Description	This service area includes all Secondary Schools.				
Main Issues / Reason for Variance	The adverse variance is mainly due to the loss of income from school meals and lets (£405k). With the closure of schools between April -Aug because of COVID-19 no income was able to be generated. In addition savings from teacher turnover have not materialised.				
Mitigating Action	Management will continue to review the service and take action where appropriate to minimise the overspend.				
Anticipated Outcome	An overspend primarily because of turnover not being achieved and loss of income is anticipated				

YEAR END DATE

31 August 2020

Budget Details	Variance Analysis			
	Total Budget	Projected Spend	Variance	RAG Status
	£000	£000	£000	%

Specialist Educational Provision	16,191	16,495	304	2%	↓
Service Description	This service area covers all ASN Services.				
Main Issues / Reason for Variance	Payments to Other Bodies are currently overspent due to more children being placed within residential placements as a result of the more demanding nature of their educational requirements. Residential placements are demand-led and can fluctuate throughout the year. However, at present the number of placements is up over 12% on last year.				
Mitigating Action	The requirement for Residential Placements are demand-led services and decisions are taken jointly with HSCP following an assessment of the best option for all concerned. However, the actual usage throughout the year will be reviewed regularly to identify where there is scope to reduce the number of placements.				
Anticipated Outcome	If current levels of demand continue then it is anticipated that Residential and Day budgets will overspend.				

Central Admin	262	194	(68)	-26%	↑
Service Description	This service area covers Education Directorate				
Main Issues / Reason for Variance	The favourable variance is mainly due to realignment of some budgeted costs to Pupil Equity Fund.				
Mitigating Action	No action required.				
Anticipated Outcome	A favourable variance is projected at the year end.				

#### Environment and Neighbourhood

Roads Operations	(1,132)	(205)	927	-82%	↓
Service Description	This service covers the delivery of roads works orders raised				
Main Issues / Reason for Variance	COVID-19 lockdown resulting in work not being able to be carried out resulting in less income being achievable. Partially offset by underspends in materials and transport				
Mitigating Action	This overspend will be offset by an underspend in Roads services				
Anticipated Outcome	Overspend at year end				

Roads Services	3,917	2,996	(921)	-24%	↑
Service Description	This service relates to Roads design , structures , street lighting , road safety and school crossing patrols				
Main Issues / Reason for Variance	COVID-19 lockdown resulting in work not being able to be carried out resulting in less recharges come from Roads operation				
Mitigating Action	This underspend is mainly offset by an underspend in Roads services				
Anticipated Outcome	Works will be less than budgeted due to covid				

YEAR END DATE

31 August 2020

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Ground Maintenance & Street Cleaning Trading A/c	(2,631)	(2,736)	(105)	4%	↑
Service Description	Trading operation providing grounds maintenance and street cleaning services				
Main Issues / Reason for Variance	The main reason for the favourable variance is a reduction in costs as a result of COVID-19 lockdown - less seasonal workers recruited and lower supplies and contractor costs being incurred				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	An underspend is likely				

### Housing and Employability

Homeless Persons	135	36	(100)	-74%	↑
Service Description	This service seeks to prevent homelessness occurring across the authority and improves access to support services				
Main Issues / Reason for Variance	Increased occupancy of homeless units therefore additional Housing Benefit income received				
Mitigating Action	None required although the service will continually monitored throughout the year.				
Anticipated Outcome	If occupancy rates remain high an over recovery of income is anticipated				

### Regeneration

Housing Maintenance Trading A/c	(1,386)	651	2,037	-147%	↓
Service Description	This service delivers maintenance and investment services to the council's housing stock.				
Main Issues / Reason for Variance	The reduced throughput of work and reduced income due to COVID19.				
Mitigating Action	A successful staff furlough claim made to HMRC. Plans are in place to increase the amount of subcontracted work undertaken and to catch-up with the Housing revenue repairs backlog				
Anticipated Outcome	An adverse variance is projected due to covid. This will be subject to review as recovery plans are implemented.				
Corporate Assets and Capital Investment Programme	(2,828)	(2,674)	153	-5%	↓
Service Description	This service provides asset and estate management				
Main Issues / Reason for Variance	This projected adverse variance is mainly due to salary capitalisation not anticipated to be fully achieved during the COVID-19 lockdown.				
Mitigating Action	The budget will continue to be monitored throughout the year and any actions which can be taken to mitigate the overspend are being identified				
Anticipated Outcome	Overspend anticipated				

YEAR END DATE

31 August 2020

Budget Details	Variance Analysis				
	Total Budget	Projected Spend	Variance	RAG Status	
	£000	£000	£000	%	
Central Repairs & Maintenance	(259)	(42)	218	-84%	↓
Service Description	This service manages and undertakes repairs and maintenance to public buildings				
Main Issues / Reason for Variance	The reduced throughput of work and reduced income due to COVID19.				
Mitigating Action	A successful staff furlough claim made to HMRC. Plans are in place to maximise income during the remainder of this financial year				
Anticipated Outcome	An adverse variance is projected due to covid. This will be subject to review as recovery plans are implemented.				
Consultancy Services	662	845	183	28%	↓
Service Description	This service provides the architectural support to WDC				
Main Issues / Reason for Variance	Staff were redeployed to assist other areas due to COVID resulting in income levels projecting lower than budgeted				
Mitigating Action	The budget will continue to be monitored throughout the year.				
Anticipated Outcome	It is anticipated that the overspend will continue throughout year.				
Miscellaneous					
Sundry Services	3,696	3,596	(100)	-3%	↑
Service Description	This service area budgets for non departmental specific costs such as pensions costs, external grants and elderly welfare payments, external audit fees and insurance costs. The service heading also holds a number of general savings options which have still to be fully allocated.				
Main Issues / Reason for Variance	There are a number of variances within this service, both favourable and adverse. The main favourable variance is due to reduced insurance costs anticipated (due to the level of excesses anticipated), with the main adverse variances being caused by assumptions around the achievement of centrally held savings targets such as commercialisation which may be affected by covid and anticipated property costs of vacant buildings (HSCP properties and playdrome).				
Mitigating Action	Management will continue to monitor and maximise actions taken to achieve a level of savings, where appropriate.				
Anticipated Outcome	An overall underspend is anticipated				
Other					
Non GAE Allocation	(7,173)	(6,509)	664	-9%	↓
Service Description	This is the allocation of support service costs to other council services - excluding General Services) - such as HRA, capital, external bodies				
Main Issues / Reason for Variance	This adverse variance is due to the allocation of central administration to non GAE services being lower than budgeted due to covid				
Mitigating Action	Limited action can be taken to minimise this overspend.				
Anticipated Outcome	An adverse variance is anticipated				

YEAR END DATE

31 August 2020

Budget Details	Variance Analysis				RAG Status
	Total Budget	Projected Spend	Variance		
	£000	£000	£000	%	
Contingency Fund	784	0	(784)	-100%	↑
Service Description	The contingency fund is used to accommodate externally influenced movements in departmental budgets				
Main Issues / Reason for Variance	The balance held in the contingency fund relates to 'controllable' spend identified within services which has now been removed to assist with funding the general financial burden of covid				
Mitigating Action	None required although it will continue to be monitored throughout the year.				
Anticipated Outcome	Underspend will be achieved				
Net Covid position	6,319	5,291	(1,028)	-16%	↑
Service Description	This represents the funding from Scottish Government specifically for covid and additional spend identified outwith specific Council Services				
Main Issues / Reason for Variance	The favourable variance is offset against variances within services due to increases in demand/ lost income/ reduced costs that are due to covid which requires to be considered against the income received as Government Funding				
Mitigating Action	None required although it will continue to be monitored throughout the year.				
Anticipated Outcome	Underspend will be achieved				

**WEST DUNBARTONSHIRE COUNCIL**  
**MONITORING OF EFFICIENCIES AND MANAGEMENT ADJUSTMENTS 2020/21**

**Appendix 4**

Efficiency reference	Efficiency Detail	Strategic Lead Area	budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
MA1	Resources - streamline processes	Resources	- 80,000	- 80,000	-	
MA2	Reduce leadership support team	Regulatory	- 33,073	- 33,073	-	
MA4	Arts & Heritage restructure	Communication; Culture; Communities; Facilities	- 30,000	- 30,000	-	
MA5	Probationers	Education	- 263,000	- 263,000	-	
MA6	Reduce Creative Learning team	Education	- 23,745	- 23,745	-	
MA7	Reactive roads repairs	Environment & Neighbourhood	- 60,000	- 60,000	-	
MA8	Capitalisation of salaries	Regeneration	- 278,337	- 256,906	- 21,431	not fully achieved due to salaries not being recharged as budgeted due to COVID-19 lockdown.
MA9	Reduce hours - compliance posts (eco)	Regeneration	- 18,498	- 18,498	-	
MA10	Consolidation of posts	Housing & Employability	- 123,574	- 123,574	-	
			- 910,227	- 888,796	- 21,431	

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

APPENDIX 5

PERIOD END DATE 31 August 2020

PERIOD 5

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis			
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status
Red								
Projects are forecast to be overspent and/or experience material delay to completion	32	30.2%	39,324	19.4%	32	30.2%	3,531	37.1%
Amber								
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	11	10.4%	61,410	30.3%	11	10.4%	2,255	23.7%
Green								
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	63	59.4%	101,698	50.2%	63	59.4%	3,736	39.2%
TOTAL EXPENDITURE	106	100%	202,432	100%	106	100%	9,523	100%

Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Actual Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	147,446	39,324	147,885	438	41,419	3,531	20,699	(20,720)	(20,958)	238
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	66,420	61,410	66,473	53	5,785	2,255	5,378	(407)	(426)	19
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	158,548	101,698	158,957	410	23,596	3,736	23,734	139	(270)	409
TOTAL EXPENDITURE	372,414	202,432	373,316	901	70,800	9,523	49,812	(20,988)	(21,654)	666

TOTAL RESOURCES	(372,414)	(202,432)	(373,316)	(901)	(70,800)	(9,523)	(49,812)	20,988
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NET EXPENDITURE	0	0	0	0	0	0	0	0
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PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

1	<b>Making Tax Digital</b>						
	Project Life Financials	40	0	0%	40	0	0%
	Current Year Financials	40	0	0%	0	(40)	-100%
	Project Description	Making Tax Digital.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Oct-21		
<b>Main Issues / Reason for Variance</b>							
Making Tax Digital deliverables/ guidance has changed since this capital bid was submitted. Officers need to reassess WDC plans for Making Tax Digital to ensure that the Council remain compliant. Due to COVID- 19 HMRC have delayed the next stage of MTD until October 2021. Progress has been made on the digital linking of data on our excel spreadsheets in preparation of the next phase launch. Budget is therefore required to be rephased to 2021/22.							
<b>Mitigating Action</b>							
None required.							
<b>Anticipated Outcome</b>							
Making Tax Digital.							

2	Legal Case Management System						
	Project Life Financials	33	0	0%	33	0	0%
	Current Year Financials	33	0	0%	0	(33)	-100%
	Project Description	Legal Case Management System					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	The project will resume following lockdown and Officers are able to access the hardware the system will run on. Tenders received have been held so Officers expect project can be completed within budget, when project is able to resume. It is therefore expected completion may not be possible in 2020/21, therefore budget is required to be rephased to 2021/22.						
Mitigating Action							
None available at this time.							
Anticipated Outcome							
New legal case management system.							

3	ICT Security & DR						
	Project Life Financials	404	9	2%	404	0	0%
	Current Year Financials	404	9	2%	190	(214)	-53%
	Project Description	The project is for the enhancement of security systems, server replacement and the update of corporate applications to ensure compliance with 15/16 PSN requirements, to enhance the Disaster recovery capabilities of WDC.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	30-Jun-21		
	Main Issues / Reason for Variance						
	Agreed at ICT Steering Board to progress with partial switch replacement during 2020 and reprofile the budget to accommodate increased spend during 2021/22. Forecast spend for 2020/21 is now expected to be approx. £0.190m with £0.214m required to be rephased to 2021/22.						
Mitigating Action							
Reprofile this budget.							
Anticipated Outcome							
Underspend during 2020/21 and budget carried to 2021/22.							

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

4	Internet of Things Asset Tracking - new project 2020/21						
	Project Life Financials	240	0	0%	240	0	0%
	Current Year Financials	240	0	0%	0	(240)	-100%
	Project Description	Asset Tracking					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	28-Feb-22		
	Main Issues / Reason for Variance						
	Budget was awarded based on Business case justification. Unable to make a financial case for the additional investment and project stopped. Scottish Government will be notified and match funding returned. Civtech and supplier will be notified.						
Mitigating Action							
Report budget no longer required.							
Anticipated Outcome							
No spend and budget returned to capital plan. Project will not be completed.							

5	Heritage Capital Fund						
	Project Life Financials	4,000	106	3%	4,000	0	0%
	Current Year Financials	940	0	0%	430	(510)	-54%
	Project Description	Heritage Capital Fund.					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
	Main Issues / Reason for Variance						
	Council approved a £4m investment in Cultural assets in March 2018. In February 2019 the Cultural Committee approved a £0.330m investment in Alexandria Library, a £0.015m investment in consultancy work to scope out a museum at Clydebank Library, and in April 2019 approved £0.252m to upgrade Clydebank Town Hall roof and stonework and £0.060m for the Town Hall investment programme. For future years, in November 2019 Committee approved £1.408m investment at Clydebank Town Hall, £0.575m investment in a new museum in the basement of Clydebank Library, and £0.015m in consultancy work to scope out improvements at the Back Door Gallery. Works have been delayed during the period of COVID-19 lockdown however are resuming as restrictions are lifted. With regards to works relating to the Museum Space at Clydebank Library, phase 1 of the project is complete and phase 2 preparatory work has now commenced. With regards to the Town Hall element, consultancy on spatial redesign of gallery spaces has now recommenced. With regards to Dalmuir Gallery Improvement works, consultancy on spatial redesign of the gallery space within Dalmuir Library has also now recommenced. At this time it is estimated that £0.430m will be spent in 2020/21 with £0.510m required to be rephased to 2021/22.						
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project to be delivered on budget and within revised timescale.							

6	Telephone System Upgrade						
	Project Life Financials	15	0	0%	15	0	0%
	Current Year Financials	15	0	0%	0	(15)	-100%
	Project Description	To improve Housing Repairs telephone platform for incoming calls, providing improved Management Information.					
	Project Lifecycle	Planned End Date	31-Mar-21	End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Works scoped with ICT. However, given recent circumstances, there has been no further progress made. It would be unfair to ask ICT to divert resource to this project at this time and it wouldn't be acceptable to make any changes or amendments to the telephone platform at this point. It is therefore expected the telephone system upgrade will be delayed until 2021/22.						
Mitigating Action							
None required at this time.							
Anticipated Outcome							
To upgrade telephone system.							

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

7	<b>Glencairn House</b>						
	Project Life Financials	5,050	0	0%	5,050	0	0%
	Current Year Financials	300	0	0%	0	(300)	-100%
	Project Description	Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum.					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-24		
	<b>Main Issues / Reason for Variance</b>						
	The Glencairn House project has not yet commenced as planned due to COVID-19 restrictions and is now not likely to progress in 2020/21. It is therefore anticipated that £0.300m is required to be rephased to 2021/22.						
<b>Mitigating Action</b>							
None available at this time.							
<b>Anticipated Outcome</b>							
Re-development of Glencairn House in Dumbarton High St to a purpose built library and museum, within budget albeit later than originally anticipated.							

8	Free School Meals						
	Project Life Financials	199	97	49%	199	0	0%
	Current Year Financials	102	0	0%	0	(102)	-100%
	Project Description	Provision of Capital Funding from Scottish Government to implement free school meal initiative.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Jul-21		
	Main Issues / Reason for Variance						
	Due to the restrictions imposed by COVID-19 and the reprioritisation of tasks there will a delay in the completion of the project. Proposals for Christie Park and Gavinburn have been developed however due to nature of the works they cannot be carried out until next summer recess. As a result £0.102m is required to be rephased to 2021/22.						
Mitigating Action							
Opportunities to mitigate are limited due to need for work to be carried out around school holidays and building services resources therefore engagement with subcontractor has now taken place to minimise further delay.							
Anticipated Outcome							
Project completed within budget albeit later than anticipated.							

9	New Balloch Campus						
	Project Life Financials	16,701	16,691	100%	16,709	9	0%
	Current Year Financials	10	0	0%	18	9	90%
	Project Description	Construction of new primary school in Balloch to incorporate St Kessog's PS, Haldane PS and Jamestown PS and EE&CC.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	Main Issues / Reason for Variance						
	The main construction project reached the end of the defect rectification period on 9 February 2019, however retention of £0.016m is currently being held and will be released when the Making Good Defects certificate is issued, which is forecast in 2020/21. The overall project is reporting an anticipated overspend of £0.246m against the original budget (prior to additional budget being allocated) at this time and is expected to be financially complete in 2020/21 with the release of retention on both the main construction contract and the Haldane demolition contract.						
Mitigating Action							
None available.							
Anticipated Outcome							
Delivery of project on programme, however forecast overspend in the region of £0.246m.							

PERIOD END DATE

31 August 2020

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

10 Schools Estate Improvement Plan

Project Life Financials	20,000	5,316	27%	20,000	0	0%
Current Year Financials	10,635	1,675	16%	8,295	(2,340)	-22%
Project Description	Improvement of Schools Estate.					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		

**Main Issues / Reason for Variance**

With regards to the new Renton Campus, the project has been impacted upon by COVID-19 outbreak. This has impacted the spend projections for this financial year as the site was closed for a duration of 13 weeks. Officers are continuing to assess the revised programme to completion but at this time, it is anticipated that the overall project will be complete by July 2022. (Previously April 2022). With regards to the ongoing works at St Mary's Alexandria, scheduled works are progressing. The tender for the MUGA has been issued and is due for return end of September 2020.

**Mitigating Action**

With regards to the new Renton Campus, Officers are exploring programme mitigating measures at this time to consider improvement to the phased completion dates. Planners have approved a temporary relaxation to permit extended construction hours until 5 October 2020.

**Anticipated Outcome**

Project delivered within budget and to the revised programme, following COVID-19.

11 Schools Estate Improvement Plan - Phase 2 - Next Phase 2020/21

Project Life Financials	25,800	8	0%	25,800	0	0%
Current Year Financials	1,000	8	1%	250	(750)	-75%
Project Description	Improvement of Schools Estate.					
Project Lifecycle	Planned End Date	31-Mar-24	End Date	31-Mar-24		

**Main Issues / Reason for Variance**

The next phase of the Schools Estate Improvement Plan involves the development of the next phase of the plan in the Fairley area. The Capital Investment Team have been tasked with providing a funding submission to the Scottish Government Learning Estate Improvement Programme to support the delivery of key priority areas set out within the new West Dunbartonshire Learning Estate Strategy 2020-2030. It is anticipated bid submission will be made late autumn 2020 with decisions estimated to be reported in December 2020. A site analysis feasibility study has been drafted for existing locations and being reviewed by officers at this time. It is anticipated that £0.250m will be spent this financial year, with £0.750 required to be rephased to 2021/22.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Next phase of Schools Estate Improvement plan.

12 Early Years Early Learning and Childcare Funding

Project Life Financials	8,562	5,278	62%	8,562	0	0%
Current Year Financials	2,465	581	24%	1,922	(543)	-22%
Project Description	Early learning and childcare funding awarded to West Dunbartonshire Council to facilitate the expansion in entitlement to funded ELCC to 1140 hours from August 2020.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

Due to the restrictions implemented for COVID-19 the project was delayed as works could not be carried out within the timescales originally planned. As a result anticipated spend for 2020/21 is £1.922m with £0.543m required to be rephased to 2021/22.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

The project will be completed to deliver the requirements of the Early Years expansion plans.

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

<b>13 Vehicle Replacement</b>						
Project Life Financials	5,968	1,442	24%	5,968	0	0%
Current Year Financials	5,110	584	11%	2,555	(2,555)	-50%
Project Description	Replacement of vehicles which have reached end of programmed lifespan (7 year heavy vehicles, 10 year light vehicles).					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Vehicle manufacturers, parts and transport have been affected by COVID-19. The Service is now in receipt of 2 buses received mid June. Orders have been placed for £2.192m in the year to date with further orders due to be placed imminently. It is anticipated that 50% of budget spend can be achieved in 2020/21 with £2.555m required to be rephased to 2021/22.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Replacement of fleet later than anticipated.						

<b>14 Allotment Development</b>						
Project Life Financials	400	1	0%	400	0	0%
Current Year Financials	400	1	0%	100	(300)	-75%
Project Description	To develop an allotment site.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
<b>Main Issues / Reason for Variance</b>						
Tenders have now been issued for site investigation works. It is anticipated that this project will now not be fully complete this financial year with an estimated £0.300m required to be rephased to 2020/21.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
Development of allotments to take pressure off current 10 year waiting list.						

<b>15 Dalmonach CE Centre</b>						
Project Life Financials	1,150	1,093	95%	1,150	0	0%
Current Year Financials	69	12	18%	27	(43)	-62%
Project Description	To create new community facilities with additional space for early years provisions.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	30-Jun-21		
<b>Main Issues / Reason for Variance</b>						
Due to the restrictions implemented for COVID-19 the project is anticipated to be delayed as works could not start within the timescales originally planned and since has been stalled due to insolvency of the principle contractor. Officers are awaiting feedback from Consultancy Services regarding submission requirements from Building Services to proceed. At this time it is expected that £0.043m will be required to be rephased to 2021/22.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
To create new community facilities with additional space for early years provisions.						

PERIOD END DATE

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PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

16 Kilmaronock Cemetery Extension

Project Life Financials	217	0	0%	217	0	0%
Current Year Financials	217	0	0%	0	(217)	-100%
Project Description	Extension of existing cemetery at Kilmaronock.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

The original planned project to extend the current cemetery is no longer viable due to soil depth and land being unsuitable. Another field adjacent to the church has been identified as potentially being suitable, however this land is currently owned by Church of Scotland. Estates have now made final contact with Church of Scotland requesting permission to carry out site investigation works however they are not responding so it seems unlikely that this plan will progress. Other options are now being explored, but likely this budget will be required to be rephased to 2021/22.

**Mitigating Action**

Other options to be explored.

**Anticipated Outcome**

To provide further burial space in West Dunbartonshire.

17 Levensgrove Park - Restoration & Regeneration

Project Life Financials	3,843	3,756	98%	4,073	230	6%
Current Year Financials	20	35	174%	250	230	1131%
Project Description	Restoration and Regeneration of Levensgrove Park.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		

**Main Issues / Reason for Variance**

The project started August 2017 and the Pavilion is now complete and handed over. Project is forecasting a project life overspend due to various unforeseen additional costs.

**Mitigating Action**

None required.

**Anticipated Outcome**

Project delivered later than originally anticipated.

18 Posties Park Sports Hub - New sports hub to include Gym & running track

Project Life Financials	1,802	87	5%	2,002	200	11%
Current Year Financials	1,723	8	0%	500	(1,223)	-71%

Project Description Creation of a sports hub at Posties/Marinecraft to include a new changing pavilion/Gym, new all-weather 6 lane running track, conversion of blaze sports pitch to grass, new fencing, upgrade of existing floodlights and additional car parking. This combines the budget approved by the Council in February 2015 for Community Sports Facilities at Posties Park, draw down of budget from the generic sports facilities budget line and anticipated match funding from Sports Scotland.

Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Dec-21
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**Main Issues / Reason for Variance**

Initial cost estimates indicated a budget shortfall of £0.300m due to ground conditions meaning that the foundations had to be designed to be more substantial than first anticipated and decontamination that was required due to asbestos discovered on site. As a result of this value engineering exercises have been undertaken which would have brought the project back within budget, however the revised plans were not approved by Planning. Following discussions with Planning a design has now been agreed which will result in a project life forecast cost of £2.002m resulting in a project life overspend of £0.200m. Contract was awarded August 2019 and physical works were expected to commence March however postponed due to COVID-19 restrictions. It is now anticipated that work will be complete by December 2021 with forecast spend in 2020/21 expected to be £0.500m with £1.223m required to be rephased to 2021/22.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Creation of sports hub.

PERIOD END DATE

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

19	Vale of Leven Cemetery Extension						
	Project Life Financials	650	165	25%	650	0	0%
	Current Year Financials	485	0	0%	100	(385)	-79%
	Project Description	Extension of existing cemetery in Vale of Leven.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Difficulties in purchasing the preferred site resulted in early delays to this project. Site investigation works on the preferred site are now complete and the land was deemed suitable in October 2018. Negotiations are now complete and approval granted at February 2019 IRED committee to purchase land. An unforeseen legal issue has now resulted in a delay in signing off the land purchase. Legal are now in the process of working through this issue that has surfaced to conclude the purchase. Once purchase is complete the project will go to tender. Due to the delays outwith the Council's control, it is expected that the project will be unable to fully complete in 2020/21, with £0.385m required to be rephased to 2021/22.						
	Mitigating Action						
	Opportunities to mitigate are limited due to ongoing discussions with regards to purchase of land.						
Anticipated Outcome							
A suitable site has been identified and is in the process of being purchased to provide a sustainable burial environment, the project will be delivered on budget albeit later than originally planned.							

20	New Westbridgend Community Centre						
	Project Life Financials	675	55	8%	675	0	0%
	Current Year Financials	630	10	2%	135	(495)	-79%
	Project Description	New Westbridgend Community Centre					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Project progression has been delayed in 2020/21 due to COVID-19 restrictions. The planning application is expected to be submitted before the end of September with a start on site anticipated in the new calendar year. Full completion is expected in 2021/22. It is anticipated at this time that £0.135m will be spent this financial year with £0.495m required to be rephased to 2021/22 for project completion.						
Mitigating Action							
None required at this time.							
Anticipated Outcome							
Project to be delivered on budget.							

21	Alexandria Community Centre Sports Hall re-flooring						
	Project Life Financials	40	0	0%	40	0	0%
	Current Year Financials	40	0	0%	0	(40)	-100%
	Project Description	Alexandria Community Centre Sports Hall re-flooring					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Project commencement held due to COVID-19 restrictions. It is anticipated that engagement with contractors can commence in autumn, with physical progress expected to commence in 2021/22.						
Mitigating Action							
None available at this time.							
Anticipated Outcome							
New floor fitted in Alexandria Community Sports Hall							

PERIOD END DATE

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5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

22	Flood Risk Management						
	Project Life Financials	1,016	16	2%	1,016	0	0%
	Current Year Financials	1,016	16	2%	750	(266)	-26%
	Project Description	Enhancement of drainage infrastructure to ensure compliance with Flood Risk Management Act					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Contractor has been engaged to take on flood risk management. Flood modelling of River Leven and other projects are under way along with works to improve water courses in Balloch and Dumbarton. Works to resume as COVID-19 restrictions are lifted.						
Mitigating Action							
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.							
Anticipated Outcome							
Project completed within budget albeit later than anticipated.							

23	Gruggies Burn Flood Prevention						
	Project Life Financials	15,000	195	1%	15,000	0	0%
	Current Year Financials	4,135	0	0%	400	(3,735)	-90%
	Project Description	Commission of Gruggies Flood Prevention Scheme.					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance							
Project design is ongoing as optioneering has produced alternative design solutions. Approval granted at August 2019 Tendering Committee and now awaiting sign off by Legal before the project can progress. Project was expected to complete in 2022 with retentions due in 2023 however due to COVID-19 restrictions project progress has been delayed with £3.735m from this years budget is expected to be required to be repahsed to 2021/22.							
Mitigating Action							
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.							
Anticipated Outcome							
Intention is to complete Geotechnical and Topographical Surveys in 2020/21.							

24	Mandatory 20mph Residential communities						
	Project Life Financials	500	11	2%	500	0	0%
	Current Year Financials	489	0	0%	20	(469)	-96%
	Project Description	Mandatory 20mph Residential communities.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	The Scottish Government are currently reviewing 20mph legislation and officers are currently awaiting clarity from them before works can resume. This review is taking longer than anticipated, with still no formal outcome from Scottish Government on how to proceed. At this time it is anticipated that £0.020m will be spent in 2020/21 with £0.469m repahsed to 2021/22.						
Mitigating Action							
None available at this time as timing of review is out with Council control.							
Anticipated Outcome							
Project to be delivered within budget albeit later than first anticipated.							



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5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

25	Depot Rationalisation						
	Project Life Financials	8,535	118	1%	8,535	0	0%
	Current Year Financials	163	0	0%	30	(133)	-82%
	Project Description	Depot Rationalisation.					
	Project Lifecycle	Planned End Date		31-Mar-24	Forecast End Date		31-Mar-24
	Main Issues / Reason for Variance						
	Given potential implications around operational service requirements for Greenspace, Transport, Roads and Waste, Officers have not been in a position to complete the DRP Business Case at this point. Requirements were to be re-visited in March 2020, however as a result of COVID-19 and other pressing priorities this has been delayed and will be reviewed in January 2021 when there will be a better understanding of future operational requirements for a Depot provision. At this time it is estimated that only £0.030m will be spent this financial year with £0.133m required to be rephased to 2021/22.						
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Project business case will be brought back to project board and Council when the implication of shared services is known.							

26	Upgrade obsolete heating controls (BEMS) across Council estate						
	Project Life Financials	160	0	0%	160	0	0%
	Current Year Financials	160	0	0%	10	(150)	-94%
	Project Description	Upgrade obsolete heating controls (BEMS) across Council estate					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	This project is to upgrade obsolete heating control management systems across the Council's Estate. It is necessary for this work to be carried out during the non-heating season or when buildings are unoccupied. Initial site surveys required prior to works commencing have been severely delayed due to COVID-19. Officers will endeavour to maximise spend this financial year, however at this time it appears that approximately £0.150m will be required to be rephased to 2021/22.						
Mitigating Action							
Further dialogue with contractors and suppliers to maximise spend.							
Anticipated Outcome							
Delivery of project within budget.							

27	Replace obsolete boilers (plant greater than 30 years old)						
	Project Life Financials	235	0	0%	235	0	0%
	Current Year Financials	235	0	0%	36	(199)	-85%
	Project Description	Replace obsolete boilers (plant greater than 30 years old)					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Boiler replacements to be considered are The Hub and St Mary's Alexandria, both of which are two of the very few remaining oil sites within West Dunbartonshire area. In addition the current gas boiler at Municipal buildings is at least 35 years old. Delays due to site access not being available due to COVID-19 and work must be carried out during the non-heating season. It is anticipated that design and procurement will be carried out this financial year, with £0.199m required to be rephased to 2021/22 for the progression of the physical works.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
	Delivery of project within budget albeit later than first anticipated.						

PERIOD END DATE

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PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

28

Replace existing main hall Air Handling unit at Clydebanks Town Hall

Project Life Financials	85	0	0%	85	0	0%
Current Year Financials	85	0	0%	3	(82)	-96%
Project Description	Replace existing main hall Air Handling unit at Clydebanks Town Hall					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Due to COVID-19 restrictions there have been delays to the project and site access not being available. Works require to be completed during the non-heating season therefore at this time it is anticipated that only design fees of approximately £0.003m will be incurred in this financial year, with the remainder of the budget to be rephased to 2021/22 for completion of the project, however Officers will endeavour to maximise spend where possible.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Delivery on budget but delayed timescales.						

29

District Heating Network Expansion - new project 2020/21

Project Life Financials	11,000	0	100%	11,000	0	100%
Current Year Financials	5,500	0	0%	2,000	(3,500)	-64%
Project Description	District Heating Network Expansion					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Development towards the expansion will commence this year with current year forecast spend estimated at £2m with £3.5m required to be rephased to 2021/22.						
Mitigating Action						
None required						
Anticipated Outcome						
Project will be delivered on budget.						

30

Regeneration Fund

Project Life Financials	10,782	4,329	100%	10,782	0	100%
Current Year Financials	1,481	50	3%	678	(803)	-54%
Project Description	Funding to implement major regeneration projects linked to community charrettes.					
Project Lifecycle	Planned End Date	31-Mar-24	Forecast End Date	31-Mar-24		
Main Issues / Reason for Variance						
Bowling Harbour development is on hold pending outcome of North Clyde Riverbank masterplan. Connecting Clydebanks had been delayed due to issues that are now resolved with planning permission and funding - a contractor has been secured and the project will be underway during 2020/21. Although foreshore clearance work has now been completed at Dumbarton Waterfront accounting for spend on this budget, the overall Waterfront Pathway project is longer-term than first anticipated due to delays by the landowners. Balloch Village Square project was completed, and the remainder of the Balloch Charrette budget will be used to fund the Station Square project which is being scoped and developed during 2020. A special Council on 29 October 2019 sought and secured approval of an additional £2.609m for District Heating Network commercial costs from the existing Regeneration budget, accelerating budget from future years. This increase brings the District Heating budget from Regeneration Fund to £3.509m (£0.9m previously approved). As a result of the works required to be rephased, £0.678m of budget is required in 2020/21.						
Mitigating Action						
Project complexity and the need to programme some works to avoid busy tourism periods and reliance on third parties means that mitigation is challenging.						
Anticipated Outcome						
Progress towards delivery of planned projects from Economic Development Strategy and Charrette Action Plans albeit later than originally anticipated.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

31	Clydebank Charrette, A814						
	Project Life Financials	4,300	549	100%	4,300	0	100%
	Current Year Financials	3,233	542	17%	2,000	(1,233)	-38%
	Project Description	Clydebank Charrette, A814					
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	COVID-19 Government guidance has prevented commencement on these works. Works are proposed to commence late summer 2020.						
	Mitigating Action						
	None available at this time.						
	Anticipated Outcome						
Completion spring 2022.							

32	Elevated Platforms (Building Services)						
	Project Life Financials	45	0	100%	45	0	100%
	Current Year Financials	45	0	0%	0	(45)	-100%
	Project Description	Elevated Platforms (Building Services)					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
	Main Issues / Reason for Variance						
	Service is scoping requirements based on changing working practice and work type. Expect full spend to be achieved in 2021/2022 financial year, therefore £0.045m is required to be rephased to 2021/22.						
Mitigating Action							
Teams will review requirements by end of September and arrange for purchase of equipment by end of March 2022.							
Anticipated Outcome							
Project will be delivered later than first anticipated but within original budget.							

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31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

1

ICT Modernisation

Project Life Financials	504	256	51%	504	0	0%
Current Year Financials	504	256	51%	300	(204)	-40%
Project Description	This budget is to facilitate ICT infrastructure and modernise working practices.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	30-Jun-21		
Main Issues / Reason for Variance						
Device replacement aspect of this capital spend is delayed as 2019/20 project reaches completion. It is still expected to be delivered by end March with devices purchased and implementation underway. Project resourcing costs are also expected to be fully utilised by March 2021 estimated at £0.100m. Service improvement spend is delayed but anticipate £0.020m spend by March 2021. £0.045m ICT Mod retention is being held and expected to carry to 2021/22.						
Mitigating Action						
Prioritisation of projects will continue to be reviewed and if possible the projects will be accelerated.						
Anticipated Outcome						
Delay of the project and some of the spend.						

2

IoT Employee Resilience Support - new project 2020/21

Project Life Financials	200	0	0%	100	(100)	-50%
Current Year Financials	200	0	0%	50	(150)	-75%
Project Description	Employee Resilience Online Support Tool					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	28-Feb-22		
Main Issues / Reason for Variance						
Contract discussion underway and project due to resume from September. Budget allocation for this project is more than required with £0.050m required in 2020/21 and £0.050m required in 2021/22. £0.100m reported as underspend in the current financial year with £0.050m required to be rephased to 2021/22 for project completion.						
Mitigating Action						
To finalise the budget allocation for this project						
Anticipated Outcome						
Project delayed marginally. Budget requirement is £0.050m p.a. for two years. The additional £0.100m is not required and reported as underspend.						

3

365 Implementation

Project Life Financials	200	0	0%	200	0	0%
Current Year Financials	100	0	0%	70	(30)	-30%
Project Description	Project services to delivery Microsoft 365 Implementation including 3rd party supplier, training, technical consultancy etc					
Project Lifecycle	Planned End Date	31-Mar-22	Actual End Date	31-Mar-22		
Main Issues / Reason for Variance						
Way forward recommendation / option appraisal is being developed to present to ICT Steering Board in September. Project is delayed overall however aspects (MS Teams deployment) has made progress ahead of plan due to COVID-19.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project delivered on time and on budget.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

4

AV Equipment - Education

Project Life Financials	1,110	24	2%	1,110	0	0%
Current Year Financials	445	19	4%	300	(145)	-33%
Project Description	Purchase of AV Equipment for Education.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Project was delayed due to COVID-19 restrictions, however now progressing with phase one of the plan which involves replacement of boards with emergency replacement for broken boards. At this time it is anticipated that £0.300m will be spent this financial year, with £0.145m required to be rephased to 2021/22.						
Mitigating Action						
None available.						
Anticipated Outcome						
Purchase of AV Equipment for Education.						

5

Kilpatrick School - New Build

Project Life Financials	10,841	10,687	99%	10,958	117	1%
Current Year Financials	154	0	0%	271	117	76%
Project Description	Design and build of construction of Additional Support Needs School.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
The Final Account has yet to be agreed and will require to be negotiated as the contractor is claiming additional monies beyond the contract sum and available budget, which generates a financial risk that Officers are seeking to mitigate where possible. At present, the project life forecast outturn is anticipating an overspend in the region of £0.387m which constitutes the additional asbestos removal costs and the final 1.5% retention which there is a contractual obligation to pay. Previously an anticipated overspend has been reported but there is a risk this may increase because the contractor has applied for payment greater than the agreed contract sum and has also submitted a loss and expense claim which is currently being determined. Officers continue to work to fully agree the final account and determine the extent of overspend. Project was physically complete November 2017 with retentions due to be paid when all defects are rectified. At this time there are two defects still to be resolved, however it is anticipated retention release will occur in 2020/21.						
Mitigating Action						
Opportunities to mitigate are limited at this time. The Council is obligated to make substantiated payment, however continue to meet with Hubwest with a view to agreeing the final account and resolving the financial position.						
Anticipated Outcome						
Project complete albeit over budget.						

6

Education Software Licensing Refresh - new project 2020/21

Project Life Financials	270	0	0%	270	0	0%
Current Year Financials	30	0	0%	15	(15)	-50%
Project Description	End of Life Software Upgrades for Education					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
One education end of life (EOL) application identified and supplier discussions started. At this time, it is estimated that £0.015m will be required to be rephased to 2021/22.						
Mitigating Action						
None required						
Anticipated Outcome						
Delivery of project within budget.						

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APPENDIX 7

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

7	New Sports Changing Facility at Lusset Glen in Old Kilpatrick						
	Project Life Financials	150	10	6%	150	0	0%
	Current Year Financials	142	1	1%	95	(47)	-33%
	Project Description	New Sports Changing Facility at Lusset Glen in Old Kilpatrick.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	30-Apr-21		
	Main Issues / Reason for Variance						
	Awaiting demolition warrant which will then allow demolition of existing structure, which is expected to be complete before the end of January 2021. Works on new structure anticipated to start February 2021 on a 12 week programme. It is therefore not expected the project will be fully complete until next financial year, with £0.047m required to be rephased to 2021/22 for project completion.						
Mitigating Action							
None required at this time.							
Anticipated Outcome							
To deliver new sports changing facility.							

8	Office Rationalisation						
	Project Life Financials	22,051	22,043	100%	22,052	2	0%
	Current Year Financials	9	1	16%	11	2	20%
	Project Description	Delivery of office rationalisation programme.					
	Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date	31-Mar-20		
	Main Issues / Reason for Variance						
	The current overall project overspend is due to additional costs associated with the clearance of Garshake, unforeseen internal recharges, variations to project delivery, and asbestos removal. New Dumbarton Office has been opened to staff from 21 May 2018. HES Grant of £0.050m will be awarded in 2020/21, delay being due to staff shortages within HES processing claims and now as a result of COVID-19 and HES staff being furloughed. Retention for demolition of Garshake works will be paid in 2020/21.						
Mitigating Action							
None available.							
Anticipated Outcome							
Project delivered at a higher cost than budgeted.							

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Budget Details	Project Life Financials				
	Budget	Spend to Date	Forecast Spend	Variance	
	£000	£000	%	£000	£000 %

<b>9 Leisure Energy projects - air handling units, upgrade lighting, circulating pumps, and draught proofing</b>					
Project Life Financials	290	62	21%	290	0 0%
Current Year Financials	218	0	0%	150	(68) -31%
Project Description	Measures to be installed at both Meadow Centre & Vale of Leven Swimming Pool; new pool hall Air Handling Units, upgrade lighting, circulating pumps Vale of Leven Swimming Pool, internal and external lighting and draught proofing.				
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22	
<b>Main Issues / Reason for Variance</b>					
Works to be completed relate to Air Handling Unit (AHU) upgrades at Meadow Centre. It was decided that installing an air handling unit outside would minimise disruption to customers, staff and business. Structural engineers were required to carry out soil samples to confirm the ground was suitable to build an external base for the unit however the positive result took a considerable amount of time to return. More recent delays relate to the design and details of the new foundation slab and requires to be re-configured due to the discovery of the unusually large projection of the foundation from the face of the main building. This altered the concept of the design of the proposed foundations so further works were required before it could go to tender. Tenders for the structure have now been evaluated and planning permission has been granted but due to time taken for approval works weren't able to progress further in 2019/20, and were required to be rephased to 2020/21, however due to COVID-19 restrictions, inability to visit site and make arrangements for installation. This could have an impact on the project being delayed. Consultancy Services is currently applying for Building Warrant for the revised scheme.					
<b>Mitigating Action</b>					
Continue to liaise with internal colleagues and Leisure Trust.					
<b>Anticipated Outcome</b>					
Project expected to deliver within budget albeit later than anticipated.					

<b>10 Regeneration/Local Economic Development</b>					
Project Life Financials	3,342	2,774	83%	3,342	0 0%
Current Year Financials	1,611	1,044	65%	1,511	(100) -6%
Project Description	Budget to facilitate the delivery of Regeneration throughout West Dunbartonshire, aligned to the Economic Strategy 2015-20. External funding will be sought to maximise opportunities for redevelopment of these sites.				
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22	
<b>Main Issues / Reason for Variance</b>					
The budget spend accounts for a range of Economic Development projects underway including the biodiversity park at St Eunan's. With regards to St Eunan's, there has been a requirement for increased expenditure on the site of £0.033m and more recent additional costs associated with the northern boundary fence which requires unforeseen works due to its poor structural condition that equate to approximately £0.190m. This has resulted in delay and equates to £0.500m of the total rephasing to 2020/21. The rephasing to 2020/21 of £0.411m relates to Dumbarton Waterfront Path and Mitchell Way, Alexandria. The development for the Dumbarton Waterfront Path continues with Lidl section completed and Cullross section near completion. The project management of Queens Quay development continues, design development for the Town Centre Fund projects which is well advanced, Alexandria Masterplan and an NPF4 North Clyde masterplan delivered to SG, final payments for the Balloch improvement projects and public realm improvements in Alexandria. The delay by the Mitchell Way, Alexandria, developer has meant that the funds allocated to the relocation of the gas pipe to prepare the currently-Council owned site for development will be required to slipped into next financial year and at this time it is anticipated £0.100m is required to be rephased to 2021/22.					
<b>Mitigating Action</b>					
None available at this time.					
<b>Anticipated Outcome</b>					
Significant progress with transformational projects including Dumbarton Waterfront, strategic disposal sites, Alexandria town centre and further progress with implementing Charrette Action Plans.					

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Budget Details	Project Life Financials				
	Budget	Spend to Date	Forecast Spend	Variance	
	£000	£000	%	£000	£000

11	<b>Replace Elderly Care Homes and Day Care Centres</b>					
	Project Life Financials	27,463	25,554	100%	27,497	34 100%
	Current Year Financials	2,371	934	39%	2,605	234 10%
	Project Description	Design and construction of replacement elderly care homes and day care centres in Dumbarton and Clydebank areas.				
	Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22	
	<b>Main Issues / Reason for Variance</b>					
	<p>Dumbarton Care Home achieved practical completion on 28 April 2017. There is one outstanding recorded defect yet to be rectified relating to the Combined Heat &amp; Power (CHP) engine and accordingly a small amount of retention has been withheld. With regards to Clydebank Care Home, CCG have been in possession of the site since the end of October 2018. Programme has been compromised by COVID-19. Site closed on 25 March 2020 and re-opened, under essential status, on 4 May 2020 under strict health &amp; safety working measures. COVID-19 related Extension of Time requires to be agreed for closure duration and re-mobilisation period – circa 7 weeks. Revised Completion date estimate is November 2020. Discharge of Planning conditions and the granting of the Completion Certificate by Building Standards are also contract requirements of certifying Completion. There is an anticipated reduction in productivity based on COVID-19 site operating procedures, however CCG are making good progress since their return both internally and with external works. Financial risk exposure due to delay in achieving the district heating and power to site which are WDC owned risks in the construction contract. Accounting for estimated £0.242m delay costs, of which some have been absorbed by contingency balances, Officers are forecasting an overall project overspend in the region of £0.034m. The use of the construction haul road ceased on 22 July 2020 and the land area was handed back on 26 August 2020. The critical co-ordination aspect at present is the district heating connection due 9 October 2020. Access to the spine road was agreed as of 31 August 2020. The target opening date for the new facility will be advised by HSCP with a minimum of a 6 week transition period after the construction completion date.</p>					
	<b>Mitigating Action</b>					
	<p>COVID-19 outbreak is impacting the project programme, costs and risks. Due to the complexity of working within a Masterplan development, our ability to mitigate issues is restricted to only those within our direct project control. Officers are maintaining regular communications with the District Heating &amp; Queens Quay Masterplan Teams, specifically regarding energy centre heat-on date, utility connections and spine road.</p>					
	<b>Anticipated Outcome</b>					
	<p>Dumbarton Care Home opened 2017. Clydebank Care Home anticipated to be complete November 2020 with a projected overspend.</p>					



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APPENDIX 8

PERIOD END DATE

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

1

Electronic Insurance System - claim/incident management system

Project Life Financials	50	43	86%	50	0	0%
Current Year Financials	7	0	0%	7	0	0%
Project Description	Acquisition of a claims/incident management system supported by an electronic document management system.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Initial discussions have taken place with the supplier and an updated quotation has now been received (cost has remained as per initial quotation). Quotation to be reviewed and signed off. The various insurance claim forms are in the process of being reviewed, updated and will then be available online. Supplier to take matters forward with their design team.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Upgraded Electronic Insurance System delivered on budget.						

2

Agresso development

Project Life Financials	30	0	0%	30	0	0%
Current Year Financials	30	0	0%	30	0	0%
Project Description	2020/21 bid is to carry out an upgrade of Agresso which was last upgraded in 2015. Requirement to upgrade is to maintain level of support available from Unit 4 who have advised that support for older versions of the system is being reduced.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Project expected to progress in 2020/21 with budget spend anticipated.						
Mitigating Action						
None required.						
Anticipated Outcome						
Development of Agresso system.						

3

Valuation Joint Board - Requisition of ICT Equipment

Project Life Financials	3	0	0%	3	0	0%
Current Year Financials	3	0	0%	3	0	0%
Project Description	Valuation Joint Board - Requisition of ICT Equipment					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
The purchase of laptops and PCs were delayed into 2019/20 due to issues with the approved supplier, however project has been delayed further due to resources being directed to more prioritised work. This has effected the forecast end date and works therefore to be rescheduled to 2020/21.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Requisition re ICT Equipment.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

4	<b>Replacement GIS system and upgrade to eDevelopment Planning system.</b>					
	Project Life Financials	51	51	99%	51	0 0%
	Current Year Financials	26	25	99%	26	0 0%
<p>Project Description Replacement GIS system and upgrade to eDevelopment Planning system.</p> <p>Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 30-Apr-20</p> <p><b>Main Issues / Reason for Variance</b> Project now fully installed tested and signed off as completed with the roll out being programmed and delivered in phased stages. Full budget spend anticipated in 2020/21.</p> <p><b>Mitigating Action</b> None Required.</p> <p><b>Anticipated Outcome</b> GP/GIS in Planning.</p>						

5	<b>Trading Standards Scam Prevention</b>					
	Project Life Financials	10	8	81%	10	0 0%
	Current Year Financials	2	0	15%	2	0 0%
<p>Project Description Call blocking devices to be fitted to the phones of WDC's most vulnerable residents which will block unknown numbers from connecting and limiting incoming calls to only known and trusted numbers, for vulnerable consumers who may be susceptible to hard selling techniques, scams and other frauds.</p> <p>Project Lifecycle Planned End Date 31-Mar-21 End Date 31-Mar-21</p> <p><b>Main Issues / Reason for Variance</b> The local scams advice and prevention initiative will follow a model being developed nationally by the Scottish Trading Standards society and will include both online and physical materials. It is hoped that despite COVID-19 the remaining budget can still be utilised in 2020/21.</p> <p><b>Mitigating Action</b> None required at this time.</p> <p><b>Anticipated Outcome</b> To protect WDC's most vulnerable residents from phone calls from which they may fall victim of hard selling techniques, scams and other frauds.</p>						

6	<b>ICT Modernisation - New Project 2020/21</b>					
	Project Life Financials	900	0	0%	900	0 0%
	Current Year Financials	100	0	0%	100	0 0%
<p>Project Description ICT Modernisation.</p> <p>Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-21</p> <p><b>Main Issues / Reason for Variance</b> Onsite work on public access device replacements and upgrades in progress and due for completion mid September. Project admin tasks, project review and handover to business as usual to follow. This will overlap with planning the in-year spend which has a dependency on new voice and data contract start date (estimated Oct 2020 tendering committee approval) as replacement of end of life (EOL) MOBs is a priority for this capital spend.</p> <p><b>Mitigating Action</b> None required at this time.</p> <p><b>Anticipated Outcome</b> Spend completed on time and on budget.</p>						

PERIOD END DATE

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

7

Civic Heart Works - Refurbishment of Clydebank Town Hall

Project Life Financials	3,341	3,317	99%	3,341	0	0%
Current Year Financials	24	0	0%	24	0	0%
Project Description	Refurbishment of Clydebank Town Hall.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
The plans for the remaining Civic Heart Works includes a kitchen upgrade to allow full utilisation of the asset for more efficient service provision especially around larger events and the provision of in-house bars. Asset Management are working with the service to deliver this and the kitchen upgrade element is now complete. Works to gas system and drainage system to complete in autumn 2020. Full budget spend anticipated.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Project to be delivered on budget.						

8

Upgrade of Clydebank Library

Project Life Financials	500	499	100%	500	0	0%
Current Year Financials	1	0	0%	1	0	0%
Project Description	Refurbishment of the existing Clydebank Library to deliver a fit for purpose modern library designed around the needs of the customer. This will protect a historic landmark and the original Carnegie library whilst offering the potential to build upon the development of a 'cultural quarter' focused around Clydebank Town Hall.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
It is anticipated that project will be delivered on time and on budget.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Full refurbishment of library delivered within budget and within amended timescales.						

9

Transformation of Infrastructure Libraries and Museums

Project Life Financials	421	143	34%	421	0	0%
Current Year Financials	322	44	14%	322	0	0%
Project Description	To improve performance and efficiency of Council's Libraries and Cultural Services.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	30-Jun-21		
Main Issues / Reason for Variance						
A revised spending plan has been agreed in light of restrictions imposed by COVID-19. Revision includes replacement mobile shelving for all libraries, with additional improvements to Children's Library areas, public PC furniture and staff desks for Alexandria and Dalmeir Libraries. This will now be progressed with colleagues from Procurement and Asset Management with a target completion of full spend by the end of the financial year 2020/21.						
Mitigating Action						
Project will be monitored for delays						
Anticipated Outcome						
Project will be delivered within budget.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

10 **Payment Card Industry Data Security Standard (PCIDSS)**

Project Life Financials	30	0	0%	30	0	0%
Current Year Financials	30	0	0%	30	0	0%

Project Description Module would ensure that WDC were compliant with the current requirements of PCIDSS for card payments without the need for numerous costly workarounds.

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-21

**Main Issues / Reason for Variance**

Work in progress collating details for the module to ensure all services who take payments are incorporated within the proposal. Budget spend anticipated in 2020/21.

**Mitigating Action**

None at this time.

**Anticipated Outcome**

Upgraded version with PCI compliant telephone payment system.

11 **Choices Programme - to assist young people who require additional support**

Project Life Financials	750	609	81%	750	0	0%
Current Year Financials	147	7	5%	147	0	0%

Project Description Bringing together Central Support Services which will include relocation of Choices Programme.

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-21

**Main Issues / Reason for Variance**

School opened to pupils in August 2019, snagging list is being progressed and is anticipated to complete in 2020/21.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

Project delivered on time and on budget.

12 **Online Payment System for Education Establishments**

Project Life Financials	52	50	96%	52	0	0%
Current Year Financials	2	0	0%	2	0	0%

Project Description Cashless Catering within Primary Schools.

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-21

**Main Issues / Reason for Variance**

It is anticipated that project will be delivered on time and on budget.

**Mitigating Action**

None currently required.

**Anticipated Outcome**

Project was delivered on time and on budget,

13 **OLSP - New Build**

Project Life Financials	4,092	4,093	100%	4,092	0	0%
Current Year Financials	0	1	0%	0	0	0%

Project Description Design and construction of new Secondary School in Bellsmyre, Dumbarton.

Project Lifecycle Planned End Date 31-Mar-20 End Date 31-Mar-20

**Main Issues / Reason for Variance**

Final invoice for Principal Designers fee paid in 2020/21, therefore project now physically and financially complete.

**Mitigating Action**

None Required

**Anticipated Outcome**

New Build opened to pupils on 25 October 2017 in line with the programme. Project reporting an overspend.

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APPENDIX 8

PERIOD END DATE

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PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

14	<b>Aitkenbar PS, St Peters PS, Andrew Cameron EE&amp;CC</b>						
	Project Life Financials	10,384	10,369	100%	10,386	2	0%
	Current Year Financials	66	51	78%	67	1	1%
	Project Description	Design and construction of new co-located school to replace 3 separate establishments.					
	Project Lifecycle	Planned End Date	31-Mar-21	End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Officers will release the Making Good Defects certificate when the final 2 defects are rectified and in turn the remaining 1.5% retention (£0.066m) will be released.						
	<b>Mitigating Action</b>						
	Closure of 2 remaining defects will release retention payment in 20/21.						
	<b>Anticipated Outcome</b>						
	Delivery of project on programme and under budget.						
15	<b>Schools Estate Refurbishment Plan</b>						
	Project Life Financials	5,508	5,493	100%	5,508	0	0%
	Current Year Financials	16	11	71%	16	0	0%
	Project Description	Completion of condition surveys has been carried out to identify works required to bring various schools from Condition C to Condition B.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Final budget expenditure to be incurred in 2020/21.						
	<b>Mitigating Action</b>						
	None available						
	<b>Anticipated Outcome</b>						
	To improve the condition of schools within budget albeit later than first anticipated.						
16	<b>Digital Inclusion</b>						
	Project Life Financials	418	0	0%	418	0	0%
	Current Year Financials	418	0	0%	418	0	0%
	Project Description	Increase the ratio of chrome book devices for most disadvantaged children and families and support for families with remote access.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	New Scottish Government funding to support the most disadvantage children in West Dunbartonshire by increasing the chromebook to pupil ratio. Budget spend anticipated in 2020/21.						
	<b>Mitigating Action</b>						
	None required at this time.						
	<b>Anticipated Outcome</b>						
	Increase the chromebook ratio for most disadvantaged children.						
17	<b>Purchase of gritters</b>						
	Project Life Financials	400	0	0%	400	0	0%
	Current Year Financials	400	0	0%	400	0	0%
	Project Description	Purchase of gritters.					
	Project Lifecycle	Planned End Date	31-Mar-21	Actual End Date	31-Mar-22		
	<b>Main Issues / Reason for Variance</b>						
	Procurement strategy developed and quotations received. Full budget spend anticipated in this financial year.						
	<b>Mitigating Action</b>						
	None available at this time.						
	<b>Anticipated Outcome</b>						
	Receipt of gritters later than anticipated, may be an increase in cost.						

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

18	<b>Clydebank Community Sports Hub</b>					
	Project Life Financials	3,865	3,798	98%	3,865	0 0%
	Current Year Financials	67	0	0%	67	0 0%
	Project Description	Creation of a community and sport hub.				
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date		31-Mar-21
	<b>Main Issues / Reason for Variance</b>					
	<p>The Principal Contractor CBC are in administration and Officers have issued a contract termination notice. There are outstanding defects to be rectified and minor grass pitch works and officers are preparing an order of costs, with a view to commissioning third parties to complete. There are anticipated minor professional fees to be paid in 2020/21 and the previously withheld retention monies will now be looked upon for the budget to rectify defects and complete the minor works. Officers have received correspondence from the insolvency practitioner cost consultant requesting payment of the withheld retention money, which is being disputed by officers.</p>					
	<b>Mitigating Action</b>					
	Project Team officers are engaging with Procurement and Legal Services at this time following the announcement of CBC going into administration. Costs to rectify remaining defects and complete grass pitch works are being prepared and will be assessed against remaining budget.					
	<b>Anticipated Outcome</b>					
	New facility has been operational since October 2018. Project reporting a forecasted overspend.					
19	<b>Community Capital Fund</b>					
	Project Life Financials	3,851	3,639	94%	3,851	0 0%
	Current Year Financials	213	1	0%	213	0 0%
	Project Description	Upgrade and improve recreational facilities throughout West Dunbartonshire.				
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date		31-Mar-21
	<b>Main Issues / Reason for Variance</b>					
	Works to be completed relate to four play parks at Levensgrove Park, Balloch Park, Moss o Balloch and Central Alexandria. Works resumed August 2020 following COVID-19 restrictions with completion anticipated by 31 March 2021.					
	<b>Mitigating Action</b>					
	None required at this time.					
	<b>Anticipated Outcome</b>					
	Improved recreational facilities throughout WDC.					
20	<b>Community Sports Fund</b>					
	Project Life Financials	472	406	86%	472	0 0%
	Current Year Financials	66	0	0%	66	0 0%
	Project Description	Match funding of up to 75% for local sports clubs to develop business cases to improve facilities.				
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date		31-Mar-21
	<b>Main Issues / Reason for Variance</b>					
	2017/18 was the final year of a project to fund external/community sports groups which is now closed to new applications. Officers have evaluated submissions received within the final round of applications. Full spend has been committed, however the timing of spend is dependent on external groups proceeding with projects as planned. It is hopeful that full budget spend can be achieved in 2020/21.					
	<b>Mitigating Action</b>					
	Officers will continue to liaise with community groups to ensure progress is made with projects.					
	<b>Anticipated Outcome</b>					
	Improve sport facilities to a wide range of organisations WDC.					

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

21	<b>Holm Park &amp; Yoker Athletic FC</b>						
	Project Life Financials	750	658	88%	750	0	0%
	Current Year Financials	92	0	0%	92	0	0%
	Project Description	Develop a new 3G pitch to act as a home venue for Clydebank FC with extensive community access.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Awaiting programme from subcontractors for works to stand, however full budget spend anticipated this financial year.						
	<b>Mitigating Action</b>						
	None required at this time.						
	<b>Anticipated Outcome</b>						
	Project delivered on budget.						
22	<b>Environmental Improvement Fund</b>						
	Project Life Financials	1,726	1,704	99%	1,726	0	0%
	Current Year Financials	42	19	46%	42	0	0%
	Project Description	This fund has been created to deliver environmental improvement projects for communities throughout West Dunbartonshire.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Remaining budget to fund the retentions of Mountblow 3G pitch and final minor expenditure.						
	<b>Mitigating Action</b>						
	None available at this time.						
	<b>Anticipated Outcome</b>						
	Project delivered on budget.						
23	<b>New Clydebank Leisure Centre</b>						
	Project Life Financials	23,758	23,756	100%	23,758	0	0%
	Current Year Financials	2	0	0%	2	0	0%
	Project Description	Provision of new leisure centre.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Final minor expenditure committed but yet to be expended.						
	<b>Mitigating Action</b>						
	None required at this time.						
	<b>Anticipated Outcome</b>						
	Project delivered on time and under budget. Underspend removed from budget in 2018/19.						
24	<b>Public non-adopted paths and roads</b>						
	Project Life Financials	1,068	794	74%	1,068	0	0%
	Current Year Financials	288	15	5%	288	0	0%
	Project Description	Upgrades to drainage and lighting to enhance the lifespan of paths and roads within facilities in public parks, cemeteries and civic spaces.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Projects delayed due to COVID-19 restrictions, however, contractors now back working and works expected to be caught up and completed by end of financial year.						
	<b>Mitigating Action</b>						
	Works to be complete as soon as possible.						
	<b>Anticipated Outcome</b>						
	Upgraded footpaths.						

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

25 Sports Facilities Upgrades

Project Life Financials	193	26	14%	193	0	0%
Current Year Financials	167	0	0%	167	0	0%

Project Description Project is part of wider investment in sporting facilities and is dependent on match funding from Sports Scotland. Agreement in principle to wider WDC strategic priorities.

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Oct-21

**Main Issues / Reason for Variance**

The budget has been allocated for construction of 3 All weather tennis courts at Argyll Park. This project was estimated to cost £0.165m and it was hopeful that with application to The Lawn Tennis Association, match funding would be received, however following discussions with The Lawn Tennis Association in April 2018 they have only offered 25% funding. Match funding of 25% has also been provided by Sports Scotland. The project has now been tendered, and despite a value engineering exercise the project cost is expected to total £0.020m over allocated budget. As a result Sports Scotland have agreed to increase their funding by £0.020m to allow the project to progress. The contract was awarded and expected to commence in March 2020, however was postponed due to COVID-19 restrictions. Works re-commenced August 2020 and expected to be complete October 2020.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

To deliver project within budget albeit later than first anticipated.

26 New Sports Changing Facility Dumbarton West (Old OLSP site)

Project Life Financials	350	9	2%	350	0	0%
Current Year Financials	341	0	0%	341	0	0%

Project Description New Sports Changing Facility Dumbarton West (Old OLSP site)

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-21

**Main Issues / Reason for Variance**

Demolition and site investigation works are complete. Project progression has been delayed in 2020/21 due to COVID-19 restrictions. Planning permission has now been submitted however design has to be re-visited to tie in with new housing site. Final budget spend for the year will be dependent on outcome of new design, but it is hopeful at this time that this can be achieved. Full budget spend therefore forecast.

**Mitigating Action**

Continue to liaise with Planning to take the project forward and prevent further delay.

**Anticipated Outcome**

To deliver new sports changing facility.

27 New Sports Changing Facility at Duntocher

Project Life Financials	300	20	7%	300	0	0%
Current Year Financials	281	7	3%	281	0	0%

Project Description New Sports Changing Facility at Duntocher

Project Lifecycle Planned End Date 31-Mar-22 Forecast End Date 31-Dec-20

**Main Issues / Reason for Variance**

Works have commenced on site and due to complete by the end of December 2020.

**Mitigating Action**

None required at this time.

**Anticipated Outcome**

To deliver new sports changing facility.



PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

28

Auld Street Clydebank - Bond

Project Life Financials	400	358	89%	400	0	0%
Current Year Financials	42	0	0%	42	0	0%
Project Description	Completion of roadworks associated with Auld Street housing development.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
COVID-19 restrictions has prevented progress of these works in 2020/21, however it is hopeful as restrictions are lifted, works can still be completed in 2020/21.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.						

29

Cycling, Walking and Safer Streets

Project Life Financials	474	0	0%	474	0	0%
Current Year Financials	474	0	0%	474	0	0%
Project Description	Introduction of enhanced walking routes and traffic calming schemes to introduce safer streets within West					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Works that were not completed due to COVID-19 restrictions will be prioritised in 2020/21 when Government guidance permits, to utilise this budget in the timeframe required.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21						

30

Footways/Cycle Path Upgrades

Project Life Financials	119	0	0%	119	0	0%
Current Year Financials	119	0	0%	119	0	0%
Project Description	Renewal and/or enhancement of failed footpaths/cycle paths through West Dunbartonshire.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Works were delayed due to COVID-19 restrictions however it is anticipated that the previously planned programme of works will still go ahead although the delivery method may have to be reviewed.						
Mitigating Action						
None required at this time but if necessary a review of delivery method will be undertaken.						
Anticipated Outcome						
Project complete within timescale.						

31

River Leven Flood Prevention Scheme

Project Life Financials	800	124	16%	800	0	0%
Current Year Financials	96	0	0%	96	0	0%
Project Description	River Leven Flood Prevention Scheme.					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
Main Issues / Reason for Variance						
Consultant engaged and working on options for River Leven Flood Prevention Scheme. Project progress has however been delayed in 2020/21 due to COVID-19 restrictions, although it is still anticipated full budget can be spent.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

32

Infrastructure - Flooding

Project Life Financials	144	0	0%	144	0	0%
Current Year Financials	144	0	0%	144	0	0%
Project Description	Essential renewal of failed drainage assets to minimise flood risk within West Dunbartonshire.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		

Main Issues / Reason for Variance

COVID-19 Government guidance has prevented commencement on these works. It is anticipated that full spend will be achieved however in order to progress a response from SEPA on River Leven optioneering has been sought and has not yet been received.

Mitigating Action

None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.

Anticipated Outcome

Intention is to complete works for this budget in 2020/21.

33

Infrastructure - Roads

Project Life Financials	3,881	48	0%	3,881	0	0%
Current Year Financials	3,881	48	1%	3,881	0	0%
Project Description	Infrastructure - Roads					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		

Main Issues / Reason for Variance

COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that works will still be completed within timescales although the delivery method may need to be changed.

Mitigating Action

None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.

Anticipated Outcome

Intention is to complete works for this budget in 2020/21.

34

A813 Road Improvement Phase 1

Project Life Financials	2,325	922	40%	2,325	0	0%
Current Year Financials	790	12	2%	790	0	0%
Project Description	A813 Road Improvement Phase 1.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		

Main Issues / Reason for Variance

COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that works will still be completed within timescales although the delivery method may need to be changed.

Mitigating Action

None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.

Anticipated Outcome

Intention is to complete works for this budget in 2020/21. Consultancy works are ongoing for a technical & developed design.

35

A813 Road Improvement Phase 2

Project Life Financials	2,325	0	0%	2,325	0	0%
Current Year Financials	0	0	0%	0	0	0%
Project Description	A813 Road Improvement Phase 2.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		

Main Issues / Reason for Variance

No issues to report.

Mitigating Action

None required at this time.

Anticipated Outcome

To provide an improved A813.

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

36

A811 Lomond Bridge

Project Life Financials	3,900	1,405	36%	3,900	0	0%
Current Year Financials	3,342	848	25%	3,342	0	0%
Project Description	Upgrade of Lomond Bridge.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
COVID-19 Government guidance has delayed commencement on these works, however works have resumed in June and full current year budget spend anticipated in this financial year.						
Mitigating Action						
Contractor has resumed works on site mid-June.						
Anticipated Outcome						
Project anticipated to be complete by end of 2020/21						

37

Protective overcoating to 4 over bridges River Leven

Project Life Financials	1,030	35	0%	1,030	0	0%
Current Year Financials	464	9	2%	464	0	0%
Project Description	To overcoat 4 bridges over River Leven.					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that the works will still be completed on time but the delivery method may need to be reviewed.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.						

38

Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements & Park and Rides

Project Life Financials	750	0	0%	750	0	0%
Current Year Financials	750	0	0%	750	0	0%
Project Description	Strathclyde Partnership for Transport - Bus, cycling and walking infrastructure improvements.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that the works will still be completed on time although the delivery method may be reviewed.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.						

39

Street lighting and associated electrical infrastructure

Project Life Financials	84	0	0%	84	0	0%
Current Year Financials	84	0	0%	84	0	0%
Project Description	Street lighting and associated electrical infrastructure.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that the works will still be completed on time although the delivery method may be reviewed.						
Mitigating Action						
None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.						

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

40	Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road						
	Project Life Financials	60	53	88%	60	0	0%
	Current Year Financials	7	0	0%	7	0	0%
	Project Description	Turnberry Homes - traffic calming/ management at Turnberry housing development off Castle Road.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	Main Issues / Reason for Variance						
	COVID-19 Government guidance has prevented commencement on these works, however budget spend anticipated in 2020/21.						
	Mitigating Action						
	None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
	Anticipated Outcome						
Intention is to complete works for this budget in 20/21.							
41	Electrical Charging Points - Rapid Charge						
	Project Life Financials	170	0	0%	170	0	0%
	Current Year Financials	170	0	0%	170	0	0%
	Project Description	Electrical Charging Points - Rapid Charge.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	Main Issues / Reason for Variance						
	COVID-19 Government guidance has prevented commencement on these works. However, it is anticipated that the works will still complete on time and an external consultant will be engaged to assist with progression.						
	Mitigating Action						
	None available due to Government guidance intention is to re-programme works & re-allocate resource with a view to completion this financial year.						
	Anticipated Outcome						
Intention is to complete works for this budget in 2020/21.							
42	Invest in "Your Community Initiative"						
	Project Life Financials	880	615	70%	880	0	0%
	Current Year Financials	98	13	13%	98	0	0%
	Project Description	Capital budget to support the roll out of Your Community, an initiative designed to achieve coordinated service delivery in response to community need. This is complimented by community capacity building, empowering WD citizens to do more for their own communities (leading to less reliance on council). Also included is the implementation of participatory budgeting to support and build capacity in communities.					
	Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
	Main Issues / Reason for Variance						
	The Improvement Fund (IF) budget has been rephased to extend to financial year 2022/23. This allows community groups time to develop their projects and where possible source additional funding to match any IF support. The fund has supported a range of capital improvements across West Dunbartonshire including the India Street art-work project delivered in partnership with Central Alexandria Tenants and Residents Association (CATRA), improvements to the Rock Community Church in Castlehill and most recently approval to invest in a project that aims to create a physical link from Whitecrook to connect to the National Cycle Route 754. This project has been led by Centre 81 with engagement with the local community on the potential benefits a new link to the cycle path could provide. A modest contribution from the IF has allowed a significant amount of external funding to be levered into the Whitecrook area. Prior to the COVID-19 pandemic various projects were in the development phase. As we move through recovery, communities may take the opportunity to re-assess their local need. As a result some projects may change or new priorities may come forward. Your Community partners will continue to support communities with their local ambitions and at this time it is hopeful that full current year budget spend will be incurred.						
	Mitigating Action						
	Opportunities to mitigate have been limited due to the need to liaise with communities. The group continues to liaise with groups regularly to ensure funds are utilised for the benefit of the communities.						
	Anticipated Outcome						
Full budget spend anticipated albeit later than originally planned.							

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

43

Integrated Housing Management System - new project 2020/21

Project Life Financials	20	0	0%	20	0	0%
Current Year Financials	10	0	0%	10	0	0%
Project Description	Development of IHMS system.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	21-Mar-22		
Main Issues / Reason for Variance						
No issues to report with budget spend anticipated in 2020/21.						
Mitigating Action						
None required.						
Anticipated Outcome						
Development of IHMS system.						

44

Building Upgrades and H&S - lifecycle & reactive building upgrades

Project Life Financials	1,519	576	38%	1,519	0	0%
Current Year Financials	1,519	576	38%	1,519	0	0%
Project Description	Lifecycle and reactive building upgrades.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Due to COVID-19 restrictions, planned works were delayed, however budget is expected to be fully allocated and budget spend anticipated in 2020/21.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
The project will be delayed						

45

Oil to Gas Conversion

Project Life Financials	187	99	53%	187	0	0%
Current Year Financials	163	75	46%	163	0	0%
Project Description	Oil to Gas Conversion in council buildings.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Oct-20		
Main Issues / Reason for Variance						
Carleith Boiler house works are almost complete. Braehead Primary boiler plant design and procurement is complete. Gas meter and pipe installation works are planned for October 2020 school break.						
Mitigating Action						
None required.						
Anticipated Outcome						
Project complete within budget and revised timescale.						

46

Solar Panel Installation

Project Life Financials	135	7	5%	135	0	0%
Current Year Financials	135	7	5%	135	0	0%
Project Description	Installation of Solar Panels on Council buildings.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Awaiting final approval from BAM PPP funders for approval on installation at St Peter the Apostle High School. Should approval be granted it is expected full budget will spend in 2020/21.						
Mitigating Action						
Should St Peter the Apostle not be feasible other projects will look to be brought forward.						
Anticipated Outcome						
Project will be delivered later than anticipated.						

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
ANALYSIS OF PROJECTS AT GREEN ALERT STATUS

APPENDIX 8

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

47

Water Meter Downsize

Project Life Financials	16	6	39%	16	0	0%
Current Year Financials	10	0	0%	10	0	0%
Project Description	Water Meter Downsize.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-20		
Main Issues / Reason for Variance						
The project is now complete. All invoices have been processed and awaiting payment.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Delivery of project on time and on budget.						

48

Urinal Controls

Project Life Financials	45	26	58%	45	0	0%
Current Year Financials	19	0	0%	19	0	0%
Project Description	Urinal Controls.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Specific sites still to be identified and surveyed. Due to COVID-19 and lockdown, surveys were suspended until approval was given to proceed. Officers will now endeavour to maximise spend on this budget in 2020/21.						
Mitigating Action						
Liaising with RPOs and contractor to enable us to be in a position to survey as soon as is reasonably practicable.						
Anticipated Outcome						
Delivery of project within budget.						

49

Electricity Automatic Meters

Project Life Financials	28	18	64%	28	0	0%
Current Year Financials	10	0	0%	10	0	0%
Project Description	Electricity Automatic Meters					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
48 meters installed as at 31 March 2020. Completion of works were totally dependant on site access and permission to switch power off for up to one hour. Due to COVID-19 restrictions, officers are awaiting instruction to allow discussion to take place with contractors regarding commencement of works on site, however it is still hopeful that budget will be spent this financial year as lockdown restrictions are eased.						
Mitigating Action						
Liaising with all parties in preparation to allow works to commence.						
Anticipated Outcome						
Delivery of project within budget, albeit later than originally planned.						

50

Energy Projects quick wins

Project Life Financials	60	3	5%	60	0	0%
Current Year Financials	27	0	0%	27	0	0%
Project Description	Energy Projects quick wins.					
Project Lifecycle	Planned End Date	31-Mar-22	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Draft proofing doors and windows, restricting control of radiator controls and thermostats etc. The COVID-19 situation has not allowed Officers to progress as expected, however will endeavour to maximise spend but part of this budget may need to be rephased into 2021/22.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Delivery of project on time and on budget.						

PERIOD END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

51	<b>Automatic Meter Readers</b>					
	Project Life Financials	48	20	41%	48	0 0%
	Current Year Financials	28	0	0%	28	0 0%
	Project Description Automatic Meter Readers.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21	
	<b>Main Issues / Reason for Variance</b>					
	This project life budget is split with £0.028m allocated to water automatic meter readers and £0.020m allocated to electricity automatic meter readers. With regards to water automatic meters, all large sites complete, with works to smaller sites to be completed after COVID-19 restrictions are eased. With regards to the electricity automatic meters element of this project, completion of works were dependent on site access and permission to switch power off for up to one hour which wasn't possible in 2019/20. Remaining works for replacement water meters to resume as COVID-19 restrictions are eased to complete this project. Full budget spend in this financial year anticipated.					
	<b>Mitigating Action</b>					
	None available at this time.					
	<b>Anticipated Outcome</b>					
	Delivery of project within budget, albeit later than originally planned.					
52	<b>Lighting upgrades to LED in schools and Corporate buildings</b>					
	Project Life Financials	171	0	0%	171	0 0%
	Current Year Financials	171	0	0%	171	0 0%
	Project Description Lighting upgrades to LED in schools and Corporate buildings					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21	
	<b>Main Issues / Reason for Variance</b>					
	Replacement of lighting in schools and corporate building where discolouration/age/ and operational hours justifies replacement by new LED fittings. Early delays due to COVID-19 restrictions regarding site access to carry out surveys and availability of Building Services. Surveys now carried out on a number of sites and work commenced by Building Services at Dumbarton Academy. Site access to be arranged with RPOs for installation. Full spend forecast is anticipated subject to continuation of COVID-19 restrictions being eased.					
	<b>Mitigating Action</b>					
	Liaising with Building Services and RPOs for permission to proceed.					
	<b>Anticipated Outcome</b>					
	Delivery of project within budget.					
53	<b>Replace failed heating controls/valves &amp; recommission</b>					
	Project Life Financials	20	1	3%	20	0 0%
	Current Year Financials	20	1	3%	20	0 0%
	Project Description Replace failed heating controls/valves & recommission					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21	
	<b>Main Issues / Reason for Variance</b>					
	At Linvale Primary, Gartocharn Primary, Gavinburn Primary and Knoxland Primary the 3 port heating valves have failed resulting no control of heating with excessive space temperatures. By replacing the valves and recommissioning the heating controls at a cost of £0.020m, revenue savings of £0.005m per year is anticipated. Delays due to site access not being available due to COVID-19. Officers will endeavour to maximise spend this financial year.					
	<b>Mitigating Action</b>					
	None required at this time.					
	<b>Anticipated Outcome</b>					
	Delivery of project within budget and on time.					

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

54

Energy efficiency Quick win projects with payback of less than 4 years - new project 2020/21

Project Life Financials	20	0	0%	20	0	0%
Current Year Financials	20	0	0%	20	0	0%
Project Description	Energy efficiency Quick win projects with payback of less than 4 years - new project 2020/21					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Draft proofing doors and windows, restricting control of radiator controls and thermostats etc. The COVID-19 situation has not allowed us to progress as expected, however officers will endeavour to maximise spend but part of this budget may need to be rephased into 2021/22.						
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Delivery on budget albeit later than anticipated.						

55

Installation of Solar PV at Clydebank Leisure Centre

Project Life Financials	61	0	0%	61	0	0%
Current Year Financials	61	0	0%	61	0	0%
Project Description	Installation of Solar PV at Clydebank Leisure Centre					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Completion of this project is subject to approval to proceed due to COVID-19 restrictions, however Officers will endeavour to maximise spend in this financial year.						
Mitigating Action						
None available at this time						
Anticipated Outcome						
Delivery of project within budget.						

56

Queens Quay - Regeneration

Project Life Financials	15,620	15,341	98%	15,620	0	0%
Current Year Financials	249	(30)	-12%	249	0	0%
Project Description	Queens Quay regeneration.					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
Main Issues / Reason for Variance						
Remaining budget in line for expenditure over next few months. No financial issue to report and project progressing well as planned (with known slippages from prior years due to District Heating Energy Centre and Network).						
Mitigating Action						
A number of mitigating actions are being monitored through the risk register by the Management Group. Fortnightly meetings with the development partner have been taking place during 2020/21 to progress the project and make every attempt to reduce delays and slippage.						
Anticipated Outcome						
Regeneration of Clydebank Waterfront in line with budget, but delayed to co-ordinate with District Heating project.						



PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

57

<b>Exxon City Deal</b>						
Project Life Financials	34,050	1,794	100%	34,050	0	100%
Current Year Financials	654	281	43%	654	0	0%
Project Description	As part of the City Deal project the WDC Exxon site at Bowling regeneration with alternative A82 route included.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Regular updates are provided at every Council meeting, with City Deal papers presented at each meeting. The main issues contained within the new Council's approved Outline Business Case are still valid, which include Exxon's remediation strategy, land transfer arrangements and issues relating to adjoining owners. Exxon's commercial deal had been approved by WDC on the 24th June with land transfer arrangements agreed in principle. The planning permission in principle (PPIP) application has been submitted and is being assessed by WDC planning department. Exxon have agreed with SEPA and WDC-Environmental Health their remediation strategy. WDC and Exxon are now working together on their respective construction programs to ensure the two phases of works can go ahead unimpeded by the other. Exxon are independently progressing their remediation works on their site.						
<b>Mitigating Action</b>						
Contained within Risk register monitored by Exxon Management Board. Technical reviews are being carried between WDC consultant Stantec and Exxon consultants WSP in assess the ongoing remediation strategy and site activity. WDC Officers are engaged with EXXON representatives in order to assess any programme implications. Exxon will continue discussions with the planning department and SEPA as we progress towards starting on site.						
<b>Anticipated Outcome</b>						
Delivery of the project on time and within the increased budget.						

58	Queens Quay District Heating Network						
	Project Life Financials	20,558	20,348	100%	20,558	0	100%
	Current Year Financials	1,530	1,320	86%	1,260	(270)	-18%
	Project Description	Queens Quay District Heating Network.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	Main Issues / Reason for Variance						
	The energy centre shell is complete and has been handed over to WDC. The internal fit out has commenced with a projected heat on date of 9th of October 2020. Network connections are in place to all on site WDC buildings with negotiation to connect to external customers underway. Service connections for Water, gas, telecoms and electricity to the Energy Centre have been made. The £6m LCITP grant funding has been fully spent. Income is due from Energetics in the form of a rebate for the electrical connection. Internal budget transfer is due from the Energy Centre spend to the Care Home budget to cover the costs of the heat being supplied to them during the care home construction period. Internal budget transfer is due from the Energy Centre spend to the Assets Upgrade budget for the District Heating pipe connection to the Town Hall and Library. Internal cost transfer is due from the Energy Centre spend to the ESCo account for the extension of the network. The above mentioned amounts are reflected in all spend projections. £0.270m is required to be rephased to 2021/22 for retention payment.						
	Mitigating Action						
	Opportunities to mitigate are limited.						
	Anticipated Outcome						
	Project will be delivered over original budget.						

59	<b>Town Centre Fund</b>						
	Project Life Financials	859	21	100%	859	0	100%
	Current Year Financials	838	0	0%	838	0	0%
	Project Description	Scottish Government funding to help improve local town centres.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Four projects were approved at August 2019 IRED committee, three Regeneration team-led, one Asset-led. Projects were only required to be legally committed by 31 March to secure funding, however Scottish Government later relaxed the condition on legal commitment allowing local authorities a more realistic timescale for commitment and spend (prior to COVID-19 restrictions). The expenditure will take place in 2020/21, subject to satisfying COVID-19 related matters in the construction. £0.838m is therefore required to be rephased to the new financial year. No variance to report.						
	<b>Mitigating Action</b>						
	Mitigating Action						
	<b>Anticipated Outcome</b>						
	To provide improved town centres in West Dunbartonshire.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

60	<b>Purchase of 3 Welfare Units</b>						
	Project Life Financials	78	0	100%	78	0	100%
	Current Year Financials	78	0	0%	78	0	0%
	Project Description	At Council meeting on 30th August 2017 it was agreed to purchase 3 Welfare Units as a spend-to-save proposal.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Service is scoping requirements based on changing working practice and work projects. Expect full spend to be achieved in 2020/2021 financial year.						
	<b>Mitigating Action</b>						
	Building Services is currently reviewing requirement due to further changes in service delivery but it is anticipated full budget expenditure will be achieved by end of March 2021.						
	<b>Anticipated Outcome</b>						
	Project will be delivered later than anticipated.						
61	<b>Special Needs - Aids &amp; Adaptations for HSCP clients</b>						
	Project Life Financials	936	300	100%	936	0	100%
	Current Year Financials	936	300	32%	936	0	0%
	Project Description	Reactive budget to provide adaptations and equipment for HSCP clients.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Reallocation of expenditure currently coded through HSCP Revenue Aids & Adaptations budget.						
	<b>Mitigating Action</b>						
	None required.						
	<b>Anticipated Outcome</b>						
	Provision of adaptations and equipment to HSCP clients as anticipated.						
62	<b>Capital Contingency Fund</b>						
	Project Life Financials	0	0	100%	0	0	100%
	Current Year Financials	0	0	0%	0	0	0%
	Project Description	Contingency budget created from underspends and/or anticipated project savings identified from TCR's.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	N/A						
	<b>Mitigating Action</b>						
	N/A						
	<b>Anticipated Outcome</b>						
	N/A						
63	<b>Direct Project Support</b>						
	Project Life Financials	3,502	93	100%	3,910	408	100%
	Current Year Financials	3,502	93	3%	3,910	408	12%
	Project Description	Business support cost such as reallocation of architects and project support at year end.					
	Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
	<b>Main Issues / Reason for Variance</b>						
	Salary capitalisation expected in 2020/21.						
	<b>Mitigating Action</b>						
	None required.						
	<b>Anticipated Outcome</b>						
	Direct project support costs allocated as appropriate.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
<b>1 Resources Carried Forward</b>						
Project Life Financials	(7,044)	(136)	2%	(7,044)	0	0%
Current Year Financials	(187)	0	0%	(187)	0	0%
Project Description	These are resources that have been received in previous years relating to Turnberry Homes, Posties Park Sports Hub, Auld Street Bond, Gruggies Burn and Early Years Funding					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Application of resources held on balance sheet as at 31 March 2020 as appropriate.						
<b>2 General Services Capital Grant</b>						
Project Life Financials	(76,175)	(32,471)	43%	(76,175)	0	0%
Current Year Financials	(6,622)	(4,858)	73%	(6,622)	0	0%
Project Description	This is a general grant received from the Scottish Government in relation to General Services capital spend					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
General services capital grant is anticipated to be received as forecast.						
<b>Mitigating Action</b>						
None required at this time						
<b>Anticipated Outcome</b>						
General services capital grant is anticipated to be received as forecast.						
<b>3 Ring Fenced Government Grant Funding</b>						
Project Life Financials	(47,080)	(2,842)	6%	(44,398)	2,682	-6%
Current Year Financials	(12,785)	(1,400)	11%	(12,785)	0	0%
Project Description	This is ring fenced grant funding which is primarily anticipated to be received from the Scottish Government and relates to Cycling, Walking, Safer Streets, Early Years, Gruggies Burn Flood works, Early Years funding, City Deal and Town Centre Fund.					
Project Lifecycle	Planned End Date	31-Mar-26	Forecast End Date	31-Mar-26		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
Mitigating actions are detailed within the appropriate status updates.						
<b>Anticipated Outcome</b>						
Application of resources as appropriate.						
<b>4 Match Funding / Other Grants and Contributions</b>						
Project Life Financials	(17,779)	(8,874)	50%	(16,729)	1,049	-6%
Current Year Financials	(3,615)	3	0%	(3,615)	0	0%
Project Description	This is match funding from various bodies with the main funding being anticipated for Levensgrove Park, Posties Park and Clydebank Community Sports Hub					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>						
Application of resources is dependent on capital project progressing in year as planned.						
<b>Mitigating Action</b>						
None required.						
<b>Anticipated Outcome</b>						
Match funding received.						

PERIOD END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Forecast Variance	
	£000	£000	%	£000	£000	%
<b>5 Capital Receipts</b>						
Project Life Financials	(41,448)	(203)	0%	(43,565)	(2,118)	5%
Current Year Financials	(15,838)	(43)	0%	(8,753)	7,085	-45%
Project Description	These are capital receipts that are anticipated from sales of land and buildings both as part of the normal disposal programme and also as part of the business case investment in office rationalisation, new school building and new care home development					
Project Lifecycle	Planned End Date	31-Mar-26		Forecast End Date	31-Mar-26	
<b>Main Issues / Reason for Variance</b>						
Anticipated capital receipts to be monitored and forecast adjusted as required as 2020/21 progresses.						
<b>Mitigating Action</b>						
While market conditions are out with officers control all potential receipts will be explored.						
<b>Anticipated Outcome</b>						
Capital receipts received.						
<b>6 Prudential Borrowing</b>						
Project Life Financials	(182,704)	(157,250)	86%	(184,698)	(1,994)	1%
Current Year Financials	(31,703)	(3,226)	10%	(17,801)	13,902	-44%
Project Description	Prudential borrowing is long term borrowing from financial institutions that has been approved for the purposes of funding capital expenditure					
Project Lifecycle	Planned End Date	31-Mar-26		Forecast End Date	31-Mar-26	
<b>Main Issues / Reason for Variance</b>						
Prudential borrowing is impacted by programme delivery therefore mitigating action is detailed in the red and amber analysis.						
<b>Mitigating Action</b>						
None available at this time.						
<b>Anticipated Outcome</b>						
While prudential borrowing requirement is likely to be less than budgeted in the current financial year this is anticipated to catch up over the programme life.						
<b>7 CFCR</b>						
Project Life Financials	(185)	(656)	354%	(706)	(520)	280%
Current Year Financials	(49)	0	0%	(49)	0	0%
Project Description	This is capital spend which is funded by revenue budgets					
Project Lifecycle	Planned End Date	31-Mar-21		Forecast End Date	31-Mar-21	
<b>Main Issues / Reason for Variance</b>						
CFCR in 2020/21 relates to Tennis Courts with Sports Facilities Upgrades.						
<b>Mitigating Action</b>						
None required at this time						
<b>Anticipated Outcome</b>						
CFCR applied to relevant capital project.						
<b>TOTAL RESOURCES</b>						
Project Life Financials	(372,414)	(202,432)	54%	(373,316)	(901)	0%
Current Year Financials	(70,799)	(9,524)	13%	(49,812)	20,988	-30%

**WEST DUNBARTONSHIRE COUNCIL**  
**TRANSFORMATIONAL PROJECTS TO BE FUNDED/ PART FUNDED FROM CAPITAL RECEIPTS - 2019/20**

**APPENDIX 10**

A	B	C	D	E	F	G
Name and detail of project	Details of expected costs	Total estimated one-off cost to implement*	Estimated cost to implement in 2019/20	Details of expected savings	Value of expected savings**	Costs to be set against capital receipts 2019/20*
		£	£		£	£
<b>Digital Transformation within the Council</b> - implementation of the Council's Digital Strategy that maximises the potential of digital technologies to improve outcomes and services for all our citizens and employees, whilst seeking to reduce our costs. The end benefits expected include: Digital by default approach for all council services; Alignment of Council services with leading mobile technologies and the benefit therein giving due consideration to end users; Maximise digital transactions via self-service and reduced need for Face-to-Face and Phone interventions where possible; Digital services designed with end users in mind through regular engagements during design and delivery phases; Improved ICT foundations to inform Investment Programmes;	Costs for the project include staffing costs for a team of four digital transformation officers and some external payments for training of various staff throughout the council. 2019/20 was year 1 (part) of the 2 year project.	463,950	69,779	The project is an enabler for continued identification of efficiencies through a number of strands, including Lean Six Sigma (LSS) projects. With the embedding of the LSS within the organisation and a number of employee LSS champions, further projects continue to be identified and progressed, which will identify further savings. Examples of such projects which have been completed to date include: review of invoice processing; review of file sharing between the some Council teams and external parties; review of start up grant claim processes; review of ICT delivery model in educational establishments; review of Senior Phase Partnership Provider Course Selection (Schools). Other strands being taken forward as part of the overall digitalisation project include: Zoom Council/ Committee meetings; Digital Skills training for staff; MS teams and M365 ; automation.	With the project only commencing during 2019/20 and limited spend as at 31 March 2020, the annual recurring savings identified to date through 16 lean six sigma (LSS) projects is valued at £126,000 - well above the original target level of £80,000; and above the one off spend to date in the project. As the project is still at an early stage, the saving targets for the overall spend haven't yet been fully identified and will develop as each project strand develops. The fact that the project is an enabler indirect savings require to be identified, as well as those saving which are directly attributable to each sub-project.	69,779
<b>Restructures within the Council 2019/20</b> - to allow services to complete non-teacher non-frontline staffing restructures with a view to reducing costs without reducing services to the public.	Costs include voluntary early retirements/ voluntary redundancies. Included in the overall total £0.017m was discretionary costs for early retirement added years (which cannot be funded by capital receipts)	383,381	383,381	Future ongoing staffing savings following removal of non teaching posts within the organisation. The restructures which have been costed within 2019/20 include restructures within Resources; Environment and Neighbourhood; People and Technology; and Communication, Culture, Communities and Facilities and annual savings are assumed within the 2020/21 budget onwards.	£303,000 ongoing savings annually through reduced staffing	235,509
<b>Total to be set against capital receipts in 2019/20</b>						<b>305,288</b>
<b>Capital receipts available for use on transformational projects 2019/20</b>						<b>305,288</b>

\* costs indicated above (column C) are total costs, of which only costs eligible to be funded from capital receipts (following Government guidance) will be set against the receipts (Column G)

\*\* Savings identified/ target have already been assumed within future years budget



## WEST DUNBARTONSHIRE COUNCIL

### Report by the Strategic Lead Housing and Employability

**Council : 30 September 2020**

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**Subject:     Housing Revenue Account Budgetary Control Report  
                 to 31 August 2020 (Period 5)**

#### **1.     Purpose**

- 1.1**     The purpose of the report is to provide members with an update on the financial performance to 31 August 2020 (Period 5) of the HRA revenue and capital budgets for 2020/21.

#### **2.     Recommendations**

- 2.1**     Members are asked to:

- i)       note that the revenue account currently shows a projected annual favourable variance of £1.078m (2.44% of the total budget), of which £1.076m is COVID related; and
- ii)      note the net projected annual position in relation to relevant capital projects which is highlighting an in-year variance of £13.402m (22.37%) due to projected slippage.

#### **3.     Background**

##### Revenue

- 3.1**     At the meeting of West Dunbartonshire Council on 4 March 2020, Members agreed the revenue estimates for 2020/2021 and a total budget of £44.152m.

##### Capital

- 3.2**     At the meeting of Council on 4 March 2020, Members also agreed the updated Capital Plan for 2020/21 which has been augmented by slippage from 2019/20 to produce a total planned spend for 2020/21 of £59.908m.

#### **4.     Main Issues**

##### Revenue

- 4.1**     The budgetary position for HRA Revenue is provided in Appendix 1 with information on projected variances valued at more than £0.050m being provided as Appendix 2, and shows a projected underspend of £1.078m. The projected favourable variance is made up of an underspend of £1.076m due to the current projected impact of COVID, and an underspend of £0.002m. The COVID impact projection is based upon a range of assumptions as to how services will restart over the remainder of this financial year.

The restrictions imposed from 23rd march 2020 lockdown due to COVID has had an impact on housing service delivery activities and costs . The main points affecting revenue spend are:-

- Repairs underspend - only emergency repairs were able to be attended to, so reduced cost of repairs charged from Housing Maintenance Trading Account reflecting less work. Senior Management are working closely together to work through the optimum solution to get the backlog of work completed subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.
- Void rent loss - house moves were not allowed between April and June so not possible to re let available properties which resulted in increased void rent loss for April to June. These restrictions have now been lifted and properties are being re-let.
- Rent Income - house building programme was suspended so rent income from houses expected to be completed in 20/21 will not be realised until 21/22.

#### Capital

**4.2** The HRA capital summary position is shown in Appendix 3. Information on projects that are highlighted as being within the red and amber categories are provided in Appendices 4 & 5. Appendix 6 provides information on all the remaining projects which are categorised as being within the Green category. A summary of anticipated resources is shown in Appendix 7. The analysis shows that there is currently a projected in-year favourable variance of £13.402m which relates to anticipated slippage. COVID restrictions have delayed construction and improvement works which is reflected in the slippage figures in this report. Works, having previously been paused due to COVID, are now being planned/progressed to resume in line with Ph3 of SG Routemap. Subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

**4.3** From the analysis within appendix 4 and appendix 5, it can be seen that there are 17 projects with forecast material slippage, as listed as follows:

<b>Project Name</b>	<b>Slippage (£m)</b>
Affordable Housing Supply Programme	6.474
Targeted EESSH compliance works	1.103
Building external component renewals	0.997
Doors/Window component Renewals	0.960
Buy Backs	0.780
Statutory/regulatory compliance works (lifts/electrical/legionella/fire etc.)	0.533
Modern facilities and services	0.400



Heating improvement works	0.315
Capitalised minor works	0.307
Special needs adaptations	0.302
Environmental renewal works	0.259
Airport Noise Insulation scheme	0.192
MSF Fire Risk Assessment works	0.167
Defective structures/component renewals	0.153
Better Homes Priority Budget	0.122
Asbestos management works	0.120
Secure entry component renewals	0.109

## **5. People Implications**

**5.1** There are no people implications.

## **6. Financial and Procurement Implications**

**6.1** Other than the financial position noted above, there are no financial implications of the budgetary control report. There are no procurement implications arising from this report.

## **7. Risk Analysis**

**7.1** The main financial risks to the ongoing financial position relate to unforeseen cost being identified between now and the end of the financial year. This can affect all service areas.

The projected cost of covid is based upon a variety of assumptions flexibilities; demand; timing of nationally agreed changes through the phasing out of lockdown. These assumptions change regularly and therefore there is a significant risk that the projected year end budgetary position will change from that reported.

## **8. Equalities Impact Assessment (EIA)**

**8.1** The report is for noting and therefore no Equalities Impact Assessment was completed for this report.

## **9. Consultation**

**9.1** The views of both Finance and Legal services have been requested on this report and both have advised there are neither any issues nor concerns with the proposal. As the report is for noting no further consultation is envisaged.

## **10. Strategic Assessment**

**10.1** Proper budgetary control and sound financial practice are cornerstones of good governance and support Council and officers to pursue the five strategic

priorities of the Council's Strategic Plan. This report forms part of the financial governance of the Council. This report is for noting and, therefore, does not directly affect any of the strategic priorities.

**Peter Barry**  
**Strategic Lead – Housing and Employability**  
**Date: 17 September 2020**

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**Person to Contact:** Janice Rainey - Business Unit Finance Partner (HEED),  
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**Appendices:** Appendix 1 - Budgetary Position (Revenue)  
Appendix 2 - Variance analysis (Revenue)  
Appendix 3 - Budgetary Position (Capital)  
Appendix 4 - Variance analysis Red Projects (Capital)  
Appendix 5 - Variance analysis Amber Projects (Capital)  
Appendix 6 - Variance analysis Green Projects (Capital)  
Appendix 7 - Resources (Capital)

**Background Papers:** None

**Wards Affected:** All

WEST DUNBARTONSHIRE COUNCIL  
HRA REVENUE BUDGETARY CONTROL 2020/2021

Appendix 1

PERIOD END DATE

31 August 2020

Subjective Summary	Total Budget 2020/21 £000	Spend to Date 2020/21 £000	Forecast Spend £000	Forecast Variance 2020/21 £000 %		Annual RAG Status	Net Variance attributable to covid £000	Underlying Variance excluding Covid £000
Employee Costs	5,559	2,356	5,775	216	4%	↓	12	204
Property Costs	1,837	805	1,805	(32)	-2%	↑	0	(32)
Transport Costs	80	24	77	(3)	0%	↑	0	(3)
Supplies, Services And Admin	316	120	327	11	3%	↓	(17)	28
Support Services	2,661	1,109	2,661	0	0%	→	0	0
Other Expenditure	464	144	404	(60)	-13%	↑	(68)	8
Repairs & Maintenance	12,517	4,751	11,162	(1,355)	-11%	↑	(1,135)	(220)
Bad Debt Provision	1,060	411	1,060	0	0%	→	0	0
Void Loss (Council Tax/Lost Rents)	740	262	732	(8)	-1%	↓	0	(8)
Loan Charges	18,919	7,883	18,919	0	0%	→	0	0
<b>Total Expenditure</b>	<b>44,153</b>	<b>17,865</b>	<b>42,922</b>	<b>(1,231)</b>	<b>-3%</b>	<b>↑</b>	<b>(1,208)</b>	<b>(23)</b>
House Rents	42,432	17,625	42,301	132	0%	↓	132	0
Lockup Rents	209	86	206	3	1%	↓	0	3
Factoring/Insurance Charges	1,202	506	1,215	(13)	-1%	↑	0	(13)
Other rents	115	31	112	3	3%	↓	0	3
Interest on Revenue Balance	93	24	57	36	39%	↓	0	36
Miscellaneous income	101	50	109	(8)	-8%	↑	0	(8)
<b>Total Income</b>	<b>44,152</b>	<b>18,322</b>	<b>44,000</b>	<b>153</b>	<b>0%</b>	<b>↓</b>	<b>132</b>	<b>21</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(457)</b>	<b>(1,078)</b>	<b>(1,078)</b>			<b>(1,076)</b>	<b>(2)</b>

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>EMPLOYEE COSTS</b>	5,559	5,775	216	4%	↓
<b>Subjective Description</b>					
This budget covers all employees charged directly to the HRA including caretakers.					
<b>Variance Narrative</b>					
<b>Main Issues</b>	There are two reasons for this adverse variance. The first reason relates to a reduction in the recharge of salaries to HRA Capital due to changes in the workload as a result of the Covid-19 lockdown in the first 3 months of the year (£0.012m). The other main reason relates to the proportion of staff being recharged to other services being less than budgeted (£0.299m). However, this is partly offset by a reduction in recharges from other services (£0.095m).				
<b>Mitigating Action</b>	No mitigation possible. Any overspend will be contained within the overall HRA Budget.				
<b>Anticipated Outcome</b>	A year end overspend is anticipated.				

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>REPAIRS &amp; MAINTENANCE</b>	12,517	11,162	(1,355)	-11%	↑
<b>Service Description</b>					
This budget covers all repair and maintenance expenditure to houses and lockups					
<b>Variance Narrative</b>					
<b>Main Issues</b>	Buildings Service management are currently reviewing options to catch-up with backlog repairs, should this be successful then this underspend is likely to reduce as the year progresses. Ongoing repairs may be affected adversely by any further widespread covid infection in the future				
<b>Mitigating Action</b>	HMTA will continue to seek appropriate ways to catch up with repairs				
<b>Anticipated Outcome</b>	A year end underspend is anticipated.				

Budget Details	Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status
	£000	£000	£000	%

<b>HOUSE RENTS</b>	(42,432)	(42,301)	132	0%	↓
<b>Service Description</b>					
Rental income from houses					
<b>Variance Narrative</b>					
<b>Main Issues</b>	This budget is based on the expected numbers of stock available for rent. The 20/21 budget assumed a provision for some of the new builds becoming available to rent part way through the financial year. However, the temporary halt of work and delays to the progress on site due to Covid-19, will mean that these properties will not be ready for let within 2020/21.				
<b>Mitigating Action</b>	No mitigation possible. Any income shortfall will be contained within the overall HRA Budget.				
<b>Anticipated Outcome</b>	There will be a shortfall in rental income.				

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

MONTH END DATE 31 August 2020

PERIOD 5

Project Status Analysis	Project Life Status Analysis				Current Year Project Status Analysis					
	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status	Number of Projects at RAG Status	% Projects at RAG Status	Spend to Date £000	% Project Spend at RAG Status		
Red										
Projects are forecast to be overspent and/or experience material delay to completion	6	22.2%	47,896	64.7%	6	22.2%	8,188	82.1%		
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	13	48.1%	10,171	13.7%	13	48.1%	337	3.4%		
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	8	29.6%	15,964	21.6%	8	29.6%	1,448	14.5%		
TOTAL EXPENDITURE	27	100%	74,031	100%	27	100%	9,973	100%		
Project Status Analysis	Project Life Financials				Current Year Financials					
	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Budget £000	Spend to Date £000	Forecast Spend £000	Forecast Variance £000	Slippage £000	Over/ (Under) £000
Red										
Projects are forecast to be overspent and/or significant delay to completion	177,986	47,896	176,954	(1,032)	49,191	8,188	38,344	(10,847)	(10,847)	0
Amber										
Projects are either at risk of being overspent and/or delay in completion (although this is unquantifiable at present) or the project has any issues that require to be reported at this time	34,152	10,171	33,869	(283)	5,880	337	3,325	(2,555)	(2,555)	0
Green										
Projects are on target both in relation to overall budget and the forecast stages in the project life cycle and no issues are anticipated at this time	33,230	15,964	33,230	0	4,837	1,448	4,837	0	0	0
TOTAL EXPENDITURE	245,368	74,031	244,053	(1,315)	59,908	9,973	46,506	(13,402)	(13,402)	0
TOTAL RESOURCES	245,368	74,031	244,053	1,315	59,908	9,973	46,506	13,402		
NET EXPENDITURE	0	0	0	0	0	0	0	0		

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

1

Affordable Housing Supply Programme						
Project Life Financials	105,348	28,961	27%	105,348	0	0%
Current Year Financials	33,245	7,272	22%	26,771	(6,474)	-19%
Project Description	Affordable Housing Supply Programme					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Following the re-start of sites, all of the main developments on-site are moving through the Construction Industry restart and are proceeding to stage 5 (increasing Density/Productivity). Revised programmes and cost profiles are currently in the process of being received and the impacts of Covid-19 are now projected to impact on projects between 2 - 6 months and will result in some slippage into 21/22. Once revised costings have been fully examined, it may be necessary to seek Council permission to vire funds between budgets within the AHSP and/or to accelerate funds from planned future years spend within the AHSP to ensure the project comes in on budget over the course of the project life budget. Site updates are as follows:-						
St Andrews - CCG are following latest SG guidance have proceeded to stage 5 as above of the Construction Industry 6-stage roadmap. Work progressing well and handovers projected to take place between October 2020 and July 2021.						
Creveul Court, Aitkenbar Primary School and Haldane - CCG have moved into phase 5 as above of the Construction Industry 6-stage road map. Currently looking like Creveul will complete before the end of 2020, Haldane will compete in March 2021 and Aitkenbar will complete by May 2021.						
Clydebank East - Awaiting demolition resumption which should complete at the beginning of October. Discussion required to be had over housing mix options and SG grant.						
Dumbarton Harbour Ph 3 -Cullross have moved to Stage 5 of the Roadmap as above. Awaiting revised programmes, however this project was always slightly behind the projects above due to the administration of the initial main contractor.						
Queen Quay (Sites B & C) - Wheatley Group are providing development management service for the Council in terms of the development at Queen Quay Site B and as with the other CCG sites, it has moved onto phase 5 of the construction industry restart plan. Site C -will be developed as part of the 'Building Back Better' approach and the more homes officers will prepare proposals to be brought to a future More Homes Project Board.						
Mitigating Action						
Progress on this programme will be closely monitored on a regular basis through the More Homes Project Board and reported to the Housing and Communities Committee on a quarterly basis. The temporary halt of work and delays due to Covid-19, will mean that slippage is unavoidable within the current financial year however this will be minimised wherever possible.						
Anticipated Outcome						
The Affordable Housing Supply Programme will be delivered on time and within the overall project life budget.						

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

2	Targeted EESSH compliance works						
	Project Life Financials	30,579	9,268	30%	29,547	(1,032)	-3%
	Current Year Financials	5,228	246	5%	4,125	(1,103)	-21%
	Project Description	This budget enables the council's continued commitment to achieving the Government's standards in relation to energy efficiency.					
	Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance							
Works, having previously been paused due to COVID, is now back underway and progressing well.							
Mitigating Action							
Officers will work with contractor to maximise output and spend.							
Anticipated Outcome							
Slippage anticipated and required to be carried forward into 21/22. Project to completed under project life budget due to underspend achieved last year.							

3	Building external component renewals, roofs/chimneys/flashings/fascias/gutters/svp						
	Project Life Financials	21,503	5,483	25%	21,503	0	0%
	Current Year Financials	3,726	50	1%	2,729	(997)	-27%
	Project Description	Building external component renewals					
	Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
	Main Issues / Reason for Variance						
	Works, having previously been paused due to COVID, is now back underway and progressing well. Additional sub-contractor support for delivery has been arranged and is underway.						
Mitigating Action							
Building Services will work to manage resources and restart to maximise output and spend.							
Anticipated Outcome							
Slippage anticipated and required to be carried forward into 21/22.							

4

<b>Doors/window component renewals</b>						
Project Life Financials	11,082	2,063	19%	11,082	0	0%
Current Year Financials	2,475	0	0%	1,515	(960)	-39%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
Performance and output from the window supply contractor is disappointing and not meeting expectations. The Building Services Manager, supported by the Procurement team, is working to resolve and improve this position with the supplier and is also investigating possibilities of shelf ready alternative suppliers from existing frameworks to bolster this need and to help maximise delivery and spend on this programme.						
<b>Mitigating Action</b>						
Building Services will work to manage resources and restart to maximise output and spend.						
<b>Anticipated Outcome</b>						
Slippage anticipated and required to be carried forward into 21/22.						

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

5

Statutory/regulatory compliance works (lifts/electrical/legionella/fire etc)						
Project Life Financials	3,605	766	21%	3,605	0	0%
Current Year Financials	2,403	356	15%	1,870	(533)	-22%
Project Description	This budget will be used to upgrade / replace components / installations in order to comply with the relevant standards / legislation / health and safety in relation to housing stock.					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
Work contributing to this programme has been continuing in connection with gas heating annual servicing and continues to gather pace.						
Mitigating Action						
Building Services will work with support contractor to maximise output and spend.						
Anticipated Outcome						
Slippage anticipated and required to be carried forward into 21/22.						

6

Buy Backs						
Project Life Financials	5,870	1,355	23%	5,870	0	0%
Current Year Financials	2,114	264	12%	1,334	(780)	-37%
Project Description	This is a budget to undertake specific projects that will deliver housing policies/strategies, example: Ex local authority and mortgage to rent buy-back scheme					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
Main Issues / Reason for Variance						
The main objective of the Buy Back Scheme is to bring former council properties that were sold through the RTB scheme, back into council use. These properties must assist the council with reducing housing need on the waiting list and where appropriate assist with external capital works. For these reasons, any purchase is subject to stringent criteria to ensure accountability and value for money for existing tenants. With several key stakeholders involved, this does mean that there is potential for slippage.						
Mitigating Action						
The policy has recently been refreshed and expanded to help achieve the key strategic aim. Officers will increase efforts to maximise buy-backs, in an effort to increase delivery of the scheme and positively impact and minimise slippage.						
Anticipated Outcome						
Budget unlikely to meet full spend. Officers will endeavour to maximise spend and minimise slippage. Remaining balance will be required to be rephased into 2021-22.						

<b>TOTAL RED</b>						
Project Life Financials	177,987	47,896	27%	176,955	(1,032)	-1%
Current Year Financials	49,191	8,188	17%	38,344	(10,847)	-22%



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31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

**1 Special needs adaptations**

Project Life Financials	3,229	800	25%	3,229	0	0%
Current Year Financials	462	10	2%	160	(302)	-65%
Project Description	Adaptations to Housing for Special Needs					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		

**Main Issues / Reason for Variance**

This workstream is still in a gradual return to normal activity, as this work mainly involves those citizens in the most vulnerable groups who are reticent to permit operatives and works access to their homes.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22.

**2 Capitalised minor works**

Project Life Financials	3,560	1,218	34%	3,560	0	0%
Current Year Financials	615	15	2%	308	(307)	-50%
Project Description	This is a budget to undertake specific minor ad hoc capital projects that arise on demand throughout the financial year.					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		

**Main Issues / Reason for Variance**

As workstreams gather progress, it is anticipated that there will increased spend in the coming periods.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22.

**3 Better Homes Priority Budget**

Project Life Financials	1,144	99	9%	1,144	0	0%
Current Year Financials	245	0	0%	123	(122)	-50%
Project Description	Priority projects as prioritised by the Better Homes Group					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		

**Main Issues / Reason for Variance**

Works, having previously been paused due to COVID, are now being planned/progressed to resume in line with Phase 3 of the Scottish Government Routemap. Subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22.

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

4 Targeted SHQS compliance works

Project Life Financials	400	17	4%	117	(283)	-71%
Current Year Financials	100	0	0%	50	(50)	-50%

Project Description This budget is to focus on work required to maintain the SHQS compliance with WDC housing stock.

Project Lifecycle Planned End Date 31-Mar-21 Forecast End Date 31-Mar-22

**Main Issues / Reason for Variance**

Works, having previously been paused due to COVID, are now being planned/progressed to resume in line with Phase 3 of the Scottish Government Routemap. Subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22. Project to completed under project life budget due to underspends achieved in previous financial years.

5 External stores/garages/bin stores/drainage component renewals

Project Life Financials	430	125	29%	430	0	0%
Current Year Financials	131	0	0%	72	(59)	-45%

Project Description This budget is to focus on external stores/garages/bin stores etc. component renewals as identified and recommended from the housing stock condition survey.

Project Lifecycle Planned End Date 31-Mar-25 Forecast End Date 31-Mar-25

**Main Issues / Reason for Variance**

This programme of works, having previously been paused due to COVID, has restarted in conjunction with the environmental programme.

**Mitigating Action**

Building Services will work to manage resources and restart to maximise output and spend.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22.

6 Secure entry component renewals

Project Life Financials	446	90	20%	446	0	0%
Current Year Financials	181	0	0%	72	(109)	-60%

Project Description This budget is to focus on secure door entry component renewals as identified and recommended from the housing stock condition survey and appropriate council officer referrals.

Project Lifecycle Planned End Date 31-Mar-25 Forecast End Date 31-Mar-25

**Main Issues / Reason for Variance**

Works, having previously been paused due to COVID, are now being planned/progressed to resume in line with Phase 3 of the Scottish Government Routemap. Subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.

**Mitigating Action**

None available at this time.

**Anticipated Outcome**

Slippage anticipated and required to be carried forward into 21/22.

MONTH END DATE

31 August 2020

PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

7	Heating improvement works:					
	Project Life Financials	6,049	1,645	27%	6,049	00%
	Current Year Financials	923	189	20%	608	(315)-34%
	Project Description	Carry out works to renew inefficient boilers/full systems as identified from the stock condition survey and renewal of obsolete/damaged boilers.				
	Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25	
	Main Issues / Reason for Variance					
	Works have resumed on this programme, however, progress will be subject to the impact of COVID, should a tenant decline access due to isolation etc.					
Mitigating Action						
None available at this time.						
Anticipated Outcome						
Slippage anticipated and required to be carried forward into 21/22.						

8	Modern facilities and services						
	Project Life Financials	4,795	1,721	36%	4,795	0	0%
	Current Year Financials	707	15	2%	307	(400)	-57%
	Project Description	New Kitchens, Bathrooms and Showers					
	Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
	Main Issues / Reason for Variance						
	This workstream is still in a gradual return to normal activity. Progress may be impacted by COVID, where some tenants are reticent to permit operative and works access to their homes. Resources from this area of work are also diverted to assist in clearing the backlog of reactive repairs from lockdown.						
Mitigating Action							
None available at this time.							
Anticipated Outcome							
Slippage anticipated and required to be carried forward into 21/22.							

9	Defective structures/component renewals						
	Project Life Financials	4,295	1,202	28%	4,295	0	0%
	Current Year Financials	615	0	0%	462	(153)	-25%
	Project Description	Defective structures					
	Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
	Main Issues / Reason for Variance						
	Work has now resumed on two blocks, albeit with reduced working numbers to meet COVID management procedures. There will be a lag in spend until valuations catch up.						
Mitigating Action							
Building Services will work to manage resources and restart to maximise output and spend.							
Anticipated Outcome							
Slippage anticipated and required to be carried forward into 21/22.							

MONTH END DATE

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PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

- 10 Environmental renewal works, paths/fences/walls/parking area's**
- |                         |   |           |                   |           |       |      |
|-------------------------|---|-----------|-------------------|-----------|-------|------|
| Project Life Financials | 7,634   | 2,704     | 35%               | 7,634     | 0     | 0%   |
| Current Year Financials | 1,004   | 0         | 0%                | 745       | (259) | -26% |
| Project Description     | Environmental renewal works, paths/fences/walls/parking areas |           |                   |           |       |      |
| Project Lifecycle       | Planned End Date  | 31-Mar-25 | Forecast End Date | 31-Mar-25 |       |      |
- Main Issues / Reason for Variance**  
Work has now resumed on this programme whilst maintaining COVID management procedures. There will be a lag in spend as charging process catches up.
- Mitigating Action**  
Building Services will work to manage resources and restart to maximise output and spend.
- Anticipated Outcome**  
Slippage anticipated and required to be carried forward into 21/22.
- 11 Asbestos management works**
- |                         |  |           |                   |           |       |      |
|-------------------------|--|-----------|-------------------|-----------|-------|------|
| Project Life Financials | 1,478  | 550       | 37%               | 1,478     | 0     | 0%   |
| Current Year Financials | 205  | 108       | 53%               | 85        | (120) | -59% |
| Project Description     | This budget is to fund work associated with the management of current asbestos legislation and the Council's asbestos policy within housing stock. |           |                   |           |       |      |
| Project Lifecycle       | Planned End Date   | 31-Mar-25 | Forecast End Date | 31-Mar-25 |       |      |
- Main Issues / Reason for Variance**  
Works, having previously been paused due to COVID, are now being planned/progressed to resume in line with Phase 3 of the Scottish Government Routemap. Subject to Risk Assessments and COVID management processes to ensure operative and tenant safety.
- Mitigating Action**  
None available at this time.
- Anticipated Outcome**  
Slippage anticipated and required to be carried forward into 21/22.
- 12 Airport Noise Insulation Scheme**
- |                         |                          |           |                   |     |       |       |
|-------------------------|--------------------------|-----------|-------------------|-----|-------|-------|
| Project Life Financials | 192                      | 0         | 0%                | 192 | 0     | 0%    |
| Current Year Financials | 192                      | 0         | 0%                | 0   | (192) | -100% |
| Project Description     | Noise Insulation Project |           |                   |     |       |       |
| Project Lifecycle       | Planned End Date         | 31-Mar-21 | Forecast End Date | TBC |       |       |
- Main Issues / Reason for Variance**  
Glasgow Airport has committed to develop and implement a Noise Insulation Policy to mitigate noise for residents most affected by aviation noise. To develop this the Council has committed to working jointly with the Airport to procure a leading expert in the field to manage the trial on behalf of our collective organisations and ultimately develop a phased programme of works in parallel with existing window replacement and insulation programmes to mitigate the noise experienced by tenants within a specified area. The current situation with Covid-19, means that this project has now been postponed.
- Mitigating Action**  
None required at this time.
- Anticipated Outcome**  
Project faces delay, with slippage anticipated to be carried forward into 21/22.

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
ANALYSIS OF PROJECTS AT AMBER STATUS

APPENDIX 5

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

13

MSF Fire Risk Assessment Works						
Project Life Financials	500	0	0%	500	0	0%
Current Year Financials	500	0	0%	333	(167)	-33%
Project Description	High Rise Fire Safety Measures					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-22		
Main Issues / Reason for Variance						
Slippage has occurred within the action plan, however, it is anticipated to resume this work in the weeks ahead and to prepare a report for committee in November with progress.						
Mitigating Action						
None required at this time.						
Anticipated Outcome						
Slippage anticipated and required to be carried forward into 21/22.						

<b>TOTAL AMBER</b>						
	Project Life Financials	34,152	10,171	30%	33,869	(283) -1%
	Current Year Financials	5,880	337	6%	3,325	(2,555) -43%

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>QL Development</b>						
Project Life Financials	75	0	0%	75	0	0%
Current Year Financials	25	13	52%	25	0	0%
Project Description	This budget relates to the costs associated with the development of the Integrated Housing Management System					
Project Lifecycle	Planned End Date	31-Mar-23	Forecast End Date	31-Mar-23		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Community safety projects</b>						
Project Life Financials	98	81	83%	98	0	0%
Current Year Financials	17	0	0%	17	0	0%
Project Description	Community Safety Projects					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned by year end and meet spend targets.						
<b>Gypsy Travellers Site</b>						
Project Life Financials	91	0	0%	91	0	0%
Current Year Financials	91	0	0%	91	0	0%
Project Description	Gypsy/ Traveller Site improvements					
Project Lifecycle	Planned End Date	31-Mar-21	Forecast End Date	31-Mar-21		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned by year end and meet spend targets.						
<b>Energy improvements/energy efficiency works</b>						
Project Life Financials	399	125	31%	399	0	0%
Current Year Financials	55	0	0%	55	0	0%
Project Description	Energy improvements/ efficiency works (e.g. loft insulation, pipe/tank insulation, draught exclusion)					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

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PERIOD

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Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>Improvement works (Risk St)</b>						
Project Life Financials	2,452	2,255	92%	2,452	0	0%
Current Year Financials	197	0	0%	197	0	0%
Project Description	Risk Street Over clad					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Void house strategy programme</b>						
Project Life Financials	13,594	8,913	66%	13,594	0	0%
Current Year Financials	2,050	476	23%	2,050	0	0%
Project Description	Spend on Void Properties to bring them up to letting standard					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Contingencies</b>						
Project Life Financials	700	206	29%	700	0	0%
Current Year Financials	100	0	0%	100	0	0%
Project Description	This is a contingent budget for unforeseen matters which may arise during the year.					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						
<b>Salaries/central support/offices</b>						
Project Life Financials	15,822	4,384	28%	15,822	0	0%
Current Year Financials	2,302	959	42%	2,302	0	0%
Project Description	Allocation of costs from other WDC services who support the HRA capital programme					
Project Lifecycle	Planned End Date	31-Mar-25	Forecast End Date	31-Mar-25		
<b>Main Issues / Reason for Variance</b>						
No Issues.						
<b>Mitigating Action</b>						
None required at this time.						
<b>Anticipated Outcome</b>						
Project to complete as planned and meet spend targets.						

WEST DUNBARTONSHIRE COUNCIL  
HRA CAPITAL PROGRAMME  
ANALYSIS OF PROJECTS AT GREEN STATUS

APPENDIX 6

MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%
<b>TOTAL GREEN</b>						
Project Life Financials	33,231	15,964	48%	33,231	0	0%
Current Year Financials	4,837	1,448	30%	4,837	0	0%



MONTH END DATE

31 August 2020

PERIOD

5

Budget Details	Project Life Financials					
	Budget	Spend to Date		Forecast Spend	Variance	
	£000	£000	%	£000	£000	%

1	NEW BUILD GRANT						
	Project Life Financials	(38,942)	(19,268)	49%	(38,581)	361	-1%
	Current Year Financials	(3,995)	(1,334)	33%	(3,145)	850	-21%
	Project Description	Grant to facilitate the building of new build housing					
	Project Lifecycle	Planned End Date			Forecast End Date		
Main Issues / Reason for Variance							
The in year adverse variance reflects the SG grant in relation to future developments which cannot be drawdown prior to spend.							
The overall project life adverse variance is reflective of a higher number of units being budgeted against actual.							
Mitigating Action							
Progress on the programme will be closely monitored on a regular basis and reported to the Housing and Communities Committee on a quarterly basis.							
Anticipated Outcome							
The project life overall variance will be an under recovery of £0.361m.							

<b>TOTAL RESOURCES</b>						
Project Life Financials	245,368	74,031	30%	244,053	1,315	1%
Current Year Financials	59,908	9,972	17%	46,506	13,402	22%



## **WEST DUNBARTONSHIRE COUNCIL**

### **Report by Strategic Lead – Communications, Culture, Communities and Facilities**

**Council: 30 September 2020**

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**Subject:       Joint Collaboration: West Dunbartonshire and Inverclyde Councils – Performance and Strategy**

#### **1.     Purpose**

- 1.1**   The purpose of this report is to advise Council on the proposals for further collaboration with Inverclyde Council in relation to the Performance and Strategy Service.

#### **2.     Recommendations**

- 2.1**   It is recommended that Council:

- approves the shared management arrangement for Performance and Strategy between Inverclyde and West Dunbartonshire Councils on a six month trial basis from 1 October to 31 March 2021; and
- notes that a report providing an update on the above will be remitted to a future Council.

#### **3.     Background**

- 3.1**   In September 2018 the Council approved a revised approach to share strategic management through the joint appointment of a Strategic Lead Officer. The Shared Head of Service (Roads and Transportation) commenced on the 7 January 2019. This role was then extended to lead the Fleet, Waste and Grounds Service for West Dunbartonshire in October 2019 and for Inverclyde in April 2020. The role is remitted to develop further opportunities for sharing services between West Dunbartonshire Council and Inverclyde Council.
- 3.2**   In August 2019 Council approved the implementation of an Internal Audit shared management model. The Shared Internal Audit Manager commenced in January 2020. Additionally, Council approved the appointment of the Fleet & Waste shared management model in February 2020, with the Shared Fleet & Waste Manager commenced in April 2020. Officers have continued to explore other opportunities with Inverclyde, and this led to consideration of Performance and Strategy.

#### **4.     Main Issues**

- 4.1**   It is proposed that a shared management arrangement for the Performance and Strategy service between Inverclyde and West Dunbartonshire Council be explored on a trial period over the next six months.

- 4.2 In a similar manner to previous shared service arrangements, there is increased potential to share best practice, learning and improve service delivery.
- 4.3 Lead officers in both Councils consider there to be an opportunity for significant benefits through a shared Service Manager responsible for Policy, Performance, Strategy and Community Planning across the two Councils. The substantive post within Inverclyde is currently vacant, while the Performance and Strategy Manager post in West Dunbartonshire is currently occupied by an experienced officer.
- 4.4 It is proposed that during the trial period the Manager's time will be split equally between both Councils, with the manager remaining an employee of West Dunbartonshire. This arrangement ensure service delivery across both organisations, and will inform an update on the shared service agreement to a future Council.
- 4.5 The proposal has been discussed with the relevant workforce across both Councils and engagement has taken place with Trade Unions. A similar report will be remitted to Inverclyde Council on 24 September, seeking similar approval of the proposal.

## **5. People Implications**

- 5.1 The Performance and Strategy Manager will remain employed by West Dunbartonshire Council, and their time will be split equally between the two Councils on a temporary six-month basis.
- 5.2 There are no direct implications for the wider Performance and Strategy team from this trial.

## **6. Financial and Procurement Implications**

- 6.1 With the Performance and Strategy shared management option there would be a temporary reduction in costs at manager level for West Dunbartonshire Council. Implementing the temporary shared management model based on current Council salary levels will deliver savings to West Dunbartonshire of £22,340 between 1 October 2020 and 31 March 2021.
- 6.2 There are no procurement implications associated with this report.

## **7. Risk Analysis**

- 7.1 There is a risk that the Performance and Strategy Manager will have insufficient capacity to fulfil their existing remit while also taking on the new tasks for Inverclyde Council. This will be mitigated by a re-prioritisation of tasks, increased delegation, and by the fact that this is an initial trial, following which a final decision can be reached based on the practical experience.
- 7.2 There is a risk that any potential opportunities for joint collaboration are not

optimised if this proposal is not progressed.

- 7.3** The other risks identified will be managed through ongoing engagement with the workforce throughout the implementation process, as well as identifying opportunities within the identified benefits for the preferred option to minimise additional work, standardise practices and processes and implement best practice across both organisations.

## **8. Equalities Impact Assessment (EIA)**

- 8.1** An equalities impact screening was previously carried out on shared service collaboration and indicated that there are no specific equality related impacts from this proposal.

## **9. Consultation**

- 9.1** The Performance and Strategy Manager has been significantly involved in the establishment of this proposal. Consultation beyond this has taken place with Finance, Procurement, Strategic HR and Legal. The wider Performance and Strategy service have been kept informed of developments but no wider consultation has taken place at this point as their roles are not significantly affected. Consultation and engagement is ongoing through the established Trades Union Convener group.

## **10. Strategic Assessment**

- 10.1** Joint working supports the delivery of the strategic priorities of the Council.

Malcolm Bennie

Strategic Lead for Communications, Culture, Communities and Facilities

West Dunbartonshire Council

Date: 22 September 2020

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**Appendices:** N/A

**Background Reports** None

**Wards Affected:** All