

# Agenda



## Housing and Communities Committee

**Date:** Wednesday, 6 February 2019

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**Time:** 10:00

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**Venue:** Civic Space, Council Offices, 16 Church Street, Dumbarton

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**Contact:** Nuala Quinn-Ross, Committee Officer  
Tel: 01389 737210 [nuala.quinn-ross@west-dunbarton.gov.uk](mailto:nuala.quinn-ross@west-dunbarton.gov.uk)

Dear Member

Please attend a meeting of the **Housing and Communities Committee** as detailed above. The business is shown on the attached agenda.

Yours faithfully

**JOYCE WHITE**

Chief Executive

Distribution:-

Councillor Diane Docherty (Chair)  
Councillor Caroline McAllister (Vice Chair)  
Councillor Jim Brown  
Councillor Gail Casey  
Councillor Karen Conaghan  
Councillor Ian Dickson  
Councillor David McBride  
Councillor Iain McLaren  
Councillor Marie McNair  
Councillor John Millar  
Councillor John Mooney  
Councillor Sally Page

All other Councillors for information

Chief Executive  
Strategic Director, Regeneration, Environment & Growth  
Strategic Lead, Housing & Employability  
Strategic Lead, Regeneration

Date issued: 24 January 2019

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## **HOUSING AND COMMUNITIES COMMITTEE**

**WEDNESDAY, 6 FEBRUARY 2019**

### **AGENDA**

**1 STATEMENT BY CHAIR – AUDIO STREAMING**

The Chair will be heard in connection with the above.

**2 APOLOGIES**

**3 DECLARATIONS OF INTEREST**

Members are invited to declare if they have an interest in any of the items of business on this agenda and the reasons for such declarations.

**4 MINUTES OF PREVIOUS MEETING**

**5 - 11**

Submit for approval as a correct record, the Minutes of Meeting of the Housing and Communities Committee held on 7 November 2018.

**5 OPEN FORUM**

The Committee is asked to note that no open forum questions have been submitted by members of the public.

**6 WEST DUNBARTONSHIRE RAPID RE-HOUSING TRANSITION PLAN – HOME AT THE HEART (To Follow)**

Submit report by the Strategic Lead, Housing and Employability seeking approval for the initial Rapid Re-housing Transition Plan (RRTP) for the period 2019/20 – 2023/24 entitled 'Home at the Heart', as detailed within Appendix 1 to the report.

**7/**

**7 REVIEW OF WEST DUNBARTONSHIRE AFFORDABLE HOUSING DESIGN STANDARD (To Follow)**

Submit report by the Strategic Lead, Housing and Employability:-

- (a) advising on the outcome of the review of the West Dunbartonshire Design Standard for Housing Supported by the Affordable Housing Supply Programme; and
- (b) seeking approval of the revised West Dunbartonshire Design Standard 2019, as detailed within Appendix 1 to the report.

**8 MORE HOMES WEST DUNBARTONSHIRE – WEST DUNBARTONSHIRE COUNCIL HOUSE NEW SUPPLY PROGRAMME (To Follow)**

Submit report by the Strategic Lead, Housing and Employability providing an update on progress with West Dunbartonshire's Council House New Supply Programme.

**9 HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT TO 31 DECEMBER 2018 (PERIOD 9) 13 - 24**

Submit report by the Strategic Lead, Housing and Employability providing an update on the financial performance to 31 December 2018 (Period 9) of the HRA revenue and capital budgets.

**10 FINANCIAL REPORT 2018/19 AS AT PERIOD 9 (31 DECEMBER 2018) 25 - 35**

Submit report by the Strategic Leads, Housing and Communities and Regeneration providing an update on the financial performance to 31 December 2018 (Period 9) of those services under the auspices of the Housing and Communities Committee.

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## HOUSING AND COMMUNITIES COMMITTEE

At a Meeting of the Housing and Communities Committee held in the Council Chamber, Clydebank Town Hall, Dumbarton Road, Clydebank on Wednesday, 7 November 2018 at 10.00 a.m.

**Present:** Councillors Jim Brown, Gail Casey, Karen Conaghan, Diane Docherty, Caroline McAllister, Iain McLaren, Marie McNair, John Millar\*, John Mooney and Sally Page\*.

\*Note:- arrived later in the meeting.

**Attending:** Richard Cairns, Strategic Director – Regeneration, Environment and Growth; Peter Barry, Strategic Lead – Housing and Employability; Martin Feeney, Building Services Manager; John Kerr, Housing Development and Homelessness Manager; Edward Thomas, Housing Operations Manager; Alan Young, Housing Asset and Investment Manager; Sally Michael, Principal Solicitor and Nuala Quinn-Ross, Committee Officer.

**Apologies:** Apologies for absence were intimated on behalf of Councillors Ian Dickson and David McBride and Jim McAloon, Strategic Lead – Regeneration.

**Councillor Diane Docherty in the Chair**

### DECLARATIONS OF INTEREST

It was noted that there were no declarations of interest in any item of business on the agenda.

### MINUTES OF PREVIOUS MEETING

The Minutes of Meeting of the Housing and Communities Committee held on 15 August 2018 were submitted and approved as a correct record.

Following discussion, the Committee agreed that a Briefing Note be issued providing a explanation of grant subsidy levels provided by the Scottish Government for affordable housing to Registered Social Landlords and Councils.

Note:- Councillor Sally Page arrived during discussion on the above item of business.

## **OPEN FORUM**

The Committee noted that no open forum questions had been submitted by members of the public.

## **VARIATION IN ORDER OF BUSINESS**

After hearing the Chair, Councillor Docherty, the Committee agreed that the business be varied as hereinafter minuted.

## **UPDATE REPORT ON LONGCRAGGS, BELLSMYRE**

A report was submitted by the Strategic Lead - Regeneration providing an update on the progress of activity in relation to Longcraggs, Bellsmyre.

The Chair, Councillor Docherty invited Mr Robert Aitken, Treasurer for Bellsmyre Digital, to address the Committee. Mr Aitken asked the Committee to consider continuing this item of business to a future meeting to allow continuation of talks between Bellsmyre Digital and officers to identify suitable accommodation. Mr Aitken was then heard in answer to Members' questions.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, Councillor Docherty, seconded by Councillor Conaghan moved that:-

The Committee agree:-

- (1) to note the contents of the report;
- (2) that authority be delegated to the Strategic Lead, Regulatory to enforce the Notice to Quit as approved at the Housing and Communities Committee held on 15 August 2018;
- (3) that authority be delegated to officers to proceed with assisting Bellsmyre Digital and Bellsmyre Schools Out Club with the options outlined within section 4.14 of the report; and
- (4) that authority be delegated to officers to continue discussions with both groups in terms of agreeing longer term alternatives

As an amendment, Councillor Millar seconded by Councillor Casey moved that:-

The Committee agree to continue the report to the December Council meeting or a Special Meeting of the Housing and Communities Committee, depending on timescales, to allow a full consultation process to be carried out with Bellsmyre Digital and Bellsmyre Schools Out Club.

On a vote being taken 4 Members voted for the amendment and 6 Members for the motion, which was thereafter declared as carried.

Note:- Councillor John Millar arrived during discussion on the above item of business.

## **ADJOURNMENT**

Having heard the Chair, Councillor Docherty, the Committee agreed to a short adjournment.

The meeting resumed at 11.05 a.m. with all those Members noted in the sederunt being present.

## **RAPID RE-HOUSING TRANSITION PLAN DEVELOPMENT**

A report was submitted by the Strategic Lead - Housing and Employability providing information on the requirement for West Dunbartonshire Council to develop and implement a Rapid Re-housing Transition Plan (RRTP) for the period 2019/20 – 2023/24.

After discussion and having heard the Strategic Lead – Housing and Employability in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report and recognise the partnership working that will be required to develop a Rapid Re-housing Transition Plan within the timetable outlined at section 4.11 of the report;
- (2) that the Strategic Lead - Housing and Employability, in consultation with the Convenor, ensures that the Rapid Re-housing Transition Plan is submitted to the Scottish Government before 31 December 2018; and
- (3) to note that a further report will be submitted to the February 2019 meeting of the Committee seeking full approval of West Dunbartonshire Council's Rapid Re-housing Transition Plan.

## **REVIEW OF WEST DUNBARTONSHIRE AFFORDABLE HOUSING DESIGN STANDARD**

A report was submitted by the Strategic Lead - Housing and Employability advising of a review of the West Dunbartonshire Design Standard for Housing Supported by the Affordable Housing Supply Programme.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report; and
- (2) to note that a further report will be brought to the Committee in February 2019 with a view to approving a revised Design Standard.

### **SCOTTISH SOCIAL HOUSING CHARTER PROGRESS REPORT**

A report was submitted by the Strategic Lead - Housing and Employability providing benchmarking information relating to how the Council has performed against the Scottish Social Housing Charter indicators during year five of implementation.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report and recognise the continued improvements within Housing and Homelessness Services in West Dunbartonshire;
- (2) to note that a full annual progress report on the Scottish Social Housing Charter will be submitted to the August 2019 meeting of the Committee; and
- (3) to note the Council's approach in involving tenants and service users has again been cited for excellence through being nominated for the Tenant Participation Advisory Service (Scotland) National Good Practice Awards for the third successive year, having won on the previous two occasions

### **MORE HOMES WEST DUNBARTONSHIRE – STRATEGIC HOUSING INVESTMENT PLAN**

A report was submitted by the Strategic Lead - Housing and Employability seeking approval for the More Homes West Dunbartonshire Strategic Housing Investment Plan (SHIP) for 2019/20 - 2023/24 which required to be submitted to the Scottish Government.

After discussion and having heard officers in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to approve the draft SHIP 2019/20 - 2023/24 as appended to the report, designed to continue the delivery of the ambitious programme of around 1,000 new affordable homes as introduced in the West Dunbartonshire Local Housing Strategy 2017 - 2022 (Approved November 2016); and
- (2) that the Strategic Lead, Housing and Employability, in consultation with the Convenor of the Committee, ensure the implementation of the investment plan in partnership with relevant stakeholders.



## **MORE HOMES WEST DUNBARTONSHIRE – WEST DUNBARTONSHIRE COUNCIL HOUSE NEW SUPPLY PROGRAMME**

A report was submitted by the Strategic Lead - Housing and Employability providing an update on progress with West Dunbartonshire's Council House New Supply Programme.

After discussion and having heard the Strategic Lead – Housing and Employability and the Housing Development and Homelessness Manager in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the content of the report and the progress made to date in the delivery of the Council's More Homes West Dunbartonshire approach; and
- (2) to note that the report and the delivery of the Council's ambitious plans to deliver new homes to meet housing need will include significant Member involvement in its delivery and as such a regular update report will be provided to each meeting of the Committee.

## **HOUSING & EMPLOYABILITY DELIVERY PLAN 2018-19 MID-YEAR PROGRESS REPORT**

A report was submitted by the Strategic Lead - Housing and Employability setting out the progress to date in delivery of the actions detailed within the Housing & Employability Delivery Plan 2018/19.

The Committee agreed to note the contents of the report and the progress achieved at mid-year.

## **INTEGRATED HOUSING PROJECT – UPDATE AND PROGRESS REPORT**

A report was submitted by the Strategic Lead - Housing and Employability providing the updated position outlining progress to date on the Integrated Housing Project which incorporates the implementation of an Integrated Housing Management System (IHMS).

After discussion and having heard the Strategic Lead – Housing and Employability in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report and the progress made to date in implementing a state of the art Integrated Housing Management System (IHMS) for the Council's Housing and Homelessness Services and the associated service and process improvements being delivered as a result; and

- (2) to note that as part of the implementation of the Integrated Housing Management System element of the project there will be a series of awareness/demonstration sessions for Members of the Committee.

### **HOUSING REVENUE ACCOUNT BUDGETARY CONTROL REPORT TO 30 SEPTEMBER 2018 (PERIOD 6)**

A report was submitted by the Strategic Lead – Housing and Employability providing an update on the financial performance to 30 September 2018 (Period 6) of the HRA revenue and capital budgets.

After discussion and having heard the Strategic Lead – Housing and Employability in further explanation of the report and in answer to Members' questions, the Committee agreed:-

- (1) to note the contents of the report which showed a projected favourable revenue variance of £0.063m (0.1%); and
- (2) to note the net projected annual position in relation to relevant capital projects which is highlighting a variance of £6.395m (19.1%) due to projected slippage of £6.895m (20.6%) and an overspend of £0.500m (-1.5%).

### **FINANCIAL REPORT 2018/19 AS AT PERIOD 6 (30 SEPTEMBER 2018)**

A joint report was submitted by Strategic Leads – Housing and Communities and Regeneration providing an update on the financial performance to 30 September 2018 (Period 6) of those services under the auspices of this Committee.

After discussion and having heard the Strategic Lead – Housing and Employability in further explanation of the report and in answer to a Members question, the Committee agreed:-

- (1) to note the contents of the report which showed the revenue budget forecast to underspend against budget by £0.082m (3%) at the year-end;
- (2) to note the net projected annual position in relation to relevant capital projects which is highlighting projected slippage of £0.465m (52%); and
- (3) to note the progress on savings incorporated into budgets for 2018/19.

### **WORKING WELL TOGETHER – ATTENDANCE MANAGEMENT: BI-ANNUAL RESULTS QUARTER 1 AND QUARTER 2 (APRIL – SEPTEMBER 2018)**

A report was submitted by the Strategic Lead - People and Technology providing detailed analysis on the attendance performance for quarters 1 and 2 (April 2018 – September 2018).

The Committee agreed:-

(1) to note:-

- (a) the decrease in Council wide sickness absence of 1171.04 FTE days lost (approx. 5%) compared to the same period last year as outlined in Appendix 1 and Appendix 2 to the report; and
- (b) the decrease in sickness absence of 282.22 FTE days lost (approx. 21.5%) compared to the same period last year for Housing and Employability as outlined in Appendix 3 and Appendix 4 to the report.

The meeting closed at 12:28 p.m.

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## WEST DUNBARTONSHIRE COUNCIL

### Report by the Strategic Lead Housing and Employability

Housing and Communities Committee : 6 February 2019

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**Subject:     Housing Revenue Account Budgetary Control Report  
                 to 31 December 2018 (Period 9)**

#### **1.     Purpose**

- 1.1**     The purpose of the report is to provide members with an update on the financial performance to 31 December 2018 (Period 9) of the HRA revenue and capital budgets.

#### **2.     Recommendations**

- 2.1**     Members are asked to:

- i)       note the contents of this report which shows a projected favourable revenue variance of £0.061m (0.1%); and
- ii)      note the net projected annual position in relation to relevant capital projects which is highlighting a variance of £8.044m (24.6%) due to projected slippage of £8.637m (25.9%) and an overspend of £0.593m (-1.8%).

#### **3.     Background**

##### Revenue

- 3.1**     At the meeting of West Dunbartonshire Council on 5 March 2018, Members agreed the revenue estimates for 2018/2019 and a total budget of £42.508m.

##### Capital

- 3.2**     At the meeting of Council on 5 March 2018, Members also agreed the updated Capital Plan for 2018/19 which has been augmented by slippage from 2017/18 to produce a total planned spend for 2018/19 of £33.406m. The funding of this is shown within Appendix 6.

#### **4.     Main Issues**

##### Revenue Budget

- 4.1**     The current budgetary position for HRA Revenue is summarised in Appendix 1 with information regarding projected variances valued at greater than £50,000 being provided as Appendix 2. The analysis shows the projected variance for HRA Revenue is a surplus of £0.061m.

#### Capital Budget

- 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 is provided in Appendices 4 to 5. A summary of anticipated resources is shown in Appendix 6. The analysis shows that for the in-year planned spend there is currently a projected in-year variance of £8.044m of which £8.637m relates to project slippage, £0.650m relates to an overspend and £0.057m relates to a small underspend.
- 4.3** From the analysis within the appendices it can be seen that there are four projects with forecast material slippage, as listed as follows:

<b>Project Name</b>	<b>Slippage (£m)</b>
<ul style="list-style-type: none"><li>• New house build</li><li>• Risk Street</li><li>• Doors/Window Component Renewal</li><li>• Projects to deliver housing policies/strategies (Buy Backs)</li></ul>	<p>7.253</p> <p>0.500</p> <p>0.500</p> <p>0.384</p>

## **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.

## **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: 18 January 2019**

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**Person to Contact:** Janice Rainey - Business Unit Finance Partner (HEED),  
16 Church Street, Dumbarton, G82 1QL,  
telephone: 01389 737704, e-mail [janice.rainey@west-dunbarton.gov.uk](mailto:janice.rainey@west-dunbarton.gov.uk)

**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 - Resources (Capital)

**Background Papers:** None

**Wards Affected:** All





**WEST DUNBARTONSHIRE COUNCIL**  
**HRA REVENUE BUDGETARY CONTROL 2018/2019**

Appendix 1

PERIOD END DATE

31 December 2018

Subjective Summary	Total Budget 2018/19 £000	Spend to Date 2018/19 £000	Forecast Spend £000	Forecast Variance 2018/19 £000 %		Annual RAG Status
Employee Costs	4,409	3,115	4,435	26	1%	↓
Property Costs	1,795	1,260	1,623	(172)	-10%	↑
Transport Costs	101	53	83	(18)	0%	↑
Supplies, Services And Admin	379	240	336	(43)	-11%	↑
Support Services	2,668	1,900	2,596	(72)	-3%	↑
Other Expenditure	291	301	403	112	38%	↓
Repairs & Maintenance	11,693	7,929	11,764	71	1%	↓
Bad Debt Provision	1,060	795	1,060	0	0%	→
Void Loss (Council Tax/Lost Rents)	1,084	817	993	(91)	-8%	↑
Loan Charges	19,028	14,271	19,028	0	0%	→
<b>Total Expenditure</b>	<b>42,508</b>	<b>30,681</b>	<b>42,321</b>	<b>(187)</b>	<b>0%</b>	<b>↑</b>

House Rents	40,822	30,529	40,705	117	0%	↓
Lockup Rents	230	174	232	(2)	-1%	↑
Factoring/Insurance Charges	1,114	869	1,158	(44)	-4%	↑
Other rents	132	92	123	9	7%	↓
Interest on Revenue Balance	70	46	62	8	11%	↓
Miscellaneous income	140	66	102	38	27%	↓
<b>Total Income</b>	<b>42,508</b>	<b>31,776</b>	<b>42,382</b>	<b>126</b>	<b>0%</b>	<b>↓</b>

<b>Net Expenditure</b>	<b>0</b>	<b>(1,095)</b>	<b>(61)</b>	<b>(61)</b>
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MONTH END DATE

31 December 2018

PERIOD

9

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
<b>PROPERTY COSTS</b>	1,795	1,623	(172)	-10%	↑
<b>Service Description</b>					
This budget covers electricity, gas, rates, rents, cleaning and insurance costs.					
<b>Variance Narrative</b>					
<b>Main Issues</b>	The main reason for this favourable variance relates to a one year saving in respect of a provision for prior years unbilled electricity costs which is now not required.				
<b>Mitigating Action</b>	No mitigating action is required.				
<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>SUPPORT SERVICES</b>	2,668	2,596	(72)	-3%	↑
<b>Service Description</b>					
This budget covers central support recharges to the HRA					
<b>Variance Narrative</b>					
<b>Main Issues</b>	A review of the support services allocation across all services was undertaken during 2017/18 to reflect the revised current service structures. This resulted in the amount to be recharged to the HRA to be less than budgeted. It is anticipated that a similar charge will occur in 18/19 which would result in a favourable variance.				
<b>Mitigating Action</b>	No mitigating action is required.				
<b>Actual 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>OTHER EXPENDITURE</b>	291	403	112	38%	↓
<b>Service Description</b>					
This budget covers strategy expenditure as well as legal fees, bank charges, rent abatements, tenancy sustainment work and factor's commission					
<b>Variance Narrative</b>					
<b>Main Issues</b>	There are a number of reasons for this overspend, the main reasons being an increase in legal expenses (£12k) in relation to summons costs and monthly court fees, and an increase in rent abatements (£92k) due to void initiatives.				
<b>Mitigating Action</b>	No mitigation possible however management will ensure that this overspend will be offset by underspends within other areas within the HRA.				
<b>Anticipated Outcome</b>	An overspend will be incurred on this line.				

MONTH END DATE

31 December 2018

PERIOD

9

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
<b>REPAIRS &amp; MAINTENANCE</b>	11,693	11,764	71	1%	↓
<b>Service Description</b>					
This budget covers all repair and maintenance expenditure to houses and lockups					
<b>Variance Narrative</b>					
<b>Main Issues</b>	The main reason for this overspend relates to the increased cost of void repairs. Officers have been working on maximising the number of void properties brought up to acceptable standard for re-letting and also reducing the time between lets.				
<b>Mitigating Action</b>	Officers void working group meet regularly to review all void issues including repairs to maximise properties available to let while at same time considering costs involved in preparing properties.				
<b>Anticipated Outcome</b>	This is a large budget of £11.7m covering all HRA repairs and a great deal of the spend is demand led jobbing repairs. The spend can fluctuate each month so it may be possible that this budget will come back in on budget before year end.				

Budget Details		Variance Analysis			
Subjective Analysis	Budget	Forecast Spend	forecast Variance	RAG Status	
	£000	£000	£000	%	
<b>VOID LOSS</b>	1,084	993	(91)	-8%	↑
<b>Service Description</b>					
This budget covers the rents lost on void houses and lockups and the cost of council tax on void properties					
<b>Variance Narrative</b>					
<b>Main Issues</b>	An improvement in the number of void properties is reflected in a lower than anticipated void loss on rents (£70k) and on the associated cost of council tax (£21k).				
<b>Mitigating Action</b>	No mitigating action is required.				
<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>	(40,822)	(40,705)	117	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 and makes assumptions about when surplus stock will be removed from the letting pool. The rate of transfer of surplus stock from the letting pool has been higher than assumed in the budget.				
<b>Mitigating Action</b>	No mitigation possible - this is part of ongoing housing strategy and timescales will vary as properties become vacant. Any income shortfall will be contained within the overall HRA Budget.				
<b>Anticipated Outcome</b>	There will be a shortfall in rental income.				

MONTH END DATE 31 December 2018

PERIOD 9

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	2	7.4%	4,046	29.8%	2	7.4%	4,046	29.8%		
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	3	11.1%	1,021	7.5%	3	11.1%	1,021	7.5%		
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	22	81.5%	8,532	62.7%	22	81.5%	8,532	62.7%		
TOTAL EXPENDITURE	27	100%	13,599	100%	27	100%	13,599	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	95,753	4,046	96,403	650	12,946	4,046	6,343	(6,603)	(7,253)	650
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	13,797	1,020	13,797	0	3,786	1,020	2,402	(1,384)	(1,384)	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	77,649	8,532	77,592	(57)	16,674	8,532	16,617	(57)	0	(57)
TOTAL EXPENDITURE	187,199	13,598	187,792	593	33,406	13,598	25,362	(8,044)	(8,637)	593
TOTAL RESOURCES	187,199	13,598	187,792	593	33,406	13,598	25,362	(8,044)		
NET EXPENDITURE	0	0	0	0	0	0	0	0		

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

APPENDIX 4

MONTH END DATE

31 December 2018

PERIOD

9

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

1	New house build						
	Project Life Financials	86,753	976	1%	86,753	0	0%
	Current Year Financials	10,446	976	9%	3,193	(7,253)	-69%
	Project Description	New house build					
	Project Lifecycle	Planned End Date	31-Mar-19	Forecast End Date	31-Mar-21		
	Main Issues / Reason for Variance						
	An update on the programme and progress on each site will be reported to the Housing and Communities Committee on the 6th February 2019.						
Mitigating Action							
Progress on this programme will be closely monitored on a regular basis and reported to the Housing and Communities Committee on a quarterly basis.							
Anticipated Outcome							
New build programme will be delivered in full and in advance of the March 2021 target date.							

2	Void House Strategy Programme						
	Project Life Financials	9,000	3,070	34%	9,650	650	7%
	Current Year Financials	2,500	3,070	123%	3,150	650	26%
	Project Description	Void House Strategy Programme					
	Project Lifecycle	Planned End Date	31-Mar-19	Forecast End Date	31-Mar-23		
	Main Issues / Reason for Variance						
	Despite the successful letting of many long-term voids in recent years, the remaining properties which have sat in abeyance for several years have required proportionately more work to bring them back into use.						
Mitigating Action							
Officers will continue to manage this programme in order to minimise the overspend.							
Anticipated Outcome							
Projected to overspend by £0.650m.							

Project Life Financials	95,753	4,046	4%	96,403	650	1%
Current Year Financials	12,946	4,046	31%	6,343	(6,603)	-51%

MONTH END DATE

31 December 2018

PERIOD

9

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

1 Non Traditional and Traditional Improvement Works (Risk St)

Project Life Financials	3,211	2	0%	3,211	0	0%
Current Year Financials	1,200	2	0%	700	(500)	-42%
Project Description	Risk Street Over clad					
Project Lifecycle	Planned End Date	31-Mar-20	Forecast End Date	31-Mar-20		

**Main Issues / Reason for Variance**

This project is behind programme. Work on blocks 35 and 69 has been underway since mid December. The works programme indicates completion of these two by the end of March, therefore forecast has been reduced to reflect this position. £0.500m is required to be rephased into 2019-20.

**Mitigating Action**

Officers will work in conjunction with the contractor to progress works as much as possible and seek to accelerate spend, if possible, to mitigate the slippage.

**Anticipated Outcome**

Project to progress to maximise spend and officers will work with the contractor to maximise progress in efforts to minimise slippage.

2 Doors/Window Component renewals

Project Life Financials	7,500	588	8%	7,500	0	0%
Current Year Financials	1,500	588	39%	1,000	(500)	-33%
Project Description	Doors/Windows Component Renewals					
Project Lifecycle	Planned End Date	31-Mar-19	Forecast End Date	31-Mar-19		

**Main Issues / Reason for Variance**

Progress here is less than anticipated at this time as processes bed-in with new materials supplier, who was appointed this year. Recent activity progressing the survey and measure is showing improvement, however Building Services await the increase in supply to allow install. The forecast has been tentatively reduced to £1.000m at this stage until throughput increases.

**Mitigating Action**

Building Services are in close contact with the supplier to improve performance and in conjunction with capital team, are working to complete previous no-access addresses, where materials are already supplied. A revised address list has been provided to ensure sufficient addresses are available to allow workflow.

**Anticipated Outcome**

Work is underway and officers will work with the contractor to maximise spend in efforts to minimise slippage.

MONTH END DATE

31 December 2018

PERIOD

9

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

3 **Projects to deliver housing policies/strategies (Buy Backs)**

Project Life Financials	3,086	430	14%	3,086	0	0%
Current Year Financials	1,086	430	0%	702	(384)	-35%

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-19 Forecast End Date 31-Mar-19

**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. However, there is no shortage of suitable properties and plans are in place to ensure full spend next year.

**Mitigating Action**

Officers will work to maximise buy-backs, in an effort to increase spend 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 2019-20 for planned buy-backs unable to complete within the current financial year.

Project Life Financials	13,797	1,020	7%	13,797	0	0%
Current Year Financials	3,786	1,020	27%	2,402	(1,384)	-37%

MONTH END DATE

31 December 2018

PERIOD

9

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

**1 New Build Grant**

Project Life Financials	(38,534)	0	0%	(38,534)	0	0%
Current Year Financials	(6,093)	0	0%	(4,982)	1,111	-18%
Project Description	Grant to facilitate the building of new build housing					
Project Lifecycle	Planned End Date	31-Mar-19	Forecast End Date	31-Mar-21		

**Main Issues / Reason for Variance**

Reprofiling of the new house build program as reported to the Housing and Communities Committee on the 7th November, will result in changes to timing of Scottish Government Grant drawdown.

**Mitigating Action**

None required - timing issue only.

**Anticipated Outcome**

Further Scottish Government Grant drawdowns will be made in 19/20 to match expenditure.

**2 Prudential Borrowing**

Project Life Financials	(121,527)	(13,594)	11%	(122,119)	(592)	0%
Current Year Financials	(19,117)	(13,594)	71%	(12,189)	6,928	-36%
Project Description	Prudential borrowing to finance capital expenditure not already funded from grants/contributions, revenue contributions or capital receipts					
Project Lifecycle	Planned End Date	31-Mar-19	Forecast End Date	31-Mar-23		

**Main Issues / Reason for Variance**

Prudential Borrowing is impacted by the both the total level of capital spend and the level of other capital resources. The level of prudential borrowing in 2018/19 and overall is likely to be less than anticipated for reasons identified within each project that shows re-phasing requirements in the red analysis.

**Mitigating Action**

Mitigating actions are detailed in the red analysis.

**Anticipated Outcome**

Prudential Borrowing overall likely to be less than anticipated.

**TOTAL RESOURCES**

Project Life Financials	(187,199)	(13,598)	7%	(187,792)	(592)	0%
Current Year Financials	(33,406)	(13,598)	41%	(25,362)	8,044	-24%



## WEST DUNBARTONSHIRE COUNCIL

## Joint Report by Strategic Leads – Housing and Communities and Regeneration

Housing and Communities Committee: 6 February 2019

**Subject: Financial Report 2018/19 as at Period 9 (31 December 2018)****1. Purpose**

- 1.1** The purpose of the report is to provide the Committee with an update on the financial performance to 31 December 2018 (Period 9) of those services under the auspices of the Housing and Communities Committee.

**2. Recommendations****2.1** Members are asked to:

- i) note the contents of this report which shows the revenue budget forecast to underspend against budget by £0.253m (10%) at the year-end;
- ii) note the net projected annual position in relation to relevant capital projects which is highlighting projected variance of £0.340m(38%) due to projected slippage of £0.410m (46%) and an overspend of £0.070m (8%); and
- iii) note the progress on savings incorporated into budgets for 2018/19.

**3. Background****3.1** Revenue Budget

At the meeting of West Dunbartonshire Council on 5 March 2018, Members agreed the revenue estimates for 2018/19.

A total net budget of £2.516m was approved for services under the remit for Housing and Communities services at that time. A number of adjustments have been made since that date and the revised budget now under the remit of Housing and Communities is £2.625m as per below.

Description	£m
<b>Starting Position</b>	<b>2.516</b>
Transfer of Alexandria homeless office from Corporate	0.056
Transfer of Information Workers from Corporate to W4U	0.143
Recurring variances	(0.072)
Allocation of Strategic Partners Saving	(0.018)
<b>Revised budget</b>	<b>2.625</b>

### Capital

- 3.1.1 At the meeting of Council on 5 March 2018, Members also agreed the updated 10 year General Services Capital Plan for 2018/2019 to 2027/28. The next three years from 2018/19 to 2020/21 have been approved in detail with the remaining 7 years being indicative at this stage. The total project life budget approved for projects that have either commenced or are due to commence in that period total for Housing and Communities services was £1.624m.

## **4. Main Issues**

### Revenue Budget

- 4.1 Appendix 1 shows the probable outturn for the services at £2.372m. As the annual budget is £2.625m there is a projected favourable variance currently projected of £0.253m. A more detailed analysis by service is given in Appendix 2. Comments are shown in Appendix 3 when there are projected annual variances greater than £0.050m. Appendix 4 shows progress on the achievement of saving options adopted as part of the 2018/19 budget.

### Capital Budget

- 4.2 The overall programme summary report is shown in Appendix 5. The analysis shows that for the in-year planned spend there is currently a projected variance of £0.340m due to projected slippage of £0.410m and an overspend of £0.070m. Information on the project that is highlighted as being within the red category is provided in Appendix 6.
- 4.3 From the analysis within the appendices it can be seen that there is one project with forecast material slippage, as listed as follows:

<b>Project Name</b>	<b>Slippage (£m)</b>
Invest in "Your Community Initiative"	0.410

## **5. People Implications**

- 5.1 There are no people implications.

## **6. Financial Implications**

- 6.1 Other than the financial position noted above, there are no financial implications of the budgetary control report.
- 6.2 Agreed savings and management adjustments for 2018/19 are monitored with current indications being that the saving of £0.060m will be achieved. (see Appendix 4).

## **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.

## **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.

**Jim McAloon**  
**Strategic Lead, Regeneration**

**Peter Barry**  
**Strategic Lead, Housing and Communities**

**Date: 16 January 2019**

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**Person to Contact:** Janice Rainey - Business Unit Finance Partner, 16 Church Street, Dumbarton, G82 1QL, telephone: 01389 737707, e-mail [janice.rainey@west-dunbarton.gov.uk](mailto:janice.rainey@west-dunbarton.gov.uk)

**Appendices:** Appendix 1 - Summary Budgetary Position (Revenue)  
Appendix 2 - Detailed Budgetary Position (Revenue)  
Appendix 3 - Variance Analysis (Revenue)  
Appendix 4 - Monitoring of Savings Options  
Appendix 5 - Budgetary Position (Capital)  
Appendix 6 - Variance analysis Red Projects (Capital)

**Background Papers:** None

**Wards Affected:** All



**WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2018/2019  
HOUSING & COMMUNITIES SUMMARY**

**APPENDIX 1**

**MONTH END DATE**      **31 December 2018**

Actual Outturn 2017/18	Service / Subjective Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Annual Variance 2018/19	Annual RAG Status	
£000		£000	£000	£000	£000	%	
2,600	Working 4 U	2,753	1,981	2,702	(51)	-2%	↑
668	Communities	782	539	784	2	0%	↓
172	Homeless Persons	121	321	152	31	26%	↓
57	Private Sector Housing	45	21	39	(6)	-13%	↑
69	Private Sector Housing Grant	82	(133)	82	0	0%	→
633	Anti Social Behaviour	603	250	528	(75)	-12%	↑
	Housing Asset and Investment	32	5	5	(27)	-84%	↑
(948)	Housing Maintenance Trading A/c	(1,793)	(867)	(1,920)	(127)	-7%	↑
3,251	Total Net Expenditure	2,625	2,117	2,372	(253)	-10%	↑

YEAR END DATE

31 December 2018

PERIOD

9

Actual Outturn 2017/18	Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Annual Variance 2018/19	RAG Status
<b>£000</b>	<b>All Services</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
15,851	Employee	17,109	12,158	16,742	(367)	-2% ↑
1,651	Property	2,010	1,526	2,002	(8)	0% ↑
1,179	Transport and Plant	1,104	848	1,112	8	1% ↓
6,773	Supplies, Services and Admin	12,046	5,898	12,051	5	0% ↓
2,288	Payments to Other Bodies	2,787	1,205	2,744	(43)	-2% ↑
839	Other	835	627	835	0	0% →
<b>28,581</b>	<b>Gross Expenditure</b>	<b>35,891</b>	<b>22,262</b>	<b>35,486</b>	<b>(405)</b>	<b>-1% ↑</b>
<b>(25,330)</b>	<b>Income</b>	<b>(33,266)</b>	<b>(20,145)</b>	<b>(33,114)</b>	<b>152</b>	<b>0% ↓</b>
<b>3,251</b>	<b>Net Expenditure</b>	<b>2,625</b>	<b>2,117</b>	<b>2,372</b>	<b>(253)</b>	<b>-10% ↑</b>
<b>£000</b>	<b>Working 4 U</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
2,179	Employee	2,222	1,550	2,162	(60)	-3% ↑
1	Property	0	1	1	1	0% ↓
30	Transport and Plant	29	20	27	(2)	-7% ↑
28	Supplies, Services and Admin	19	35	43	24	126% ↓
1,051	Payments to Other Bodies	1,417	528	1,388	(29)	-2% ↑
0	Other	0	0	-	0	0% →
<b>3,289</b>	<b>Gross Expenditure</b>	<b>3,687</b>	<b>2,134</b>	<b>3,621</b>	<b>(66)</b>	<b>-2% ↑</b>
<b>(689)</b>	<b>Income</b>	<b>(934)</b>	<b>(153)</b>	<b>(919)</b>	<b>15</b>	<b>2% ↓</b>
<b>2,600</b>	<b>Net Expenditure</b>	<b>2,753</b>	<b>1,981</b>	<b>2,702</b>	<b>(51)</b>	<b>-2% ↑</b>
<b>£000</b>	<b>Communities</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
432	Employee	471	343	467	(4)	-1% ↑
261	Property	268	211	276	8	3% ↓
9	Transport and Plant	2	3	5	3	150% ↓
9	Supplies, Services and Admin	5	2	4	(1)	-20% ↑
73	Payments to Other Bodies	238	40	234	(4)	-2% ↑
0	Other	0	0	0	0	0% →
<b>784</b>	<b>Gross Expenditure</b>	<b>984</b>	<b>599</b>	<b>986</b>	<b>2</b>	<b>0% ↓</b>
<b>(116)</b>	<b>Income</b>	<b>(202)</b>	<b>(60)</b>	<b>(202)</b>	<b>0</b>	<b>0% →</b>
<b>668</b>	<b>Net Expenditure</b>	<b>782</b>	<b>539</b>	<b>784</b>	<b>2</b>	<b>0% ↓</b>
<b>£000</b>	<b>Homeless Persons</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
1,415	Employee	1,521	1,086	1,540	19	1% ↓
1,071	Property	1,420	1,260	1,398	(22)	-2% ↑
24	Transport and Plant	25	17	25	0	0% →
267	Supplies, Services and Admin	75	52	75	0	0% →
645	Payments to Other Bodies	645	406	638	(7)	-1% ↑
0	Other	0	0	0	0	0% →
<b>3,422</b>	<b>Gross Expenditure</b>	<b>3,686</b>	<b>2,821</b>	<b>3,676</b>	<b>(10)</b>	<b>0% ↑</b>
<b>(3,250)</b>	<b>Income</b>	<b>(3,565)</b>	<b>(2,500)</b>	<b>(3,524)</b>	<b>41</b>	<b>1% ↓</b>
<b>172</b>	<b>Net Expenditure</b>	<b>121</b>	<b>321</b>	<b>152</b>	<b>31</b>	<b>26% ↓</b>
<b>£000</b>	<b>Private Sector Housing</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
30	Employee	38	28	37	(1)	-3% ↑
0	Property	0	0	0	0	0% →
0	Transport and Plant	0	1	1	1	0% ↓
0	Supplies, Services and Admin	0	0	0	0	0% →
29	Payments to Other Bodies	29	0	20	(9)	-31% ↑
0	Other	0	0	0	0	0% →
<b>59</b>	<b>Gross Expenditure</b>	<b>67</b>	<b>29</b>	<b>58</b>	<b>(9)</b>	<b>-13% ↑</b>
<b>(2)</b>	<b>Income</b>	<b>(22)</b>	<b>(8)</b>	<b>(19)</b>	<b>3</b>	<b>14% ↓</b>
<b>57</b>	<b>Net Expenditure</b>	<b>45</b>	<b>21</b>	<b>39</b>	<b>(6)</b>	<b>-13% ↑</b>

YEAR END DATE

31 December 2018

PERIOD

9

Actual Outturn 2017/18	Service Summary	Total Budget 2018/19	YTD Spend 2018/19	Forecast Spend 2018/19	Annual Variance 2018/19	RAG Status
<b>£000</b>	<b>Private Sector Housing Grant</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
32	Employee	33	25	33	0	0% →
252	Property	261	5	261	0	0% →
0	Transport and Plant	1	0	1	0	0% →
0	Supplies, Services and Admin	2	0	2	0	0% →
231	Payments to Other Bodies	231	173	231	0	0% →
0	Other	0	0	0	0	0% →
<b>515</b>	<b>Gross Expenditure</b>	<b>528</b>	<b>203</b>	<b>528</b>	<b>0</b>	<b>0% →</b>
<b>(446)</b>	<b>Income</b>	<b>(446)</b>	<b>(336)</b>	<b>(446)</b>	<b>0</b>	<b>0% →</b>
<b>69</b>	<b>Net Expenditure</b>	<b>82</b>	<b>(133)</b>	<b>82</b>	<b>0</b>	<b>0% →</b>
<b>£000</b>	<b>Anti Social Behaviour</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
371	Employee	382	222	310	(72)	-19% ↑
0	Property	0	0	0	0	0% →
5	Transport and Plant	5	4	5	0	0% →
60	Supplies, Services and Admin	60	24	56	(4)	-7% ↑
198	Payments to Other Bodies	156	0	157	1	1% ↓
0	Other	0	0	0	0	0% →
<b>634</b>	<b>Gross Expenditure</b>	<b>603</b>	<b>250</b>	<b>528</b>	<b>(75)</b>	<b>-12% ↑</b>
<b>(1)</b>	<b>Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0% →</b>
<b>633</b>	<b>Net Expenditure</b>	<b>603</b>	<b>250</b>	<b>528</b>	<b>(75)</b>	<b>-12% ↑</b>
<b>£000</b>	<b>Housing Asset and Investment</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
0	Employee	435	240	330	(105)	-24% ↑
0	Property	0	0	0	0	0% →
0	Transport and Plant	0	4	5	5	0% ↓
0	Supplies, Services and Admin	0	0	0	0	0% →
0	Payments to Other Bodies	0	5	5	5	0% ↓
0	Other	0	0	0	0	0% →
<b>0</b>	<b>Gross Expenditure</b>	<b>435</b>	<b>249</b>	<b>340</b>	<b>(95)</b>	<b>-22% ↑</b>
<b>0</b>	<b>Income</b>	<b>(403)</b>	<b>(244)</b>	<b>(335)</b>	<b>68</b>	<b>17% ↓</b>
<b>0</b>	<b>Net Expenditure</b>	<b>32</b>	<b>5</b>	<b>5</b>	<b>(27)</b>	<b>-84% ↑</b>
<b>£000</b>	<b>Housing Maintenance Trading A/c</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>£000</b>	<b>%</b>
11,392	Employee	12,007	8,664	11,863	(144)	-1% ↑
66	Property	61	49	66	5	8% ↓
1,111	Transport and Plant	1,042	799	1,043	1	0% ↓
6,409	Supplies, Services and Admin	11,885	5,785	11,871	(14)	0% ↑
61	Payments to Other Bodies	71	53	71	0	0% →
839	Other	835	627	835	0	0% →
<b>19,878</b>	<b>Gross Expenditure</b>	<b>25,901</b>	<b>15,977</b>	<b>25,749</b>	<b>(152)</b>	<b>-1% ↑</b>
<b>(20,826)</b>	<b>Income</b>	<b>(27,694)</b>	<b>(16,844)</b>	<b>(27,669)</b>	<b>25</b>	<b>0% ↓</b>
<b>(948)</b>	<b>Net Expenditure</b>	<b>(1,793)</b>	<b>(867)</b>	<b>(1,920)</b>	<b>(127)</b>	<b>7% ↑</b>

WEST DUNBARTONSHIRE COUNCIL  
REVENUE BUDGETARY CONTROL 2017/2018  
ANALYSIS FOR VARIANCES OVER £50,000

APPENDIX 3

YEAR END DATE 31 December 2018

Budget Details	Variance Analysis				
	Total Budget	Annual Spend	Variance		RAG Status
	£000	£000	£000	%	
Working 4 U	2,753	2,702	(51)	-2%	↑
Service Description	This is the provision of Working 4u service				
Main Issues / Reason for Variance	This favourable variance is mainly due to vacant posts being held.				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Anti Social Behaviour	603	528	(75)	-12%	↑
Service Description	This is the provision of the anti social behaviour service within the Council area				
Main Issues / Reason for Variance	This favourable variance is due to vacant posts being held pending service restructure however does not impact on service delivery.				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Housing Asset and Investment	32	5	(27)	-84%	↑
Service Description	This service manages strategic investment in council and some private sector housing.				
Main Issues / Reason for Variance	Whilst the net variance is less than £50K , there are a few larger offsetting variances to note . There is a favourable variance of 105k due to vacant posts being held. The employee cost saving are offset by a reduced staffing recharge to the HRA 68K. The vacancies are not impacting on service delivery.				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	Underspend will be achieved				
Housing Maintenance Trading A/c	(1,793)	(1,920)	(127)	7%	↑
Service Description	This service provides council housing maintenance				
Main Issues / Reason for Variance	There is a favourable variance within salaries due to a number of vacant posts.				
Mitigating Action	No mitigating action required as variance is favourable.				
Anticipated Outcome	A slight favourable variance is anticipated at this time.				



Efficiency reference	Efficiency Detail	budgeted Amount £	Projection of Total Saved £	Projection of Total Not Saved £	Comment
MA	Police Scotland out of hours	60,000	60,000	-	

WEST DUNBARTONSHIRE COUNCIL  
GENERAL SERVICES CAPITAL PROGRAMME  
OVERALL PROGRAMME SUMMARY

APPENDIX 5

MONTH END DATE 31 December 2018

PERIOD 9

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
<b>Red</b>								
Projects are forecast to be overspent and/or experience material delay to completion	1	50%	566	65%	1	50%	131	62%
<b>Amber</b>								
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	0	0%	0	0%	0	0%	0	0%
<b>Green</b>								
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	1	50%	303	35%	1	50%	79	38%
<b>TOTAL EXPENDITURE</b>	<b>2</b>	<b>100%</b>	<b>869</b>	<b>100%</b>	<b>2</b>	<b>100%</b>	<b>210</b>	<b>100%</b>

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	Re-Phasing £000	Over/ (Under) £000
<b>Red</b>										
Projects are forecast to be overspent and/or significant delay to completion	1,000	566	1,000	(0)	565	131	155	(410)	(410)	0
<b>Amber</b>										
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	0	0	0	0	0	0	0	0	0	0
<b>Green</b>										
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	624	303	624	0	331	79	401	70	0	70
<b>TOTAL EXPENDITURE</b>	<b>1,624</b>	<b>869</b>	<b>1,624</b>	<b>0</b>	<b>895</b>	<b>210</b>	<b>556</b>	<b>(340)</b>	<b>(410)</b>	<b>70</b>

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

APPENDIX 6

MONTH END DATE

31 December 2018

PERIOD

9

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

1	Invest in "Your Community Initiative"					
	Project Life Financials	1,000	566	57%	1,000	(0)0%
	Current Year Financials	565	131	23%	155	(410)-73%
	Project Description	Grant to community groups awarded 2016 - awarded to community groups over 3 phases. Claim put in by community groups and funds released. Eg Haldane youth centre.				
	Project Lifecycle	Planned End Date	31-Mar-18	Forecast End Date	31-Mar-20	
	Main Issues / Reason for Variance					
	The main element of this budget relates to the Improvement Fund which is subject to the work of a tactical group who meets every 6 weeks and are working to identify suitable projects (the focus being on environmental projects in response to individual neighbourhood needs). There is also a review ongoing of the Your Community Initiative the aim of which is to streamline processes and deliver projects in a more timely fashion. Delay in spend is due to the fact that to date many of the improvements delivered via the Your Community approach have been funded from existing service budgets, resulting in insufficient spend from the Improvement Fund. Officers are actively researching investment opportunities in which this capital budget can be spent in the most beneficial way for the communities. Various proposals to utilise this budget are being presented and being evaluated at present to take the project forward.					
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.						